



AGENDA

September 13, 2023 – County Council Meeting Immediately following the Committee of the Whole Meeting

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
 - 3.1 August 21, 2023 Council Meeting
- 4. Delegations**
- 5. Council Priorities**
- 6. Requests for Decision**
 - 6.1 Partner with Town of Vegreville on ACP Application for Regional Recreation Feasibility Study
 - 6.2 Subdivision File 07-2023, NW 10-50-9-W4M Application
 - 6.3 Subdivision File 08-2023, NE 36-52-11-W4M Application
 - 6.4 Subdivision File 09-2023, SE 26-51-9-W4M Application
 - 6.5 Joint Purchase of Fire Apparatus with the Town of Vegreville
 - 6.6 Electronic Signatures and Approvals Policy
 - 6.7 Proclamations and Recognition Policy
- 7. Reports**
 - 7.1 Reeve
 - 7.2 Council
 - 7.3 Operations
 - 7.4 Agriculture and Utilities
 - 7.5 Planning and Development
 - 7.6 Protective Services
 - 7.7 Corporate Services
- 8. Correspondence and Information Items**
 - 8.1 CIBC Run for the Cure Donation Request
- 9. Councillor Requests (Information Requests and Notices of Motion)**
 - 9.1 Action Item List
- 10. Closed Session**
 - 10.1 Bridge Engineering Services
FOIP Section 16, third party business interests
- 11. Open Session**
- 12. Motions arising out of the Closed Session**
- 13. Adjournment**



Council Meeting Minutes

August 21, 2023

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

Administration Present: Pat Podoborzny, Chief Administrative Officer
Norm De Wet, Director of Operations
Jason Warawa, Director of Corporate Services
Mike Fundytus, Director of Protective Services
Davin Gegalick, Director of Planning & Development
Trudy Shukalak, Legislative Services Coordinator

1 CALL TO ORDER

Reeve Konieczny called the meeting to order at 10:03 a.m.

2 ADOPTION OF AGENDA

2023-169

Moved by: Deputy Reeve Kuzio

THAT the August 21, 2023, regular Council meeting Agenda be adopted as presented.

Carried

3 CONFIRMATION OF MINUTES

3.1 July 17, 2023 Regular Council Meeting

2023-170

Moved by: Councillor Nafziger

THAT the July 17, 2023, regular Council meeting minutes be adopted as amended with the following change:

Page 2, Item 7.1, Utility with Road Allowance Special Approval Request, Resolution No. 2023-152

"County road allowance on Township Road 510 and Range Road 101" should read "County road allowance on Township Road 510 between Range Road 93 and Range Road 101".

Carried

4 DELEGATIONS

5 COUNCIL PRIORITIES

2023-171

Moved by: Councillor Wowdzia

THAT the Council Priorities be accepted as presented.

Carried

6 REQUESTS FOR DECISION

6.1 RMA Municipal Economic Development Capacity-Building Microgrant Application – Developer’s Package

2023-172

Moved by: Councillor Anderson

THAT the County of Minburn participate in an application for grant funding under the RMA Municipal Economic Development Capacity-Building Microgrant for the Developer’s Package Project.

Carried

6.2 RMA Municipal Economic Development Capacity-Building Microgrant Application – Alberta HUB Project

2023-173

Moved by: Councillor Ogrodnick

THAT the County of Minburn participate in an application for grant funding under the RMA Municipal Economic Development Capacity-Building Microgrant Program with the Alberta HUB members, and the County of Vermilion River as the managing partner for the Alberta HUB Industrial/Commercial Land and Building Database Inventory Project.

Carried

6.3 Appoint Member to Crossroads Economic Development Alliance Committee

2023-174

Moved by: Deputy Reeve Kuzio

THAT Councillor Nafziger be appointed to the Crossroads Economic Development Alliance Committee.

Carried

6.4 Rescind Ranfurly Landfill Site/Landfill Disposal Permit Policy EHS 4001-01

2023-175

Moved by: Councillor Bentley

THAT Council rescind Ranfurly Landfill Site/Landfill Disposal Permit Policy EHS 4001-01 due to the closure and reclamation of the Ranfurly Landfill and its current use as a waste transfer station.

Carried

6.5 Rescind County of Minburn, Villages of Mannville, Minburn and Innisfree – Mannville Landfill Site Management Policy EHS 4002-01

2023-176

Moved by: Councillor Wowdzia

THAT Council rescind County of Minburn, Villages of Mannville, Minburn and Innisfree Mannville Landfill Site Management Policy EHS 4002-01 due to the closure and reclamation of the Mannville Landfill.

Carried

6.6 Gravel Haul Program 2023

2023-177

Moved by: Councillor Anderson

THAT Council approve the transportation of the remaining gravel at the Armitage Pit to the Innisfree Stockpile for future use.

Carried

6.7 Budget Increase for Mannville and Innisfree Fire Hall Repairs

2023-178

Moved by: Councillor Nafziger

THAT Council approve the budget increase in the amount of \$15,000 to complete the Mannville and Innisfree Fire Hall repair projects, and further, the increased funding be taken from Fire Reserves.

Carried

6.8 County of Minburn/Town of Vegreville Joint Fire Apparatus Capital Plan

2023-179

Moved by: Councillor Wowdzia

THAT Council approve the County of Minburn and Town of Vegreville Joint Fire Apparatus Capital Plan as presented, and further, add the Joint Fire Apparatus Plan as Schedule "D" in the Fire Service Agreement with the Town of Vegreville.

Carried

6.9 Vegreville Transportation Services Society Funding Request

2023-180

Moved by: Councillor Ogradnick

THAT Council approve the provision of funding to Vegreville Transportation Services Society (VTSS) in the amount of \$5,000 for 2023 to assist in maintaining their transportation services to County of Minburn and area residents.

Carried

6.10 2023 Recreation Funding

2023-181

Moved by: Councillor Nafziger

THAT Council approve payment of the 2023 Recreation Funding in the amount of \$217,500 to the five external organizations listed in the summary as presented.

Carried

2023-182

Moved by: Councillor Anderson

THAT Council approve to advance recreational funding in the amount of \$232,125 to the Town of Vegreville representing 75 percent of the 2023 Recreation Agreement amount with any remaining balance due upon successful negotiation of the agreement for 2023.

Carried

6.11 Change September Council Meeting Date

2023-183

Moved by: Councillor Wowdzia

THAT Council approve to reschedule the September 18, 2023, regular meeting of Council to September 13, 2023, at 10:00 a.m.

Carried

7 REPORTS

7.1 Reeve

7.2 Council

7.3 Operations Report

7.4 Agriculture and Utilities Report

7.5 Planning and Development Report

7.6 Protective Services Report

7.7 Corporate Services Report

2023-184

Moved by: Councillor Anderson

THAT Council accept the reports as information.

Carried

Reeve Konieczny recessed the meeting at 11:00 a.m.

Reeve Konieczny reconvened the meeting at 11:07 a.m.

8 CORRESPONDENCE AND INFORMATION ITEMS

8.1 Meeting with Minister of Municipal Affairs at 2023 RMA Fall Convention

E-mail received from Alberta Municipal Affairs informing municipal councils of the opportunity to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2023 Rural Municipalities of Alberta (RMA) Fall Convention scheduled to take place at the Edmonton Convention Centre from November 6 to 9, 2023.

2023-185

Moved by: Councillor Nafziger

THAT Council accept the correspondence as information.

Carried

9 CLOSED SESSION

9.1 Staffing

2023-186

Moved by: Councillor Ogrodnick

THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy (FOIP) Act*, specifically Section 17, disclosure harmful to personal privacy at 11:37 a.m.

Carried

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

10 OPEN SESSION

2023-187

Moved by: Councillor Anderson

THAT Council revert to open session at 11:45 a.m.

Carried

11 MOTIONS ARISING OUT OF THE CLOSED SESSION

12 COUNCILLOR REQUEST (Information Request and Notices of Motion)

2023-188

Moved by: Councillor Wowdzia

THAT Council accept the Councillor request reports as information.

Carried

12 ADJOURNMENT

Reeve Konieczny declared the meeting adjourned at 11:50 a.m.

Reeve

Chief Administrative Officer

STRATEGIC PRIORITIES CHART (September 2023)

COUNCIL PRIORITIES

NOW

- 1. RECREATION AGREEMENT VEGREVILLE:** Intermunicipal
- 2. LAND USE BYLAW REVIEW:** Planning and Development
- 3. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK:** Consultant

TIMELINE

- November 2023
- December 2023
- December 2024

NEXT

- LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN (October 2023)
- BYLAW OFFICER CONTRACTED SERVICES (October 2023)
- POLICY AND BYLAW REVIEW- (October 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

- WIND ENERGY PROJECTS – Soil Segregation/End of Life Advocacy – Awaiting action from the Province*
- RECREATION AGREEMENT: VEGREVILLE – November 2023**
- Staff Job Descriptions and Salary Grid – October 2023

CORPORATE SERVICES

- Financial System Investigation – October 2023
- Budget 2024 – September/October 2023
- Employee Handbook – October 2023
- Donations Policy – October 2023
- Procurement Policy – November 2023
- Asset Retirement Obligation – PS 3280 – December 2023

PLANNING AND DEVELOPMENT

- REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: MEETING WITH COMMITTEE – OCTOBER 2023**
- Orthophoto update - September 2023
- LAND USE BYLAW REVIEW - DECEMBER 2023**

PROTECTIVE SERVICES

- Updated Health & Safety Manual – Sept 2023
- Emergency Management Operations Centre (Admin building basement) – November 2023
- Protective Services Policy Review – November 2023
- BYLAW OFFICER CONTRACTED SERVICES – October 2023

OPERATIONS

- LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN – October 2023
- Grader Beat Review – Ongoing
- Operations Shop Concept Investigation –needs strategic plan for Council

AGRICULTURE & UTILITIES

- Complete Wheat and Canola Surveys for Alberta Agriculture and Irrigation – Fall 2023
- Budget 2024 – October 2023
- Policy review – Winter 2023

CODES:

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

2 – 3 Year OUTLOOK

- Service Level Review – Dec. 2023*
- Strategic Plan Workshops – 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: _____

Reviewed By: P. Padoborszky

August 18, 2023

Via email: info@minburncounty.ab.ca

County of Minburn Reeve & Council
4909 – 50th Street
Vegreville, AB T9C 1R6

Re: Regional Recreation Feasibility Study Proposal – Alberta Community Partnership Program

Dear Reeve Konieczny and Council,

The Town of Vegreville has begun to explore options for a new recreation centre. As a hub community, we are aware that our recreation facilities are not only utilized exclusively by our residents. Our facilities are currently used by many user groups and individuals from various surrounding regions. In the spirit of collaboration, the Town of Vegreville is looking to partner with surrounding communities to align and create a strategic plan for a new recreation facility via a Regional Recreation Feasibility Study.

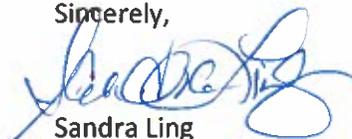
It is our intention that the Regional Recreation Feasibility Study will be funded through the Alberta Community Partnership Program. This funding would allow our municipality, in partnership with neighbouring municipalities, to collaborate and create a strategic plan for a new facility that will accommodate sports, activities, and recreational programming for all age ranges within the region. Upon successful grant funding, the municipality will contract an experienced strategist to complete the Regional Recreation Feasibility Study, focusing on maximizing usership, sustainability, and overall economic viability of a new, regional-based facility.

Stipulations of the Alberta Community Partnership Program outline that grant applications must be supported by resolution or motion of partnering councils. Projects that have all resolutions in place at the time of application submission may be considered more project ready than applicants obtaining resolutions after the application deadline. Please be advised that the application deadline is October 2, 2023. It is our hope to have all resolutions in place prior to application submission.

It is our request that the Council of the County of Minburn draft a resolution or motion stating the support to undertake a Town of Vegreville/ County of Minburn/ Town of Mundare/ Town of Two Hills/ County of Two Hills/ County of Lamont Regional Recreation Feasibility Study Proposal with the Town of Vegreville being the managing partner.

We thank you for your consideration in this project. It is our belief that focusing on collaborative regional approaches to service delivery will put our municipalities in the best position for growth and sustainability in the future.

Sincerely,



Sandra Ling
Interim CAO



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

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

COUNCIL RESOLUTION

Alberta Community Partnership (ACP) Program Application Regional Recreation Feasibility Study

BE IT RESOLVED THAT the County of Minburn No. 27 in partnership with the Town of Vegreville, Town of Mundare, Town of Two Hills, County of Two Hills, and Lamont County participates in the application of the ACP Program for a Regional Recreation Feasibility Study.

Further, that the County of Minburn No. 27 act as a partner in this grant application with the Town of Vegreville acting as the managing partner.

Carried.

Roger Konieczny, Reeve

Pat Podoborzny, CAO

Approved this 13th day of September 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: _____

Reviewed By: P. Podoborsky



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COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT

A. BACKGROUND:

File Number: 07-2023

Legal: NW 10-50-9-W4M

Owner: Kern Farms Corporation

Applicant: Krawchuk Land Surveys Ltd.

Date Accepted: July 24, 2023

Decision Due Date: September 22, 2023

Existing Use: Agricultural

Proposed Use: Rural Residential

¼ Section Designation: Arable Quarter

Gross Area: 64.7 Ha (159.88 ac)

Proposed Area: Lot 1, Block 1 – 4.05 Ha (10 ac)

Zoning: A: Agricultural District

Division: 1

B. DESCRIPTION OF PROPOSAL:

The subject property is located on NW 10-50-9-W4 in Division 1, approximately 7 km SW of Mannville on Twp Rd 502 and Rge Rd 93. The applicant is proposing to separate the existing farmstead from the quarter. Proposed Lot 1 is 10 ac and includes the dwelling, outbuildings, pasture, and treed area. The proposed remnant parcel primarily consists of cultivated farmland and an abandoned gas well. Road widening has not yet been dedicated towards Twp Rd 502 or Rge Rd 93. There is existing access to both proposed Lot 1 and remnant parcel from Twp Rd 502.

C. NOTIFICATION:

Adjacent property owners and agencies were notified on July 25, 2023 - no objections.

D. COMPLIANCE:

There are no permits on file for the private sewage disposal system (septic pump out) which was installed in 2023.

E. RESERVES:

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

F. 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 prior to endorsement of the registerable instrument, the registered owner/applicant must provide documentation to the County indicating that the existing on-site private sewage disposal system is approved in accordance with the Alberta Private Sewage Disposal System Regulation (AR 229/97).
4. 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):

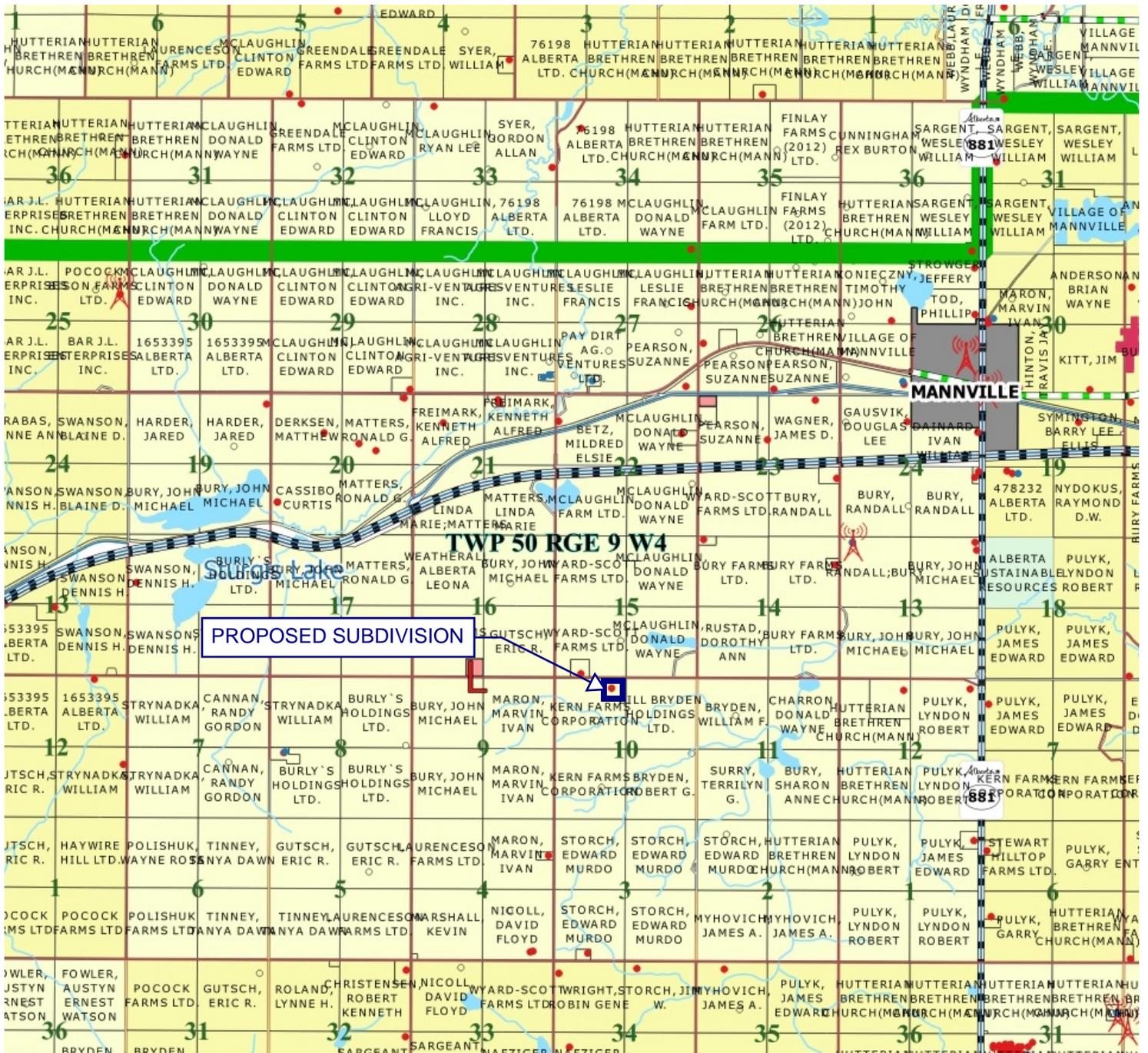
1. That a development permit application is required for any proposed future development of the subject lot (i.e. addition, change in use, Accessory Building, etc.). Please contact County of Minburn Planning and Development at 780-632-2082 for further information.
2. That the necessary Safety Code Permits, 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. Pursuant to condition #3, above, a private sewage disposal system permit application is required to ensure the existing private sewage disposal system conforms to the Alberta Private Sewage Disposal System Regulation (AR 229/97). Please contact The Inspections Group at 1-866-554-5048 to discuss application requirements.
4. 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.
5. 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.
6. 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.

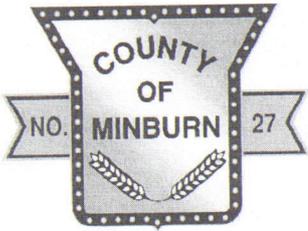
G. ATTACHMENTS:

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

Prepared by Davin Gegolick on August 24, 2023

Location Plan





SUBDIVISION APPLICATION

For Office Use Only	
Date Received: July 20/23	File # 07-2023
Date Complete: July 24/23	Roll # 273800

1. NAME AND MAILING ADDRESS OF THE APPLICANT

KRAWCHUK LAND SURVEYS LTD.

_____ 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

Kern Farms Corporation

Email: _____

Phone: _____

Cell: _____

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

All part of the ¼ sec. twp. range west of the 4th meridian

Being all parts of Lot Block Plan

Certificate of Title No.

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

Municipal address (if applicable)

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:
- 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

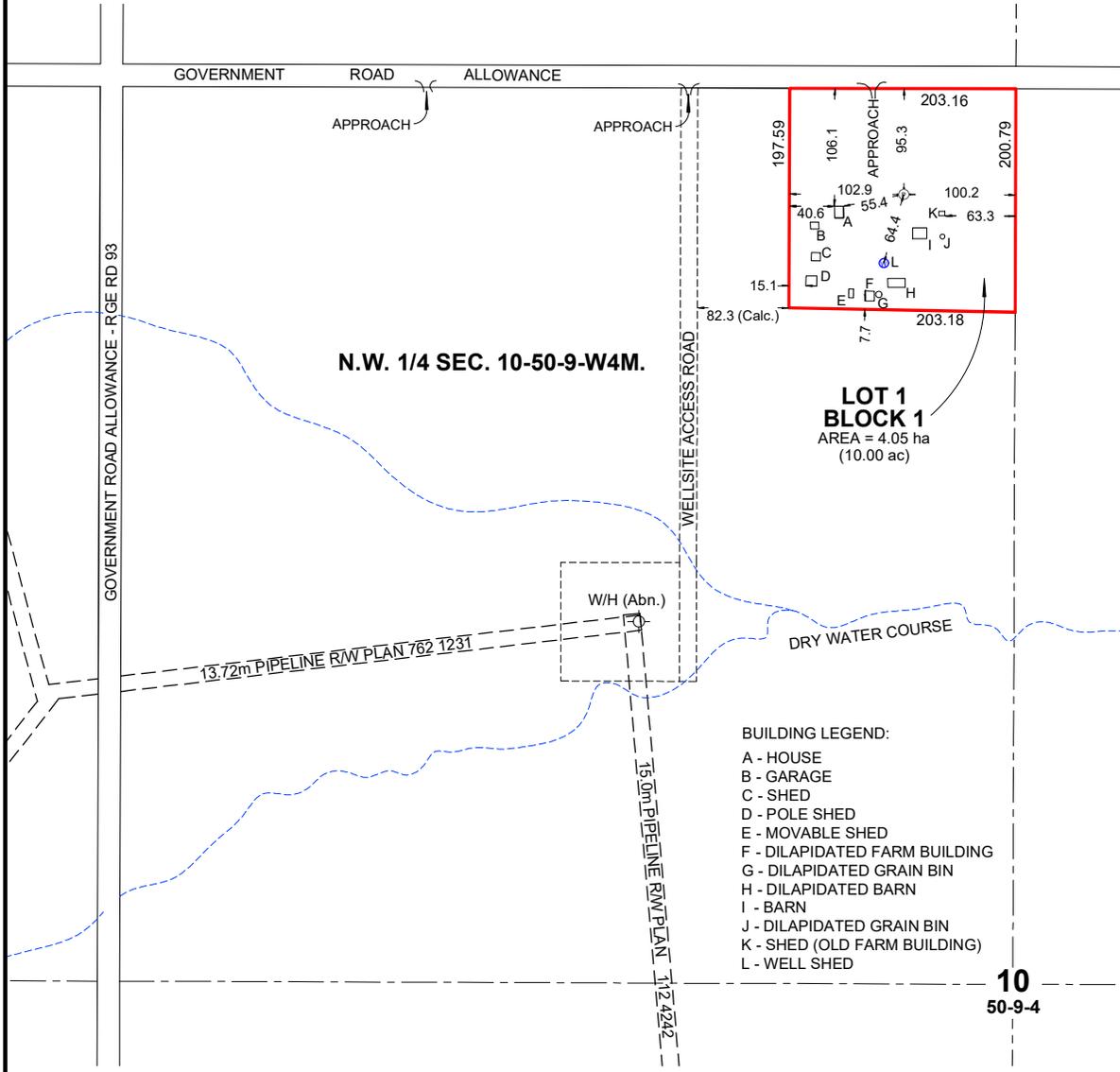
I/We, the above named registered owner(s) of (legal description) do hereby authorize the applicant named above to make application for subdivision.

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 dagolick@minburncounty.ab.ca

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN N.W. SEC.10 TWP.50 RGE.9 W.4 M. COUNTY OF MINBURN NO. 27



BUILDING LEGEND:

- A - HOUSE
- B - GARAGE
- C - SHED
- D - POLE SHED
- E - MOVABLE SHED
- F - DILAPIDATED FARM BUILDING
- G - DILAPIDATED GRAIN BIN
- H - DILAPIDATED BARN
- I - BARN
- J - DILAPIDATED GRAIN BIN
- K - SHED (OLD FARM BUILDING)
- L - WELL SHED

10
50-9-4

Notes:

- Preliminary survey conducted between the dates of Nov. 08, 2022 and May 05, 2023, dimensions and areas are more or less and **subject to change**.
- Distances are in metres and decimals thereof.
- Aerial imagery: © Minburn County 2018 Orthophoto
- Location of low/wet areas derived from 2018 aerial imagery
- Aerial imagery can be toggled on/off using the "ORTHOPHOTO" layer

Table of Offsets:

Pumpout to Boundaries:	
N -	95.3
E -	100.2
S -	103.9
W -	102.9
Pumpout to:	
Water well -	64.4
House -	55.4

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

- Legend:**
- Low/Wet area
 - Subject parcel boundaries
 - Pumpout
 - Water Well

- Abbreviations:**
- N. North
 - Abn. abandoned
 - ac. acre
 - E. East
 - ha. hectare
 - M. meridian
 - R/W right of way
 - S. South
 - W. West
 - W/H wellhead

Scale 1:5000

Date issued: Jul 19, 2023
File: 22-01-0101 Rev 0

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN N.W. SEC.10 TWP.50 RGE.9 W.4 M. COUNTY OF MINBURN NO. 27



BUILDING LEGEND:

- A - HOUSE
- B - GARAGE
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N -	95.3
E -	100.2
S -	103.9
W -	102.9
Pumpout to:	
Water well -	64.4
House -	55.4

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info@krawchuklandsurveys.ca
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- Legend:**
- Low/Wet area
 - Subject parcel boundaries
 - ⊙ Pumpout
 - ⊙ Water Well

- Abbreviations:**
- | | |
|------|--------------|
| N. | North |
| Abn. | abandoned |
| ac. | acre |
| E. | East |
| ha. | hectare |
| M. | meridian |
| N. | North |
| R/W | right of way |
| S. | South |
| W. | West |
| W/H | wellhead |

Scale 1:5000

Date issued: Jul 19, 2023
File: 22-01-0101 Rev 0

Facing NE: proposed Lot 1 includes the existing yard site and treed area



Facing SE



Facing NW: existing approach to both proposed Lot 1 and the remnant off Twp Rd 502



Facing west: dwelling and outbuildings within proposed Lot 1



Septic pump out (installed in 2023). Dwelling can be seen in the distance.



Water well located in shed.



Another existing approach off Twp Rd 502 providing access to the proposed remnant



Inspection Summary:

- Topography – flat
- Nature of vegetation and water – proposed Lot 1 is partially treed and the proposed remnant is primarily cultivated land containing a dry water course.
- Source of water - Confirmed existing water well
- Private Sewage – confirmed by the existing septic pump out (installed without permit approval)
- Use of land in the vicinity – Agricultural, rural residential – no compatibility uses.



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

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

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

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

COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT

A. BACKGROUND:

File Number: 08-2023

Legal: NE 36-52-11-W4M

Owner: Tom and Kevin Zaplachinski

Applicant: Explore Inc.

Date Accepted: July 31, 2023

Decision Due Date: September 29, 2023

Existing Use: Agricultural

Proposed Use: Rural Residential

¼ Section Designation: Dryland Pasture Quarter

Gross Area: 63.9 Ha (158 ac)

Proposed Area: Lot 1, Block 1 – 9.68 Ha (23.9 ac)

Zoning: A: Agricultural District

Division: 4

B. DESCRIPTION OF PROPOSAL:

The subject property is located on NE 36-52-11-W4 in Division 4, approximately 18 km north of Innisfree on Hwy 631 and Rge Rd 110. The applicant is proposing to separate the existing farmstead from the quarter. Proposed Lot 1 is 23.9 ac and includes the dwelling, dilapidated dwelling, outbuildings, pasture and treed area. The proposed remnant parcel primarily consists of cultivated farmland. Road widening has not yet been dedicated towards Rge Rd 110. There is existing access to both proposed Lot 1 and remnant parcel.

C. NOTIFICATION:

Adjacent property owners and agencies were notified on July 31, 2023 - no objections.

D. COMPLIANCE:

The proposed subdivision is compliant with statutory plans and Matters Relating to Subdivision and Development Regulation.

E. RESERVES:

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

F. 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 County of Minburn Planning and Development 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.

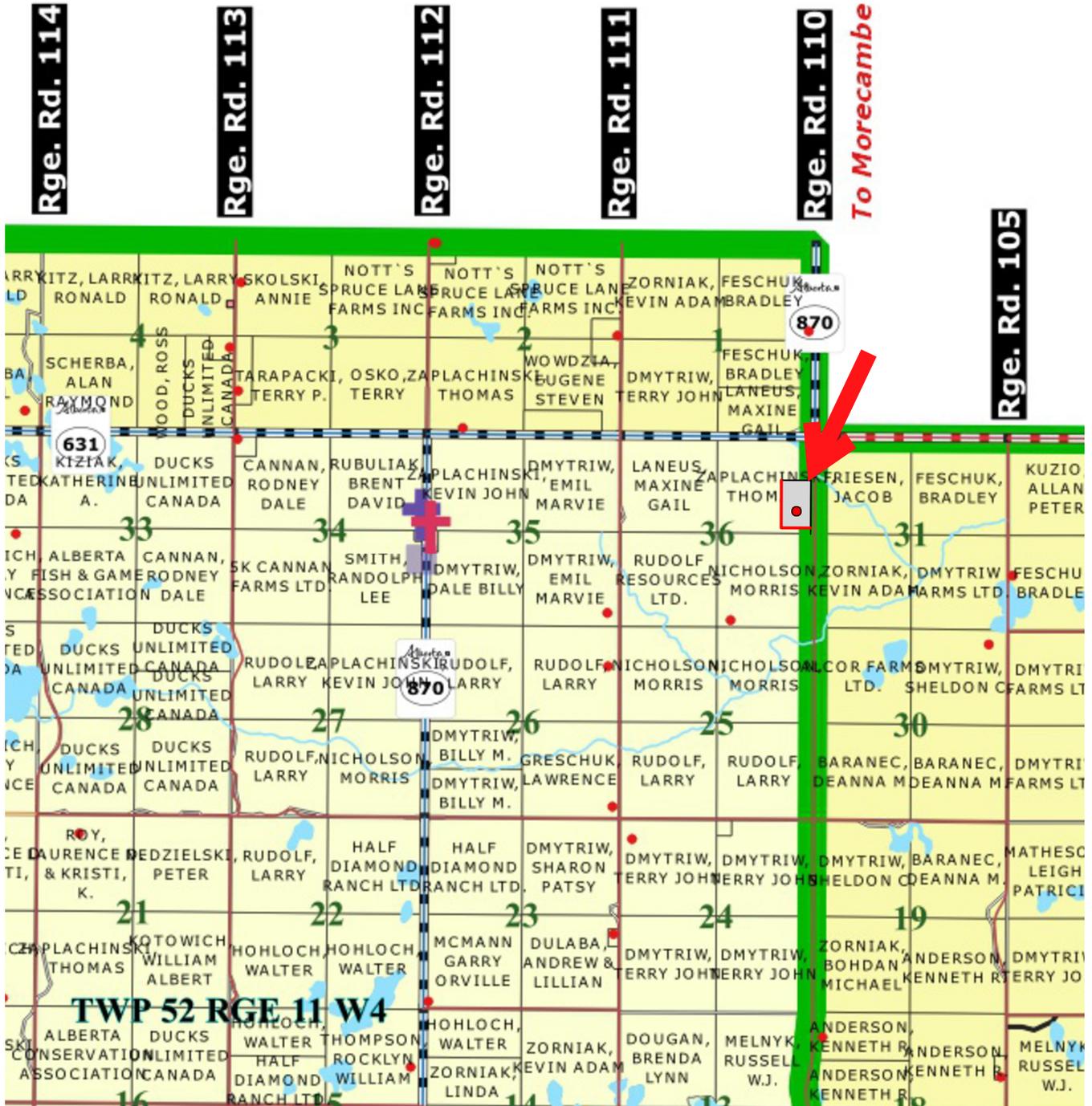
G. ATTACHMENTS:

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

Prepared by Davin Gegolick on August 22, 2023

LOCATION PLAN

SHOWING PROPOSED SUBDIVISION WITHIN
N.E.1/4 Sec.36 Twp.52 Rge.11 W.4M.
 COUNTY OF MINBURN NO. 27



LEGEND:

Proposed Parcel shown as:



Plan Prepared by:
 Explore Geomatics Inc.
 Edmonton, Alberta
 Toll Free 1-866-936-1805
 Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	JULY 27, 2023

Job X057723

Rev. 0

CALC'D BY: G.S.

DRAWN BY: M.S.



SUBDIVISION APPLICATION

For Office Use Only	
Date Received: July 26/23	File # 08-2023
Date Complete: July 31, 2023	Roll # 443900

1. NAME AND MAILING ADDRESS OF THE APPLICANT

Explore Inc. (Greg Stromsmoe)	
	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

Kevin Zaplachinski	
	P/C

Email:	
Phone:	
Cell:	

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

All part of the ¼ sec. twp. range west of the 4th meridian

Being all parts of Lot Block Plan

Certificate of Title No.

Area of the above parcel of land to be subdivided ~~63.9~~ hectares (ie: existing titled area)

Municipal address (if applicable)

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:

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.E.1/4 Sec.36 Twp.52 Rge.11 W.4M.

COUNTY OF MINBURN NO. 27



LEGEND:

- Proposed Parcel shown as:
- Water Well location shown as: Ⓜ
- Septic Tank location shown as: Ⓢ
- Powerpole shown as: Ⓟ

Distances are in metres and decimals thereof.



Plan Prepared by:
 Explore Geomatics Inc.
 Edmonton, Alberta
 Toll Free 1-866-936-1805
 Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	JULY 20, 2023

Job X057723	Rev. 0	SURVEYED BY: I.F.	CALC'D BY: G.S.	DRAWN BY: M.S.
-------------	--------	-------------------	-----------------	----------------

Proposed Lot 1 includes the existing yard site, treed area, and portion of cultivated land on the SW corner to accommodate the minimum required setbacks for the private sewage system.



Overhead view of the yard site within proposed Lot 1. Existing approach off Rge Rd 110



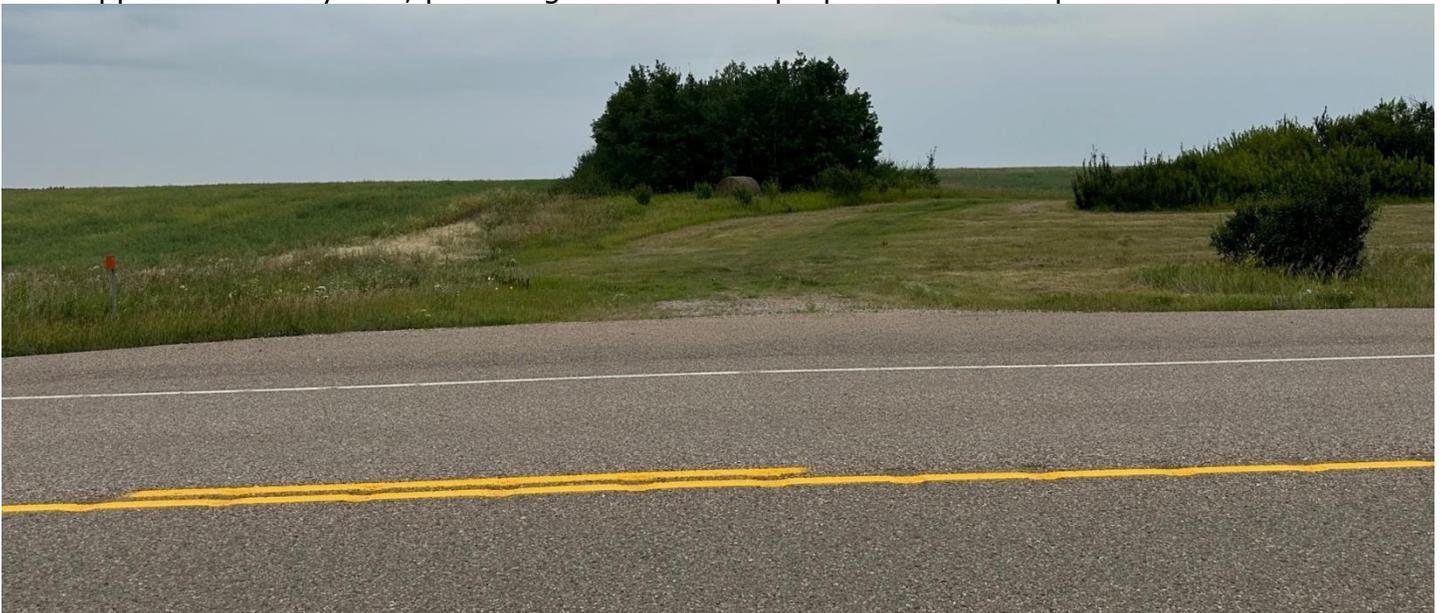
Water well located NE of the dwelling



Septic syphon pit located south the dwelling (below the boards per the landowner)



Joint approach off Hwy 631, providing access to the proposed remnant parcel



Inspection Summary:

- Topography – rolling hills.
- Nature of vegetation and water – proposed Lot 1 is partially treed and the proposed remnant is primarily cultivated land
- Source of water - Confirmed existing water well
- Private Sewage – confirmed by landowner that the syphon gravity septic system is below the boards in a pit. System may not be compliant with today’s private sewage regulations but may be considered ‘grandfathered’ until the system requires upgrading/replacement.
- Use of land in the vicinity – Agricultural, rural residential, Hwy 631, County of Two Hills boundary – no compatibility uses.



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. Podoborsky



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

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

COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT

A. BACKGROUND:

File Number: 09-2023

Legal: SE 26-51-9-W4M

Owner/Applicant: 1201406 Alberta Ltd.

Date Accepted: August 8, 2023

Decision Due Date: October 7, 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 – 7.58 Ha (18.75 ac)

Zoning: A: Agricultural District

Division: 3

B. DESCRIPTION OF PROPOSAL:

The subject property is located on SE 26-51-9-W4M in Division 3, approximately 10 km north of Mannville on Twp Rd 514 and Rge Rd 91. The applicant is proposing to separate the existing farmstead from the quarter. Proposed Lot 1 is 18.75 ac and includes the dwelling, outbuildings, pasture, treed area, and seasonal creek that runs on the southern part of the lot. The proposed remnant parcel primarily consists of rolling cultivated farmland and an abandoned gas well. Road widening has not yet been dedicated towards Twp Rd 514 or Rge Rd 91. There is existing access to both proposed Lot 1 and remnant parcel from Twp Rd 502 and Rge Rd 91.

C. NOTIFICATION:

Adjacent property owners and agencies were notified on August 16, 2023. At the time this report was prepared, there were no objections from agencies. One response was received from an adjacent property owner of which I provided a response in red, below:

Thank you for the invitation to submit comments on the above proposed sub division.

I own the following quarters of land: NE-23-51-9-W4, and NW-24-51-9-W4 which are adjacent to the land that is proposed for sub division.

The questions that I have with regards to the proposed subdivisions are as follows:

1. Does the narrow “peninsula” of land on the south edge compromises agriculture utilization? **This portion contains approximately 8 acres of land; 6.5 acres appearing to contain arable farmland. Comparing aerial photos, it appears this portion of land has either been used for grain or hay production. Although this area is currently fenced, it could quite easily be put back into grain production with the rest of the quarter.**
2. Is the southern margin of the proposed rural residential parcel governed by the sewage pump out and line? Is this acceptable by current County standards? **Private sewage is regulated by the Province. The minimum setback between the septic pump out and new property lines is 90m and is compliant with provincial regulations. The proposed southern property boundary is 120m, western boundary is 227m, and northern boundary is 107m.**
3. The rural residential parcel is quite large. What is the intended use? That is, will it become a junk yard? Truck storage? Etc.? **The intended use of this proposed subdivision is rural residential. The proposed parcel contains the existing yard site, treed area, corrals, and creek area (dryland pasture) all of which is supported by Part 3.1 of the County’s Municipal Development Plan and Part 8.3.5.2 of the County’s Land Use Bylaw.**

Consider a much smaller parcel that would preserve the main farmstead parcel and not compromise the agricultural use of the quarter section.

D. COMPLIANCE:

The proposed subdivision appears to comply with municipal statutory plans and the Matters Relating to Subdivision and Development Regulation. The applicant indicated in the application that there is an existing septic open (surface) discharge private sewage system that was installed in the 1950’s. However, I was unable to confirm the location during my inspection.

E. RESERVES:

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

F. 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, **with emphasis on the proposed property boundaries being located a minimum distance of 90 m (300 ft.) from the existing septic pump out.**
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):

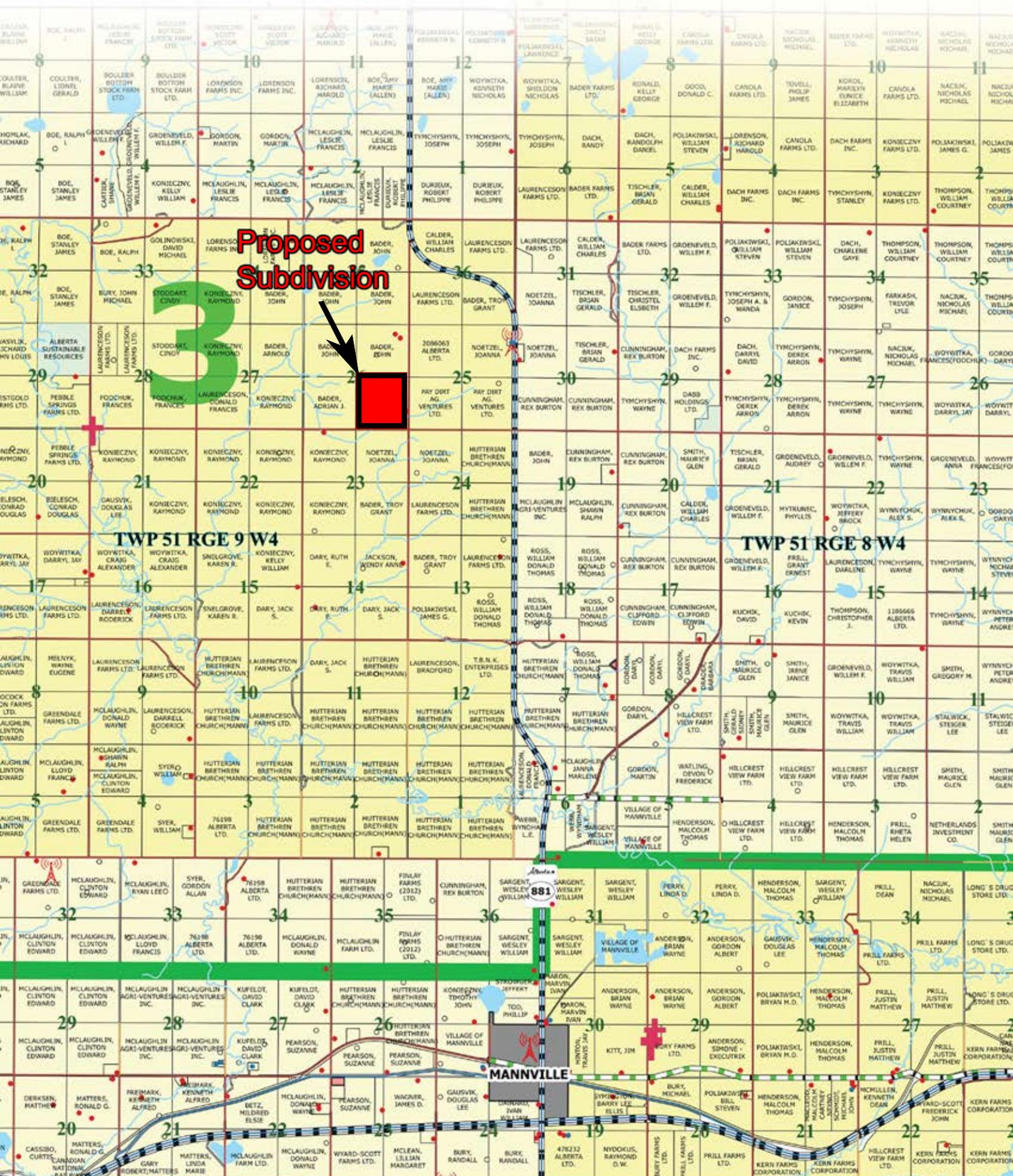
1. That a development permit application is required for any proposed future development of the subject lot (i.e. addition, change in use, Accessory Building, etc.). Please contact County of Minburn Planning and Development at 780-632-2082 for further information.
2. That the necessary Safety Code Permits, 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.

G. ATTACHMENTS:

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

Prepared by Davin Gegolick on September 5, 2023

Subdivision Location Plan



Proposed Subdivision

TWP 51 RGE 9 W4

TWP 51 RGE 8 W4

MANNVILLE



SUBDIVISION APPLICATION

For Office Use Only	
Date Received: July 28/23 File # 09-2023	
Date Complete: Aug 8/23	Roll # 297300

1. NAME AND MAILING ADDRESS OF THE APPLICANT

1201406 Alberta Ltd.

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

P/C

Email:
 Phone:
 Cell:

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

All part of the SE ¼ sec. 26 twp. 51 range 9 west of the 4th meridian

Being all parts of Lot Block Plan

Certificate of Title No. 192 145 391

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

Municipal address (if applicable) 51406 Rge Rd 91

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): Seasonal creek.
- 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: Minco gas co-op 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: Registered water well, wetlands.

*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.): agricultural + rural residential

Proposed use of the land: rural residential

Land Use District (Agricultural, Hamlet Residential, etc.): Agricultural

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

Describe the nature of the topography of the land (flat, rolling, steep, mixed): rolling

Describe the nature of the vegetation and water on the land (brush, shrubs, treed, woodlots, sloughs, creeks, etc.):
partially treed with open grassland

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

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:
Farm house, barn, shop, pumphouse, various outbuildings

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: Water well, septic tank with surface discharge

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.

Adrian Bodek
Signature

Signature

July 28/23
Date

10. RIGHT OF ENTRY

I/We, 1201406 Alberta Ltd 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.

Adrian Bodek
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.)? NIA

11. REGISTERED OWNER'S CONSENT

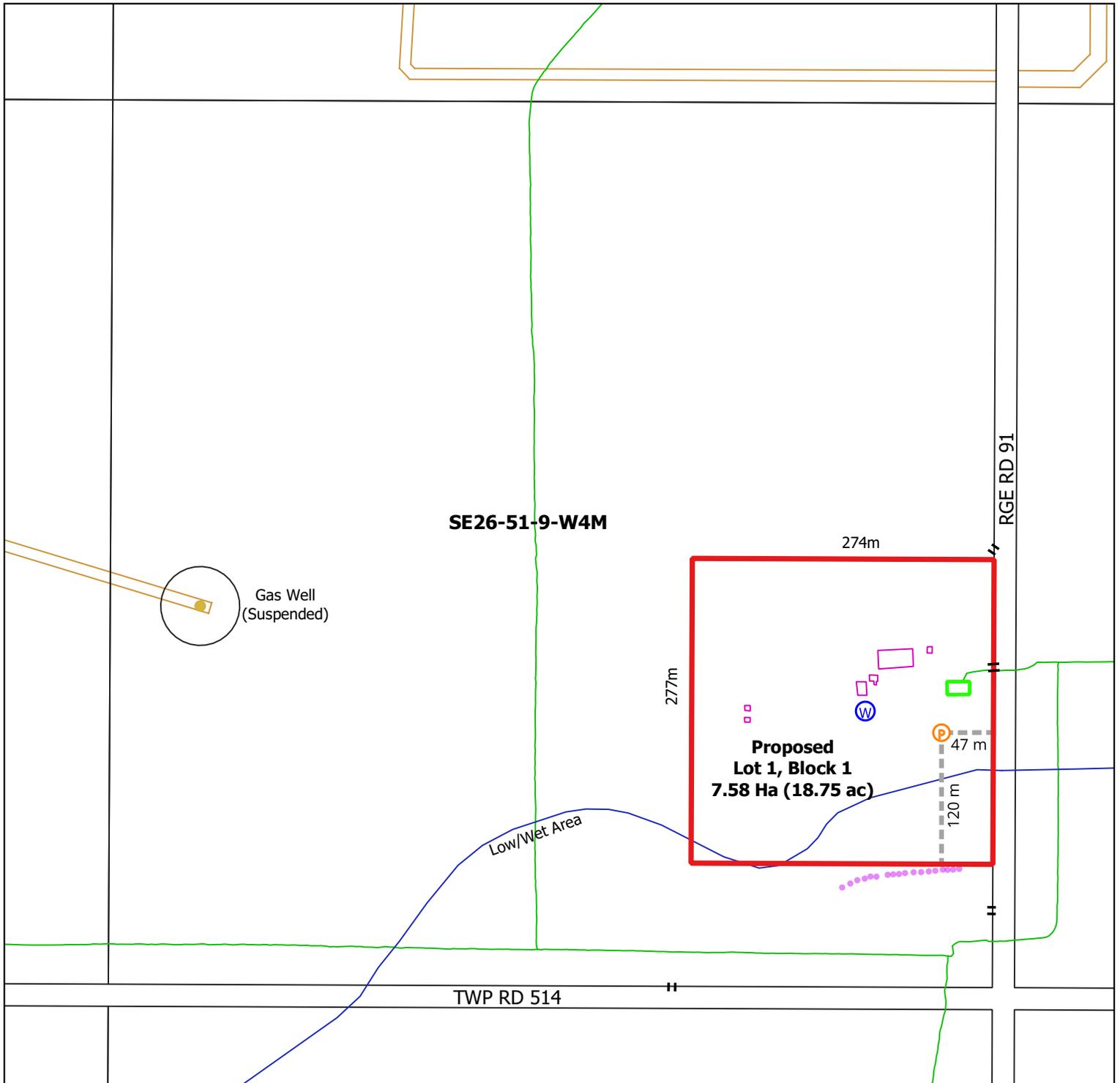
I/We, the above named registered owner(s) of SE 26 51 9 W4 (legal description) do hereby authorize the applicant named above to make application for subdivision.

Adrian Bodek
Signature of Registered Owner

Signature of Registered Owner

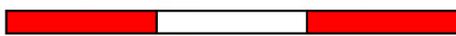
This personal information is being collected under the authority of the *Municipal Government Act Subdivision and Development Regulation 43/2002* and will be used to process the subdivision application. If you have any questions or require further information please contact Planning and Development,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

Tentative Plan of Subdivision

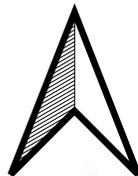


File No.: 09-2023
 Applicant(s): 1201406 Alberta Ltd.
 Legal Description: SE 26-51-9-W4M

0 100 200 300 m



Scale: 1:5,000



© 2023 County of Minburn. All Rights Reserved.
 Drawn by Frank Wu on August 2nd, 2023. Note:
 Distances & area calculations are approximate.
 Improvement(s) located as data supplied by
 applicant & 2018 aerial photo.

Legend			
	Proposed Subdivision		Sewage Pump Out
	Dwelling		Minco Gas Co-op
	Granary		Pipeline Right of Way
	Accessory Building		Approach
	Water Well		Distance

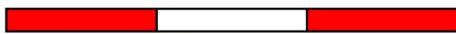
Applicant Signature: Signed Aug 8/23

Tentative Plan of Subdivision

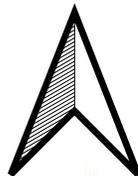


File No.: 09-2023
 Applicant(s): 1201406 Alberta Ltd.
 Legal Description: SE 26-51-9-W4M

0 100 200 300 m



Scale: 1:5,000



© 2023 County of Minburn. All Rights Reserved.
 Drawn by Frank Wu on August 2nd, 2023. Note:
 Distances & area calculations are approximate.
 Improvement(s) located as data supplied by
 applicant & 2018 aerial photo.

Legend			
	Proposed Subdivision		Sewage Pump Out
	Dwelling		Minco Gas Co-op
	Granary		Pipeline Right of Way
	Accessory Building		Approach
	Water Well		Distance

Applicant Signature: Signed Aug 8/23

Facing NW: proposed Lot 1 includes the existing yard site, valley, and treed area. Access to proposed Lot 1 and remnant (2 approaches) via Rge Rd 91



Facing SW



Facing SE



Facing NE: dwelling, outbuildings, and corrals within proposed Lot 1



Approach to proposed Lot 1 off Rge Rd 91. Noticed there is no rural address sign.



Water well located in shed.



Inspection Summary:

- Topography – Generally flat on the north half of proposed Lot 1 with the southern proportion sloping down towards the seasonal creek. Remnant parcel is rolling hills.
- Nature of vegetation and water – proposed Lot 1 is partially treed and the proposed remnant is primarily cultivated land containing a seasonal water course and some wetlands.
- Source of water - Confirmed existing water well
- Private Sewage – unable to confirm the location of the septic pump out. Will ensure surveyor stakes out property boundaries a minimum distance of 300' from existing septic pump out.
- Use of land in the vicinity – Agricultural, rural residential – no compatibility uses.



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. Podchorzny



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. Podchorzny



ADMINISTRATION

Title: Electronic Signatures and Approvals Policy

Policy Number: AD 10__

Supersedes Policy Number: New

Approved by Council:

Next Review Date: 2027

Resolution No:

Last Review Date: N/A

POLICY STATEMENT

The County of Minburn strives to enhance efficiency through the use of electronic signatures by the municipality, where appropriate and permissible by statute.

PURPOSE

To permit the use of electronic signatures and electronic approvals to be an option for use within the County. Establishing acceptable standards for the use of electronic signatures and approvals protects the organization, mitigates risk, and ensures a consistent user experience.

DEFINITIONS

For the purposes of this policy:

1. "Chief Administrative Officer" (CAO) means the Chief Administrative Officer of the County of Minburn appointed by Council, or their authorized delegate.
2. "Council" means the duly elected Council of the County of Minburn.
3. "Secure Electronic Signature" means an electronic signature that includes digital verification components which can be used to authenticate the signature.
4. "Electronic Signature" means an electronic signature as defined in the *Electronic Transactions Act, S.A. 2001, c. E-5.5*.
5. "Electronic Approval" - the capturing of the agreement to a request. This is a simplified electronic signature which typically would require an 'approve' or 'deny' option.
6. "Legal Instrument" means a document that states some contractual relationship or grants some right.

GENERAL PRINCIPLES

1. The County may use electronic signatures for records and documentation, at the discretion of the CAO and as permissible by law.

- a. With the exception of documentation outlined in Section (2), allowable forms of electronic signatures include, but are not limited to:
 - i. A scan or image of a handwritten signature; and
 - ii. A signature drawn by hand on a capture pad or touchscreen.
 - b. Written consent must be provided prior to the use of someone else's electronic signature on their behalf.
2. Bylaws, agreements and other legal instruments must be signed by hand unless the use of electronic signature is authorized by the CAO.
 - a. When using electronic signatures for legal instruments, secure electronic signatures must be used, and all parties must consent to the use of electronic signatures.
 3. Use of electronic signatures by the County shall be in accordance with federal, provincial, and municipal legislation.
 4. Where a conflict arises between this policy and any federal or provincial legislation, the federal and/or provincial legislation shall prevail.



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. Padoborsny



COUNTY COUNCIL

Title: Proclamation and Recognition Policy

Supersedes Policy Number: New

Policy Number: CC 3012-01

Next Review Date: 2027

Approved by Council:

Last Review Date: N/A

Resolution No:

POLICY STATEMENT

Council recognizes the importance of public awareness campaigns that enhance community awareness and spirit which positively impact the County of Minburn and its residents.

PURPOSE

The purpose of the policy is to establish the process and criteria for the issuance of Proclamations and Recognition messages.

DEFINITIONS

1. "County" means the County of Minburn No. 27.
2. "Council" means the County Council of the County of Minburn No. 27 elected pursuant to the *Local Authorities Election Act, RSA 2000*, as amended.
3. "Councillor" means a member of Council, including the Reeve.
4. "Reeve" means the Chief Elected Official.
5. "CAO" means the Chief Administrative Officer.
6. "Proclamation" means a formal or official announcement or declaration recognizing the importance of a charitable cause or event, an arts or cultural celebration, or a public awareness campaign typically on a specific day, week, or month.
7. "Recognition" means an event/celebration worthy of an announcement or message recognizing the importance of the event/celebration via social media, letter of recognition or certificate.

GUIDELINES

1. Proclamations are issued to charitable and non-profit organizations to increase public awareness of a particular cause, promote the health and well-being of the community, and promote County initiatives of significance to County residents.
2. Proclamations are to meet the objectives or causes and activities that interest the community as a whole. Where an interest to the community as a whole is not clearly indicated or where a new issue is presented, the Reeve may direct a request for Proclamation to Council for consideration.
3. The County may work together with groups, organizations, municipalities proclaiming the same cause. A Proclamation will be prepared together and presented with the broadest message.
4. Charitable or Non-for-Profit Organization requests for Proclamations must:
 - a. Provide the request in writing at least three (3) weeks prior to the Council or Committee of the Whole meeting date.
 - b. The request for Proclamation is subject to the Proclamation Criteria as outlined in this policy.
 - c. The CAO's office must review all Proclamation requests and make a recommendation to the Reeve once criteria outlined in this policy is met.
5. The Reeve will sign all Proclamations acknowledging the significance of the event/celebration.
6. At the discretion of the Reeve, consideration will be given to offering Recognition to groups which do not receive a Proclamation but are worthy of acknowledgement.

PROCLAMATION CRITERIA

1. Proclamations may promote a:
 - a. public awareness campaign
 - b. charitable fundraising campaign
 - c. arts and culture celebration
 - d. special honour for an organization or individual.
2. If the proclamation is based on the request of an organization, that organization must have a community presence.
 - 2.1 A request for Proclamation will not be considered if it:
 - a. is political, personal conviction or religious in nature
 - b. has commercial or profit-making purposes
 - c. involves hatred, violence, discrimination, or racism
 - d. is inflammatory, obscene or supports contentiousness or divisiveness in the community
 - e. is contrary to County bylaws or policies
 - f. is not related to the community and does not benefit residents.

- 2.2 Organizations requesting a Proclamation are responsible for:
 - a. the composing and printing of the Proclamation
 - b. making arrangements with local media to advertise the Proclamation
 - c. the costs of having the Proclamation advertised
 - d. organizing related activities and all associated costs
- 2.3 The County does not incur any expenses relating to the advertising or promotion of Proclamations unless the Proclamation is initiated by the County.

3. PROCLAMATION

- 3.1 The County will recognize and acknowledge annual significant celebrations with a Proclamation for:
 - a. National Volunteer Week
 - b. Senior Citizen's Week
 - c. Farmer's Day
 - d. Fire Prevention Week

4. RECOGNITION

- 4.1 The County will acknowledge annual significant celebrations with Recognition for:
 - a. Administrative Professionals' Day
 - b. Canada's Agriculture Day
 - c. International Firefighters' Day
 - d. Mental Health Week
 - e. Small Business Week
 - f. Alberta Rural Health Week
 - g. National Public Works Week
 - h. Economic Development Week
 - i. Emergency Preparedness Week



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:** _____

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:** _____

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:** _____

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:** _____

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:** _____

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):



ADMINISTRATION REPORTS

Name: Norm De Wet

Department: Operations

Reviewed by: *P. Pedoborsky*

For Presentation at: September 13th, 2023, Council Meeting

From Date: August 21st, 2023

To Date: September 12th, 2023

Fleet/Shop Update:

- The sale of Unit 208 by tender closed on August 25, 2023 with seven bids received. As required by Policy AD 1014-01 the CAO approved the highest bid at \$8,000.
- The Mannville Sand/Salt Shed is nearing completion and should be done by September 13, 2023.

Construction Update:

- Construction crews have mobilized to Twp 534 and Rge. Rd 143 in Div. 4.
- Construction has been completed on Twp. Rd 484 in Div. 2. Some minor finishing work is required to complete the project.
- The oiling crew has completed all the oiling projects scheduled for 2023.

Transportation Update:

- The gravel haul program is scheduled to be completed on September 14, 2023; the final program is delayed by three weeks due to delays from inclement weather. Crews will mobilize directly after the program to haul the remaining gravel from the Armitage pit to Innisfree.

- The Lavoy sidewalk project has started and is expected to be completed by September 15.
- Contract crews from Centurion Canada Infrastructure are scheduled for the third week of September to complete the sand/calcium mix for winter sanding operations.
- Dylan Fowler has accepted the position of Road Maintenance Operator for Div. 7.

Operations Update:

- The Class I pit registration has been submitted to AEPA for the Golonowski pit in Two Hills, and a development permit application has been submitted to the County of Two Hills.
- Bear-aware signage has been posted at Wapasu Lake as a proactive step to ensure residents are aware that the lake area is bear habitat. Operations staff are currently working on having permanent signage made that will be installed.
- Alberta Environment and Protected Area has denied the application for the Lavoy Drainage Improvement Project under the Wetland Replacement Fund. Associated Engineering is investigating other grant opportunities and will report to the County once more information is received.
- Administration has finally approved the engineered design with the assistance of Bar Engineering for the Rge Rd 150 project in Div. 6. ATCO will be working on cost estimates, and the project will likely be completed in spring 2024.
- The installation of the concrete slabs for the new picnic tables has started at Wapasu Lake. It is expected that the project should be completed in its entirety by September 22, 2023.



ADMINISTRATION REPORTS

Name: Darwin Ullery

Department: Agriculture and Utilities

Reviewed by: *P. Paduchowicz*

For Presentation at: September 13, 2023 Council Meeting

From Date: August 14, 2023

To Date: September 12, 2023

Agricultural Service Board Update:

- Roadside Mowing has been completed in divisions 5,6 and 7. We are currently working on the west half of Division 4 and the south half of Division 1.
- The crop Disease and Canola Survey for Alberta Agriculture and Irrigation has been completed, with all samples submitted to the provincial laboratory.
- Fall cleanup of beaver-plugged culverts and bridges will be completed in late September and October.
- The Northeast Regional ASB Conference will be hosted by Smoky Lake County at Metis Crossing on October 20, with the deadline for resolutions being September 22. The registration deadline will be October 9, 2023.
- Zinc Phosphide has been approved by Health Canada for gopher control in a new product called Burrow Oat Bait. Early research indicates a similar efficiency of strychnine without the secondary poisoning issues. As a result, this product will be commercially available from Ag. Retailers, so there will be no need for ASB's to retail as was the case with strychnine.

- The Provincial ASB Conference and Tradeshow will be hosted by the South Region January 22 through 25th, 2024 at the new Lethbridge Agri Hub and Trade Center. Further details will be shared when available.

Water and Sewer Utility Update:

- ACE Water Corporation has confirmed that Alberta Transportation and the Water for Life Program have confirmed that they will allow the Lavoy Truck fill as an eligible expense if there is capacity within the current approved funding amount, however, they will not consider additional funding over this amount. The truck fill will be eligible for a maximum of \$150,000 under the provincial funding of the grant. They have also indicated that ACE will be under budget, so if ACE does not have any issues by the end of construction, we should be able to receive partial funding for the truck fill.

Waste Management:

- Paint was removed from the Waste transfer stations the week of September 4, Metal will be removed the week of September 11, and tires do not have a confirmed date yet.

Attachments: N/A



ADMINISTRATION REPORTS

Name: Davin Gegolick

Department: Planning & Development

Reviewed by: *P. Padonangny*

For Presentation at: September 13, 2023 Council Meeting

From Date: August 15, 2023

To Date: September 5, 2023

Planning Update:

- Issued development permits: 2 farm storage buildings (NE 34-52-13-4), washroom/shower house (Mannville campground/golf course), 2 secondary dwellings (NW 9-52-13-4), mobile home (Pt. SW 3-53-12-4), mobile home (Pt. NE 29-53-15-4)
- Shell Canada is conducting phase 2 of their Atlas 3D seismic program (vibroseis) on lands SE of Vegreville (see attached project area map). Field operations planned Oct 1, 2023 – April 30, 2024.
- New oils wells proposed at 15-24-51-8 and 4-13-52-8 (Pointbreak Resources Inc.)
- Prepared file search for properties containing NOVA Gas Transmission's Hairy Hill Lateral pipeline right-of-way which is planned to be sold to the County of Two Hills.
- Sent out notifications for uncut grass properties in Lavoy, unauthorized development in Ranfurly, and unsightly property in Minburn
- Mailed letter to community groups RE: picnic tables for giveaway at Wapasu – Aug 21. 6 groups will be picking up the old tables in mid-September.

Subdivision Update:

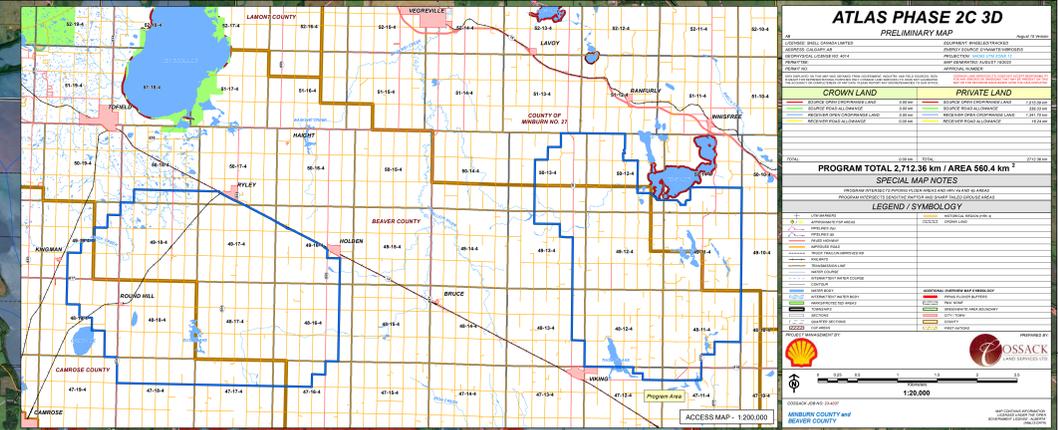
- Received subdivision file #06-2023
- Prepared subdivision endorsement file #03-2023, 05-2023
- Completed subdivision inspection: file #07-2023, 09-2023

Attachments:

Atlas Phase 2C 3D Preliminary Map
RFD – Regional Recreation Feasibility Study – ACP Program
RFD – Subdivision file #07-2023
RFD – Subdivision file #08-2023
RFD – Subdivision file #09-2023

T51 R13 W4M

T51 R12 W4M



T50 R13 W4M

T50 R12 W4M

T50 R11 W4M

T50 R10 W4M

T49 R13 W4M

T49 R12 W4M

T49 R11 W4M

T49 R10 W4M

T48 R13 W4M

T48 R12 W4M

T48 R11 W4M

T48 R10 W4M

T47 R13 W4M

T47 R12 W4M

T47 R11 W4M

T47 R10 W4M



ADMINISTRATION REPORTS

Name: Mike Fundytus

Department: Protective Services

Reviewed by: *P. Paduchowski*

For Presentation at: September 13th, 2023, Council Meeting

From Date: August 15, 2023

To Date: September 5, 2023

Fire Department Update:

Call Type	Date	Details	Station Dispatched
MVC	Aug 16	MVC Hwy 16 Hwy 881	Mannville
Medical	Aug 17	Village Medical	Mannville
MVC	Aug 19	MVC Hwy 631 Hwy 857	Vegreville
MVC	Aug 18	MVC Hwy 16 Hwy 881	Mannville
Medical	Aug 25	Village Medical	Mannville
False Alarm	Aug 27	11128 Hwy 631	Innisfree
Medical	Aug 28	County Medical	Vegreville
Fire	Aug 28	Vehicle Fire Hwy 16 RR 115	Innisfree
False Alarm	Aug 29	52331 RR 144 Veg Airport	Vegreville
False Alarm	Aug 30	Village False Alarm	Innisfree
MVC	Sept 3	Hwy 16 RR 151 MVC	Vegreville
False Alarm	Sep 5	Village False Alarm	Innisfree
Medical	Sept 6	Hwy 16 RR 141	Vegreville

- Total Fire Responses:
 - Mannville - 4
 - Innisfree - 4
 - Vegreville - 5
- Currently issuing fire permits till Sept 30
- New SCBA placed into service
- Minburn County Fire Department deployed Unit 912 Water Tender to Hay River NWT
- Vegreville Fire Department deployed County Wildland Engine to Fort Smith NWT

- Staffing update: 1 Member from Mannville Station has notified me of upcoming retirement in December 2023.
- Completed Fire Inspections at Mannville Recreational Center and Innisfree Recreational Center.
- Firefighter appreciation BBQ and presentation of retirement plaque to long serving member on the fire department is schedule for Sept 21.

Emergency Management Update:

- Liaising with consultant to have regional exercise in November

OH&S Update:

- Ongoing health and safety inspections throughout the County
- Reviewing mandatory corporate training for staff



ADMINISTRATION REPORTS

Name: _____ **Department:** _____

Reviewed by: *P. Podobinskiy*

For Presentation at: _____ **Council Meeting**

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

Department Updates:

Department Updates Cont'd.:

Attachments:



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

FINANCIAL ASSETS	Aug/2023	Jul/2023	Dec/2022
Cash & Temporary Investments	16,622,596	17,360,536	26,813,364
Receivables			
Taxes & Grants in Place of Taxes Receivable	15,565,408	15,768,078	341,330
Due From Governments	90,293	48,447	216,178
Trade & Other Receivables	182,596	146,552	393,821
Long Term Receivables	615,998	615,998	785,606
Land Held for Resale	169,407	169,407	169,407
Total Financial Assets:	\$ 33,246,298	\$ 34,109,017	\$ 28,719,706
LIABILITIES	Aug/2023	Jul/2023	Dec/2022
Accounts Payable & Accrued Liabilities	433,413	404,424	1,236,781
Asset Retirement Obligation	398,008	398,008	398,008
Deposit Liabilities	-	-	-
Deferred Revenue	1,548,231	709,868	37,722
Employee Benefit Obligations	- 36,791	- 34,490	224,462
Total Liabilities:	\$ 2,342,862	\$ 1,477,809	\$ 1,896,973
Net Financial Assets:	\$ 30,903,437	\$ 32,631,208	\$ 26,822,733
NON-FINANCIAL ASSETS	Aug/2023	Jul/2023	Dec/2022
Tangible Capital Assets	27,170,734	27,170,734	27,170,734
Inventory for Consumption	6,283,936	6,729,497	7,095,377
Prepaid Expenses	18,262	4,702	229,459
Total Non-Financial Assets:	\$ 33,472,931	\$ 33,904,932	\$ 34,495,570
ACCUMULATED SURPLUS:	\$ 64,376,367	\$ 66,536,140	\$ 61,318,303
Difference:	\$ 3,058,065	\$ 5,217,837	



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

REVENUE	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	-	112	14,654,074	108.6%	110.3%
User Fees & Sale of Goods	57,161	242,278	342,950	70.6%	79.7%
Government Transfers	1,768	125,301	3,145,411	4.0%	4.2%
Investment Income	3,869	249,085	532,500	46.8%	52.7%
Penalties & Costs on Taxes	324	51,402	112,900	45.5%	21.6%
Gain on Disposal of Tangible Assets	-	84,400	139,300	60.6%	4.2%
Other	68,286	477,902	189,723	251.9%	16.5%
Totals:	\$ 131,296	\$ 15,884,443	\$ 17,960,974	88.4%	66.9%

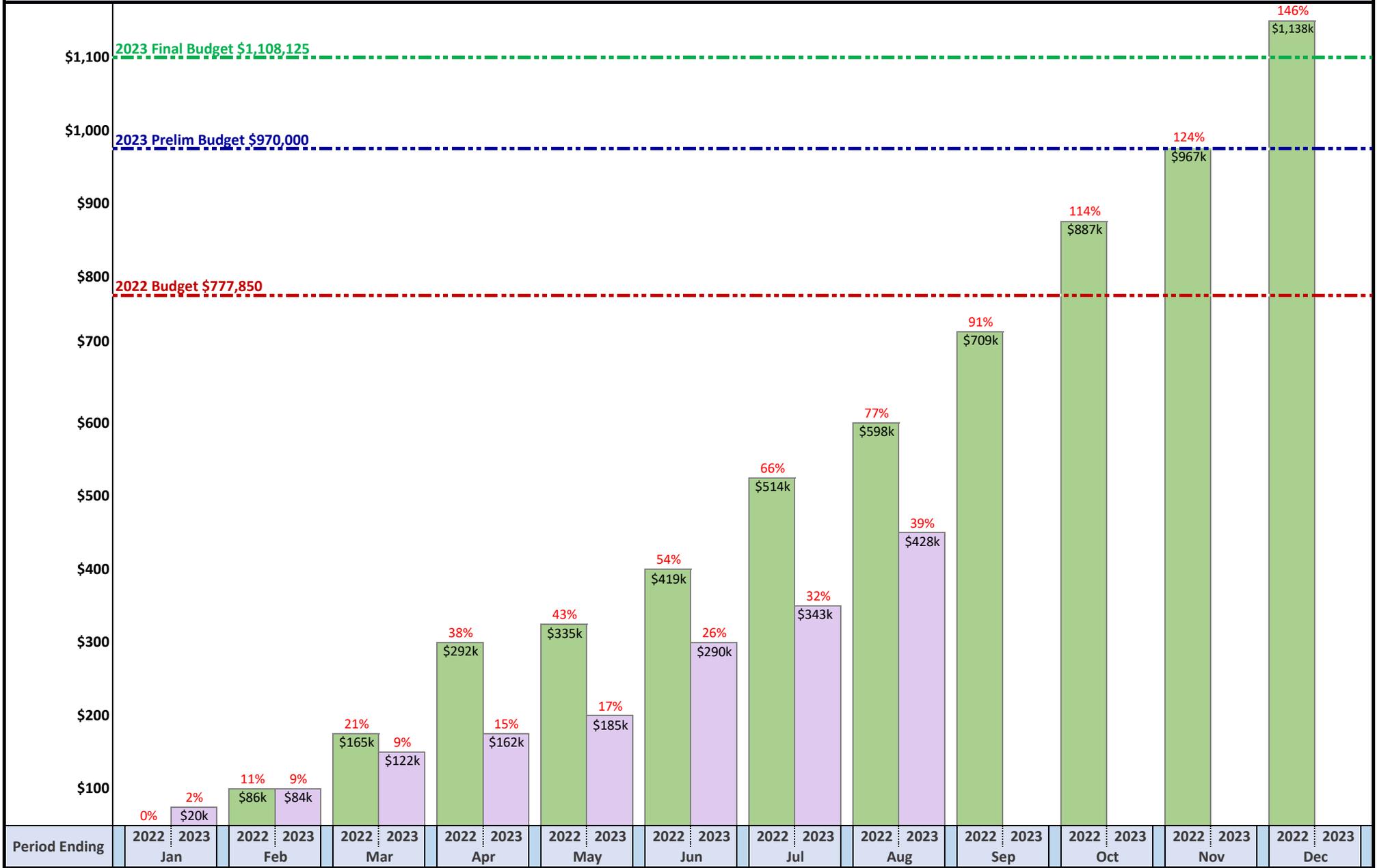
EXPENDITURES	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	158,654	1,534,849	2,962,002	51.8%	58.2%
Fire Protection & Safety Services	217,388	618,577	974,507	63.5%	37.9%
Emergency Dispatch Services	-	9,060	11,000	82.4%	0.0%
Policing Services	-	158,483	230,000	68.9%	17.4%
Bylaw Enforcement, Health & Safety	2,278	14,501	77,650	18.7%	39.6%
Roads, Streets, Walks, Lights	1,290,319	8,618,830	19,931,007	43.2%	46.2%
Water Supply & Distribution	12,733	111,884	253,194	44.2%	71.3%
Wastewater Treatment & Disposal	6,934	27,990	86,596	32.3%	37.2%
Waste Management	51,777	568,648	789,339	72.0%	59.3%
Family & Community Support Services	-	122,442	163,756	74.8%	74.8%
Cemeteries	-	4,000	4,231	94.5%	74.4%
Planning & Economic Services	29,469	216,041	565,428	38.2%	48.7%
Agricultural Services Board	98,583	244,856	608,742	40.2%	41.0%
Recreation & Library Services	455,568	576,217	853,967	67.5%	7.9%
Totals:	\$ 2,323,703	\$ 12,826,378	\$ 27,511,419	46.6%	46.9%

Difference: **\$ 3,058,065**

County of Minburn No. 27

County-Wide Fuel 2022 - 2023 Comparison

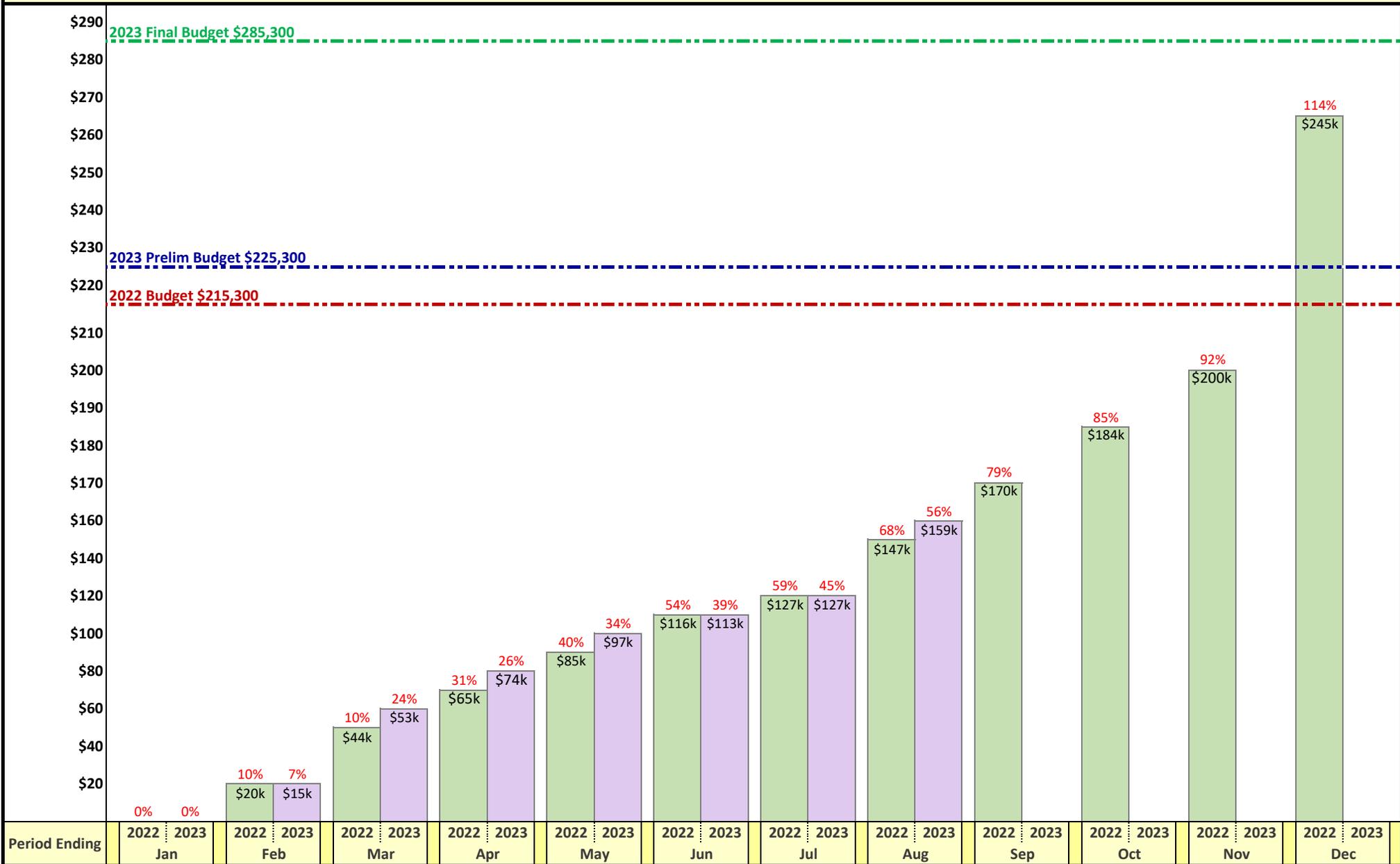
In Thousands



County of Minburn No. 27

County-Wide Utilities 2022 -2023 Comparison

In Thousands



COUNTY OF MINBURN NO. 27

2023 Monthly Progress Report - At August 31, 2023

Decision Papers - Operating								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Staff Remuneration / Compensation						\$ 153,000	N/A	Implemented January 1/2023 - Ongoing costs
Peace Park Funding Increase						\$ 4,825	\$ -	Funded from Reserve if required at end of year
Wapasu Park Improvements						\$ 35,400	\$ -	Wapasu Committee focus will be 12 new tables and new cookshack roof
Firefighter Training Wage Increase						\$ 8,000	N/A	Implemented January 1/2023 - Ongoing costs
Land Use Bylaw Review						\$ 50,000	\$ 33,411	Land Use Bylaw is being drafted
Reg. Economic Development Framework						\$ 112,000	\$ 25,000	Project awarded to Market Research & Consulting; kick-off meeting in August
Orthophoto Update						\$ 75,000	\$ 14,000	Work awarded to Tarin Resource Services; flights being done June-Sept 2023
Traffic Counters						\$ 7,315	\$ 5,365	Purchased and in use
Mannville WTS - Storage Area Expansion						\$ 10,000	\$ 5,100	Lego Blocks installed and in use
Mannville Landfill Reclamation						\$ 444,800	\$ 310,659	Work has been completed; invoices still coming in
Beaver Harvest Incentive Program						\$ 6,000	\$ 2,380	Implemented January 1/2023 - approximately \$6,800 has been spent in 2023
Municipal Development Plan Review						\$ 39,671	\$ 27,019	MDP adopted on June 19/2023
Protective Services Assistant						\$ 87,100	\$ -	No Grant funding rec'd; Admin Summer Student tasked with some PS duties
Decision Papers - Capital								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Fleet Truck Replac. - 1 One Ton Truck						\$ 79,000	\$ 72,849	Truck delivered and is in use
Two CAT 160 Motor Graders						\$ 1,298,000	\$ -	On order; to be delivered fall 2023
D6/D7 Loader Undercarriage Refurbish						\$ 131,013	\$ 131,013	Equipment repairs complete
Mannville Salt Shed						\$ 155,750	\$ 51,000	Construction substantially complete; waiting on invoices
Hwy 16A Upgrades - East						\$ 555,200	\$ 546,162	Work has been completed
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	\$ -	Tender awarded to Northwind Concrete; work scheduled for August 2023
2020 Construction Program Addn'l Costs						\$ 20,000	\$ 20,000	Implemented January 1/20223 - Ongoing costs; GraveLock delivered
BF7640 Repairs						\$ 322,000	\$ -	Repairs complete; waiting for invoices
Ranfurly WTS Skid Shack Office						\$ 54,200	\$ 33,233	Office has been delivered and is in use
Mannville & Innisfree Fire Hall Repairs						\$ 20,000	\$ -	Currently receiving new quotes for Fire Hall repairs
SCBA Purchase						\$ 212,593	\$ 211,133	Equipment purchased and in use
DJI M30T Drone Purchase						\$ 20,000	\$ 18,695	Equipment purchased and in use
Unit #912 Portable Tank						\$ 11,000	\$ 8,245	Equipment purchased and in use
Road Maintenance Activities								
Road Projects	20%	40%	60%	80%	100%	Comments		
Road Construction						Road Construction in progress		
Gravel Haul Program						Program in progress		
Oiling Projects						Program in progress		
Dust Controls						Dust Controls Completed		
Roadside Mowing						Program in progress		
Roadside Brushing						Brushing mostly done for the '23 season; to be continued in fall for 23/24 season		

Audra Kropielnicki

From: Micklich, Shauna <Shauna.Micklich@CIBC.COM>
Sent: September 5, 2023 3:40 PM
To: Info
Subject: CIBC Run for the Cure
Attachments: CIBC run for the cure donation letter 2023.docx

Some people who received this message don't often get email from shauna.micklich@cibc.com. [Learn why this is important](#)

Good Afternoon,

I hope you are doing well.

I am reaching out to you today, as is that time of year again. CIBC is doing our annual fundraising for CIBC Run for the Cure. We are once again doing our online silent auction and wondering if you'd be interested in donating towards our auction again this year?

I have attached a donation letter for your reference.

If you have any questions, please feel free to reach out to me.

Thank you again and have a great day!!

Shauna Micklich, PFP | Financial Advisor | CIBC Imperial Service | Central Canada | Transit 02979 |
4826 50th Street, Vegreville, AB T9C 1S6 | Tel: 780-632-2868 ext. 300 shauna.micklich@cibc.com



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CIBC Head Office, 81 Bay St., CIBC Square, Toronto, Ontario Canada M5J 0E7



CIBC
PO Box 1410
Vegreville, Alberta
T9C 1S6

September 5th, 2023

County of Minburn No. 27
Box 550
Vegreville, Alberta
T9C 1R6

Reeve and Council:

RE: CIBC RUN FOR THE CURE

Every year CIBC does fundraising for the CIBC Run for the Cure, raising funds to fight breast cancer. A cause very dear to us.

This year we will be holding another silent auction. However, we are planning on having the auction online to try to reach more people on social media. We are looking for donations to help make our auction a great success. We are hoping that you can help us out by donating towards our event again this year. We are asking if you are able to participate to have donations by September 15th. If you would like us to pick them up please let me know by email at ashley.browning@cibc.com or you are more then welcome to drop off to CIBC.

Thank you in advance.

Yours truly,

Ashley Browning
Community General Manager

**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
2324	2023-13	16-Jan-23	Table In-kind Donation Policy until February Committee of the Whole meeting for further discussion.		Jay		
2265	2023-149	19-Jun-23	Review Code of Conduct Bylaw No. 1280-19.		Pat		Draft of new bylaw will be presented at October Committee of the Whole meeting.
2275	2023-172	21-Aug-23	Submit RMA Municipal Economic Development Capacity Building Microgrant application for Developer's Package project.	100%	Davin	31-Jul-23	Applied for grant prior to the deadline.
2276	2023-173	21-Aug-23	Notify managing partner County of Vermilion River of Council's approval to participate in the RMA Municipal Economic Development Capacity Building Microgrant application for the Alberta HUB project.	100%	Davin	22-Aug-23	E-mailed Council resolution to Alberta Hub.
2277	2023-174	21-Aug-23	Notify Crossroads Economic Development Alliance Committee of the appointment of Councillor Nafziger as a County representative. Add Committee and appointment to the Boards/Committees appointment listing.	100%	Davin/Audra	22-Aug-23	Crossroads Economic Development Committee notified of Councillor Nafziger's appointment. Added to Boards and Committees chart for next Organizational meeting in October.
2278	2023-175	21-Aug-23	Remove rescinded Policy EHS 4001-01, Ranfurly Landfill Site/Landfill Disposal Permit from policy listing.	100%	Audra	22-Aug-23	
2279	2023-176	21-Aug-23	Remove rescinded Policy EHS 4002-01, County of Minburn, Villages of Mannville, Minburn and Innisfree - Mannville Landfill Site Management from policy listing.	100%	Audra	22-Aug-23	
2280	2023-177	21-Aug-23	Transport remaining gravel from the Armitage Pit to the Innisfree Stockpile.		Norm		To be completed at the end of the regular gravel haul.
2281	2023-179	21-Aug-23	Add County of Minburn and Town of Vegreville Joint Fire Apparatus Capital Plan to Fire Service Agreement with the Town of Vegreville as Schedule "D".	100%	Mike	24-Aug-23	Agreement updated.
2282	2023-180	21-Aug-23	Notify Vegreville Transportation Services Society of Council's approval to provide them with transportation funding in the amount of \$5,000 for 2023, and schedule payment.	100%	Trudy/Dwight	31-Aug-23	Vegreville Transportation Services Society has been notified and payment has been issued.
2283	2023-181	21-Aug-23	Notify organizations of Council's approval of the 2023 recreational funding applications. Schedule payments.	100%	Jay/Dwight	31-Aug-23	Organizations have been notified of recreational grant funding approval. Payments have been issued.
2284	2023-182	21-Aug-23	Advance recreational funding in the amount of \$232,125 to the Town of Vegreville.	100%	Jay/Dwight	31-Aug-23	Payment issued.
2285	2023-183	21-Aug-23	Change website time of September 13 Committee of the Whole meeting to 9:00 a.m. and date of September 18 Council meeting to September 13 at 10:00 a.m.	100%	Audra	22-Aug-23	Posted on website and other social media.