

AGENDA

Committee of the Whole

September 11, 2024

9:00 a.m.

1. CALL TO ORDER

2. CHANGES TO AGENDA & ADOPTION OF AGENDA

3. CONFIRMATION OF MINUTES

4. DELEGATIONS - NIL

5. REPORTS FOR DISCUSSION

5.1 2025 Hamlet/Highway Cleanup Program

Administration Presenter:

Davin Gegolick, Director of Planning & Community Services

5.2 Grader Replacement: 2025

Administration Presenter:

Norm De Wet, Director of Operations

6. COUNCILLOR REQUESTS (INFORMATION / PROGRAM REQUESTS)

6.1 Division Reports

6.2 Councillor Request Report

7. CLOSED SESSION

8. OPEN SESSION

9. MOTIONS ARISING OUT OF THE CLOSED SESSION

10. ADJOURNMENT



Committee of the Whole Meeting Minutes

August 15, 2024
10:00 a.m.

Members Present:

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

Administration Present:

Pat Podoborzny, Chief Administrative Officer
Jason Warawa, Director of Corporate Services
Norm De Wet, Director of Operations
Trudy Shukalak, Senior Administrative Support Specialist

1. CALL TO ORDER

Reeve Konieczny called the meeting to order at 10:04 a.m.

2. CHANGES TO AGENDA & ADOPTION OF AGENDA

2024-W055

Moved by: Councillor Wowdzia

THAT the Agenda for the August 15, 2024, Committee of the Whole meeting be adopted as presented.

Carried

3. CONFIRMATION OF MINUTES

2024-W056

Moved by: Councillor Anderson

THAT the July 10, 2024, Committee of the Whole meeting minutes be adopted as presented.

Carried

4. DELEGATIONS - NIL

5. REPORTS FOR DISCUSSION

5.1 Closure of Undeveloped Road Allowance Policy PDS 7005-01

The Committee of the Whole was presented with proposed amendments to Closure of Undeveloped Road Allowance Policy 7005-01.

Administrative Presenter:

Director of Planning and Community Services Davin Gegolick

2024-W057

Moved by: Councillor Bentley

THAT Administration prepare an RFD for the August 19, 2024, Council meeting recommending the approval of Closure of Undeveloped Road Allowance Policy PDS 7005-02.

Carried

Action Required: Create RFD

5.2 Conceptual Scheme – Hamlet of Lavoy Block C, Plan 4185R

The Committee of the Whole was presented with information regarding a proposed Conceptual Scheme for the purpose providing a document to establish a land use framework and plan for the development of Block C, Plan 4185R within the Hamlet of Lavoy.

Administrative Presenter:

Director of Planning and Community Services Davin Gegolick

2024-W058

Moved by: Councillor Bentley

THAT Administration prepare an RFD for the August 19, 2024, Council meeting recommending the approval of the Conceptual Scheme as presented to establish a land use framework and plan for development of Block C, Plan 4185R within the Hamlet of Lavoy.

Carried

Action Required: Create RFD

5.3 2024 Gravel Haul Program

The Committee of the Whole was presented with an update on the nearly completed 2024 Gravel Haul Program and request to allocate the balance of the pre-approved 2024 hauling budget towards the strategic move of gravel.

Administrative Presenter:

Director of Operations Norm De Wet

2024-W059

Moved by: Councillor Anderson

THAT the Committee of the Whole accept the 2024 Gravel Haul Program report as information and direct Administration to proceed with allocating the balance of the pre-approved 2024 hauling budget towards the strategic move of gravel.

5.4 Council Procedural Bylaw

The Committee of the Whole was presented with a final draft version of Council Procedural Bylaw No. 1351-24.

Administrative Presenter:

Director of Corporate Services Jason Warawa

2024-W060

Moved by: Councillor Nafziger

THAT Administration prepare an RFD for the August 19, 2024, Council meeting recommending the approval of the final draft version of Council Procedural Bylaw No. 1351-24 as presented.

Carried
Action Required: Create RFD

6. COUNCILLOR REQUESTS (INFORMATION/PROGRAM REQUESTS)

6.1 Divisional Reports
Presented by Reeve and Council

6.2 Councillor Request Report

7. CLOSED SESSION

8 OPEN SESSION

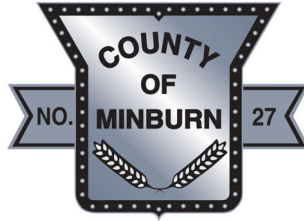
8. MOTIONS ARISING OUT OF CLOSED SESSION

9. ADJOURNMENT

Reeve Konieczny adjourned the meeting at 10:39 a.m.

Reeve

Chief Administrative Officer



COMMITTEE OF THE WHOLE DISCUSSION PAPER

Topic: 2025 Hamlet/Highway Cleanup Program
Date: September 11, 2024

Background

Every year Alberta Transportation and Economic Corridors (ATEC) operates cleanup programs to keep the highway right of ways clean. ATEC encourages non-profit groups to participate in this program as a fundraising opportunity by providing \$100/km cleaned.

There is an opportunity to improve the appearance of our Hamlets and municipal highways while supporting non-profit fundraising efforts by encouraging participation in a County-managed Hamlet/Highway Cleanup Program. The 2025 program could be initiated as a pilot program.

Information for the Committee

- The ATEC highway cleanup program is held on the first or second Saturday in May every year, weather permitting. The County Hamlet/Highway Cleanup Program would be held at this same time.
- The County would pay participating non-profit groups and clubs \$500/Hamlet including the old highways in/out of each Hamlet up to a maximum of \$1,500 for the 3 Hamlets.
- Groups would be required to apply by April to be considered for the 2025 program.
- No more than one Hamlet/highway would be assigned per organization or group.
- Preference would be given to groups or associations residing within the County of Minburn.
- Participants must be at least 9 years of age with at least 1 adult supervisor for every
 - 2 child participants under 14 years old
 - 5 child participants between 14 and 18 years old
- Each group would receive maps, safety gear, and garbage bags

Recommendation

THAT Council endorse the 2025 Hamlet/Highway Cleanup Program and direct administration to bring this item forward as an Operating Decision Paper for 2025 budget consideration.



COMMITTEE OF THE WHOLE DISCUSSION PAPER

Topic: Grader Replacement: 2025

Date: September 11, 2024

Background

As presented at the November 2023 Committee of the Whole meeting, administration has proactively developed a plan to manage the replacement of fleet vehicles and equipment. Maintaining our grader fleet ensures that we can continue to provide the current levels of service approved by the Council. The replacement of graders is guided by OP 9030-0101A: Grader Replacement Policy.

Information for the Committee

Projected usage of graders is based on average monthly hours, enabling administration to estimate the number of months until replacement is required. Based on this information, two graders will need to be replaced in 2025.

- **Unit 332 (2017 Cat 160)** – 8,481 Hours
replacement needed by January 2025.
- **Unit 326 (2015 Cat 160)** – 6,872 Hours
Replacement required by June 2025.

Administration requests that County Council proactively approve the ordering of these graders to be included in the 2025 capital budget. This proactive approach will not only ensure the timely replacement of the machines but also lock in current pricing, protecting us from potential 2025 price increases.

Furthermore, administration recommends that County Council consider revising our warranty options. Currently, we opt for the standard government 5-year/7,500-hour warranty, which does not align with our usage. Typically, our machines are operated for at least 8,000 hours or 8 years, whichever comes first, resulting in the warranty expiring several years before replacing the graders. For an additional \$20,000 on the purchase price, we can extend the warranty by an extra 2 years/500 hours. This extension would be a strategic change to reduce maintenance costs, particularly given the current expenses associated with machine repairs.

Financials

The pricing below is based on Canoe Procurement pricing, which complies with the requirements of Policy AD 1008-01: Procurement Purchasing Policy.

Regular Government Warranty Pricing (60 Months/7,500 Hours Warranty):

- Cat 160: \$649,000.00 per machine.
- JD 872GP: \$740,000.00 per machine.

Extended Warranty Pricing (84 Months/8,000 Hours Warranty):

- Cat 160: \$669,810.00 per machine.
- JD 872GP: \$761,261.11.00 per machine.

Recommendation

THAT the Committee of the Whole accepts the 2025 grader replacement recommendation as information, and further, that administration forwards the purchase of two Cat 160 Graders, at a total cost of \$1,339,620.00 excluding GST to County Council for approval and inclusion in the 2025 Capital Budget.



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:



**COMMITTEE OF THE WHOLE
DIVISION REPORT**

Name: _____

Division: _____

For Presentation at _____ **Committee of the Whole Meeting**

From Date: _____

To Date: _____

Resident Concerns:

Request #	Councillor Name	Request Title	Request	Responding Dept	Response	Response Date	Status
CR30	Deputy Reeve Kuzio	Solar Crosswalk lights in Ininisfree	Resident concerned about the speed past the school and millenium building in Innisfree and would County write a letter to Village supporting the installation	Office of the CAO	We delivered the crosswalk structure to Innisfree and operations assisted with permitting of installation. Emcon will be installing for the Village of Innisfree.	23-Aug	Completed
CR24-02	Council	Bylaw Enforcement	Discuss Bylaw Enforcement Options with the Town of Vegreville	Office of the CAO	Looking into alternate service delivery options		Completed
CR24-09	Councillor Ogrodnick	EIPS	Inquire on Liasion meetings	Office of the CAO	Looking to meeting with a few board members in Fall 2024.		In progress
CR24-10	Reeve Konieczny	Contact Legal about Asset Management	Is there a liabilty to the County of deferring roadwork to future years	Office of the CAO	Sent request to RMRF		In progress
CR24 -11	Deputy Reeve Kuzio	Doctor Recruitment	Deputy Reeve requested help to look into funding for new Physicians	Office of the CAO	Looked for history of past contributions to Physician recruitment.		In progress