

**COUNTY OF MINBURN NO. 27**

**COUNTY COUNCIL**

- JULY 17, 2017** Minutes of the County Council meeting held on July 17, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- PRESENT** Present at the meeting were:
- |                                 |                  |
|---------------------------------|------------------|
| Reeve:                          | Roger Konieczny  |
| Deputy Reeve:                   | Carl Ogrodnick   |
| Councillors:                    | Richard Wagner   |
|                                 | Eric Anderson    |
|                                 | David Rattray    |
|                                 | Tara Kuzio       |
|                                 | David Melenka    |
| Superintendent of Public Works: | Graham Shell     |
| County Manager:                 | David Marynowich |
| Recording Secretary:            | Trudy Shukalak   |
- CALL TO ORDER** Reeve Konieczny called the meeting to order at 10:20 a.m.
- ACCEPTANCE OF AGENDA** Councillor Kuzio moved the Agenda for the July 17 and 18, 2017 regular County Council meeting be accepted as presented.  
**Carried.**
- COUNTY COUNCIL MEETING MINUTES** Councillor Rattray moved the minutes of the June 19 and 20, 2017 regular County Council meeting be adopted as presented.  
**Carried.**
- 99-17  
2017 LANDFILL AGREEMENT – TOWN OF VEGREVILLE** The County Manager reported on the letter received from the Town of Vegreville dated July 6, 2017 advising the landfill fees required from the County of Minburn for 2017 based on 2016 actual expenses will be \$69,815.53.
- Deputy Reeve Ogrodnick moved the County of Minburn enter into an agreement with the Town of Vegreville for Landfill Site Fees for County of Minburn residents residing in all the areas west of Highway 36 running from the north to the south boundary lines with the exception of the Hamlet of Lavoy for 2017 for the amount of \$69,815.53.  
**Carried.**
- SHOP FOREMAN/ SUPERVISOR** Shop Foreman/Supervisor Ian Uskiw presented the written report for the period May 25 to June 25, 2017 and reported on monthly activities. Time 10:22 to 10:30 a.m.
- General maintenance of equipment;
  - Repair of Unit No. 529, 2012 CAT reclaimer;
  - Repair of Unit No. 219, Freightliner winch truck;
  - Obtaining costs for new steamer equipment.
- Councillor Anderson moved the Shop Foreman/Supervisor’s report be accepted as presented.  
**Carried.**
- SUPERINTENDENT OF PUBLIC WORKS** Superintendent of Public Works Graham Shell presented the written report for the period June 12 to July 7, 2017 and reported on monthly activities. Senior Accountant Kari Janzen also joined the meeting. Time 10:30 a.m.
- Sidewalk replacement quotations received from Percy Stark Construction dated June 14, 2017 and Bella Casa Renovations dated July 11, 2017 for the Hamlet of Lavoy;
  - Gravel supply offers received from Wowdzia’s Trucking Ltd. dated July 13, 2017 and Bykowski Sand & Gravel Inc. dated July 14, 2017;
  - Additional gravel supply sources;
  - 2017 Gravel Hauling Agreement with Obvious Construction;
  - Completion of 2017 Gravel Haul Program in Division No. 7;
  - Road patching required in Division No. 6;
  - Road construction currently underway in Division No. 5;
  - Attendance at Infrastructure Committee meeting on June 27, 2017 to address ratepayer concern regarding calcium application on Township Road 512 and Range Road 104;
  - 2017 Road and Improvement Projects – Divisional Form “A” budget.

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- SUPERINTENDENT OF PUBLIC WORKS CONT'D** Councillor Melenka moved the Superintendent of Public Works report be accepted as presented.  
**Carried.**
- 100-17 SIDEWALK REPLACEMENT – HAMLET OF LAVOY** Councillor Kuzio moved the County of Minburn accept the written estimate received from Percy Stark Construction dated June 14, 2017 for the removal and replacement of sidewalk concrete along 51<sup>st</sup> Avenue in the Hamlet of Lavoy for an approximate amount of \$20,251.00 plus G.S.T.  
**Carried.**
- BABYN** Director of Finance and Administration Susan Babyn joined the meeting. Time 10:45 a.m.
- TRANSPORTATION** Senior Accountant Kari Janzen presented the Transportation Report for the period January 1 to June 30, 2017. Time 10:45 to 10:50 a.m.
- Councillor Wagner moved the Transportation Report for the period January 1 to June 30, 2017 be accepted as presented.  
**Carried.**
- 101-17 2017 ROAD AND IMPROVEMENT PROJECTS DIVISIONAL FORM ‘A’ BUDGET –** Councillor Rattray moved the County of Minburn allocate additional funding amounts from reserves to each 2017 Road and Improvement Projects Divisional Form “A” budget in the amount of \$50,000.00, effective July 17, 2017; and Further, adjust the 2017 Transportation budget accordingly.  
**Carried.**
- JANZEN/BABYN** Kari Janzen and Susan Babyn left the meeting. Time 10:55 a.m.
- 2017 MUNICIPAL ELECTION – RETURNING OFFICER LILLIAN KONIECZNY** Returning Officer Lillian Konieczny joined the meeting, presented the following and responded to Council’s questions regarding the 2017 Municipal and School Trustee Election. Time 11:25 to 11:45 a.m.
- 2017 Municipal and School Trustee Election, October 16, 2017;
  - Nomination Day, September 18, 2017;
  - “Running for Municipal Office in Alberta – A Guide for Candidates” prepared by Alberta Municipal Affairs;
  - “Nomination Paper” and “Candidate’s Acceptance” form;
  - “Release of Candidate Information” form;
  - Confirmation of voting stations for each Division;
  - Section 21 of the *Local Authorities Elections Act (LAEA)*, Qualification of Candidates;
  - Section 53 of the *LAEA*, Proof of Elector Eligibility;
  - “Letter of Confirmation of Residence” for electors whose situations, permanent or temporary, prevents them from producing a proof of residence;
  - Section 147.11(1) of the *LAEA*, Candidate Self-funded Election Campaign and filing a disclosure statement;
  - Current agreements with Elk Island Catholic Schools, Elk Island Public Schools and Buffalo Trail School Division to conduct a joint election as per Section 2 of the *LAEA*;
  - Deputy Returning Officer (DRO) training session scheduled for September 27, 2017;
  - County of Minburn Policy No. CC 6, Rate of Pay for Returning Officer and DROs.
- Reeve Konieczny thanked Lillian Konieczny for attending the Council meeting and making her presentation.
- BABYN/KERCHER** Susan Babyn and Municipal Clerk Shirley Kercher joined the meeting. Time 11:45 a.m.

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- LOCAL AUTHORITY ADMINISTRATION CERTIFICATE RECOGNITION** The County Manager, Reeve and Council congratulated Shirley Kercher for her outstanding achievement in obtaining her certificate in Local Authority Administration from the University of Alberta Faculty of Extension.
- RECESS** Councillor Wagner moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 12:00 p.m.  
**Carried.**
- RECONVENE** The meeting reconvened at 1:20 p.m. with all present as in the forenoon with the exception of Susan Babyn and Shirley Kercher.
- DELEGATION: LUNAUVERSE LTD.** Karla Blonsky of Lunaverse Ltd. joined the meeting, presented the following and responded to Council's questions. Planning and Development Officer Davin Gegolick also joined the meeting. Time 1:30 p.m.
- 102-17 IN-CAMERA – DEVELOPMENT ISSUES** Deputy Reeve Ogradnick moved the meeting proceed in-camera to discuss development issues. Time 1:31 p.m.  
**Carried.**
- REVERT TO REGULAR MEETING** Councillor Kuzio moved that Council revert to the regular meeting. Time 2:00 p.m.  
**Carried.**
- DELEGATION: LUNAUVERSE LTD. CONT'D** Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Karla Blonsky left the meeting. Time 2:00 p.m.
- PLANNING AND DEVELOPMENT SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period June 13 to July 10, 2017 and reported on monthly activities. Time 2:00 to 2:35 p.m.
- Development permit applications, subdivision inquiries and approvals;
  - Development permit application received from Wowdzia's Trucking Ltd. to continue to use the existing gravel stockpile site at Lot 1, Block 9, Plan 062 1770 in Pt. NE 8-52-14-W4M;
  - Development permit application received from VM Systems/Digital Web for the installation of a public utility internet tower on Block 10, Plan 5146KS in the Hamlet of Ranfurly;
  - Offer received from MuniSight Ltd. to host County of Minburn's Geographical Information System (GIS) by providing public access to County's GIS data;
  - Re-design of County of Minburn website;
  - ATCO Electric power line replacement project.
- Councillor Wagner moved the Planning and Development Services report be accepted as presented.  
**Carried.**
- 103-17 DEVELOPMENT PERMIT APPLICATION NO. 2017-20 – GRAVEL STOCKPILE SITE** Councillor Kuzio moved the County of Minburn approve Development Permit Application No. 2017-20 for the continuation of a gravel stockpile site located on the north-western portion of Lot 1, Block 9, Plan 062 1770, zone Direct Control (DC) District, for a period of one year, effective July 18, 2017 and expiring on July 17, 2018 as per County conditions and subject to Alberta Transportation approval.  
**Carried.**
- 104-17 DEVELOPMENT PERMIT APPLICATION NO. 2017-23 – INTERNET TOWER** Deputy Reeve Ogradnick moved the County of Minburn approve Development Permit Application No. 2017-23 for the installation of a sixty eight (68) foot internet tower on Block 10, Plan 5146KS, zoned Direct Control (DC) District, in the Hamlet of Ranfurly.  
**Carried.**

**COUNTY OF MINBURN NO. 27****COUNTY COUNCIL**

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- DIRECTOR OF PROTECTIVE SERVICES/FIRE CHIEF** The County Manager presented the Director of Protective Services/Fire Chief report for the period June 9 to July 11, 2017.
- Deputy Reeve Ogrodnick moved the Director of Protective Services/Fire Chief report be accepted as presented.  
**Carried.**
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division No. 1
- Update on projects, roads, etc.
    - Completion of five mile re-crowning project on Township Road 500 west of Range Road 93 to Range Road 102;
    - Road patching required on Township Road 504 west of the Village of Mannville;
    - Reclaimer equipment required for road work on Township Road 504 east of the Village of Mannville;
  - Road maintenance ongoing;
  - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
    - Meeting with Superintendent of Public Works regarding road repairs;
    - Infrastructure Committee meeting regarding calcium application on Township Road 512 and Range Road 104, June 27, 2017;
    - 2017 Provincial Agricultural Service Board (ASB) Summer Tour, Town of Olds, July 11 to 14, 2017.
- Division No. 2
- Update on projects, roads, etc.
    - 2017 Road Graveling Program ongoing;
    - Roadside mowing;
  - Road maintenance ongoing;
  - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
    - Wapasu Development Committee meeting, June 21, 2017;
    - Lavoy Canada Day Parade, July 1, 2017;
    - 2017 Provincial ASB Summer Tour, Town of Olds, July 11 to 14, 2017.
- GAVEL** Deputy Reeve Ogrodnick assumed the gavel.
- REPORTS CONT'D** Division No. 3
- Update on projects, roads, etc.
    - Some roads continue to be in soft condition and require grading;
  - Road maintenance ongoing;
  - Reported on meetings workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
    - Infrastructure Committee meeting regarding calcium application on Township Road 512 and Range Road 104, June 27, 2017;
    - Lavoy Canada Day Parade, July 1, 2017;
    - Meeting with Superintendent of Public Works regarding road conditions and shoulder pull road work, July 5, 2017;
    - Meeting with Superintendent of Public Works regarding shoulder pull road work, July 7, 2017;
    - 2017 Provincial ASB Summer Tour, Town of Olds, July 11 to 14, 2017.
- GAVEL** Reeve Konieczny assumed the gavel.

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**REPORTS CONT'D****Division No. 4**

- Update on projects, roads, etc.
  - Road conditions improving;
  - Road gravelling progressing well;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - Wapasu Development Committee meeting, June 21, 2017;
  - Vegreville Seed Cleaning Plant meeting, June 22, 2017;
  - Veterans Memorial Highway Association annual general meeting, Town of Castor, June 23, 2017;
  - Vegreville Canada Day Breakfast, July 1, 2017;
  - Addressed concerns regarding noxious weeds on Highway 36 with Director of Agriculture and Utility Services, July 11 and 12, 2017;
  - Dealt with Alberta Central East (ACE) Water Corporation rural residential water issues, July 13, 2017;
  - Forwarded ratepayer concern regarding aerial crop spraying to Director of Agriculture and Utility Services, July 15, 2017;

**Division No. 5**

- Update on projects, roads, etc.
  - Road patching in the Hamlet of Lavoy;
  - Completion of calcium dust control projects;
  - Gravelling on roads with soft spots;
  - Addressed street light issue in the Hamlet of Ranfurly with ATCO Electric;
  - Received concern from ratepayer regarding aerial crop spraying over the Hamlet of Lavoy;
  - Ranfurly Waste Transfer Station;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - Wapasu Development Committee meeting, June 21, 2017;
  - Vegreville Library Board meeting, June 22, 2017;
  - Meeting with two landowners, Superintendent of Public Works and Road Construction Foreman regarding road rehabilitation project on Township Road 504A, June 23, 2017;
  - Meeting with Alberta Municipal Affairs Minister Shaye Anderson at Regional Elected Officials Session, Town of Vegreville, June 29, 2017;
  - Lavoy Canada Day Parade, July 1, 2017;
  - Vegreville Region Physician and Health Professional Attraction and Retention (VRPHPAR) Committee meeting, July 12, 2017;
  - Vegreville Centennial Library (VCL) hot dog sale fundraiser event, July 12, 2017.

**Division No. 6**

- Update on projects, roads, etc.
  - Request for "50 kilometre per hour speed limit" signage in Inland Subdivision;
  - 2017 Road Gravelling Program ongoing;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - Presented greetings on behalf of the County of Minburn at Vegreville Canada Day pancake breakfast and opening ceremonies at Kinsmen Park, July 1, 2017;
  - Lavoy Canada Day Parade, July 1, 2017;
  - Vegreville & District Chamber of Commerce meeting, July 6, 2017;
  - Presented greetings on behalf of the County of Minburn at Vegreville Annual Ukrainian Pysanka Festival, July 7, 2017;

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**REPORTS CONT'D**

- Vegreville Homestead Lodge Opening Compliance Review meeting with Senior Housing, July 11, 2017;
- Vegreville Homestead Lodge Closing Compliance Review meeting with Senior Housing, July 12, 2017;
- Minburn Foundation meeting, Vegreville Homestead Lodge, July 14, 2017;
- Vegreville & District Chamber of Commerce – vEGGfest Committee meeting, July 17, 2017.

Division No. 7

- Update on projects, roads, etc.
  - Repair of soft roads;
  - Scheduling of road oiling project;
  - Proposed rebuilding of Range Road 155 south of Viterra Inc. grain elevator development in NE and Part of SE 32-52-15-W4M;
  - Tree cutting required on Highway 857 north of Township Road 540 to improve visibility;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - Vegreville Seed Cleaning Plant meeting, June 22, 2017;
  - Vegreville Economic Development Board meeting, June 28, 2017;
  - Minburn Foundation meeting, Vegreville Homestead Lodge, July 14, 2017;
  - Plaque request for T. Shevchenko Community Association of Warwick for 80<sup>th</sup> Anniversary to be presented on August 26, 2017;
  - Plaque request for Warwick Ladies Club 95<sup>th</sup> Anniversary to be presented on September 9, 2017.

Councillor Wagner moved the reports be accepted as presented.

**Carried.**

**105-17  
INSTALL 50 KM PER  
HOUR  
RECOMMENDED  
SPEED LIMIT SIGNS  
– INLAND  
SUBDIVISION**

Deputy Reeve Ogradnick moved the County of Minburn install “50 Kilometres Per Hour – Recommended Maximum Speed” limit signs in Inland Subdivision located in Sections 29 and 20-51-15-W4M along Range Road 154 to 155 and Township Road 513 to 515.

**Carried.**

**DIRECTOR OF  
AGRICULTURE AND  
UTILITY SERVICES**

Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period June 13 to June 28, 2017 and reported on monthly activities. Time 3:00 to 3:30 p.m.

- Delay of roadside spraying program due to wet weather conditions;
- Roadside mowing program progressing;
- Continuation of high water levels in the County of Minburn;
- Slightly higher counts of bertha armyworm in 2017 compared to 2016;
- “Identifying and Scouting for Wheat Midge in Alberta” video on County of Minburn website;
- Alberta Agriculture Services Audit presentation, Council Chambers, August 21, 2017.

Councillor Rattray moved the Director of Agriculture and Utility Services report be accepted as presented.

**Carried.**

**WATER/UTILITY  
SERVICES/ALBERTA  
CENTRAL EAST  
(ACE) WATER**

Director of Agriculture and Utility Services Darwin Ullery presented the following report on water/utility services and Alberta Central East (ACE) water. Time 3:30 to 3:40 p.m.

- Temporary water service interruption at residence in the Hamlet of Lavoy due to service valve failure;
- Full operation of Hamlet of Minburn lift station;
- Availability of silt, sand, clay material from lift station construction;

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**WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER CONT'D** - Obtaining easement from Hamlet of Minburn landowner for the purpose of accessing water utility service maintenance;  
- Ranfurly Water Truckfill Station.

Councillor Wagner moved the Water/Utility Services and Alberta Central East (ACE) Water report be accepted as presented.  
**Carried.**

**GAVEL** Deputy Reeve Ogrodnick assumed the gavel.

**REEVE'S REPORT** Reeve Konieczny reported and commented on the following:  
- July 1, 2017 – Assisted with pancake breakfast and presented greetings on behalf of the County of Minburn at Mannville Canada Day Celebration;  
- July 4, 2017 – Received card from Maryann Rattray thanking the County Manager and County of Minburn Council for her 18 year employment opportunity at the County;  
- July 6, 2017 – Received copy of the Alberta-NWT Command’s Military Service Recognition Book recognizing Veterans who have served our country and Certificate of Appreciation acknowledging the County of Minburn’s generous support for our Veterans.

Councillor Rattray moved the Reeve’s report be accepted as presented.  
**Carried.**

**GAVEL** Reeve Konieczny assumed the gavel.

**COUNTY MANAGER REPORT** County Manager David Marynowich reported and commented on the following:  
1. AAMDC District No. 5 Meeting ..... September 22, 2017 – Lac La Biche County;  
2. MSI Operating Grant..... Amended Application;  
3. Canada Summer Jobs ..... Grant Audit.

Councillor Kuzio moved the County Manager’s report be accepted as presented.  
**Carried.**

**AAMDC DISTRICT NO. 5 MEETING – LAC LA BICHE COUNTY** The County Manager reported the Alberta Association of Municipal Districts and Counties (AAMDC) District No. 5 meeting hosted by Lac La Biche County is scheduled for September 22, 2017 at McArthur Place in the Town of Lac La Biche.

The County Manager also reported on the letter received from AAMDC dated June 16, 2017 inviting all District Chairs to the September Board of Directors meeting at their office in Nisku on September 25, 2017 from 11:00 a.m. to 1:00 p.m. for dialogue on how the board and staff can further support districts through the AAMDC’s role at district meetings.

**106-17 2017 MSI OPERATING GRANT – AMENDED APPLICATION** The County Manager presented a revised 2017 Municipal Sustainability Initiative (MSI) Operating Funding Program application re-allocating project funding.

Councillor Rattray moved the County of Minburn approve the amended 2017 Municipal Sustainability Initiative (MSI) Operating Funding Program application dated July 7, 2017 as presented subject to Provincial government approval.  
**Carried.**

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- CANADA SUMMER JOBS – GRANT AUDIT** The County Manager reported that Service Canada completed a Canada Summer Job Monitor/Audit with the Superintendent of Public Works, Director of Agriculture and Utility Services, Supervisor of Agriculture Services, Shop Foreman/Supervisor, Senior Accountant and the five Canada Summer Job funded students on June 21, 2017 at the Public Works Shop.
- The Service Canada Program Officer conducted interviews with each student and provided an extremely favourable rating on the site visit.
- CORRESPONDENCE** The following items of correspondence were reviewed by Council:
- Information to Council for the period June 14 to July 11, 2017;
  - Shannon Stubbs, MP Lakeland – July 10, 2017 letter advising that Canadian Radio-television and Telecommunications (CRTC) recently declared high-speed internet a basic service, and requesting a map of the County of Minburn outlining the areas that currently do not have high-speed internet available;
  - Town of Vegreville – June 27, 2017 letter advising of Vegreville Town Council’s motion passed to amend Schedule “A” of the Labour, Equipment and Vehicle Rental Rates Bylaw No. 04-2013, effective June 1, 2016;
  - Vegreville Minor Soccer Association – June 20, 2017 letter requesting an opportunity to meet with the County of Minburn to present information on their soccer park project which proposes to stabilize the future of soccer and provide continued growth of the sport in the Vegreville community.
- 107-17 TOWN OF VEGREVILLE – 2017 EQUIPMENT RATES** Councillor Kuzio moved the County of Minburn approve the updated Town of Vegreville’s labour, equipment and vehicle rental rates as stated in their letter dated June 27, 2017. The Town of Vegreville and County of Minburn agreements for Lavoy services, bulk water stations and rural water customer services will be amended to include the new rates as outlined in Schedule “A” of the Town of Vegreville Labour, Equipment and Vehicle Rental Rates Bylaw effective June 1, 2017.  
**Carried.**
- VEGREVILLE MINOR SOCCER ASSOCIATION** Council consensus was to invite Vegreville Minor Soccer Association to the August 2017 Council meeting to present information on their soccer park project to be constructed in the Town of Vegreville.
- BUDGET REPORT** Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to June 30, 2017. Time 3:45 to 3:50 p.m.
- Councillor Anderson moved the Budget Report with revenue and expenditures for the period January 1 to June 30, 2017 be accepted as presented.  
**Carried.**
- OGRODNICK** Deputy Reeve Ogrodnick left the meeting. Time 3:50 p.m.
- ACCOUNTS PAYABLE** Councillor Rattray approved the Accounts Payable listing be approved.  
**Carried.**
- OGRODNICK** Deputy Reeve Ogrodnick returned to the meeting. Time 3:51 p.m.
- GEGOLICK** Davin Gegolick joined the meeting. Time 3:51 p.m.



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- 108-17  
IN-CAMERA –  
DEVELOPMENT  
ISSUES** Councillor Anderson moved the meeting proceed in-camera to discuss development issues. Time 3:52 p.m.  
**Carried.**
- REVERT TO  
REGULAR MEETING** Councillor Rattray moved that Council revert to the regular meeting. Time 4:13 p.m.  
**Carried.**
- 109-17  
PRELIMINARY  
WORK PLAN FOR  
WASTE TRANSFER  
STATION** Councillor Wagner moved the County of Minburn obtain quotations from Bar Engineering and WSP Canada Inc. for the completion of a preliminary engineering work plan for the proposed development of a waste transfer station in the County of Minburn.  
**Carried.**
- ADJOURNMENT** Councillor Melenka moved the meeting adjourn to August 21, 2017 at 10:00 a.m. Time 4:15 p.m.  
**Carried.**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
County Manager

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Recording Secretary