



## **AGENDA**

**January 15, 2024 – County Council Meeting – 10:00 AM**

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
  - 3.1 December 18, 2023 Council Meeting
- 4. Delegations - NIL**
- 5. Council Priorities**
- 6. Requests for Decision**
  - 6.1 Utilities within Road Allowance Special Approval Request
  - 6.2 Subdivision File 14-2023
  - 6.3 SCOP Application – County of Minburn Economic Development Communications Project
  - 6.4 Town of Vegreville Family Day Breakfast
  - 6.5 MD of Minburn Foundation Support Request
- 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 Vegreville Kinsmen Golf Course re County Representative
  - 8.2 Alberta Agriculture and Irrigation re AgriRecovery Program
  - 8.3 Alberta Environment and Protected Areas re Drought Conditions
  - 8.4 Municipal Affairs re Meeting with Minister RMA Convention
- 9. Councillor Requests (Information Requests and Notices of Motion)**
  - 9.1 Action Item List
- 10. Closed Session**
  - 10.1 Bylaw Enforcement Services  
*FOIP Section 24, advice from officials*
  - 10.2 CAO Evaluation  
*FOIP Section 17, harmful to personal privacy*
- 11. Open Session**
- 12. Motions arising out of the Closed Session**
- 13. Adjournment**



## Council Meeting Minutes

December 18, 2023

Council Members Present:

Reeve Roger Konieczny, Division 3  
Deputy Reeve Tara Kuzio, Division 5  
Councillor Joey Nafziger, Division 1  
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 Gegolick, Director of Planning and Community Services  
Trudy Shukalak, Legislative Services Coordinator

**1**

### **CALL TO ORDER**

Reeve Konieczny called the meeting to order at 10:00 a.m.

#### **2023-272**

**Moved by:** Councillor Wowdzia

THAT Council excuse Councillor Anderson from the December 18, 2023, regular Council meeting.

**Carried**

**2**

### **ADOPTION OF AGENDA**

#### **2023-273**

**Moved by:** Councillor Ogrodnick

THAT the December 18, 2023 regular Council meeting Agenda be adopted as amended.

Addition: Correspondence 8.3 Town of Hay River – Firefighter Tribute

**Carried**

**3**

### **CONFIRMATION OF MINUTES**

#### **3.1 November 20, 2023 Regular Council Meeting**

#### **2023-274**

**Moved by:** Councillor Bentley

THAT the November 20, 2023 regular Council meeting minutes be adopted as amended with the following change:

Page 1, Item 3.2, Vermilion River Watershed Alliance, Resolution No. 2023-254

Should read "THAT Councillor Wowdzia's name be removed from the Vermilion River Watershed Alliance Board".

**Carried**

**3.2 December 6, 2023 Budget Meeting**

**2023-275**

**Moved by:** Councillor Nafziger

THAT the December 6, 2023 Budget meeting minutes be adopted as presented.

**Carried**

**4 DELEGATIONS**

**5 COUNCIL PRIORITIES**

**2023-276**

**Moved by:** Deputy Reeve Kuzio

THAT the Council Priorities be accepted as presented.

**Carried**

**6 REQUESTS FOR DECISION**

**6.1 Asset Disposal: Unit 328 and Unit 331 CAT Motorgraders**

**2023-277**

**Moved by:** Councillor Nafziger

THAT Council approve the sale of Unit 328, CAT 160M motorgrader to JPH Equipment for a cost of \$237,600, and the sale of Unit 331 CAT 160M motorgrader to Michener Allen Auctioneering LTD. for a cost of \$248,888.88.

**Carried**

**6.2 Subdivision File No. 12-2023**

**2023-278**

**Moved by:** Member Wowdzia

THAT the Subdivision Authority approve Subdivision File No. 12-2023 regarding NW 27-49-11-W4M as per the required conditions of the report presented.

**Carried**

**6.3 Subdivision File No. 13-2023**

**2023-279**

**Moved by:** Member Nafziger

THAT the Subdivision Authority approve Subdivision File No. 13-2023 regarding NE 25-49-9-W4M as per the required conditions of the report presented.

**Carried**

**6.4 Deployment Revenue Transfer Reserves**

**2023-280**

**Moved by:** Deputy Reeve Kuzio

THAT Council approve the transfer of \$350,247.75, earned from the 2023 Wildfire deployment, to fire reserves.

**Carried**

**6.5 Vegreville Region Physician and Health Professional Attraction and Retention Committee Request**

**2023-281**

**Moved by:** Councillor Bentley

THAT Council approve to provide financial support to the Vegreville Region Physician and Health Professional Attraction and Retention Committee in the amount of \$2,000 for 2024.

**Carried**

**6.6 Rotary Peace Park Funding Increase**

**2023-282**

**Moved by:** Councillor Ogradnick

THAT Council approve the provision of up to \$20,000 in annual funding to the Rotary Peace Park Society to operate the Peace Park over a three-year period with \$15,000 being set aside in the annual base budget and the remaining \$5,000 to be funded from the Peace Park Reserve.

**Carried**

**6.7 PERC and DIRC Applications**

**2023-283**

**Moved by:** Deputy Reeve Kuzio

THAT Council approve Administration to submit applications under the Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC) Programs for the 2023 fiscal year to receive credits for education requisitions already paid.

**Carried**

**6.8 STARS Pledge – Funding Request**

**2023-284**

**Moved by:** Councillor Nafziger

THAT Council approve funding to the Shock Trauma Air Rescue Service (STARS) for 2023 to support their ongoing operations in the amount of \$6,376.

**Carried**

**6.9 Master Rates Amending Bylaw No. 1345-23**

Bylaw No. 1345-23 was presented to amend Master Rates Bylaw No. 1281-19 amended by Bylaw No. 1298-20 amended by Bylaw No. 1324-21 amended by Bylaw No. 1336-22, which establishes fees, rates and charges for various services, goods, licenses and permits.

**2023-285**

**Moved by:** Councillor Bentley

THAT Bylaw No. 1345-23 be given first reading.

**Carried**

**2023-286**

**Moved by:** Councillor Nafziger

THAT Bylaw No. 1345-23 be given second reading.

**Carried**

**2023-287**

**Moved by:** Councillor Wowdzia

THAT Council unanimously and in full agreement give Bylaw No. 1345-23 third reading.

**Carried**

**2023-288**

**Moved by:** Councillor Ogradnick

THAT Bylaw No. 1345-23 be given third reading.

**Carried Unanimously**

**6.10 2024 Preliminary Budget**

**2023-289**

**Moved by:** Deputy Reeve Kuzio

THAT Council approve the 2024 Preliminary Budget as presented.

**Carried**

**7 REPORTS**

**7.1 Reeve**

**7.2 Council**

**7.3 Operations Report**

**7.4 Agriculture and Utilities Report**

**7.5 Planning and Community Services Report**

**7.6 Protective Services Report**

**7.7 Corporate Services Report**

**2023-290**

**Moved by:** Deputy Reeve Kuzio

THAT Council accept the reports as information.

**Carried**

*Reeve Konieczny recessed the meeting at 11:04 a.m.*

*Reeve Konieczny reconvened the meeting at 11:08 a.m.*

**8 CORRESPONDENCE AND INFORMATION ITEMS**

**8.1 NRCB Annual Report**

Letter received from the Natural Resources Conservation Board (NRCB) containing a copy of the NRCB 2022-2023 Annual Report.

**8.2 VegMin Learning Society – Board Member**

E-mail received from VegMin Learning Society asking Council if they are interested in volunteering as a Board Member for the VegMin Learning Society.

**8.3 Hay River**

Letter received from the Town of Hay River, Northwest Territories thanking the County of Minburn for sending their emergency personnel firefighters to protect them from the recent wildfires that took place beginning in August 2023.

**2023-291**

**Moved by:** Councillor Wowdzia

THAT the correspondence be accepted as presented.

**Carried**

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

**9.1 Action Item List**

**2023-292**

**Moved by:** Councillor Nafziger

THAT Council accept the Action Item List as information.

**Carried**

*Reeve Konieczny recessed the meeting at 12:05 p.m.*

*Reeve Konieczny reconvened the meeting at 12:19 p.m.*

**10 CLOSED SESSION**

**2023-293**

**Moved by:** Deputy Reeve Kuzio

THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy (FOIP) Act*, specifically Section 24, advice from officials and Section 16, third party business interests at 11:12 a.m.

**Carried**

**10.1** Village of Mannville – Minburn Fire Department Daytime Response  
*FOIP Section 24, advice from officials*

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization
Norm De Wet	Strategic Leader of the Organization
Davin Gegolick	Strategic Leader of the Organization
Mike Fundytus	Presenter

*Norm De Wet and Darwin Ullery left the meeting at 11:25 a.m.*

**10.2** Lavoy Cemetery  
*FOIP Section 16, third party business interests*

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization
Jason Warawa	Presenter
Norm De Wet	Strategic Leader of the Organization
Davin Gegolick	Strategic Leader of the Organization
Mike Fundytus	Strategic Leader of the Organization

**11 OPEN SESSION**

**2023-294**

**Moved by:** Deputy Reeve Kuzio

THAT Council revert to open session at 11:40 a.m.

**Carried**

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

**Lavoy Cemetery Management**

**2023-295**

**Moved by:** Councillor Nafziger

THAT Council support Lavoy Cemetery Caretaking Society in their decision to no longer manage the Lavoy Cemetery, and direct Administration to proceed with preparing an operational management plan, effective immediately.

**Carried**

**13 ADJOURNMENT**

Reeve Konieczny adjourned the meeting at 11:43 a.m.

\_\_\_\_\_  
Reeve

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

# STRATEGIC PRIORITIES CHART (January 2024)

## COUNCIL PRIORITIES

### NOW

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

### TIMELINE

- May 2024  
 March 2024  
 December 2024

### NEXT

- BYLAW OFFICER CONTRACTED SERVICES (February 2024)
- POLICY AND BYLAW REVIEW- (March 2024)

### 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)*
- *2023 Canada - Alberta Drought Livestock Assistance (Ministry of Agriculture)*

## 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 2024
3. Staff Job Descriptions– March 2024
4. Elected Official Regional training – March 2024
5. *AlphaBow Energy tax recovery initiative with ARMAA - Ongoing*

### CORPORATE SERVICES

1. Financial ERP System Decision – January 2024
2. Employee Handbook & Job Descriptions - January 2024
3. Tax Sale Properties – Listing and Discussion Paper – February 2024
4. Cemetery Policy & Bylaw – February 2024
5. Procedural Bylaw Update – February 2024
6. 2023 Year End – February 2024
7. Procurement Policy – March 2024

### PLANNING AND DEVELOPMENT

1. **LAND USE BYLAW REVIEW: COUNCIL WORKSHOP** – January 2024
2. Arch GIS procurement – January 2024
3. Economic Development Communications Project: SCOP Application – January 2024
4. Regional GIS Project: Initial Conversations – February 2024
5. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: PROJECT/WEBSITE LAUNCH – MARCH 2024

### PROTECTIVE SERVICES

1. BYLAW OFFICER CONTRACTED SERVICES – February 2024
2. Tendering out projects -February 2024
3. Updated Health & Safety Manual – April 2024
4. AFRRCS Migration - September 2024

### OPERATIONS

1. Grader Beat Review – Ongoing
2. Operations Shop Concept Investigation –needs strategic plan from Council
3. Preparing for tenders – Evaluating (March/Feb)

### AGRICULTURE & UTILITIES

1. Program and service delivery review – March 2024
2. Policy review – Winter 2023-2024

### CODES:

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

### 2 – 3 Year OUTLOOK

1. *Service Level Review – Dec. 2024*
2. *Strategic Plan Workshops - Dec. 2024*



# 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



## RFD Appendix

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December 13, 2023

Davin Gegolick  
Planning & Development Officer  
County of Minburn  
4909 – 50 Street  
Vegreville, Alberta T9C 1R6

Attn: Mr. Gegolick

**RE: ATCO Electric Ltd. Requesting Approval to Place Structures in Road Allowance  
7L65 Rebuild Project – Phase 3**

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## REQUEST FOR APPROVAL - SUMMARY

ATCO is requesting the County of Minburn's approval of the proposed position of 51 electrical structures within the road allowance. The proposed placement of structures along the approved transmission alignment will not cause damage to the County's infrastructure and will not impede the safe operation of the road right-of-way.

## INTRODUCTION

In April 2020, ATCO Electric Ltd. (ATCO) received approval from the Alberta Utilities commission to rebuild its 7L65 transmission line in a new alignment. Construction of the project is occurring in three phases, separated into regional sections of the line. Construction of Phases 1 and 2 is now complete, and construction of Phase 3 is scheduled to begin in October 2024. Phase 3 of the project is located in the County of Minburn, between the communities of Ranfurly and Mannville. The majority of Phase 3 of the project is aligned to be 0.6 metres (m) inside road allowance boundary, primarily adjacent to Township Road 510.

Subsequent to AUC approval, the County of Minburn informed ATCO of the County's policy entitled *Utilities Within County Road Allowances, Policy PDS 7004-01-A*, dated June 15, 2020. The policy requires utilities to be located a minimum of 9 m from the centre of County roads, in addition to ATCO's typical placement of 0.6 m inside the road allowance boundary.

### ITEM #1

#### Proposal

ATCO is requesting the County of Minburn's approval of the proposed position of 28 structures within the standard road allowance, as outlined in Table 1. All structures listed in Table 1 are positioned to be 0.6 m inside the road allowance boundary and are in compliance with Alberta Transportation's Roadside Design Guide, specifically Table H3.1.

**Table 1 Structures Proposed in Road Allowance**

Structure Number	Structure Diameter at Ground Level (m)	Distance from Edge of Proposed Structure to Centre of Road (m)
240	0.48	7.66
241	0.47	8.17
243	0.45	8.25
244	0.47	8.07
245	0.47	8.17
246	0.48	8.26
247	0.47	8.17
248	0.48	8.56
250	0.46	8.61
291	0.53	7.84
294	0.46	8.07
295	0.45	7.88
297	0.45	8.08
298	0.45	7.98
299	0.45	7.78
301	0.46	8.07
302	0.46	8.17
348	0.52	8.74
373	0.42	8.49
374	0.53	8.34
379	0.46	8.67
382	0.46	8.47
383	0.46	8.57
384	0.46	8.37
385	0.46	8.37
386	0.46	8.57
393	0.46	8.08
394	0.46	8.51

**Justification**

Placement of the proposed structures along the approved alignment, at the edge of the road allowance, will minimize the impact of the transmission line. In order to comply with Policy PDS 7004-01-A, deviations to the approved alignment would be required to place the proposed structures further from the roadway. Structures would need to be moved to the adjacent private agricultural land, which would negatively impact private landowners.

ATCO designs its transmission lines based on Alberta Transportation's Roadside Design Guide. All structures included in this item have been assessed by ATCO's civil engineering team and are in compliance with the guide; therefore, ATCO is confident that the proposed placement will not impede the safe operation of the road right-of-way.

**ITEM #2****Proposal**

In a localized section of the project, the County of Minburn has a road widening designation that is approximately 7.5 m wide on the south side of the standard road allowance. ATCO's civil engineering

team identified one proposed structure location within this area as a potential safety concern. ATCO is therefore proposing to shift the four (4) structures in this area south so that they are placed 1.8 m within the road widening designation as measured from the standard road allowance (5.8 m north from the south boundary of the road widening designation). The proposed structure locations are outlined in Table 2.

**Table 2 Structures Proposed in Road Widening Designation**

Structure Number	Structure Diameter at Ground Level (m)	Distance from Edge of Proposed Structure to Centre of Road
286	0.48	9.36
287	0.48	9.36
288	0.52	9.14
289	0.53	8.94

### Justification

Where the road widening designation is available, and where a potential safety concern has been identified, ATCO has proposed to shift structures slightly from the approved alignment, to a new alignment within the road widening designation. This slight shift would allow ATCO to address the potential safety concern in this area with minimal impact to private landowners. A larger shift to align the structures 0.6m inside the road widening designation would require a larger deflection from the adjacent transmission line alignment, which would require use of larger structures and the installation of guys and anchors on private agricultural land.

All structures included in this item have been assessed by ATCO's civil engineering team and are in compliance with Alberta Transportation's Roadside Design Guide; therefore, ATCO is confident that the proposed placement will not impede the safe operation of the road right-of-way.

### ITEM #3

### Proposal

ATCO is requesting the County of Minburn's approval of the proposed position of 19 structures within the standard road allowance, as outlined in Table 3. All structures listed in Table 3 are positioned to be 0.6 m inside the road allowance boundary. In this localized area, Township Road 510 narrows when heading west toward Structure 304 and eventually comes to a dead end at Structure 322. In order to comply with Alberta Transportation's Roadside Design Guide and ensure driver safety, ATCO is also requesting a reduced speed limit of 50 km/h on this stretch of road, with signage to be posted east of Structure 304.

**Table 3 Structures Proposed in Proposed in Road Allowance**

Structure Number	Structure Diameter at Ground Level (m)	Distance from Edge of Proposed Structure to Centre of Road
304	0.46	7.47
305	0.46	6.97
306	0.47	7.07
307	0.51	7.25
308	0.46	6.67
309	0.47	6.57

Structure Number	Structure Diameter at Ground Level (m)	Distance from Edge of Proposed Structure to Centre of Road
310	0.46	6.17
311	0.46	6.27
312	0.46	5.87
313	0.46	6.07
314	0.46	6.06
315	0.46	5.93
316	0.46	6.67
317	0.48	6.66
318	0.46	6.97
319	0.46	6.77
320	0.47	7.27
321	0.52	6.34
322	0.52	4.84

### Justification

Placement of the proposed structures along the approved alignment, at the edge of the road allowance, will minimize the impact of the transmission line. In order to comply with Policy PDS 7004-01-A, deviations to the approved alignment would be required to place the proposed structures further from the roadway. Structures would need to be moved to the adjacent private land, resulting in increased impacts to private landowners.

A reduction in the posted speed limit to 50 km/h in this area will ensure compliance with Alberta Transportation's Roadside Design Guide and enhance driver safety. ATCO is confident that the proposed placement will not impede the safe operation of the road right-of-way.

### Request for Approval

ATCO is requesting the County of Minburn's approval of the 51 proposed structure locations within the road allowance as outlined in the three items above. The proposed locations of these structures will result in the least impacts to the County and adjacent landowners by largely maintaining the approved transmission line alignment and reducing the overall Project footprint. Placement along the current alignment will not cause damage to the County's infrastructure and will not impede the safe operation of the road and road right-of-way.

### CONTACT

Please let us know if you have any question or concerns regarding this request for approval. You can reach ATCO by contacting me by telephone at 780-220-9584 or by email at [stephanie.hannem@atco.com](mailto:stephanie.hannem@atco.com).

Sincerely,

**ATCO Electric Ltd.**



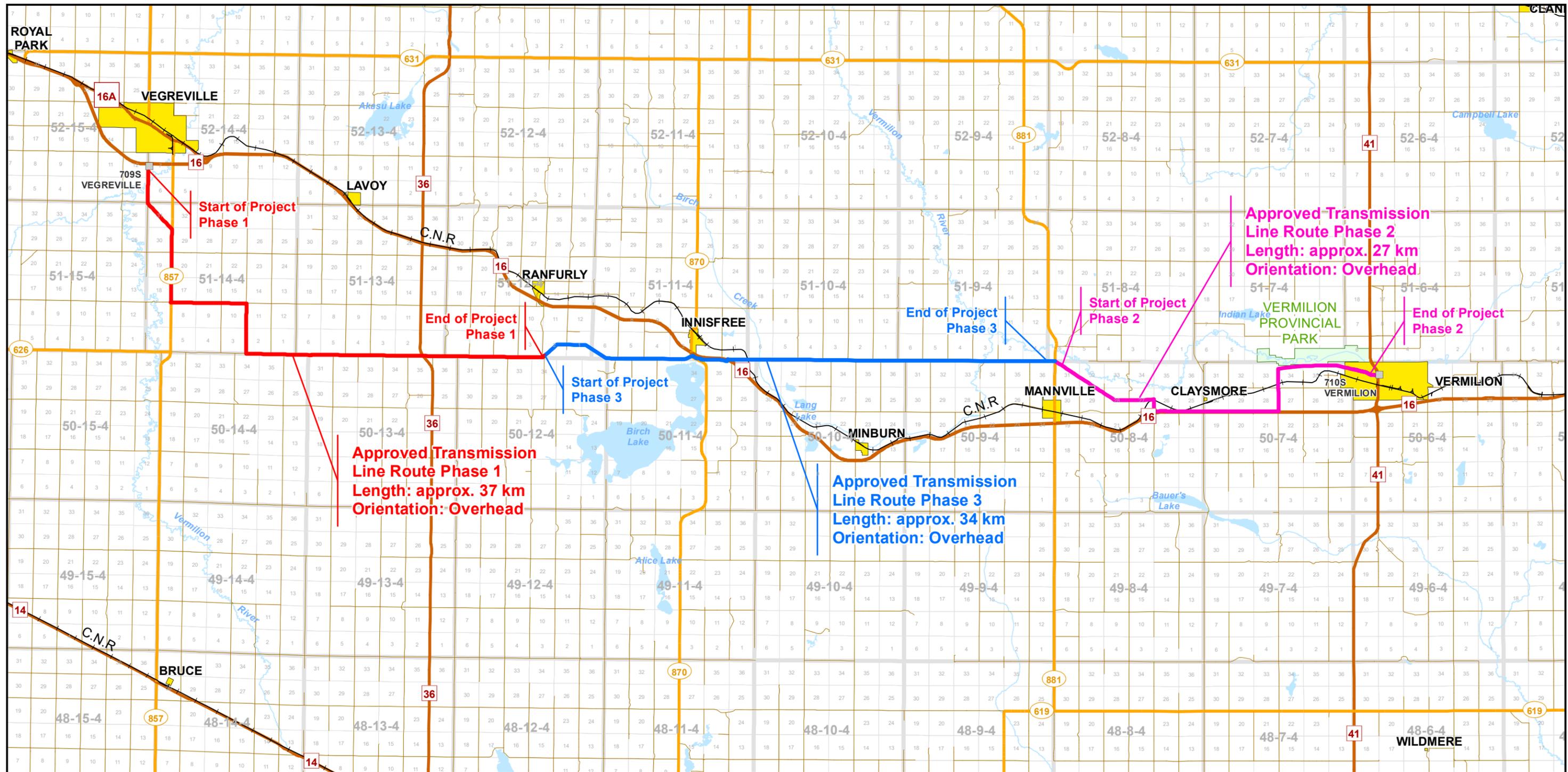
Stephanie Hannem

Supervisor, Lands Regulatory & Consultation

Tel: 780-220-9584 Email: [stephanie.hannem@atco.com](mailto:stephanie.hannem@atco.com)

Enclosed:

- Transmission Line Route Overview Reference Map
- Road Widening Sketch Plan
- 7L65 Phase 3 Alignment Sheets (Working Draft)



Approved Transmission Line Route - Phase 1	Town/ Village
Approved Transmission Line Route - Phase 2	Provincial Park
Approved Transmission Line Route - Phase 3	Waterbody
Existing Substation	Watercourse
Primary Highway	
Secondary Highway	
Road	
Railway	

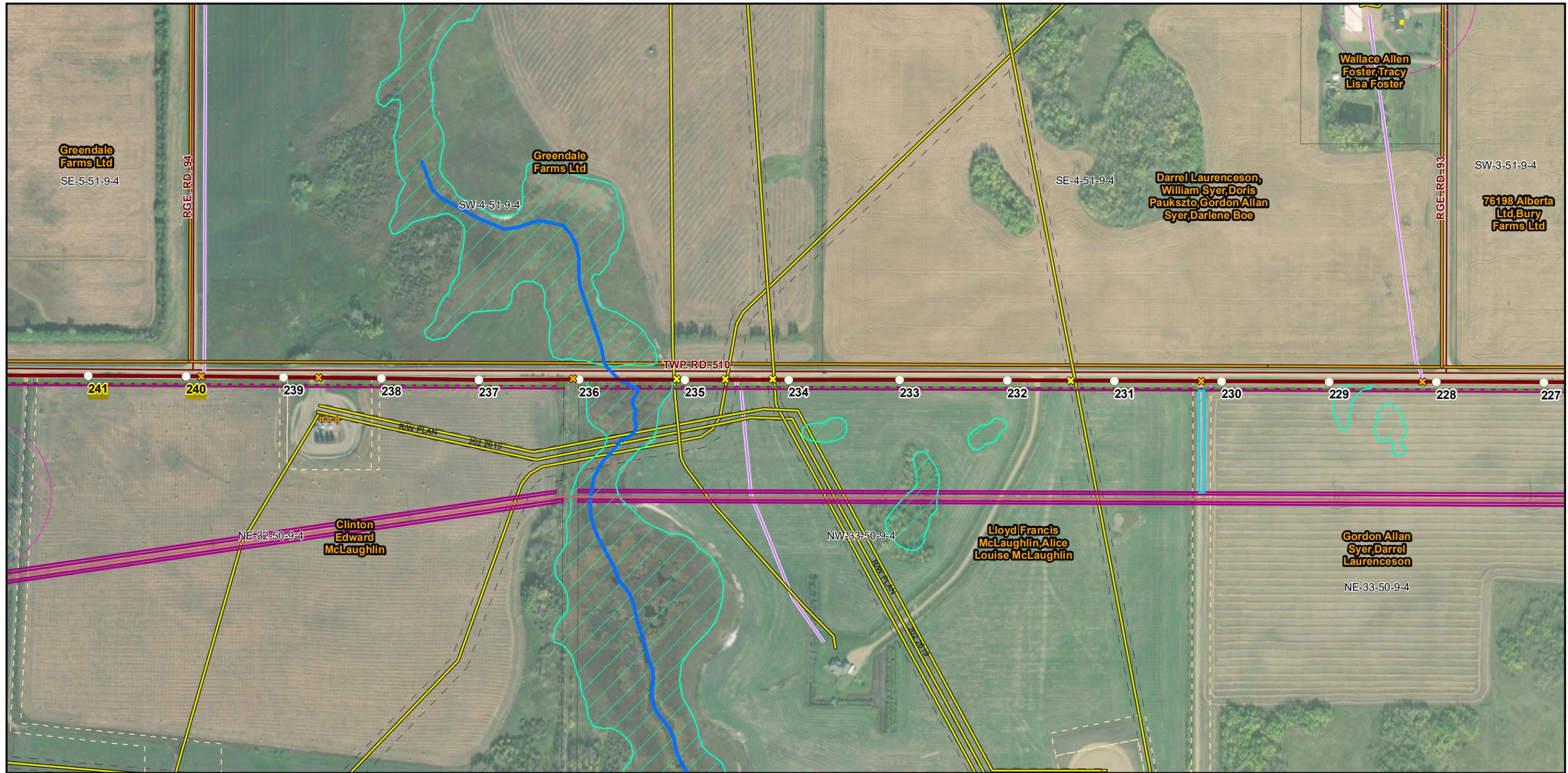
NOTES:  
- Only facilities in the vicinity of the project are shown.

This map is the property of ATCO. This map is not intended to be used in place of Alberta One Call.  
Always practice extreme caution when near power lines!

**7L65 Line Rebuild Project**

**TRANSMISSION LINE ROUTE OVERVIEW REFERENCE MAP**

February 2022  
RS-7L65 - NS - 01

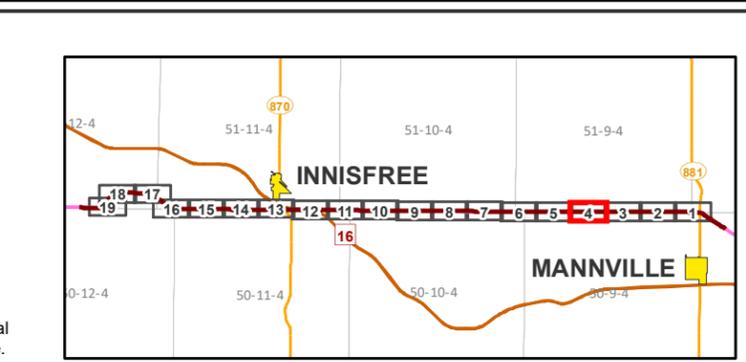


- |  |                                      |  |
|--|--------------------------------------|--|
| ○ Structure (Phase 3) - 20231106 (85%)           | ■ Vegetation Weed Species - 20180829 | ● Active Nests And Colonies              |
| ○ Structure (Phase 1 & 2)                        | ⊕ Surface Well Sites                 | ● Red-tailed Hawk                        |
| — Centreline (Phase 3) - 20231106 (85%)          | ⊗ Third Party Crossing               | ● Swainson's Hawk                        |
| — Centreline (Phase 1 & 2)                       | ⊗ Pipeline Crossing                  | ● Unknown                                |
| — Existing 7L65 Line To Be Removed               | ⊗ Watercourse Crossing               | □ Active Nests And Colonies 100m Setback |
| — Existing Distribution Line (ATCO)              | — Pipelines                          |  |
| — Existing Distribution Line (REA)               | — Telus                              |  |
| — Right of Way - 20231005                        | ■ Residence                          |  |
| — Temporary Workspace - 20231005                 | — Private Wells and Access           |  |
| — Access Trail - 20231005                        | — Existing Easement R/W              |  |
| — Third Party Access - To Be Acquired - 20231005 | — Highway                            |  |
| — Watercourse Delineation - 20231106             | — Road                               |  |
| — Wetland Delineation - 20231106                 |                                      |  |

**NOTES:**  
 - Only facilities in the vicinity of the project are shown.

Disclaimer:  
 Environmental Mitigation Sheets to be used in conjunction with Execution Environmental Protection Plan, Environmental Mitigation Table and Environment & Lands Release Package.

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ATCO

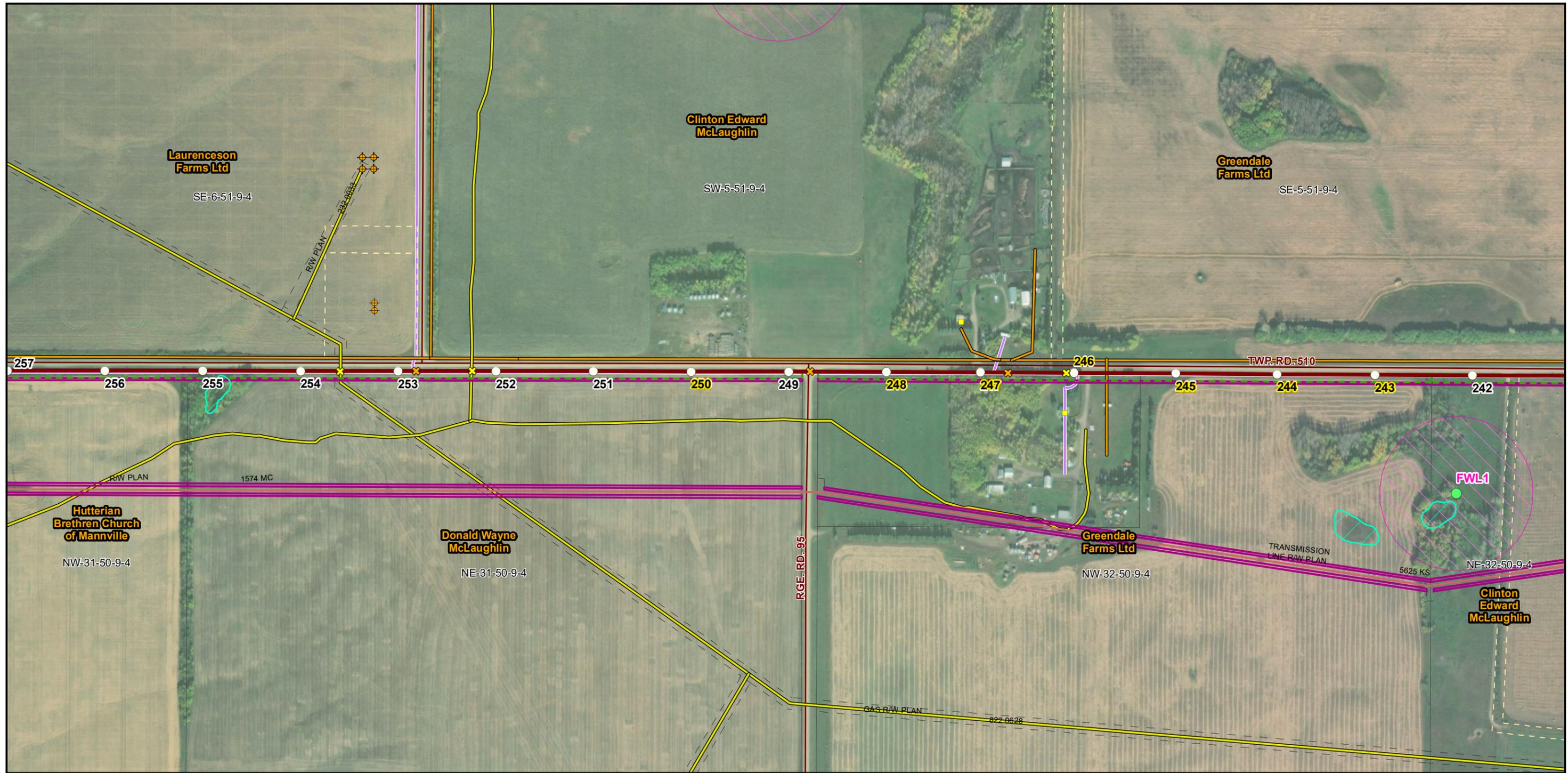
7L65 Line Rebuild Project

ENVIRONMENTAL MITIGATION SHEET 4 of 19 (PHASE 3)

WORKING DRAFT

November 16, 2023

RS-7L65 - EMM - 02 - 19

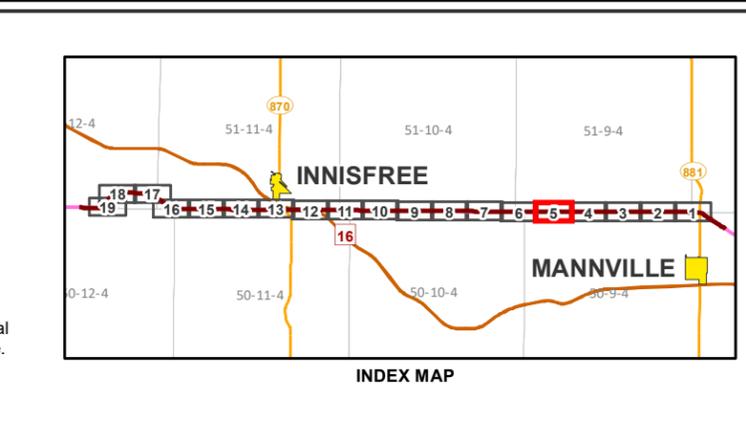


<ul style="list-style-type: none"> <li>○ Structure (Phase 3) - 20231106 (85%)</li> <li>● Structure (Phase 1 &amp; 2)</li> <li>— Centreline (Phase 3) - 20231106 (85%)</li> <li>— Centreline (Phase 1 &amp; 2)</li> <li>— Existing 7L65 Line To Be Removed</li> <li>— Existing Distribution Line (ATCO)</li> <li>— Existing Distribution Line (REA)</li> <li>— Right of Way - 20231005</li> <li>— Temporary Workspace - 20231005</li> <li>— Access Trail - 20231005</li> <li>— Third Party Access - To Be Acquired - 20231005</li> <li>— Watercourse Delineation - 20231106</li> <li>— Wetland Delineation - 20231106</li> </ul>	<ul style="list-style-type: none"> <li>■ Vegetation Weed Species - 20180829</li> <li>⊕ Surface Well Sites</li> <li>⊗ Third Party Crossing</li> <li>⊗ Pipeline Crossing</li> <li>⊗ Watercourse Crossing</li> <li>— Pipelines</li> <li>— Telus</li> <li>■ Residence</li> <li>— Private Wells and Access</li> <li>— Existing Easement R/W</li> <li>— Highway</li> <li>— Road</li> </ul>	<p><b>Active Nests And Colonies</b></p> <ul style="list-style-type: none"> <li>● Red-tailed Hawk</li> <li>● Swainson's Hawk</li> <li>● Unknown</li> <li>□ Active Nests And Colonies 100m Setback</li> </ul>
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**NOTES:**  
- Only facilities in the vicinity of the project are shown.

**Disclaimer:**  
Environmental Mitigation Sheets to be used in conjunction with Execution Environmental Protection Plan, Environmental Mitigation Table and Environment & Lands Release Package.

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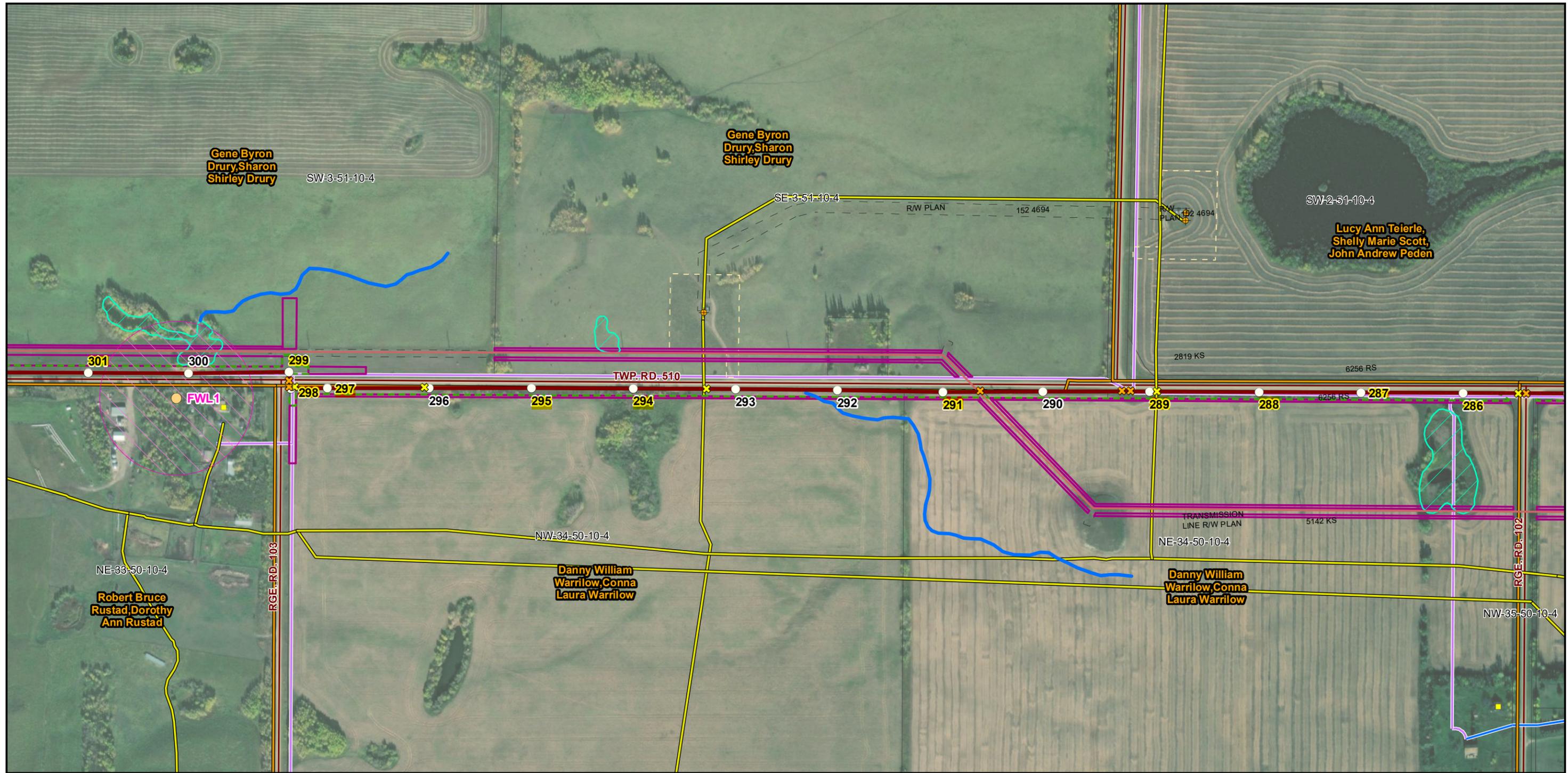
**7L65 Line Rebuild Project**

**ENVIRONMENTAL MITIGATION SHEET 5 of 19 (PHASE 3)**

**WORKING DRAFT**

November 16, 2023

RS-7L65 - EMM - 02 - 19



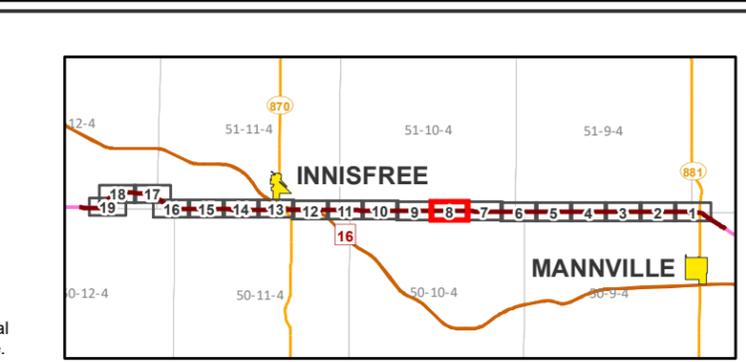
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 0 100 200 Metres  
 0 200 400 Feet

**NOTES:**  
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7L65 Line Rebuild Project

ENVIRONMENTAL MITIGATION SHEET 8 of 19 (PHASE 3)

WORKING DRAFT

November 16, 2023

RS-7L65 - EMM - 02 - 19



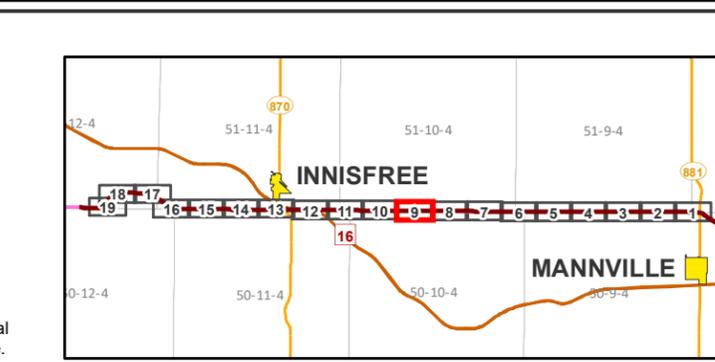
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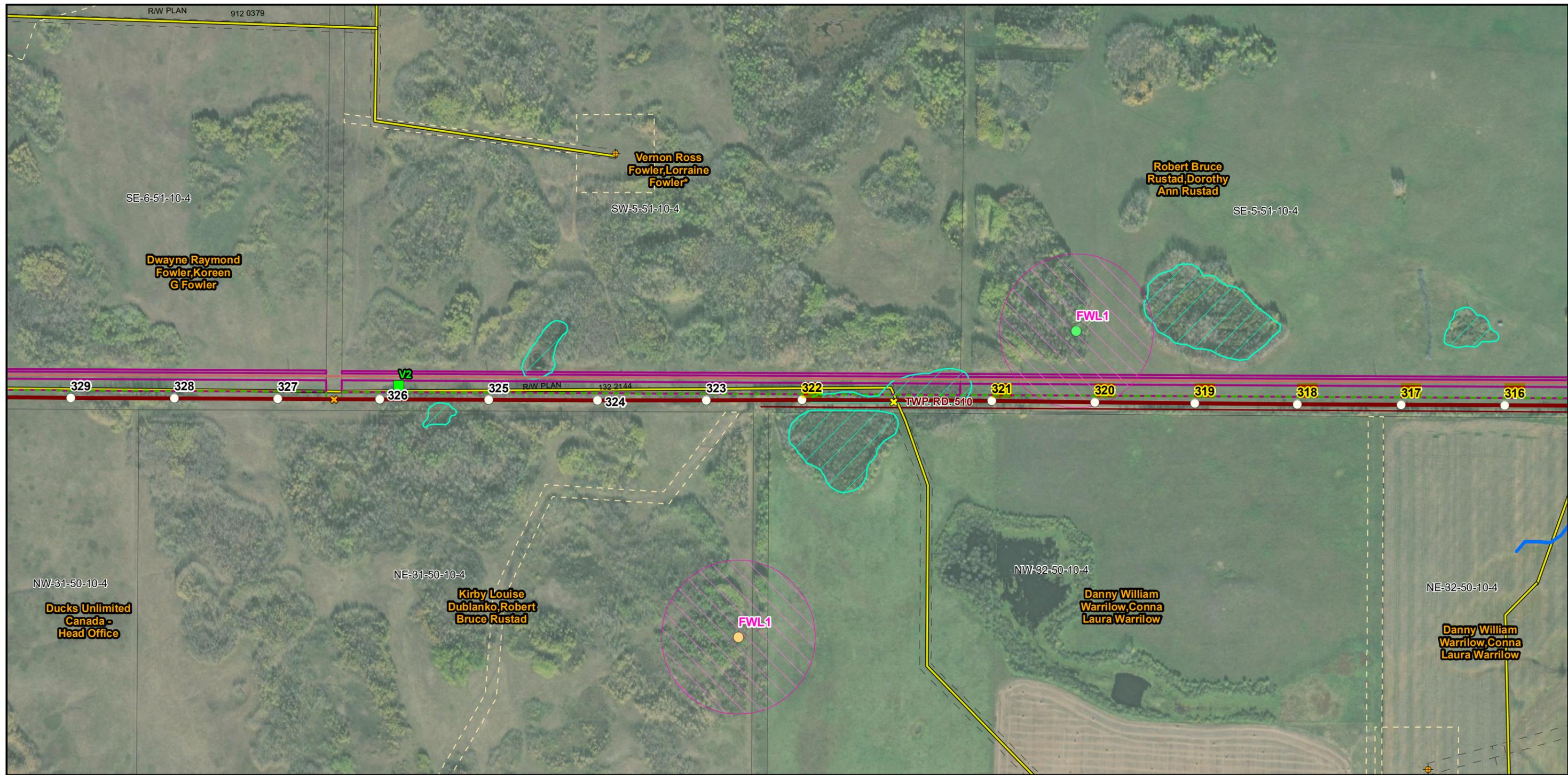
7L65 Line Rebuild Project

ENVIRONMENTAL MITIGATION SHEET 9 of 19 (PHASE 3)

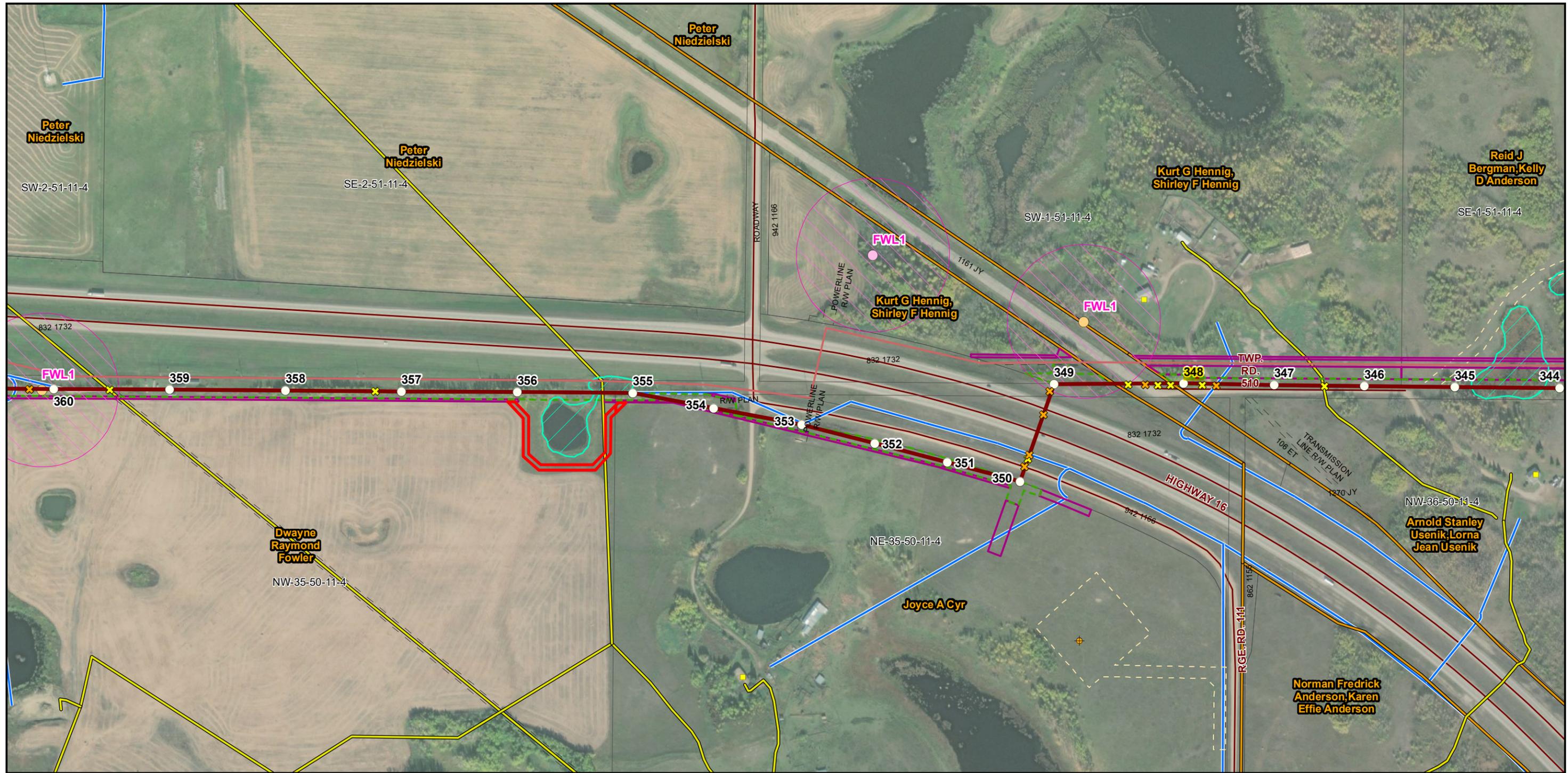
WORKING DRAFT

November 16, 2023

RS-7L65 - EMM - 02 - 19



<ul style="list-style-type: none"> <li>○ Structure (Phase 3) - 20231106 (85%)</li> <li>● Structure (Phase 1 &amp; 2)</li> <li>— Centreline (Phase 3) - 20231106 (85%)</li> <li>— Centreline (Phase 1 &amp; 2)</li> <li>— Existing 7L65 Line To Be Removed</li> <li>— Existing Distribution Line (ATCO)</li> <li>— Existing Distribution Line (REA)</li> <li>— Right of Way - 20231005</li> <li>— Temporary Workspace - 20231005</li> <li>— Access Trail - 20231005</li> <li>— Third Party Access - To Be Acquired - 20231005</li> <li>— Watercourse Delineation - 20231106</li> <li>— Wetland Delineation - 20231106</li> </ul>	<ul style="list-style-type: none"> <li>■ Vegetation Weed Species - 20180829</li> <li>⊕ Surface Well Sites</li> <li>⊗ Third Party Crossing</li> <li>⊗ Pipeline Crossing</li> <li>⊗ Watercourse Crossing</li> <li>— Pipelines</li> <li>— Telus</li> <li>■ Residence</li> <li>— Private Wells and Access</li> <li>— Existing Easement R/W</li> <li>— Highway</li> <li>— Road</li> </ul>	<p><b>Active Nests And Colonies</b></p> <ul style="list-style-type: none"> <li>● Red-tailed Hawk</li> <li>● Swainson's Hawk</li> <li>● Unknown</li> <li>□ Active Nests And Colonies 100m Setback</li> </ul>	<p><b>NOTES:</b> - Only facilities in the vicinity of the project are shown.</p> <p><b>Disclaimer:</b> Environmental Mitigation Sheets to be used in conjunction with Execution Environmental Protection Plan, Environmental Mitigation Table and Environment &amp; Lands Release Package.</p> <p><small>This map is the property of ATCO. This map is not intended to be used in place of Alberta One Call. Always practice extreme caution when near power lines!</small></p>	<p><b>INDEX MAP</b></p>	<p><b>ATCO</b></p> <p>7L65 Line Rebuild Project</p> <p>ENVIRONMENTAL MITIGATION SHEET 10 of 19 (PHASE 3)</p> <p><b>WORKING DRAFT</b></p> <p>November 16, 2023</p> <p>RS-7L65 - EMM - 02 - 19</p>
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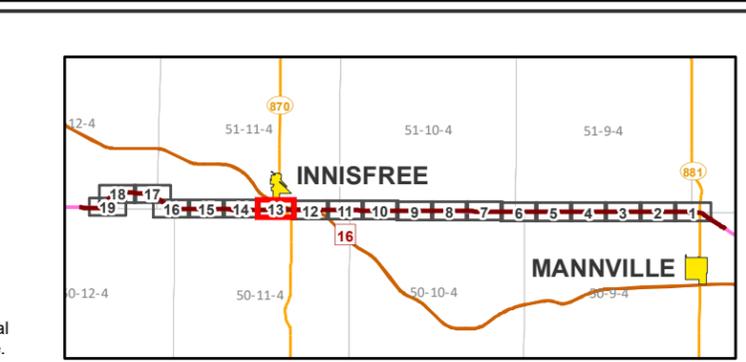


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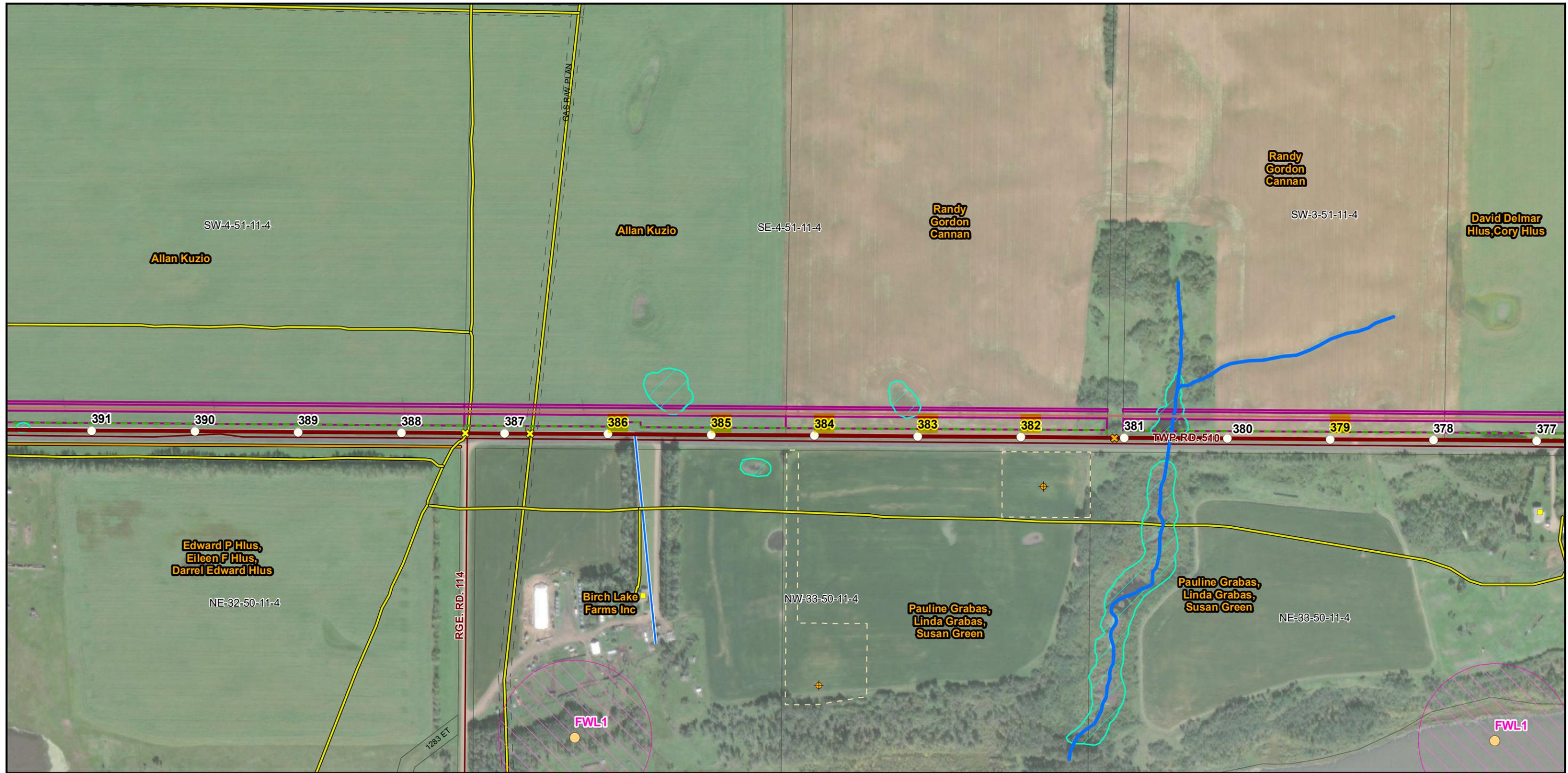
**7L65 Line Rebuild Project**

**ENVIRONMENTAL MITIGATION SHEET 13 of 19 (PHASE 3)**

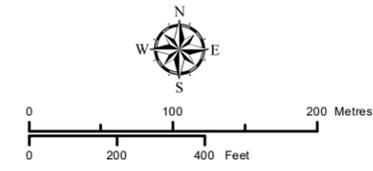
**WORKING DRAFT**

November 16, 2023

RS-7L65 - EMM - 02 - 19



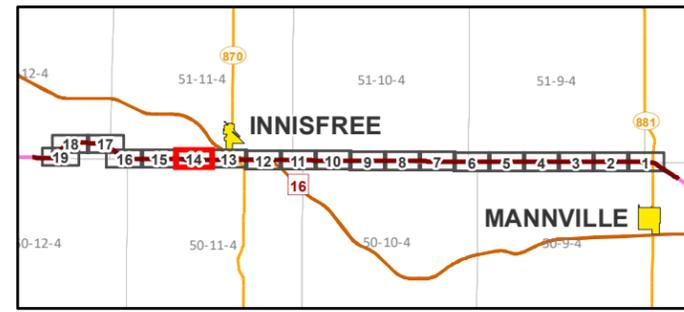
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**7L65 Line Rebuild Project**  
**ENVIRONMENTAL MITIGATION SHEET 14 of 19 (PHASE 3)**  
**WORKING DRAFT**  
November 16, 2023

RS-7L65 - EMM - 02 - 19

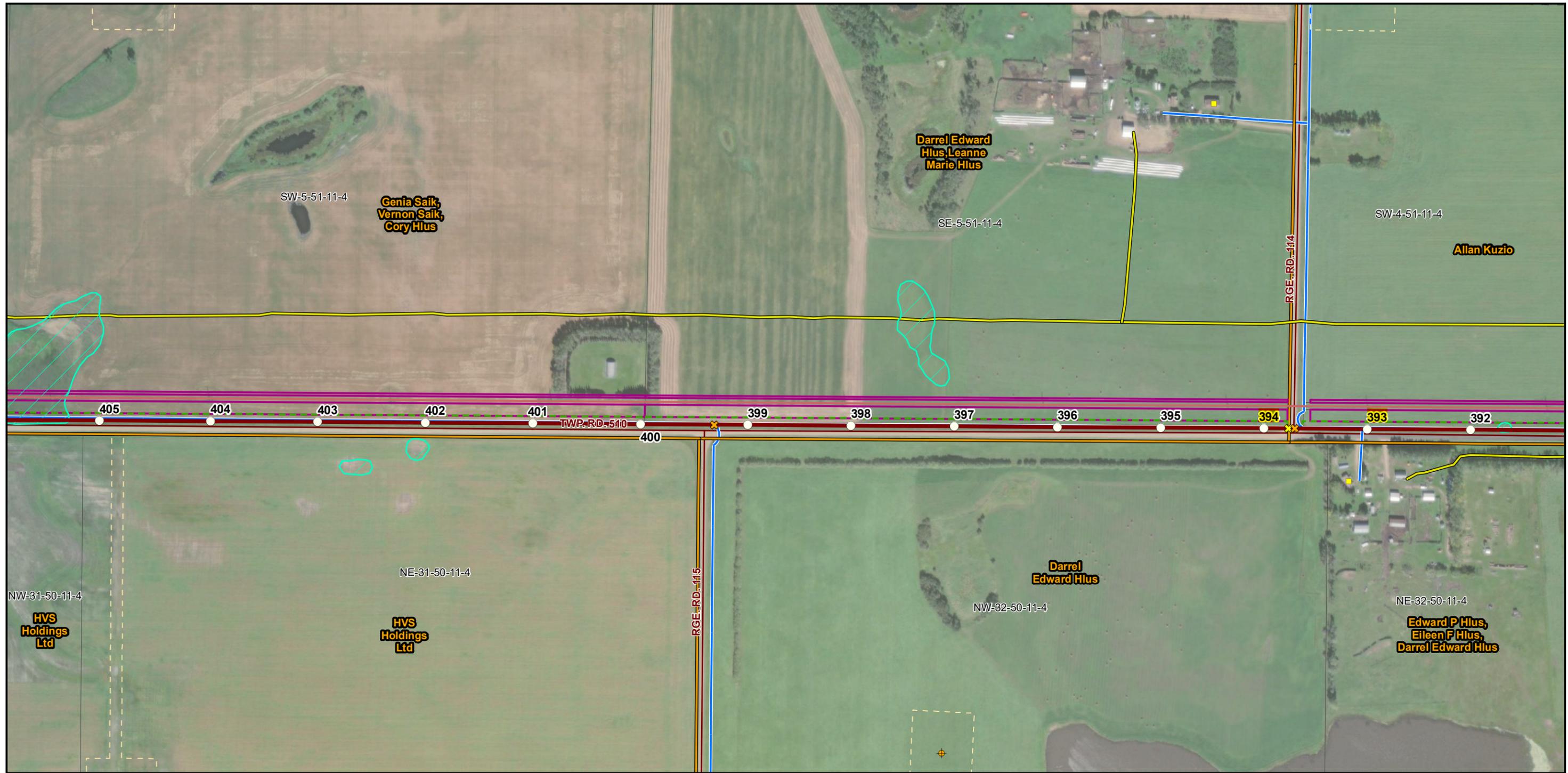
CREDIT NOTES  
Alberta Data Partnerships, Government of Alberta, IHS Markit, Imagery: ESRI Maxar 2019

Cartography By: TF Approved By: NH

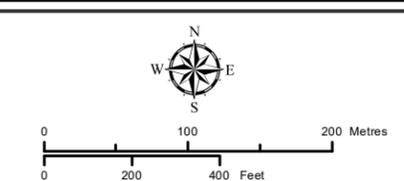
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Projection: NAD 1983 UTM Zone 12N

File Name: 7L65\_Rebuild\_EMM\_Sheets\_Ph3



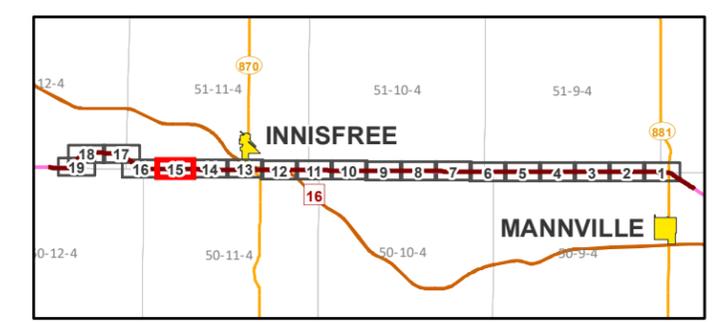
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**7L65 Line Rebuild Project**

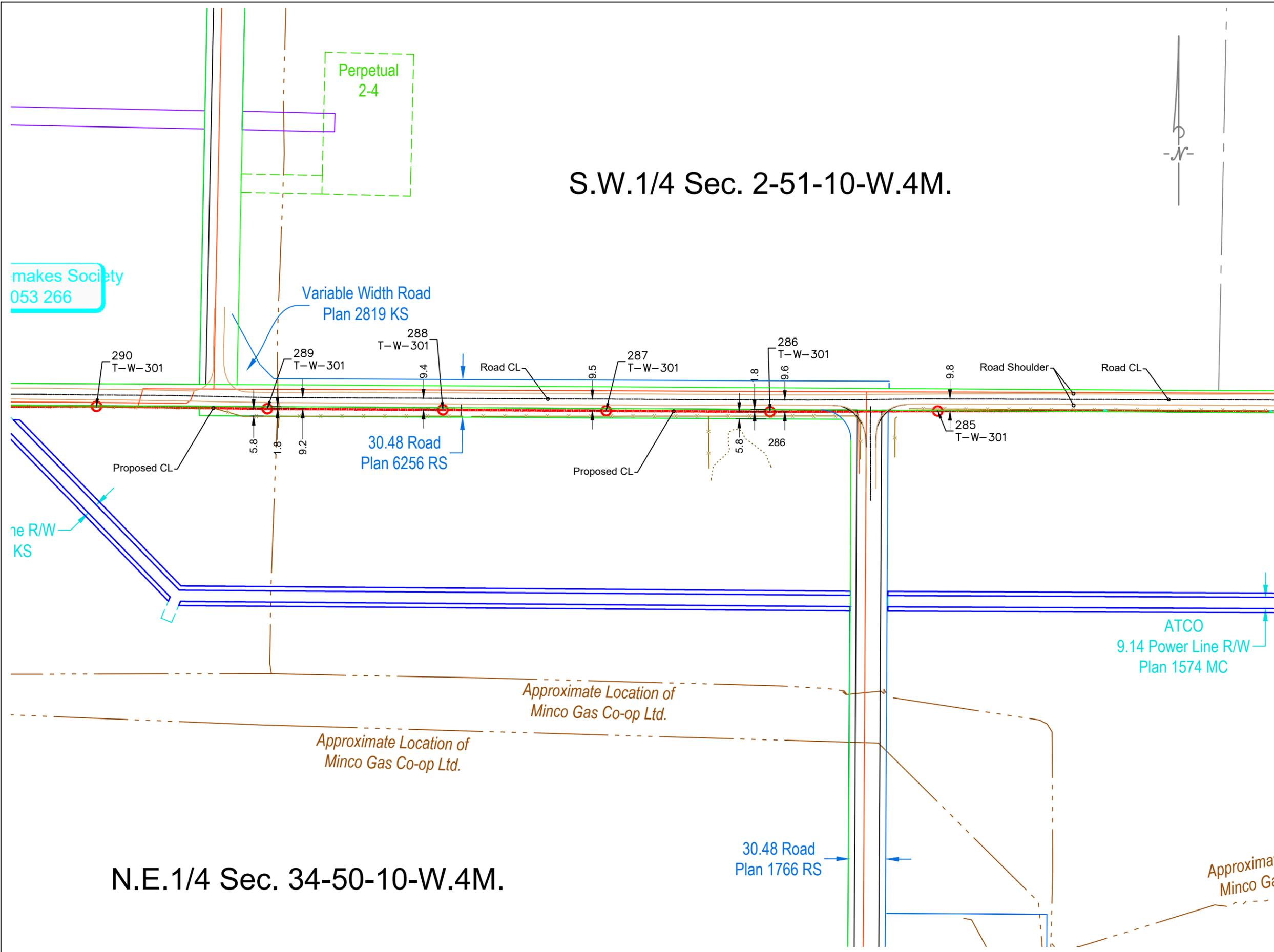
**ENVIRONMENTAL MITIGATION SHEET 15 of 19 (PHASE 3)**

**WORKING DRAFT**

November 16, 2023

RS-7L65 - EMM - 02 - 19

**CREDIT NOTES**  
Alberta Data Partnerships, Government of Alberta, IHS Markit, Imagery: ESRI Maxar 2019



**LEGEND:**

- POWER POLE ..... ○
- ANCHOR ..... T
- RISER POLE ..... ○
- O/H 1 PHASE ..... - . -
- O/H 1PH. W/ NEUTRAL ..... - . . -
- CENTERLINE ..... - - - -
- TRANSFORMER ..... [Symbol]
- LUMINAIRE ..... [Symbol]
- O/H 3 PHASE ..... - . . . -
- OH 3PH. W/ NEUTRAL ..... - . . . . -
- U/G 3 PHASE ..... - . . . . -

**BRUSHING AREAS:**

- EZE ..... [Yellow Box]
- VCE ..... [Green Box]
- WORKSPACE ..... [Blue Box]

**NOTES:**

- 1) ALL DIMENSIONS ARE IN METRES IF NOT OTHERWISE SPECIFIED.
- 2) BLACK - EXISTING ATCO STRUCTURE  
 RED - NEW ATCO STRUCTURE  
 GREEN - SALVAGED ATCO STRUCTURE

**SURVEY CALCULATIONS**

CUSTOMER:		
ATCO		
SKETCH PLAN		
File No:	41005034 NE	Rev. 0
Project No.:	ET1015685	
Dwg No.:	ET1015687_7L65 PH 3_UTM12_TEMP	Page 1 of 1
Date:	December 4, 2023	
Design:	-	Scale 1:3000
Drawn:	Mitchell, Chad	

**ATCO**

Northwest Region - Grande Prairie District Office  
 9602 - 123 Street, Grande Prairie, Alberta  
 T8W 0J7



# Policy

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## Utilities within County Road Allowance

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**Policy Number:** PDS 7004-02

**Supersedes Policy Number:** PDS 7004-01-A

**Approved by Council:** October 16, 2023    **Next Review Date:** October 2027

**Resolution No:** 2023-212

**Last Review Date:** October 16, 2023

---

### **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), if available, 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. Subject to any applicable requirements, 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 Director of Planning and Community Services.
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. Director of Planning and Community Services: 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.



# 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



# 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:** 14-2023

**Legal:** Lot 3, Block 1, Plan 222 2480/NW 25-52-14-W4M

**Owners:** Judy and Walter Dowhaniuk/Durlowe Farm Inc.

**Applicant:** Krawchuk Land Surveys Ltd.

**Date Accepted:** November 17, 2023

**Decision Due Date:** January 16, 2024

**Existing Use:** Rural Residential/Agricultural

**Proposed Use:** Agricultural

**¼ Section Designation:** Arable quarter

**Gross Area:** 61.13 Ha (151.20 ac)

**Proposed Area:** Lot 5, Block 1 – 2.23 Ha (5.50 ac) – to be consolidated into the remnant

**Zoning:** A: Agricultural District

**Division:** 4

### **B. DESCRIPTION OF PROPOSAL:**

The subject property is located on NW 25-52-14-W4M in Division 4, approximately 6.5 km east of Vegreville on Rge Rd 141, north of Twp Rd 524. The applicant is proposing to separate 5.5 ac of farmland from the existing Lot 3, Block 1, Plan 222 2480 acreage, consolidating it back into the remnant farmland quarter (proposed Lot 6). Lot 3, Block 1, Plan 222 2480 would be reduced to 4.88 ac and proposed Lot 6, Block 1 (the remnant) would be increased to 156.7 ac as a result of the subdivision. Existing Lot 3, Block 1, Plan 222 2480 includes a dwelling, condemned dwelling, water well, treed area, and several outbuildings. The proposed remnant parcel is productive farmland. A future road widening agreement has already been signed (1987 subdivision) and registered as a caveat on title. There is existing access to both parcels off Rge Rd 141.

### **C. NOTIFICATION:**

Adjacent property owners and agencies were notified on November 20, 2023 – no objections.

### **D. COMPLIANCE:**

The dwelling (as indicated on the Tentative Plan of Subdivision) is currently approved as a Food and Beverage Products Facility (commercial kitchen) but being used as a Single Detached Dwelling. Development permit approval is required for this change in use.

The private sewage disposal system for the condemned dwelling has been decommissioned and a septic field for the other dwelling was installed in 2022.

**E. RESERVES:**

Pursuant to Section 663 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 prior to endorsement of the registerable instrument, the applicant/landowner apply for a development permit to change the use of the Food and Beverage Products Facility (commercial kitchen) to a Single Detached Dwelling.
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):

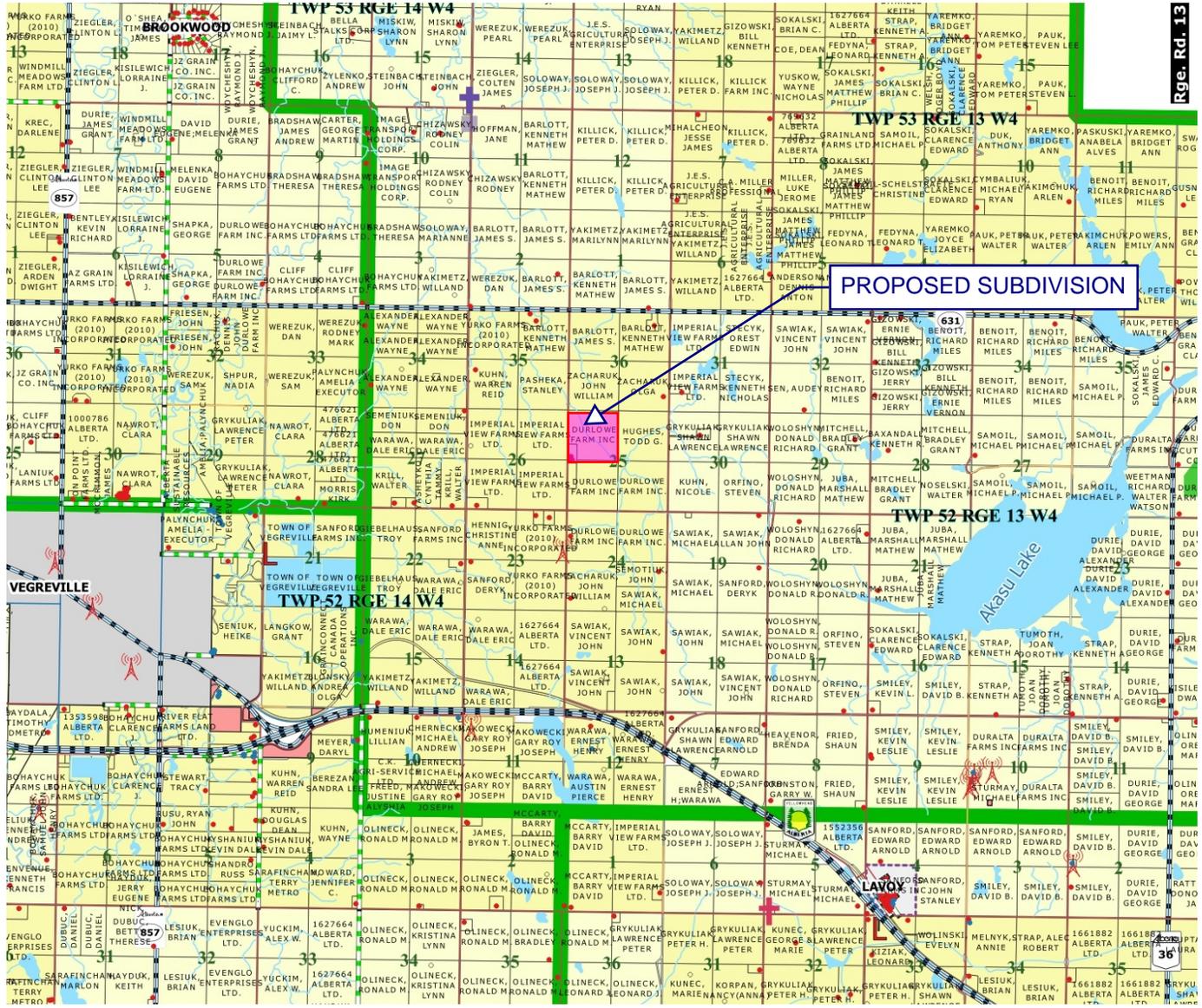
1. That a development permit application is required for any proposed future development of the subject lot (i.e. addition, change in use, Accessory Building, etc.). Please contact County of Minburn Planning and Development at 780-632-2082 for further information.
2. That the necessary Safety Code Permits, 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 Lot 3, Block 1 and proposed Lot 6, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
4. 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 December 18, 2023

# Location Plan





# SUBDIVISION APPLICATION

For Office Use Only	
Date Received: Nov 2/23	File # 14-2023
Date Complete: Nov 17/23	Roll # 577101.577100

### 1. NAME AND MAILING ADDRESS OF THE APPLICANT

Krawchuk Land Surveys Ltd. (Mike Krawchuk)

---

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

Judy and Walter Dowhaniuk

---

Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Cell: \_\_\_\_\_

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

All part of the W ¼ sec. 25 twp. 52 range 14 west of the 4<sup>th</sup> meridian

Being all parts of Lot 3 Block 1 Plan 222 2480

Certificate of Title No. 222 285 926

Area of the above parcel of land to be subdivided 4.2 hectares (ie: existing titled area)

Municipal address (if applicable) 20, 52417 Rge Rd 141

### 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 drainage (Within NW25 remainder/proposed Lot 5)
- 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, & Gas Pipeline (AER#AB00020505 - 11)
- 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: **Sharp tailed grouse/Bald eagle wildlife area**

*\*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.): **Lot 3 existing use is rural residence**

Proposed use of the land: **Agricultural**

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): **relatively flat**

Describe the nature of the vegetation and water on the land (brush, shrubs, treed, woodlots, sloughs, creeks, etc.): **cultivation**

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:

**Buildings to remain on remnant portion of Lot 3, with septic pumpout having been recently decommissioned.**

**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: **N/A**

**9. CERTIFICATION**

**Proposed subdivision is raw land, to be consolidated with remainder of NW25 and farmed.**

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.

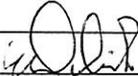
  
Signature

  
Signature

**Nov 2 2023**  
Date

**10. RIGHT OF ENTRY**

I/We, **Judy and Walter Dowhaniuk** 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.)? **No**

**11. REGISTERED OWNER'S CONSENT**

I/We, the above named registered owner(s) of **Lot 3 Block 1 Plan 222 2480** (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](mailto:dgegolick@minburncounty.ab.ca)

### Work Authorization Form

I, GRANT DURIE, OWNER, DURLOWE FARM INC.  
being the registered owner(s) of the land being subdivided do hereby authorize  
Krawchuk Land Surveys Ltd. to make application for subdivision affecting the land  
described as:

Legal description: N.W. SEC.25 TWP.52 RGE.14 W.4 M

Nov. 17, 2023  
Date

  
Signature

\_\_\_\_\_  
Signature

### Right of Entry

Pursuant to Section 653 and 542 of the Municipal Government Act, I hereby X do or  
do not \_\_\_\_\_ grant consent for a designated officer of COUNTY OF MINNBURN NO. 27  
(municipality)  
to enter upon the land described above, which is subject to an application for  
subdivision, for a site inspection.

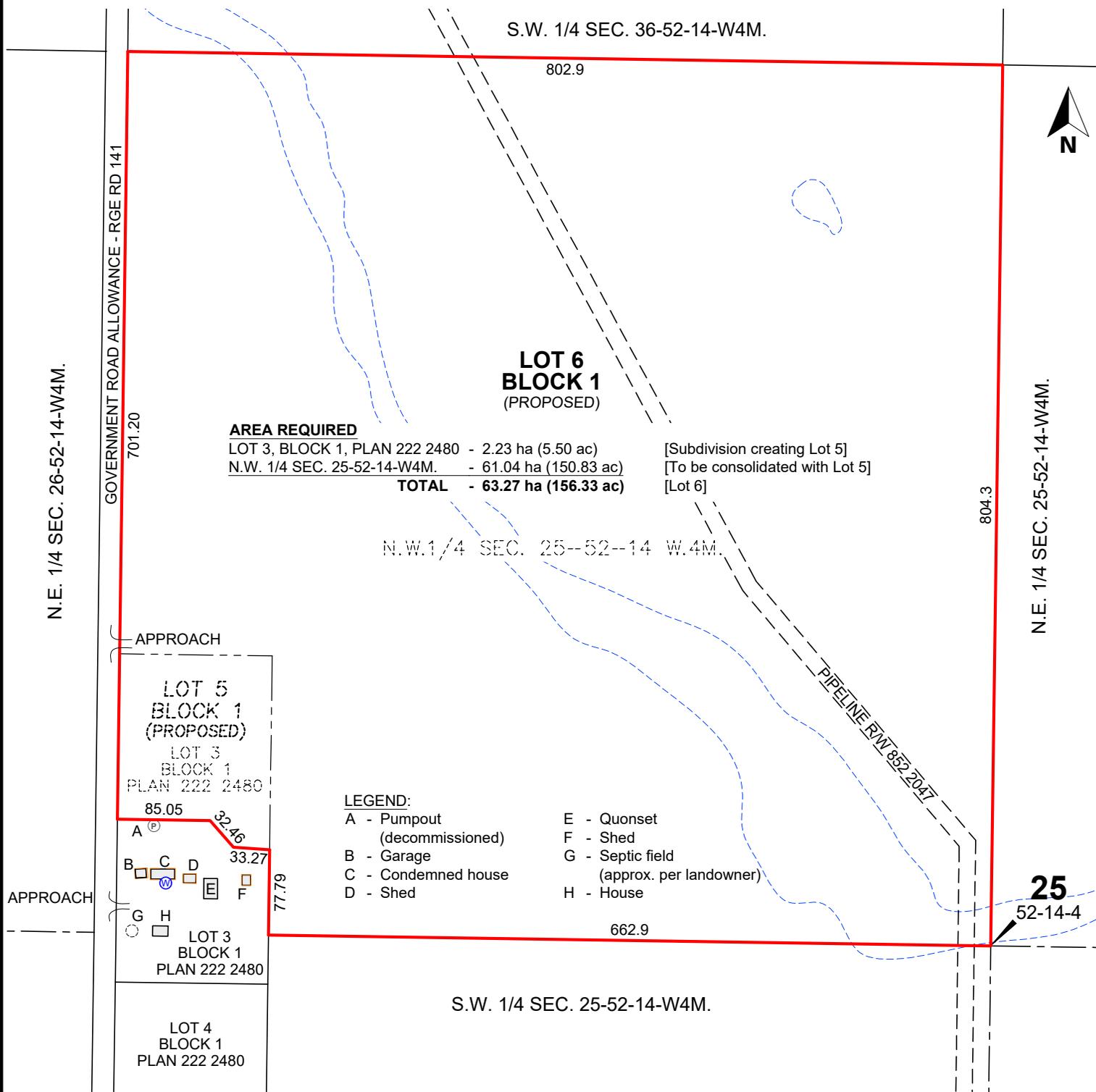
Nov. 17, 2023  
Date

  
Signature

\_\_\_\_\_  
Signature

# TENTATIVE PLAN

**SHOWING PROPOSED SUBDIVISION AND CONSOLIDATION AFFECTING  
PART OF LOT 3, BLOCK 1, PLAN 222 2480  
AND N.W. SEC.25 TWP.52 RGE.14 W.4 M.  
ALL WITHIN N.W. SEC.25 TWP.52 RGE.14 W.4 M.  
MINBURN COUNTY**



**Notes:**

- Preliminary survey conducted on November 9, 2021, dimensions and areas are more or less and **subject to change**.
- Distances are in metres and decimals thereof.
- Aerial imagery: © Microsoft Corporation © Digital Globe
- Location of low/wet areas derived from aerial imagery dated 20 Apr 2010 - 19 Jun 2016
- Aerial imagery can be toggled on/off using the "ORTHOPHOTO" layer

**KRAWCHUK**  
LAND SURVEYS LTD

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

**Legend:**

- Building
- Movable building
- Low/Wet area
- Subject parcel boundaries
- P Pumpout
- W Water Well

**Abbreviations:**

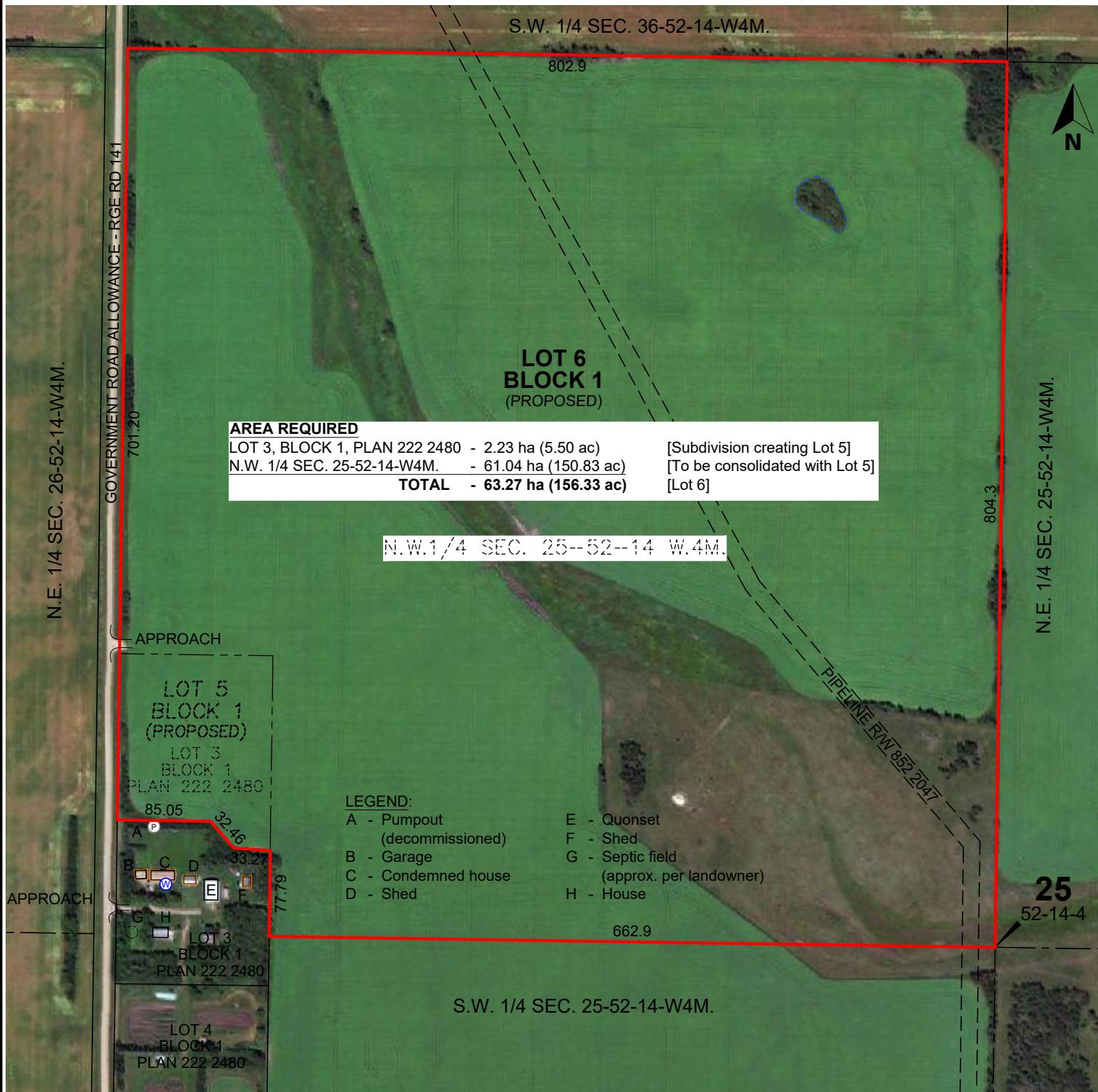
ac.	acre	R/W	right of way
E.	East	S.	South
ha.	hectare	W.	West
M.	meridian	W/H	wellhead
N.	North		

Scale 1:5000

Date issued: Nov 02, 2023  
File: 23-01-0140 Rev 0

# TENTATIVE PLAN

**SHOWING PROPOSED SUBDIVISION AND CONSOLIDATION AFFECTING  
PART OF LOT 3, BLOCK 1, PLAN 222 2480  
AND N.W. SEC.25 TWP.52 RGE.14 W.4 M.  
ALL WITHIN N.W. SEC.25 TWP.52 RGE.14 W.4 M.  
MINBURN COUNTY**



AREA REQUIRED		
LOT 3, BLOCK 1, PLAN 222 2480	- 2.23 ha (5.50 ac)	[Subdivision creating Lot 5]
N.W. 1/4 SEC. 25-52-14-W4M.	- 61.04 ha (150.83 ac)	[To be consolidated with Lot 5]
<b>TOTAL</b>	<b>- 63.27 ha (156.33 ac)</b>	[Lot 6]

N.W. 1/4 SEC. 25--52--14 W.4M.

**LEGEND:**

A - Pumpout (decommissioned)	E - Quonset
B - Garage	F - Shed
C - Condemned house	G - Septic field (approx. per landowner)
D - Shed	H - House

- Notes:**
- Preliminary survey conducted on November 9, 2021, dimensions and areas are more or less and **subject to change**.
  - Distances are in metres and decimals thereof.
  - Aerial imagery: © Microsoft Corporation © Digital Globe
  - Location of low/wet areas derived from aerial imagery dated 20 Apr 2010 - 19 Jun 2016
  - Aerial imagery can be toggled on/off using the "ORTHOPHOTO" layer



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

**Legend:**

	Building
	Movable building
	Low/Wet area
	Subject parcel boundaries
	Pumpout
	Water Well

**Abbreviations:**

ac.	acre	R/W	right of way
E.	East	S.	South
ha.	hectare	W.	West
M.	meridian	W/H	wellhead
N.	North		

Scale 1:5000

Date issued: Nov 02, 2023  
File: 23-01-0140 Rev 0

Facing NE: existing Lot 3 (red lines) and proposed Lot 5 (red dotted line) (planned to be consolidated back into the remnant farm land. Lot 4 acreage (not affected by this subdivision) is south (Quonset/house).



Facing south: Land within proposed Lot 5 is productive farm land, planned to be separated from the acreage and put back into the remnant parcel. Existing approach off Rge Rd 141 to the remnant parcel.



Facing NW: Buildings within acreage (Lot 3, Block 1) – 2 dwellings (one of which has been condemned and the other formerly utilized as a commercial kitchen), detached garage, red Quonset, and barn (Quonset on left side of image is located within the acreage to the south – Lot 4, Block 1). Existing approach to Lot 3 is off Rge Rd 141.



Building (currently approved as a commercial kitchen), yet identified as a dwelling on the subdivision application within Lot 3, Block 1.



Septic field for the commercial kitchen was installed in 2022 (Permit #222TIG-22-S0005). Commercial kitchen seen in distance



Condemned house within Lot 3 that is currently being used as storage.



Decommissioned septic pump out for the secondary dwelling (now condemned)



Water well (located on south side of condemned dwelling) appears to have recently been connected to the dwelling (commercial kitchen to the south – seen in distance).



### **Inspection Summary:**

- Topography – flat
- Soil characteristics – loam
- Nature of vegetation and water – Lot 3 is surrounded by trees. Remnant parcel (farm land) contains a seasonal creek running through the middle of the quarter (NW to SE).
- Private Sewage – confirmed the existing septic field (commercial kitchen) and decommissioned septic pump out (condemned dwelling).
- Use of land in the vicinity – Agricultural, rural residential – no compatibility issues



# 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. Padobony



## RFD Appendix

A large, empty rectangular box with a thin black border, intended for the RFD Appendix content.



# 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

### **Small Community Opportunity Program Application County of Minburn Economic Development Communications Project**

BE IT RESOLVED THAT the County of Minburn No. 27 participates in the application of the Small Community Opportunity Program Application for the Project Titled: 'County of Minburn Economic Development Communications Project'.

Further, that the County of Minburn No. 27 has allocated 10% funding in the amount of \$10,000 cash contribution towards the project.

**Carried.**

---

Roger Konieczny, Reeve

---

Pat Podoborzny, CAO

Approved this 15<sup>th</sup> day of January 2024.



# 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: *P. Podobny*

Reviewed By: *J. Warawa*



# 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: P. Podchorozny

Reviewed By: J. Warawa



**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:** \_\_\_\_\_

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**County Meetings (include date):**

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**County of Minburn Functions and Events (include date):**



**REEVE AND COUNCIL REPORTS**

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**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

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**County of Minburn Functions and Events (include date):**



**REEVE AND COUNCIL REPORTS**

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

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**REEVE AND COUNCIL REPORTS**

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

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**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

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**County Meetings (include date):**

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**REEVE AND COUNCIL REPORTS**

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**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):**



## ADMINISTRATION REPORTS

**Name: Norm De Wet**

**Department: Operations**

**Reviewed by:** *P. Padshahofny*

**For Presentation at: December 18<sup>th</sup>, 2023, Council Meeting**

**From Date: December 16<sup>st</sup>, 2023**

**To Date: January 12<sup>th</sup>, 2024**

---

### **Fleet/Shop Update:**

- The new 14M Cat Grader ordered in February 2022 has been delivered and is being prepped for service.
- The new 160 Cat Grader, as approved in the 2024 budget, has been delivered and is being prepped for service.
- The new Hitachi 210, as approved in the 2024 budget, has been ordered, and delivery is expected towards the end of January 2024.

### **Transportation Update:**

- Crews continue with road maintenance where necessary.
- Plow trucks have been sanding due to the icy road conditions.
- Crews have been completing minor hand slashing for intersection sightlines, where required.

**Operations Update:**

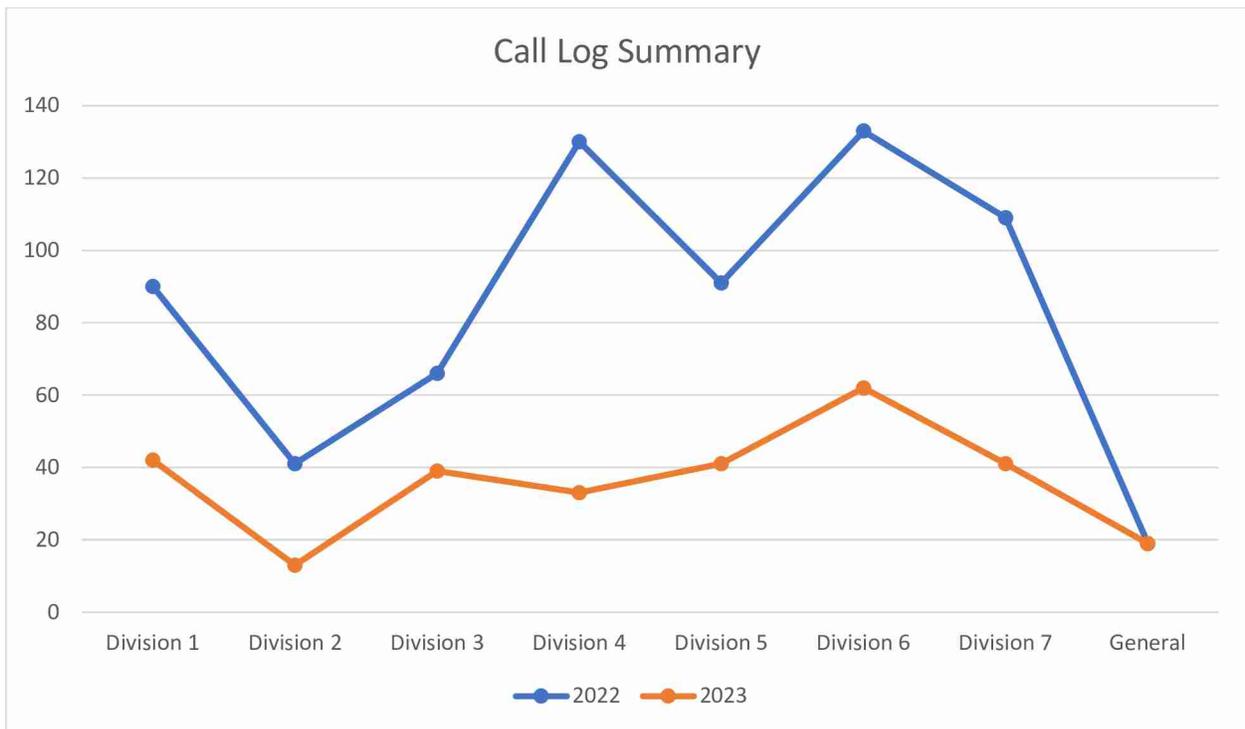
- The following tenders have been prepared and posted:
  - 2024 Gravel Haul: Closing February 12, 2024.
  - Fleet Trucks: Closing February 12, 2024.
  - Crack Sealing: Closing February 29, 2024.

**Attachments:**

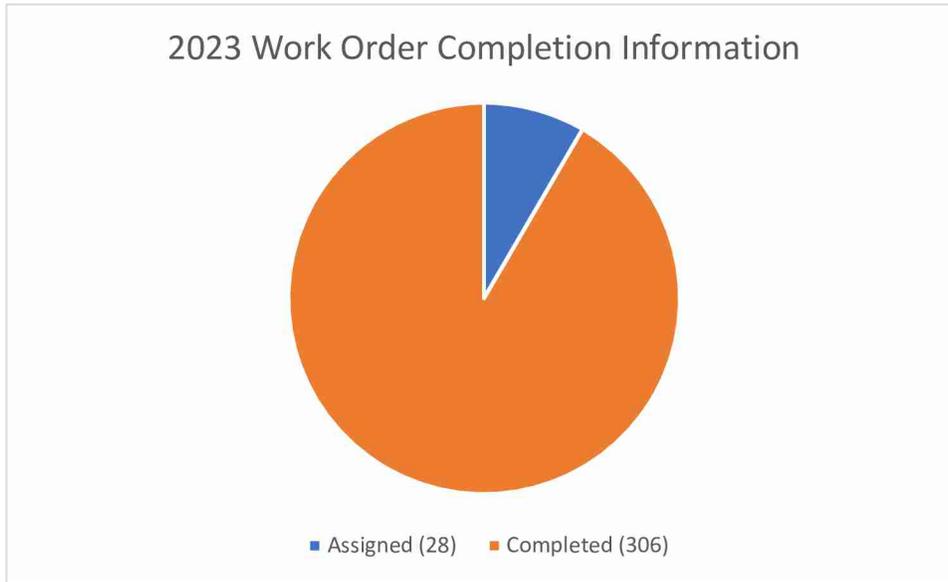
- **2023/2023 Comparison: Call Log Summary**
- **2023 Work Order Summary**
- **Example Work Orders (Garbage and Culvert)**

**2022/2023 Call Log Summary:**

Year	Division 1	Division 2	Division 3	Division 4	Division 5	Division 6	Division 7	General	Total
2022	90	41	66	130	91	133	109	19	679
2023	42	13	39	33	41	62	41	19	271



## Work Order Summary 2023:



2023 Work Orders by Category	
Beaver Activity	28
Bridge Maintenance	3
Brushing	17
Culverts	47
Garbage	10
Other	28
Railway Crossing Maintenance	6
Road Maintenance	156
Signage	27
Weed Control	2
Winter Road Maintenance	10
<b>Total</b>	<b>334</b>

2023 Work Orders by Division	
Division 1	83
Division 2	32
Division 3	69
Division 4	38
Division 5	39
Division 6	38
Division 7	35
<b>Total</b>	<b>334</b>



**Work Order Number: GP20240110S1**

**Order Date:** 1/10/2024 12:00:00 AM

**Work Type:** Garbage Removal

**Start Date:** 1/10/2024 12:00:00 AM

**End Date:** 1/10/2024 12:00:00 AM

**Latitude DD:** 53.5994

**Longitude DD :** -112.072

**Name:** Norm

**Contact Number:**

**Contact Email:**

**Legal Land Description:**

**Rural Approach:**

**Status:** Completed

**Assigned Operator:** 330grader

**Comments:** Someone dumped garbage, etc. on the roadway. Twp 534 west of Hwy 857. Please check this out and take care of it.

[330grader]2024-01-10 02:01:01

Garbage is loaded and will be disposed of.

File Name: EA0E7B3F-37E9-4E94-9987-288BBD395BDC.jpeg

Create By: 330grader

Create Date: 1/10/2024 2:07:01 PM



File Name: 8F043319-5C22-439C-9A49-368AC79533C5.jpeg

Create By: 330grader

Create Date: 1/10/2024 2:07:01 PM



**Work Order Number: CM2044S1**

<b>Order Date:</b>	11/10/2023 12:00:00 AM	<b>Work Type:</b>	Culvert Maintenance
<b>Start Date:</b>	11/1/2023 12:00:00 AM	<b>End Date:</b>	11/30/2023 12:00:00 AM
<b>Latitude DD:</b>	53.4568	<b>Longitude DD :</b>	-111.5509
<b>Name:</b>	Justin Patterson	<b>Contact Number:</b>	7809183023
<b>Contact Email:</b>	Jpatterson@minburncounty.ab.ca	<b>Legal Land Description:</b>	
<b>Rural Approach:</b>		<b>Status:</b>	Completed
<b>Assigned Operator:</b>	Jpatterson		

**Comments:** Rip Rap west end of culvert to prevent beaver activity and erosion. hauled in 13 tonnes of Rip Rap from Innisfree pit with unit #90 and dug out in front of culvert with trackhoe, install filter cloth and placed rip rap.

File Name: Mikes culvert 3.jpg  
Create By: Jpatterson

Create Date: 11/10/2023 9:07:31 AM



File Name: Mikes culvert 2.jpg  
Create By: Jpatterson

Create Date: 11/10/2023 9:07:31 AM



File Name: Mikes culvert.jpg

Create By: Jpatterson

Create Date: 11/10/2023 9:07:31 AM





## ADMINISTRATION REPORTS

**Name: Darwin Ullery**

**Department: Agriculture and Utilities**

**Reviewed by:** *P. Redden*

**For Presentation at: January 15, 2023. Council Meeting**

**From Date: December 12, 2023**

**To Date: January 15, 2024**

---

### **Agricultural Service Board Update:**

- We have been grading samples at Seed Plants, and they will be approximately 75% completed this week.
- In speaking with the Seed Plant Managers, they detected a high level of fusarium (up to 50% of samples submitted) levels of infection ranging from .5% to 7%.
- Brush mulching in Division 1 should be completed by the Council meeting, and the crew will be moving west on the south side of Highway 16.

### **Water and Sewer Utility Update:**

- Nothing to report this month.

### **Waste Management:**

- Nothing to report this month.

**Attachments: N/A**



## ADMINISTRATION REPORTS

**Name: Davin Gegolick**

**Department: Planning & Community Services**

**Reviewed by:** *P. Padobanofny*

**For Presentation at: January 15, 2024 Council Meeting**

**From Date: December 18, 2023**

**To Date: January 10, 2024**

---

### **Planning Update:**

- Attended Vegreville FCSS meeting – December 20
- Met with Lavoy Cemetery group – December 21

### **Subdivision Update:**

- Received subdivision files: #01-2024, 02-2024
- Prepared subdivision endorsement file: 02-2023

### **Economic Development Update:**

- Applied for Small Community Opportunity Program grant to fund the Economic Development Communications Project
- Received notice of a proposed battery storage facility located at the Warwick gas storage facility – NE 7-53-14-4
- Crossroads Economic Development Alliance meeting – January 9

### **Attachments:**

- RFD – Utilities within Road Allowance Special Approval Request
- RFD – Subdivision file #14-2023
- RFD – SCOP Application – Economic Development Communications Project
- Proposed battery storage facility

January 2024

**RECEIVED**

THE COUNTY OF MINBURN  
BOX 550  
VEGREVILLE, AB T9C1R6

JAN 05 2024

COUNTY OF MINBURN NO. 27

**Warwick Gas Storage – Battery Storage Facility**

---

Dear THE COUNTY OF MINBURN,

As a caveat holder within proximity of Warwick natural gas storage facility, we invite you to provide input on the addition of a proposed battery storage facility to the site. Your questions and feedback on this proposed project are important and will inform an application with the Alberta Utilities Commission (AUC).

Rockpoint Gas Storage is proposing to construct a 11-Megawatt (MW) battery storage facility project (the Project) located north of Vegreville in Minburn County No. 27. The proposed Project will:

- Be built inside the fence line of the existing Warwick natural gas storage facility.
- Consist of a lithium-ion battery storage facility to store electricity.
- Connect directly to the existing 25-kilovolt (kV) ATCO distribution line at the site.

Battery storage does not create new electricity, but rather holds previously generated electricity in large capacity batteries. Battery storage facilities are safe. Rockpoint will be using larger versions of lithium-ion batteries which are used for everyday needs.

Please find enclosed a newsletter, Project Map, and AUC brochure. This information will explain the Project, timelines, facility layout, safety mitigations being put in place, and regulatory process required.

The Project team is engaging with the community and undertaking an environmental evaluation prior to the end of spring 2024. We encourage you to reach out to our team by email ([WarwickBSF@maskwaenv.com](mailto:WarwickBSF@maskwaenv.com)) or by phone (1-800-265-4977).

We look forward to working with you and the community as the Project develops.

**Jacky Susilo**  
Project Manager

**Harold Gold**  
EHS Manager



# WARWICK GAS STORAGE – BATTERY STORAGE FACILITY



## WHAT IS THIS PROJECT?

Rockpoint Gas Storage is proposing to construct an 11-Megawatt (MW) battery storage project (the Project) located north of Vegreville in Minburn County No. 27. The proposed Project will be built inside the fence line of the existing Warwick natural gas storage facility. The Project will consist of a lithium-ion battery storage facility (BSF) to store electricity.

The Project will be constructed and operated by Rockpoint Gas Storage. The new Warwick battery storage facility (BSF) will connect directly to the existing 25-kilovolt (kV) ATCO distribution line at the site.

## HOW WILL IT WORK?

Battery storage does not create new electricity, but rather holds previously generated electricity in large capacity batteries. During periods of low demand, the new BSF will draw electricity from the Alberta grid for storage. Conversely during peak or high demand periods, the new Warwick BSF will release stored electricity to the Alberta Interconnected Electric System (AIES) in times of need. Battery storage balances periods of high and low demand, supporting reliability of the Alberta electricity network.

## WHAT WILL BE IN THE BSF?

The plan being developed by Rockpoint is to locate the new 11MW BSF in the southeast corner of the existing Warwick natural gas storage site.

The BSF facility will be built on a new gravel pad inside the existing fence line and comprise of the following components:

- 6 Battery modules with inverters – Each BSF module will be a modular container that resembles a white shipping container.
- 3 BSF step-up transformers
- 1 Grounding transformer
- Switchgear and control building to regulate and protect the power system
- Outdoor lights

The BSF facility will be directly connected to the existing 25kV ATCO distribution line at Warwick site. The BSF will be stored in modular containers that look like white shipping containers. As part of the safe planning of the project, the containers will be leakproof and set apart from one another.

Please see the Project map and site layout on the reverse of this notice.

## WHAT IS THE LIFESPAN OF THE BATTERY?

The BSF is expected to have a lifespan of 20 years. Additional operation can be expected past this lifecycle with proper maintenance and battery replacements as required. When the batteries reach the end of their useful life, individual components will be recycled or disposed of in a safe manner according to regulations and the manufacturer's recycling program.

## WHAT DO BATTERY STORAGE FACILITIES LOOK LIKE?

BSF containers are typically white and are comparable in shape to a standard shipping container.

## HOW SAFE ARE BSF?

BSF are safe. Rockpoint will be using larger versions of lithium-ion batteries which are used for everyday needs in technology and electric vehicles.

In an effort to be proactive, Rockpoint will have a well-lit facility that is monitored around the clock to proactively identify any potential issues that arise.

As part of the regulatory process, and with a keen eye on safety, Rockpoint has an existing emergency response plan (ERP) for the Warwick gas facility. This ERP will be amended to include the addition of the proposed BSF equipment and shared with the local municipality and emergency services. The ERP will follow safety, regulatory and compliance codes, as well as create a proper notification process in the event of an emergency.

A working copy of the site-specific ERP will accompany the Alberta Utilities Commission (AUC) application and be made available to the public at the time of filing.

## WHO WILL APPROVE THE BSF?

The Project will be submitted for regulatory review and approval in the upcoming months to the AUC. Information regarding the AUC review process and how you can participate can be found through the AUC:

- The enclosed brochure "Participating in the AUC's independent review process to consider facility applications"
- Website [www.auc.ab.ca](http://www.auc.ab.ca).



## WHAT IMPACTS CAN I EXPECT?

During construction, landowners can potentially anticipate:

- Noise from construction
- Increase in traffic to and from the site
- Potential dust during construction

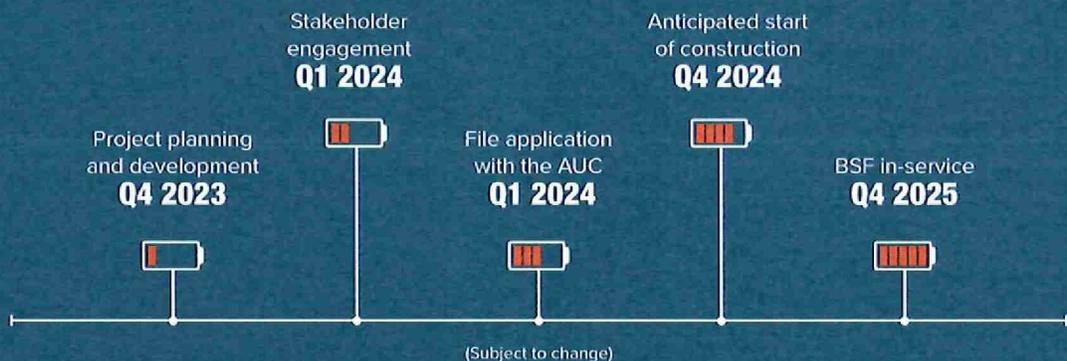
Rockpoint will make all reasonable attempts to mitigate any issues for surrounding landowners.

As part of the Project application, the new BSF will be required to meet AUC Rule 012: Noise Control requirements. To meet these requirements, Rockpoint will conduct a noise impact assessment (NIA) prior to the application. If required, Rockpoint will take the necessary steps to mitigate any noise from the BSF.

## WHAT ENVIRONMENTAL ASPECTS ARE CONSIDERED?

Rockpoint will submit an environmental evaluation as part of the BSF application that considers potential impacts and potential mitigation to environmental features. Evaluations consider a desktop review and site visit(s), as applicable, and will be summarized for consideration by regulatory decision-makers (i.e., AUC).

## TIMELINES



## CONTACT US

We want to hear from you if you have any questions or feedback, please give our team a call at **1-800-265-4977** or email us at [WarwickBSF@maskwaenv.com](mailto:WarwickBSF@maskwaenv.com)

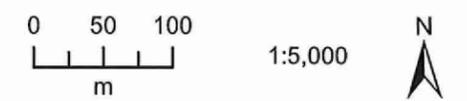
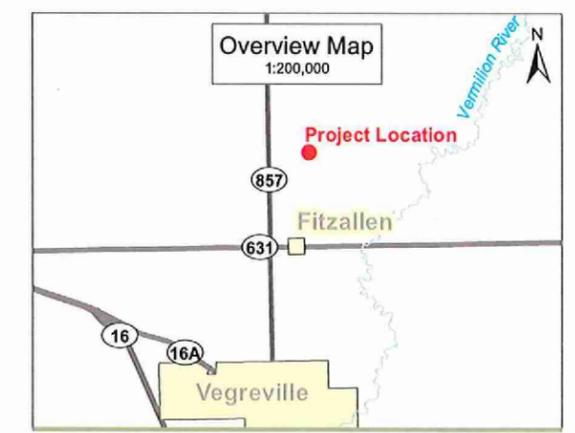




Warwick Battery Storage Facility 11 MW

### Proposed Warwick Battery Storage Facility

- Proposed Battery Storage Facility
- Warwick Natural Gas Storage Facility
- Existing ATCO Distribution Line
- Existing 69 kV Transmission Line



Produced For: Rockpoint Gas Storage	Produced By: L. Merrill
Map Date: January 2, 2024	Map #: Overview Map Rev. 0
<small>This document is created solely for the use of Rockpoint Gas Storage. Maskwa Environmental Consulting Ltd. assumes no liability to any other third party for any representation contained in this drawing. Although there is no reason to believe that there are any errors associated with the data used to create this map product, users of this data are advised that errors may be present. Scale of the map is 1:5,000 when printed at 11" by 17".          Coordinate System: NAD 83 UTM Zone 12N          Path: G:\Client\Rockpoint\RD23197_Warwick\03_L1\figging\20231218_Overview_Map.dwg</small>	



**ADMINISTRATION REPORTS**

**Name: Mike Fundytus**

**Department: Protective Services**

**Reviewed by:** *P. Pedcharang*

**For Presentation at: January 15th, 2024, Council Meeting**

**From Date: Dec 12, 2023,**

**To Date: January 4<sup>th</sup>, 2024**

**Fire Department Update:**

<b>Call Type</b>	<b>Date</b>	<b>Details</b>	<b>Station Dispatched</b>
Medical	Dec 12	County medical	Mannville
Medical	Dec 15	Village Medical	Mannville
Medical	Dec 15	Village Medical	Innisfree
MVC	Dec 17	Hwy 16 Twp 513A	Innisfree
Medical	Dec 17	County Medical	Innisfree
Medical	Dec 18	Village Medical	Mannville
Medical	Dec 20	Village Medical	Innisfree
MVC	Dec 24	Hwy 631 Hwy 36	Vegreville
Medical	Dec 25	Village Medical	Mannville
Fire	Dec 26	Twp 524 & RR 142 Bale on Fire	Vegreville
Medical	Dec 26	County Medical	Mannville
MVC	Dec 27	Reported MVC Could not find any MVC	Mannville

- Total Fire Responses:
  - Mannville - 6
  - Innisfree - 4
  - Vegreville - 2
  
- Currently issuing fire permits till Jan 31

**Emergency Management Update:**

- Virtual meeting with Regional Field Officer John Lamb

**OH&S Update:**

- Ongoing health and safety inspections throughout the County.

**RCMP Liaison:**

- Nothing to report.



# 2023 Minburn County Fire Dept Annual Report

# 2023 Highlights

New Scott X3 Pro SCBA

Fire Hall Repairs Approved (2024 completion)

Replacement of thermal drone

Portable tank storage upgrade on unit 912.

Provincial wildfire deployments to Parkland County, Yellowhead County, Slave Lake, High Level, Chateh, and out of province deployment to Hay River NWT

11 new members recruited





# MCFD 2023 By The Numbers

**Monday**



**Busiest Day of the Week**

**5:00pm -6:00pm**



**Busiest Hour of the Day**

**6 Minutes 47 Seconds**



**Avg Chute Time**

**7 Minute 44 Seconds**



**Average Travel Time to Call**

**14 minutes 19 Seconds**



**Average Total Response Time**

**4.14**



**Average Members On Scene/Call**

**30**



**Number of Members**

**159**



**Number of Emergency Calls**

**363**



**Fire Permits Issued**

**2661**



**Population Protected**

**1866**



**Square Kilometers Protected**

**\$482,928,285**



**Assessed Value Protected**

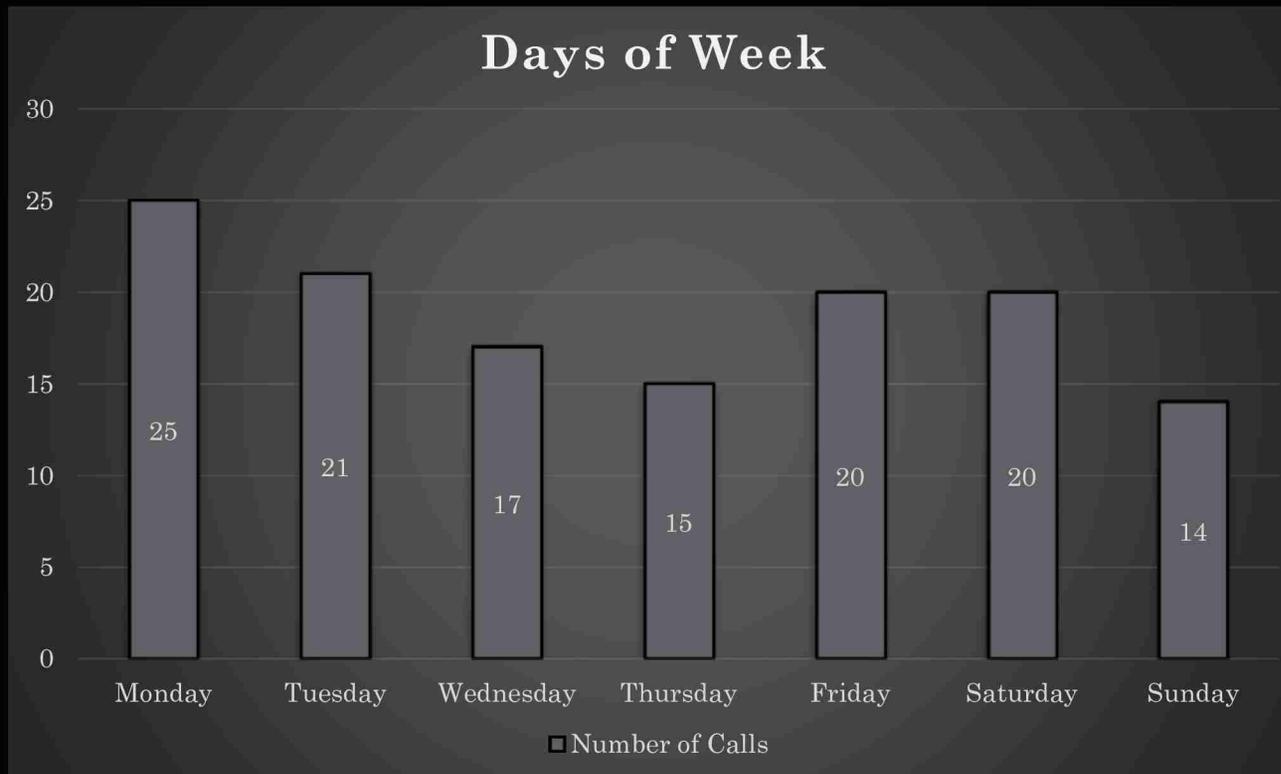
Chute Time = Time from Dispatch to 1<sup>st</sup> truck leaving hall

Travel Time = Length of Time Driven to Arrive On Scene

Total Response Time = Chute Time + Travel Time

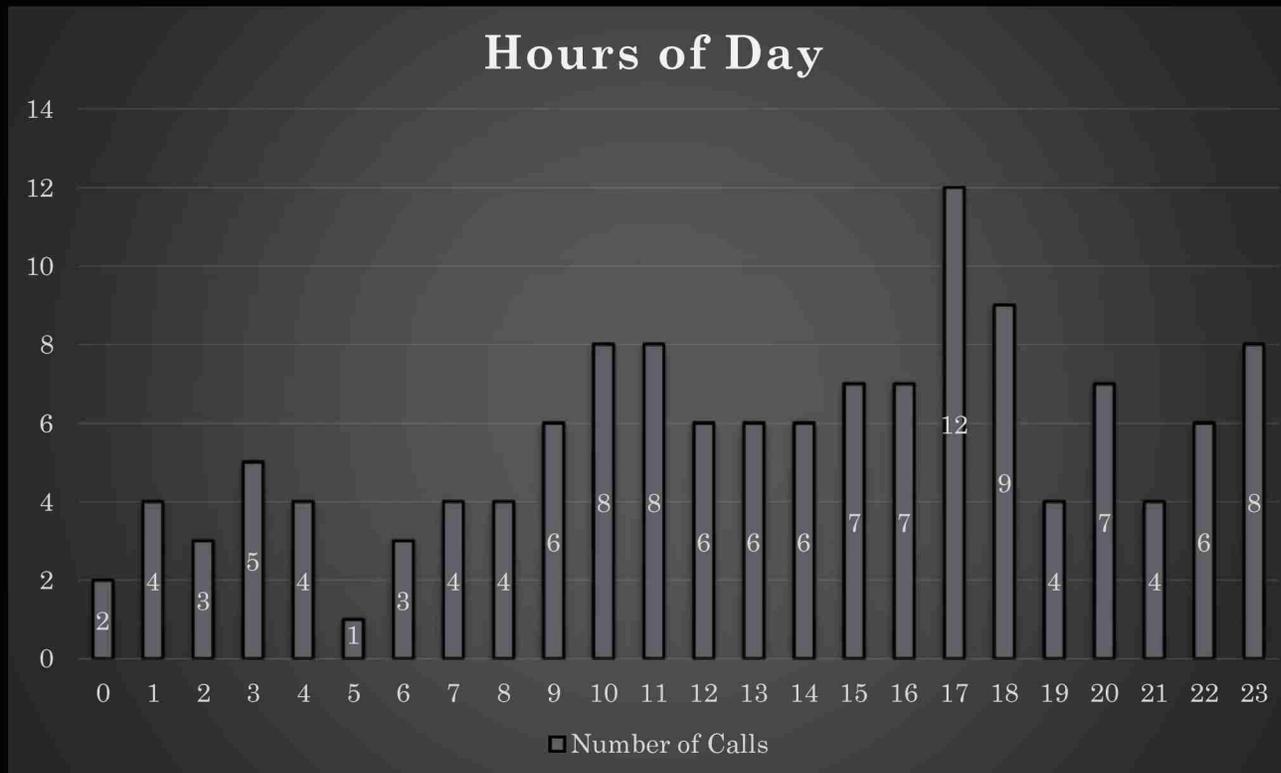


# MCFD Call Volumes





# MCFD Call Volumes



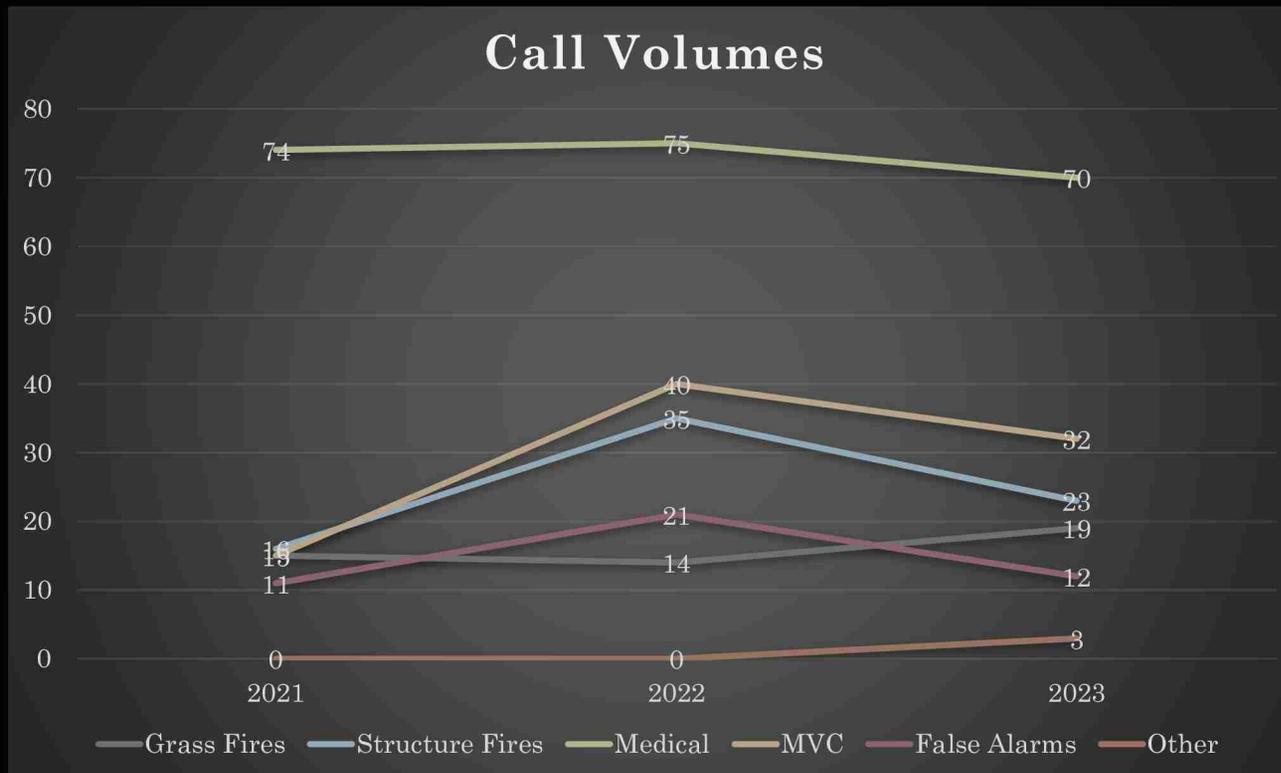


## Year to Year Comparison

	2023	2022	2021
Grass Fires	19	14	15
Structure Fires	23	35	16
Medical	70	75	74
MVC	32	40	15
False Alarm	12	21	11
Other	3	0	0
Total Calls	159	185	131
Chute Time	6 Min 47 Seconds	5 Min 53 Seconds	5 Minutes
Avg Members On Scene	3.6	3.8	4.6
Revenue Generated	\$580,360.00	\$169,619.00	\$83,638.96

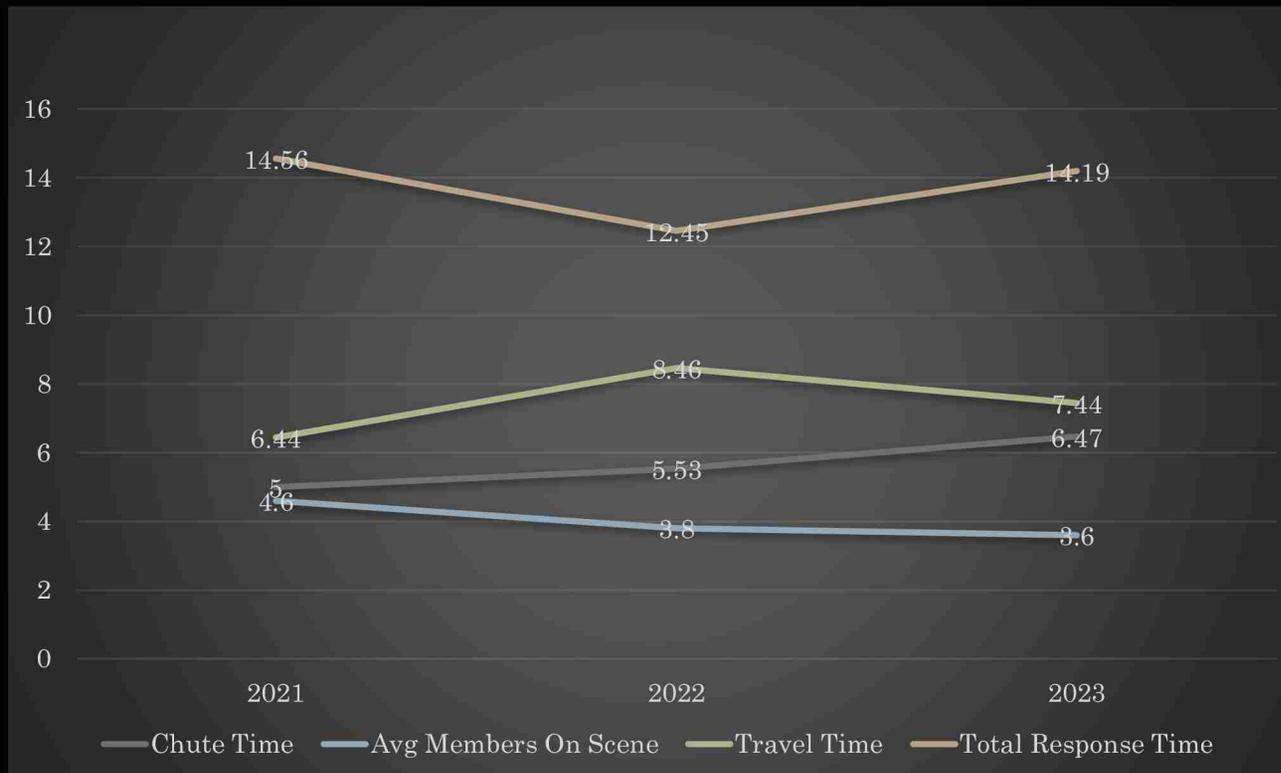


# Year to Year Comparison





# Year to Year Comparison





# County Calls

**Monday**



**Busiest Day**

**17:00 am – 18:00pm**



**Busiest Hour of the Day**

**7 Minutes 6 Seconds**



**Average Chute Time**

**11 Minutes 5 Seconds**



**Average Travel Time**

**17 Minutes 8 Seconds**



**Average Response Time**

**4.8**



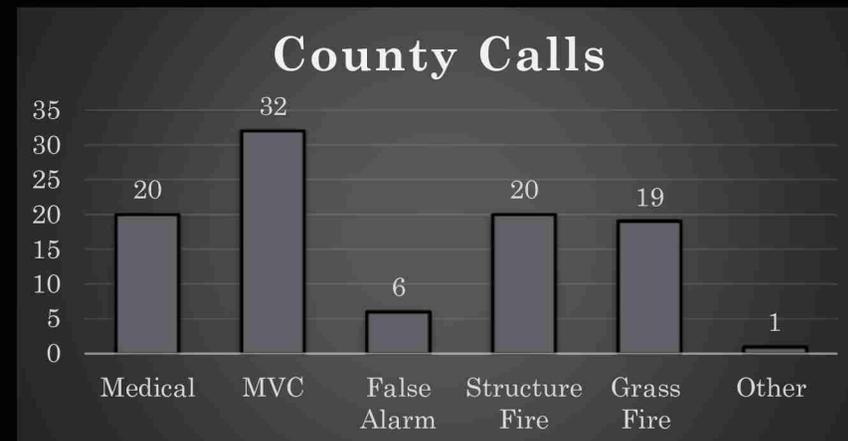
**Average # Members on Scene**

Chute Time = Time from Dispatch to 1<sup>st</sup> truck leaving hall

Travel Time = Length of Time Driven to Arrive On Scene

Total Response Time = Chute Time + Travel Time

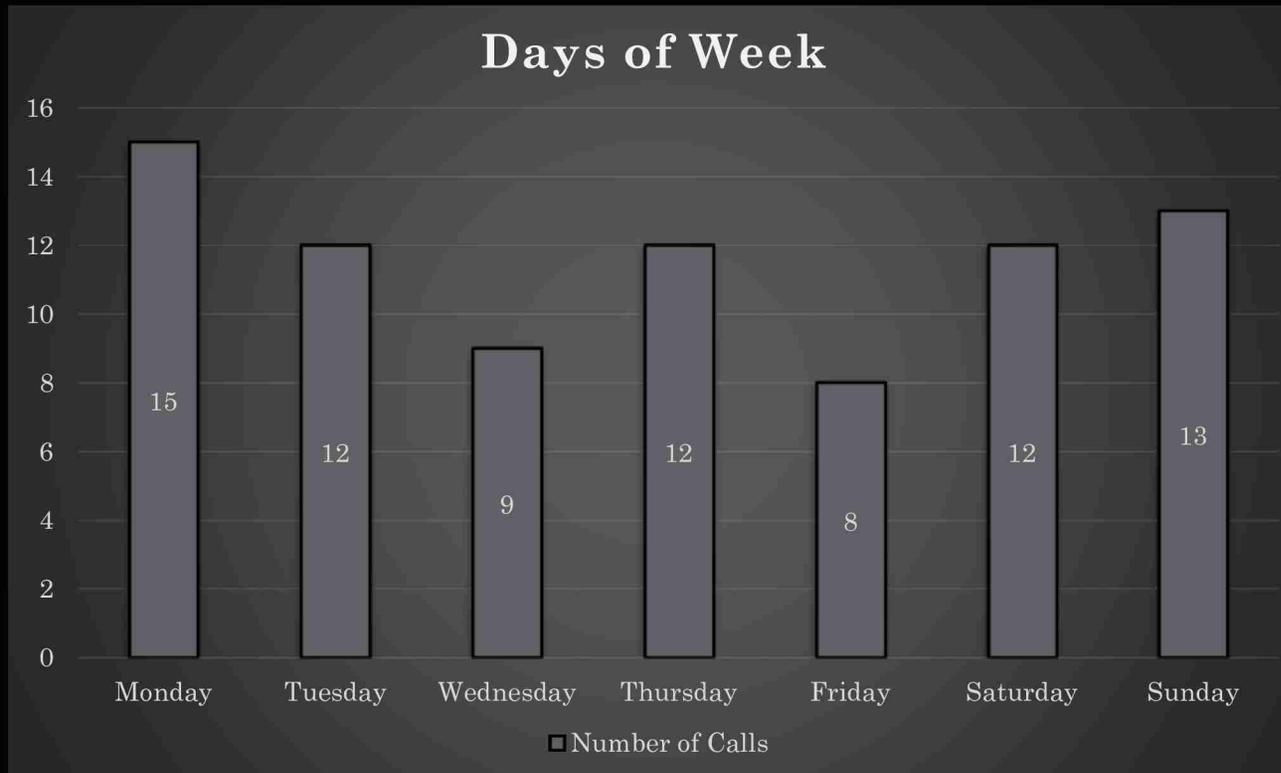
<b>Total Number of Calls</b>	<b>98</b>
<b>Total hours on Calls</b>	<b>713 Hours 27 Minutes</b>
<b>Revenue from County Ratepayers</b>	<b>\$47,851.25</b>
<b>Revenue from AT</b>	<b>\$54,475.00</b>
<b>Revenue from Deployment</b>	<b>\$457,783.75</b>



Structure Fires = any fire which a vehicle or structure were involved

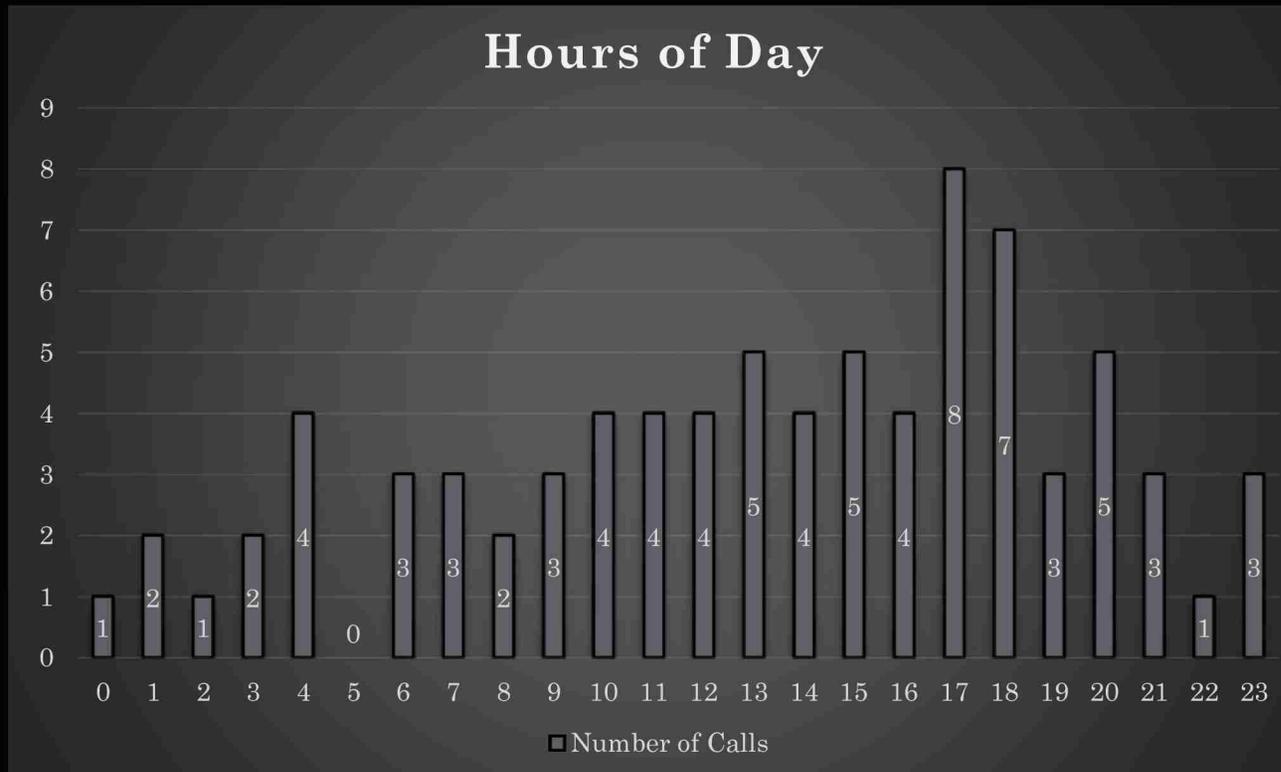


# MCFD County Call Volumes





# MCFD County Call Volumes





# Contract Services to Village Of Mannville

**Friday**



**Busiest Day of the Week**

**11:00 am – 12:00pm**



**Busiest Hour of the Day**

**6 Minutes and 1 Seconds**



**Average Chute Time**

**2 Minutes and 4 Seconds**



**Average Travel Time**

**9 Minutes 44 Seconds**



**Average Response Time**

**3.2**



**Average # Members on Scene**

Chute Time = Time from Dispatch to 1<sup>st</sup> truck leaving hall

Travel Time = Length of Time Driven to Arrive On Scene

Total Response Time = Chute Time + Travel Time

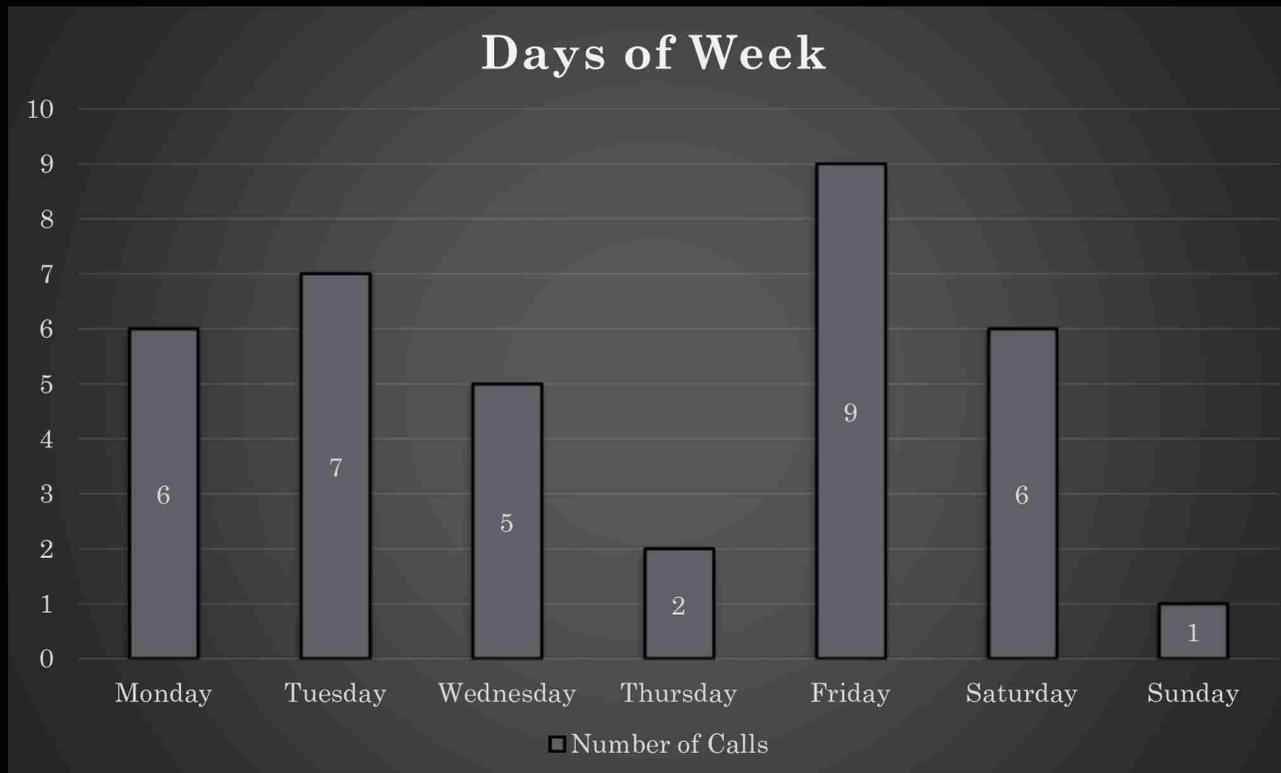
<b>Total Number of Calls</b>	<b>39</b>
Total hours on Calls	113 Hours 44 Minutes
Total Hours Training	773
Revenue from Village Contract	\$12,500
Revenue from Village Ratepayers	\$2,250
2023 Village Cost per capita for Fire Protection	\$16.34



Structure Fires = any fire which a vehicle or structure were involved

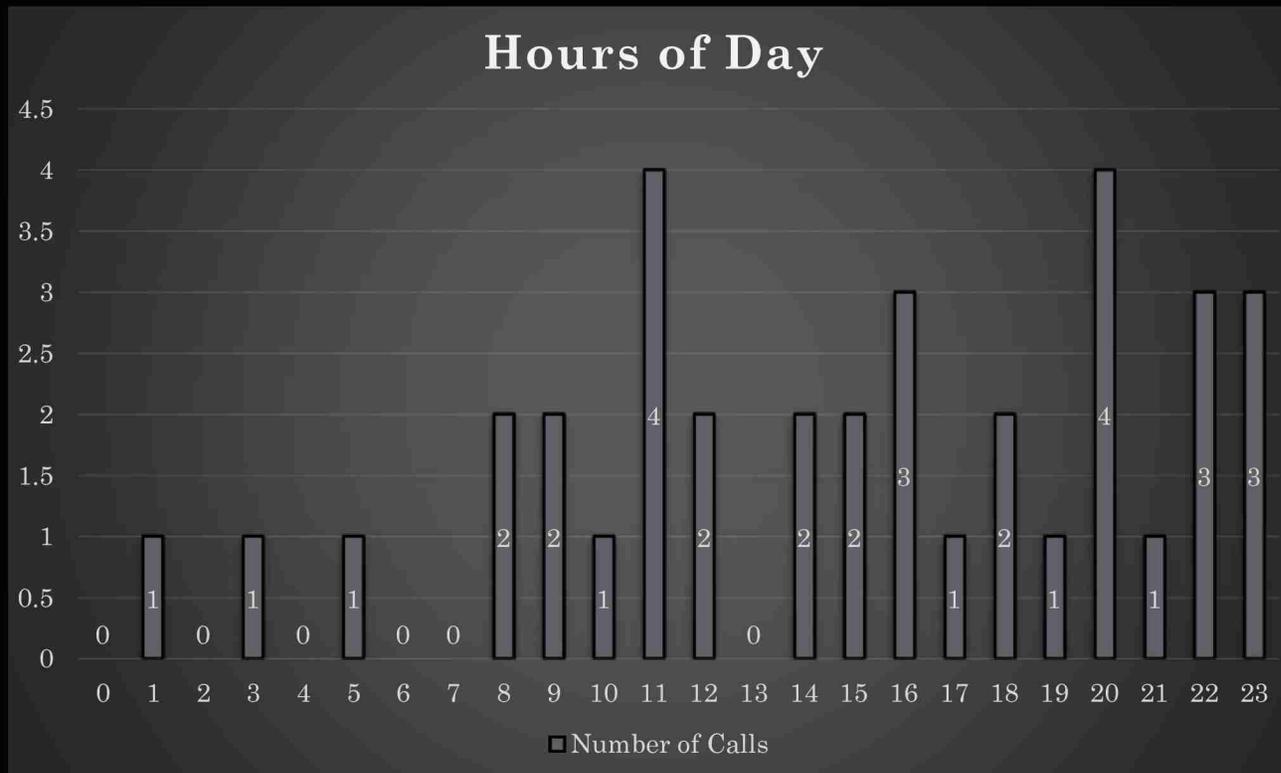


# MCFD Village of Mannville Call Volumes





# MCFD Village of Mannville Call Volumes





# Contract Services to Village Of Innisfree

**Friday**



**Busiest Day of the Week**

**2 Minutes and 30 Seconds**



**Average Travel Time**

**10:00 am – 11:00pm**



**Busiest Hour of the Day**

**9 Minutes 14 Seconds**



**Average Response Time**

**6 Minutes and 51 Seconds**



**Average Chute Time**

**2.4**



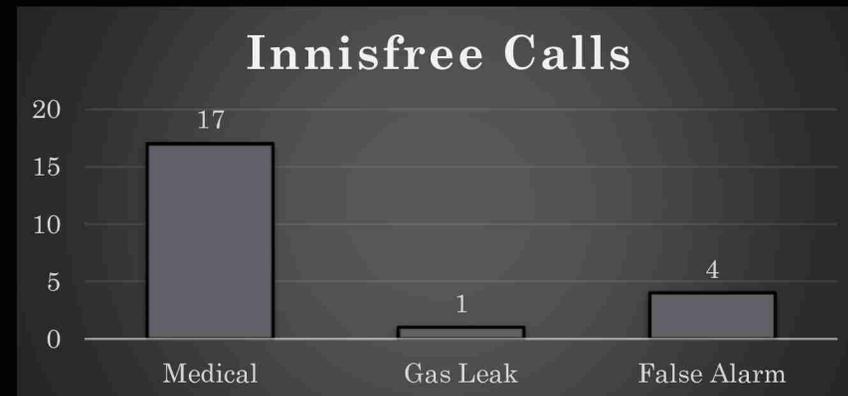
**Average # Members on Scene**

Chute Time = Time from Dispatch to 1<sup>st</sup> truck leaving hall

Travel Time = Length of Time Driven to Arrive On Scene

Total Response Time = Chute Time + Travel Time

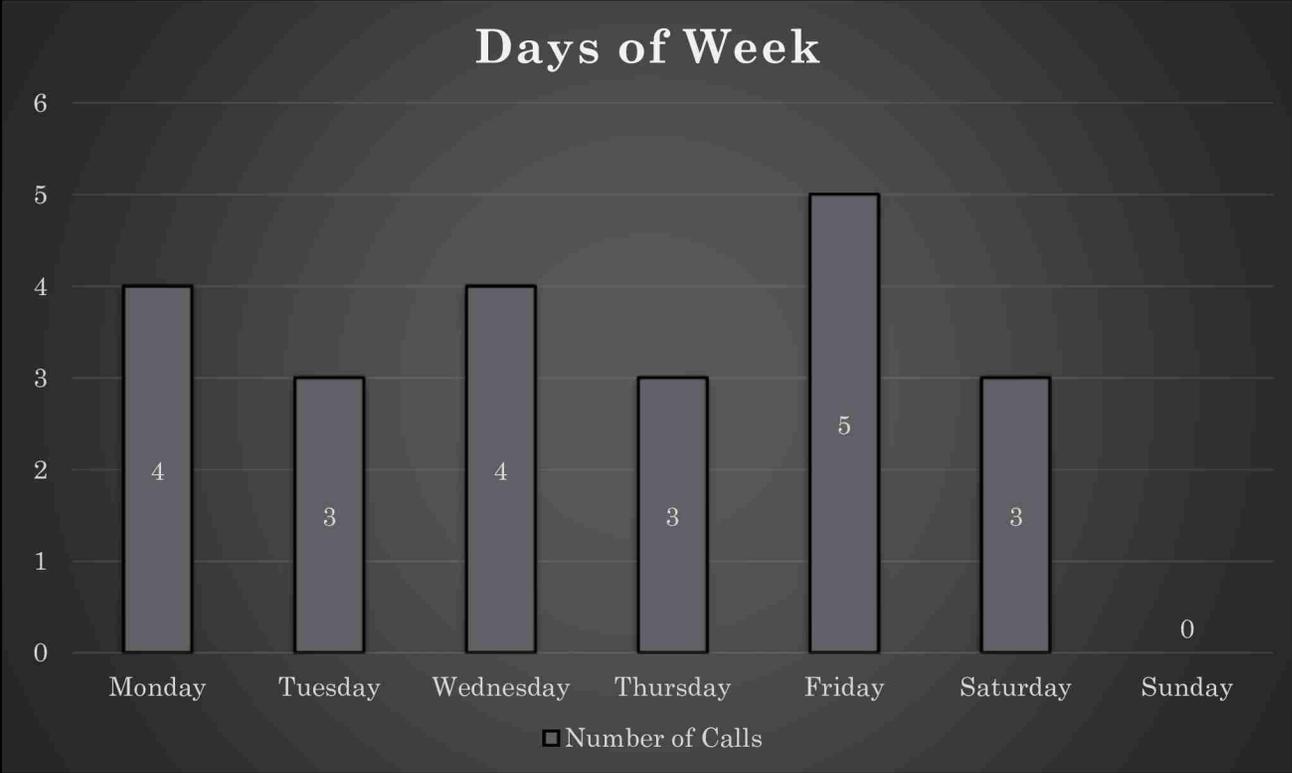
<b>Total Number of Calls</b>	<b>22</b>
Total hours on Calls	34 Hours 19 Minutes
Total Hours Training	743.5
Revenue from Village Contract	\$5,000
Revenue from Village Ratepayers	\$750
2023 Village Cost per capita for Fire Protection	\$26.74



Structure Fires = any fire which a vehicle or structure were involved

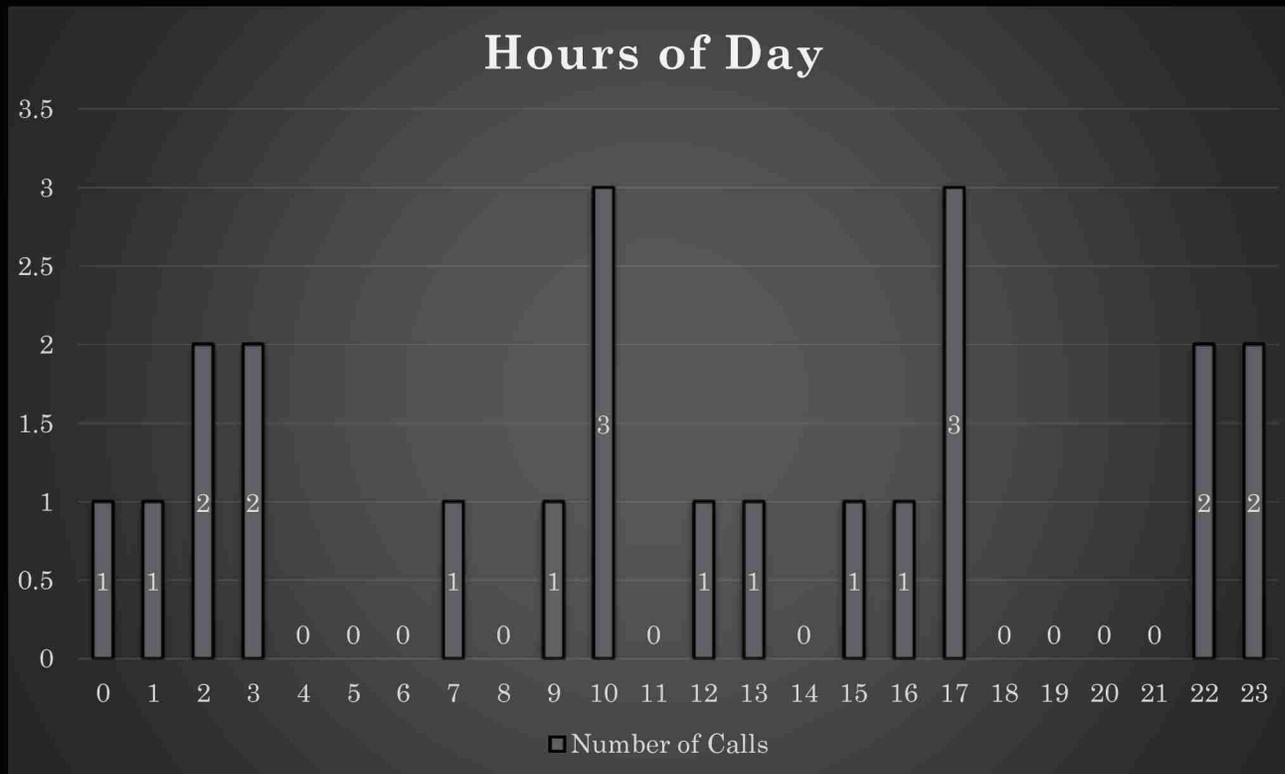


# MCFD Village of Innisfree Call Volumes





# MCFD Village of Innisfree Call Volumes





# Vegreville Fire Calls in County

**Saturday**



**Busiest Day of the Week**

**6:00 pm – 7:00pm**



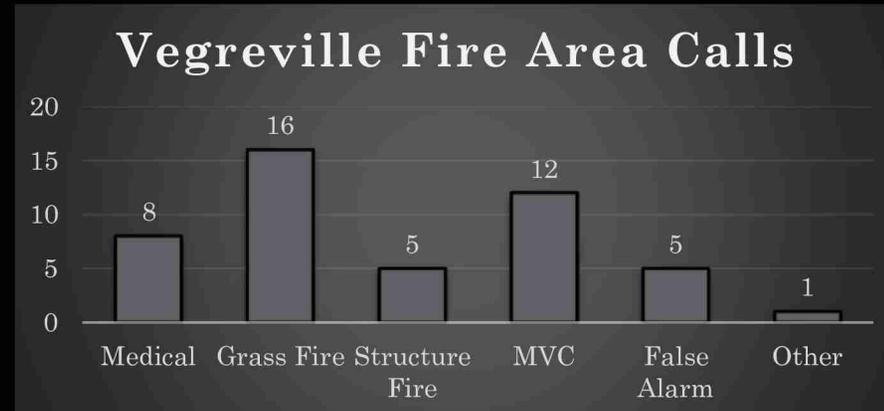
**Busiest Hour of the Day**

**10 Minutes 3 Seconds**



**Average Chute Time**

Total Number of Calls	47
Total billable calls per agreement	28
Population Protected	1305
Total cost for Veg fire	\$69,715



Structure Fires = any fire which a vehicle or structure were involved



**ADMINISTRATION REPORTS**

**Name:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**Reviewed by:** *P. Podoborsky*

**For Presentation at:** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

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**Department Updates:**

**Department Updates Cont'd.:**

**Attachments:**



**County of Minburn No. 27**  
**2023 Statement of Financial Position**  
*As At December 31, 2023*  
*Interim Final*

<b>FINANCIAL ASSETS</b>	<b>Dec/2023</b>	<b>Nov/2023</b>	<b>Dec/2022</b>
Cash & Temporary Investments	22,971,781	23,819,121	26,813,364
Receivables			
Taxes & Grants in Place of Taxes Receivable	712,251	768,942	341,330
Due From Governments	239,973	247,038	216,178
Trade & Other Receivables	426,378	198,260	393,821
Long Term Receivables	502,415	509,672	785,606
Land Held for Resale	169,407	169,407	169,407
<b>Total Financial Assets:</b>	<b>\$ 25,022,206</b>	<b>\$ 25,712,441</b>	<b>\$ 28,719,706</b>
<b>LIABILITIES</b>	<b>Dec/2023</b>	<b>Nov/2023</b>	<b>Dec/2022</b>
Accounts Payable & Accrued Liabilities	13,078,301	13,027,256	1,236,781
Asset Retirement Obligation	398,008	398,008	398,008
Deposit Liabilities	-	-	-
Deferred Revenue	1,484,413	1,484,805	37,722
Employee Benefit Obligations	- 52,254	- 47,322	224,462
<b>Total Liabilities:</b>	<b>\$ 14,908,468</b>	<b>\$ 14,862,748</b>	<b>\$ 1,896,973</b>
<b>Net Financial Assets:</b>	<b>\$ 10,113,738</b>	<b>\$ 10,849,693</b>	<b>\$ 26,822,733</b>
<b>NON-FINANCIAL ASSETS</b>	<b>Dec/2023</b>	<b>Nov/2023</b>	<b>Dec/2022</b>
Tangible Capital Assets	26,734,475	27,166,610	27,170,734
Inventory for Consumption	21,687,595	21,703,150	7,095,377
Prepaid Expenses	258,609	202,054	229,459
<b>Total Non-Financial Assets:</b>	<b>\$ 48,680,679</b>	<b>\$ 49,071,814</b>	<b>\$ 34,495,570</b>
<b>ACCUMULATED SURPLUS:</b>	<b>\$ 58,794,417</b>	<b>\$ 59,921,508</b>	<b>\$ 61,318,303</b>
<b>Difference:</b>	<b>-\$ 2,523,886</b>	<b>-\$ 1,396,795</b>	



**County of Minburn No. 27**  
**2023 Revenue & Expenditure Report**  
**For Month Ending December 31, 2023**  
*~ Interim Final ~*

<b>REVENUE</b>	<b>2023 Current Month</b>	<b>2023 Year-To-Date</b>	<b>2023 Budget</b>	<b>% of Budget Used</b>	<b>Same Period Last Year</b>
Net Municipal Taxes	- 488,657	13,520,207	13,498,190	100.2%	100.5%
User Fees & Sale of Goods	29,936	322,635	342,950	94.1%	141.1%
Government Transfers	-	617,927	3,145,411	19.6%	92.3%
Investment Income	46,351	468,419	532,500	88.0%	91.6%
Penalties & Costs on Taxes	-	121,531	112,900	107.6%	59.5%
Gain on Disposal of Tangible Assets	54,354	142,630	139,300	102.4%	-2.8%
Other	14,089	692,135	189,723	364.8%	90.3%
<b>Totals:</b>	<b>-\$ 343,926</b>	<b>\$ 15,885,485</b>	<b>\$ 17,960,974</b>	<b>88.4%</b>	<b>96.8%</b>

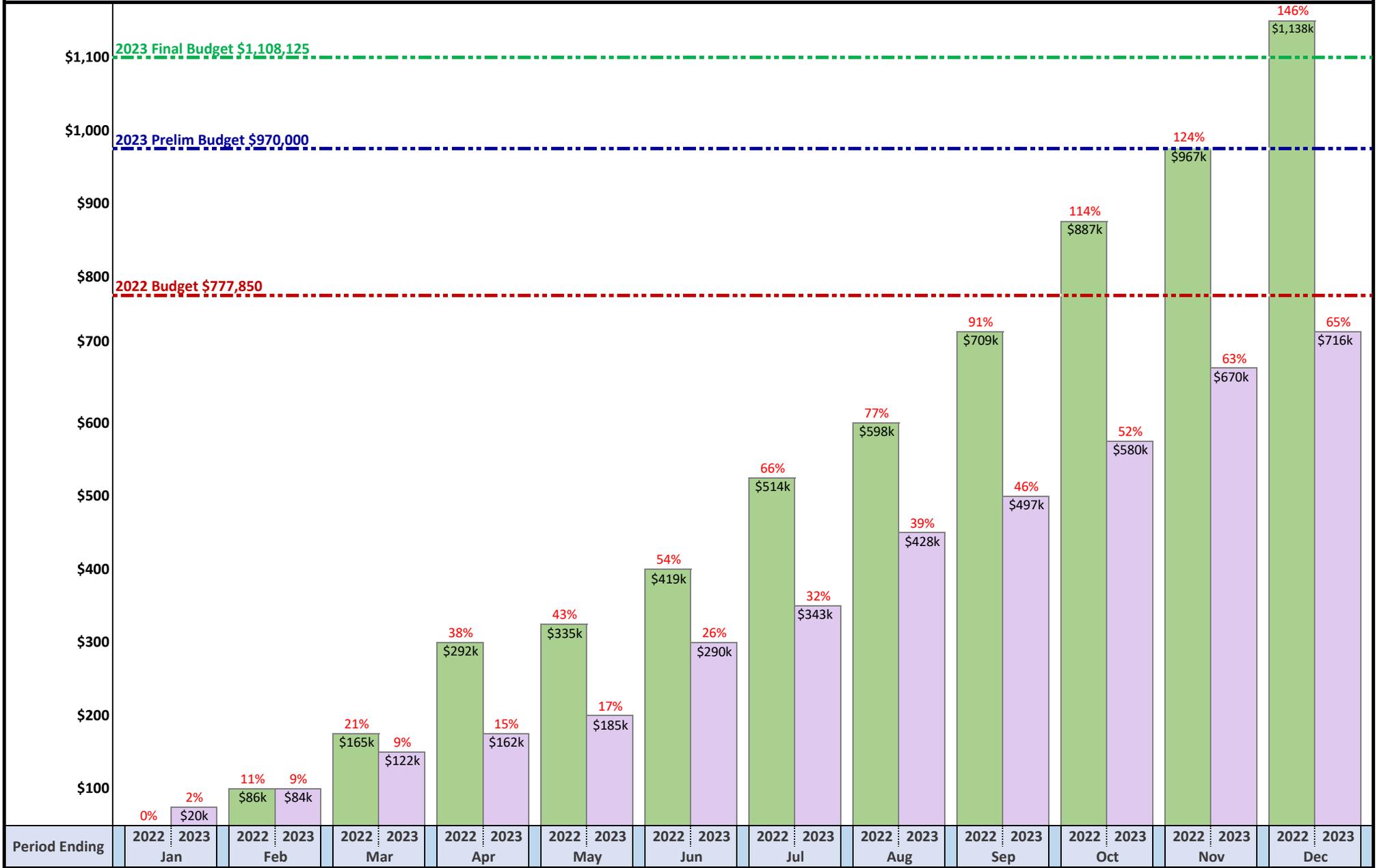
<b>EXPENDITURES</b>	<b>2023 Current Month</b>	<b>2023 Year-To-Date</b>	<b>2023 Budget</b>	<b>% of Budget Used</b>	<b>Same Period Last Year</b>
Administrative & Legislative	188,752	2,185,060	2,962,002	73.8%	62.0%
Fire Protection & Safety Services	53,301	787,904	974,507	80.9%	62.8%
Emergency Dispatch Services	-	9,060	11,000	82.4%	90.7%
Policing Services	-	214,078	230,000	93.1%	92.3%
Bylaw Enforcement, Health & Safety	1,672	25,369	77,650	32.7%	55.2%
Roads, Streets, Walks, Lights	412,759	12,511,616	19,931,007	62.8%	62.0%
Water Supply & Distribution	9,958	169,189	253,194	66.8%	101.7%
Wastewater Treatment & Disposal	5,853	43,937	86,596	50.7%	108.1%
Waste Management	42,673	705,523	789,339	89.4%	92.3%
Family & Community Support Services	-	167,121	163,756	102.1%	99.7%
Cemeteries	961	4,961	4,231	117.3%	98.5%
Planning & Economic Services	41,422	371,824	565,428	65.8%	110.0%
Agricultural Services Board	21,308	478,154	608,742	78.5%	90.7%
Recreation & Library Services	4,524	735,575	853,967	86.1%	102.6%
<b>Totals:</b>	<b>\$ 783,184</b>	<b>\$ 18,409,370</b>	<b>\$ 27,511,419</b>	<b>66.9%</b>	<b>66.4%</b>

**Difference:** **-\$ 2,523,886**

## County of Minburn No. 27

### County-Wide Fuel 2022 - 2023 Comparison

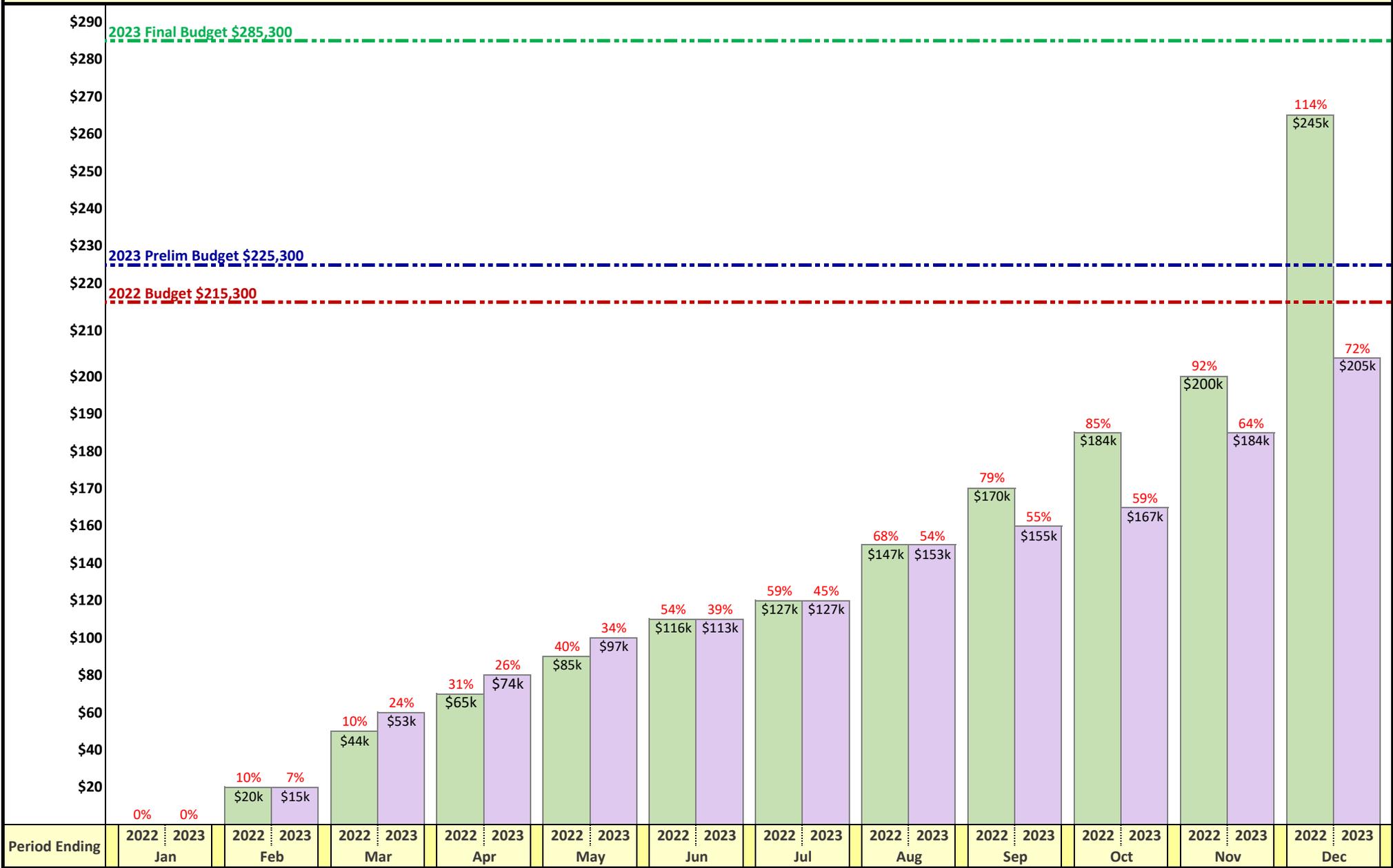
In Thousands



## County of Minburn No. 27

### County-Wide Utilities 2022 -2023 Comparison

*In Thousands*



## COUNTY OF MINBURN NO. 27

### 2023 Monthly Progress Report - At December 31, 2023

Decision Papers - Operating							
Project Name	20%	40%	60%	80%	100%	Budget Spent	Comments
Staff Remuneration / Compensation	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 153,000 N/A	Implemented January 1/2023 - Ongoing costs
Peace Park Funding Increase	<div style="width: 0%; height: 10px; background-color: #006600;"></div>					\$ 4,825 \$ -	Funded from Reserve if required at end of year
Wapasu Park Improvements	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 35,400 \$ 30,900	12 new tables/concrete foundations installed on September 19/2023
Firefighter Training Wage Increase	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 8,000 N/A	Implemented January 1/2023 - Ongoing costs
Land Use Bylaw Review	<div style="width: 60%; height: 10px; background-color: #006600;"></div>					\$ 50,000 \$ 43,654	Land Use Bylaw is being drafted; will extend into early 2024
Reg. Economic Development Framework	<div style="width: 20%; height: 10px; background-color: #006600;"></div>					\$ 112,000 \$ 25,000	Crossroads committee formed; work will be done throughout 2023 and 2024
Orthophoto Update	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 75,000 \$ 74,690	Orthophotos uploaded to MRF
Traffic Counters	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 7,315 \$ 5,365	Purchased and in use
Mannville WTS - Storage Area Expansion	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 10,000 \$ 5,100	Lego Blocks installed and in use
Mannville Landfill Reclamation	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 444,800 \$ 351,878	Work has been completed; invoices still coming in
Beaver Harvest Incentive Program	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 6,000 \$ 2,380	Implemented January 1/2023 - approximately \$6,800 has been spent in 2023
Municipal Development Plan Review	<div style="width: 100%; height: 10px; background-color: #006600;"></div>					\$ 39,671 \$ 27,019	MDP adopted on June 19/2023
Protective Services Assistant	<div style="width: 0%; height: 10px; background-color: #006600;"></div>					\$ 87,100 N/A	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	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 79,000 \$ 72,849	Truck delivered and is in use
Two CAT 160 Motor Graders	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 1,298,000 \$ 1,298,000	Equipment delivered and in use
D6/D7 Loader Undercarriage Refurbish	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 131,013 \$ 131,013	Equipment repairs complete
Mannville Salt Shed	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 155,750 \$ 83,973	Construction complete & building is in use
Hwy 16A Upgrades - East	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 555,200 \$ 556,452	Work has been completed
Lavoy Drainage Improvements	<div style="width: 0%; height: 10px; background-color: #003366;"></div>					\$ 1,835,045 N/A	AEPA Rejected the request for funding
Lavoy Sidewalk Improvements	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 33,400 \$ 32,815	Sidewalk work complete
2020 Construction Program Addn'l Costs	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 20,000 \$ 20,000	Additional costs complete; Gravelock used on Lavoy project
BF7640 Repairs	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 322,000 \$ 287,820	Bridge repairs complete
Ranfurlly WTS Skid Shack Office	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 54,200 \$ 34,787	Office has been delivered and is in use
Mannville & Innisfree Fire Hall Repairs	<div style="width: 0%; height: 10px; background-color: #003366;"></div>					\$ 20,000 N/A	Project has been awarded; carry over into 2024
SCBA Purchase	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 212,593 \$ 211,133	Equipment purchased and in use
DJI M30T Drone Purchase	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 20,000 \$ 18,695	Equipment purchased and in use
Unit #912 Portable Tank	<div style="width: 100%; height: 10px; background-color: #003366;"></div>					\$ 11,000 \$ 8,245	Equipment purchased and in use
Road Maintenance Activities							
Road Projects	20%	40%	60%	80%	100%	Comments	
Road Construction	<div style="width: 100%; height: 10px; background-color: #666666;"></div>					Road Construction Complete	
Gravel Haul Program	<div style="width: 100%; height: 10px; background-color: #666666;"></div>					Gravel Haul Program Complete	
Oiling Projects	<div style="width: 100%; height: 10px; background-color: #666666;"></div>					Oiling Projects Complete	
Dust Controls	<div style="width: 100%; height: 10px; background-color: #666666;"></div>					Dust Controls Complete	
Roadside Mowing	<div style="width: 100%; height: 10px; background-color: #666666;"></div>					Roadside Mowing Complete	
Roadside Brushing	<div style="width: 0%; height: 10px; background-color: #666666;"></div>					Brush mulching to commence in November/23 and continue through April/24	



## County of Minburn No. 27

### Quarterly Report - Investment Income

As At December 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	\$ 1,067,588.91	5.15%	\$ -	\$ 100,037.89
<b>Total ATB Operating Cash:</b>					<b>\$ 1,067,588.91</b>		<b>\$ -</b>	<b>\$ 100,037.89</b>
ATB	MUSH Operating				\$ 1.59			
ATB	Equip Combined	90 day	Monthly	Monthly	\$ 1,160.40	5.45%	\$ -	\$ 16,851.02
ATB	Gen Op 31 days	31 day	Monthly	Monthly	\$ 2,259.73	5.35%	\$ -	\$ 3,224.27
ATB	MSI Cap	31 day	Monthly	Monthly	\$ -	5.35%	\$ -	\$ 8,405.06
ATB	Village	31 day	Monthly	Monthly	\$ -	5.35%	\$ -	\$ 6,008.43
ATB	SIP Combined	31 day	Monthly	Monthly	\$ -	5.35%	\$ -	\$ 2,462.11
ATB	Tax Recovery Y	90 day	Monthly	Monthly	\$ 2,995.07	5.45%	\$ -	\$ 158.29
ATB	Sale Proceeds HofM	31 day	Monthly	Monthly	\$ 61,281.76	5.35%	\$ -	\$ 3,181.13
ATB	MUSH Savings	Monthly	Monthly	Monthly	\$ 8,089,796.84	5.32%	\$ -	\$ 181,337.92
<b>Total ATB NDC Investments:</b>					<b>\$ 8,157,495.39</b>		<b>\$ -</b>	<b>\$ 221,628.23</b>
ATB	GIC	6 month	Oct 13/22	Apr 13/23	\$ -	4.36%	\$ -	\$ 6,134.93
ATB	GIC	6 month	Oct 27/22	Apr 27/23	\$ -	4.78%	\$ -	\$ 30,560.43
ATB	GIC	9 month	Oct 31/22	Jul 31/23	\$ -	5.07%	\$ -	\$ 58,061.91
ATB	GIC	15 month	Oct 13/22	Jan 13/24	\$ 750,000.00	4.93%	\$ 36,975.00	\$ -
ATB	GIC	24 month	Sep 22/22	Sep 22/24	\$ 500,000.00	4.81%	\$ 24,050.00	\$ -
ATB	GIC	24 month	Oct 13/22	Oct 13/24	\$ 750,000.00	5.03%	\$ 37,725.00	\$ -
ATB	GIC	36 month	Sep 22/22	Sep 22/25	\$ 500,000.00	4.80%	\$ 24,000.00	\$ -
ATB	GIC	48 month	Sep 22/22	Sep 22/26	\$ 1,000,000.00	4.76%	\$ 47,600.00	\$ -
ATB	GIC	60 month	Sep 22/22	Sep 22/27	\$ 1,000,000.00	4.79%	\$ 47,900.00	\$ -
<b>Total ATB GIC Investments:</b>					<b>\$ 4,500,000.00</b>		<b>\$ 218,250.00</b>	<b>\$ 94,757.27</b>
<b>Total ATB Cash &amp; Investments:</b>					<b>\$ 13,725,084.30</b>		<b>\$ 218,250.00</b>	<b>\$ 416,423.39</b>
CWB	GIC	15 month	May 4/22	Aug 4/23	\$ -	2.98%	\$ -	\$ 3,823.70
CWB	GIC	18 month	Feb 25/22	Aug 25/23	\$ -	1.85%	\$ -	\$ 7,007.77
CWB	GIC	12 month	Jun 7/22	Jun 7/23	\$ -	3.30%	\$ -	\$ 7,142.47
CWB	GIC	21 month	Feb 25/22	Jun 25/24	\$ 1,791,125.00	2.35%	\$ 35,633.57	\$ 6,309.59
CWB	GIC	36 month	Mar 11/22	Mar 11/25	\$ 1,027,500.00	2.75%	\$ 22,837.24	\$ 5,273.97
CWB	GIC	30 month	Mar 31/22	Sep 30/24	\$ 1,029,500.00	2.95%	\$ 22,881.70	\$ 7,273.97
CWB	GIC	36 month	Jun 7/22	Jun 7/25	\$ 520,750.00	4.15%	\$ 11,308.84	\$ 8,982.19
CWB	GIC	42 month	Mar 31/22	Sep 30/25	\$ 1,031,750.00	3.18%	\$ 24,680.73	\$ 7,828.77
CWB	GIC	48 month	May 4/22	May 4/26	\$ 519,250.00	3.85%	\$ 13,199.62	\$ 6,539.73
CWB	GIC	48 month	Aug 2/22	Aug 2/26	\$ 523,500.00	4.70%	\$ 10,178.85	\$ 13,778.08
CWB	GIC	60 month	May 4/22	May 4/27	\$ 519,500.00	3.90%	\$ 13,377.48	\$ 6,624.66
CWB	GIC	60 month	Aug 2/22	Aug 2/27	\$ 525,000.00	5.00%	\$ 10,859.59	\$ 14,657.53
CWB	GIC	12 month	Aug 30/23	Aug 30/24	\$ 770,882.00	5.95%	\$ 15,456.71	\$ -
CWB	GIC	18 month	Sep 29/23	Mar 29/24	\$ 0.91	6.12%	\$ 0.01	\$ -
CWB	GIC	18 month	Oct 3/23	Apr 3/25	\$ 1,000,000.00	6.12%	\$ 14,922.74	\$ -
<b>Total CWB Investments:</b>					<b>\$ 9,258,757.91</b>		<b>\$ 195,337.08</b>	<b>\$ 95,242.43</b>
<b>Total CWB Investments:</b>					<b>\$ 9,258,757.91</b>		<b>\$ 195,337.08</b>	<b>\$ 95,242.43</b>
<b>Grand Totals to December 31/2023:</b>					<b>\$ 22,983,842.21</b>		<b>\$ 413,587.08</b>	<b>\$ 511,665.82</b>

~ 2023 INTEREST SUMMARY ~	
Total Interest Accrued at December 31/2023	\$ 413,587.08
Total Interest Received at December 31/2023	\$ 511,665.82
<b>Grand Total Interest</b>	<b>\$ 925,252.90</b>
2023 Budgeted Total Interest	\$ 532,500.00
% of Budget Received	96.09%
<b>Interest Received - Same Period Last Year</b>	<b>\$ 601,177.17</b>

## Audra Kropielnicki

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**From:** Pat Podoborzny  
**Sent:** December 20, 2023 9:16 AM  
**To:** KODY KUCHIK  
**Cc:** Audra Kropielnicki  
**Subject:** Re: V.K.G.C executive

Good morning Kody,

Thank you for your dedication to finding solutions to sustaining your amazing recreation opportunity for our community. I will take this to Council in January for discussion.

Merry Christmas!

Pat Podoborzny, C.E.T. CLGM  
CAO, County of Minburn No.27

On Dec 20, 2023, at 8:06 AM, KODY KUCHIK <kodykuchik@yahoo.ca> wrote:

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

Hey good morning Pat!

Reaching out here to the County of Minburn on behalf of the Vegreville Kinsmen Golf Course. The club will be hosting our AGM into the new year and one major factor we have discussed is to see if it's possible to have some chairs be held by representatives from the town of Vegreville and County of minburn. We have be a declining organization for many many years in respect to financing, grants, maintenance, etc. We do have a AGLC casino and our memberships and monies coming in have inclined but the cost of everything with inflation and wages we can't seem to get ahead at all. We do understand this is an ongoing situation for all service clubs with the lack of commitment and volunteering these days. With building the executive stronger and coming together it will benefit us with fundraising events, grants and building the course greater. Thanks for you time and have a merry Christmas!

Kody Kuchik

I can be reached at 780.632.0650 with any questions!

[Sent from Yahoo Mail on Android](#)



ALBERTA  
AGRICULTURE AND IRRIGATION

*Office of the Minister  
MLA, Highwood*

**RECEIVED**

DEC 22 2023

COUNTY OF MINBURN NO. 27

December 19, 2023

Robert Konieczny  
Reeve  
County of Minburn  
P.O. Box 550  
4909 - 50th Street  
Vegreville, AB T9C 1R6

Dear Reeve Konieczny:

Thank you for your November 27, 2023 letter inquiring about the AgriRecovery Program for the 2023 growing season. I know this has been a difficult year and Alberta's producers have had to deal with many challenges including dry conditions, pests and wildfires.

The federal government partnered with the Government of Alberta on the delivery of the [2023 Canada-Alberta Drought Livestock Assistance Program](#) through the Sustainable Canadian Agricultural Partnership AgriRecovery Framework. The funding for this joint AgriRecovery initiative is cost-shared, with the federal government providing \$99 million and Alberta providing \$66 million.

As of October 30, 2023, eligible livestock producers with grazing animals can apply for financial support of up to \$150 per head to cover losses incurred to manage and maintain their breeding herds. Application information is available on the Agriculture Financial Services Corporation (AFSC) website: <https://afsc.ca/income-stabilization/agrirecovery>.

AgriRecovery is intended to respond in situations where producers do not have the capacity to cover the extraordinary costs related to a disaster event (e.g., severe drought), even with the assistance available from other Business Risk Management programs such as AgriInsurance, AgriStability and AgriInvest.

Alberta's government advocated for a province-wide program without geographic eligibility, on the basis that applicants must demonstrate feed need and drought impact to be eligible for funding. However, area-specific eligibility was a requirement set by the federal government as a condition of the program. My ministry and I have been fierce in negotiations, advocating to the federal government for our producers to receive timely drought relief. Simply put, the federal government would not have provided its portion of this program's funding without area-specific eligibility requirements. The urgency for the program was clear. While Alberta fought against these conditions during months of negotiations, we also could not risk our producers being shorted on critical funding as they entered the winter months.

.../2

131 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2137

*Printed on recycled paper*

The 2023 Canada-Alberta Drought Livestock Assistance Program can address only the extraordinary costs related to the impact of extreme dry conditions that resulted in lost grazing days. By identifying municipalities with a severe drought (one in 10-year event) based on the Canadian Drought Monitor map, the program targets financial resources to those producers who need it the most.

In addition to the 2023 Canada-Alberta Drought Livestock Assistance Program, the Ministry of Agriculture and Irrigation has supported the industry during this challenging growing season by making several adjustments to the provincial programs and services available to producers, such as doubling the [Low Yield Allowance](#) threshold. A number of additional programs are also available through AFSC to help producers proactively protect their businesses.

AFSC offers a production-based Hay Insurance product, a [Moisture Deficiency Endorsement](#) and Moisture Deficiency Insurance for pasture that can be selected if specific coverage for lack of rainfall is desired. I would encourage producers in your county to discuss insurance options with their [local AFSC branch](#) to determine what would work best for their operations, as these insurance products are the first line of defense in any disaster situation. To keep products affordable, premiums are cost-shared by federal and provincial governments.

The [AgriStability](#) program exists to protect producers against large declines in farming income for reasons such as production loss, increased costs and market conditions. This program responds to increased expenses and reduced income or reduced inventory values as compared to the producer's historical data.

For the 2023 program year, the AgriStability compensation rate was increased from 70 per cent to 80 per cent, making AgriStability even more responsive to farms experiencing a disaster. Additionally, the Government of Alberta opened AgriStability for late participation until September 29, 2023, in recognition of the impacts of wildfires and extremely dry conditions on Alberta's producers during this growing season.

Other programs were also available, such as the Water Pumping Program, which enables producers to rent pipe and pumping equipment to fill dugouts from nearby water sources, and the Temporary Livestock Water Assistance program, which enables livestock and poultry producers affected by water shortage and drought conditions to receive streamlined support.

The Alberta government recognizes farming is not just a business – it's a way of life. We understand producers are concerned about protecting their farming operations and livelihoods, and we are working hard to support Alberta's agriculture industry through these challenging times.

Thank you again for writing.

Sincerely,



Honourable RJ Sigurdson  
Minister, Agriculture and Irrigation

cc: Honourable Jackie Armstrong-Homeniuk, MLA, Fort Saskatchewan-Vegreville



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

*Office of the Minister*

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at [rivers.alberta.ca](http://rivers.alberta.ca). To learn more about the impacts of drought on communities and the principles for sound water management, please visit [alberta.ca/drought](http://alberta.ca/drought).

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email [epa.drought@gov.ab.ca](mailto:epa.drought@gov.ab.ca).

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz  
Minister of Environment and Protected Areas

cc: Honourable Ric McIver  
Minister of Municipal Affairs

Honourable RJ Sigurdson  
Minister of Agriculture and Irrigation

Stacey Smythe  
Assistant Deputy Minister, Regulatory Assurance  
Environment and Protected Areas

## Audra Kropielnicki

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**Subject:** FW: Meeting request with Minister McIver – RMA Spring Convention 2024

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**From:** Pat Podoborzny <ppodoborzny@minburncounty.ab.ca>

**Sent:** Monday, January 8, 2024 9:26 PM

**To:** Audra Kropielnicki <akrop@minburncounty.ab.ca>

**Subject:** FW: Meeting request with Minister McIver – RMA Spring Convention 2024

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**Subject:** Meeting request with Minister McIver – RMA Spring Convention 2024

You don't often get email from [ma.engagement@gov.ab.ca](mailto:ma.engagement@gov.ab.ca). [Learn why this is important](#)

Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2024 Rural Municipalities of Alberta (RMA) Spring Convention, scheduled to take place at the Edmonton Convention Centre from March 18-20, 2024. These meetings will be in person at the convention centre or the Alberta Legislature, as scheduling permits.

Should your council wish to meet with Minister McIver during the convention, please submit a request by email with potential topics for discussion to [ma.engagement@gov.ab.ca](mailto:ma.engagement@gov.ab.ca) no later than January 26, 2024.

We generally receive more requests than can be reasonably accommodated over the course of the convention. Requests which meet the following criteria will be given priority for meetings during the convention:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
  - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the convention.

Engagement Team  
Municipal Services Division  
Municipal Affairs

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

<b>Action List Item No.</b>	<b>Motion No.</b>	<b>Meeting Date</b>	<b>Description</b>	<b>Percentage Completed</b>	<b>Person Responsible</b>	<b>Date Completed</b>	<b>Notes</b>
2265	2023-149	19-Jun-23	Review Code of Conduct Bylaw No. 1280-19.	50%	Pat		Draft of new bylaw is being prepared and will be presented to Council in early 2024.
2290	N/A	16-Oct-23	Prepare a list of all the Tax Forfeiture properties that have been offered for sale but not sold at a public auction and present to Council at the January 2024 Council meeting, following the 2023 Tax Sale.	50%	Jay/Shirley		Commenced preparation of list and will be presented to Council at the February 2024 regular meeting.
2297	N/A	13-Dec-23	Send a letter to Lavoy resident advising that the County is in support of a community garden on the County-owned lot behind her property with the recommendation that a non-profit group administer the project.	100%	Davin	15-Dec-23	Letter sent.
2298	N/A	13-Dec-23	Conduct a resident review and communication strategy in 2024 regarding the possible enrollment in the Voyent Alert System.		Mike		In progress.
2299	2023-277	18-Dec-23	Prepare for sale of Unit 328 and 331, CAT motorgraders to JPH Equipment and Michener Allen Auctioneering.	100%	Norm	20-Dec	JPH Equipment and Michener Allen Auctioneering have been notified, sale documents have been prepared and equipment is now sold.
2300	2023-281	18-Dec-23	Issue payment in the amount of \$2,000 to Vegreville Region Physician and Health Professional Attraction and Retention Committee for financial support in 2024.	100%	Dwight	11-Jan	Payment issued.
2301	2023-282	18-Dec-23	Notify Rotary Peace Park Society of Council's approval to provide them up to \$20,000 in annual funding to operate the Peace Park over a three-year period.	100%	Jay	19-Dec	Rotary Peace Park Society notified by e-mail.
2302	2023-283	18-Dec-23	Submit PERC and DIRC applications for the 2023 fiscal year to Municipal Affairs.	100%	Dwight	02-Jan	Applications submitted.
2303	2023-284	18-Dec-23	Issue payment to STARS for 2023 in the amount of \$6,376 to support their ongoing operations.	100%	Dwight	18-Dec	Payment issued.
2304	2023-288	18-Dec-23	Post new fees, rates and charges from amended Master Rates Bylaw on website.	100%	Audra	02-Jan	Posted on website.