

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

FEBRUARY 16 & 23, 2016 Minutes of the County Council meeting held on February 16 and 23, 2016 at the County of Minburn No. 27 office, Vegreville, Alberta.

PRESENT Present at the meeting were:

Reeve:	Roger Konieczny
Deputy Reeve:	Carl Ogradnick
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 Rattray moved the Agenda for the February 16 and 17, 2016 regular County Council meeting be accepted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Kuzio moved the minutes of the January 18, 2016 Council meeting be adopted as presented.
Carried.

ALBERTA COMMUNITY PARTNERSHIP PROGRAM APPLICATIONS - VILLAGE OF MANNVILLE/TOWN OF VEGREVILLE The County Manager reported on the e-mail received from the Village of Mannville dated January 25, 2016 requesting the County of Minburn participate with them in applications for grant funding under the Alberta Community Partnership (ACP) Program - Intermunicipal Collaboration (IC) Component for the Mannville Recreation Centre Electrical Upgrade and Mannville Riverview Park Upgrade projects.

The County Manager also reviewed with Council the grant applications received from the Town of Vegreville for the Regional Stormwater Flood Hazard and Area Structure Plan (ASP) and Regional Recreation, Culture and Facilities Master Plan projects which the County of Minburn approved to participate in under the ACP Program - IC Component.

15-16 GRANT ACP PROGRAM GRANT APPLICATION - VILLAGE OF MANNVILLE RECREATION CENTRE UPGRADE PROJECT Councillor Anderson moved the County of Minburn participate in an application for grant funding under the Alberta Community Partnership (ACP) Program - Intermunicipal Collaboration (IC) Component with the Village of Mannville as the managing partner for the Mannville Recreation Centre Upgrade Project in the amount of \$300,000.00; and Further, that the County of Minburn as a participant agrees to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.
Carried.

16-16 ACP PROGRAM GRANT APPLICATION - VILLAGE OF MANNVILLE RIVERVIEW PARK UPGRADE PROJECT Deputy Reeve Ogradnick moved the County of Minburn participate in an application for grant funding under the Alberta Community Partnership (ACP) Program - Intermunicipal Collaboration (IC) Component with the Village of Mannville as the managing partner for the Mannville Riverview Park Upgrade Project in the amount of \$300,000.00; and Further, that the County of Minburn as a participant agrees to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.
Carried.

SHOP FOREMAN/ SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the written report for the period January 1 to 31, 2016 and reported on monthly activities. Time 10:05 to 10:15 a.m.

- General maintenance of equipment;
- E-mail received from Finning (Canada) dated February 5, 2016 advising of their decision to cover partial repair costs of Unit No. 317, 2010 CAT 160M motorgrader;

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**SHOP FOREMAN/
SUPERVISOR
CONT'D**

- Attempted break-in at Innisfree Public Works shop discovered on February 8, 2016;
- Improving security at all County of Minburn Public Works shops.

Councillor Wagner moved the Shop Foreman/Supervisor's report be accepted as presented.
Carried.

**17-16
FINNING (CANADA) -
UNIT NO. 317**

Councillor Anderson moved the County of Minburn send a letter to Finning (Canada) thanking them for their goodwill gesture to cover partial repair costs of Unit No. 317, 2010 CAT 160M motorgrader.
Carried.

**SUPERINTENDENT
OF PUBLIC WORKS**

Superintendent of Public Works Graham Shell presented the written report for the period January 11 to February 3, 2016 and reported on monthly activities.

- Possible gravel sources located in N½ 7-54-10-W4M in the County of Two Hills;
- Proposed meeting with the County of Two Hills to discuss the purchase of additional crushed gravel and potential gravel sources in the County;
- Realignment of traffic signs and installation of larger "Stop" signs with flashing red lights at the intersections of Highway 631 and Highway 857;
- Replacement of damaged road signs on Range Road 93 and Township Road 500 due to vandalism;
- Discussions with ATCO Electric regarding the placement of transmission lines for the Grizzly Bear Transmission Project and their proposed submission of a written proposal for Council's review;
- Letter received from landowner of NW and NE 34-48-11-W4M located in Beaver County dated January 12, 2016 regarding the effects on his land from County of Minburn road construction on Township Road 490 east of Highway 870;
- 2015 groundwater monitoring reports received from Amec Foster Wheeler Environment & Infrastructure dated February 8, 2016 for the Lavoy, Ranfurly and Mannville Landfills as required in the Code of Practice for Landfills under the authority of the *Environmental Protection and Enhancement Act*.

Councillor Wagner moved the Superintendent of Public Works report be accepted as presented.
Carried.

**18-16
ALBERTA
TRANSPORTATION –
HWY 857 AND HWY
631 INTERSECTION –
TRAFFIC SIGNS**

Councillor Rattray moved the County of Minburn send a letter to Alberta Transportation requesting a realignment of the traffic signs along the north side of Highway 631 intersecting Highway 857 and installation of larger "Stop" signs with flashing red lights at the intersection of Highway 631 and Highway 857.
Carried.

**ROAD
CONSTRUCTION
FOREMAN**

Road Construction Foreman Ron Matters joined the meeting, presented and discussed the following and responded to Council's questions regarding road construction standards and procedures. Time 11:00 to 11:20 a.m.

- Obtaining road construction agreements from landowners in preparation for 2016 road construction projects;
- Drainage and clean-up concerns following road construction on Township Road 490 east of Highway 870;
- Completion of road construction projects in compliance with engineering specifications.

**19-16
NW / NE 34-48-11-
W4M - ROAD
CONSTRUCTION**

Councillor Wagner moved the County of Minburn write a letter to the landowner of NW/NE 34-48-11-W4M advising the County of Minburn completed the road construction project on Township Road 490 from Highway 870 to Range Road 112 according to Amec Foster Wheeler Environment & Infrastructure's engineering specifications, Alberta Transportation standards, and Alberta Environment approval; and

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- 19-16
NW / NE 34-48-11-
W4M - ROAD
CONSTRUCTION
CONT'D** Further, the Superintendent of Public will assess any clean-up work required in Spring 2016.
Carried.
- RECESS** Councillor Melenka moved the meeting recess in order for the Subdivision Authority Board to meet. Time 11:20 a.m.
Carried.
- RECONVENE** The meeting reconvened at 11:25 a.m. with all present as previously recorded.
- PLANNING AND
DEVELOPMENT
SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period January 12 to February 8, 2016 and reported on monthly activities. Time 11:25 to 11:40 a.m.
- Development permit application/subdivision inquiries and approvals;
 - Served "Stop Order" for unauthorized development at Pt. SE 3-54-14-W4M;
 - Review of collection of 2015 overweight vehicle road permit fees by RoadData and Transportation Routing and Vehicle Information System (TRAVIS) Multi-Jurisdictional Revenue Sharing.
- Councillor Wagner moved the Planning and Development Services report be accepted as presented.
Carried.
- 20-16
INCREASE FIXED
MUNICIPAL FEES -
OVERDIMENSION
COMMERCIAL
VEHICLE PERMITS** Councillor Rattray moved to increase the "Fixed Municipal Fee" as set out in County of Minburn Bylaw No. 1231-14 which sets fees for over dimension commercial vehicle permits, from \$15.00 to \$25.00 per permit effective upon Alberta Transportation approval and passing of the amendment of Commercial Vehicle Fee Bylaw No. 1231-14.
Carried.
- TRANSPORTATION** Senior Accountant Kari Janzen presented the Transportation Report for the period January to December 2015 Final and January 2016. Time 11:41 a.m. to 12:00 p.m.
- Councillor Rattray moved the Transportation Report for the period January to December 2015 Final and January 2016 be accepted as presented.
Carried.
- 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 1:10 p.m. with all present as in the forenoon.
- DIRECTOR OF
PROTECTIVE
SERVICES/
FIRE CHIEF** Director of Protective Services/Fire Chief presented the written report for the period January 14 to February 9, 2016 and reported on monthly activities. Time 1:10 to 1:40 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Proposed amendment to Bylaw No. 1171-04 to provide for the control of fireworks in the County of Minburn;
 - Safety meeting scheduled for March 9, 2016 at the Vegreville Agricultural Society meeting room with guest speaker from CN Police Services and Defensive Driving course provided by Alberta Motors Association (AMA);
 - Critical Stress Incident Management session scheduled for emergency services personnel on May 21, 2016 at the Vegreville Fire Hall;
 - Amended repair cost estimates submitted by WSP Canada Inc. for the bridge structure work of Bridge File (BF) 13740 located on Township Road 534 west of Range Road 141 in Division No. 7;

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**DIRECTOR OF PROTECTIVE SERVICES/
FIRE CHIEF CONT'D**

- Delay of rehabilitation repair of BF 773 located on Township Road 540 on Range Road 142 in Division No. 4 due to power line issues and environmental regulations;
- Deadline for submission of Request for Quotations (RFQs) for BF 7640 located on Range Road 144 north of Highway 631 in Division No. 7, February 19, 2016;
- Rehabilitation repair recommended for BF 487 located in SW 2-52-15-W4M in Division No. 6 and BF 76353 located in SW 15-52-9-W4M in Division No. 3;
- Completion of Municipal Emergency Plan (MEP) Annual Audit by Alberta Emergency Management Agency (AEMA), January 21, 2016.

Councillor Kuzio moved the Director of Protective Services/Fire Chief report be accepted as presented.

Carried.

**21-16
BF 487 AND BF 76353 - PRE-TENDER PACKAGE FOR REHABILITATION REPAIR - WSP CANADA INC.**

Deputy Reeve Ogradnick moved that WSP Canada Inc. prepare a pre-tender package for the rehabilitation repair of the following Bridge File (BF) projects:

- BF 487 located in SW 2-52-15-W4M in Division No. 6;
- BF 76353 located in SW 15-52-9-W4M in Division No. 3.

Carried.

**22-16
REPAIR COST ESTIMATE OPTION 2 - BF 13740**

Councillor Rattray moved the County of Minburn approve Repair Cost Estimate "Option 2" as prepared by WSP Canada Inc. dated February 11, 2016 for the bridge structure work of Bridge File (BF) 13740 located on Township Road 534 west of Range Road 141 in Division No. 7.

Carried.

**23-16
BYLAW NO. 1249-16 TO AMEND BYLAW NO. 1171-04 - REGULATION OF FIREWORKS**

Bylaw No. 1249-16 of the County of Minburn No. 27, in Vegreville, in the Province of Alberta was presented for the purpose of amending Bylaw No. 1171-04 to provide for the regulation and control of the distribution, sale and use of fireworks within the County of Minburn No. 27.

Councillor Melenka moved Bylaw No. 1249-16 be given first reading.

Carried.

Councillor Rattray moved Bylaw No. 1249-16 be given second reading.

Carried.

Deputy Reeve Ogradnick moved Council unanimously and in full agreement to give Bylaw No. 1249-16 third reading at this meeting.

Councillor Anderson moved Bylaw No. 1249-16 be given third reading.

Carried.

SUPERVISOR OF AGRICULTURAL SERVICES

Supervisor of Agricultural Services Roger Nakonechny presented the following report. Time 1:40 to 1:55 p.m.

- 2016 Roadside Mowing Program;
- 2016 Coyote/Timber Wolf Bounty Program;
- Request for 2016 brushing maps;
- Letter received from Farm Safety Centre dated January 18, 2016 requesting financial support for the Safety Smarts Program that was delivered to rural children within the County boundary in 2015.

Deputy Reeve Ogradnick moved the Supervisor of Agricultural Services report be accepted as presented.

Carried.

**24-16
2016 ROADSIDE MOWING CONTRACT - OFFER TO RENEW**

Councillor Melenka moved the County of Minburn provide 610442 Alta Ltd. an offer to renew the Roadside Mowing Contract for 2016 at the same rate as 2015 according to County specifications, terms and conditions.

Carried.

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25-16 FARM SAFETY CENTRE - 2016 SAFETY SMARTS PROGRAM FUNDING Councillor Anderson moved the County of Minburn provide funding to the Farm Safety Centre operating under the Raymond & District Futures Society in 2016 for their Safety Smarts Program in the amount of \$3.50 per child for a total of 874 children in the County of Minburn who received the delivery of this program in 2015.

Total funding contribution is (874 x \$3.50) = \$3,059.00.
Carried.

DELEGATION: VEGREVILLE ROTARY CLUB Vegreville Rotary Club Past President and Chairperson of Local Projects and President Elect Ann Waters joined the meeting, presented and discussed the following and responded to Council's questions. Director of Finance and Administration Susan Babyn and Accounting Clerk Dwight Hopper also joined the meeting. Time 2:10 to 2:20 p.m.

- Proposed development of a bike and skate park by the Vegreville Rotary Club;
- One hectare area project with five ride lines designed for all ages and skill levels;
- Researching of potential recreational district sites in the County of Minburn and the Town of Vegreville for the development;
- Estimated project cost is in excess of \$500,000.00;
- Exploration of various grant funding sources;
- Contribution options by the County of Minburn could include grant funding collaboration, donation of construction equipment and manpower and provision of suitable land;
- Intention to fundraise and seek other community partners to raise capital funds for the project and ensure project is viable;
- Following finalization of a firm plan, Council will be asked for a commitment.

Reeve Konieczny thanked the delegation for attending the Council meeting and making their presentation. Renée Senko, Ann Waters, Susan Babyn and Dwight Hopper left the meeting. Time 2:20 p.m.

DIRECTOR OF AGRICULTURE AND UTILITY SERVICES The County Manager presented the following Director of Agriculture and Utility Services report.

- Hamlet of Minburn Lagoon Groundwater Monitoring proposal prepared by Amec Foster Wheeler Environment & Infrastructure dated January 22, 2016.

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

26-16 HAMLET OF MINBURN WASTEWATER SYSTEM ANNUAL WORK PLAN PROPOSAL Councillor Melenka moved the County of Minburn approve the Annual Work Plan for the Hamlet of Minburn Wastewater System received from Amec Foster Wheeler Environment & Infrastructure dated January 22, 2016 for the approximate amount of \$17,400.00; and Further, the Hamlet of Minburn Wastewater System work is to be funded by the Alberta Community Partnership (ACP) Program, Infrastructure/Debt Servicing Stream grant funding component provided by the Province to support costs associated with the dissolution of the Village of Minburn.

The Annual Work Plan Proposal is established in accordance with Registration No. 11910-01-00 issued by Alberta Environment and Parks (AEP) under the Environmental Protection and Enhancement Act (EPEA) and the Code of Practice for Wastewater Systems Using a Wastewater Lagoon.
Carried.

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WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER The County Manager presented the following report on water/utility services and Alberta Central East (ACE) water.

- Hamlet of Lavoy Water Loss Detection Program report prepared by Urban Systems dated January 15, 2016;
- Summary of steps taken by Urban Systems to identify unaccounted for water;
- Recommended plan for moving forward in 2016.

Councillor Wagner moved the Water/Utility Services and Alberta Central East (ACE) Water 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.
 - Roadside brushing;
 - 2016 road construction priority project list;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 22, 2016;
 - Infrastructure Committee meeting to review potential gravel sources in N½ 7-54-10-W4M in the County of Two Hills, January 27, 2016;
 - Alberta Association of Municipal District and Counties (AAMDC) District No. 5 meeting, M.D. of Bonnyville, January 29, 2016;
 - Meeting with Superintendent of Public Works regarding proposed installation of ATCO Electric’s transmission lines for the Grizzly Bear Creek Wind Power Plant south of the Village of Mannville;

Division No. 2

- Update on projects, roads, etc.
 - 2016 road construction priority project list;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 22, 2016;
 - Infrastructure Committee meeting to review potential gravel sources in N½ 7-54-10-W4M in the County of Two Hills, January 27, 2016;
 - AAMDC District No. 5 meeting, M.D. of Bonnyville, January 29, 2016.

GAVEL Deputy Reeve Ogradnick assumed the gavel.

REPORTS CONT'D Division No. 3

- Update on projects, roads, etc.
 - “School Bus” signs required on Township Road 523 and Range Road 101 in NW 2-54-10-W4;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 21, 2016;
 - Innisfree Seed Cleaning Plant meeting, January 26, 2016;
 - Infrastructure Committee meeting to review potential gravel sources in N½ 7-54-10-W4M in the County of Two Hills, January 27, 2016;
 - AAMDC District No. 5 meeting, M.D. of Bonnyville, January 29, 2016;
 - Vermilion River Watershed Management Project Steering and Operations Committee meeting, Village of Mannville, February 8, 2016.

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GAVEL Reeve Konieczny assumed the gavel.

REPORTS CONT'DDivision 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:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 20, 2016;
 - Meeting with Director of Agriculture and Utility Services regarding rural residential water metre reading, January 22, 2016;
 - Infrastructure Committee meeting to review potential gravel sources in N½ 7-54-10-W4M in the County of Two Hills, January 27, 2016;
 - Vegreville Seed Cleaning Plant meeting, January 28, 2016;
 - ACE Water Corporation Executive Committee meeting, Village of Kitscoty, January 29, 2016;
 - Participated in Vegreville Family and Community Support Services (FCSS) Family Day Breakfast, Vegreville Social Centre, February 15, 2016.

Division No. 5

- Update on projects, roads, etc.
- Replacement of Canada and Alberta flags at the Hamlet of Lavoy entrance;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 21, 2016;
 - Vegreville FCSS meeting, February 2, 2016;
 - Participated in Vegreville FCSS Family Day Breakfast, Vegreville Social Centre, February 15, 2016.

Division No. 6

- Update on projects, roads, etc.
 - 2016 Winter Haul Gravel Program;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 21, 2016;
 - Infrastructure Committee meeting to review potential gravel sources in N½ 7-54-10-W4M in the County of Two Hills, January 27, 2016;
 - St. Joseph's Hospital Board and Foundation meetings, January 27, 2016;
 - AAMDC District No. 5 meeting, M.D. of Bonnyville, January 29, 2016;
 - Vegreville & District Chamber of Commerce meeting, February 2, 2016;
 - Vegreville & District Chamber of Commerce Annual General meeting, February 10, 2016;
 - Participated in Vegreville FCSS Family Day Breakfast, Vegreville Social Centre, February 15, 2016.

Division No. 7

- Update on projects, roads, etc.
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - ASB Provincial Committee meeting, Edmonton Fantasyland Hotel, January 18, 2016;

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- REPORTS CONT'D**
- 2016 Provincial ASB Conference, Edmonton Fantasyland Hotel, January 18 to 21, 2016;
 - Vegreville Seed Cleaning Plant meeting, January 28, 2016;
 - AAMDC District No. 5 meeting, M.D. of Bonnyville, January 29, 2016;
 - Meeting with Superintendent of Public Works and Director of Protective Services/Fire Chief regarding signage at intersection of Highway 631 and Highway 857, February 8, 2016;
 - Vegreville Economic Development Board meeting, February 9, 2016;
 - Participated in Vegreville FCSS Family Day Breakfast, Vegreville Social Centre, February 15, 2016.

Councillor Wagner moved the reports be accepted as presented.

Carried.

27-16 SCHOOL BUS SIGNS - TWP RD 523 AND RGE RD 101 Reeve Konieczny moved the County of Minburn install "School Bus" signs on Township Road 523 and Range Road 101 in NW 24-52-10-W4M.

Carried.

28-16 2016 WINTER HAUL GRAVEL PROGRAM Deputy Reeve Ogrodnick moved the County of Minburn approve to proceed with the 2016 Winter Haul Gravel Program for a hauling distance of approximately one hundred miles.

Carried.

GAVEL Deputy Reeve Ogrodnick assumed the gavel.

REEVE'S REPORT Reeve Konieczny reported and commented on the following:

- February 3, 2016 - Received telephone call from Hamlet of Minburn ratepayer regarding property insurance concerns;
- February 4, 2016 - Received telephone call from landowner of NW and NE 34-48-11-W4M regarding drainage, clean-up and soil reclamation following road construction on Township Road 490 east of Highway 870;
- Nominations being sought by Alberta Agriculture and Forestry for working group members in the next phase of consultations on Bill 6: *Enhanced Protection for Farm and Ranch Workers Act*;
- February 16, 2016 - Received card from David and Josie Marynowich thanking the County of Minburn for their expression of condolences in the loss of their mother.

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. 2016 Preliminary Assessment Linear Property;
2. 2015 Year Financial Statements..... Section 276(3) MGA Provide to Public;
3. AAMDC Spring Convention Room Reservations/Cancellation
4. Joint Landfill/Transfer Station Committee Meeting February 24, 2016 at 9:30 a.m. Village of Mannville Administration Office
5. MYCIP 5 Year Update;
6. Administration Office Basement Steam Pipe Leak;
7. Bridge File 13191 Update;
8. Hamlet of Minburn ACP Funding;
9. ACE Shareholders..... April 7, 2016 Meeting;
10. County's Capital Plan Priorities Listings MLA's Request;
11. RCMP..... AAMDC Meeting with "K" Division;

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COUNTY MANAGER REPORT CONT'D 12. Gravel Purchase OfferCounty of Two Hills.

Deputy Reeve Ogrodnick moved the County Manager’s report be accepted as presented.

Carried.

SWIHUN/WATERS Taxation Supervisor Myrna Swihun and Office Clerk Brianna Waters joined the meeting. Time 3:25 p.m.

2016 PRELIMINARY ASSESSMENT - LINEAR PROPERTY The County Manager reviewed with Council the County of Minburn’s 2016 Tax Year Change Report for the Alberta Linear Property Assessment System received from Alberta Municipal Affairs dated January 24, 2016.

The report indicates a decrease of \$15,749,480 in municipal taxable linear property assessment which will impact a decrease in revenue for 2016.

SWIHUN/WATERS Myrna Swihun and Brianna Waters left the meeting. Time 3:30 p.m.

**29-16
2015 YEAR
FINANCIAL
STATEMENTS -
SECTION 276(3) MGA
- PROVIDE TO
PUBLIC**

As per Section 276(3) of the *Municipal Government Act (MGA)*, 2000 as amended, each municipality must make its financial statements, or a summary of them, and the auditor’s report of the financial statements available to the public in a manner that Council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.

Councillor Anderson moved the County of Minburn make its 2015 audited financial statement and various reports available to the public upon request at no cost as per Section 276(3) of the *Municipal Government Act (MGA)*, 2000 as amended.

Carried.

**AAMDC SPRING
CONVENTION -
ROOM
RESERVATION/
CANCELLATIONS**

The County Manager confirmed the County of Minburn’s reservation at the Westin Hotel Edmonton for the Alberta Association of Municipal Districts and Counties (AAMDC) 2016 Spring Convention on March 14, 15 and 16, 2016 and the cancellation policy of the Hotel.

No forfeit amount will be charged if cancellations are made before 4:00 p.m., March 11, 2016. Cancellations requested after 4:00 p.m., March 11, 2016 will be charged a forfeiture amount of \$220.00 per room.

**JOINT LANDFILL/
TRANSFER STATION
COMMITTEE
MEETING -
FEBRUARY 24, 2016**

The County Manager reported that a Joint Landfill/Transfer Station (JLTS) Committee meeting is scheduled for February 24, 2016 at 9:30 a.m. in the Village of Mannville Administration office.

**MYCIP - 5 YEAR
UPDATE**

The County Manager reported on the Multi-Year Capital Infrastructure Plan (MYCIP) required as per Infrastructure Funding agreements with the Federal and Provincial governments.

The MYCIP contains information on local service roads and the existing road system, road standards, grant funding programs and approved capital projects, completed infrastructure projects from 2006 to the current date and proposed future capital infrastructure projects.

The County Manager requested Council update their five year future capital infrastructure project plan to complete the MYCIP as required.

**ADMINISTRATION
OFFICE - BASEMENT
STEAM PIPE LEAK**

The County Manager reported on the steam pipe leak located in the basement of the County of Minburn Administration building. Vegreville Plumbing and Vantage Builders are currently working on the repair of the leak.

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BRIDGE FILE 13191 - UPDATE The County Manager reported on the letter sent to Alberta Transportation Assistant Deputy Minister dated January 26, 2016 regarding the County's request for Alberta Municipal Affairs to consider Provincial Disaster Assistance Funding for the bridge replacement costs of BF 13191 located on Range Road 82 in WSW 35-47-8-W4M.

To date no reply has been received from Alberta Transportation or Alberta Municipal Affairs.

The County Manager also reported on the letter received from DLA Piper (Canada) LLP on behalf of Top Grade Construction Ltd. making formal demand for payment in the full amount of \$880,663.93 for Invoice Number 40484 representing work performed by Top Grade Construction Ltd. in respect to BF 13191.

HAMLET OF MINBURN - ALBERTA COMMUNITY PARTNERSHIP (ACP) FUNDING The County Manager reported on the e-mail received from Alberta Municipal Affairs dated February 9, 2016 advising the County of Minburn is eligible for the following grant funding under the Alberta Community Partnership (ACP) Program to assist with the restructuring costs of the Hamlet of Minburn.

<u>ACP Municipal Restructuring Component Stream Funding</u>	<u>Amount</u>
Restructuring Study Stream	\$ 52,000
Transitional Stream	\$ 225,000
Infrastructure/Debt Servicing Stream	<u>\$ 950,000</u>
Total	<u>\$1,227,000</u>

ACE WATER CORPORATION SHAREHOLDERS - APRIL 7, 2016 MEETING The County Manager advised Council that an ACE Water Corporation Shareholders meeting is scheduled for April 7, 2016 at the Vermilion Regional Centre at 5:30 p.m.

30-16 COUNTY'S CAPITAL PLAN PRIORITIES LISTING - MLA'S REQUEST The County Manager reported on the preparation of the 2016 Infrastructure Capital Plan Priorities and Long-Term Plan list as requested by Member of the Legislative Assembly (MLA) for Fort Saskatchewan-Vegreville Jessica Littlewood and MLA for Vermilion-Lloydminster Dr. Richard Starke to assist Alberta Transportation with determining future funding consideration.

The following capital plan priority items were included in the list:

- Current and long-term bridge requirements;
- Gravel supply contracts;
- Reconstruction of service roads;
- Hamlet of Minburn wastewater system upgrades;
- Sidewalk replacement in County Hamlets;
- Mannville Landfill reclamation;
- Waste management/transfer station in west-side of County of Minburn.

Councillor Anderson moved to approve the County of Minburn 2016 Infrastructure Capital Plan Priorities and Long-Term Plan dated January 29, 2016; and

Further, forward to Vermilion-Lloydminster and Fort Saskatchewan-Vegreville Members of the Legislative Assembly (MLAs) as requested by the Alberta Minister of Infrastructure and Minister of Transportation.

Carried.

RCMP - AAMDC MEETING WITH "K" DIVISION The County Manager reported on the e-mail received from Vegreville RCMP Detachment Commander Sergeant Jerry Nutbrown dated January 27, 2016 inviting municipal representatives to meet with the "K" Division RCMP Commanding Officer and a Justice and Solicitor General representative during the upcoming 2016 AAMDC Spring Convention to discuss any specific policing concerns that have not been resolved at the local detachment or District level.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

FEBRUARY 16 & 23, 2016 Minutes of the County Council meeting held on February 16 and 23, 2016 at the County of Minburn No. 27 office, Vegreville, Alberta.

31-16 OFFER TO PURCHASE CRUSHED GRAVEL - COUNTY OF TWO HILLS The County Manager reported on the proposed request to purchase additional gravel from the County of Two Hills.

Councillor Rattray moved the County of Minburn submit an "Offer to Purchase" up to 30,000 cubic yards of 3/4" crushed gravel from the County of Two Hills in 2016 and future years according to County of Minburn specifications.
Carried.

BUDGET REPORT Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures to January 31, 2016. Time 4:00 p.m.

Councillor Anderson moved the Budget Report with revenue and expenditures to January 31, 2016 be accepted as presented.
Carried.

CORRESPONDENCE The following items of correspondence were reviewed by Council:
- Information to Council for the period January 15 to February 9, 2016;
- Jubilee Insurance Agencies Ltd. - January 18, 2016 letter announcing that Legal Expense Insurance coverage is now available to AAMDC members;
- Jubilee Insurance Agencies Ltd. - February 11, 2016 e-mail advising that the Genesis Reciprocal Insurance Exchange (GRIS) liability reciprocal and Jubilee Reciprocal Insurance Exchange (JRIE) property reciprocal are being merged into one entity which will reduce costs and pass savings onto members.

JUBILEE INURANCE AGENCIES LTD. - LEGAL EXPENSE INSURANCE The County Manager presented a summary of advantages and disadvantages of participating in the Legal Expense Insurance program that Jubilee Insurance Agencies is offering.

Council consensus was not to participate in the Jubilee Insurance Agencies Ltd. Legal Expense Insurance program as the County of Minburn's current legal counsel services are satisfactory.

OGRODNICK Deputy Reeve Ogrodnick left the meeting. Time 4:10 p.m.

ACCOUNTS PAYABLE Councillor Wagner moved the Accounts Payable listing be approved.
Carried.

OGRODNICK Deputy Reeve Ogrodnick returned to the meeting. Time 4:15 p.m.

RECESS Councillor Melenka moved the meeting recess for the day and reconvene at 10:00 a.m. on February 23, 2016. Time 4:15 p.m.
Carried.

RECONVENVE The meeting reconvened at 10:00 a.m. on February 23, 2016.

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 |

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

FEBRUARY 16 & 23, 2016

Minutes of the County Council meeting held on February 16 and 23, 2016 at the County of Minburn No. 27 office, Vegreville, Alberta.

BRIDGE FILE 7640 - RFQS - RGE RD 144 NORTH OF HWY 631 IN DIVISION NO. 7

WSP Canada Inc. Team Lead of Bridges Darren Passmore and Senior Bridge Engineer Reiner Buchsdrucker joined the meeting to present Request for Quotation (RFQ) results for the Bridge Repairs and Other Work of Bridge File (BF) 7640 located on Range Road 144 north of Highway 631 in Division No. 7. Ross Warren also joined the meeting. Time 10:00 a.m.

The following RFQ results were received:

Formula Alberta Ltd.....	\$ 82,000.00 plus G.S.T.
1690082 Alberta Ltd.....	\$ 85,055.00 plus G.S.T.
Bridgemen Services Ltd.....	\$ 89,450.00 plus G.S.T.
S&K Structures Ltd.....	\$ 90,333.00 plus G.S.T.
Carmacks Enterprises Ltd.....	\$ 128,000.00 plus G.S.T.

**32-16
AWARD RFQ TO FORMULA ALBERTA LTD. – BF 7640 ON RGE RD 144 NORTH OF HWY 631 IN DIVISION 7**

Councillor Anderson moved the County of Minburn award the Request for Quotation (RFQ) for the Bridge Repairs and Other Work of Bridge File (BF) 7640 located on Range Road 144 north of Highway 631 in Division No. 7 to Formula Alberta Ltd. in the amount of \$82,000.00 plus G.S.T. concurrent with the recommendation of WSP Canada Inc.; and Further, Bridge File (BF) 7640 project is to be funded by the Gas Tax Fund (GTF), general revenue and capital reserves.
Carried.

**33-16
WSP TO PREPARE RFQ - BF 13740 ON TWP RD 534 AND RGE RD 141 IN DIVISION 7**

Councillor Rattray moved that WSP Canada Inc. prepare invitational Request for Quotations (RFQs) for the bridge structure work of Bridge File (BF) 13740 located on Township Road 534 west of Range Road 141 in Division No. 7 for Council’s decision at the next regular meeting; and Further, Bridge File (BF) 13740 project is to be funded by the Gas Tax Fund (GTF), general revenue and capital reserves.
Carried.

ADJOURNMENT

Councillor Wagner moved the meeting adjourn to March 21, 2016 at 10:00 a.m. Time 10:28 a.m.
Carried.

Reeve

County Manager

Recording Secretary