

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

APRIL 18, 2017 Minutes of the County Council meeting held on April 18, 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 10:00 a.m.

ACCEPTANCE OF AGENDA Councillor Kuzio moved the Agenda for the April 18, 2017 regular County Council meeting be accepted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Rattray moved the minutes of the March 23, 2017 regular County Council meeting be adopted as presented.
Carried.

45-17 FCM 2017-2018 MEMBERSHIP The County Manager reported on the invoice received from the Federation of Canadian Municipalities (FCM) dated January 3, 2017 in the amount of \$636.89 plus G.S.T. for the County of Minburn’s FCM membership fees for 2017-2018.

Councillor Anderson moved the County of Minburn pay the Federation of Canadian Municipalities (FCM) membership fees for 2017-2018 in the amount of \$636.89 plus G.S.T.; and
Further, review the County of Minburn’s Federation of Canadian Municipalities (FCM) membership annually.
Carried.

HOPPER Accounting Clerk Dwight Hopper joined the meeting. Time 10:10 a.m.

46-17 THRWMC – HAMLET OF LAVOY WASTE DISPOSAL The County Manager reported on the letter received from the Two Hills Regional Waste Management Commission (THRWMC) dated March 16, 2017 advising they are willing to pick up waste in the Hamlet of Lavoy as per the current contract rates in their agreement with the County of Minburn Regional Transfer Station Authority. The Town of Vegreville currently provides garbage collection and disposal services in the Hamlet of Lavoy.

Councillor Kuzio moved the County of Minburn amend the agreement with the Town of Vegreville to operate and maintain the water and sanitary sewer systems, and to provide garbage collection and disposal services within the Hamlet of Lavoy by eliminating the provision of garbage collection and disposal services effective January 1, 2018.
Carried.

HOPPER Dwight Hopper left the meeting. Time 10:15 a.m.

SAFETY RISK INFRASTRUCTURE MANAGEMENT TOUR – SET DATE Council consensus was to defer discussion on scheduling a date for a Safety Risk Infrastructure Management Tour to the June 2017 Council meeting.

SHOP FOREMAN/ SUPERVISOR Superintendent of Public Works Graham Shell presented the Shop Foreman/Supervisor’s written report for the period February 22 to March 27, 2017 and reported on monthly activities.

- General maintenance of equipment;
- Sale of Unit No. 506, 1997 Ford asphalt distributor truck;

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**SHOP FOREMAN/
SUPERVISOR
CONT'D** - Installation of new water tank on Unit No. 214, 1997 Ford tandem water truck.

Deputy Reeve Ogradnick 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 March 9 to April 5, 2017 and reported on monthly activities.
- Cost estimates for shoulder pull road work and road construction projects;
- Scope of work for shoulder pull road work to be developed and presented at the next Council meeting;
- Additional gravelling required on new service road in NW 8-52-14-W4M due to extremely wet weather conditions.

Presentation concluded later in the meeting.

**47-17
2017 GRAVEL MAPS
– AMENDED** Councillor Rattray moved the County of Minburn approve the 2017 Gravel maps as amended.
Carried.

**BF 487 AND BF
76353 TENDERS –
WSP ENGINEERING** WSP Canada Inc. Senior Bridge Engineer Greg Adamson and Junior Bridge Engineer Tyler Bezooyen joined the meeting to open tenders received for the following Bridge File (BF) projects. Director of Protective Services /Fire Chief Ross Warren also joined the meeting. Time 10:30 to 11:00 a.m.
- Bridge Culvert Installation and Other Work for BF 487 located on Township Road 520 in SW 2-52-15-W4M in Division No. 6;
- Bridge Culvert Installation and Other Work for BF 76353 located on Township Road 522 in SW 15-52-9-W4M in Division No. 3.

The tender results were reported as follows:

BF 487 Culvert Installation and Other Work

Prairie Erectors International Inc.....	\$270,865.00
West-can Seal Coating Inc.....	\$277,717.00
Kitchton Contracting Ltd.	\$281,514.60
Formula Alberta Ltd.	\$288,550.00
1690082 AB Ltd.....	\$295,053.00
In-Line Contracting Partnership	\$357,000.00
Unsurpassable Construction Ltd.....	\$408,900.00

BF 76353 Culvert Installation and Other Work

1690082 AB Ltd.	\$264,884.00
Formula Alberta Ltd.	\$268,200.00
Prairie Erectors International Inc.....	\$270,580.75
Kitchton Contracting Ltd.	\$277,125.00
Unsurpassable Construction Ltd.....	\$297,300.00
In-Line Contracting Partnership	\$343,500.00
West-can Seal Coating Inc.....	\$345,837.00

RECESS Councillor Wagner moved the meeting recess in order for the Subdivision Authority Board to meet. Time 11:00 a.m.
Carried.

RECONVENE The meeting reconvened at 11:20 a.m. with all present as previously recorded.

**SUPERINTENDENT
OF PUBLIC WORKS
CONT'D** - E-mail received from Perpetual Energy Inc. dated April 17, 2017 regarding Road Use Agreement;

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- SUPERINTENDENT OF PUBLIC WORKS CONT'D**
- Council consensus was for Road Agreement with Perpetual Energy Inc. to remain status quo. Superintendent of Public Works to assess road agreement conditions in the fall of 2017;
 - Additional gravelling required in SE 30-52-14-W4M due to extremely wet weather conditions;
 - Road Construction Foreman position.
- Councillor Melenka moved the Superintendent of Public Works report be accepted as presented.
Carried.
- 48-17
2017 GRAVEL MAPS – AMENDED** Councillor Melenka moved the County of Minburn approve the 2017 gravel maps as amended.
Carried.
- WSP CANADA INC./WARREN** Greg Adamson, Tyler Bezooyen and Ross Warren returned to the meeting to confirm tender results calculations for BF 76353 and BF 487 Culvert Installation and Other Work. Time 11:40 to 11:45 a.m.
- 49-17
BF 76353 – AWARD TENDER TO 1690082 ALBERTA LTD.** Deputy Reeve Ogrodnick moved the County of Minburn award the tender for Bridge File (BF) 76353 Culvert Installation and Other Work located on Township Road 522 in SW 15-52-9-W4M to 1690082 AB Ltd. in the amount of \$264,884.00 plus G.S.T. concurrent with the recommendation of WSP Canada Inc. and terms and specifications of the County of Minburn.
- The culvert installation and other work for Bridge File (BF) 76353 are to be funded by the Strategic Transportation Infrastructure Program (STIP), the Gas Tax Fund (GTF), general revenue and capital reserves.
Carried.
- 50-17
BF 487 – AWARD TENDER TO PRAIRIE ERECTORS INTERNATIONAL INC.** Deputy Reeve Ogrodnick moved the County of Minburn award the tender for Bridge File (BF) 487 Culvert Installation and Other Work located on Township Road 520 in SW 2-52-15-W4M to Prairie Erectors International Inc. in the amount of \$270,865.00 plus G.S.T. concurrent with the recommendation of WSP Canada Inc. and terms and specifications of the County of Minburn.
- The culvert installation and other work for Bridge File (BF) 487 are to be funded by the Strategic Transportation Infrastructure Program (STIP), the Gas Tax Fund (GTF), general revenue and capital reserves.
Carried.
- PRESENTATION – ASB SPRAYER OPERATOR BARRY MCCARTY** Director of Agriculture and Utility Services Darwin Ullery, Supervisor of Agriculture Services Roger Nakonechny and Barry McCarty joined the meeting. Time 11:45 to 11:55 a.m.
- Chairperson of the Agricultural Service Board (ASB) Councillor Melenka and Darwin Ullery presented Barry McCarty with a plaque in recognition of his dedicated services as the County of Minburn’s ASB Sprayer Operator for thirteen summer seasons.
- RECESS** Councillor Kuzio moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 11:55 a.m.
Carried.
- RECONVENE** The meeting reconvened at 1:20 p.m. with all present as in the forenoon.
- PLANNING AND DEVELOPMENT SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period March 14 to April 10, 2017 and reported on monthly activities. Time 1:20 to 1:35 p.m.
- Development permit applications, subdivision inquiries and approvals;

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PLANNING AND DEVELOPMENT SERVICES CONT'D

- Letter received from landowners of Lot 25, Block 1, Plan 792 0404, Brookwood Estates Subdivision dated March 22, 2017 requesting approval to keep up to two horses and ten chickens on their property, zoned Acreage Residential (AR);
- Letter received from the Inspections Group Inc. dated March 30, 2017 requesting to renew their three year contract which expires April 30, 2017 for providing Safety Code Inspections for the County of Minburn;
- "Stop Order" issued on March 8, 2017 for unauthorized development on Lot 1, Block 1, Plan 142 4964 in NE 32-49-9-W4M.

Councillor Wagner moved the Planning and Development Services report be accepted as presented.

Carried.

**51-17
BROOKWOOD ESTATES – LIVESTOCK REQUEST**

Councillor Kuzio moved the County of Minburn approve the written request received from the landowners of Lot 25, Block 1, Plan 792 0404, Brookwood Estates Subdivision, zoned Acreage Residential (AR) dated March 22, 2017 to keep up to two horses and ten chickens on their property.

Carried.

**52-17
RENEW AGREEMENT WITH INSPECTIONS GROUP INC.**

Deputy Reeve Ogrodnick moved the County of Minburn renew the Building, Electrical, Gas, Plumbing and Fire Inspections Services Agreement with Inspections Group Inc. for a three year term effective May 1, 2017 and expiring on April 30, 2020.

Carried.

DELEGATION: STARS

Shock Trauma Air Rescue Services (STARS) Foundation Senior Municipal Relations Liaison Glenda Farnden joined the meeting, presented and discussed the following and responded to Council's questions. Time 1:35 p.m.

- STARS is a non-profit organization that provides safe, rapid and highly specialized emergency medical transport for the critically ill and injured;
- Caring for patients through a leading edge of technological equipment;
- Types of missions flown and County of Minburn mission breakdown;
- 3,423 missions carried out across Alberta, Saskatchewan and Manitoba with an average of nine missions per day in 2015/2016;
- Delivery of 161 free emergency care training sessions to 2,775 medical professionals in 2015/2016;
- STARS Emergency Contact Centre monitors rural sites improving emergency preparedness for companies, organizations and individuals living or working in remote locations;
- STARS funding resources, and operating and capital expenditures;
- Requesting County of Minburn continues their annual pledge of support and considers a \$2.00 per capita commitment for 2017.

Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Glenda Farnden left the meeting. Time 2:05 p.m.

**DIRECTOR OF PROTECTIVE SERVICES/
FIRE CHIEF**

Director of Protective Services/Fire Chief presented the written report for the period March 15 to April 11, 2017 and reported on monthly activities. Time 2:05 to 2:20 p.m.

- Fire incidents, medical assists and motor vehicle collision responses;
- Grass fire incident on April 6, 2017 in SW 1-50-8-W4M;
- Spring fire permits, fire bans and stubble burning;
- Completion of controlled burn along Canadian National Railway (CNR) right-of-way in the Hamlet of Minburn by Mannville Fire Department, April 4, 2017;
- Update of Hazard Identification and Risk Assessment handbooks and distribution to employees;
- Purchase of safety workwear for culvert steaming.

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- DIRECTOR OF PROTECTIVE SERVICES/ FIRE CHIEF CONT'D** Councillor Anderson moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- TRANSPORTATION** Senior Accountant Kari Janzen presented the Transportation Report for the period January 1 to March 31, 2017. Director of Finance and Administration Susan Babyn also joined the meeting. Time 2:20 p.m.
- Councillor Wagner moved the Transportation Report for the period January 1 to March 31, 2017 be accepted as presented.
Carried.
- 2017 GRAVEL PURCHASE PLAN** The following 2017 gravel supply offers were presented:
- Supply of 15,000 cubic yards of ¾" crushed gravel at a price of \$12.50 per cubic yard plus G.S.T. received from Bykowski Sand & Gravel dated March 15, 2017;
 - Supply and delivery of an additional 2,000 cubic yards of 1¼" and 3,000 cubic yards of 2½" crushed gravel at a price of \$25.87 per cubic yard plus G.S.T. received from Keith Austin Construction dated November 2, 2016.
- 53-17 2017 GRAVEL REQUIREMENTS – BYKOWSKI SAND & GRAVEL INC.** Councillor Kuzio moved the County of Minburn enter into an agreement with Bykowski Sand & Gravel Inc. for the purchase of gravel in 2017 as follows as per County specifications, terms and conditions:
- Approximately 15,000 cubic yards of ¾" crushed gravel from the pit located at NE 34-52-10-W4M at a cost of \$12.50 per cubic yard plus G.S.T.; and
- Further, allocate funds for the purchase of the gravel from the Municipal Sustainability Initiative (MSI) Capital Program, general revenue and capital reserves.
Carried.
- 54-17 2017 GRAVEL REQUIREMENTS – KEITH AUSTIN CONSTRUCTION** Councillor Melenka moved the County of Minburn enter into an agreement with Keith Austin Construction for the purchase and delivery of gravel in 2017 as follows as per County specifications, terms and conditions:
- An additional 2,000 cubic yards of 1¼" to 1½" crushed gravel at a cost of \$25.87 per cubic yard plus G.S.T. delivered to construction sites throughout the County;
 - 3,000 cubic yards of 2½" crushed gravel at a cost of \$25.87 per cubic yard plus G.S.T. delivered to construction sites throughout the County; and
- Further, allocate funds for the purchase of the gravel from the Municipal Sustainability Initiative (MSI) Capital Program, general revenue and capital reserves.
Carried.
- 55-17 2017 MSI CAPITAL FUNDING PROGRAM – GRANT APPLICATION** Councillor Rattray moved the County of Minburn approve the 2017 Municipal Sustainability Initiative (MSI) Capital Gravel Funding Program application dated April 18, 2017 as presented, subject to Provincial government approval.
Carried.
- BUDGET REPORT** Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to March 31, 2017.
- Councillor Anderson moved the Budget Report with revenue and expenditures for the period January 1 to March 31, 2017 be accepted as presented.
Carried.

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- 2017 M.D. OF MINBURN FOUNDATION REQUISITION** Susan Babyn reported on the letter received from the M.D. of Minburn Foundation dated March 28, 2017 advising the 2017 requisition amount for the Homestead Senior Citizens' Lodge is \$117,277.00 based on the 2017 Provincial Equalized Assessment Report dated November 1, 2016.
- MUNICIPAL ELECTED OFFICIALS INCOME TAX** Susan Babyn presented the following information announced in the 2017 Federal Budget and reported in the Alberta Association of Municipal Districts and Counties (AAMDC) Contact Newsletter dated March 23, 2017 as it applies to Municipal Elected Officials:
- “Remove the tax exemptions for non-accountable expense allowances paid to members of provincial and territorial legislative assemblies and to certain municipal office-holders. This exemption is only available to certain provincial, territorial and municipal office holders.”
- 56-17 2017 MSI OPERATING PROGRAM – GRANT APPLICATION** Councillor Wagner moved the County of Minburn approve the 2017 Municipal Sustainability Initiative (MSI) Operating Funding Program application dated April 18, 2017 as presented, subject to Provincial government approval.
Carried.
- BABYN/JANZEN** Susan Babyn and Kari Janzen left the meeting. Time 3:09 p.m.
- GAVEL** Deputy Reeve Ogrodnick assumed the gavel.
- KONIECZNY** Reeve Konieczny left the meeting. Time 3:09 p.m.
- ACCOUNTS PAYABLE** Councillor Kuzio approved the Accounts Payable listing be approved.
Carried.
- KONIECZNY** Reeve Konieczny returned to the meeting. Time 3:10 p.m.
- GAVEL** Reeve Konieczny assumed the gavel.
- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES** Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period March 9 to April 5, 2017 and reported on monthly activities. Time 3:10 to 3:30 p.m.
- Hiring of summer students;
 - Construction of unloading ramp at Vegreville Landfill for disposal of agricultural plastics;
 - Zero tolerance for accepting grain infected by Fusarium Head Blight (FHB) by Alberta Seed Cleaning Plants;
 - Beaver damage control/management.
- 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 3:55 p.m.
- Hamlet of Minburn road repair;
 - Construction of building for new lift station in the Hamlet of Minburn by Nova Mechanical;
 - Rural water connection inquiries;
 - 2017 ACE Annual Stakeholders' meeting, Vermilion Regional Centre, April 27, 2017.
- Councillor Wagner moved the Water/Utility Services and Alberta Central East (ACE) Water report be accepted as presented.
Carried.

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REPORTS Reports were presented by Councillors representing various Boards/Committees/Divisions.

Division No. 1

- Update on projects, roads, etc.
 - Poor road conditions due to wet weather;
 - Monitored road washouts and other problem areas as required;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
 - Water Rates Review Workshop, Council Chambers, April 11, 2017;
 - Gravel required at East Regional Waste Transfer Station.

Division No. 2

- Update on projects, roads, etc.
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
 - Water Rates Review Workshop, Council Chambers, April 11, 2017.

GAVEL Deputy Reeve Ogrodnick assumed the gavel.

REPORTS CONT'D**Division No. 3**

- Update on projects, roads, etc.
 - Poor road conditions due to wet weather;
 - Culvert steaming, road blading and snowplowing;
 - Monitored road conditions following heavy snowfall;
 - "School Bus" signs required on Township Road 520 and Range 104 at 10409 Township Road 520;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Meeting with Director of Protective Services/Fire Chief and landowner regarding BF 76353 project located on Township Road 522 east of Range Road 93, March 29, 2017;
 - Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
 - Water Rates Review Workshop, Council Chambers, April 11, 2017;
 - Received telephone call from ratepayer regarding Super-B grain truck stuck on soft spot on Range Road 105, April 12, 2017.

GAVEL Reeve Konieczny assumed the gavel.

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

- Update on projects, roads, etc.
- 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 and landowner regarding water drainage issues on Range Road 141 near Vermilion River, March 29, 2017;
 - ACE Water Corporation Board meeting, Village of Kitscoty, March 30, 2017;
 - Meeting with Superintendent of Public Works regarding culvert concerns on Range Road 133, dust control on Range Road 134 and water drainage issues on Range Road 142 and 143, April 10, 2017;

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REPORTS CONT'D

- Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
- Water Rates Review Workshop, Council Chambers, April 11, 2017;
- Infrastructure Committee meeting, Council Chambers, April 11, 2017;
- Closure of road on Range Road 125 north of Township Road 520 due to washout, April 13, 2017.

REPORTS CONT'DDivision No. 5

- Update on projects, roads, etc.
 - Poor road conditions due to wet weather;
 - Culvert steaming;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, April 4, 2017;
 - Vegreville Case Processing Centre (CPC) Closure Rally, Vegreville Kinsmen Park, April 6, 2017;
 - Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
 - Water Rates Review Workshop, Council Chambers, April 11, 2017;
 - Closure of road on Range Road 125 north of Township Road 520 due to washout, April 13, 2017;
 - Vegreville Region Physician and Health Professional Attraction and Retention (VRPHPAR) Committee;
- Upcoming meetings, workshops, etc.
 - Vegreville & District FCSS Volunteer Appreciation Pancake Breakfast, Vegreville Sunshine Club, April 29, 2017.

Division No. 6

- Update on projects, roads, etc.
 - Poor road conditions due to wet weather;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville & District Chamber of Commerce – vEGGfest Committee meeting, April 3, 2017;
 - Vegreville CPC Closure Rally, Vegreville Kinsmen Park, April 6, 2017;
 - Vegreville & District Chamber of Commerce meeting, April 6, 2017;
 - School Resource Officer Stakeholder meeting, Vegreville Fire Hall, April 6, 2017;
 - Village of Innisfree Viability Review Workshop with Alberta Municipal Affairs, County Manager and Administration staff, Council Chambers, April 11, 2017;
 - Water Rates Review Workshop, Council Chambers, April 11, 2017;
 - Infrastructure Committee meeting, Council Chambers, April 11, 2017;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, April 13, 2017.

Division No. 7

- Update on projects, roads, etc.
 - Request for gravel at Prairie Lodge Trailer Court located at SE 30-52-14-W4M;
 - Culvert issues;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville Economic Development Board meeting, March 29, 2017;

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COUNTY MANAGER REPORT CONT'D 8. Guard Rail Damage on Township Road 524 and Range Road 144 Insurance Claim.

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

HIGHWAY INFRASTRUCTURE UPGRADE AND MGA ACTION PLAN

The County Manager reported on the e-mail sent to Alberta Infrastructure and Transportation dated March 28, 2017 regarding Highway Infrastructure Upgrades which includes two transportation issues affecting the County of Minburn’s resource industry and agriculture producers truck hauling. Highway 857 north of Highway 631 to Township Road 524 and Highway 857 at the junction of Highway 14 and 16 require overlays to eliminate the current weight restrictions of 75 percent and 90 percent on these highways. The e-mail advises that elimination of weight restrictions all year round will assist the truck traffic travelling to the two new grain elevators proposed to commence construction in the County of Minburn in 2017.

The County Manager also reported on the *Municipal Government Act (MGA)* Action Plan presented by Alberta Municipal Affairs at the Local Government Administration Association (LGAA) Conference on April 7, 2017 in the City of Red Deer. The *MGA* Action Plan outlines the proposed new and amended *MGA* regulations regarding governance, planning and development, assessment and taxation, legislative requirements, compliance deadlines and tools that will assist municipalities in implementing these changes.

58-17 FINANCE MEETING – RESCHEDULE

Councillor Anderson moved the May 12, 2017 Finance Committee meeting be rescheduled to May 15, 2017 at 9:00 a.m.
Carried.

59-17 COUNTY SAFETY RECOGNITION SOCIAL AND RETIREMENT PRESENTATION

Councillor Kuzio moved the Annual County Safety Recognition Social and retirement presentations for County of Minburn employees Ross Warren and Maryann Rattray be scheduled for June 16, 2017 at the Mannville Golf Course.
Carried.

60-17 ROAD ALLOWANCE BETWEEN SW 1 AND SE 2-51-12-W4M – ROAD ACCESS USAGE

The County Manager reported on weed control along the unused road allowance located between SW 1-51-12-W4M and SE 2-51-12-W4M and road access usage. The County Manager advised that the County is required to keep the road allowance for access to the water body and future development.

Councillor Anderson moved the County of Minburn grant Mike Gordychuk permission to farm the unused road allowance located between SW 1 and SE 2-51-12-W4M in exchange for weed control with the understanding that in the future, should the County require the road allowance, permission will be cancelled.
Carried.

ALBERTA HUB – MEMBERSHIP

The County Manager reported on the invoice received from Northeast Alberta Information HUB Ltd. (Alberta HUB) dated April 1, 2017 for the renewal of membership fees for the period April 1, 2017 to March 31, 2018.

Council consensus was to defer discussion regarding the renewal of Alberta HUB membership for 2017/2018 to the next Council meeting.

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- APRIL 18, 2017** Minutes of the County Council meeting held on April 18, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- DIRECTOR OF PROTECTIVE SERVICES/FIRE CHIEF ROSS WARREN – NOTICE OF RETIREMENT** The County Manager advised Council of Director of Protective Services/Fire Chief Ross Warren’s retirement with the County of Minburn effective June 30, 2017.
 Ross Warren’s thirteen (13) years of management contribution and high standard of service to the County was recognized and appreciated by the County Manager and Council.
- MUNICIPAL SERVICES CLERK MARYANN RATTRAY – NOTICE OF RETIREMENT** The County Manager advised Council of Municipal Services Clerk Maryann Rattray’s retirement with the County of Minburn effective June 30, 2017.
 Maryann Rattray’s eighteen (18) years of municipal administration service to the County was recognized and appreciated by the County Manager and Council.
- 61-17 IN-CAMERA – PERSONNEL ISSUES** Councillor Wagner moved the meeting proceed in-camera to discuss personnel issues. Time 4:25 p.m.
Carried.
- SHELL/SHUKALAK** Graham Shell and Administrative Executive Trudy Shukalak left the meeting. Time 4:25 p.m.
- REVERT TO REGULAR MEETING** Deputy Reeve Ogradnick moved that Council revert to the regular meeting. Time 4:50 p.m.
Carried.
- SHELL/SHUKALAK** Graham Shell and Trudy Shukalak returned to the meeting. Time 4:50 p.m.
- 62-17 RECOGNITION AND RETIREMENT BENEFIT** Councillor Wagner moved to approve a Recognition and Retirement Benefit for the two (2) retiring employees as per the County Manager’s directive dated April 18, 2017.
Carried.
- GUARD RAIL DAMAGE ON RGE RD 144 AND TWP RD 524 – INSURANCE CLAIM** The County Manager reported that all repair costs for the third party claim of the damaged guard rail located on Township Road 524 and Range Road 144 have been paid in full. \$5,061.81 was received from Intact Insurance Company on April 18, 2017.
- 2017 MUNICIPAL ELECTION** The County Manager reported the following on the 2017 Municipal Election as it pertains to the *Local Authorities Election Act (LAEA)*:
- SECTION 2 JOINT ELECTIONS** Allows for one or more elected authorities in the same area to enter into an agreement for the conduct of an election.
- SECTION 11 GENERAL TERM OF OFFICE** Commencing with the year 2013, the members of an elected authority at a general election hold office for a term of four years and a general election shall be held every fourth year.
- SECTION 11 ELECTION DAY** Election day is to be the third Monday in October. The 2017 Municipal Election is on October 16, 2017.
- SECTION 21 QUALIFICATION OF CANDIDATES** A person may be nominated as a candidate if on nomination day the person is eligible to vote in that election, has been a resident of the local jurisdiction for the six consecutive months immediately preceding nomination day, and is not otherwise ineligible or disqualified.
- SECTION 25 NOMINATION DAY** Nomination day shall be four weeks before election day. Nomination day is September 18, 2017.

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SECTION 28 NOMINATIONS	The returning officer shall receive nominations at the local jurisdiction office between 10:00 a.m. and 12 noon on nomination day, September 18, 2017.
SECTION 29 DEPOSIT AND BYLAW NO. 912	An elected authority may by bylaw pass not fewer than thirty days before nomination day, requiring that every nomination be accompanied with a deposit. County of Minburn Bylaw No. 912 provides that nominations be accompanied by a cash deposit of \$100.00 and the deposit be provided in cash, certified cheque or money order.
SECTION 37 VOTING STATIONS	The returning officer shall designate the location of one voting station only for each voting subdivision.
SECTION 48 RULES OF RESIDENCE	A person may be a resident of only one place at a time for the purposes of voting under the <i>LAEA</i> . If a person has more than one residence in Alberta, that person shall designate one place of residence as the person's place of residence. The residence is the place where the person lives and sleeps and to which, when the person is absent, the person intends to return.
SECTION 50 LIST OF ELECTORS	The elected authority may by bylaw, direct the secretary or returning officer to prepare a list of electors who are entitled to vote in an election.
SECTION 53 PROOF OF ELECTOR ELIGIBILITY	Every person who attends at a voting station for the purpose of voting must be permitted to vote if the person's name appears on the list of electors or if the person makes a statement in the prescribed form that the person is eligible to vote as an elector and produces the following proof of identity: one piece of identification issued by the Canadian government, provincial or local government or an agency of that government that contains a photograph, name and current address.
SECTION 733 ADVANCE VOTE	An elected authority may by resolution provide for holding an advance vote on any vote to be held in an election. The advance vote must not be held less than twenty four hours prior to election day. If such a resolution is passed, the returning officer will determine the days and hours during which the advance vote will be held.
SECTION 75 ADVANCE VOTE STATIONS	When an advance vote is authorized the returning officer shall establish the number of advance voting stations the returning officer considers necessary.
SECTION 77.1 AND 7(2.3) VOTE BY SPECIAL BALLOT	An elected authority may by resolution passed prior to nomination day, provide for special ballots and provide that the application for special ballots may be made by in writing, telephone, telecopier, in person or by e-mail. If an elected authority passes a resolution for special ballot, the Minister must be notified by nomination day.
SECTION 79(1) INCAPACITATED ELECTOR AT HOME	An elected authority may by resolution provide for the attendance of two deputies at the residence of an elector during the hours an advance voting station is open in order to take the votes of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station to vote.
SECTION 80(1) INSTITUTIONAL VOTE ELIGIBILITY	The elected authority by resolution may designate the location of one or more institutional voting stations for an elector who on election day is confined to a hospital, auxiliary hospital or nursing home or is a resident in a seniors' accommodation facility.
SECTION 84 VOTING MACHINES	An elected authority may by bylaw provide for the taking of votes of the electors by means of voting machines.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- APRIL 18, 2017** Minutes of the County Council meeting held on April 18, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- SECTION 147.11(1)
CANDIDATE SELF-FUNDED ELECTION CAMPAIGN** Any money up to and including \$10,000 paid by a candidate out of the candidate's own funds for the purposes of the candidate's election campaign is not a campaign contribution for the purposes of this Part.
- If a candidate's entire election campaign is funded exclusively out of their own funds, the candidate is not required to open and deposit the funds in a campaign account at a financial institution or file a disclosure statement with the municipality.
- SECTION 160(2)
REGULATIONS** On the application of an elected authority, the Minister may authorize the elected authority to pass a bylaw adopting the system for conducting an election prescribed by regulations under subsection (1).
- SECTION 2
MODIFIED VOTING PROCEDURE
REGULATION –
DESIGNATING
LOCATIONS OF
VOTING STATIONS** Where an elected authority has passed a bylaw in accordance with Section 160(2) of the *LAEA*, Section 37 of the *LAEA* is modified as follows:
- (a) The returning officer may designate the location of the voting station
 - (b) The location of more than one voting station may be designated for each voting station.
- 63-17
MODIFIED VOTING PROCEDURE
BYLAW/
MINISTERIAL ORDER** Deputy Reeve Ogradnick moved the County of Minburn apply for the necessary Ministerial Order granting approval to apply current Bylaw No. 1225-13 for the modified voting system of conducting an election prescribed by *Alberta Regulation 5/2007* with amendments up to and including *Alberta Regulation 180/2016* which shall be used for the purpose of conducting elections pursuant to the provision of the *Local Authorities Election Act (LAEA)*.
Carried.
- 64-17
ADVANCE VOTE** Councillor Anderson moved the Advance Vote for the October 16, 2017 Municipal and School Trustee Election be held on October 7, 2017 from 12:00 p.m. to 6:00 p.m. at the following Advance Vote Stations:
- Division Nos. 1, 2 & 3 Mannville Recreation Centre
 - Division Nos. 2, 3, 4 & 5 Innisfree Senior Centre
 - Division Nos. 4, 5, 6 & 7 Vegreville Elks Hall
- Carried.**
- 65-17
2017 ELECTION –
VOTING STATIONS** Councillor Rattray moved the following Voting Stations be hereby approved:
- Division No. 1 - Mannville Recreation Centre
- Minburn Senior Centre
 - Division No. 2 - Innisfree Senior Centre
- Minburn Senior Centre
 - Division No. 3 - Mannville Recreation Centre
- Chailey Community Centre (Pt. NE 19-52-9-W4M)
 - Division No. 4 - Lavoy Community Hall
- Buchach Community Centre (SW 35-52-11-W4M)
- Vegreville Elks Hall
 - Division No. 5 - Lavoy Community Hall
- Ranfurly Recreation Hall
 - Division No. 6 - Vegreville Elks Hall
- Imperial Community Hall (Pt. SW 3-51-14-W4M)
 - Division No. 7 - Vegreville Elks Hall
- Warwick Community Hall (SE 6-54-14-W4M)
- Carried.**
- 66-17
2017 ELECTION –
RATES FOR VOTING
STATIONS** Councillor Wagner moved the County of Minburn pay the prevailing hall rental rates for the 2017 Election voting stations.
Carried.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

APRIL 18, 2017 Minutes of the County Council meeting held on April 18, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.

CORRESPONDENCE The following items of correspondence were reviewed by Council:

- Information to Council for the period March 17 to April 11, 2017;
- Vegreville Drag Racing Association – April 11, 2017 letter requesting a “letter of support” from the County of Minburn for their application for grant funding under the Community Facility Enhancement Program (CFEP) for the purchase of a new electronic timing system;
- FCM – March 27, 2017 copy of letter sent to the Federal Minister of Public Services and Procurement advising of the resolution adopted by FCM’s Board of Directors in March 2017 entitled “Site Selection Criteria for Federal Offices” sponsored by the Town of Vegreville. The resolution will be presented at FCM’s Annual Conference in Ottawa in June 2017 for consideration and debate;
- Town of Vegreville – March 22, 2017 letter requesting the County of Minburn provide notification of the appointed members who will represent the County on the Regional Recreation and Culture Master Plan Steering Committee.

67-17 VEGREVILLE DRAG RACING ASSOCIATION – LETTER OF SUPPORT Deputy Reeve Ogradnick moved the County of Minburn provide a letter to the Vegreville Drag Racing Association supporting their grant funding application under the Community Facility Enhancement Program (CFEP) for the purchase of a new electronic timing system.
Carried.

68-17 REGIONAL RECREATION AND CULTURE MASTER PLAN – STEERING COMMITTEE Reeve Konieczny moved the County of Minburn request a stakeholders meeting for County and Town of Vegreville Councillors and staff to attend to decide the composition of the Steering Committee prior to commencing with the Town of Vegreville Regional Recreation and Culture Master Plan.
Carried.

NEW BUSINESS Discussion ensued on the following new business item:

- Town of Vegreville – April 17, 2017 letter requesting consideration from the County of Minburn to provide financial support to the School Resource Officer (SRO) Program.

69-17 SCHOOL RESOURCE OFFICER PROGRAM Councillor Melenka moved the County of Minburn contribute \$15,000.00 to the School Resource Officer (SRO) Program offered to students attending schools in the Town of Vegreville.
Motion Defeated.

ADJOURNMENT Councillor Anderson moved the meeting adjourn to May 15, 2017 at 10:00 a.m. Time 5:35 p.m.
Carried.

Reeve

County Manager

Recording Secretary