

COUNTY OF MINBURN NO. 27COUNTY COUNCIL

- JANUARY 16, 2017** Minutes of the County Council meeting held on January 16, 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 10:15 a.m.
- 1-17
IN-CAMERA –
LEGAL ISSUES** Councillor Anderson moved the meeting proceed in-camera to discuss legal issues. Time 10:15 a.m.
Carried.
- MARYNOWICH/
SHELL/SHUKALAK** County Manager David Marynowich, Superintendent of Public Works Graham Shell and Administrative Executive Trudy Shukalak left the meeting. Time 10:15 a.m.
- REVERT TO
REGULAR MEETING** Councillor Anderson moved that Council revert to the regular meeting. Time 10:45 a.m.
Carried.
- MARYNOWICH/
SHELL/SHUKALAK** The County Manager, Graham Shell and Trudy Shukalak returned to the meeting. Time 10:45 a.m.
- ACCEPTANCE OF
AGENDA** Councillor Kuzio moved the Agenda for the January 16 and 17, 2017 regular County Council meeting be accepted as presented.
Carried.
- COUNTY COUNCIL
MEETING MINUTES** Councillor Melenka moved the minutes of the December 19, 2016 regular County Council meeting be adopted as presented.
Carried.
- SHOP FOREMAN/
SUPERVISOR** Shop Foreman/Supervisor Ian Uskiw presented the written report for the period November 24 to December 31, 2016 and reported on monthly activities. Time 10:46 to 11:00 a.m.
- General maintenance of equipment;
 - Equipment running smoothly.
- Councillor Wagner moved the Shop Foreman/Supervisor's report be accepted as presented.
Carried.
- 2-17
2017 MUNICIPAL
ELECTION –
RETURNING
OFFICER** Councillor Anderson moved the County of Minburn appoint Lillian Konieczny as 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.
Carried.
- 3-17
CANADIAN COYOTE
ENERGY LTD. – TAX
ARREARS SEIZURE
OF EQUIPMENT** The County Manager reported on the draft letter received from Reynolds Mirth Richards & Farmer (RMRF) LLP dated January 12, 2017 to Alberta Energy Regulator (AER) proposing arrangements on behalf of the County of Minburn to resolve Canadian Coyote Energy Ltd.'s tax arrears seizure of equipment.

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- 3-17
CANADIAN COYOTE
ENERGY LTD. – TAX
ARREARS SEIZURE
OF EQUIPMENT
CONT'D** Deputy Reeve Ogradnick moved the County of Minburn send a letter to Alberta Energy Regulator (AER) regarding the Canadian Coyote Energy Ltd. tax arrears equipment seizure confirming items one and two as stated on the draft letter received from Reynolds Mirth Richards & Farmer (RMRF) LLP dated January 12, 2017.
Carried.
- 4-17
CANCEL COUNTY
COUNCIL POLICY
CC 8** Councillor Melenka moved the County of Minburn cancel County Council Policy No. CC 8, County Solicitor.
Motion Defeated.
- SUPERINTENDENT
OF PUBLIC WORKS** Superintendent of Public Works Graham Shell presented the written report for the period December 8, 2016 to January 4, 2017 and reported on monthly activities.
- Completion of winter gravel stockpiling;
 - Delivery of new motorgraders;
 - 2017 Gravel Haul Program;
 - Amec Foster Wheeler Environment & Infrastructure currently completing engineering work for road construction project in Division No. 4 and groundwater well installation at Mannville Landfill.
- Deputy Reeve Ogradnick moved the Superintendent of Public Works report be accepted as presented.
Carried.
- 5-17
AMEC FOSTER
WHEELER
ENVIRONMENT &
INFRASTRUCTURE –
DISCONTINUE
SERVICES** Deputy Reeve Ogradnick moved the County of Minburn discontinue the engineering services of Amec Foster Wheeler Environment & Infrastructure following their completion of projects currently in progress in the County of Minburn.
Carried.
- TRANSPORTATION** Senior Accountant Kari Janzen presented the Transportation Report for the period January to December 2016 interim. Time 11:50 to 11:58 a.m.
- Councillor Melenka moved the Transportation Report for the period January to December 2016 interim be accepted as presented.
Carried.
- RECESS** Councillor Kuzio moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 11:58 a.m.
Carried.
- RECONVENE** The meeting reconvened at 1:25 p.m. with all present as in the forenoon.
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division No. 1
- Update on projects, roads, etc.
 - Review of preliminary road construction projects and shoulder pull work for 2017;
 - Road maintenance ongoing;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Alberta Association of Municipal Districts & Counties (AAMDC) District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017.

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REPORTS CONT'D 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:
 - AAMDC Governance Committee meeting, December 23, 2016;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017.

GAVEL Deputy Reeve Ogradnick assumed the gavel.

REPORTS CONT'D Division 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:
 - Mannville-Minburn-Innisfree Family and Community Support Services (FCSS) meeting, January 9, 2017;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 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:
 - Checked roads for drifting snow, December 27, 2016;
 - Meeting at Ranfurly Transfer Station, January 11, 2017;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017.

**DELEGATION:
 FREEDOM 55
 FINANCIAL** Freedom 55 Financial Investment Representative Romana Latenko joined the meeting, presented and discussed the following and responded to Council's questions. Director of Finance and Administration Susan Babyn also joined the meeting. Time 1:35 p.m.
 - Planning and investing for retirement;
 - Importance of replacement income;
 - Government retirement benefits;
 - Group savings plan;
 - Tax Free Savings Account (TFSA);
 - Selecting investments;
 - Determining risk tolerance;
 - Diversifying investments to achieve optimal returns;
 - Target risk asset allocation funds;
 - Retirement Guide and Group Retirement and Savings (GRS) access at www.grsaccess.com;
 - Freedom 55 Financial Investment services and support.

Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Romana Latenko and Susan Babyn left the meeting. Time 1:50 p.m.

REPORTS CONT'D Division No. 5
 - Update on projects, roads, etc.
 - Road maintenance ongoing;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville and District FCSS Advisory Board meeting, January 3, 2017;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017;

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REPORTS CONT'D

- Upcoming meetings, workshops, etc.
- Town of Vegreville Pancake Breakfast and Family Day Activities, February 20, 2017.

Division No. 6

- Update on projects, roads, etc.
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville & District Chamber of Commerce meeting, January 10, 2017;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017.

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:
 - Vegreville Seed Cleaning Plant Christmas Social, January 8, 2017;
 - AAMDC District No. 5 meeting, Town of Killam in Flagstaff County, January 13, 2017.

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

**6-17
FINANCIAL
CONTRIBUTION –
TOWN OF
VEGREVILLE 2017
FAMILY DAY
PANCAKE
BREAKFAST**

Councillor Kuzio moved the County of Minburn contribute \$250.00 to the Town of Vegreville to assist them in the 2017 Family Day Pancake Breakfast.
Carried.

GAVEL Deputy Reeve Ogrodnick assumed the gavel.

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

- January 11, 2017 – Attended Pre-Budget Consultation/Round Table Discussion meeting at Wilde & Company with Alberta Minister of Finance Joe Ceci;
- Upcoming meetings, workshops, etc.
 - January 21, 2017 – Vegreville Legion Branch No. 39 90th Year Anniversary at Vegreville Legion Hall.

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

GAVEL Reeve Konieczny assumed the gavel.

**PLANNING AND
DEVELOPMENT
SERVICES**

Planning and Development Officer Davin Gegolick presented the written report for the period December 13, 2016 to January 9, 2017 and reported on monthly activities. Time 2:05 to 2:30 p.m.

- Development permit applications, subdivision inquiries and approvals;
- Update of development permit application to comply with new Land Use Bylaw;
- Athabasca Pipeline Twinning (APT) Project update;
- Cost summary for expenses incurred on December 1, 2016 to enforce "Order" filed in the Court of Queen's Bench ordering landowner of Lot A, Plan 792 2958 in the Hamlet of Ranfurly to remove from the land all piles of manure and horses by November 30, 2016;
- Alberta Hub Broadband Information Session, Vegreville Business Development Center, December 21, 2016.

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- PLANNING AND DEVELOPMENT SERVICES CONT'D** Councillor Kuzio moved the Planning and Development Services report be accepted as presented.
Carried.
- DIRECTOR OF PROTECTIVE SERVICES/FIRE CHIEF** Director of Protective Services/Fire Chief presented the written report for the period December 8, 2016 to January 12, 2017 and reported on monthly activities. Time 2:30 to 2:50 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Partial payment of outstanding invoice for firefighting costs incurred on April 18, 2016 at S½ of SW 10-54-14-W4M;
 - New rates of reimbursement for fire equipment units responding within a provincial highway right-of-way amended by Alberta Transportation;
 - 2016 fire and firework permit summary;
 - Propose to offer chainsaw course to County of Minburn employees in February 2017;
 - Preparation of bridge project grant applications for submission under the Strategic Transportation Infrastructure Program (STIP).
- Councillor Anderson moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- 7-17 RATES OF REIMBURSEMENT FOR FIRE EQUIPMENT UNITS – ALBERTA TRANSPORTATION** Councillor Melenka moved the County of Minburn approve the new rates of reimbursement for fire equipment units responding within a Provincial highway right-of-way as adjusted by Alberta Transportation effective January 16, 2017; and Further, amend all policies and agreements accordingly.
Carried.
- ACCOUNT PAYABLE** Councillor Rattray moved the Accounts Payable listing be approved.
Carried.
- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES** Darwin Ullery presented the written report for the period December 14, 2016 to January 6, 2017 and reported on monthly activities. Time 2:55 to 3:10 p.m.
- 2017 Provincial Agricultural Service Board (ASB) Conference, Edmonton Westin, January 24 to 27, 2017;
 - Installation of gravity table at Innisfree Seed Cleaning Plant;
 - Passing of inspections at Vegreville and Innisfree Seed Cleaning Plants;
 - Hiring of Sustainable Agricultural Specialist by the County of Minburn and County of Vermilion River as per their Agreement to participate in the joint delivery of the Environmental Component of the ASB Grant administered by Alberta Agricultural Food and Forestry;
 - Proposed purchase of new grain bag roller;
 - Bovine Tuberculosis (BT) update;
 - Availability of two percent liquid strychnine in 2017.
- Deputy Reeve Ogradnick moved the Director of Agricultural and Utility Services report be accepted as presented.
Carried.
- WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER** Darwin Ullery presented the following report on water/utility services and Alberta Central East (ACE) water. Time 3:10 to 3:30 p.m.
- Site meeting with Pidherney’s Inc. regarding Hamlet of Minburn sanitary sewer rehabilitation and replacement project and reducing disruptions to residents, January 17, 2017;
 - Proposal received from Urban Systems dated December 14, 2016 regarding Hamlet of Lavoy water leak investigation;
 - Renewal of Utilities Bylaw No. 1238-14 water rates and charges required in January 2018.

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WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER CONT'D Councillor Rattray 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. Alberta Electoral Boundaries Commission Boundary Review;
2. Canada’s 150th Anniversary..... Wapasu Park Playground Application;
3. RCMP “K” Division..... Vegreville and Vermilion RCMP Request for County Attendance at AAMDC Convention;
4. Reynolds Mirth Richards & Farmer... Municipal Law Seminar – February 17, 2017;
5. Rotary Peace Park Society..... Annual General Meeting – February 7, 2017;
6. Family and Community Support Services (FCSS)..... Agreement with Town of Vegreville and Mannville-Minburn-Innisfree FCSS;
7. County Manager..... Retirement Consideration.

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

8-17 ALBERTA ELECTORAL BOUNDARIES COMMISSION – BOUNDARY REVIEW The County Manager reported on the letter received from Alberta Electoral Boundaries Commission dated December 12, 2016 advising that 2017 will be spent reviewing the boundaries and names of the 87 electoral constituencies in the Province.

In this review, the Electoral Boundaries Commission is looking forward to hearing from interested Albertans who wish to contribute to the redrawing of Alberta’s constituency map and is encouraging municipalities to participate in the public consultation by preparing a written submission on how best to update the constituency map of Alberta. An interim report will be submitted to the Speaker of the Legislative Assembly before May 31, 2017 and a final report will be submitted by October 31, 2017.

Councillor Anderson moved the County of Minburn send a letter to the Alberta Electoral Boundaries Commission recommending there be no reduction in the number of rural electoral divisions and that they be maintained at the present level (remain status quo) to effectively represent and promote rural matters for a sustainable rural economy in the Province of Alberta.
Carried.

CANADA’S 150TH ANNIVERSARY – WAPASU PLAYGROUND APPLICATION The County Manager reported on the e-mail sent to Member of Parliament (MP) Shannon Stubbs dated January 4, 2017 to research why and for what reasons Western Economic Diversification Canada denied the County of Minburn’s grant application for the Wapasu Conservancy Recreation Park Playground Project submitted under the Canada 150 Community Infrastructure Program.

The County of Minburn met all criteria of the application guidelines to commemorate the celebration of Canada’s 150th Anniversary of Confederation including agreeing to match fifty percent of the total cost of the project. This is the second time the County has been denied funding for the \$50,000 project.

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- RCMP “K” DIVISION – VEGREVILLE AND VERMILION RCMP REQUEST FOR COUNTY ATTENDANCE AT AAMDC CONVENTION** The County of Minburn reported on the e-mail received from Vegreville and Vermilion RCMP Detachment Commanders Sergeant Jerry Nutbrown and Sergeant Jane Boehr dated January 4, 2017 advising that the RCMP “K” Division Commanding Officer will be in attendance at the AAMDC 2017 Spring Convention scheduled for March 20 to 22, 2017 to meet with municipalities.
- Council consensus was that a meeting is not required at the AAMDC 2017 Spring Convention as the local RCMP are regularly represented at County of Minburn Council meetings.
- RMRF MUNICIPAL LAW SEMINAR – FEBRUARY 17, 2017** The County Manager reported on the invitation received from RMRF LLP dated December 19, 2017 to Council and Senior Administration advising of their 2017 Annual Municipal Law Seminar scheduled for February 17, 2017 at the Ramada Edmonton Hotel and Conference Centre.
- ROTARY PEACE PARK SOCIETY ANNUAL GENERAL MEETING – FEBRUARY 7, 2017** The County Manager reported on the e-mail received from the Rotary Peace Park Society dated January 11, 2017 requesting a County of Minburn representative attend their Annual General Meeting (AGM) scheduled for February 7, 2017 at 12:30 p.m. in the Vegreville V.A.L.I.D. boardroom. An administrative person will attend the meeting.
- 9-17 2017 FCSS FUNDING AGREEMENT ALLOCATIONS – VEGREVILLE AND M-M-I FCSS** The County Manager presented a 2017 FCSS Program Funding report prepared by Administration dated November 10, 2016 containing proposed funding allocations for the Vegreville and District FCSS and Mannville-Minburn-Innisfree FCSS for the period January 1 to December 31, 2017.
- Councillor Kuzio moved the County of Minburn approve the 2017 Family and Community Support Services (FCSS) Funding Agreement allocations for the Vegreville and District Family and Community Support Services (FCSS) and Mannville-Minburn-Innisfree (M-M-I) Family and Community Support Services (FCSS) for the period January 1 to December 31, 2017 as reflected in the funding allocation report dated November 10, 2016.
- Carried.**
- COUNTY MANAGER – RETIREMENT CONSIDERATION** The County Manager advised Council of his consideration to retire as County of Minburn Manager at the end of 2017 or beginning of 2018.
- CORRESPONDENCE** The following items of correspondence were reviewed by Council:
- Information to Council for the period December 16, 2016 to January 12, 2017;
 - Village of Mannville – December 20, 2016 letter requesting the County of Minburn consider the possibility of including the Hamlet of Lavoy in the Regional Transfer Station Authority Agreement for waste disposal collection;
 - North Saskatchewan Watershed Alliance – August 22, 2016 letter and invoice requesting financial support for 2017 in the amount of \$.50 per capita to assist in local watershed planning;
 - AAMDC – December 23, 2016 letter containing a questionnaire designed to gather feedback from AAMDC member municipalities on topics that the AAMDC Board Governance Review Committee will be considering in their undertaking of examining and updating the association’s governance process;
 - Alberta Municipal Affairs – December 23, 2016 letter informing the County of Minburn of a viability review taking place in the Village of Innisfree that was initiated following the receipt of a sufficient petition from the electors of the Village, and requesting Council to appoint one representative from Council and one representative from Administration to represent the County of Minburn on the Viability Review Team (VRT);

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- CORRESPONDENCE CONT'D**
- Amec Foster Wheeler Environment & Infrastructure – December 16, 2016 report to provide the results of the 2016 groundwater well upgrading and monitoring at the Mannville Landfill in accordance with Alberta Environment Code of Practice for Landfills;
 - STARS – December 22, 2016 letter thanking the County of Minburn for their commitment to the Shock Trauma Air Rescue Service (STARS) Foundation and requesting continued financial support in 2017.
- VILLAGE OF MANNVILLE – REGIONAL TRANSFER STATION AUTHORITY AGREEMENT**
- Council consensus was that more information is required before the County of Minburn can consider the possibility of including the Hamlet of Lavoy in the Regional Transfer Station Authority Agreement for waste disposal collection.
- Councillor Kuzio requested Administration also obtain information on the Blue Bag Recycling Program currently implemented in the Village of Mannville and Town of Vermilion.
- 10-17 NSWA – CONTRIBUTIONS TO 2017 OPERATIONS**
- Deputy Reeve Ogradnick moved the County of Minburn contribute \$.50 per capita to the North Saskatchewan Watershed Alliance (NSWA) to assist with their operations in 2017 as requested in their invoice dated August 9, 2016.
- County of Minburn population is 3,383 x \$.50 = \$1,691.50
Carried.
- 11-17 VILLAGE OF INNISFREE – VIABILITY REVIEW TEAM APPOINTMENTS**
- Deputy Reeve Ogradnick moved the County of Minburn appoint the following to the Village of Innisfree Viability Review Team (VRT) as requested in the letter received from Alberta Municipal Affairs dated December 23, 2016:
- Reeve Roger Konieczny, Elected Representative
 - Councillor Eric Anderson, Alternate Elected Representative
 - County Manager David Marynowich, Administration Representative
 - Director of Finance and Administration Susan Babyn, Alternate Administration Representative.
- Carried.**
- 12-17 STARS – 2017 FUNDING**
- Councillor Melenka moved the County of Minburn provide funding to Alberta Shock Trauma Air Rescue Services (STARS) Foundation in 2017 in the amount of \$2.00 per capita (3,383 x \$2.00) for a total amount of \$6,766.00.
Carried.
- NEW BUSINESS**
- Discussion ensued on the following items:
- Councillor Melenka advised by landowner of SW 8-54-14-W4M that Canadian Coyote Ltd.'s tax arrears seizure equipment be not returned to their land;
 - Appointment of new Minister of Immigration, Refugees and Citizenship and closure of the Vegreville Case Processing Centre.
- 13-17 LETTER TO NEW FEDERAL MINISTER OF IMMIGRATION, REFUGEES AND CITIZENSHIP – CLOSURE OF CPC**
- Councillor Kuzio moved the County of Minburn send a letter to the new Federal Minister of Immigration, Refugees and Citizenship, the Honourable Ahmed Hussen expressing concern regarding the proposed loss of the Vegreville Case Processing Centre (CPC) and requesting a business case from the Minister's office as to why the closure is being considered.
Carried.

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ADJOURNMENT Councillor Wagner moved the meeting adjourn to February 21, 2017 at 10:00 a.m. Time 4:50 p.m.
Carried.

Reeve

County Manager

Recording Secretary