



AGENDA

April 17, 2023 – County Council Meeting – 10:00 AM

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
 - 3.1 March 27, 2023 Council Meeting
- 4. Emerging Items**
- 5. Delegations**
- 6. Council Priorities**
- 7. Requests for Decision**
 - 7.1 100 Year Agricultural Award
 - 7.2 Bridge File (BF) 7640 Tender
 - 7.3 Tender Award Leasing of County Owned Land
 - 7.4 Lease Renewals – Road Allowances
 - 7.5 2023 Final Budget
 - 7.6 Tax Rate Bylaw
 - 7.7 Hamlet of Minburn Special Tax Bylaw 2023
 - 7.8 Repeal Bylaw 528-1964 Location of County Office
 - 7.9 Establish Municipal Office
 - 7.10 May Committee of the Whole Meeting – Date Change
 - 7.11 Lights on Afterschool Alberta Day
 - 7.12 Electoral Boundaries Review
 - 7.13 Billboard Partnership
 - 7.14 Utility within Road Allowance Special Request
 - 7.15 Subdivision File 02-2023, NW 26-49-9-W4M
- 8. Reports**
 - 8.1 Reeve
 - 8.2 Council
 - 8.3 Office of the CAO
 - 8.4 Operations Report
 - 8.5 Agriculture and Utilities Report
 - 8.6 Planning and Development Report
 - 8.7 Protective Services Report
 - 8.8 Financial Report
- 9. Correspondence and Information Items**
 - 9.1 National Volunteer Week Letter and Invitation
 - 9.2 RMA District Update
 - 9.3 NSWA March Newsletter
 - 9.4 Joint Use Planning Agreements
 - 9.5 Mannville Library Funding Request
- 10. Closed Session**
- 11. Open Session**
- 12. Motions arising out of the Closed Session**
- 13. Councillor Requests (Information /Program Requests)**
 - 13.1 Councillor Request Report
- 14. Adjournment**



Council Meeting Minutes

March 27, 2023

Council Members Present: Reeve Roger Konieczny, Division 3
 Deputy Reeve Tara Kuzio, Division 5 (Virtual)
 Councillor Joey Nafziger, Division 1
 Councillor Eric Anderson, Division 2
 Councillor Cliff Wowdzia, Division 4
 Councillor Carl Ogrodnick, 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 10:00 a.m.

2 ADOPTION OF AGENDA
2023-44
Moved by: Councillor Ogrodnick
 THAT the March 27, 2023 regular Council meeting Agenda be adopted as presented. **Carried**

3 CONFIRMATION OF MINUTES
2023-45
Moved by: Councillor Nafziger
 THAT the February 21, 2023 regular Council minutes be adopted as amended with the following change:
 Page 4, Item 9, Councillor Reports, Councillor Nafziger, Division 1
 "Call regarding icy road conditions on Township Road 500 and Range Road 62" should read "Call regarding icy road conditions on Township Road 500 and Range Road 82" **Carried**

4 EMERGING ITEMS

5 DELEGATIONS

5.1 Wilde and Company Chartered Accountants
 Presentation of the 2022 Audited Financial Statement.

External Presenters:
 Renee Senko and Jody Kirton

2023-46
Moved by: Councillor Ogrodnick
 THAT the Audited Financial Statement for the year ended December 31, 2022 be approved as presented. **Carried**

5.2 Heide Jones

Presentation of her opposition to Development Permit Application (DPA) No. 2023-04 requesting to change the use of Lots 1 and 3, Block 2, Plan 949Q in the Hamlet of Lavoy from antique shop/residence to group home facility.

2023-47

Moved by: Councillor Wowdzia

THAT Council accept the presentation from Heide Jones as information.

Carried

6 COUNCIL PRIORITIES

2023-48

Moved by: Councillor Anderson

THAT the Council Priorities be accepted as presented.

Carried

7 REQUESTS FOR DECISIONS

7.1 Mannville Sand/Salt Shed

2023-49

Moved by: Councillor Bentley

THAT the County of Minburn enter into an agreement with Sparkes Builders for the construction of a commercial post frame building for a total cost of \$86,523 plus G.S.T.

Carried

7.2 Mannville Landfill Closure

2023-50

Moved by: Councillor Wowdzia

THAT the County of Minburn enter into an agreement with PME Inc. for the Mannville Landfill closure for a total project cost of \$491,895 including engineering and contingency plus G.S.T.

Carried

7.3 Class 1 Gravel Pit Registration

2023-51

Moved by: Councillor Anderson

THAT County Council approve an operational budget adjustment of \$418,400 from future expenditure reserves to allow for a Class 1 gravel pit registration at SW 6-54-10-W4M.

Carried

7.4 Roadside Mowing – Request for Proposals (RFP)

2023-52

Moved by: Councillor Bentley

THAT the County of Minburn enter into an agreement with A&R Contracting for the 2023 Roadside Mowing Program for a cost of \$127,260 plus G.S.T.

Carried

7.5 Development Permit Application No. 2023-04

2023-53

Moved by: Councillor Wowdzia

THAT Council deny Development Permit Application No. 2023-04 requesting to change the use of Lots 1 to 3, Block 2, Plan 949Q in the Hamlet of Lavoy from antique shop/residence to group home facility.

Carried

7.6 Subdivision File No. 01-2023

2023-54

Moved by: Member Anderson

THAT Subdivision File No. 01-2023 regarding NE 33-50-10-W4M in Division 2 be approved as per the required conditions presented.

Carried

7.7 Lavoy Campground

2023-55

Moved by: Councillor Wowdzia

THAT all structures be removed from the Lavoy Campground and the campground be developed into an open green space that will be maintained by the County.

Carried

7.8 Municipal Development Plan Bylaw No. 1339-23

2023-56

Moved by: Councillor Ogradnick

THAT Municipal Development Plan Bylaw No. 1339-23 be given first reading.

Carried

7.9 Self-Contained Breathing Apparatus (SCBA) Replacement

2023-57

Moved by: Councillor Nafziger

THAT fourteen SCBA, an SCBA compressor and SCBA related accessories be purchased from Associated Fire Safety Group for a total cost of \$212,450 plus G.S.T.

Carried

7.10 Director of Emergency Management (DEM) Appointment

2023-58

Moved by: Councillor Wowdzia

THAT Council appoint Mike Fundytus as the Director of Emergency Management and Pat Podoborzny as the Deputy Director of Emergency Management.

Carried

Reeve Konieczny recessed the meeting at 11:01 a.m.

Reeve Konieczny reconvened the meeting at 11:11 a.m.

7.11 Borrowing Bylaw 1338-23 – Purchase of Land and Aggregate

2023-59

MOVED BY: Councillor Nafziger

THAT Bylaw No. 1338-23 to authorize the County of Minburn to incur indebtedness by the issuance of debentures in the amount of \$5,000,000 for the purpose of acquiring land and aggregate for future local road construction and maintenance be given second reading.

Carried

2023-60

MOVED BY: Councillor Bentley

THAT Bylaw No. 1338-23 be given third reading.

Carried

7.12 Appointment of Assessor as Designated Officer

2023-61

MOVED BY: Councillor Wowdzia

THAT Justin Goudreau of Municipal Assessment Services Group be appointed as Designated Officer of the County of Minburn in accordance with Bylaw No. 1168-04 to carry out assessment services as outlined in the Assessment Services Contract.

Carried

7.13 Funding Request for Northeast Alberta Alliance for Growth and Opportunities

2023-62

MOVED BY: Councillor Bentley

THAT Council deny the endorsement of the 2023 Northeast Alberta Alliance for Growth and Opportunities funding formula request, which includes a maximum contribution of \$2,000 from the County of Minburn.

Carried

8 REPORTS

- 8.1 Reeve**
- 8.2 Council**
- 8.3 Office of the CAO**
- 8.4 Operations Report**
- 8.5 Agriculture and Utilities Report**
- 8.6 Planning and Development Report**
- 8.7 Protective Services Report**
- 8.8 Financial Report**

2023-63

MOVED BY: Councillor Wowdzia
 THAT the reports be accepted as presented.

Carried

Reeve Konieczny recessed the meeting at 12:15 p.m.

Reeve Konieczny reconvened the meeting at 12:22 p.m.

9 CORRESPONDENCE AND INFORMATION ITEMS

10 CLOSED SESSION

2023-64

Moved by: Councillor Ogrodnick
 THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy Act (FOIP) Act*, specifically Section 16 "Disclosure harmful to business interests of a third party" and Section 25 "Disclosure harmful to economic and other interests of a public body".

Carried

Councillor Wowdzia declared pecuniary interests and left the meeting at 12:23 p.m.

10.1 Waiver of Conditions for Offer to Purchase Lands and Aggregate Agreement
 FOIP Section 16, disclosure harmful to business interests of a third party

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization
Norm De Wet	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

Councillor Wowdzia rejoined the meeting at 12:35 p.m.

Mr. De Wet left the meeting at 12:35 p.m.

10.2 Letter of Intent for Contracted Bylaw Enforcement Services
 FOIP Section 25, disclosure harmful to economic and other interests of a public body

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

11 OPEN SESSION

2023-65

Moved by: Councillor Anderson
 THAT Council revert to open session at 12:45 p.m.

Carried

12 MOTIONS ARISING OUT OF CLOSED SESSION

Councillor Wowdzia declared pecuniary interests and left the meeting at 12:46 p.m.

10.1 Waiver of Conditions for Offer to Purchase Land and Aggregate Agreement

2023-66

Moved by: Councillor Nafziger

THAT Council approve the waiving of the following purchaser conditions within the Offer to Purchase Agreement to acquire land and aggregate for approximately \$18.3 million from a consortium of vendors referring to as Wowdzia Trucking:

1. That the County of Minburn has obtained written consent from the County of Two Hills respecting the acquisition of lands located in the County of Two Hills;
2. That the County of Minburn enacted Borrowing Bylaw 1338-23 to support the financing of the transactions contained within the Offer to Purchase; and
3. That the County of Minburn is satisfied with the testing, inspections and investigations of the land including the mutual conditions regarding final verification of the aggregate quantities.

Carried

Councillor Wowdzia rejoined the meeting at 12:50 p.m.

10.2 Letter of Intent for Contracted Bylaw Enforcement Services

2023-67

Moved by: Councillor Ogrodnick

THAT Administration send the Letter of Intent for Bylaw Enforcement Services as presented in Closed Session.

Carried

13 Councillor Requests (Information Request and Notices of Motion)

14 ADJOURNMENT

Reeve Konieczny declared the meeting adjourned at 12:51 p.m.

Reeve

Chief Administrative Officer

STRATEGIC PRIORITIES CHART (March 2023)

COUNCIL PRIORITIES

NOW

1. **REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK:** Consultant
2. **RECREATION AGREEMENT VEGREVILLE:** Intermunicipal
3. **ELECTORAL BOUNDARY REVIEW:** Legislative
4. **MDP REVIEW:** Legislative

TIMELINE

September 2023
May 2023
May 2023
April 2023

NEXT

- REGIONAL FIRE CAPITAL PLAN: VEGREVILLE (March 2023)
- BYLAW OFFICER CONTRACTED SERVICES (May 2023)
- LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN (May 2023)

ADVOCACY

- *Policing Services/Costs (RMA)*
- *Bridge Funding Continuity (RMA)*
- *Wind Energy Restoration Strategies (RMA)*
- *Broadband Speeds (RMA)*
- *SL3/SL4 Seniors Facility Support (AHS)*
- *Water Act Enforcement and Approvals (AEP)*
- *Rural Medical Services (RMA)*

OPERATIONAL INITIATIVES

OFFICE of the CAO

1. *WIND ENERGY PROJECTS – Soil Segregation/End of Life Advocacy – Awaiting action from the Province*
2. **RECREATION AGREEMENT: VEGREVILLE – MAY 2023**
3. **ELECTORAL BOUNDARY REVIEW – APRIL 2023**
4. Staff Job Descriptions and Salary Grid – May 2023
5. BYLAW OFFICER CONTRACTED SERVICES – MAY 2023

FINANCE and ADMIN

1. Financial Year End & Audit
2. Reserve Policy – March 2023
3. Tax Rate Bylaw & Budget Amendments – March 2023
4. 2022 Grant Reporting – April 2023
5. Financial System Investigation – June 2023

PLANNING AND DEVELOPMENT

1. **REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: ACP Grant – Sept 2023**
2. Orthophoto update: ACP Grant decision - March 2023
3. **MDP REVIEW – April 2023**
4. East Industrial Park ASP - June 2023
5. LUB Review - December 2023

PROTECTIVE SERVICES

1. REGIONAL FIRE CAPITAL PLAN VEGREVILLE – June 2023
2. Updated Health & Safety Manual – April 2023
3. Emergency Management Operations Centre (Admin building basement) – Sept 2023

OPERATIONS

1. LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN – May 2023
2. Grader Beat Review – June 2023
3. Operations Shop Concept Investigation –needs strategic plan for Council

AGRICULTURE & UTILITIES

1. Solid Waste MOU – Innis/Mann/Min – March 2023
2. Waste Collection and Disposal RFP – March 2023
3. Roadside Mowing Contract RFQ - March 2023
4. Parks and Recreation Mowing Contract RFQ– March 2023

CODES:

BOLD CAPITALS = Now Priorities; CAPITALS = Next; *Italics* = Advocacy; Regular Case = Operational Strategies

2 – 3 Year OUTLOOK

1. *Solid Waste Agreement – Mar. 2023*
2. *Service Level Review – Dec. 2023*



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: *Darwin Albani*

Reviewed By: *P. Podobny*



COUNTY COUNCIL

Title: 100 Year Agricultural Award

Supersedes Policy Number: New

Policy Number: CC 3011-01

Next Review Date: February 2027

Approved by Council: February 21, 2023

Last Review Date: N/A

Resolution No:

PURPOSE

The purpose of this policy is to recognize the significant contributions of farming/ranching families in the County of Minburn who have continuously owned and actively farmed the same land for 100 years or more.

POLICY STATEMENT

County of Minburn Council shall present the prestigious "100 Year Agricultural Award" to eligible families who have farmed or ranched in the County for 100 years or longer, and who continue to farm.

DEFINITIONS

1. "Council" means the duly elected Council members of the County of Minburn No. 27.
2. "County" means the municipality of the County of Minburn No. 27 having jurisdiction under the municipality of the *Municipal Government Act*.
3. "Homestead" means the residence of a person or family which comprises its home, land and surrounding property.
4. "Commodities" means a primary agricultural product that may be bought or sold
5. "100" Year Agricultural Award" refers to the award presented to those farm families who have farmed, and continue to farm, in the County of Minburn for 100 years or longer.

POLICY GUIDELINES

In order to effectively recognize the significant contributions pioneer farming families have made to the County:

1. The family must have continuously owned and actively operated the same land for 100 years or more.
2. Have a family member still actively farming the land.
3. The land must still be producing agricultural commodities by the owner.

4. The family or individual nominating the farm/ranch family must submit an application/nomination form available on the County's website at www.minburncounty.ab.ca
5. The homestead establishment date must be provided.
6. Historical documentation must be provided, where possible, to show ownership and support homestead establishment date.

PROCEDURE

1. The Agricultural & Utilities Foreman will review the application.
2. Administration staff will obtain and verify homestead and current land titles as supporting documentation and verification of ownership.
3. To mark the significant milestone, presentation of the "100 Year Agricultural Award" will be completed by whom and where is mutually agreed upon by the Agricultural Service Board/Council.

Reeve



100 Year Agricultural Award Application / Nomination Form

The County is proud to recognize farm/ranch families who continue to farm in the County of Minburn for 100 years or longer.

NOMINEE INFORMATION

Name of Nominee _____

Address _____

Telephone _____ Email _____

Verification of family history attached, please include a copy of the following where possible:

Land Title _____ Homestead Title _____

Relationship to the original homesteader _____

Has the land been owned for consecutive years by the family? _____

Is the family still actively farming the land? _____

Does the family still reside on the land? _____

Background information helps us make a more personal presentation. Please include any additional information you would like mentioned at the awards presentation below or attach a separate sheet if necessary (please note: this information may be edited).

APPLICANT / NOMINATOR INFORMATION

Name of Applicant / Nominator _____

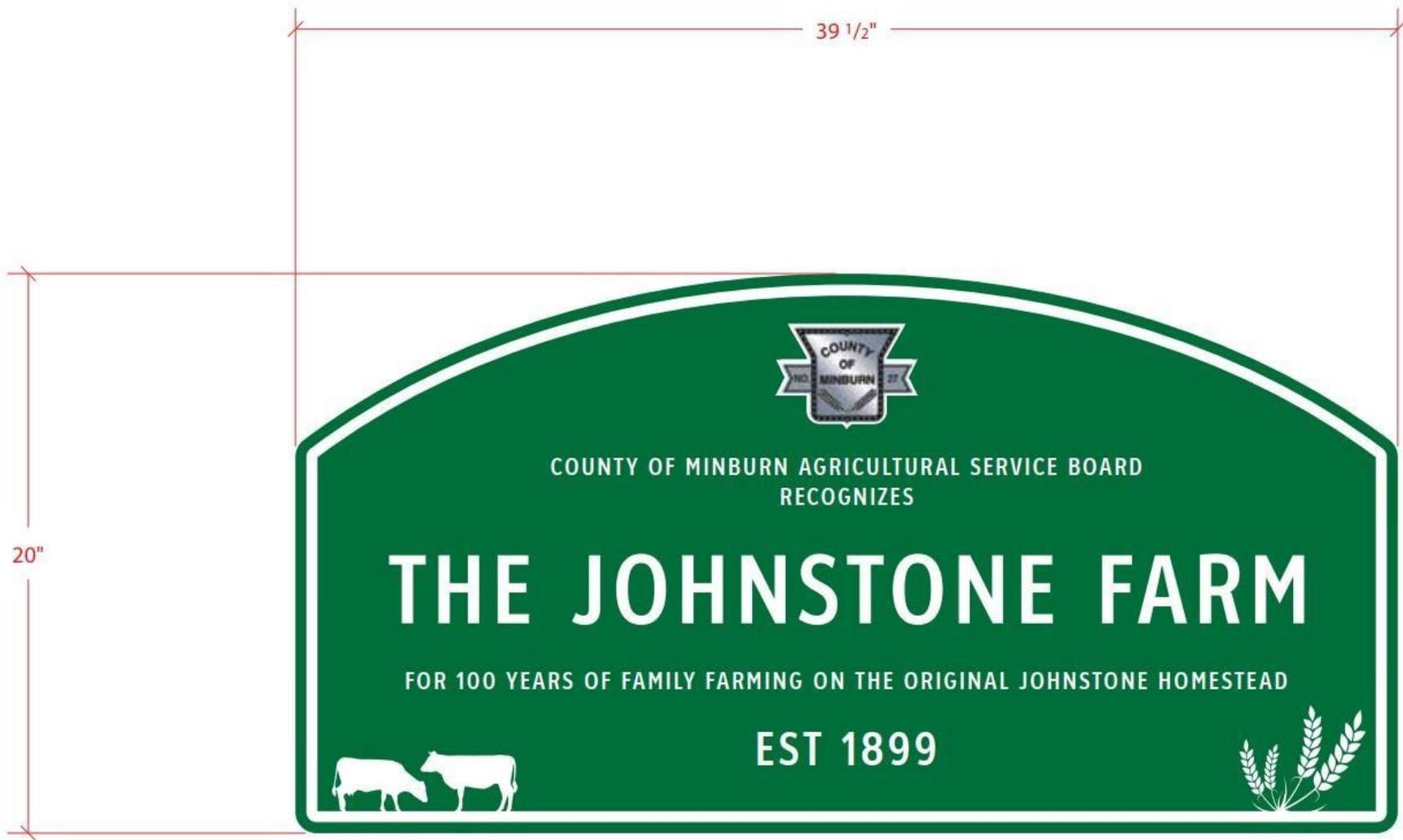
Address _____

Telephone _____ Email _____

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for the purposes under that Act. The personal information may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

County of Minburn No. 27
4909-50 Street, Box 550
Vegreville, AB T9C 1R6
Email: info@minburncounty.ab.ca
Phone: 780.632.2082
Fax: 780.632.6296

Hi Signs Graphic Design



The sign is available in blue, brown, and green.



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

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Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: 



RFD Appendix

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2023-04-06

County of Minburn No. 27
4909 – 50 Street, Box 550
Vegreville, AB T9C 1R6

ATTENTION: Mr. Norm De Wet, Director of Operations

**Subject: Bridge File No. 7640
Vermillion River – Range Road 144 (NW 04-53-14-4)
Concrete Girder Bridge Repairs and Other Work
Contract No. 221-01443-00**

Tenders were received for the above-noted project on April 5, 2023 from a total of five (5) bidders. The low bidder was **Griffin Contracting Ltd.** with a total tender value of **\$315,300.00**.

We have reviewed the bid from Griffin Contracting Ltd. and have found they met the required contractual obligations at the bid stage.

If awarded to the low bidder, the anticipated project costs are as follows:

Costs	
Construction Costs	\$ 307,300.00
Contingency (10%)	\$ 30,700
Engineering (Design, Tender)	\$ 7,000
Engineering (Construction)	\$ 20,000
Sub-total	\$ 365,030
GST (5%)	\$ 18,251.50
Total	\$ 383,281.50

We are requesting your Council's decision regarding the awarding of this contract to Griffin Contracting Ltd. Also attached are the Tender Results and the Tender Summary along with a Construction Cost Estimate "D".

Should you require any additional information or clarification please contact this office.

Yours sincerely,

Tyler Bezooyen, P.Eng.
Bridge Manager

cc: Graham Hopper, County of Minburn No. 27
Evan Clay, WSP Canada – Edmonton
Dave Armstrong, WSP Canada – Red Deer

Encl.

WSP ref.: 221-01443-00

Suite 1200, 10909 Jasper Avenue
Edmonton, Alberta T5J 3L9
T: 780-466-6555

wsp.com



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podoborzny



Council Request for Decision (RFD)

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Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

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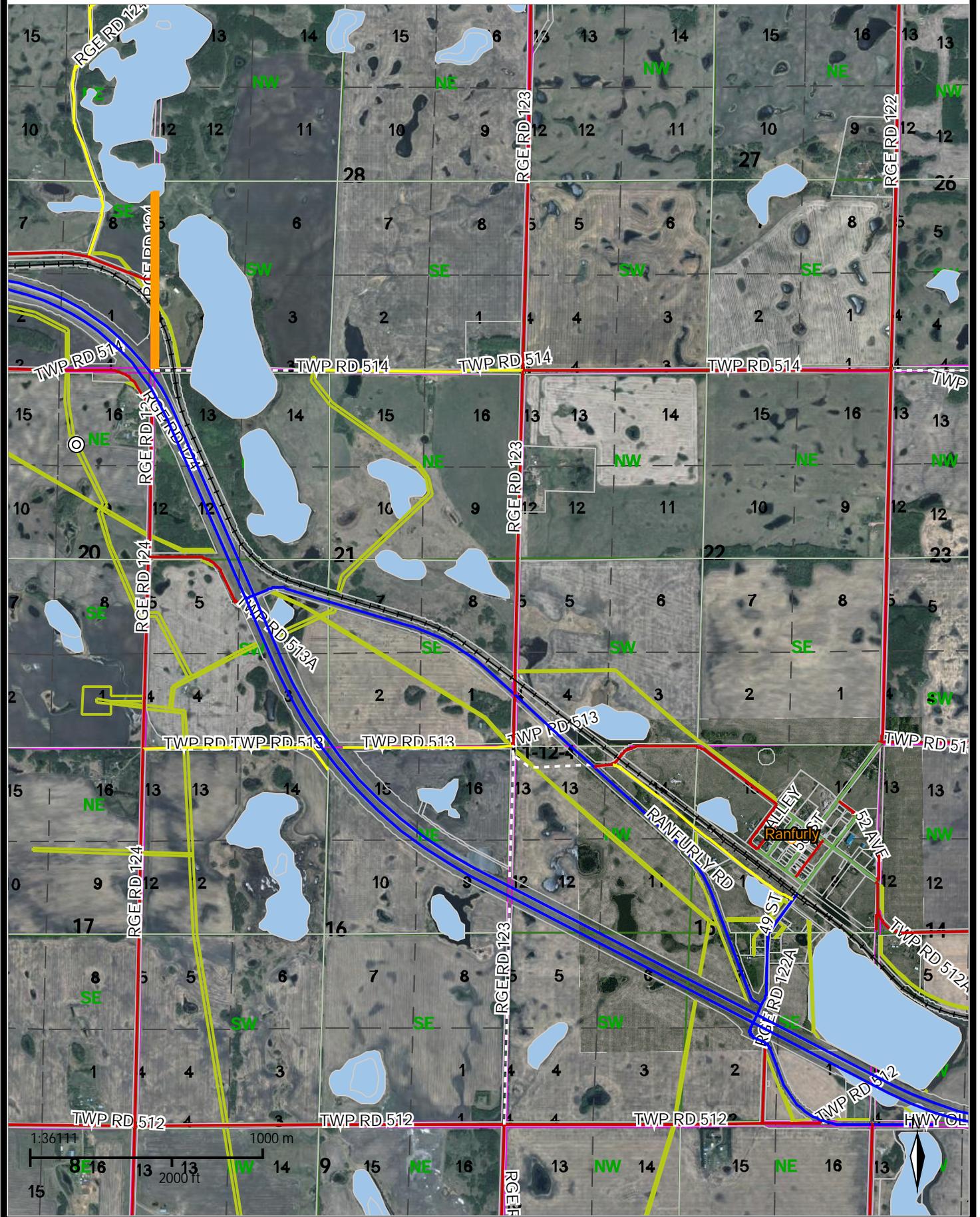
Prepared By: _____

Reviewed By: P. Podoborszky

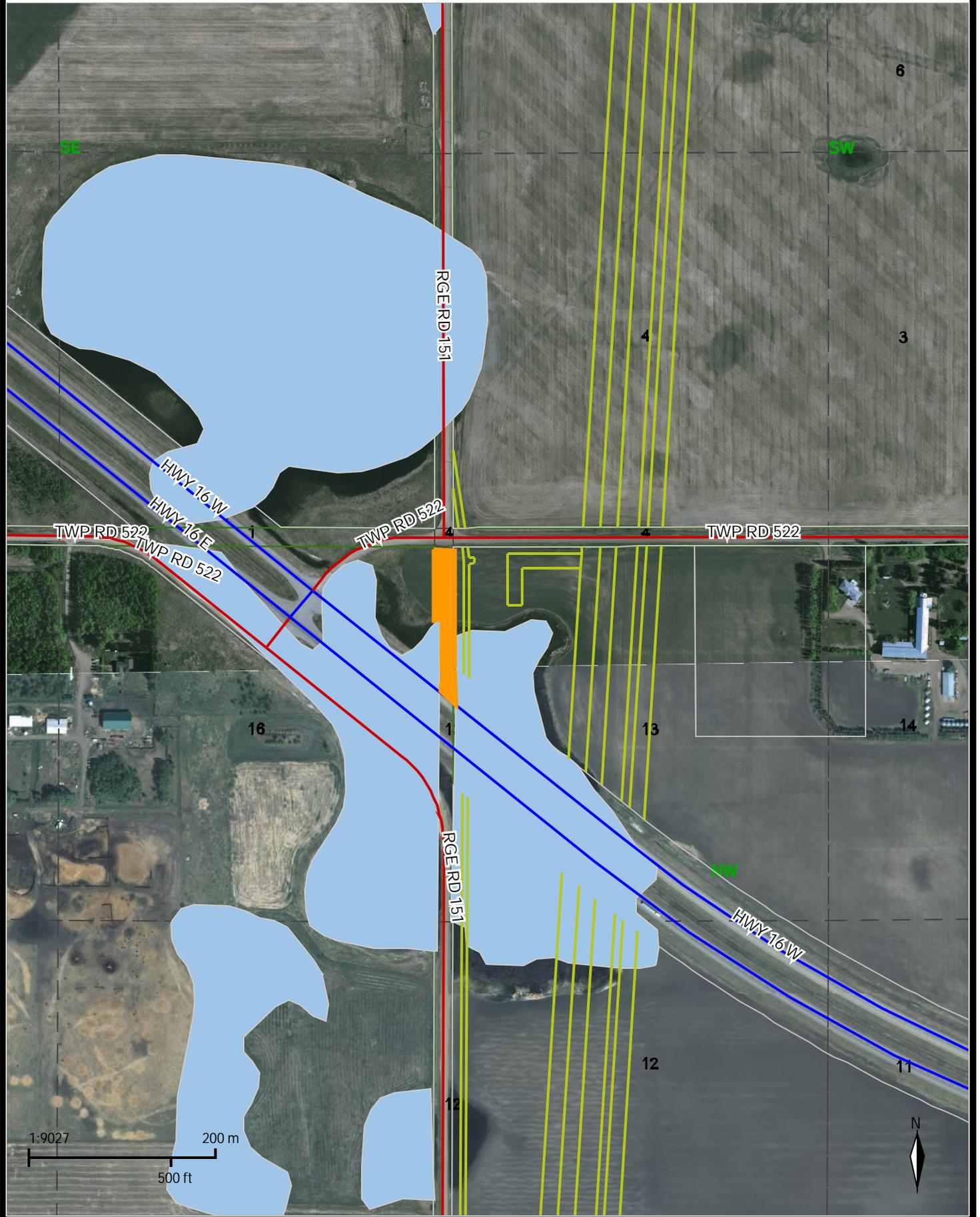
SE 29-51-12-W4M - Road Allowance Lease



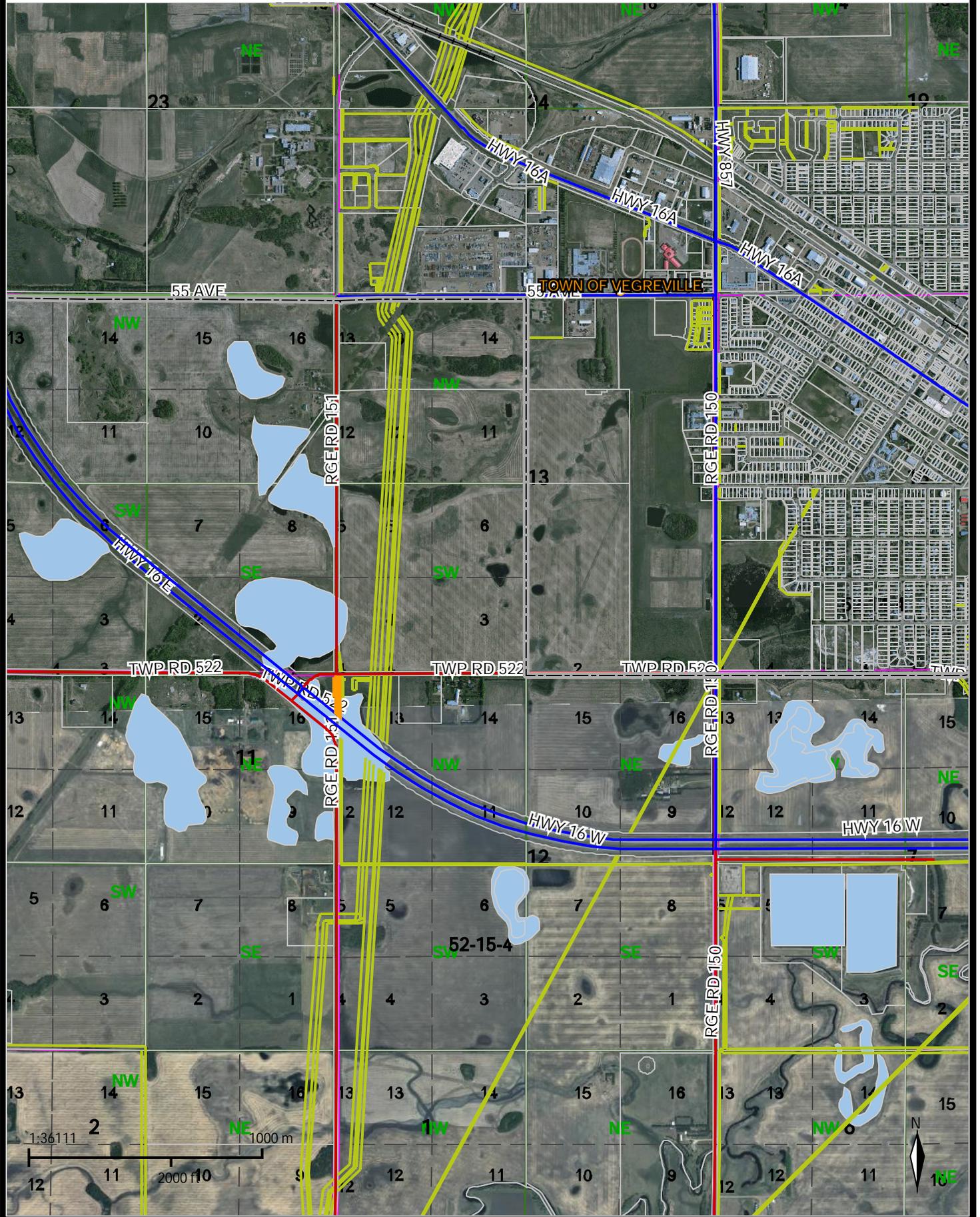
SE 29-51-12-W4M - Road Allowance Lease



NW 12-52-15-W4M - Road Allowance Lease



NW 12-52-15-W4M - Road Allowance Lease





Council Request for Decision (RFD)

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Yes No

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Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podchorzany



County of Minburn No. 27

Three Year Operating Plan

2023 Budget & 2024 to 2026 Operating & Capital Plans

Municipal Revenues	Budget 2023	Future 2024	Future 2025	Future 2026
General Municipal	\$ 16,781,917	\$ 18,983,443	\$ 19,323,111	\$ 19,669,572
Administrative	\$ 19,000	\$ 19,380	\$ 19,768	\$ 20,163
Fire Services	\$ 584,104	\$ 466,847	\$ 476,184	\$ 485,707
Transportation	\$ 10,927,257	\$ 3,827,607	\$ 4,497,166	\$ 4,935,683
Water Supply & Distribution	\$ 230,075	\$ 186,839	\$ 190,575	\$ 194,385
Sanitary Sewer Service	\$ 12,400	\$ 12,648	\$ 12,901	\$ 13,158
Environmental Health Services	\$ 624,225	\$ 245,926	\$ 250,619	\$ 255,403
Family & Community Support Services	\$ 114,508	\$ 116,798	\$ 119,134	\$ 121,517
Planning/Zoning/Development	\$ 258,000	\$ 458,256	\$ 467,421	\$ 476,769
Agricultural Services Board	\$ 172,500	\$ 169,830	\$ 173,227	\$ 176,690
Recreation	\$ 107,225	\$ 67,000	\$ 67,000	\$ 67,000
TOTALS:	\$ 29,831,211	\$ 24,554,574	\$ 25,597,106	\$ 26,416,047

Municipal Expenses	Budget 2023	Future 2024	Future 2025	Future 2026
General Municipal	\$ 450,000	\$ 459,000	\$ 468,180	\$ 477,544
Legislative	\$ 667,108	\$ 658,174	\$ 671,338	\$ 684,765
Administrative	\$ 1,840,894	\$ 1,756,062	\$ 1,790,414	\$ 1,825,452
Health & Safety Services	\$ 77,650	\$ 79,203	\$ 80,786	\$ 82,399
Policing	\$ 230,000	\$ 234,600	\$ 239,292	\$ 244,078
Fire Services	\$ 1,155,207	\$ 961,447	\$ 972,160	\$ 1,823,089
Emergency Services	\$ 9,300	\$ 9,486	\$ 9,674	\$ 9,868
Ambulance Services	\$ 11,000	\$ 11,220	\$ 11,444	\$ 11,673
Transportation	\$ 21,106,007	\$ 15,566,632	\$ 16,408,266	\$ 16,182,292
Water Supply & Distribution	\$ 268,239	\$ 235,932	\$ 239,540	\$ 243,222
Sanitary Sewer Service	\$ 88,246	\$ 89,361	\$ 90,636	\$ 91,935
Environmental Health Services	\$ 789,339	\$ 855,722	\$ 872,052	\$ 888,702
Family & Community Support Services	\$ 163,756	\$ 167,031	\$ 170,372	\$ 173,780
Public Health & Welfare	\$ 4,231	\$ 4,231	\$ 4,231	\$ 4,231
Planning/Zoning/Development	\$ 610,428	\$ 902,989	\$ 920,060	\$ 937,476
Agricultural Services Board	\$ 623,742	\$ 644,843	\$ 656,852	\$ 669,100
Recreation	\$ 706,151	\$ 701,469	\$ 715,308	\$ 729,425
Libraries	\$ 147,816	\$ 150,772	\$ 153,788	\$ 156,864
Requisitions	\$ 2,627,327	\$ 2,811,550	\$ 2,867,781	\$ 2,925,137
Other	\$ 4,000	\$ 4,080	\$ 4,162	\$ 4,245
TOTALS:	\$ 31,580,441	\$ 26,303,804	\$ 27,346,336	\$ 28,165,277



County of Minburn No. 27

Five Year Capital Plan Summary

2023 Capital Budget & 2024 to 2028 Capital Plans

Asset Group	Budget 2023	Future 2024	Future 2025	Future 2026	Future 2027	Future 2028	Totals
Vehicles	\$ 79,000	\$ 125,000	\$ 196,000	\$ 1,046,000	\$ -	\$ 61,000	\$ 1,507,000
Engineered Structures (Bridges)	\$ 322,000	\$ 530,000	\$ 580,000	\$ 480,000	\$ 480,000	\$ -	\$ 2,392,000
Buildings	\$ 229,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229,950
Machinery and Equipment	\$ 1,668,743	\$ 1,480,000	\$ 1,900,000	\$ 1,520,000	\$ 1,540,000	\$ 800,000	\$ 8,908,743
Land Improvements	\$ 33,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,400
Land	\$ 3,092,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,092,500
Engineering Structures (Infrastructure)	\$ 2,410,245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,410,245
TOTALS:	\$ 7,835,838	\$ 2,135,000	\$ 2,676,000	\$ 3,046,000	\$ 2,020,000	\$ 861,000	\$ 18,573,838



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podchorozny

COUNTY OF MINBURN NO. 27

BYLAW NO. 1340-23

A BYLAW OF THE COUNTY OF MINBURN NO. 27, VEGREVILLE, IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE COUNTY OF MINBURN NO. 27 FOR THE 2023 TAXATION YEAR.

WHEREAS, the County of Minburn No. 27 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on April 17, 2023; and

WHEREAS, the estimated municipal expenditures (excluding non-cash items) and transfers set out in the budget for the County of Minburn No. 27 for 2023 total \$ 29,831,211 and;

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$ 16,333,123 and the balance of \$ 13,498,088 is to be raised by municipal taxation; and

WHEREAS, the requisitions for 2023 are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 956,337
Non-residential	\$ 1,291,809
Opted Out School Boards	
Residential/Farmland	\$ 59,702
Non-residential	<u>\$ 34,781</u>
Total School Requisitions	\$ 2,342,629
Seniors Foundation	\$ 256,343
Designated Industrial Property Requisition	\$ 29,445

WHEREAS, the Council of the County of Minburn No. 27 is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the County of Minburn No. 27 as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$304,774,400
Non-Residential	\$364,151,580
Farmland	\$108,122,420
Machinery and Equipment	<u>\$105,790,470</u>
Total	\$882,838,870

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the County of Minburn No. 27, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the County of Minburn No. 27:

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
General Municipal			
Farmland	1,927,964	108,122,420	17.8313
Residential	1,216,143	304,774,400	3.9903
Non-Residential	7,311,411	356,830,020	20.4899
Non-Residential (Small Business)	112,513	7,321,560	15.3674
Machinery & Equipment	<u>2,167,636</u>	<u>105,790,470</u>	20.4899
Total	12,735,667	882,838,870	
 Recreation	 592,652	 882,838,870	 0.6713
 Provincial Policing	 <u>169,769</u>	 882,838,870	 0.1923
Total Municipal	<u>13,498,088</u>		
 ASFF			
Residential / Farmland	945,975	383,949,788	2.4638
Non-Residential	1,290,804	354,518,965	3.6410
 Opted-Out School Boards			
Residential / Farmland	68,900	27,964,882	2.4638
Non-Residential	<u>35,072</u>	<u>9,632,615</u>	3.6410
Total Education Requisition	2,340,751	776,066,250	
 Seniors Foundation	 256,445	 881,856,720	 0.2908
 Designated Industrial Property	 29,445	 394,700,950	 0.0746

2. That the Chief Administrative Officer is hereby authorized to levy a minimum property tax on the assessed value of all property as set out in the assessment and tax roll of \$50.00.
3. That this Bylaw comes into force on the date of the third and final reading passed in Council with unanimous consent of the members present the 17th day of April 2023.

FIRST READINGApril 17, 2023
 SECOND READINGApril 17, 2023
 THIRD AND FINAL READINGApril 17, 2023

 REEVE

 CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podobroszny

COUNTY OF MINBURN NO. 27

BYLAW NO. 1341-23

A BYLAW OF THE COUNCIL OF THE COUNTY OF MINBURN NO. 27, VEGREVILLE, IN THE PROVINCE OF ALBERTA TO AUTHORIZE A SPECIAL TAX BYLAW FOR THE 2023 TAXATION YEAR AGAINST PARCELS OF LAND IN THE HAMLET OF MINBURN TO RAISE REVENUE TO PAY FOR SEWER SERVICES.

WHEREAS, Section 382 of the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, authorizes a municipality to pass a special tax bylaw annually to raise revenue to pay for a specific service or purpose by imposing a special tax, including a sewer tax; and

WHEREAS, the Council of the County of Minburn No. 27 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on April 17, 2023 and

WHEREAS, the Council of the County of Minburn has adopted the 2023 Budget approving the estimated expenditure of \$22,582.80 for sewer services in the Hamlet of Minburn; and

WHEREAS, it is deemed to be just and equitable to set a special tax for the 2023 taxation year that will collect an equal amount of \$418.20 from each non-exempt parcel of land within the Hamlet of Minburn sufficient to raise \$22,582.80 in total.

NOW THEREFORE the Council of the County of Minburn No. 27, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw may be cited as the “2023 Hamlet of Minburn Special Tax Rate Bylaw”.
2. That the Chief Administrative Officer is authorized to levy a special tax in the amount of \$418.20 per parcel on non-exempt land shown on the assessment roll of the Hamlet of Minburn for the 2023 taxation year.
3. That the special taxes included in this Bylaw shall be levied and collected in the same manner and at the same time as general municipal taxes.
4. The special tax imposed by this Bylaw is for the specific purpose of raising revenue to fund the costs of sewer services in the Hamlet of Minburn which are estimated at \$22,582.80 for 2023.
5. This Bylaw comes into force on the date of the third and final reading passed in Council with unanimous consent of the members present the 17th day of April 2023.

FIRST READING..... April 17, 2023

SECOND READING..... April 17, 2023

THIRD READING April 17, 2023

REEVE

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: 

BY-LAW NO. 528-1964

BEING a By-Law of the Municipal District of Minburn No. 72 providing for a plebescite of the proprietary electors to select the location for a County Office.

WHEREAS the Council of the Municipal District of Minburn No. 72 deems it necessary and expedient to build a County Office, and

WHEREAS the Municipal District of Minburn No. 72 and the Vegreville School Division No. 19 will be merged into a county status as of January 1st, 1965, and

WHEREAS the present office facilities of the Municipal District and School Division located at Mannville and Vegreville respectively are inadequate to accommodate the county requirements, and

WHEREAS the Municipal District of Minburn No. 72 and the Vegreville School Division No. 19 have agreed to purchase site, construct a building and furnish same on 50-50 basis, and

WHEREAS it is felt that this office should be located at ~~either the Town of Vegreville or the Village of Mannville.~~ *Amended by resolution of the council at August 11, 1964, meeting H. E. W. R.*

THEREFORE be it resolved that the Council of the Municipal District of Minburn No. 72 duly assembled in regular meeting hereby authorize to hold a plebescite for the proprietary electors to select the location for the County Office.

Given FIRST reading and passed on motion of Councillor Robert.

Given SECOND reading and passed on motion of Councillor Samoil, this 14th day of July, 1964, A.D.

A. W. Poland

REEVE

J. L. Brown

SECRETARY-TREASURER

Given THIRD and FINAL reading and finally passed on motion of Councillor Grabas this 11th day of August, 1964.



A. W. Poland

REEVE

J. L. Brown

SECRETARY-TREASURER



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____

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WHEREAS it is felt that this office should be located at ~~either the Town of Vegreville or the Village of Mannville.~~ *Amended by resolution of the council at August 11, 1964, meeting H. C. W. R.*

THEREFORE be it resolved that the Council of the Municipal District of Minburn No. 72 duly assembled in regular meeting hereby authorize to hold a plebescite for the proprietary electors to select the location for the County Office.

Given FIRST reading and passed on motion of Councillor Robert.

Given SECOND reading and passed on motion of Councillor Samoil, this 14th day of July, 1964, A.D.

A. W. Poland

REEVE

John Samoil

SECRETARY-TREASURER

Given THIRD and FINAL reading and finally passed on motion of Councillor Grabas this 11th day of August, 1964.

EXAMINED
9
D.P.H. & S.

A. W. Poland

REEVE

John Samoil

SECRETARY-TREASURER



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: 



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Radoborsky



PROCLAMATION

Lights on Afterschool Alberta Day April 21, 2023

- WHEREAS:** Lights on Afterschool Alberta is a province-wide initiative, celebrating school age care programs and their role in keeping kids safe, inspiring them to learn, and supporting working families;
- WHEREAS:** Afterschool programs build stronger communities by bringing together families, schools and community partners to ensure the well-being of our children;
- WHEREAS:** Working families have peace of mind knowing their school aged children are safe and productive before and after the regular school day;
- WHEREAS:** Afterschool programs focus on developing skills and building resilience in our young people, giving them the tools to become responsible and engaging members of the community.

I, Roger Konieczny, Reeve of the County of Minburn No. 27, on behalf of County Council, do hereby support the Lights on Afterschool Alberta Initiative, and hereby proclaim April 21, 2023 Lights on Afterschool Alberta Day.

Roger Konieczny, Reeve



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

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Council Request for Decision (RFD)

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Provincial Municipal None

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Yes No

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Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podobrosny

County of Minburn Billboard Proposal

CW ClearWater
PIPE RENTALS

780-912-0408
clearwaterpiperentals.ca

The billboard features a collection of pipe rental equipment including a pipe cutter, a pipe clamp, a digital pressure gauge, a pipe wrench, a pipe cap, and a large pipe fitting. The background is a light blue gradient.

**BROCK
BOARDS** 587-594-9795

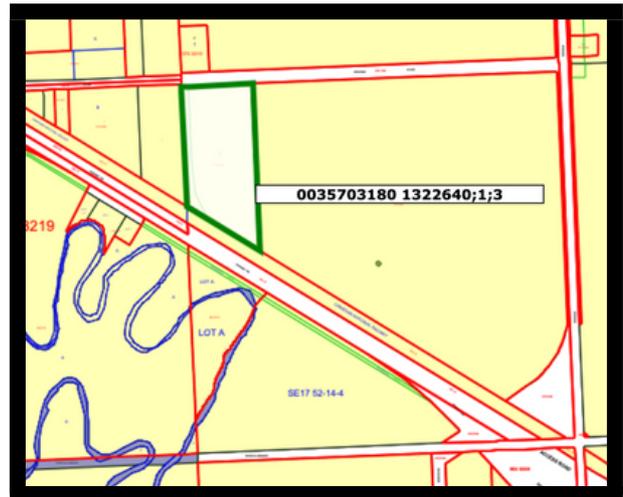
MCEWEN'S
FUELS & FERTILIZERS

Proposed locations

County of Minburn
Property

Land Lot Location:
SE; 14; 52; 17; W4

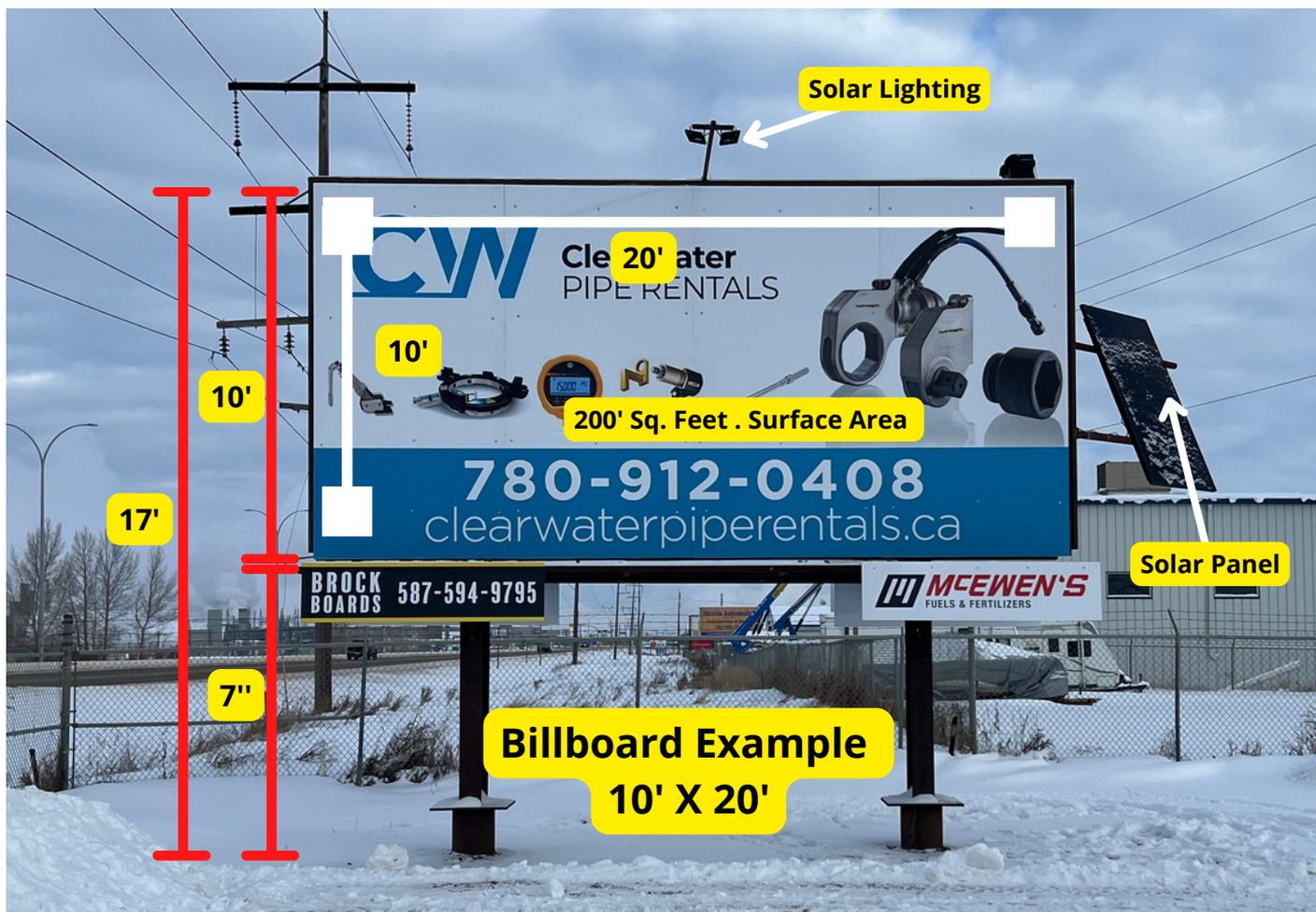
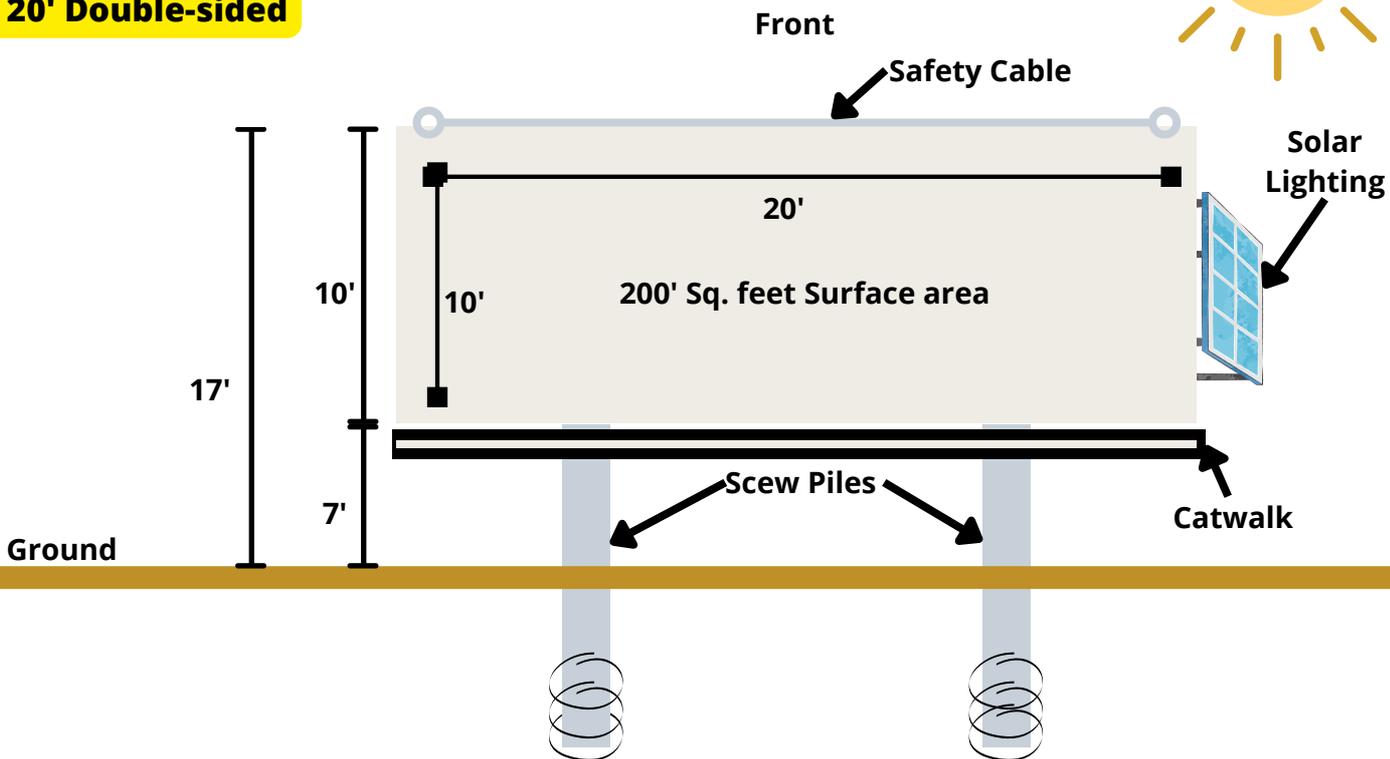
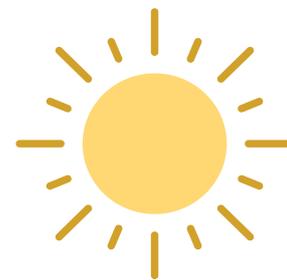
Link:
0035 703 180



Current Sign Examples



Front/Back View
10' X 20' Double-sided



Proposal Information

The County Of Minburn will receive 15% of the annual profit generated from the billboard advertisements.

Signs are double-sided which generates revenue on both sides of the sign.

The monthly rent of the billboard/side can fluctuate between \$300-\$600 per month. Creating passive income for the County of Minburn, generating a profit of \$1,080-\$2,160/year/sign.

Signs will be kept in good working condition.

No advertisement will be placed on the billboard that will be offensive or compete with the landowner's business.

No concrete will be used in the making of the billboards. The billboards are fully removable.

All expenses of the installation and construction of the sign are Brock Boards' responsibility.

The landowner will be required to sign multiple documents like the 'Landowner Authorization letter' and a 'Sign Development Permit' for the sign to be placed on their land.

Brock Boards

From: [Brock Maschmeyer](#)
Sent: March 20, 2023 10:12 AM
To: [Davin Gegolick](#)
Subject: Re: County of Minburn Billboard Partnership

Good morning Davin,

It was great speaking with you. Below I have added in information on the contract, permits, future development and the removal of the signs.

For each of my signs, I make a 5-year minimum contract. This allows me to make enough return on the sign to cover the cost of building, installing and if need be removing the sign.

If the County does develop the land we can remove the signs after the contract. The big thing about the placement of the signs is to make it so that they are in areas that will not disrupt future developments. If they end up being in an area needing to be developed they can be removed at the end of the contract or we will work something thing out if the signs need to be removed earlier than the 5 years. Placing the signs in the corners of the section allows for the best opportunity to not have to remove the signs if future developments happen.

If the county is to sell the property. The signs allow the new owner to have passive income. This creates a property that not only can be farmed or developed but also is making constant income every six months.

I will be applying for the permits with the Town of Vegreville and Alberta Transportation. The only thing I will need once our contract is signed is to have the County of Minburn sign the "sign development permit" and the "landowner authorization letter".

Let me know if there is any other question you may have.

Thanks,
Brock



Brock Maschmeyer

Owner of Brock Boards

1-587-594-9795

Brockboards.com



Creating Affordable Advertising

On Mon, Mar 20, 2023 at 4:44 PM Davin Gegolick <dgegolick@minburncounty.ab.ca> wrote:

Hi Brock,

I'm putting together a discussion paper for Council to consider at the April 12 Committee of the Whole meeting. If the County agreed to this partnership, is there a minimum term the sign would be required to be placed on the property? What happens if we develop this lot in the future and we decide the sign(s) require removal?

Thanks,

Davin Gegolick

DIRECTOR OF PLANNING & DEVELOPMENT



Ph. 780-632-2082 ext. 1111

Fx. 780-632-6296

www.minburncounty.ab.ca

From: Brock Maschmeyer <brockboardscanada@gmail.com>

Sent: Thursday, March 16, 2023 3:24 PM

To: Davin Gegolick <dgegolick@minburncounty.ab.ca>

Subject: Re: County of Minburn Billboard Partnership

Hi Davin,

Thanks for reaching out through email and getting back to me so fast.

So a little information about my business, I am the owner of Brock Boards a billboard advertising business which started in 2018 in Bruderheim, AB. I worked with Patty Podoborzny to get our first three billboards installed in Bruderheim. We have now expanded to surrounding towns and cities such as Redwater, Fort Saskatchewan, Lamont, Mundare and Vegreville

My business installs, maintains and manages signs in towns, cities and communities. We work with landowners in these communities to install larger billboards. This allows us to rent out the advertising space to local companies and businesses that do not compete with the landowner. The landowner then will receive a percentage of the profit generated from the advertisement.

While checking out different possible locations for signs in Vegreville I found a property that is a great location for two billboards owned by the County of Minburn. In the attachment below is a proposal for where I would like to install two billboards on the County of Minburns property.

If you have any questions feel free to contact me by email. If you have a second check out our [website](#), you will be able to see all of our current sign locations and different sign designs.

Thanks,
Brock



Brock Maschmeyer

Owner of Brock Boards

1-587-594-9795

Brockboards.com



Creating Affordable Advertising

On Thu, Mar 16, 2023 at 9:55 PM Davin Gegolick <dgegolick@minburncounty.ab.ca> wrote:

Good afternoon, Brock.



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____

RFD Appendix

Contents

1. SUMMARY	3
2. OPTION 1	4
3. OPTION 2	4
4. OPTION 3	4
5. RECOMMENDATION	5
APPENDIX A – SURVEY PLAN OF ROAD WIDENING	5
APPENDIX B – SURVEY DATA	5

1. Summary

Forbes Bros has been contracted by FortisAlberta to engineer, design and construct a new distribution powerline within Minburn County. The powerline is planned to run North/South along RR 82. TWP Rd 480 is the North end of the powerline and TWP Rd 474 is the South end. The side of RR 82 that the powerline is planned to be built is on the East side.

During initial site visits and after reviewing Cadastral data, it was noted that there was an unusual 15m and 20m road widening taken across Buffalo Creek (see Appendix B). Typical alignments for constructing distribution powerlines have been 0.6m on municipal road allowance from the property line. Following this standard would result in an unusual alignment along this section.

The existing fence line built through this section is built on the former property line, consistent with a 66ft road allowance



FBL contracted Challenger Geomatics to survey the existing road surface within the road allowance. Data attached in Appendix B.

After reviewing the data and the site, FBL has 3 options for construction, outlined below.

2. Option 1

Fortis power line to be built 0.6m on the east side of 66 ft road right of way. Structures to be located min. 9m from center of road

Pros

- The most cost effective.
- No deflections
- All tangent structures
- Construction access from the road
- No specialized construction equipment needed to build.
- Operation access from road to operate and maintain.
- Ground conditions are good.

Cons

- Does not follow the Minburn County policy
- Does not consider for potential future road widening

3. Option 2

Fortis Power line to be located greater than the 66 ft road right of way and follow the property lines.

Pros

- Follows Minburn County policy
- Does consider for potential future road widening

Cons

- Minimum of 4 deflections structures.
- Ground conditions are now poor soils (soft, swampy, wet)
- Specialized structures needed in these soil conditions (culverts, muskeg framing)
- Specialized construction equipment needed to build (nod-well and swamp mats)
- Reduced operations access for maintenance and restoration

4. Option 3

Orient the powerline to the maintain appropriate clearance from centerline of the road and road shoulder.

Pros

Follows the intent of Minburn County policies to provide safe clearance for traffic from utility infrastructure.

Cons

May interfere with future roadwork

May still require specialized structures for soil conditions

May still require specialized equipment for construction

May still result in reduced access for maintenance and restoration

5. Recommendation

Forbes Bros recommendation is to pursue either options 1 or 3 as the best fit for construction and future options.

Appendix A – Survey Plan of Road Widening

Appendix B – Survey Data

REGISTRAR
NORTH ALBERTA LAND REGISTRATION DISTRICT

PLAN No. 162 0702

ENTERED AND REGISTERED
ON February 16, 2016

INSTRUMENT No. 162 049 087

B. McGunigal
A.D. REGISTRAR

County of Minburn No. 27 and
Municipal District of Wainwright No. 61

Plan Showing Survey of
Road Widening
Within
S.E. 1/4 Sec. 34 & S.W. 1/4 Sec. 35
Twp. 47 - Rge. 8 - W. 4th. Mer.



Legend

- Statutory iron posts found are shown thus
- Statutory iron posts placed and marked P185 are shown thus
- Area to be registered by this plan is outlined in black, shown thus
- Geo-referenced location shown thus
- All distances are at ground level and shown in metres and decimals thereof.
- Mp. denotes marker post with plaque placed or found as shown.



Geo-reference Data

Datum: NAD83 (CSRS), UTM Zone 12
Bearings are grid and are derived from GNSS observations.
The geo-referenced point is the E. 1/4 Sec. 34-47-8-4: 5882946.507 N., 494792.535 E.
Reference meridian is 111° West longitude.
Combined Scale factor is 0.999499

Abbreviations

- CSRS denotes Canadian Spatial Reference System.
- c.s. denotes countersunk.
- Ck.m. denotes check measured.
- E. denotes east.
- Fd. denotes found.
- GNSS denotes Global Navigation Satellite Systems.
- ha. denotes hectare(s).
- I. denotes iron post.
- Mk. denotes mark.
- Mer. denotes meridian.
- N. denotes north.
- NAD83 denotes North American Datum, 1983.
- Pl. denotes placed.
- Rge. denotes range.
- Re-est. denotes re-established.
- RP denotes reference point.
- Res. denotes restored.
- Sec. denotes section.
- S. denotes south.
- Twp. denotes township.
- UTM denotes Universal Transverse Mercator.
- W. denotes west.

Surveyor

Javier Siu, A.L.S.

Date of Survey: November 3, 2015.

In accordance with the provisions of the Surveys Act.

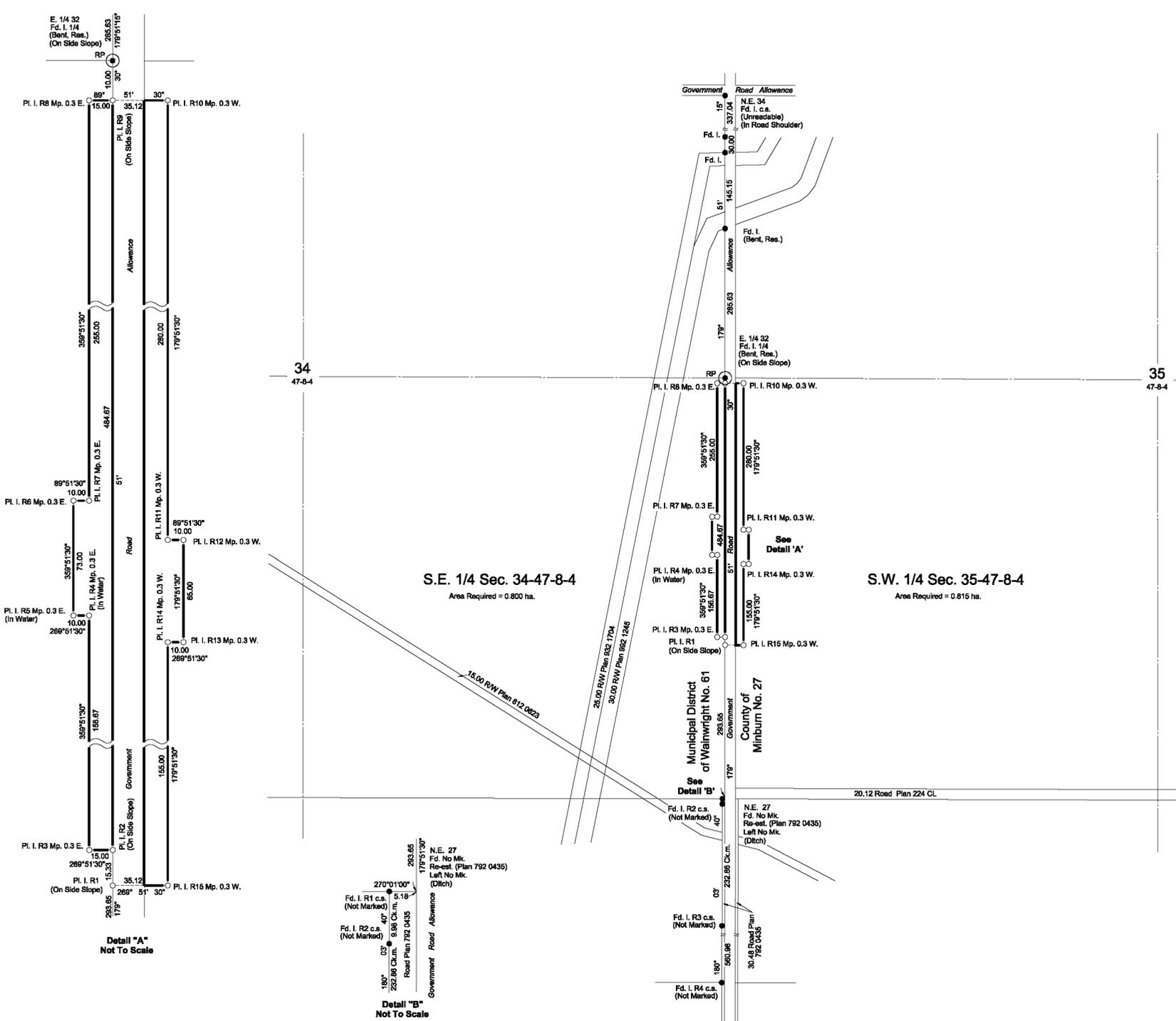


Road Authority

County of Minburn No. 27

AMEC Geomatics Limited
5681-70 Street, Edmonton, Alberta T6B 3P6
Tel. (780) 436-2152

Initials: B.J./E.T.	Date: Jan. 11, 2016.	Project No: EB153002	Drawing File Name: EL150007
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PLANNING AND DEVELOPMENT SERVICES

Title: Utilities Within County Road Allowances

Supersedes Policy Number: PDS 4

Policy Number: PDS 7004-01-A

Next Review Date: 2024

Approved by Council: June 15, 2020

Last Review Date: N/A

Resolution No: 82-20

POLICY STATEMENT

The County of Minburn is committed to ensure all Utilities installed within any of the County's road rights-of-way do not cause damage to any of the County's infrastructure nor impede the safe operation of the road right-of-way.

PURPOSE

To define the minimum requirements for the installation of Utilities within the road right-of-way boundary of any public road under the direction, control, and management of the County of Minburn.

SCOPE

This policy applies to all utility companies.

POLICY PRINCIPLES

1. Utilities must be installed within utility rights-of-way adjacent to municipal road allowances wherever possible. Pipelines running parallel to the road cannot be installed within the County's road rights-of-way.
2. Utilities that are proposed to be installed within or adjacent to municipal road allowances require the approval of the County prior to installation.
3. Where Utility rights-of-way adjacent to a municipal road allowance is unattainable, the County may grant approval for the placement of such Utilities within the municipal road allowance.
4. **Electrical utilities shall be located no further than 0.6 m (2.0 ft.) from the boundary of the road allowance and shall be located no closer than 9.0 m (29.5 ft.) from the center of the road.**

5. Written requests for approval along with plans for all proposed Utilities within the municipal road allowance shall be submitted by the Company to the County of Minburn No. 27 at least thirty (30) days prior to the proposed construction/installation date.
6. In addition to the construction plans and 3D drawings identifying the location of the proposed Utilities in relation to the municipal road (including setbacks), the Company shall provide the County with shape files of the proposed Utilities for use in the County's GIS system.
7. The Company must restore all ground disturbances or damage that occurs as the result of the installation and placement of the Utility in municipal road allowances to pre-existing or better conditions to the satisfaction of the County.
8. The placement of any Utility in municipal road allowances must not result in the disturbance of any driving surface or road infrastructure without the prior approval of the County.
9. The Company shall be liable to the County for all losses, costs, damages and expenses whatsoever which the County may suffer, sustain, pay or incur.
10. The Company, its successors and assigns shall indemnify and save harmless the County of and from any and all losses, costs, charges, liabilities, damages and expenses (including without limiting the generality of the foregoing any and all liabilities to third parties, whether in contract, tort, or otherwise) which the Company at any time or times hereafter shall or may bear, suffer, sustain or incur for or by reason of the Company, its successors or assigns use of the road allowance area or by reason of the negligence of the Company, its successors and assigns servants, agents, employees or contractors.
11. Neither party shall be held responsible for damages or other losses caused by delay or failure to perform the provisions of this Policy where such delay or failure is directly or indirectly caused by or results from events beyond the control of either party. These events shall include fire, flood, earthquake, accident, civil disturbances, war, rationing, embargoes, strikes or labour stoppages, acts of God, or acts of government.
12. Should relocation, locating or protection of the Utility be required by the County in the future, with no other alternative being identified, the Company, its successors or assigns agree to relocate, locate, or protect the Utility within the existing right of way with all reasonable costs relative thereto being borne by the Company, its successors or assigns. The County shall provide written notice to the Company, its successors or assigns at least sixty (60) days prior to the relocation, locating, or protecting being required.

EXEMPTIONS:

1. Council may exempt a road from this policy by a resolution of Council.

DEFINITIONS

1. '*Company*' means the utility company
2. '*Council*' means the duly elected Council of the County of Minburn No. 27
3. '*County*' means the County of Minburn No. 27
4. '*Utility*' means public or private infrastructure to provide transmission service for (but not limited to) telecommunications, power, gas, water, storm sewer or sanitary sewer.

Responsibilities

1. Council: to amend this policy from time to time, ensure it is meeting the overall objectives of the municipality, and consider special permission requests as presented by the Planning and Development Officer.
2. CAO: to ensure compliance to this policy.
3. Director of Operations: to provide guidance to the Planning and Development Officer and Municipal Clerk on adherence to this policy and on discretionary decisions that need to be made.
4. Planning and Development Officer: to ensure the Municipal Clerk is provided with clear direction on the principles of this policy and that they are being applied in a consistent manner across the entire County. Presenting special permission requests to Council for consideration.
5. Municipal Clerk: to process applications for utilities within County road allowances while adhering to and carrying out the principles of this policy.



Chief Administrative Officer



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podoborszky



COUNTY OF MINBURN NO. 27

P.O. Box 550
4909 - 50th Street
Vegreville, Alberta
Canada T9C 1R6

Phone: (780) 632-2082
Fax: (780) 632-6296

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

www.MinburnCounty.ab.ca
E-Mail: info@minburncounty.ab.ca

COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT

A. BACKGROUND:

File Number: 02-2023

Legal: NW 26-49-9-W4M

Owner: Debbie Clark

Applicant: Krawchuk Land Surveys

Date Accepted: March 15, 2023

Decision Due Date: May 15, 2023

Existing Use: Agricultural

Proposed Use: Rural Residential

¼ Section Designation: Dryland Pasture Quarter

Gross Area: 64.7 Ha (160 ac)

Proposed Area: Lot 1, Block 1 – 3.64 Ha (9.0 ac)

Zoning: A: Agricultural District

Division: 1

B. DESCRIPTION OF PROPOSAL:

The subject property is located on the NW 26-49-9-W4 in Division 1, approximately 7 km south of Mannville on Rge Rd 92 south of Twp Rd 500. The applicant is proposing to separate the existing farmstead from the quarter. Proposed Lot 1, Block 1 is 3.64 Ha (9.0 ac) and includes the dwelling, multiple outbuildings, corrals, and a treed area. The proposed remnant parcel mainly consists of cultivated farmland with some low/wet areas. Road widening has not yet been dedicated towards Rge Rd 92. There is existing access to both proposed Lot 1 and to the proposed remnant parcel.

C. NOTIFICATION:

Adjacent property owners and agencies were notified on March 16, 2023 – no objections.

COMPLIANCE:

The proposed application is consistent with the Municipal Development Plan, Land Use Bylaw, and Matters Related to the Subdivision and Development Regulation.

D. RESERVES:

Pursuant to Section 663(a) of the Municipal Government Act, reserves are not required.

E. RECOMMENDATION

That the proposed subdivision application be **approved**, subject to the following conditions:

1. That prior to endorsement, a registerable instrument be prepared by an Alberta Land Surveyor and submitted to the County, and the registerable instrument shall be in conformance with the approved tentative plan of subdivision.
2. That the registered owner/applicant enter into a development agreement by way of Caveat with the County of Minburn pursuant to Sections 661 and 662 of the Municipal Government Act, 2000 as amended, pertaining to the provision of land for future road widening as required.
3. That all outstanding property taxes are to be paid pursuant to Section 654 of the Municipal Government Act, 2000 as amended.

Information Items (these are not conditions of approval):

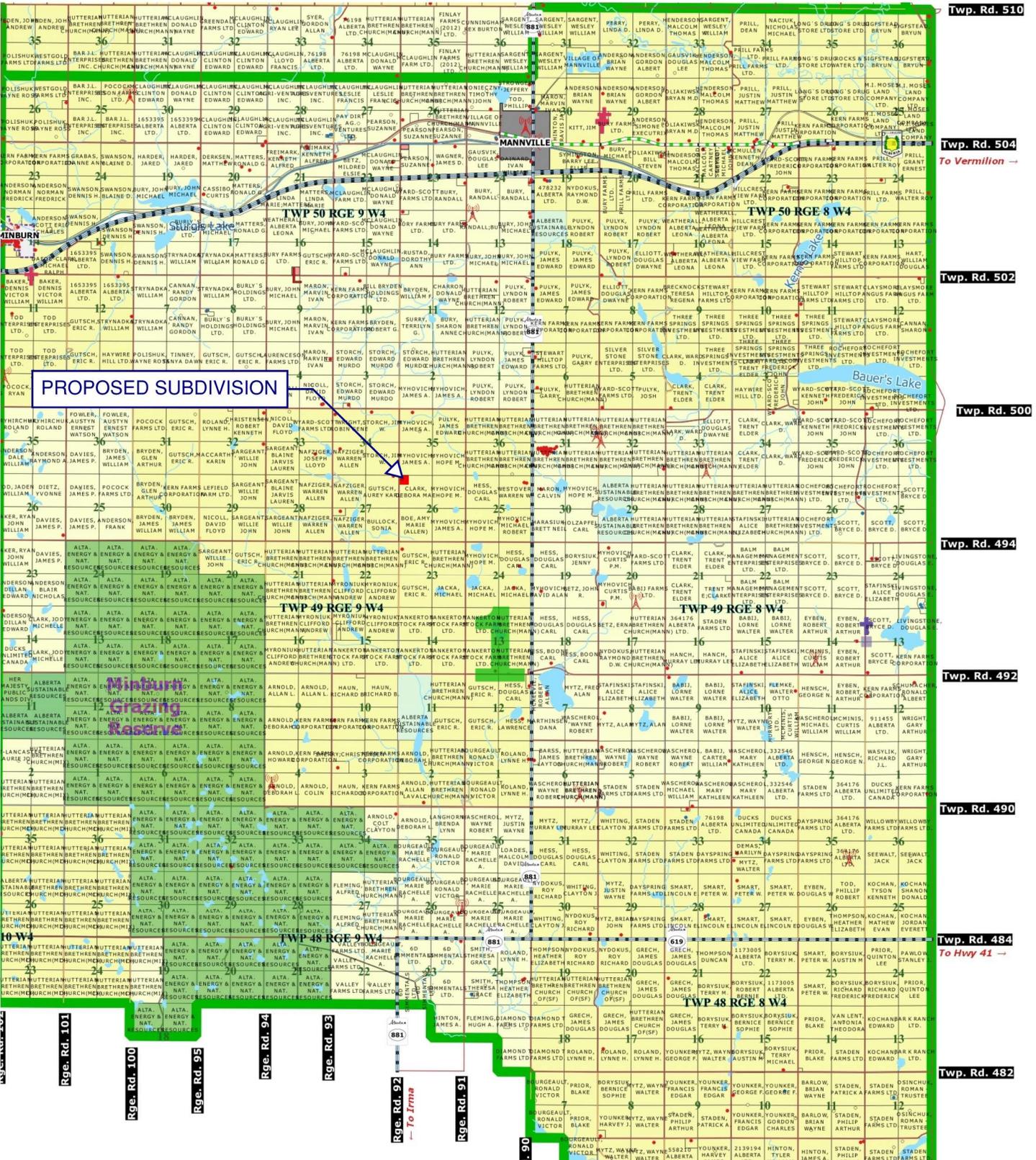
1. That a development permit application is required for any proposed future development of the subject lot (i.e. addition, change in use, Accessory Building, etc.). Please contact the County of Minburn Development Officer at 780-632-2082 for further information.
2. That the necessary Safety Code Permits, which include building, plumbing, electrical, gas and private sewage permits would be required prior to any and all new construction, alteration, or change in use or occupancy of a building on-site. Please contact the Inspections Group at 1-866-554-5048 for further information on Safety Code Permit requirements.
3. That registration of the proposed subdivision at the Land Titles office may result in a change in the assessment of proposed Lot 1, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
4. The proposed subdivision may be affected by a permanent, naturally occurring body of water or watercourse. The Province has an interest in the Crown ownership of Provincial waterbodies/or Public Land boundaries in Alberta. **Development or water diversion may not occur in waterbodies including wetlands, watercourses, or Public Lands without prior consultation and approval from Alberta Environment and Protected Areas.** If you have any questions about development on or near water bodies, watercourses, or public land please contact Alberta Environment and Protected Areas prior to undertaking any activity (including construction of a private driveway) within or near the wetland.
5. That approval of this application does not excuse the applicant from ascertaining and complying with the requirements of other municipal bylaws, easements, environmental reserve easements, covenants, conservation agreements, development agreements, or Provincial or Federal statutes, regulations, licenses or codes or standards of practice.

F. ATTACHMENTS:

- ◆ Location plan
- ◆ Application form
- ◆ Tentative Plan/Air Photo
- ◆ Inspection Summary

Prepared by Davin Gegolick on April 6, 2023

Location Plan





SUBDIVISION APPLICATION

For Office Use Only	
Date Received: 3/14/23	File # 02-2023
Date Complete: 3/15/23	Roll # 265700

1. NAME AND MAILING ADDRESS OF THE APPLICANT

Krawchuk Land Surveys		
	P/C	

Email:	
Phone:	
Cell:	

By checking this box I accept correspondence by email only

2. NAME AND MAILING ADDRESS OF THE OWNER (if not the applicant)

Check if owner is the same as the applicant

Debbie Clark		
	P/C	1

Email:	
Phone:	
Cell:	

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED (ie: existing titled area)

All part of the NW ¼ sec. 26 twp. 49 range 9 west of the 4th meridian

Being all parts of Lot Block Plan

Certificate of Title No. 152 083 320

Area of the above parcel of land to be subdivided 64.7 hectares (ie: existing titled area)

Municipal address (if applicable) 49431 Rge Rd 92

4. LOCATION OF LAND TO BE SUBDIVIDED

a. Is the land in the County of Minburn? Yes No

b. Is the land adjacent to a municipal boundary? Yes No

If "yes", the adjacent municipality is

c. Is the land located within 1.6 km of the highway right-of-way? Yes No

If "yes", the highway is No.

d. Is the land located within 450m of a landfill/waste facility? Yes No

e. Is the land located within 300m of a sewage lagoon? Yes No

f. Is the land located within 800m of a Confined Feeding Operation (feedlot, dairy)? Yes No

g. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a drainage ditch or canal? Yes No

If "yes", state its name (if known):

h. Is the proposed parcel within 1.5 km of a sour gas facility? Yes No

i. Is the land the subject of a license, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy & Utilities Board or Alberta Utilities Commission? Yes No

If "yes" please describe: gas line

j. Is the land the subject of the application is the subject of a license, permit, approval or other authorization granted by the Minister or granted under any Act the Minister is responsible for

under s.16 of the Government Organization Act?

Yes No

If yes, please describe:

**The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act. Please see attached list of resources for identifying this information.*

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED – describe the following:

Existing use of the land (agricultural, rural residential, etc.):
Proposed use of the land:
Land Use District (Agricultural, Hamlet Residential, etc.):

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

Describe the nature of the topography of the land (flat, rolling, steep, mixed):
Describe the nature of the vegetation and water on the land (brush, shrubs, treed, woodlots, sloughs, creeks, etc.):

Describe the kind of soil on the land (sandy, loam, clay, etc.):

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any building and any structures on the land and whether they are to be demolished or moved:

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and treating sewage:

9. CERTIFICATION

I hereby certify that I am the registered owner(s) authorized agent and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to the condition of the property referred to in this application for the subdivision.

Signature
Signature
Date

10. RIGHT OF ENTRY

I/We, authorize staff of the County of Minburn to enter upon my/our land for the purpose of conducting a site inspection with respect to my subdivision application.

Signature of Registered Owner
Signature of Registered Owner

Are there any access restrictions/hazards we should be aware of prior to accessing the lands for inspection (dogs, locked gates, tenants, etc.)?

11. REGISTERED OWNER'S CONSENT

I/We, the above named registered owner(s) of (legal description) do hereby authorize the applicant named above to make application for subdivision.

Signature of Registered Owner
Signature of Registered Owner

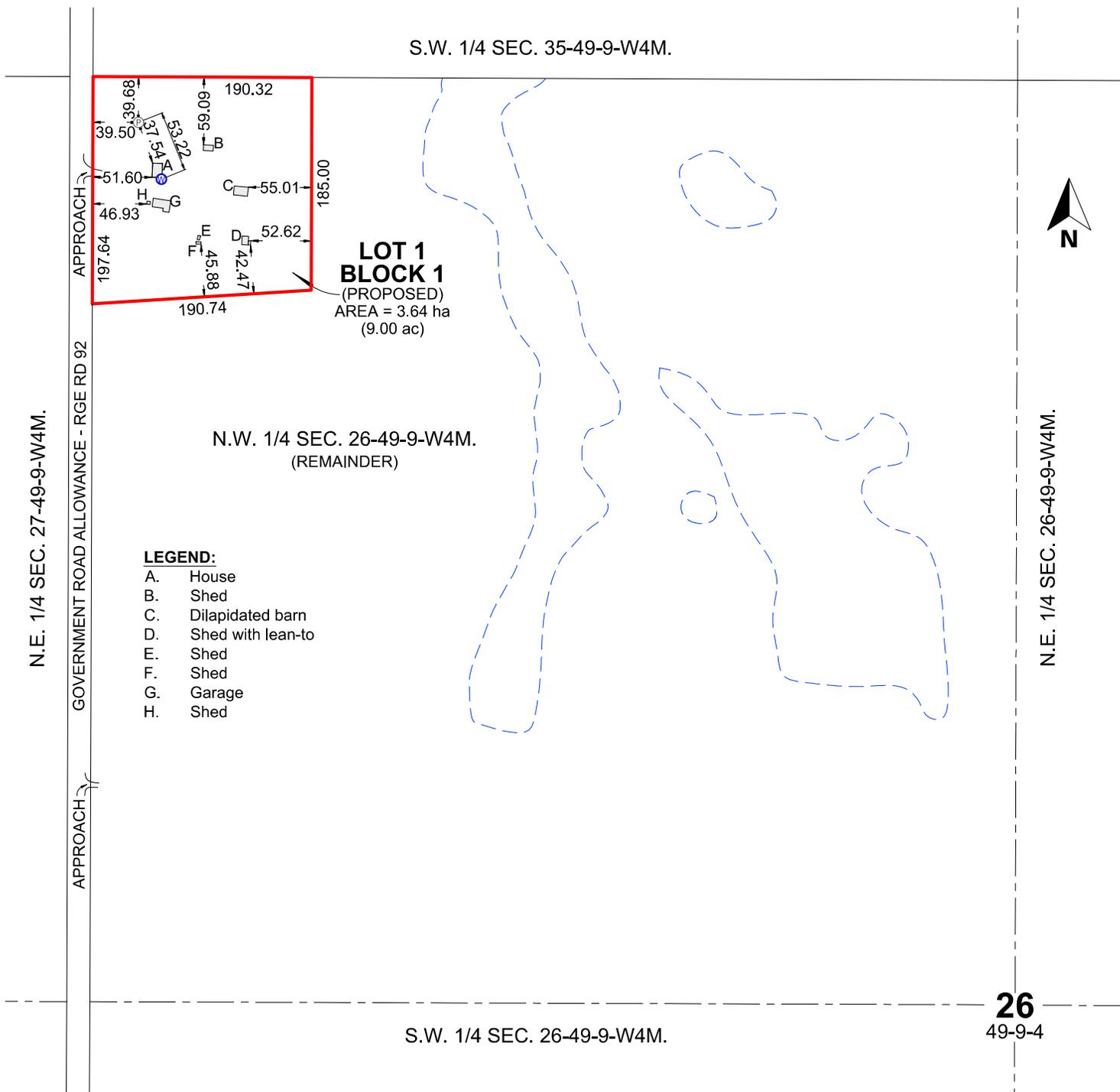
This personal information is being collected under the authority of the *Municipal Government Act Subdivision and Development Regulation 43/2002* and will be used to process the subdivision application. If you have any questions or require further information please contact Planning and Development, County of Minburn, Box 550, Vegreville, Alberta, T9C 1R6, telephone 780.632.2082 or email dgegolick@minburncounty.ab.ca

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN

N.W. SEC.26 TWP.49 RGE.9 W.4 M.

COUNTY OF MINBURN NO. 27



KRAWCHUK
LAND SURVEYS LTD

Box 945, St. Paul, AB, T0A 3A0
info@krawchuklandsurveys.ca
Ph. 780-614-5653
Fax. 833-859-4204

Distances are in metres and decimals thereof.

- Proposed subdivision boundaries
- Low/wet area
- ⊙ Open discharge septic (Pumpout)
- ⊕ Water well

Note:
Location of (low/wet areas) derived from Bing aerial imagery dated 2016-09
Aerial imagery: © Microsoft Corporation © Digital Globe

Scale 1:5000

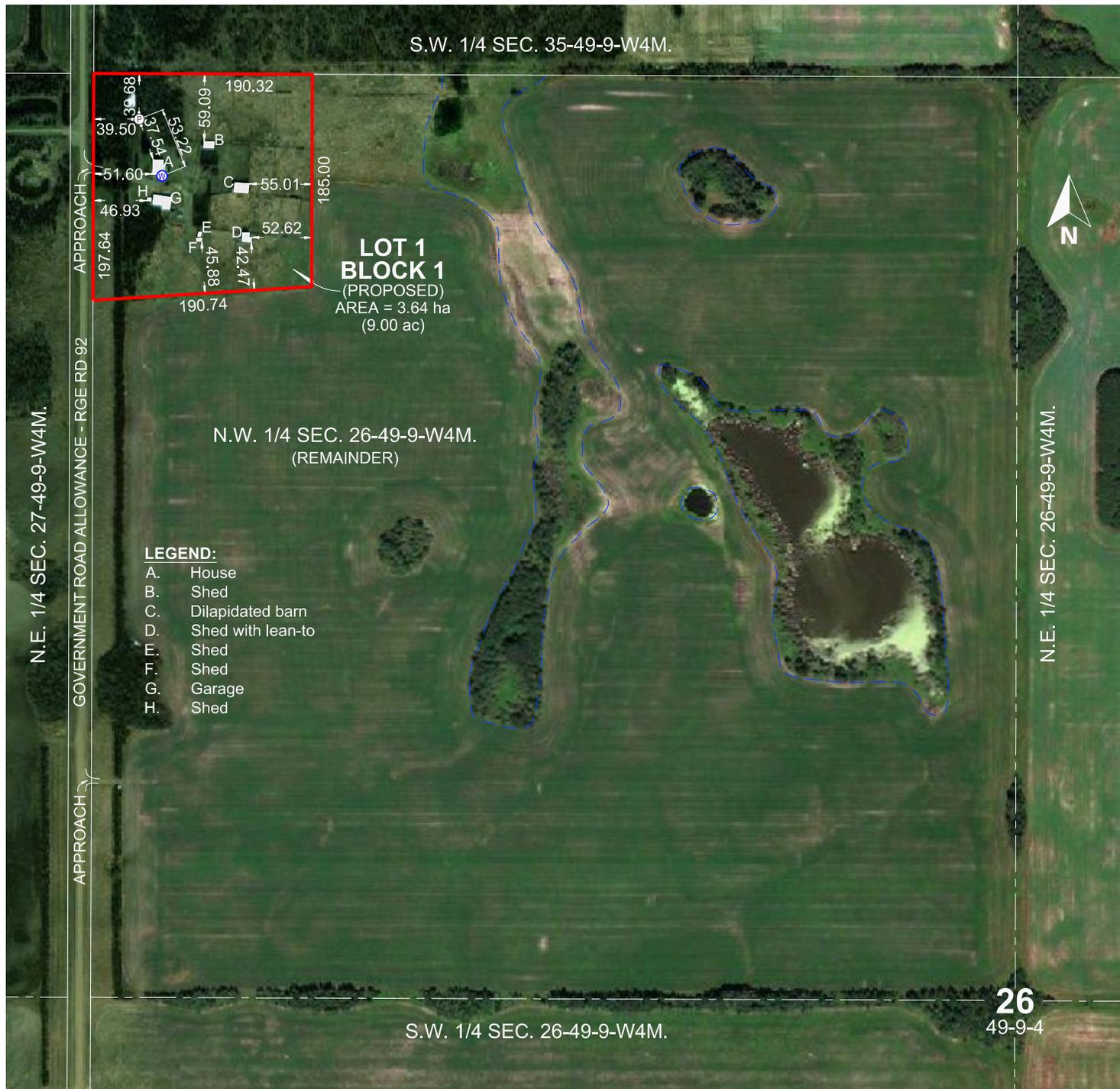
Date: Feb. 06, 2023
File: 22-01-0090

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN

N.W. SEC.26 TWP.49 RGE.9 W.4 M.

COUNTY OF MINBURN NO. 27



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Distances are in metres and decimals thereof.
— Proposed subdivision boundaries
--- Low/wet area
 ⊕ Open discharge septic (Pumpout)
 ⊙ Water well

Note:
 Location of (low/wet areas) derived from Bing aerial imagery dated 2016-09
 Aerial imagery: © Microsoft Corporation © Digital Globe

Scale 1:5000

Date: Feb. 06, 2023

File: 22-01-0090

Drone photo of proposed Lot 1 facing SE. Access is via Rge Rd 92. Proposed Lot 1 mainly contains the dwelling, outbuildings, treed area, and existing corrals. Proposed remnant is mainly farmland with some low/wet areas throughout



Another angle of proposed Lot 1, facing north



Front of dwelling. Water well is located next to dwelling per tentative plan of subdivision.



Septic pump out located in the bush NW of the dwelling



Existing approach to proposed Lot 1 off Rge Rd 92.



Further south down Rge Rd 92, facing east: existing approach to the proposed remnant parcel off Rge Rd 92.



Inspection Summary:

- Topography – proposed Lot 1 is mainly flat with mixed/rolling hills throughout the proposed remnant.
- Nature of vegetation and water – mainly grass/pasture with some brush within proposed Lot 1. Proposed remnant is cultivated farm land with some brush and sloughs.
- Confirmed existing water well (adjacent to the dwelling as identified on Tentative Plan of Subdivision)
- Confirmed location of existing septic pump out
- Use of land in the vicinity – Agricultural, rural residential – no compatibility issues.



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

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From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



**OFFICE of the CAO REPORT
For the month of March 2023**

Prepared by: Pat Podoborzny
Date: March 23, 2023

Department Updates:

- preparation of the April Committee of the Whole meeting agenda package
- preparation of the April regular meeting of Council agenda package
- regular communication with Council through weekly digital correspondence
- preparation of the annual and quarterly newsletters
- met with staff from the Vegreville, Innisfree and Mannville shops
- attending operations leadership meeting
- reviewing employment agreements, job descriptions and staff grids
- reviewing staff accreditation and working on succession plan strategies
- working through roles and responsibilities to determine efficiencies
- updating website with current information
- social media posts on current Minburn activities
- information for public communication TV in admin office
- reviewing process for policy and bylaw review and retention

Intermunicipal relations:

- initial meeting with Town of Vegreville on outstanding items

External relations:

- attended a public meeting on the MDP and LUB process for municipalities
- met with Wilde and Co to discuss the audit experience

CAO Training and Development

- attended online seminar on Alberta Budget 2023
- attended online seminar on Embracing Equity
- attended Bistrainer orientation
- RMA Convention



Operations Report

Prepared by: Norm De Wet

Reviewed by: *P. Redobersky*

Date: April 17, 2023

Fleet/Shop Update

- The sale by tender of the three units is complete, with twenty-two bids received. Accordingly, the fleet vehicles were approved to be sold as per Policy AD 1014-01: Asset Disposal Policy.

- 2007 GMC Sierra 1 Ton: \$9,500.00
- 2013 GMS Sierra 1 Ton: \$9,000.00
- 2006 GMC Sierra ¾ Ton: \$8,100.00

Construction

- The tentative construction schedule is as follows:

<i>Project #</i>	<i>Div.</i>		<i>Mob In:</i>
C23-1-1	Div. 1	<i>Twp Rd 504</i>	15-May-23
C23-3-2	Div. 3	<i>RRd 85</i>	21-Jun-23
C23-3-1	Div. 3	<i>Twp Rd 514</i>	29-Jun-23
C23-2-1	Div. 2	<i>Twp Rd 484</i>	14-Jul-23
C23-4-1	Div. 4	<i>RRd 143</i>	22-Aug-23
C23-4-2	Div. 4	<i>Twp Rd 534</i>	2-Oct-23
C23-7-1	Div. 7	<i>RRd 152</i>	16-Oct-23
C23-5-1	Div. 5	<i>RRd 134</i>	To be determined.

Transportation Update

- All crews have been focused on proactively focusing on spring runoff. Crews are focused on opening problem culverts, cleaning ditches, and steaming where necessary.
- Road Ban Order 2023-01 was put into effect on March 21, 2023.

- The dust control application deadline is on April 15. Crews will proactively start preparing the program after the deadline to complete residential requests first, followed by road maintenance applications.

Operations Update

- An Operations department meeting is scheduled for April 25 as an initiative-taking step in communication, training, and ensuring Council's strategic direction is being met. The Reeve has been invited to bring greetings to the team on behalf of Council.
 - The gravel program expression of interest has been posted locally. The intention, as previously discussed with Council, is to identify potential program partners for varying service delivery options for the future. The expression of interest is closing on April 28, 2023.
-

Attachments:

- *RFD BF 7640 Tender*



Agricultural & Utility Services Report

Prepared by: Darwin Ullery
Date: April 17, 2023

Reviewed by: *P. Padolony*

Agriculture Services Board Update

- Grading of Seed samples at the Seed Cleaning Plants is 50% complete.
- The contract for Roadside Mowing has been signed with A&R Contracting.
- We received the Alberta Seed Processors Fusarium Surveillance 2023 Interim Report. The report shows that of all seed submitted in 2022 in the County of Minburn, 31 to 40% of all samples submitted were positive for Fusarium. Which tied us for third highest in the Province with the County of Lethbridge. Wainwright and Vermilion River came in first and second respectively for positive samples. However, levels of severity were quite low at 0.3% infection levels.
- Our Summer students have all been hired and will be starting May 1.
- Brush mulching completed in March includes RR141 just north of 631, RRd's 142,143,151,152,154,160, all south of TWP Rd 534 and TWP Rd 520 and 161. Mulcher is now in Division #6 and will continue until road conditions no longer support brushing.
- Our 2022 Plant Disease Survey results from 2022 are now out. In Canola, Blackleg had the highest severity at 37% incidence and a .9 on a scale of five for severity. Clubroot was found in only 5 of 12 fields at an incidence rate of 5.5% and a severity rating of .23 on a scale of 0 to 3. So extremely low. On a scale of 0-9, Leaf Spot Severity in cereals ran 3.86.

Regional Waste Transfer Station

- All parties have signed the new five-year Waste Haul Contract with the Two Hills Regional Waste Management Authority.
- With support from the Village of Mannville, we will change hours at the Mannville transfer site on Wednesdays to accommodate users working during day-time hours. The new hours will be 4 p.m. to 7 p.m. The new hours will come into effect on May 1 and be trialed until August.

Attachments:

- *RFD 100-Year Agricultural Award*



Director of Planning and Development Report

Prepared by: Davin Gegoick
Date: April 17, 2023

Reviewed by: *P. Padokanofny*

Planning Update

- Issued development permits: Mannville campground expansion, farm shop (Pt. SE 3-52-14-4)
- Issued notice of decision – refusal of DP#2023-04 (Group Home in Lavoy)
- LUB Review update – launched project webpage, planning public engagement events on June 3 (Mannville Community-Wide Garage sale) and June 22 (Vegreville Pysanka Park Market)
- MDP Review update – all input/comments received during extended open house and March Council meeting have been addressed and viewable on the website. Public will have time to review these changes and provide any final written comments prior to the public hearing (scheduled on May 15).
- We were unsuccessful in ACP funding for the Regional GIS – Infrastructure Data project. Planning to move forward with the 2023 orthophoto updates this spring.
- Lavoy Action Society is planning to meet this week to discuss whether or not they decide to acquire the assets from the Lavoy campground.
- AER ordered Alpha Bow Energy to take several actions including:
 - o submitting a plan outlining the actions it will take to properly manage its sites, address outstanding compliance issues, ensure environmental monitoring requirements are met, and perform remedial work related to previous incidents;
 - o submitting an abandonment plan to abandon wells where the mineral lease has expired; and
 - o paying \$15.3 million in security, representing 10 per cent of its estimated inactive liability, to offset the estimated costs of abandoning and reclaiming a well or facility and carrying out other activities necessary to ensure the protection of the public and the environment.
- Meeting with Fortis RE: tie-in line on east side of Rge Rd 82 (crossing Buffalo Creek)

Subdivision Update

- Responded to subdivision inquiries
- Completed site inspection file#02-2023

- Provided endorsement file#08-2022

Economic Development Update

- Added Farmer's Advocate page onto our website
- Attended Business and Community Digital Marketing conference – March 28
- Attended Economic Developers of Alberta conference – April 12-14

Attachments:

- RFD – Utility within road allowance special request
- RFD – Subdivision File #02-2023
- RFD – Billboard Partnership

April 2023

Minburn County No. 27

Municipal
Development Plan
**SUMMARY OF
CHANGES**

To address the direction received
from First Reading and comments
received from External Agency
Circulation and Open House #2

PREAMBLE

This document provides a summary of the key changes undertaken by the project team to address comments received from:

- First Reading (March 27, 2023)
- External Agency Circulation
- Open House #2, Landowners (March 20-24, 2023)

COMMENTS

Commenter	Comment	How was it addressed?
First Reading		
Deputy Reeve Kuzio	Highlighted the need for the Hamlet of Minburn to be referenced in the introduction of the document.	This issue was resolved by adding a reference to the hamlet of Minburn in Section 1.0 Introduction (page 5).
Resident in attendance at the Public Hearing	Highlighted the need to include policies in the MDP to ensure protections are in place for renewable energy projects (similar to what is imposed with oil/gas).	<p>The agreements for renewable energy projects are generally between the landowner and the renewable energy provider.</p> <p>The following policy was added to Section 3.11 Plan Implementation and Review:</p> <p>Subsection 3.11.26 – “The County should continue to educate landowners about various resources available to them when dealing with renewable energy projects on their land including services and guidance provided by the Farmers Advocate Office (FAO) and Alberta Utility Commission (AUC).” (page 74)</p>
Circulation to External Agencies		
Enbridge Damage Prevention	No comments	N/A
Jessica Post, Development Officer, Beaver County	No comments	N/A
CN Rail (Comments provided by WSP Engineering on behalf of CN Rail)	Comments related to general acknowledgement, new definitions, identification of rail facilities and influence areas, and the recommended policy statements.	<p>To address these issues the following policies have been added to the draft MDP:</p> <p>Subsection 3.6.21 – “The County recognizes that rail lines are an important rural industrial location factor, and shall encourage rail service to rural industrial areas in the County wherever feasible.” (page 45)</p>

Continued...

COMMENTS (continued)

Commenter	Comment	How was it addressed?
Circulation to External Agencies (continued)		
		<p>Subsection 3.6.22 – “The County shall encourage railway companies and land developers, in cooperation with the County and Alberta Transportation where applicable, to make provisions for convenient and safe rail crossings to facilitate vehicular and pedestrian movement.” (page 45)</p> <p>Subsection 3.6.23 – “The County shall encourage the sale or lease of abandoned rail rights of way to adjacent farmers whenever feasible.” (page 45)</p> <p>Subsection 3.6.24 – “The County may apply The Railway Association of Canada’s and The Federation of Canadian Municipalities’ Guidelines for New Development in Proximity to Railway Operations, as amended; and, consider the Canadian National Railway’s suggested municipal policy statements and standard development guidelines to new development adjacent to a railway line.” (page 45-46)</p> <p>The existing policies include sufficient direction to address CN concerns and provide flexibility to the County to apply CN’s suggested Municipal Policy Statements and Standard Development Guidelines at their discretion.</p> <p>Further direction is needed from Council regarding inclusion of additional policies recommended by CN rail.</p>
Victoria Rigler, Development Officer, Lamont County	No concerns	N/A
Ducks Unlimited Canada	Request for an additional objective to be added to Section 3.7 addressing the goal of ensuring no further net loss of wetlands and the number and areal extent of wetlands should be increased.	<p>The following additional objective was added to Section 3.7:</p> <p>“To promote development approaches that do not result in further net loss of wetlands.” (page 51)</p>

COMMENTS (continued)

Commenter	Comment	How was it addressed?
Circulation to External Agencies (continued)		
Jennifer Hodel, Chief Administrative Officer, Village of Mannville	No comments	N/A
TC Energy	<p>Request for including additional direction for development adjacent to the TC Energy's pipeline right-of-way.</p> <p>Request for including additional mapping to identify existing TC Pipeline right-of-ways.</p>	<p>To address this concern, the following policies were added to Section 3.6:</p> <p>Subsection 3.6.36 – "The County shall establish an inventory of all pipeline rights-of-way within the County and make this information available to citizens." (page 48)</p> <p>Subsection 3.6.37 – "Development Permit and Subdivision applications for developments in proximity to pipeline rights-of-way shall be referred to the applicable pipeline companies for their review and input. The County shall require the development in proximity to pipeline rights-of-way to comply with the recommended standards and guidelines established by the applicable pipeline companies and industry standards." (page 48)</p>
Landowner Comments		
Murray Mytz	No specific changes required in the draft MDP.	N/A
Miranda Sokalski	<p>Advice provided to explicitly specify the timeframe in which the MDP will be routinely reviewed.</p> <p>A question about the timeline of the LUB project.</p>	<p>Section 3.11.29 includes direction to undertake a complete review of the MDP every seven years. (page 74).</p> <p>The County has initiated the LUB update project in March 2023.</p>

Refer to attachment A1 and A2 for detailed comments:

- A1 - External Agency Comments
- A2 - Open House #2, Landowners

ATTACHMENT A1

EXTERNAL AGENCY CIRCULATION

March 21, 2023

County of Minburn No. 27
4909 – 50 Street
Box 550
Vengreville, AB T9C 1R6

Sent via email to: dgegolick@minburncounty.ab.ca

ATTN: Davin Gegolick, Planning and Development Officer

RE: County of Minburn Draft MDP

Your File #: County of Minburn No. 27 MDP

Our Reference #: TCE_R230308-001AB

Thank you for sending B&A notice of this project on March 6, 2023. B&A is the land use planning consultant for TC Energy (TC) in Western Canada. On behalf of TC, we work with municipalities and stakeholders regarding land use and development surrounding their pipeline infrastructure to ensure that it occurs in a safe and successful manner.

As per the requirements of the Canada Energy Regulator (CER), additional development in proximity to TC's pipelines with potential new residents, employees, structures, ground disturbance, and crossings could warrant pipeline remediation. Consultation between TC and the applicant prior to development assists both parties in determining the best course of action to proceed with potential remediation and development. This is to crossings and pipeline damage, unwarranted crossings, and identify development within proximity to the pipeline that may trigger a pipeline Class upgrade.

Description of Proposed MDP

We understand that the purpose of the Municipal Development Plan (MDP) is to outline the future land uses for the County of Minburn No. 27 and to provide guidelines for the form and type of developments in the County.

Please refer to **Attachment 01 Approximate Location of TC Infrastructure** for maps that show the proposal in relation to the approximate location of TC's infrastructure.

Assessment of Proposed MDP

As demonstrated in **Attachment 01 Approximate Location of TC Infrastructure**, TC Energy pipelines are located within the County of Minburn No. 27.

The MDP was reviewed, and does not appear to contain any statements or policies related to development in proximity of pipeline infrastructure. Therefore, TC would recommend inclusion of the maps, statements and policies detailed in the recommendations section below.

 TCEnergy@bastudios.ca



Recommendations

The following are requested as conditions at this time and should be incorporated into the City's MDP where noted. Please note that additional comments may arise as necessary:

1. In subdivisions, TC Energy's right-of-way shall be dedicated to the municipality as passive open space or parkland subject to TC Energy's easement rights. TC Energy's right-of-way shall be identified on all municipal plans and schedules as a pipeline/utility corridor.
2. A crossing and encroachment permit/agreement must be approved by TC Energy for ongoing activities such as mowing or maintenance of the right-of-way on public lands.
3. The conditions, restrictions or covenants specified by TC Energy shall be registered against title in relation to subdivisions by way of application to register conditions, restrictions, or covenants, as applicable, pursuant to the Land Titles Act, or any amendments thereto.

In addition, a Draft Condition by the Municipality that requires a **Subdivision Agreement** shall ensure the following matters are included:

1. No buildings or structures shall be installed anywhere on TC Energy's right-of-way. Permanent buildings and structures are to be located a minimum of 7 metres from the edge of the right-of-way or 12 metres from the pipeline, whichever is greater. Temporary or accessory buildings are to be located a minimum of 3 metres from the edge of the right-of-way.
2. A minimum setback of 7 metres from the nearest portion of a TC Energy pipeline right-of-way shall also apply to any parking area or loading area, including any parking spaces, loading spaces, stacking spaces, bicycle parking spaces, and any associated vehicular travelled surface (e.g. drive aisle, driveway, access road). This 7-metre setback shall also apply to any grading or pondworks associated with stormwater management facilities.
3. Written Consent must be obtained from TC Energy prior to undertaking the following activities:
 - Constructing or installing a facility across, on, along or under a TC Energy right-of-way. A facility may include, but is not limited to: driveways, roads, access ramps, trails, pathways, utilities, berms, fences/fence posts;
 - Conducting a ground disturbance (excavation or digging) on TC Energy's right-of-way or within 30 metres of the centreline of TC Energy's pipeline (the "Prescribed Area");
 - Driving a vehicle, mobile equipment or machinery across a TC Energy right-of-way outside the travelled portion of a highway or public road;
 - Using any explosives within 300 metres of TC Energy's right-of-way; and

- Use of TC Energy's Prescribed Area for storage purposes.
4. During construction of the site, temporary fencing must be erected and maintained along the limits of the right-of-way by the Owner(s) to prevent unauthorized access by heavy machinery. The fence erected must meet TC Energy's specifications concerning type, height and location. The Owner is responsible for ensuring proper maintenance of the temporary fencing for the duration of construction.
 5. Permanent fencing may be required along the limits of TC Energy's right-of-way. The fence erected must meet TC Energy's and the municipality's specifications concerning type, location, and height. Any excavations for fence posts on, or within 30 metres of the pipeline must be done by hand or hydro vac. There shall be no augers operated on the right-of-way. The Owner shall notify TC Energy 3 business days prior to any excavation for fence posts located on or within 30 metres of the pipeline. All fences made of metallic materials must be approved by TC Energy prior to being erected on or within 30 metres of the pipeline.
 6. Storage of materials and/or equipment on TC Energy's right-of-way is not permitted.
 7. Planting and Vegetation Plans will minimize vegetation on TC Energy's right-of-way and ensure:
 - A 5 metre wide, continuous access way is provided on each side of the pipeline within the right-of-way;
 - TC Energy's right-of-way is seeded with Canada #1 seed;
 - No portion of a tree or shrub (including the canopy) at the time of maturity encroaches within 5 metres of the edge of TC Energy's facilities;
 - No trees or shrubs that will reach a height greater than 4 metres are planted within the right-of-way;
 - Tree roots do not interfere with or cause damage to the pipeline.
 - A minimum 10 metre separation is established between all groups of trees/shrubs. A group may consist of no more than 5 trees/shrubs; and
 - Where high-pressure gas is contained within an enclosed building (such as a metre station or building housing a compressor plant), trees and shrubs should be separated from the building by a minimum of 30 metres.
 8. Sidewalks/Pathways may be permitted within the right-of-way but must:
 - Not exceed 3 metres in width;
 - Maintain a minimum separation of 5 metres from the edge of the facility at all points where the pathway travels along the same direction (i.e. paralleling) as the facility within the right-of-way;
 - Cross TC Energy's pipeline as close to 90 degrees as possible, but no less than 45 degrees;
 - Limit crossings to 1 per city block (approx. 200 metres)

- Use company supplied signage for crossings installed by a Third Party; and
 - Have expansion joints installed 3 metres on either side of TC Energy's pipeline(s) if the pathway is cement or asphalt.
9. Original depth of cover over the pipelines within TC Energy's right-of-way shall be restored after construction. This depth of cover over the pipelines shall not be compromised due to rutting, erosion or other means.
 10. Facilities shall be constructed to ensure drainage is directed away from the right-of-way so that erosion that would adversely affect the depth of cover over the pipelines does not occur. Catchment basins, drainage swales or berms are not permitted within TC Energy's right-of-way. All infrastructure associated with site servicing, grading, and stormwater management (e.g. subdrains, manholes, catchbasins, retention walls, storm ponds, culverts/riprap) shall be setback a minimum of 7 metres from the edge of TC Energy's right-of-way or 7 metres from the pipeline, whichever is greater.
 11. Should pooling of water or erosion occur on the right-of-way as a result of any facility installation or landscaping, the Owner will be responsible for the remediation to TC Energy's satisfaction.
 12. Any large scale excavation adjacent to the right-of-way, which is deeper than the bottom of the pipe, must incorporate an appropriate setback from TC Energy's right-of-way and must maintain a slope of 3:1 away from the edge of the right-of-way.
 13. Mechanical excavation within 1.5 metres of the edge of TC Energy's pipeline is prohibited. Hand or hydrovac excavation must be utilized within this distance.
 14. In no event shall TC Energy be held liable to the Owner respecting any loss of or damage to the Owner's Facility which the Owner may suffer or incur as a result of the operations of TC Energy. The Owner shall be responsible for all costs involved in replacing the Owner's Facility damaged or removed during TC Energy's operations and shall indemnify and save harmless TC Energy from all actions, proceedings, claims, demands and costs brought against or incurred by TC Energy as a result of the presence of or damage to the Owner's Facility on the TC Energy right-of-way.
 15. Vehicle barriers, of a design acceptable to TC Energy or as may be required by law, shall be installed across the width of the right-of-way, where public roads cross the right-of-way. The location of these barriers must be approved by TC Energy.
 16. In new subdivisions, all display plans in the lot/home sales office shall identify the TC Energy pipeline right-of-way corridor.

17. Owners of properties on which TC Energy's right of way exists or abuts shall include notice of the following in all offers of purchase and sale:
 - Notice of the easement agreement registered against the property which may affect development activities on the property;
 - Notice of the 30 metre Prescribed Area as regulated by the CER Act;
 - The number of high-pressure natural gas pipelines within the easement and the location of the easement in relation to the development;
 - The setback for all permanent structures and excavations from the limits of the right-of-way; and,
 - The local One Call number 1-800-242-3447 or www.clickbeforeyoudig.com.
18. TC Energy's prior approval must be obtained for the Site Plans for the permanent structures to be erected on lots and/or Blocks which are encumbered by, or are adjacent to TC Energy's right-of-way.
19. In the event that TC Energy's pipelines experience contact damage or other damage as a result of construction, stop work immediately and notify TC Energy at once.
20. All associated work, signage or any other engineering protection measures must be completed by TC Energy or its qualified contractors at the sole expense of the Owner. The complete scope of work that may be required is subject to other conditions that may be necessary related to a finalized design that is approved by TC Energy. Additionally, prior to TC Energy or its contractors conducting any associated work, TC Energy and the Owner must execute a reimbursement agreement, including financial assurances, which provides that the entire cost of conducting this associated work is 100% reimbursable to TC Energy.

The owner shall ensure through all contracts entered into, that all contractors and subcontractors are aware of and observe the foregoing terms and conditions.

Conclusion

Please continue to keep us informed about this project and any future policy, land use, subdivision, and development activities in proximity to TC's pipelines and facilities. Referrals and any questions regarding land use planning and development around pipelines should be sent to tcenergy@bastudios.ca. Thanks again for providing us with the opportunity to provide comments on this project and we look forward to working with you in the future.

Sincerely,

Joanna Ilunga

Community Planner | BA (Hons), MScPI
(403) 692 5231 | jilunga@bastudios.ca

B&A 600, 215 - 9 Avenue SW | Calgary, AB T2P 1K3 | www.bastudios.ca

✉ TCEnergy@bastudios.ca



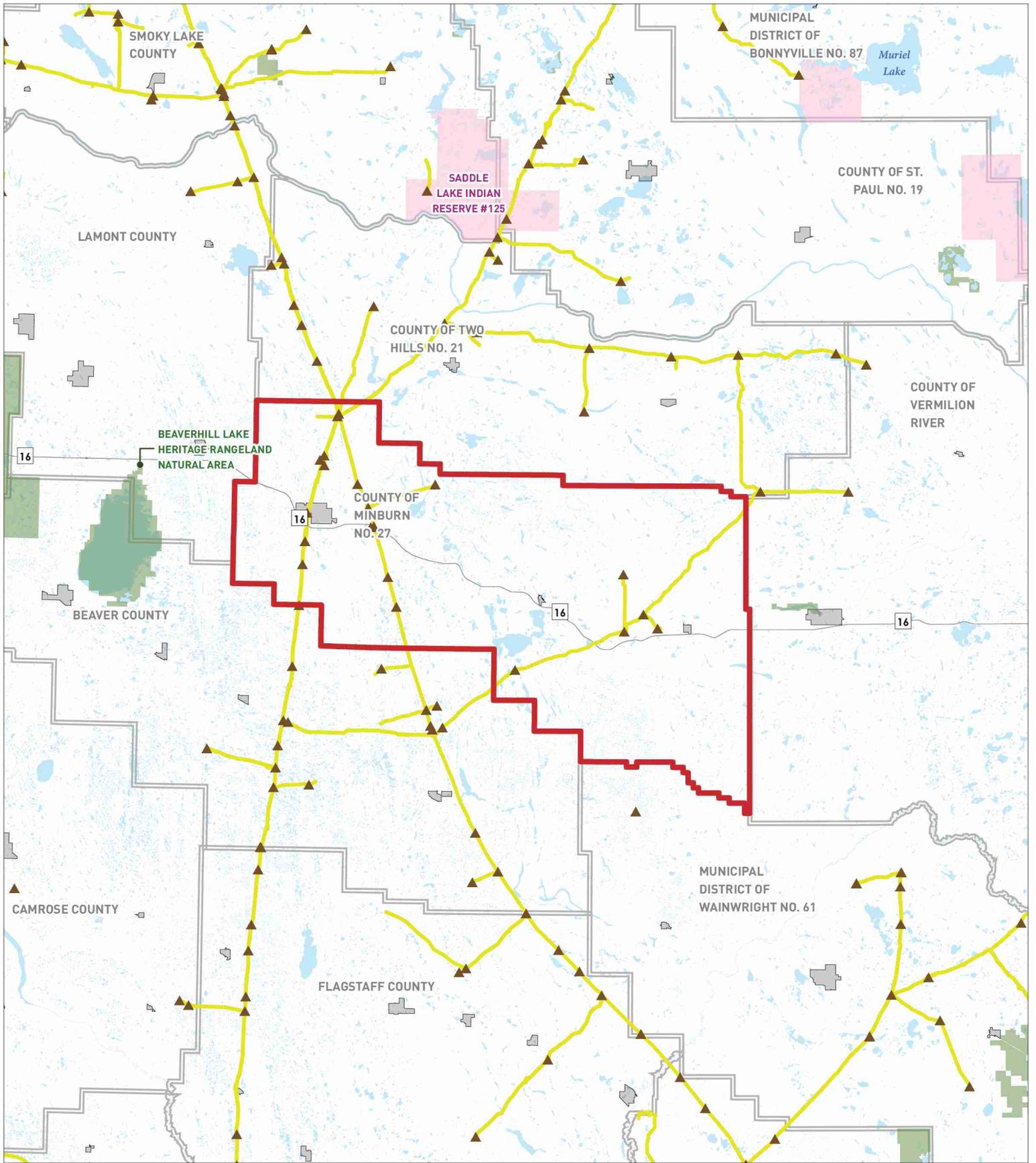
Attachments

Attachment 01 *Approximate Location of TC Infrastructure*

Attachment 02 *Work Safely Booklet*

 TCEnergy@bastudios.ca





Coordinate System: NAD 1983 UTM Zone 12N

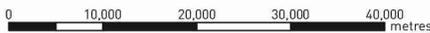
Geographic Coordinates: -111.5873, 53.4011



1:800,000

- Subject Site
- ▲ TC Energy Facility
- TC Energy Pipeline
- First Nation/Métis Settlement

- Municipality - Rural
- Municipality - Urban
- Park/Protected Area
- Waterbody



Date Saved: Mar 8, 2023

Regional Context

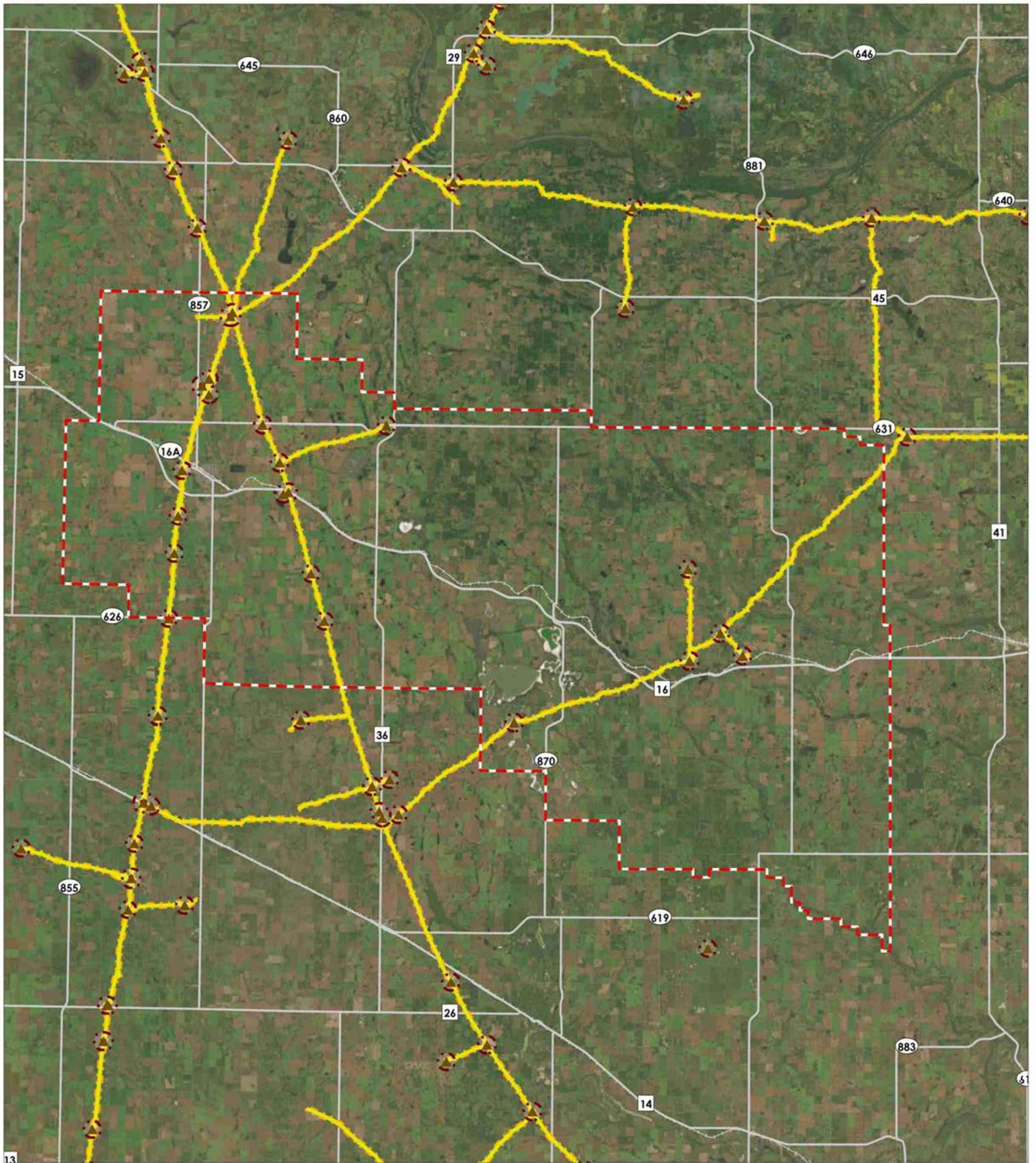
Municipal Plan

County Of Minburn No. 27
Referral ID: R230308-001AB

March 2023



Map and data are conceptual and for informational and planning purposes only.



Coordinate System: NAD 1983 UTM Zone 12N

Geographic Coordinates: -111.5873, 53.4011



1:500,000

- Subject Site
- TC Energy Facility
- TC Energy Pipeline
- Facility Footprint
- Facility Assessment Area (800m)

- Pipeline Assessment Area (220m)
- Prescribed Area (30m)
- Railway
- Major Road



Data Saved: Mar 8, 2023

Local Context

Municipal Plan

County Of Minburn No. 27
Referral ID: R230308-001AB

March 2023



Map and data are conceptual and for informational and planning purposes only.

From: [Notifications](#)
Sent: March 14, 2023 4:35 PM
To: [Davin Gegolick](#)
Subject: RE: County of Minburn Draft MDP

Thank you for your email.

Enbridge will review all planning and development notifications to determine their proximity and potential to impact our liquid pipeline network. If your notification is in proximity to an Enbridge liquid transmission pipeline, a formal response will be prepared and emailed by your specified deadline.

Planning and development notifications not in proximity to an Enbridge transmission pipeline will not receive a response. Please continue to send in planning and development notifications to notifications@enbridge.com. You can view the approximate locations of Enbridge liquid transmission pipelines on our web map [here](#).

We appreciate the opportunity to work with you in support of Enbridge's damage prevention and integrity management program and look forward to collaborating in the future.

Sincerely,
Enbridge Damage Prevention.

Nous avons bien reçu votre courriel et vous en remercions.

Enbridge examineront toutes les notifications de planification et de développement afin de déterminer leur proximité et leur potentiel d'impact sur notre réseau de pipelines de liquides. Si votre notification se trouve à proximité d'un pipeline de transport de liquides d'Enbridge, une réponse officielle sera préparée et envoyée par courriel dans le délai indiqué.

Les notifications de planification et de développement qui ne se trouvent pas à proximité d'un pipeline de transmission d'Enbridge ne recevront pas de réponse. Veuillez continuer à envoyer vos notifications de planification et de développement à notifications@enbridge.com. Vous pouvez voir les emplacements approximatifs des pipelines de transport de liquides d'Enbridge sur notre carte Web [ici](#).

Toutes les autres demandes non liées à l'utilisation des terres seront transmises au contact approprié d'Enbridge. Nous répondrons à toutes les demandes et questions d'ordre général.

Nous apprécions l'opportunité de travailler avec vous pour soutenir le programme de prévention des dommages et de gestion de l'intégrité d'Enbridge et nous espérons pouvoir collaborer à l'avenir.

Sincèrement,
Prévention des dommages d'Enbridge

From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: March 6, 2023 9:23 AM
To: Carson Hvenegaard <carson@battleriverwatershed.ca>; Faye Dunne (faye.dunne@btps.ca) <faye.dunne@btps.ca>; circulations@telus.com; Proximity <proximity@cn.ca>;

claude.valcourt@eics.ab.ca; admin@wainwright.ca; Notifications <Notifications@enbridge.com>; 'Village of Innisfree (CAO)' <cao@innisfree.ca>; ipd@vegreville.com; Village of Mannville (cao@mannville.com) <cao@mannville.com>; administration@beaver.ab.ca; lineman@lakelandrea.ca; grant.withers@mincogas.com; Gary Buchanan <gbuchanan@thcounty.ab.ca>; admin@lamcogas.ca; rosey.radmanovich@nswa.ab.ca; Roger Garnett <RGarnett@county24.com>; Victoria Rigler <victoria.r@lamontcounty.ca>
Subject: [External] County of Minburn Draft MDP

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?
DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good morning,

Please find attached draft County of Minburn Municipal Development Plan for your internal review and comment. Don't hesitate to contact me if you have any questions.

Thank you,

Davin Gegolick

DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

From: [Jessica Post](#)
Sent: March 10, 2023 1:57 PM
To: [Davin Gegolick](#)
Subject: RE: County of Minburn Draft MDP

You don't often get email from jpost@beaver.ab.ca. [Learn why this is important](#)

Does your MDP affect beaver county in any way? I took a quick glance through it and didn't see anything but wanted to send a quick note to confirm.

Thank-you,

Jessica Post
Development Officer



Direct Line: (825) 385-0062
Office: (780) 663-3730 Ext. 1018
Email: JPost@beaver.ab.ca
www.beaver.ab.ca

Quicklinks

~ [Planning & Development](#)
~ [Subdivision](#)
~ [Development Permit](#)
~ [Verification of Compliance](#)

Beaver County supports a respectful workplace. Abuse of any kind will not be tolerated.

From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: March 10, 2023 1:47 PM
To: Jessica Post <JPost@beaver.ab.ca>
Subject: RE: County of Minburn Draft MDP

Hi Jessica,

Yes, I've been receiving a lot more than usual concerns from residents with the recent Thorhild County LUB fiasco. We've been openly engaging with the public throughout our MDP review process and will continue to be transparent as we move forward with our LUB update.

We haven't felt the need to issue a public statement regarding these concerns but I anticipate we may address them as we progress with the LUB review this year.

Thanks,

Davin Gegolick
DIRECTOR OF PLANNING & DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Jessica Post <JPost@beaver.ab.ca>
Sent: Friday, March 10, 2023 1:26 PM
To: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Subject: RE: County of Minburn Draft MDP

You don't often get email from jpost@beaver.ab.ca. [Learn why this is important](#)

Good Afternoon Davin,

Hope all is well. I was wondering if you've received similar concerns being raised by residents as we have (15-minute city, agricultural property restrictions, animal restrictions, etc.).

If so, would you mind sharing any additional steps or public engagement you may have done for your MDP updating process?

We're going to be doing public engagement either later this year (or next) and I thought I would reach out given your proximity I would imagine you've received some of the same calls that I have.

Feel free to email me or give me a call back.

Thank-you and have a great weekend!

Jessica Post
Development Officer



Direct Line: (825) 385-0062
Office: (780) 663-3730 Ext. 1018
Email: JPost@beaver.ab.ca
www.beaver.ab.ca

[Quicklinks](#)

~ [Planning & Development](#)
~ [Subdivision](#)
~ [Development Permit](#)
~ [Verification of Compliance](#)

Beaver County supports a respectful workplace. Abuse of any kind will not be tolerated.

From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: March 6, 2023 9:23 AM
To: Carson Hvenegaard <carson@battleriverwatershed.ca>; Faye Dunne (faye.dunne@btps.ca) <faye.dunne@btps.ca>; circulations@telus.com; Proximity <proximity@cn.ca>; claud.valcourt@eics.ab.ca; admin@wainwright.ca; notifications@enbridge.com; 'Village of Innisfree (CAO)' <cao@innisfree.ca>; ipd@vegreville.com; Village of Mannville (cao@mannville.com) <cao@mannville.com>; Administration Admin <administration@beaver.ab.ca>; lineman@lakelandrea.ca; grant.withers@mincogas.com; Gary Buchanan <gbuchanan@thcounty.ab.ca>; admin@lamcogas.ca; rose.radmanovich@nswa.ab.ca; Roger Garnett <RGarnett@county24.com>; Victoria Rigler <victoria.r@lamontcounty.ca>
Subject: County of Minburn Draft MDP

Good morning,

Please find attached draft County of Minburn Municipal Development Plan for your internal review and comment. Don't hesitate to contact me if you have any questions.

Thank you,

Davin Gegolick
DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca



2023/03/06

County of Minburn
4909-50 Street Vegreville,
Alberta T9C 1R6

Via email: dgegolick@minburncounty.ab.ca

Re: County of Minburn Municipal Development Plan

To Whom It May Concern,

WSP has been retained and is acting on behalf of Canadian National Railway Company (CN). We are pleased to have this opportunity to provide comments on the County of Minburn Municipal Development Plan. Our comments focus on policies and/or infrastructure initiatives, as they are related to existing and/or future CN facilities, operations and infrastructure.

It is our opinion, supported by the Provincial Policy Statement, 2020 (PPS) and the Ministry of Environment, Conservation and Parks' (MECP) D-6 Compatibility between Industrial Facilities Guidelines (D-6 Guidelines), that planning for land uses in the vicinity of *rail facilities* be undertaken in such a way that the economic function and long-term operation of rail systems is protected. Provincial policy sets out that sensitive land uses be appropriately designed, buffered and/or separated from rail facilities, and avoid, mitigate or minimize negative impacts on and from railway corridors.

It is our position that the County of Minburn should incorporate policies that reflect the provincial policies and guidelines related to rail facilities. It is our position that the County of Minburn Winnipeg should provide direction within policy documents to ensure a consistent approach to their implementation across municipalities.

About CN, Railway Noise and other Adverse Effects

CN is a federally regulated railway company, and is governed by various federal legislation, including the *Canada Transportation Act (CTA)* and the *Railway Safety Act (RSA)*, among others. The CTA requires federally regulated railway companies to only make such noise and vibration as is reasonable. The test of reasonableness under the CTA takes into consideration the railway company's operational requirements and its level of service obligations under the Act, as well as the area where the construction or operation takes place. The Canadian Transportation Agency (Agency) is the federal body that assesses the reasonableness of

100 Commerce Valley Drive West
Thornhill, ON
Canada L3T 0A1

T: +1 905 882-1100
F: +1 905 882-0055
wsp.com



noise associated with the construction or operation of a federal railway company. In its decisions, the Agency has concluded that municipalities have a responsibility to assess compatibility issues before approving housing developments in proximity to railway rights-of-way. The CTA also commented that where a municipality approves the development, it has a responsibility to ensure that the necessary mitigation measures are implemented. One example of such a decision is Decision No. 69-R-2014, dated February 27, 2014.

It is important to understand that there is no specific decibel limit contained in federal guidelines related to the construction or operation of rail facilities. Those federal guidelines clearly state that, while the Agency may take provincial and municipal noise and vibration guidelines into account in its deliberations, the Agency is not bound by those guidelines.

Rail Proximity Guidelines are available at the following: <https://www.proximityissues.ca/>

Guidelines for the Resolution of Complaints Over Railway Noise are available at the following: <https://otc-cta.gc.ca/eng/publication/guidelines-resolution-complaints-over-railway-noise-and-vibration/>

Preliminary Comments and Concerns

CN requests that the following policies be included in the municipal land use planning policy documents:

1. General Acknowledgement

The Region/City/County/Town and Council acknowledge the importance of rail infrastructure and recognizes its critical role in long-term economic growth and the efficient and effective movement of goods and people.

Development in proximity to rail facilities shall be developed in accordance with the Guidelines for New Development in Proximity to Railway Operations prepared by the Federation of Canadian Municipalities and the Railway Association of Canada (FCM/RAC Guidelines).

2. Include a definition for Major Facilities, Major Goods Movement Facilities and Corridors, Rail Facilities and Sensitive Land Uses.

We request that the following definitions found in the PPS be included in the policy document:

Major Facilities: means facilities which may require separation from sensitive land uses, including but not limited to airports, manufacturing uses, transportation infrastructure and corridors, rail facilities, marine facilities, sewage treatment facilities, waste management systems, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities.

Major Goods Movement Facilities and Corridors: means transportation facilities and corridors associated with the inter- and intra-provincial movement of goods. Examples



include: inter-modal facilities, ports, airports, rail facilities, truck terminals, freight corridors, freight facilities, and haul routes and primary transportation corridors used for the movement of goods. Approaches that are freight supportive may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

Rail Facilities: means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future rail facilities.

Sensitive Land Uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.

3. Identify Rail Facilities and Influence Areas

We recommend identifying rail facilities and the areas of influence for sensitive land uses (300 metres for a rail line, 1 km for a rail yard) in a schedule to each policy document.

4. Provincial Policy Statement Requirements

The policies proposed below are recommended to be included in policy documents to address requirements for developments in proximity to rail facilities:

- a) Sensitive land uses shall not be encouraged adjacent to, or in proximity to rail facilities;
- b) All developments in proximity to rail facilities shall be developed in accordance with the FCM/RAC Guidelines;
- c) All proposed residential developments or other sensitive uses located within 300 metres of a railway right-of-way be required to undertake noise studies, to the satisfaction of the Municipality, in consultation with the appropriate railway operator, and shall undertake to implement the appropriate measures to mitigate any adverse effects from noise that were identified in the report and as may be required by CN;
- d) All proposed residential developments or other sensitive uses located within 75 metres of a railway right-of-way be required to undertake vibration studies, to the satisfaction of the Municipality, in consultation with the appropriate railway operator, and shall undertake to implement the appropriate measures to mitigate any adverse effects from vibration that were identified in the report, and as may be required by CN;
- e) All proposed building setbacks shall be in accordance with the FCM/RAC Guidelines. As a general guideline, buildings shall be setback 30 metres with



an appropriate berm abutting the rail right-of-way. Reduced setbacks can be considered in certain circumstances dependant on the proposed use and in conjunction with additional studies and alternative safety measures, to the satisfaction of the Municipality, in consultation with the appropriate railway operator;

- f) All proposed residential developments or other sensitive uses located adjacent to railways shall implement appropriate mitigation measures, including but not limited to, safety setbacks, berms, crash barriers and security fencing, in accordance with the FCM/RAC Guidelines;
- g) All proposed residential developments or other sensitive uses located adjacent to railways shall implement the applicable warning clauses provided by the appropriate railway operator;
- h) All proposed residential developments or other sensitive uses located adjacent to railways shall implement, secure and maintain any required rail noise, vibration, and safety impact mitigation measures, along with any required notices on title, such as development agreements, warning clauses and/or environmental easements, through appropriate legal mechanisms, to the satisfaction of the Municipality and the appropriate railway operator; and,
- i) All proposed residential developments or other sensitive uses located in proximity to rail facilities shall evaluate, prioritize and secure grade separation of railways and major roads, in co-operation with Transport Canada and the appropriate railway operator;

Conclusion

We would like to thank you for the opportunity to participate in the County of Minburn Municipal Development Plan. We look forward to continuing to work with the County of Minburn throughout this process.

Please forward all future communications, land development applications and documents to proximity@cn.ca

Yours very truly,

Saadia Jamil
Senior Planner (CN Proximity)

Copy: proximity@cn.ca



March 9, 2023

County of Minburn No. 27
Attn: Davin Gegolick- Director of Planning and Development
4909 – 50 Street
Vegreville, AB T9C 1R6

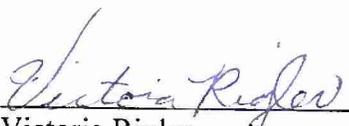
RE: Municipal Development Plan

Dear Davin:

Thank you for the notice Regarding the proposed Municipal Development Plan. Based on our internal review process, Lamont County's Planning and Development Department has no issues or concerns with the above noted.

Please contact Lamont County Planning & Development at (780) 895-2233 ext. #218 or victoria.r@lamontcounty.ca should you require any further information.

Yours truly,



Victoria Rigler
Development Officer



From: [Bart Muusse](#)
Sent: March 7, 2023 3:22 PM
To: [Davin Gegolick](#)
Cc: [Tracy Scott](#)
Subject: RE: County of Minburn Draft MDP

Good afternoon Davin,

Thank you for sharing the draft. Looks like a lot of work was put into adding new content and restructuring for fit with other plans. Great to see.

I appreciate the new references in the agriculture and environment sections:

- 3.1 Agriculture and Rural Residential Land
 - To minimize the negative impacts of agricultural activities by encouraging good stewardship of the land.
- Advocacy Measures
 - 3.11.22 The County should explore how the protection of and restoring wetlands can contribute to the protection of County's roadways, bridges, recreation spaces as well as storm and wastewater facilities.
 - 3.11.23 The County shall continue to work with Ducks Unlimited Canada and other local organizations and continue to educate citizens about the benefits of wetland preservation.

One possible addition is to add specificity to help direct future efforts. In particular, under the objectives in 3.7:

- **To ensure there is no further net loss of wetlands and to increase the number and areal extent of wetlands.**

The Alberta Wetland Policy can assist the County in achieving this target as can Ducks Unlimited Canada. Doing so will help achieve other listed goals such as goal 1 and 8 under Section 1.4 of the draft. Some background on why:

Wetlands, perennial grasslands and boreal forest are essential Natural Green Infrastructure (NGI) that provides multiple benefits to society in a very cost effective and sustainable manner. These benefits, known as Ecosystem Services (ES), include flood and drought mitigation, water quality improvement, carbon sequestration, groundwater recharge, biodiversity, and cultural and recreational use. Investments in NGI have been proven to provide a high return on investment (ROI). These benefits are being increasingly recognized and incorporated into government and industry priorities at all levels.

The role of NGI in mitigating climate change is particularly relevant to Alberta. Wetlands defend Alberta's communities against extreme weather and so protect our way of life. Wetlands collectively store substantial volumes of water, buffering against drought and protecting (infrastructure) against floods. Called the kidneys of nature, wetlands also safeguard a clean, reliable water supply. This is of paramount importance, as water continues to be contaminated by runoff from urban centres, agriculture and a range of industrial activities. In addition, wetlands provide crucial habitat for wildlife, playing a key role in preserving and enhancing biodiversity.

Thanks again and happy to think along on further drafts or present on any of my input throughout the approval process if you think it could be helpful.

Take care,

Bart

From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: Monday, March 6, 2023 9:23 AM
To: Bart Muusse <b_muusse@ducks.ca>
Subject: FW: County of Minburn Draft MDP

Warning: External Email. Use caution when opening links or attachments.

Davin Gegolick
DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Davin Gegolick
Sent: Monday, March 6, 2023 9:23 AM
To: Carson Hvenegaard <carson@battleriverwatershed.ca>; Faye Dunne (faye.dunne@btps.ca) <faye.dunne@btps.ca>; circulations@telus.com; Proximity <proximity@cn.ca>; claud.valcourt@eics.ab.ca; admin@wainwright.ca; notifications@enbridge.com; 'Village of Innisfree (CAO)' <cao@innisfree.ca>; ipd@vegreville.com; Village of Mannville (cao@mannville.com) <cao@mannville.com>; administration@beaver.ab.ca; lineman@lakelandrea.ca; grant.withers@mincogas.com; Gary Buchanan <gbuchanan@thcounty.ab.ca>; admin@lamogas.ca; rose.radmanovich@nswa.ab.ca; Roger Garnett <RGarnett@county24.com>; Victoria Rigler <victoria.r@lamontcounty.ca>
Subject: County of Minburn Draft MDP

Good morning,

Please find attached draft County of Minburn Municipal Development Plan for your internal review and comment. Don't hesitate to contact me if you have any questions.

Thank you,

Davin Gegolick
DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
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www.minburncounty.ab.ca

Davin Gegolick

From: Bart Muusse <b_muusse@ducks.ca>
Sent: February 6, 2023 12:08 PM
To: dnyanesh@greenspacealliance.com; Davin Gegolick
Cc: Tracy Scott
Subject: RE: Sample MDP wording

Good morning Davin and Dnyanesh,

Hope 2023 started off well for you! Good to see you have a first reading of the draft MDP scheduled with County Council in March. Just wanted to touch base to see how the drafting is going and if I can contribute any further details for the wetland piece.

FYI – we spoke briefly about wetland drainage and the impacts to municipal infrastructure during our meeting. You may have seen this but other Counties are experiencing difficulties on this issue and have brought it forward to the ASB Conference. The [resolution passed](#) and they are intending to bring it forward to the RMA Spring Convention.

Best wishes,

Bart

From: dnyanesh@greenspacealliance.com <dnyanesh@greenspacealliance.com>
Sent: Friday, November 18, 2022 11:21 PM
To: Bart Muusse <b_muusse@ducks.ca>; 'Davin Gegolick' <dgegolick@minburncounty.ab.ca>
Cc: Tracy Scott <t_scott@ducks.ca>
Subject: RE: Sample MDP wording

Warning: External Email. Use caution when opening links or attachments.

Hello Bart:

Thank you for the additional input.

This is very helpful.

We will discuss these items with Davin and do our best to address them in our next draft.

Regards,

Dnyanesh Deshpande

Principal



We've moved!

Come visit us at our new home in the Sylbert
Suite 205, 10132 – 105 Street NW
Edmonton, AB T5J 1C9
T: 780-409-1763 C: 780-710-0035
www.greenspacealliance.com

From: Bart Muusse <b_muusse@ducks.ca>

Sent: November 17, 2022 4:04 PM

To: Davin Gegolick <dgegolick@minburncounty.ab.ca>; Dnyanesh Deshpande <dnyanesh@greenspacealliance.com>

Cc: Tracy Scott <t_scott@ducks.ca>

Subject: Sample MDP wording

Hello Davin & Dnyanesh,

It was nice to meet you last week including learning more about snow geese. I promised to send you some examples of vision & objectives that could be considered as part of Minburn's updated MDP which is attached. I included the most relevant portions of the reference MDPs but they contain more wording in their MDP regarding wetlands and other natural areas that may be of value in your process than is included in the document.

A few additional observations:

- Generally, a wetland vision creates a roadmap for future decision making and can also support other county objectives (e.g. biodiversity, recreational areas). Corresponding wetland/environmentally sensitive area objectives formulated SMARTly may target improvements in processes or the number and value of wetlands. Objectives can also identify priority areas which include wetlands for further management. I see that you have included questions surrounding environmental policies in your survey. Hopefully, responses to this question provide you input to move forward on these policies including wetlands.
 - o A way to work on implementation of the existing objective relating to wetland inventory is to detail that the County will explore how protection of and restoring wetlands can contribute to protection of Minburn's roadways, bridges, recreation spaces as well as storm and wastewater facilities. More on this can be found on the [Ducks Unlimited website](#). In addition, the Vermilion River Watershed Alliance may be able to point you to potential existing wetland data sets for your area. A slightly older drained wetland inventory does exist for your area I believe. If you are interested I can connect you with our GIS specialist.
- The wording in the County of Minburn's current MDP could be strengthened in some parts (e.g. 3.10.12) where it mentions the County *shall prefer* to wording such as Wheatland where it says *the County shall require*. This may provide the County with more room to, for example, require developers to submit plans or do testing related to environmentally sensitive areas including wetlands.
- I note there are four mentions of setbacks in your current MDP but not all provide detail on how these are determined. Perhaps it is worth mentioning that setbacks are determined by certain standards such as the Ministries 'Stepping back from the water guide' or the Riparian Setback Matrix Model as developed by Lac La Biche County and used in their MDP.
- As many wetlands are located on agricultural land and there is continued drainage of those wetlands it is worth considering how wording related to agriculture can be changed to reflect this. A couple of examples:
 - o Vision on agriculture and environment:
 - Wheatland County MDP 3.1 - Agriculture is the economic backbone of Wheatland County, and as the County's name suggests, our roots are in the agriculture industry. To this day, agricultural use remains the single largest land use within the County, and includes farms involved in grain production and livestock, and other agri-related businesses. These uses vary in their intensity and effect on the land, and although agricultural practices are essential to the County's economic sustainability, they are a change to the natural state of the land, and therefore the County recognizes the importance of environmental considerations in Agricultural Development as equally as in any development type.
 - o Corresponding policy/objective:
 - Beaver County MDP 1.0 - (e) To minimize the negative impacts of agricultural activities by encouraging good stewardship of the land.
 - City of St. Albert MDP 6.3.8. - Promote land and environmental stewardship by supporting existing provincial legislation and policy related to agriculture.
- Lastly, given a focus of the MDP review is promoting residential growth and acreage subdivisions this provides an opportunity to include additional protections provided for by the MGA during the subdivision process to protect environmentally sensitive areas. The Environmental Law Centre can provide additional information on this subject.

Happy to provide more information or think along if needed! In addition, if we can engage with Council on a specific item or angle feel free to let me know. I am in contact with Kevin Bentley through the Vermilion River Watershed Alliance Board.

Kindly,

Bart Muusse
Provincial Policy Specialist
Ducks Unlimited Canada

Phone: 587-643-8439
Email: b_muusse@ducks.ca



*Conserving
Canada's
Wetlands*

From: [Jennifer Hodel](#)
Sent: March 15, 2023 11:06 AM
To: [Davin Gegolick](#)
Subject: RE: County of Minburn Draft MDP

Hi Davin,

Apologies for the delay in getting back to you.

I have no comment regarding the County of Minburn's draft MDP.

Jennifer Hodel
Chief Administrative Officer
cao@mannville.com
phone # (780) 763-3500
fax # (780) 763-3643



From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: Monday, March 6, 2023 11:50 AM
To: Jennifer Hodel <cao@mannville.com>
Subject: RE: County of Minburn Draft MDP

Hi Jennifer.

Not yet. They're staking out the bore hole locations this week. I realize now that Map 4 in the draft MDP indicate this ASP. I'll ensure this reads 'proposed' ASP until such time each respective Council reviews and adopts the document.

Thanks,

Davin Gegolick
DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Jennifer Hodel <cao@mannville.com>
Sent: Monday, March 6, 2023 11:31 AM
To: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Subject: RE: County of Minburn Draft MDP

Hi Davin,

Has your Council adopted the ASP for east of the Mannville industrial park?

Jennifer Hodel
Chief Administrative Officer

cao@mannville.com
phone # (780) 763-3500
fax # (780) 763-3643



From: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: Monday, March 6, 2023 9:23 AM
To: Carson Hvenegaard <carson@battleriverwatershed.ca>; Faye Dunne (faye.dunne@btps.ca) <faye.dunne@btps.ca>; circulations@telus.com; Proximity <proximity@cn.ca>; claud.valcourt@eics.ab.ca; admin@wainwright.ca; notifications@enbridge.com; 'Village of Innisfree (CAO)' <cao@innisfree.ca>; ipd@vegreville.com; Jennifer Hodel <cao@mannville.com>; administration@beaver.ab.ca; lineman@lakelandrea.ca; grant.withers@mincogas.com; Gary Buchanan <gbuchanan@thcounty.ab.ca>; admin@lamcogas.ca; rosey.radmanovich@nswa.ab.ca; Roger Garnett <RGarnett@county24.com>; Victoria Rigler <victoria.r@lamontcounty.ca>
Subject: County of Minburn Draft MDP

Good morning,

Please find attached draft County of Minburn Municipal Development Plan for your internal review and comment. Don't hesitate to contact me if you have any questions.

Thank you,

Davin Gegolick
DIRECTOR OF PLANNING AND DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

ATTACHMENT A2

OPEN HOUSE #2, LANDOWNER COMMENTS

From: [Murray Mytz](#)
Sent: March 24, 2023 1:01 PM
To: [Davin Gegolick](#)
Subject: Fw: Municipal Development Plan Review

You don't often get email from donerightcarpentrym@yahoo.ca. [Learn why this is important](#)

Good Afternoon 😊

You were asking for comments on your proposed changes on Municipal Land Use Bylaws! My first would be the poor lack of notice to ratepayers such as myself of such an occurrence! You have no problem mailing out tax bills away ahead of time but can't do the same for the notice of such meetings! Instead you put the onus on us to find out ourselves by looking at your website, or reading it in a paper instead of mailing or emailing each ratepayer directly! Governments have people so burdened with taxes, rising cost of living, etc. that people are so busy trying to eek out a living they don't have spare time to check websites or read papers to find out about issues that may affect them!

My major concern is that all Governments including Municipal are trying to pass laws & streamline things for the supposed betterment of the majority! But sometimes in doing this in essence are taking the power and voice away from the people and putting it in the hands of a few without any input from the majority! I am not against regulations to protect certain things! But when you give the power to a few to make and change laws that affect many it is not a good thing! You can see that very plainly with the Internet Censorship Bill that is trying to be passed for instance! I am against any laws or Bylaws that gives government the ultimate power to enact legislation that affects the majority of people! Much of this is power to be able to enact such laws is hidden behind such proposals as this one!

Thank you for your time,

Sincerely, Murray Mytz

[Sent from Yahoo Mail on Android](#)

From: [Miranda Sokalski](#)
Sent: March 21, 2023 9:23 AM
To: [Davin Gegolick](#)
Subject: Re: MDP

Great; thanks a lot. Love the pics, by the way! :)

Have a good one,

Miranda

On Tuesday, March 21, 2023, 08:44:59 a.m. MDT, Davin Gegolick <dgegolick@minburncounty.ab.ca> wrote:

Good morning, Miranda.

Thanks for providing your comments and catching the typo!

MDPs typically receive a full review every 5-10 years. LUBs are 'living' documents and typically see at least one amendment throughout the year by either the municipality or by landowners/developers. A more comprehensive review of the LUB typically occurs every 5-10 years.

We are in the process of updating our website making it easier to navigate and locate documents. The new site should go live tomorrow or Thursday morning. In the meantime, you can view the County of Minburn's current LUB within the Statutory Plans page: <https://minburncounty.ab.ca/p/bylaws-and-policies>

Don't hesitate to contact me if you have any other questions!

Davin Gegolick

DIRECTOR OF PLANNING & DEVELOPMENT



Ph. 780-632-2082 ext. 1111
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Miranda Sokalski <farmkid.koko@yahoo.com>
Sent: Tuesday, March 21, 2023 8:20 AM
To: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Subject: Fw: MDP

I was poking around on the county website last night to find our existing Land Use Bylaws and I couldn't find the document. So then it occurred to me that maybe we don't have one, and the MDP is it...? This may have been what you were telling me when I initially asked! Anyway, I'll amend my questions:

1. Is there a timeline for when the MDP document will be updated again?
2. Do we have a Land Use Bylaw document? If yes, where can I view it?

----- Forwarded Message -----

From: Miranda Sokalski <farmkid.koko@yahoo.com>
To: Davin Gegolick <dgegolick@minburncounty.ab.ca>
Sent: Monday, March 20, 2023, 09:52:41 p.m. MDT
Subject: MDP

Hi Davin,

Thanks for the link to the MDP! It made for some interesting reading. There are parts of it that I'm still trying to digest, but overall it looks pretty decent to me.

I love the emphasis on protecting ag land, historical sites and the special environmental areas - to me, those are all extremely important aspects, and I'm glad to see they're being given the attention I believe they deserve. I'm interested to see how our hamlets will develop over the coming years - it should be exciting!

One thing I did notice - a typo on page 50 ("The Count").

For now, I only have two questions:

1. Is there a timeline for when this document will be updated again?
2. Is there a timeline for when the Land Use Bylaw document will be updated?

Thank you for your time and attention; I appreciate it!

Miranda Ketchum



Protective Services Monthly Report

Prepared by: Mike Fundytus
Date: April 12, 2023

Reviewed by: *P. Paduchowski*

Fire Update

Call Summary

Call Type	Date	Details
Fire	March 23	Vehicle Fire Twp 512 RR 83 Mannville attended.
Medical	March 26	County Medical Innisfree attended.
Medical	March 27	County medical Innisfree attended.
False Alarm	March 27	14516 Twp 540 Vegreville attended.
Medical	March 29	Village medical Mannville attended.
Medical	April 4	Village medical Innisfree attended.
Medical	April 5	Village medical Mannville attended.
Medical	April 6	County medical Mannville attended.
False Alarm	April 11	5007 46 street Mannville attended.
MVC	April 11	Hwy 631 RR 151 Vegreville attended.
Fire	April 12	52308 Hwy 36 Vegreville attended.

Mannville 5
 Innisfree 3
 Vegreville 3

- Currently issuing fire permits till April 30th
- Recruitment for new firefighters in ongoing. 1 new member at the Innisfree station. Innisfree now has 12 members Mannville station also has 12 members.
- SCBA, Compressor and accessories have been ordered looking for arrival in 12 weeks.

Health and Safety Update

- Re-Orientations with Bis Trainer completed.

Emergency Management Update

- Notified AEMA and Regional partners of DEM change.

Attachments



Finance and Administration Report

Prepared by: Jason Warawa
Date: April 17, 2023

Reviewed by: *P. Podchorzany*

Taxation & Assessment Update

- Tax Notification list submitted to land titles.
- A couple property owners have since come in and paid and were removed from the list.
- No payments or agreements were signed from property owners scheduled to be in the 2023 tax sale.

Finance & Administration Update

- Statement of Funding & Expenditures (SFE's) have been submitted to the Province for the MSI, CCBF and ACP grants and Administration is in the final stages of the FCSS grant reporting which is due April 30th.
- The more notable changes on the Statement of Financial Position in March include:
 - o A decrease of \$1.4M in cash/temporary investments to reflect the cost of ongoing operations and payment of requisitions
 - o Decrease in long term receivables to reflect the invoicing of Grains Connect for their second installment required under their Developer's Agreement (Increased Trade Receivable).
 - o On the liability side, the decrease in deferred revenue is tied to the returning of unused ACP grant funds (\$36k) related to the Emergency Services study that occurred in 2021/2022 to the Province.
- Significant revenue & expenses for March include:
 - \$42k of earned investment interest related to the maturity of a March 2022 GIC
 - Q1 Education requisition (\$619k)
 - GIS/AVL Contract (\$97k)
 - Bridge Maintenance Contract (\$79k)

- The fuel expenditure budget continues to be trending lower compared to 2022 with a positive year over year variance of approx. \$40k. Utilities are trending in the opposite direction as utility related expenditures are about \$10k higher than at the same point in 2022.
- The Decision Paper reporting chart reflects the status and progress of projects, purchases and initiatives that were approved as part of the 2023 budget. There were a number of changes in terms of progress with some items purchased being received and tenders being awarded.
- The Quarter 1 Investment Summary highlights both the investment income received as well as the interest that has been accrued to date. These amounts total \$267k which represents about 50% of the annual budget. Going forward, with the Bank of Canada interest rates hikes stalling, progress on the capital program continuing and the planned acquisition of land and aggregate, the cash levels of the County will drop considerably in the coming months and so will its ability to earn interest at the same pace. Despite the upcoming cash drain, the budget figure remains attainable.

Attachments

- Statement of Financial Position as at March 31, 2023
- Statement of Operations for month ending March 31, 2023
- March 31, 2023 Fuel and Utilities Analysis
- Decision Paper Update – March 2023
- Quarterly Investment Summary – March 31, 2023
- RFD 2023 Final Budget Approval
- RFD Tax Rate Bylaw 1340-23
- RFD Special Tax Bylaw 1341-23
- RFD Road Allowance Lease Renewals
- RFD Leasing of County Owned Land Tender Award



County of Minburn No. 27
2023 Statement of Financial Position
As At March 31, 2023

FINANCIAL ASSETS	Mar/2023	Feb/2023	Dec/2022
Cash & Temporary Investments	23,341,775	24,749,339	26,813,364
Receivables			
Taxes & Grants in Place of Taxes Receiv	246,306	298,815	341,330
Due From Governments	52,038	30,564	216,178
Trade & Other Receivables	157,264	29,982	393,821
Long Term Receivables	645,026	771,092	785,606
Land Held for Resale	169,407	169,407	169,407
Total Financial Assets:	\$ 24,611,816	\$ 26,049,199	\$ 28,719,706
LIABILITIES	Mar/2023	Feb/2023	Dec/2022
Accounts Payable & Accrued Liabilities	307,109	295,353	1,236,781
Asset Retirement Obligation	388,206	398,008	398,008
Deposit Liabilities	-	-	-
Deferred Revenue	1,337	37,722	37,722
Employee Benefit Obligations	- 16,554	- 12,575	224,462
Total Liabilities:	\$ 680,098	\$ 718,509	\$ 1,896,973
Net Financial Assets:	\$ 23,931,718	\$ 25,330,690	\$ 26,822,733
NON-FINANCIAL ASSETS	Mar/2023	Feb/2023	Dec/2022
Tangible Capital Assets	27,170,734	27,170,734	27,170,734
Inventory for Consumption	7,177,252	7,177,252	7,095,377
Prepaid Expenses	1,054	249	229,459
Total Non-Financial Assets:	\$ 34,349,040	\$ 34,348,235	\$ 34,495,570
ACCUMULATED SURPLUS:	\$ 58,280,758	\$ 59,678,925	\$ 61,318,303
Difference:	-\$ 3,037,545	-\$ 1,639,378	

Compiled April 11, 2023



County of Minburn No. 27
2023 Revenue & Expenditure Report
For Month Ending March 31, 2023

REVENUE	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	- 618,845	- 657,172	13,237,614	-5.0%	-4.6%
User Fees & Sale of Goods	24,086	47,148	342,950	13.7%	11.7%
Government Transfers	-	36,974	3,251,742	1.1%	1.2%
Investment Income	42,712	- 193,152	532,500	-36.3%	26.4%
Penalties & Costs on Taxes	243	49,971	112,900	44.3%	31.5%
Gain on Disposal of Tangible Assets	-	37,800	139,300	27.1%	0.0%
Other	22,300	44,896	189,723	23.7%	-370.3%
Totals:	-\$ 529,504	-\$ 633,535	\$ 17,806,729	-3.6%	-4.8%

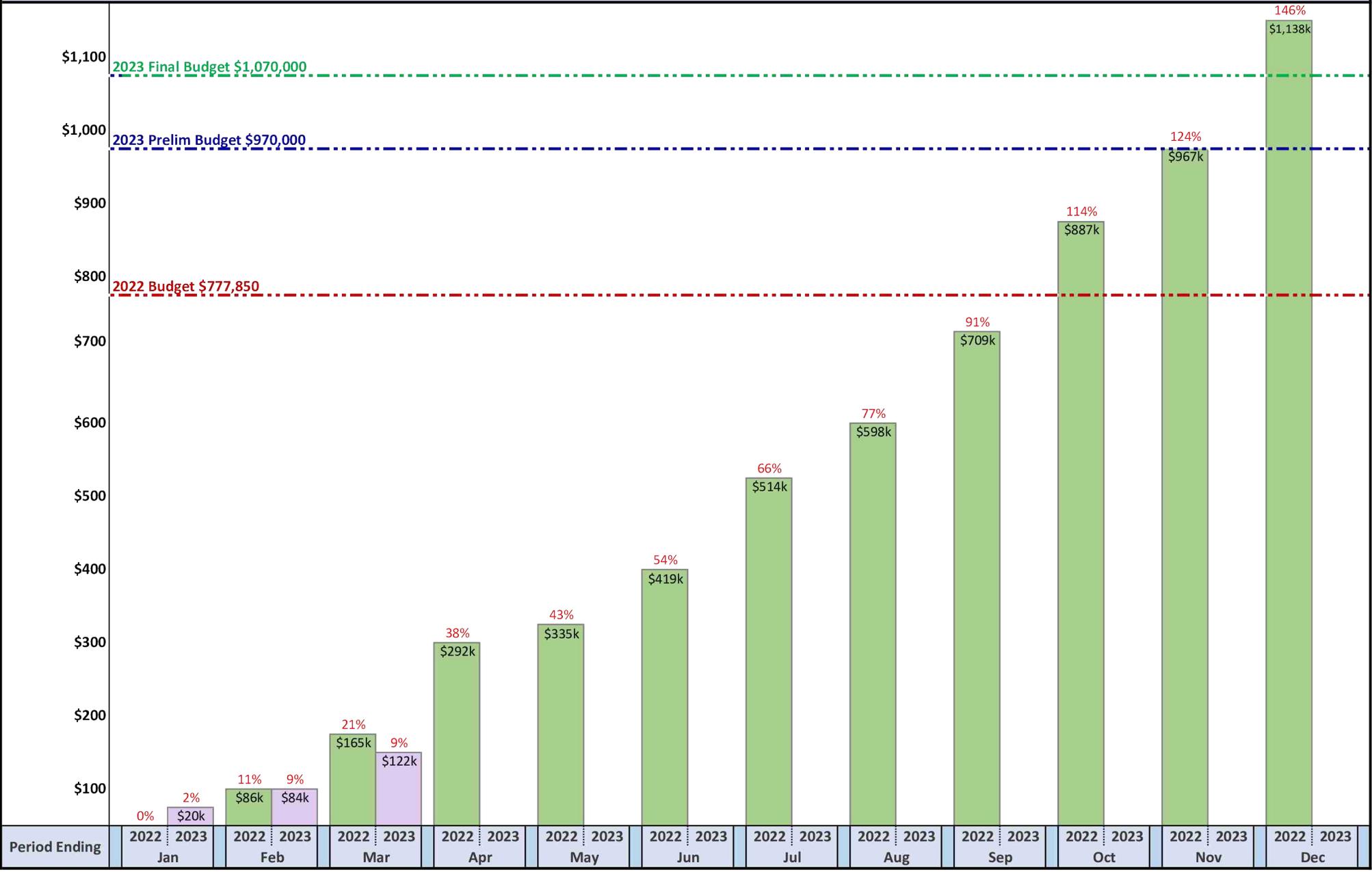
EXPENDITURES	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	219,761	653,857	2,821,649	23.2%	21.1%
Fire Protection & Safety Services	44,069	152,927	973,835	15.7%	23.7%
Ambulance Services	-	9,060	11,000	82.4%	79.1%
Policing Services	-	-	230,000	0.0%	19.6%
Bylaw Enforcement, Health & Safety	1,532	4,590	77,650	5.9%	13.4%
Roads, Streets, Walks, Lights	513,088	1,226,234	15,053,771	8.1%	8.8%
Water Supply & Distribution	7,306	20,792	253,149	8.2%	7.0%
Wastewater Treatment & Disposal	4,521	6,672	86,461	7.7%	21.2%
Waste Management	30,739	131,655	893,914	14.7%	30.1%
Family & Community Support Services	-	40,814	163,756	24.9%	24.9%
Cemeteries	-	-	4,231	0.0%	0.0%
Planning & Economic Services	20,772	61,803	841,250	7.3%	8.1%
Agricultural Services Board	26,569	55,278	618,070	8.9%	7.8%
Recreation & Library Services	206	40,328	835,717	4.8%	6.0%
Totals:	\$ 868,562	\$ 2,404,009	\$ 22,864,453	10.5%	11.7%

Difference: **-\$ 3,037,545**

County of Minburn No. 27

County-Wide Fuel 2022 - 2023 Comparison

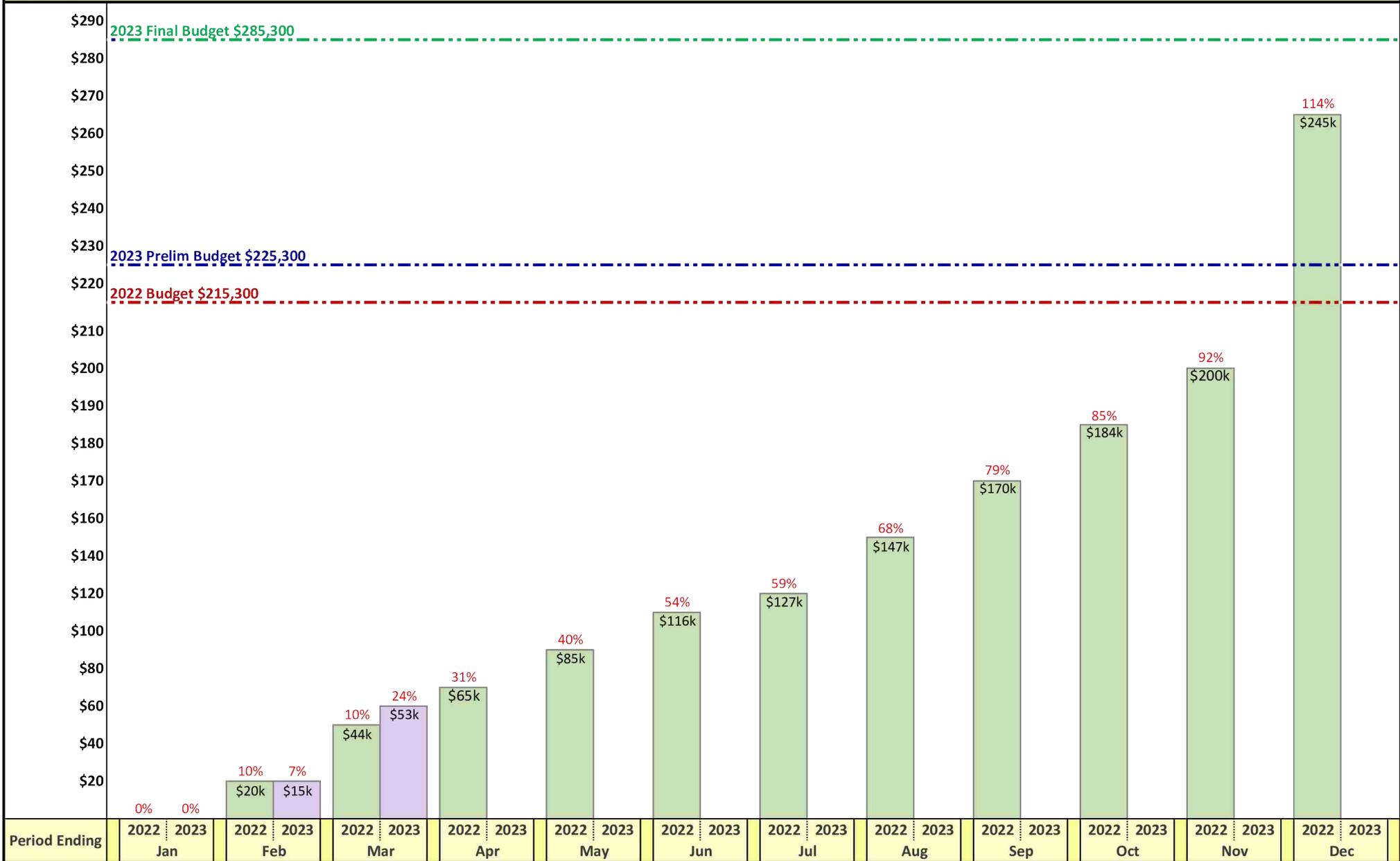
In Thousands



County of Minburn No. 27

County-Wide Utilities 2022 -2023 Comparison

In Thousands



COUNTY OF MINBURN NO. 27
2023 Monthly Progress Report - At March 31, 2023

Compiled April 11, 2023

Decision Papers - Operating								
<u>Project Name</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>	<u>Budget</u>	<u>Spent</u>	<u>Comments</u>
Staff Remuneration / Compensation						\$ 153,000	N/A	Implemented January 1/2023 - Ongoing costs
Peace Park Funding Increase						\$ 4,825	\$ -	
Wapasu Park Improvements						\$ 35,400	\$ -	Wapasu Committee focus will be 12 new tables and new cookshack roof
Paid On Call Firefighter Training Wage Increase						\$ 8,000	N/A	Implemented January 1/2023 - Ongoing costs
Land Use Bylaw Review						\$ 60,000	\$ -	Tender awarded; project commencing in March
Regional Economic Development Framework						\$ 112,000	\$ -	ACP Grant Approved for \$183,000
Orthophoto Update						\$ 75,000	\$ -	ACP Grant unsuccessful; tender awarded to Tarin; funding to come from Reserves
Broadband Internet (Cancelled)						\$ 266,271	N/A	Council decided not to proceed at Feb Council meeting; awaiting final invoices from Tango Networks
Traffic Counters						\$ 7,315	\$ 5,365	Purchased and in use
Mannville WTS - Storage Area Expansion						\$ 10,000	\$ -	
Mannville Landfill Reclamation						\$ 444,800	\$ -	Contract awarded to PME Inc.; work to be completed summer 2023
Beaver Harvest Incentive Program						\$ 6,000	\$ -	Implemented January 1/2023 - \$6,460 Carried over from 2022
Roadside Mowing Program						\$ 130,000	\$ -	Tender awarded to A&R Contracting
Protective Services Assistant						\$ 87,100	\$ -	

Decision Papers - Capital								
<u>Project Name</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>	<u>Budget</u>	<u>Spent</u>	<u>Comments</u>
Fleet Truck Replacement - 1 One Ton Truck						\$ 79,000	\$ -	Fleet truck ordered through Ford Vegreville
Two CAT 160 Motor Graders						\$ 1,298,000	\$ -	On order; to be delivered fall 2023
D6/D7 Loader Undercarriage Refurbishment						\$ 121,650	\$ 62,906	Equipment repairs complete; awaiting final invoices
Mannville Salt Shed						\$ 155,750	\$ -	Tender awarded to Sparkes Builders; work to be completed summer 2023
Hwy 16A Upgrades - East						\$ 555,200	\$ -	Tender awarded to ACP Applied Products; work to be completed summer 2023
Lavoy Drainage Improvements						\$ 1,835,045	\$ -	Letter of Intent sent to AEPA to determine if this project can be funded
Lavoy Sidewalk Improvements						\$ 33,400	\$ -	Norm working on cost estimates
2020 Construction Program Additional Costs						\$ 20,000	N/A	Implemented January 1/20223 - Ongoing costs; GraveLock ordered
BF7640 Repairs						\$ 322,000	\$ -	Tender going to Council April 17, 2023
Ranfurly WTS Skid Shack Office						\$ 54,200	\$ 15,925	Tender awarded to Coast Containers Ltd.
Mannville & Innisfree Fire Hall Repairs						\$ 20,000	\$ -	
SCBA Purchase						\$ 212,593	\$ -	Tender awarded to Associated Fire Safety Group
DJI M30T Drone Purchase						\$ 20,000	\$ 18,695	Equipment purchased and in use
Unit #912 Portable Tank						\$ 11,000	\$ -	Equipment is being quoted and ordered

Road Maintenance Activities								
<u>Road Projects</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>			<u>Comments</u>
Road Construction								Agreements signed and schedule is set for the season
Gravel Haul Program								Contract has been awarded to Ken-X Energy Ltd.
Oiling Projects								Oiling list going to COW in May
Dust Controls								Application date closing April 15
Roadside Mowing								Contract been awarded to A&R Contracting
Roadside Brushing								Brushing almost done for the season; to be continued in fall



County of Minburn No. 27

Quarterly Report - Investment Income

As At March 31, 2023

Financial Institution	Investment Fund	Term	Investment Date	Maturity Date	Current Month Investment Amount	Int Rate/Annum	2023 Interest Accrued	2023 Interest Received
ATB	Operating Acct	Monthly	Monthly	Monthly	\$ 1,061,997.55	4.90%	\$ -	\$ 16,250.05
ATB	Gen Op 31 days	31 day	Monthly	Monthly	\$ 140,767.21	5.10%	\$ -	\$ 1,731.75
ATB	MSI Cap	31 day	Monthly	Monthly	\$ -	5.10%	\$ -	\$ 5,843.21
ATB	Village	31 day	Monthly	Monthly	\$ 269,756.12	5.10%	\$ -	\$ 3,318.59
ATB	SIP Combined	31 day	Monthly	Monthly	\$ 110,539.63	5.10%	\$ -	\$ 1,359.88
ATB	Equip Combined	90 day	Monthly	Monthly	\$ 1,194,974.20	5.20%	\$ -	\$ 13,077.31
ATB	Tax Recovery Y	90 day	Monthly	Monthly	\$ 2,872.81	5.20%	\$ -	\$ 36.03
ATB	Sale Proceeds HofM	31 day	Monthly	Monthly	\$ 58,824.29	5.10%	\$ -	\$ 723.66
ATB	MUSH Savings	Monthly	Monthly	Monthly	\$ 2,557,165.17	5.07%	\$ -	\$ 48,706.25
Totals:					\$ 5,396,896.98		\$ -	\$ 91,046.73
ATB	GIC	6 month	Oct 13/22	Apr 13/23	\$ 500,000.00	4.36%	\$ 5,375.34	\$ -
ATB	GIC	6 month	Oct 27/22	Apr 27/23	\$ 2,000,000.00	4.78%	\$ 23,572.60	\$ -
ATB	GIC	9 month	Oct 31/22	Jul 31/23	\$ 2,000,000.00	5.07%	\$ 25,002.74	\$ -
ATB	GIC	15 month	Oct 13/22	Jan 13/24	\$ 750,000.00	4.93%	\$ 9,117.12	\$ -
ATB	GIC	24 month	Sep 22/22	Sep 22/24	\$ 500,000.00	4.81%	\$ 5,930.14	\$ -
ATB	GIC	24 month	Oct 13/22	Oct 13/24	\$ 750,000.00	5.03%	\$ 9,302.05	\$ -
ATB	GIC	36 month	Sep 22/22	Sep 22/25	\$ 500,000.00	4.80%	\$ 5,917.81	\$ -
ATB	GIC	48 month	Sep 22/22	Sep 22/26	\$ 1,000,000.00	4.76%	\$ 11,736.99	\$ -
ATB	GIC	60 month	Sep 22/22	Sep 22/27	\$ 1,000,000.00	4.79%	\$ 11,810.96	\$ -
Totals:					\$ 9,000,000.00		\$ 107,765.75	\$ -
CWB	GIC	12 month	Jun 7/22	Jun 7/23	\$ 500,000.00	3.30%	\$ 4,068.49	\$ -
CWB	GIC	15 month	May 4/22	Aug 4/23	\$ 500,150.68	2.98%	\$ 3,675.08	\$ -
CWB	GIC	18 month	Feb 25/22	Aug 25/23	\$ 763,875.00	1.85%	\$ 1,316.38	\$ 2,128.77
CWB	GIC	21 month	Feb 25/22	Jun 25/24	\$ 1,791,125.00	2.35%	\$ 3,920.85	\$ 6,309.59
CWB	GIC	36 month	Mar 11/22	Mar 11/25	\$ 1,027,500.00	2.75%	\$ 1,548.29	\$ 5,273.97
CWB	GIC	30 month	Mar 31/22	Sep 30/24	\$ 1,029,500.00	2.95%	\$ -	\$ 7,273.97
CWB	GIC	36 month	Jun 7/22	Jun 7/25	\$ 500,000.00	4.15%	\$ 3,410.96	\$ -
CWB	GIC	42 month	Mar 31/22	Sep 30/25	\$ 1,031,750.00	3.18%	\$ -	\$ 7,828.77
CWB	GIC	48 month	May 4/22	May 4/26	\$ 500,000.00	3.85%	\$ 4,746.58	\$ -
CWB	GIC	48 month	Aug 2/22	Aug 2/26	\$ 500,000.00	4.70%	\$ 5,794.52	\$ -
CWB	GIC	60 month	May 4/22	May 4/27	\$ 500,000.00	3.90%	\$ 4,808.22	\$ -
CWB	GIC	60 month	Aug 2/22	Aug 2/27	\$ 500,000.00	5.00%	\$ 6,164.38	\$ -
Totals:					\$ 9,143,900.68		\$ 39,453.74	\$ 28,815.07
Totals to March 31/2023:					\$ 23,540,797.66		\$ 147,219.49	\$ 119,861.80

~ 2023 INTEREST SUMMARY ~	
Total Interest Accrued at March 31/2023	\$ 147,219.49
Total Interest Received at March 31/2023	\$ 119,861.80
Grand Total Interest	\$ 267,081.29
2023 Budgeted Total Interest	\$ 532,500.00
% of Budget Received	22.51%
Interest Received - Same Period Last Year	\$ 54,085.04



April 12th, 2023

Dear Elected Officials,

National Volunteer Week (NVW) is April 16-22, 2023. This week is set aside each year to recognize and thank volunteers around the County of Minburn for the time and energy they contribute to causes that benefit our communities. NVW is also an opportunity to promote the benefits of volunteering to individuals and society.

The National Volunteer Week theme for 2023, *Volunteering Weaves Us Together*, reveals the importance of volunteering to the strength and vibrancy of our communities through the interconnected actions we take to support one another. These diverse forms of sharing our time, talent and energy strengthen the fabric of our community.

Through volunteering we experience our interconnectedness, making our lives more meaningful. Getting involved in various ways, we find friendships, develop trust, and link our relationships. Threading these connections, we come to belong as we contribute towards the same goals. During National Volunteer Week 2023, we celebrate the contributions of Canada's millions of volunteers: their actions, their understanding, and their genuine concern for the world around them.

Vegreville & District FCSS is working with a committee, and this year we are creating a three-phased plan to inspire, appreciate, and recruit volunteers in our vibrant community. Part of the appreciation is in partnership with the Senior Citizens Sunshine Club of Vegreville and their "Souper Tuesday" event on April 18th, 2023, from 11 AM – 2 PM.

We would like to ask the Town and County Council members to participate in the National Volunteer Week Celebrations by sharing FCSS social media posts about National Volunteer Week. Please reshare using #VegrevilleVolunteers & #NVW2023

We hope that the Town of Vegreville and the County of Minburn will show their commitment to local volunteers by participating.

Sincerely,

Litania Sankey FCSS Community Programmer - Child, Youth, & Family

Volunteering weaves us together | National Volunteer Week | April 16 - 22, 2023

YOU'RE INVITED

Join us for the "Souper Tuesday" volunteer appreciation lunch

- Tuesday, April 18, 2023
- 11 AM - 2 PM
- Senior Citizens Sunshine Club
of Vegreville at 4630-49 St.

*Volunteering
Weaves Us
Together*



**NATIONAL
VOLUNTEER WEEK**
APRIL 16 - 22, 2023

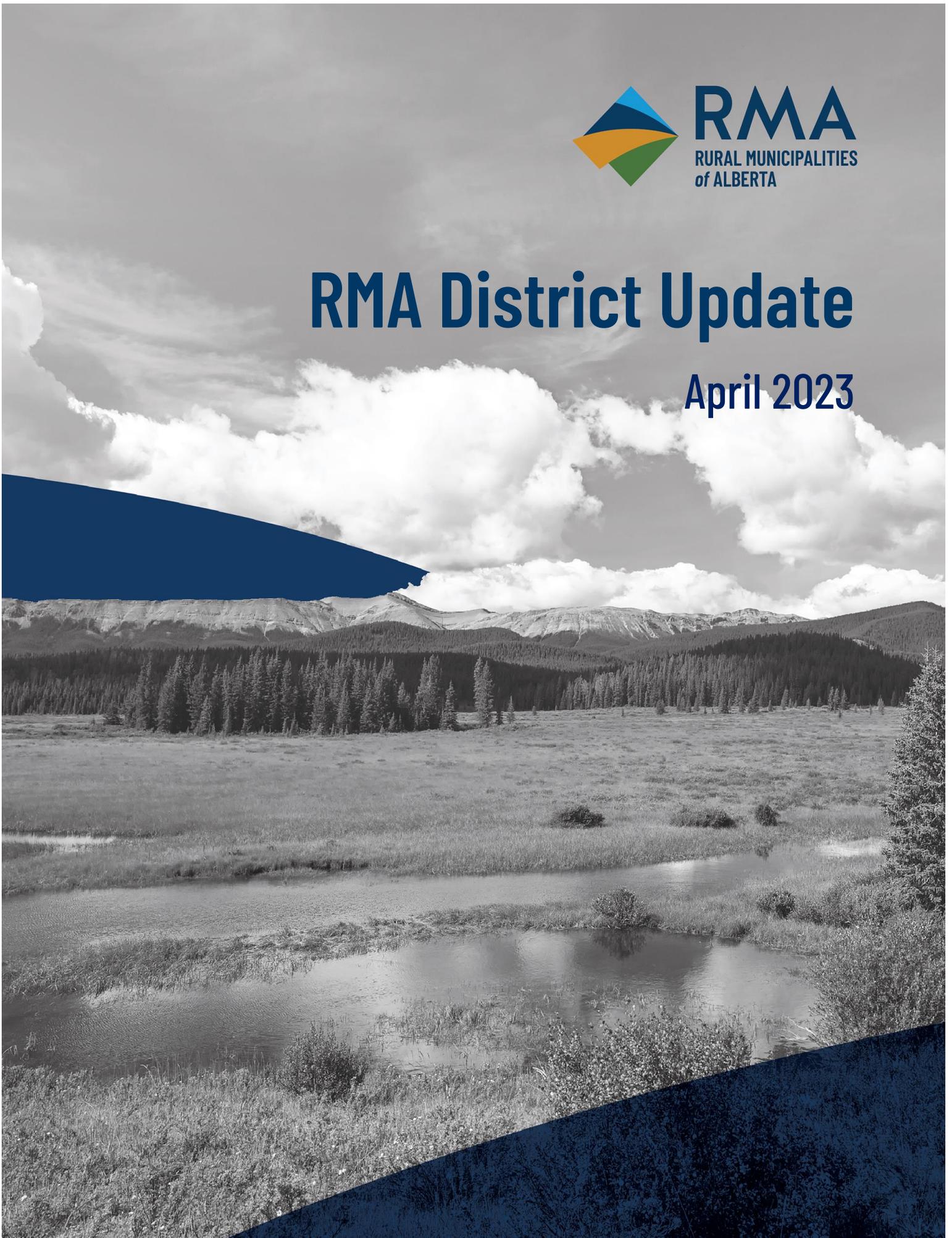
#NVW2023 #WEAVINGUSTOGETHER



RMA
RURAL MUNICIPALITIES
of ALBERTA

RMA District Update

April 2023



Unpaid Oil and Gas Property Tax Update

RMA's latest unpaid oil and gas tax member survey has been completed and members currently face \$268 million in unpaid property taxes. After the release of the survey results, a [Ministerial Order](#) was issued by the Minister of Energy, Hon. Pete Guthrie, and the AER will now require proof of full payment of municipal property taxes prior to issuing a new license to a company or allowing a company to sell or purchase existing licenses. While [RMA is optimistic](#) that the Ministerial Order will lead to progress on the unpaid tax issue, outstanding questions still remain, including how the tax amount threshold referenced in the Ministerial Order will be determined, and how companies that are not in a position to transfer licenses will be held accountable.

The RMA is also encouraged by the requirement for the AER to work directly with the RMA and rural municipalities to gather unpaid tax data and update it on a regular basis. While the AER previously had the option of considering property tax payment status when assessing a company's risk, it had continuously refused to work with municipalities to gather that data, instead relying on companies to self-report their property tax payment performance, and ignoring the RMA's requests for information on if and how the regulator actually gathered or used property tax payment data. The RMA is looking forward to developing an approach to support the ongoing sharing of property tax data between municipalities and the regulator.

Advocating for a Municipal Role in Quasi-Judicial Approvals

Rural municipalities have faced ongoing challenges in having their voices heard and their land use plans considered by provincially-formed quasi-judicial bodies such as the AUC, AER and NRCB. While the major current challenge in much of the province relates to renewable energy development, there is a larger fundamental issue at play related to the need for the provincial regulatory bodies to better understand and acknowledge the role of municipalities in acting in the public interest as it relates to land use planning and development.

RMA is now [accepting applications](#) for the member committee on Quasi-Judicial Agencies. The committee will be comprised of five elected officials from RMA member municipalities and will be chaired by a member of the RMA Board of Directors. Due to high interest, the RMA is requesting that only one individual per municipality put their name forward for consideration. Please [apply](#) by April 14, 2023.

LGFF Update

In spring 2022, Municipal Affairs requested that RMA and ABmunis work together to develop an allocation formula for the Local Government Fiscal Framework, which will replace the current Municipal Sustainability Initiative in the 2024-25 fiscal year. After several months of negotiations, the two associations were unable to agree on a formula. RMA submitted a formula in September 2023 and ABmunis submitted a formula several months later.

Recently, the Minister of Municipal Affairs has reconvened discussions with RMA and ABmunis to seek a final formula that meets the needs of each association. The Minister has established some components that will be included in the formula, but is committed to working with both associations on the formula details, including weighting of individual components.

The Minister has set a goal of summer 2023 to determine a final formula. While a new formula may have significant allocation impacts for some municipalities, the Government of Alberta has committed to providing

transition funding to municipalities that will receive a lower amount than previously due to the formula. This will provide municipalities with an additional year to prepare for the impacts of the new formula.

RMA will provide members with updates on the formula development process when new information becomes available.

Spring 2023 Resolution Update

Resolutions form an important part in identifying direction for the RMA’s advocacy efforts. At the recent spring convention, the RMA membership endorsed a total of eighteen resolutions. These resolutions will be integrated into the RMA's advocacy efforts, and progress will be communicated back to the membership as developments become available. The endorsed resolutions can be viewed on the [RMA Resolutions Database](#), or the complete package of the endorsed resolutions can be viewed [here](#).

Resolution Highlight – 2-22S: Negative Impact of Carbon Tax on Rural Albertans

To improve reporting on resolutions, RMA will highlight a different active resolution in each issue of the monthly district update. This issue highlights resolution [2-22S: Negative Impact of Carbon Tax on Rural Albertans](#). 2-22S directs RMA to conduct a study to determine the effect of the federal government's carbon levy on rural Albertans and municipalities. RMA has engaged Nichols Applied Management to undertake this work. The study will be conducted in two phases, with an interim report on the municipal impacts expected to be released in the next few weeks, followed by an analysis in rural individuals and households later in the spring. To ensure that members are kept abreast of the developments, RMA will be organizing a webinar presentation where the initial findings of the study will be presented. Details of the report and webinar will be shared with members very soon.

Provincial Election Advocacy

With the provincial election approaching, RMA is continuing to develop its “Uniquely Rural” election advocacy campaign. The campaign will be based around six key themes:

- ◆ Adoption of a Rural Lens
- ◆ Municipal Funding
- ◆ Municipal Access to Property Tax Revenues
- ◆ Municipal Autonomy
- ◆ Rural Healthcare and Social Services
- ◆ Rural Internet

RMA will be releasing election advocacy materials in the coming months, including a member advocacy guide, candidate guide, key issues document, and election web hub.

Asset Management Training for Elected Officials

In collaboration with the Federation of Canadian Municipalities (FCM), RMA, ABmunis and Infrastructure and Asset Management Alberta (IAMA) are providing a series of free educational cohorts and workshops to municipalities. These activities seek to build asset management capacity within municipalities. [Registration for elected officials](#) has been opened.

This one-day course will allow elected officials to peer into the asset management process and learn more about the benefits. Although the workshop is mainly focused on elected officials, CAOs are encouraged to attend as well to get a sense of the strategic side of asset management.

At a minimum, by the end of this workshop, elected officials will have achieved the following:

- ◆ Develop an understanding of the asset management process to support your work as an elected official.
- ◆ Connect with other elected officials and share asset management experiences.

[Registration](#) for the following workshops is still open in:

- ◆ April 20, 2023 – Grande Prairie
- ◆ May 25, 2023 – Edmonton
- ◆ June 8, 2023 – Vermilion

For more information about the Asset Management Program please visit the [RMA website](#).

2023 Spring Convention Highlights

The [2023 Spring Convention](#) took place March 20 – 22, 2023 at the Edmonton Convention Centre. RMA welcomed Honourable Jody Wilson-Raybould as the keynote speaker, who spoke about identity and leadership. Convention attendees also heard from multiple businesses and associations about important issues facing rural communities and the resources available to assist them. Members participated in multiple workshops throughout the convention, where they discussed ICFs, renewable energy, social services, the veterinarian shortage, and more.

Renewable energy projects, broadband, policing, and rural healthcare delivery were just a few of the topics addressed during the ministerial forums, which welcomed several Alberta Cabinet Ministers to the main stage. Speeches and question periods were also hosted with the Minister of Municipal Affairs, Hon. Rebecca Schulz, and Premier Danielle Smith. Convention highlights will be shared shortly through the Contact newsletter.

EOEP Update

The [Elected Officials Education Program](#) (EOEP) has two upcoming virtual courses open for registration:

- ◆ Land Use and Development Approvals
 - ◇ 2:30 – 4:30pm on April 5, 12, 19, and 26
- ◆ Council’s Role in Strategic Planning
 - 3:00 – 5:00pm on May 4, 11, 18, and 25

As a remind, participants who complete all seven EOEP courses will earn their [Municipal Elected Leaders Certificate](#) (MELC), which is offered in coordination with the University of Alberta’s Augustana Campus.

RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you are receiving the most up to date information, please [subscribe to the Contact newsletter](#). Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta’s municipalities. [Trader](#) is the monthly Canoe newsletter sharing important news and updates with our stakeholders and partners.

RMA is also active on social media so follow us on Twitter [@RuralMA](#), check us out on [LinkedIn](#), and find us on [Facebook](#).



MARCH 2023 NEWSLETTER HIGHLIGHTS

- NSWA Membership Deadline
- Watershed Wednesday webinar
- Riparian Web Portal Training
- Blog, Featured Artist and more

NSWA Projects and Events

Watershed Wednesday Spring Webinar Series 2023

February – April
First Wednesday | 12 -1PM MST



Spring has sprung! For the final webinar of our spring series on April 5th, **Alberta Transportation** will join our webinar to discuss their policies and plans surrounding **Road Salt Management**.

As well, **Rick Pickering, the Water Quantity Supervisor with Alberta Environment & Protected Areas** will be speaking on **sampling flows under ice**.

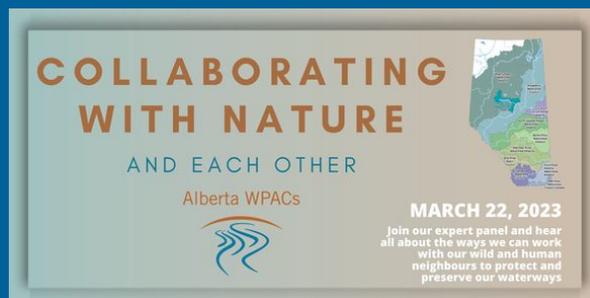
[REGISTER HERE for April 5th](#)

MISSED ANY WEBINARS?

Recordings of our earlier **Watershed Wednesday conversations** are available on our **YouTube channel**.

Also, the **Watershed Planning and Advisory Councils (WPACs)** of Alberta celebrated World Water Day on March 22. If you missed this webinar, the recording is on NSWA's YouTube channel.

[YouTube Channel](#)



WE ARE HIRING!

APPLY NOW!

Summer Outreach
Assistant



WE'RE HIRING

Join Our Team This Summer!

NSWA will be hiring up to **2 Summer Watershed Outreach Assistants** from May to August 2023. The **application deadline is March 31, 2023** - information about the job and how to apply is linked below. Please share this information with anyone who may be interested!

[LEARN MORE](#)

NSWA MEMBERSHIP and RENEWALS

If you would like to become a NSWA member and be able to vote at our **Annual General Meeting on June 28, 2023**, please fill out the membership form **before March 31, 2023**.

More details on the AGM will be coming soon!

[BECOME A MEMBER](#)



RIPARIAN WEB PORTAL TRAINING

Planners and Project Managers in government, agriculture, & ENGO;
Get the background and skills you need to use the data and contribute your riparian projects to this exciting new resource.

**101: Dive into the Riparian Data:
Our Intactness Project**
Thurs. April 13, 1:30pm

**102: Where Data Meets
Action: Riparian Web Portal**
Friday April 14, 1:30pm

All Workshops are offered at no cost, via Zoom.
Attendees must complete the 101 workshop before 102.

Register at battleriverwatershed.eventbrite.com

Join us for two interactive webinars on the Riparian Web Portal:

- 101: Learn about the data, how it applies to your work & how it can improve the health of our watersheds (This webinar is a prerequisite for the 102 webinar).
- 102: Learn how to add projects to the portal.

[Register Here](#)



REGIONAL LAKES STEWARDSHIP PROJECT

NSWA is looking for site applications for its lakeshore restoration project in the North Saskatchewan River watershed. Projects could include planting of native trees and shrubs. These sites will become educational demonstration sites for the community to learn about natural shorelines. Take a look at the application form for more details.

[LEARN MORE](#)

“HOW HEALTHY IS THE NSR?”

CBC asked “How Healthy is the North Saskatchewan River?” Our senior Watershed Coordinator, Michelle Gordy, sat down with CBC meteorologist Christy Climenhaga to talk watershed health. Check it out!

[CBC INTERVIEW](#)



Partner Highlights

CELEBRATING PARTNERSHIPS



BLOG POST:

Adapting to Change: Working Toward Climate Resilience with the ART Program

Two of NSW's Watershed Technicians discuss their experiences with the Adaptation Resilience Training Program.

[LEARN MORE](#)

PARKLAND COUNTY SUSTAINABILITY AWARD

Congratulations to **Parkland County** on receiving a **Canadian Sustainability Award** from the Federation of Canadian Municipalities. Parkland County has worked with NGOs and other partners to investigate how natural assets, such as wetlands, help to reduce the effects of extreme weather events over time and how these natural assets on agricultural land can be preserved and restored.



[READ MORE](#)

The **Land Stewardship Center** announced that applications for Watershed Stewardship Grants are now being accepted. The deadline for applications is April 26, 2023 at 5:00 pm MST. For more information check out the [application form](#).

The **Environmental Law Center** has recently published reports on Species at Risk, Climate Change, and Inland Fisheries Management. [Read More](#)

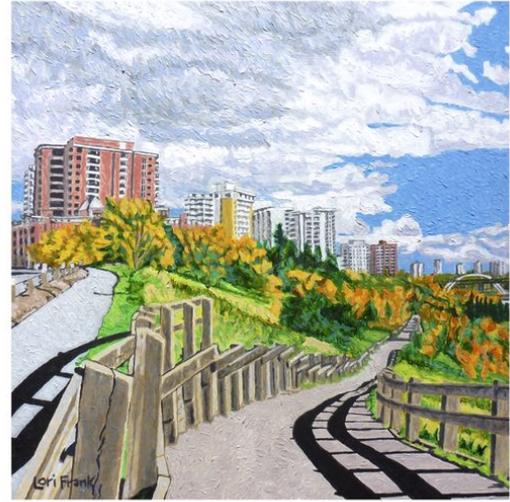
On March 23, 2023 **Alberta Ecotrust Foundation** announced the launch of a first-of-its-kind-in-Canada pilot, **Lightspark Engage** — a free and user-friendly online platform that homeowners can use to assess their energy use, identify potential cost savings, and show how they could reduce their home carbon footprint.

Would you like to attend a **Working Well** workshop in your area? The spring schedule includes a date for Parkland County - [learn more](#) and contact Working Well about future workshops.

ARTISTS IN OUR WATERSHED

Edmonton artist **Lori Frank** features the North Saskatchewan River Valley in many of her vibrant paintings. Discover more about her story and her paintings that celebrate our River Valley.

[READ MORE](#)



DONATE



Your support goes a long way

NSWA is a registered charity. You can donate to support our projects and ongoing work in the watershed. For more information on ways to donate check out our website.

[DONATE](#)



Our mailing address is:

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe](#)

Grow your business with  **mailchimp**



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Shaw

AR110902

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards by June 10, 2023.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this deadline. My colleague, the Honourable Adriana LaGrange, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards to June 10, 2025, to provide sufficient time to complete these agreements.

In addition to this extension granted as per Ministerial Order No. MSD:013/23, the Ministry of Municipal Affairs can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca or call the number above for more information.

Sincerely,

Rebecca Schulz
Minister

Attachment: Ministerial Order No. MSD:013/23

cc: Honourable Adriana LaGrange, Minister of Education



Mannville Centennial Public Library
5029 – 50 St.
P.O. Box 186
Mannville, AB
T0B 2W0

April 4, 2023

4909-50 ave
Vegreville, Alberta
T9C 1R6

Attention County Council:

Re: Technology Update Required

The Northern Lights Library System (NLLS) conducted an on-site audit of all our current technology and as a result of the report, confirmed our 4 public computers and 3 staff computers are no longer covered by warranty and have passed the time and technology threshold set by NLLS. Thus, they are not able to continue safely supporting the ongoing technology, safety protocols, platforms etc. set out by NLLS.

NLLS are able to purchase six desktop computers for the Mannville Centennial Public Library for \$996.40 each. While the educational pricing that NLLS is able to obtain could result in a lower cost, we encourage the approval of a maximum spending price of \$7,500 to account for pricing fluctuations as a result of the current market.

There are four computers available for public use and three staff computer workstations. The library does not require an active library card or to be a resident of our community to utilize the equipment/technology. Currently we have a wide variety of Village residents and County residents who use our library. The public workstations are used regularly to access government initiatives such as Employment Insurance reporting, MyHealth accounts, My Service Canada Accounts, exam invigilator (university exams taken in the library), email, translation services, print services, scanning, resumes, cover letter, checking online job banks, research and also a safe space for children to develop their computer skills. Computer services are vital in keeping our library services operational, as well as support our community needs. The requirement to keep them up-to-date and operational ensures the staff can operate efficiently and keep order for the library. Our computers ensure all patron/personal information,

communications services, online promotions and marketing tools, research, and collection development are maintained and stored at the highest safety levels and protocols.

It is the goal of the Mannville Library Board to replace up to all 7 computers as soon as funds allow and have commitment from the Village of Mannville with the hopes that the County of Minburn will also assist with the technology replacement.

If you require any further information please feel free to reach out either by phone or email. We appreciate you taking the time to consider assisting us in this goal.

Thank you in advance,

Village of Mannville Library Board President
Shantell Bielesch
(780)259-0333
sbielesch@mannville.co

**COMMITTEE OF THE WHOLE
AND COUNCIL MEETING ACTION ITEMS**

Action List Item No	Motion No.	Meeting Date	Description	Percentage Completed	Person Responsible	Date Completed	Notes
2330	Discussion	15-Feb-23	Prepare amendments to draft 100 Year Agricultural Award County Council Policy CC3011-01 and present at March Committee of the Whole meeting.	100%	Darwin	06-Apr-23	
2231	Discussion	15-Feb-23	Obtain additional and updated information on County's population for townships including Village of Innisfree and present at March Committee of the Whole meeting.	100%	Jay/Audra	11-Apr-23	Discussion paper prepared and presented at April 12, 2023 Committee of the Whole meeting
2232	Discussion	15-Feb-23	Obtain additional information from Lavoy Action Society regarding maintenance of Lavoy Campground and present at future Committee of the Whole meeting.	100%	Davin	15-Feb-23	Lavoy Action Society advised that they do not want to be responsible for the maintenance of the Lavoy campground and would like the campground to be developed into an open space as well as have some of the structures moved to the Lavoy playground.
2233	2023-16	21-Feb-23	Proceed with Offer to Purchase Agreement to acquire lands and aggregate.		Jay		Ongoing
2234	2023-18	21-Feb-23	Enter into an agreement with Ken-X-Energy Ltd. for the 2023 Gravel Haul Program.	100%	Norm	03-Mar-23	Fully executed agreement sent to contractor March 15
2235	2023-20	21-Feb-23	Enter into a contract agreement with Two Hills Regional Waste Management Commission for 2023 to 2028 waste haul services.		Norm/Darwin		Agreement fully executed.
2236	2023-21	21-Feb-23	Finalize Waste Management Services MOU	100%	Jay	06-Mar-23	Joint Landfill/Transfer Station meeting held on February 27 where Innisfree and Mannville endorsed the MOU.
2237	2023-22	21-Feb-23	Proceed with the sale of Unit 904, 2002 Ford 550 wildland unit.		Mike		Jay and Mike will be posting the sale on Alberta Purchasing Connection (APC).
2238	2023-26	21-Feb-23	Request consent from County of Two Hills to acquire land located in the County of Two Hills.	100%	Jay	24-Feb-23	Letter sent to County of Two Hills on February 24.
2239	2023-27	21-Feb-23	Prepare 3-year land lease agreements for Durlowe Farms and Charlene Melenka. Notify Mark and Susan Weiss of land lease tender results	100%	Jay/Trudy	23-Feb-23	Agreements and letters have been drafted and sent to ratepayers.
2240	2023-31	21-Feb-23	Write letter of support to Go East of Edmonton Regional Tourism Organization for their application to the Travel Alberta Cooperative Investment Fund.	100%	Davin	21-Feb-23	Letter has been written and sent.
2241	2023-32	21-Feb-23	Write letter to the Minister of Municipal Affairs stating Council's desire to see an end to the Property Tax Exemption of new wells and pipelines and request that the Government of Alberta re-evaluate this exemption moving forward in 2023.	50%	Pat		Still doing research and gathering data.