



**Council Meeting Minutes**

May 15, 2023

Council Members Present: Reeve Roger Konieczny, Division 3  
Deputy Reeve Tara Kuzio, Division 5  
Councillor Joey Nafziger, Division 1  
Councillor Eric Anderson, Division 2  
Councillor Cliff Wowdzia, Division 4  
Councillor Carl Ogradnick, Division 6  
Councillor Kevin Bentley, Division 7

Administration Present: Pat Podoborzny, Chief Administrative Officer  
Norm De Wet, Director of Operations  
Trudy Shukalak, Legislative Services Coordinator

- 1 CALL TO ORDER**  
Reeve Konieczny called the meeting to order at 9:42 a.m.
- 2 ADOPTION OF AGENDA**  
  
**2023-101**  
**Moved by:** Deputy Reeve Kuzio  
THAT the May 15, 2023, regular Council meeting Agenda be adopted as presented. **Carried**
- 3 CONFIRMATION OF MINUTES**  
  
**2023-102**  
**Moved by:** Councillor Nafziger  
THAT the April 17, 2023, regular Council minutes be adopted as presented. **Carried**
- 4 DELEGATIONS**
- 5 COUNCIL PRIORITIES**  
  
**2023-103**  
**Moved by:** Councillor Ogradnick  
THAT the Council Priorities be accepted as presented. **Carried**
- 6 REQUESTS FOR DECISIONS**
  - 6.1 Cancellation of 2023 General Municipal Portion of Property Tax**  
  
**2023-104**  
**Moved by:** Councillor Wowdzia  
THAT Council approve the cancellation of the 2023 general municipal portion of the property tax levy for the Vegreville Municipal Seed Cleaning Association Ltd., Innisfree Seed Cleaning Association Ltd., Mannville Riverview Golf Course and Vegreville Golf Association. **Carried**
  - 6.2 Personnel Policy – Change to Payroll Advance Eligibility**  
  
**2023-105**  
**Moved by:** Councillor Anderson  
THAT Council give the Chief Administrative Officer (CAO) the discretion to make seasonal staff eligible for mid-month payroll advances up to a maximum of \$1,000 per month for the remainder of 2023. **Carried**

**6.3 New Corporate Credit Card Policy AD 1022-01**

**2023-106**

**Moved by:** Councillor Bentley

THAT Council approve Corporate Credit Card Policy AD 1022-01 establishing credit card authorization procedures, cardholder responsibilities, and guidelines.

**Carried**

**6.4 Rescind Credit Card Authorizations Policy AD 1007-01**

**2023-107**

**Moved by:** Councillor Nafziger

THAT Council rescind Credit Card Authorizations Policy AD 1007-01.

**Carried**

**6.5 Flag Protocol Policy AD 1021-01**

**2023-108**

**Moved by:** Councillor Ogradnick

THAT Council approve Flag Protocol Policy AD 1021-01 which establishes the protocols for flying flags at the County of Minburn Administration building, and to ensure appropriate procedures are exercised in a consistent manner.

**Carried**

**6.6 Subdivision File No. 04-2023**

**2023-109**

**Moved by:** Member Ogradnick

THAT the Subdivision Authority approve Subdivision File No. 04-2023 regarding NW 24-52-16-W4M subject to the recommendations of the report presented.

**Carried**

**6.7 Farm Credit Canada (FCC) AgriSpirit Fund**

**2023-110**

**Moved by:** Councillor Bentley

THAT Council partner with Warwick Hall to apply for the Farm Credit (FCC) AgriSpirit Fund to upgrade the exterior of Warwick Hall.

**Carried**

**Innisfree Agricultural Society – Farmers’ Day Contribution**

**2023-111**

**Moved by:** Councillor Anderson

THAT Council contribute \$500 to the Innisfree Agricultural Society to assist them in their 2023 Farmers’ Day celebration event.

**Carried**

**7 REPORTS**

**7.1 Reeve**

**7.2 Council**

**7.3 Office of the CAO**

**7.4 Operations Report**

**7.5 Agriculture and Utilities Report**

*Deputy Reeve Kuzio left the meeting at 10:34 a.m.*

*Deputy Reeve Kuzio returned to the meeting at 10:36 a.m.*

**7.6 Planning and Development Report**

*Reeve Konieczny recessed the meeting at 10:47 a.m.*

*Reeve Konieczny reconvened the meeting at 10:58 a.m.*

**7.7 Protective Services Report**

**7.8 Financial Report**

**2023-112**

**Moved by:** Deputy Reeve Kuzio

THAT Council receive the reports as information.

**Carried**

**8 CORRESPONDENCE AND INFORMATION ITEMS**

**8.1 Alberta Municipal Affairs – Intermunicipal Collaboration Framework (ICF) Timeline Extension**

Letter received from Alberta Municipal Affairs containing a signed Ministerial Order extending the review period of the ICFs from five to seven years.

**8.2 Alberta Municipal Affairs – Provincial Education Requisition Credit (PERC) Program**

Letter received from Alberta Municipal Affairs advising the County’s PERC application has been approved, and that a credit adjustment of \$38,728 will be applied to the June 2023 Alberta School Foundation Fund requisition invoice.

**8.3 Town of Vegreville – Establish Meeting Date**

E-mail received from the Town of Vegreville advising they have agreed to scheduling a joint supper meeting between their Council and the County of Minburn’s Council in mid-June.

**8.4 Northern Lights Library System – 2024 Levy**

Letter received from Northern Lights Library System (NLLS) advising the County of Minburn’s anticipated 2024 library system municipal levy will be \$34,366.64 based on the provincial government’s 2019 population numbers for the County which is 3,188.

**8.5 Vegreville RCMP Quarterly Report**

Quarterly Community Policing Report covering the January 1 to March 31, 2023, reporting period which covers a summary of the human resources, financial data and crime statistics for the Vegreville detachment.

**2023-113**

**Moved by:** Councillor Wowdzia

THAT Council receive the Correspondence and Information Items as information.

**Carried**

**9 CLOSED SESSION**

**10 OPEN SESSION**

**11 MOTIONS ARISING OUT OF THE CLOSED SESSION**

**12 COUNCILLOR REQUEST (Information Request and Notices of Motion)**

**2023-114**

**Moved by:** Councillor Wowdzia

THAT Council receive the Councillor request reports as information.

**Carried**

**13 ADJOURNMENT**

Reeve Konieczny declared the meeting adjourned at 11:22 a.m.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer