

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

FEBRUARY 21, 2017 Minutes of the County Council meeting held on February 21, 2017 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 Wagner moved the Agenda for the February 21 and 22, 2017 regular County Council meeting be accepted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Wagner moved the minutes of the January 16, 2017 regular County Council meeting be adopted as presented.
Carried.

2017 MUNICIPAL ELECTION – RETURNING OFFICER The County Manager advised that Lillian Konieczny has accepted her appointment of Returning Officer for the 2017 Municipal, School and other Elections with duties as per the *Local Authorities Election Act (LAEA)* under the supervision of the County Manager and as per County of Minburn terms and conditions.

CANADIAN COYOTE ENERGY LTD. – TAX ARREARS SEIZURE OF EQUIPMENT The County Manager reported that Alberta Energy Regulator (AER) has declared Canadian Coyote Energy Ltd. wells as orphaned wells and advised the County of Minburn the equipment seized for tax arrears located at the County Public Works yard is not required to be returned to its original sites. AER is currently arranging for the sale and removal of the equipment and will provide the County with sale proceeds after they collect their debt.

SHOP FOREMAN/ SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the written report for the period January 1 to January 24, 2017 and reported on monthly activities. Time 10:10 to 10:22 a.m.

- General maintenance of equipment;
- Delivery of two new motorgraders (Unit No. 331 and Unit No. 332);
- Repair of 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 January 2 to February 3, 2017 and reported on monthly activities.

- Proposed allocation of “three cubic yard” waste disposal bins to the Village of Mannville from the East Regional Waste Transfer Station (ERWTS);
- Winter gravelling;
- 2017 road construction projects;
- Road Construction Foreman for 2017/2018 road construction season;
- Quotation received from Carillion Canada dated February 14, 2017 for repair of damaged guard rail on Township Road 524 and Range Road 144;
- Recovery of costs for damaged guardrail through third party insurance claim.

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- SUPERINTENDENT OF PUBLIC WORKS REPORT CONT'D** Councillor Melenka moved the Superintendent of Public Works report be accepted as presented.
Carried.
- 14-17 ALLOCATE WASTE DISPOSAL BINS TO THE VILLAGE OF MANNVILLE** Councillor Wagner moved the County of Minburn allocate up to eight “three cubic yard” waste disposal bins which are currently in excess at the East Regional Waste Transfer Station (ERWTS) to the Village of Mannville; and
Further, distribution costs for the bins will be determined at the next Joint Landfill Transfer Station (JLTS) Committee meeting.
Carried.
- 15-17 REPAIR OF DAMAGED GUARDRAIL – TWP RD 524 AND RGE RD 144** Councillor Melenka moved the County of Minburn accept the quotation received from Carillion Canada dated February 14, 2017 in the amount of \$5,320.77 plus G.S.T. for the repair of the damaged guardrail located on Township Road 524 and Range Road 144; and
Further, proceed with a “third party” insurance claim to recover costs for the repair.
Carried.
- 16-17 LETTER TO JUBILEE INSURANCE** Councillor Kuzio moved the County of Minburn write a letter to Jubilee Insurance requesting they advocate on the County’s behalf by managing third party liability claims and provide assistance in insurance claim reviews and matters of litigation.
Carried.
- PLANNING AND DEVELOPMENT SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period January 10 to February 14, 2017 and reported on monthly activities. Time 10:55 to 11:20 a.m.
 - Development permit applications, subdivision inquiries and approvals;
 - Meeting with Alberta Transportation and GrainsConnect Canada, January 20, 2017;
 - Working with Accurate Assessment Group (AAG) to update the geographical information system (GIS) road network;
 - Payment of invoice by landowner for costs incurred to carry out remedial work on Lot A, Plan 792 2958 in the Hamlet of Ranfurly;
 - Hamlet of Ranfurly sanitary sewer regulations in accordance with Land Use Bylaw No. 1254-16.
 Councillor Kuzio moved the Planning and Development Services report be accepted as presented.
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 11:35 a.m. with all present as previously recorded.
- TRANSPORTATION** Accounting Clerk Dwight Hopper presented the Transportation Report for the period January to December 2016 Final and January 2017. Time 11:35 a.m. to 12:00 p.m.

Councillor Kuzio moved the Transportation Report for the period January to December 2016 Final and January 2017 be accepted as presented.
Carried.

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- 17-17
2017 ROAD AND IMPROVEMENTS PROJECTS DIVISIONAL FORM "A" BUDGET – ADDITIONAL FUNDING** Deputy Reeve Ogradnick moved the County of Minburn allocate additional funding amounts to each 2017 Road and Improvement Projects Divisional Form "A" budget in the amount of \$100,000.00; and Further, allocate 2016 Road and Improvement Projects Divisional Form "A" budget surplus to 2017; and Further, adjust the 2017 Transportation budget accordingly.
Carried.
- 18-17
2017 OIL PATCHING DIVISIONAL FORM "A" BUDGET – 2016 BUDGET SURPLUS** Councillor Anderson moved the County of Minburn allocate 2016 Oil Patching Divisional Form "A" budget surplus to 2017; and Further, adjust the 2017 Transportation budget accordingly.
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 13 to February 14, 2017 and reported on monthly activities. Time 1:10 to 1:30 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Innisfree Fire Department in-service training budget;
 - Purchase of narcan kits for Innisfree and Mannville Fire Departments;
 - Proposed tendering of bridge work projects Bridge File (BF) 487 located on Township 520 east of Range Road 152 in Division 6 and BF 76353 located on Township Road 522 east of Range Road 93 in Division 3;
 - Chainsaw Safety Training Course, Vegreville Business Development Centre, March 15, 2017;
 - Proposed "Stubble Burning" policy.
- Deputy Reeve Ogradnick moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- 19-17
2017 IN-SERVICE TRAINING BUDGET – INNISFREE FIRE DEPARTMENT** Councillor Rattray moved the County of Minburn allocate an additional \$1,000.00 to the 2017 budget for Innisfree Fire Department In-Service Training.
Carried.
- PRESENTATION: FRENCH LEGION OF HONOUR MEDAL – O'SHEA – VEGREVILLE ROYAL CANADIAN LEGION** Royal Canadian Legion Branch No. 39 President Terry Kuzyk, Servicing Officer Rod Stewart and Sylvia O'Shea joined the meeting for the ceremony confirming the late Gene O'Shea as a member of the French Legion of Honour of the Republic of France. Time 1:30 p.m.
- Reeve Konieczny and Councillor Tara Kuzio presented Sylvia O'Shea with a medal/certificate recognizing her husband, the late Gene O'Shea who volunteered, served honourably and survived during World War II and later returned to be an outstanding citizen of Canada and Alberta and valuable member of the Ranfurly Community.
- Terry Kuzyk, Rod Stewart and Sylvia O'Shea left the meeting. Time 1:45 p.m.

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

Division No. 1

- Update on projects, roads, etc.
 - Roadside brushing projects;
 - 2017 road construction projects;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2017 Provincial Agricultural Service Board (ASB) Conference, Edmonton Westin, January 24 to 27, 2017.

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:
 - 2017 Provincial ASB Conference, Edmonton Westin, January 24 to 27, 2017;
 - Innisfree Seed Cleaning Plant meeting, February 1, 2017;
 - Alberta Association of Municipal Districts and Counties (AAMDC) Governance Committee meeting, February 6, 2017;
 - AAMDC Resolution Committee conference call meeting.
- Upcoming meetings, workshop, etc.
 - AAMDC Governance Committee meeting, February 24, 2017.

GAVEL Deputy Reeve Ogrodnick assumed the gavel.

REPORTS CONT'DDivision No. 3

- Update on projects, roads, etc.
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vermilion River Watershed Alliance (VRWA) and North Saskatchewan Watershed Alliance (NSWA) Open House, Vermilion Regional Centre, February 2, 2017;
 - Vermilion River Watershed Management Operations (VRWMO) Committee meeting, Town of Two Hills, February 13, 2017;
 - Proposed supply of gravel eliminations to the Innisfree Seed Cleaning Plant yard.

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:
 - 2017 Provincial ASB Conference, Edmonton Westin, January 24 to 27, 2017;
 - Meeting with ratepayers regarding Lampburg Cemetery located in SE 16-52-12-W4M, February 6, 2017;
 - Received telephone call regarding damaged guardrail on Township Road 524 and Range Road 144, February 7, 2017;
 - Checked roadside brushing project on Range Road 124, February 8, 2017;
 - Alberta Central East (ACE) Water Corporation Board meeting, Village of Kitscoty, February 9, 2017;
 - Meeting with Superintendent of Public Works regarding clean-up of road construction project on Township Road 524, February 13, 2017;
 - Vegreville Seed Cleaning Plant meeting, February 16, 2017;
 - Town of Vegreville Family Day Pancake Breakfast, Vegreville Social Centre, February 20, 2017.

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**DELEGATION:
VEGREVILLE
RCMP – SERGEANT
JERRY NUTBROWN**

Vegreville RCMP Detachment Commander Sergeant Jerry Nutbrown and Corporal Fred De Billy joined the meeting, presented and discussed the following and responded to Council's questions. Time 2:00 p.m.

- Vegreville RCMP Detachment 2016 Crime Statistics report;
- 2016 top ten calls for service;
- Increase in property offences;
- High rate of calls influenced by mental health issues;
- Significant increase in impaired driving charges;
- Common scams and frauds and fraud prevention;
- 2017 policing priorities will concentrate on police visibility in the community, traffic enforcement, youth and substance abuse, property crime reduction;
- Proposed marijuana legalization in Canada and upcoming challenges for the RCMP;
- Full staff at Vegreville RCMP Detachment.

Reeve Konieczny thanked the delegation for attending the Council meeting and making their presentation. Sergeant Nutbrown and Corporal De Billy left the meeting. Time 2:35 p.m.

REPORTS CONT'D

Division No. 5

- Update on projects, roads, etc.
 - Paint and aerosol waste disposal containers delivered to the Ranfurly Waste Transfer Station;
 - 2017 road construction projects;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville Library Board meeting, January 18, 2017;
 - 2017 Provincial ASB Conference, Edmonton Westin, January 24 to 27, 2017;
 - Vegreville Region Physician and Health Professional Attraction and Retention (VRPHPAR) Committee meeting, February 2, 2017;
 - Vegreville Library Board budget meeting, February 2, 2017;
 - Meeting with Sustainable Agriculture Coordinator Jordan Smith, February 6, 2017;
 - Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, February 7, 2017;
 - Town Hall meeting regarding proposed closure of Vegreville Case Processing Centre (CPC), Vegreville Social Centre, February 14, 2017;
 - Vegreville Library Board meeting, February 15, 2017;
 - Town of Vegreville Family Day Pancake Breakfast, Vegreville Social Centre, February 20, 2017.

Division No. 6

- Update on projects, roads, etc.
 - Winter gravelling;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville & District Chamber of Commerce annual general meeting, January 18, 2017;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, January 19, 2017;
 - 2017 Provincial ASB Conference, Edmonton Westin, January 24 to 27, 2017;
 - Vegreville & District Chamber of Commerce meeting regarding 2017 Vegreville vEGGfest, February 7, 2017;
 - Town Hall meeting regarding proposed closure of the Vegreville CPC, Vegreville Social Centre, February 14, 2017;
 - Town of Vegreville Family Day Pancake Breakfast, Vegreville Social Centre, February 20, 2017;

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REPORTS CONT'D - Town of Vegreville’s “Respect Vegreville” campaign to reverse the Federal Government’s decision to close the Vegreville CPC.

Division No. 7

- Update on projects, roads, etc.
 - Winter gravelling;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Minburn Foundation meeting, Vegreville Homestead Lodge, January 19, 2017;
 - 2017 Provincial ASB Conference, Edmonton Westin, January 24 to 27, 2017;
 - Vegreville Economic Development Board meeting, February 1, 2017;
 - Vegreville Economic Development Board Bylaw Review Committee meeting, February 13, 2017;
 - Vegreville Seed Cleaning Plant meeting, February 16, 2017;
 - Town of Vegreville Family Day Pancake Breakfast, Vegreville Social Centre, February 20, 2017.

Councillor Kuzio moved the reports be accepted as presented.
Carried.

**20-17
GRAVEL
ELIMINATIONS –
INNISFREE
MUNICIPAL SEED
CLEANING**

Councillor Melenka moved the County of Minburn provide up to three loads of gravel eliminations at no cost to the Innisfree Municipal Seed Cleaning Association Ltd.’s yard.
Carried.

GAVEL

Deputy Reeve Ogradnick assumed the gavel.

REEVE’S REPORT

Reeve Konieczny reported and commented on the following:

- January 21, 2017 – Presented greetings, congratulatory message and plaque on behalf of the County of Minburn to the Vegreville Legion Branch No. 39 at their 90th Year Anniversary celebration;
- January 25, 2017 – Received card from Mannville Food Bank thanking the County of Minburn for their donation;
- January 31, 2017 – Attended Administration office for document signing;
- January 31, 2017 – Received telephone call from Western Producer regarding proposed grain terminal development in the County of Minburn;
- January 31, 2017 – Received telephone call from Town of Vegreville Mayor Myron Hayduk regarding proposed closure of Vegreville CPC and AAMDC Spring 2017 Resolutions.

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

GAVEL

Reeve Konieczny assumed the gavel.

**AGRICULTURE
SERVICES**

Supervisor of Agriculture Services Roger Nakonechny presented the following Agriculture Services report. Sustainable Agriculture Coordinator Jordan Smith also joined the meeting. Time 3:00 to 3:30 p.m.

- Introduction of Jordan Smith who commenced employment on January 21, 2017;
- Request for 2017 roadside brushing maps;
- Location of grain bag roller;

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- AGRICULTURE SERVICES CONT'D**
- Letter received from Farm Safety Centre dated January 12, 2017 requesting a financial contribution to assist in the delivery of their 2017 Safety Smarts Program to school children in the County of Minburn;
 - 2017 Provincial ASB Summer Tour hosted by Mountain View County and Red Deer County in the Town of Olds, July 11 to 14, 2017.

Councillor Rattray moved the Agricultural Services report be accepted as presented.
Carried.

21-17 FARM SAFETY CENTRE - 2017 SAFETY SMARTS PROGRAM FUNDING

Councillor Melenka moved the County of Minburn provide funding to the Farm Safety Centre in 2017 for their Safety Smarts Program delivered to school children in the County of Minburn as requested in their letter dated January 12, 2017.
Carried.

WARREN Ross Warren joined the meeting. Time 3:30 p.m.

22-17 PROTECTIVE SERVICES POLICY PS 6 – STUBBLE BURNING / AMEND POLICY PS 2

Councillor Kuzio moved the County of Minburn approve Protective Services Policy PS 6, Stubble Burning within the County of Minburn, and Further, amend Protective Services Policy PS 2, County Fires/Permits and Bans, effective February 21, 2017.
Carried.

WARREN Ross Warren left the meeting. Time 3:40 p.m.

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

The County Manager presented the following Water Utility Services/Alberta Central East (ACE) Water report. Time 3:40 to 3:45 p.m.

- ACE Water Corporation Information Bulletin for January 2017;
- Tendering of Phase 4 (Lloydminster to Kitscoty) and Phase 5 (Kitscoty to Marwayne) in March 2017;
- Hamlet of Minburn sanitary sewer rehabilitation and replacement project nearing completion.

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

COUNTY MANAGER REPORT County Manager David Marynowich reported and commented on the following:

1. Top Grade Construction..... Affidavit of Records;
2. Minister of Municipal Affairs Letter of Congratulations;
3. 2016 Census..... Population Statistics;
4. 2017 Preliminary Assessment..... Increases/Decreases;
5. Assessment Centralization Changes and General Assessment..... February 15, 2017 – ARMAA Zone 5 Meeting;
6. Grant Funding and Project Summary Report..... Update;
7. MSI Capital Projects..... Reallocation;
8. AAMDC Spring Convention..... Room Reservations/Cancellations;
9. Beaver County Proposed Meeting with County of Minburn Council;
10. RMRF February 17, 2017 Law Seminar;
11. 2016 Year Financial Statements Section 276(3) MGA Provide to Public;
12. Village of Innisfree Viability Review Meeting – February 28, 2017;
13. Town of Vegreville Age Friendly Advisory Committee

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- COUNTY MANAGER REPORT CONT'D** Councillor Wagner moved the County Manager's report be accepted as presented.
Carried.
- TOP GRADE CONSTRUCTION – AFFIDAVIT OF RECORDS** The County Manager reported on the letter received from Reynolds Mirth Richards & Farmer (RMRF) LLP dated January 17, 2017 advising that an Affidavit of Records of the Plaintiff Top Grade Construction Ltd. was served to their office on January 3, 2017.
- RMRF further advised the County of Minburn's Affidavit of Records must now be prepared and is to include a list of every record the County has or has had in its possession regarding the lawsuit filed by Top Grade Construction Ltd. Generally an Affidavit of Records must be served within two months after service of the Plaintiff's Affidavit of Records however, RMRF will be requesting an extension no later than April 3, 2017.
- 23-17 MINISTER OF MUNICIPAL AFFAIRS – LETTER OF CONGRATULATIONS** Councillor Anderson moved the County of Minburn write a letter to the Honourable Shaye Anderson congratulating him on his appointment as Minister of Alberta Municipal Affairs.
Carried.
- 2016 CENSUS – POPULATION STATISTICS** The County Manager reported on the Statistics Canada 2016 Population Count report for the County of Minburn including Hamlets and neighbouring municipalities, dated February 9, 2017.
- In 2016 the enumerated population of the County of Minburn including the Hamlets was 3,188 compared to 3,383 in 2011. Administration is working on securing separate population counts for all County of Minburn Hamlets and each electoral division.
- 2017 PRELIMINARY ASSESSMENT – INCREASES/ DECREASES** The County Manager reviewed with Council the County of Minburn's 2017 preliminary property assessment and the 2017 Tax Year Change Report for the Alberta Linear Property Assessment System received from Alberta Municipal Affairs dated January 25, 2017.
- The 2017 preliminary property assessment has decreased by \$34,784,310 and the linear property assessment report indicates a decrease of \$1,025,203 in municipal taxable linear property assessment in 2017.
- ASSESSMENT CENTRALIZATION CHANGES AND GENERAL ASSESSMENT – FEBRUARY 15, 2017 ARMAA ZONE 5 MEETING** The County Manager reported on his attendance at the Alberta Rural Municipal Administrators Association (ARMAA) Zone 5 meeting held on February 15, 2017 in the Village of Kitscoty. Municipal Affairs Executive Director of Assessment Services Branch Steve White and Director of Linear Property Assessment were also in attendance at the meeting and presented the following information regarding the centralization of Designated Industrial Property (DIP):
- Responsibility for the assessment function of designated industrial properties will transfer from municipalities to Municipal Affairs January 1, 2018 in accordance with the new *Municipal Government Act (MGA)*;
 - DIP includes facilities regulated by the Alberta Energy Regulator (AER), Alberta Utilities Commission (AUC) and National Energy Board (NEB) such as linear property, electric power systems, street lighting systems, telecommunication systems, pipelines, wells and railway;
 - Assessment appeals will go to the Municipal Government Board (MGB);
 - Substantial Assessment Services changes are forthcoming in a short period of time as well as Alberta Municipal Affairs hiring more staff. It will cause municipalities extra work and costs to incorporate the changes.

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- GRANT FUNDING AND PROJECT SUMMARY REPORT – UPDATE** The County Manager presented an updated grant funding and project summary report dated February 2, 2017 which includes all grant programs available to the County, capital and operating projects approved and completed, regional collaboration projects with partnering municipalities, and project applications currently under review by the Province.
- Municipal Sustainability Initiative (MSI) 2017 capital and operating allocations will not be confirmed until release of the 2017 Provincial budget.
- MSI CAPITAL PROJECTS – REALLOCATION** The County Manager reported on MSI capital projects which have been postponed indefinitely and carried over in the annual Statement of Funding and Expenditures (SFEs). These projects can be withdrawn with funding reallocated to other capital projects or continue to be carried over and applied towards the projects in the future.
- Council consensus was to defer a decision on re-allocation of funding on the carry-over of MSI capital projects until release of the 2017 Provincial budget.
- AAMDC 2017 SPRING CONVENTION – ROOM RESERVATIONS/ 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) 2017 Spring Convention on March 20, 21 and 22, 2017 and the cancellation policy of the Hotel.
- No forfeit amount will be charged if cancellations are made before 4:00 p.m., March 17, 2017. Cancellations after 4:00 p.m., March 17, 2017 will be charged a forfeiture amount of \$227.00 per room.
- 24-17 BEAVER COUNTY – MEETING WITH COUNTY OF MINBURN COUNCIL** The County Manager reported on the e-mail received from Beaver County dated January 17, 2017 requesting an invitation to meet with County of Minburn Council to discuss items of mutual interest.
- Councillor Kuzio moved the County of Minburn schedule a joint meeting with Beaver County on March 17, 2017 in the Village of Ryley.
Carried.
- RMRF – FEBRUARY 17, 2017 LAW SEMINAR** The County Manager reported on the following items discussed at the RMRF Municipal Law Seminar held on February 17, 2017 at the Ramada Edmonton Hotel and Conference Centre:
- Legal review of the upcoming changes to planning and development under the *Modernized Municipal Government Act (MMGA)*;
 - Overview of Alberta’s new Carbon Levy;
 - Collection of unpaid taxes for linear property, machinery and equipment by municipalities;
 - Centralization of assessment of DIP and its impact on municipalities.
- 25-17 2016 YEAR FINANCIAL STATEMENTS – SECTION 276(3) MGA – PROVIDE TO PUBLIC** As per Section 276(3) of the *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. Consensus of Council is not to have a public open house this year.
- Councillor Wagner moved the County of Minburn make its 2016 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.
- VILLAGE OF INNISFREE – VIABILITY REVIEW** The County Manager reported that the first meeting of the Village of Innisfree Viability Review Team (VRT) is scheduled for February 28, 2017 at the Innisfree Seniors Hall.

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- TOWN OF VEGREVILLE – AGE FRIENDLY ADVISORY COMMITTEE** The County Manager reported on the letter received from the Town of Vegreville dated February 21, 2017 requesting a representative from County of Minburn Council to participate on the Vegreville Age Friendly Advisory Committee.
- The purpose of the advisory committee is to lead initiatives and make recommendations to Municipal Council aimed at making Vegreville a more age-friendly community.
- Council consensus was to decline participation on the Vegreville Age Friendly Advisory Committee.
- CORRESPONDENCE** The following items of correspondence were reviewed by Council:
- Information to Council for the period January 17 to February 13, 2017;
 - County of Minburn – February 2, 2017 memorandum advising the land lease for Pt. NW 9-52-14-W4M expires on March 31, 2017;
 - County of Minburn – February 2, 2017 memorandum advising the land for Pt. NW 27-52-15-W4M expires on March 31, 2017;
 - County of Minburn – February 2, 2017 memorandum advising the road allowance lease adjoining the east boundary of SE 29-51-12-W4M north of the service road on Plan 832 1921 expires on March 31, 2017;
 - Elk Island Catholic Schools – January 23, 2017 letter requesting to contract the services of the County of Minburn to conduct the 2017 separate school election in the municipality;
 - Vegreville RCMP – February 2, 2017 letter advising of their decision to continue with the same RCMP detachment priorities in 2017-2018 as in 2016-2017. These priorities include police/community relations, traffic safety, youth and substance abuse and property crime reduction;
 - Landowners of NE 31-52-11-W4M – January 30, 2017 letter requesting the County of Minburn proceed with the cancellation of unused Road Plan 114 EO located in NE 31-52-11-W4M in accordance with Section 24 of the *MGA* and County Policy No. PW 38.
- BABYN** Director of Finance and Administration Susan Babyn joined the meeting. Time 4:20 p.m.
- 26-17 LAND LEASE PT. NW 9-52-14-W4M PARCEL "B" – GAWRYLIUK** Councillor Rattray moved the County of Minburn offer Dwayne Gawryliuk the option to renew the land lease for Parcel "B" – Pt. NW 9-52-14-W4M for a cost of \$540.00 plus G.S.T. per year plus land tax for a period of three years, commencing April 1, 2017.
Carried.
- 27-17 LAND LEASE – PT. NW 27-52-15-W4M – DURLOWE FARM INC.** Councillor Melenka moved the County of Minburn offer Durlowe Farm Inc. the option to renew the land lease for Pt. NW 27-52-15-W4M for a cost of \$5,700.00 plus G.S.T. per year plus land tax for a period of three years, commencing April 1, 2017.
Carried.
- 28-17 LAND LEASE GOVERNMENT ROAD ALLOWANCE SE 29-51-12-W4M** Councillor Kuzio moved the County of Minburn offer Donald Sarafinchan the option to renew the road allowance lease adjoining the east boundary of SE 29-51-12-W4M lying north of the service road on Plan 832 1921 for a cost of \$10.00 per year plus G.S.T. for a period of three years commencing April 1, 2017.
Carried.
- 29-17 ROAD PLAN CANCELLATION – PLAN 114 EO** Councillor Wagner moved the County of Minburn approve the cancellation of unused Road Plan 114 EO located in NE 31-52-11-W4M in accordance with Section 24 of the *Municipal Government Act (MGA)*, 2000 as amended, and that the road allowance no longer required be reverted back to the quarter section in which the road diversion is located as per County of Minburn Policy PW 38. Liability and reclamation will be the responsibility of the landowner.
Carried.

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**30-17
2017 JOINT
ELECTION
AGREEMENTS –
SCHOOL DIVISIONS** Councillor Kuzio moved the County of Minburn enter into an agreement with the following jurisdictions for the County to conduct a joint 2017 municipal election if requested. Election costs plus fifteen percent is to be allocated accordingly.
- Buffalo Trail Public School Regional Division No. 28
- Elk Island Public Schools Regional Division No. 14
- Elk Island Catholic Schools Regional Division No. 41
- East Central Alberta Catholic Schools Regional Division No. 16.
Carried.

**ACCOUNTS
PAYABLE** Deputy Reeve Ogradnick moved the Accounts Payable listing be approved as presented.
Carried.

BUDGET REPORT Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to January 31, 2017.

Councillor Anderson moved the Budget Report with revenue and expenditures for the period January 1 to January 31, 2017 be accepted as presented.
Carried.

ADJOURNMENT Councillor Wagner moved the meeting adjourn to March 23, 2017 at 9:00 a.m. Time 4:45 p.m.
Carried.

Reeve

County Manager

Recording Secretary