

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

FEBRUARY 20 AND 21, 2018 Minutes of the County Council meeting held on February 20 and 21, 2018 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
	Clifford Wowdzia
	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 February 20 and 21, 2018 regular County Council meeting be accepted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Melenka moved the minutes of the January 15, 2018 regular County Council meeting be adopted as presented.
Carried.

ENERGY COMPANIES – TAX ARREARS REPORT The County Manager presented an energy company tax arrears report dated February 8, 2018 listing all the outstanding oil and gas tax arrears owing to the County of Minburn, collection efforts and solicitor recommendations for collection of outstanding taxes.

The County Manager advised that although oil and gas company tax arrears collection options for municipalities are limited, the County diligently continues in its tax recovery efforts.

SHOP FOREMAN/ SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the written report for the period January 1 to 24, 2018 and reported on monthly activities. Time 10:10 to 10:15 a.m.

- General maintenance of equipment;
- Delivery of new motorgraders and operator orientation training for new equipment;
- Preparation of equipment for 2018 road construction.

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 9 to February 7, 2018 and reported on monthly activities.

- Quotations received from Grant Miller Motors Ltd., Vegreville Ford Sales and Service Inc. and Maddigan Chrysler Dodge Jeep Ram Ltd. for the sale of 2018 ½ ton truck and 2018 ¾ ton truck;
- E-mail received from the Town of Vegreville dated January 8, 2018 requesting approval from the County of Minburn to install “Stop Ahead” sign and recommended speed limit signs on Township Road 524 between Range Road 144 and 145 (Airport Road);
- Proposal received from BAR Engineering dated February 14, 2018 providing engineering costs for the 2018 gravel crushing program at the Coulter pit located within the SW 8-52-9-W4M;
- Gravel supply offer received from Bykowski Sand & Gravel Inc. dated February 15, 2018 for the sale of ¾” crushed gravel at a cost of \$10.50 per tonne;
- Renewal of gravel royalty agreement with Gene Coulter for 2019, 2020 and 2021.

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- SUPERINTENDENT OF PUBLIC WORKS CONT'D** Councillor Melenka moved the Superintendent of Public Works report be accepted as presented.
Carried.
- 12-18 PURCHASE TWO TRUCKS – VEGREVILLE FORD SALES & SERVICE INC.** Councillor Anderson moved the County of Minburn purchase the following vehicles from Vegreville Ford Sales & Service Inc. as per the 2018 Public Works Capital Plan:
- 2018 Ford F-150 XLT super crew (4 x 4) truck for a cost of \$39,209.25 plus G.S.T.;
- 2018 Ford F-250 XL regular cab (4 x 4) truck for a cost of \$33,696.25 plus G.S.T.
Motion Defeated.
- 13-18 PURCHASE TWO TRUCKS – VEGREVILLE FORD SALES & SERVICE INC. AND GRANT MILLER MOTORS** Deputy Reeve Ogradnick moved the County of Minburn purchase the following vehicles as per the 2018 Public Works Capital Plan:
- 2018 Chevrolet Silverado 2500 regular cab (4 x 4) truck from Grant Miller Motors Ltd. for a cost of \$40,135.00 plus G.S.T.;
- 2018 Ford F-250 XL regular cab (4 x 4) truck from Vegreville Ford Sales and Service Inc. for a cost of \$33,696.25 plus G.S.T.
Carried.
- 14-18 INSTALL SIGNS – VEGREVILLE AIRPORT ROAD** Councillor Melenka moved the County of Minburn approve the installation of the following signs by the Town of Vegreville on Township Road 524 between Range Road 144 and 145 known as Airport Road; and Further, the Town of Vegreville will be responsible for the costs off the signage and installation:
- “Stop Ahead”
- Recommended Speed – 30 kilometres per hour
- Recommended Speed – 50 kilometres per hour.
Carried.
- 15-18 GENE COULTER – GRAVEL ROYALTIES FOR 2019/2020/2021** Councillor Anderson moved the County of Minburn pay Gene Coulter a royalty of \$5.20 per tonne plus G.S.T. for 2019, 2020 and 2021 for 31,250 tonnes of ¾” crushed gravel as per the original agreement dated March 29, 2007 between Gene Coulter and the County of Minburn, as per County specifications, terms and conditions.
Carried.
- 16-18 2018 GRAVEL CRUSH PROGRAM – BAR ENGINEERING** Councillor Wowdzia moved the County of Minburn approve the engineering services proposal received from BAR Engineering dated February 14, 2018 for the 2018 Gravel Crushing Program to crush approximately 187,500 tonnes of gravel as per County specifications, terms and conditions.
Carried.
- JANZEN** Senior Accountant Kari Janzen joined the meeting. Time 10:30 a.m.
- 17-18 2018 GRAVEL REQUIREMENTS – BYKOWSKI SAND & GRAVEL INC.** Councillor Melenka moved the County of Minburn enter into an agreement with Bykowski Sand & Gravel Inc. for the purchase of gravel as follows as per County specifications, terms and conditions:
• At the discretion of the County of Minburn, approximately 18,750 to 62,500 tonnes of ¾” crushed gravel per year from the pit located at NW 5-52-9-W4M (Lobe/Chomlak Pit) at a cost of \$10.80 per tonne plus G.S.T. commencing in 2018 for a period of five years, ending in 2022;
• Gravel is to be removed from the pit by the County of Minburn by May 7, 2027;
Further, allocate funds for the purchase of the gravel from the Municipal Sustainability Initiative (MSI) Capital Program, general revenue and capital reserves.
Carried.
- HOPPER** Accounting Clerk Dwight Hopper joined the meeting. Time 10:45 a.m.

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- WOWDZIA** Councillor Wowdzia left the meeting. Time 10:45 a.m.
- 2018 GRAVEL HAULING RFQS** The following 2018 Gravel Hauling Request for Quotations (RFQs) were opened:
 - Wowdzia’s Trucking Ltd.
 - Bulldog Energy Group Ltd.
 - Obvious Enterprises Ltd.
 - G&R Sand & Gravel Ltd.
- JANZEN/HOPPER** Kari Janzen and Dwight Hopper left the meeting. Time 10:50 a.m.
- WOWDZIA** Councillor Wowdzia returned to the meeting. Time 10:50 a.m.
- PLANNING AND DEVELOPMENT SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period January 8 to February 13, 2018 and reported on monthly activities. Time 10:50 to 11:30 a.m.
 - Development permit applications, subdivision inquiries and approvals;
 - Proposed “Memorandum of Agreement” between the County of Minburn and Town of Vegreville regarding the development of the marijuana processing facility located in SE 16-52-14-W4M;
 - E-mail received from GrainsConnect dated February 5, 2018 regarding the completion of a road assessment for their proposed grain terminal development in Pt. E½ 16-52-14-W4M;
 - Update on the ATCO Electric 7L65 Line Rebuild Project which will be located between the Vegreville and Vermilion substations;
 - Proposed “Terms of Reference” for the establishment of the County of Minburn and Town of Vegreville Intermunicipal Development Plan (IDP) Committee;
 - Hamlet of Lavoy Area Structure Plan (ASP) Public Open House, Lavoy Community Hall, March 7, 2018;
 - E-mail received from Alberta Transportation dated February 15, 2018 regarding the Roadside Development Permit requirements for the proposed waste transfer station site at NE 9-52-14-W4M.
- Councillor Wagner moved the Planning and Development Services report be accepted as presented.
Carried.
- 18-18 COUNTY/TOWN OF VEGREVILLE IDP TERMS OF REFERENCE** Councillor Kuzio moved the County of Minburn approve the “Terms of Reference” regarding the establishment of the County of Minburn and Town of Vegreville Intermunicipal Development Plan (IDP) Committee; and
 Further, proceed with the establishment of an Intermunicipal Development Plan (IDP) Terms of Reference Bylaw.
Carried.
- 19-18 TOWN/COUNTY MEMORANDUM OF AGREEMENT – MARIJUANA PROCESSING FACILITY** Councillor Melenka moved the County of Minburn approve the “Memorandum of Agreement” between the County of Minburn and Town of Vegreville regarding the proposed development of a marijuana processing facility located in SE 16-52-14-W4M within the County of Minburn and Town of Vegreville Intermunicipal Development Plan (IDP) area.
Carried.
- 20-18 BAR ENGINEERING – GRAINS CONNECT ROAD ASSESSMENT** Councillor Anderson moved the County of Minburn recommend that GrainsConnect utilize the services of BAR Engineering to complete their grain terminal development road assessment located in Pt. E½ 16-52-14-W4M; and
 Further, advise GrainsConnect that the road assessment can commence at any time regardless of road weight restrictions.
Carried.

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- 21-18
BYLAW NO. 1261-17
– LAVOY AREA
STRUCTURE PLAN –
FIRST READING** Bylaw No. 1261-17 of the County of Minburn No. 27, Vegreville, in the Province of Alberta, in accordance with Sections 633 and 636 of the *Municipal Government Act (MGA)* Revised Statutes of Alberta 2000 Chapter M-26 was presented to adopt the Hamlet of Lavoy Area Structure Plan.
- Councillor Kuzio moved Bylaw No. 1261-17 be given first reading.
Carried.
- 22-18
WASTE TRANSFER
STATION –
WSP/ROADSIDE
DEVELOPMENT
PERMIT** Councillor Melenka moved the County of Minburn approve WSP Canada Inc. report dated February 15, 2018 regarding Alberta’s Transportation’s approval of a Roadside Development Permit for the proposed development of a waste transfer station in NE 9-52-14-W4M.
Carried.
- DELEGATION:
DR. RICHARD
STARKE – MLA FOR
VERMILION-
LLOYDMINSTER** Member of the Legislative Assembly (MLA) for Vermilion-Lloydminster Constituency Dr. Richard Starke joined the meeting, presented and discussed the following and responded to Council’s questions. Director of Finance and Administration Susan Babyn and Director of Agriculture and Utility Services Darwin Ullery also joined the meeting. Time 11:30 a.m.
- Alberta Agriculture Service Board (ASB) and Agricultural Society funding;
 - Future Municipal Sustainability Initiative (MSI) funding;
 - Continuation of Strategic Transportation Infrastructure Program (STIP) funding;
 - Challenges municipalities encounter in the collection of oil and gas company property taxes;
 - Issues and municipal concerns regarding Designated Industrial Property (DIP) assessment as it becomes the responsibility of the Province effective January 1, 2018 under the *Modernized Municipal Government Act (MMGA)*;
 - Addressing increasing concerns regarding rural crime in the Vermilion-Lloydminster Constituency;
 - Alberta Methane Emission Reduction Strategy;
 - Rural health care issues and utilizing rural hospitals and healthcare facilities;
 - Proposed changes to the Provincial electoral boundaries and its effect on rural municipalities.
- Reeve Konieczny thanked the delegation for attending the meeting and making his presentation. MLA for Vermilion-Lloydminster Dr. Richard Starke left the meeting. Time 12:30 p.m.
- RECESS** Councillor Wagner moved the meeting recess for lunch and reconvene at 1:30 p.m. Time 12:30 p.m.
Carried.
- RECONVENE** The meeting reconvened at 1:30 p.m. with all present as in the forenoon with the exception of Susan Babyn.
- DELEGATION:
GO EAST REGIONAL
TOURISM
ORGANIZATION** Go East Regional Tourism Organization (RTO), Marketing Project Manager Kevin Kisilevich joined the meeting, presented and discussed the following and responded to Council’s questions. Davin Gegolick also joined the meeting. Time 1:30 p.m.
- Go East RTO consists of 55 member communities that promotes tourism for northeast and east central Alberta;
 - Board of Directors consist of both industry and community representation;
 - Promotes and supports tourism/destination development, community, business and industry development and destination marketing programs;
 - Funded by Alberta grants, partner fees, the Alberta Culinary Partnership Program and Go East Tourism initiatives;

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- DELEGATION: GO EAST REGIONAL TOURISM ORGANIZATION CONT'D**
- Approved for grant funding under the Community and Regional Economic Support (CARES) Program for the Go East Roadtrips Development Project;
 - Advertising and appearing on various social media outlets throughout the year;
 - 70,000 copies of Go East Travel Guide printed annually;
 - Membership fees support tourism development, community sustainability and continued future growth for the region.
- Reeve Konieczny thanked the delegation for attending the Council meeting and making his presentation. Kevin Kisilevich left the meeting. Time 2:05 p.m.
- 23-18 IN-CAMERA**
- Councillor Anderson moved the meeting proceed in-camera to discuss development issues. Time 2:06 p.m.
Carried.
- Councillor Kuzio moved that Council revert to the regular meeting. Time 2:30 p.m.
Carried.
- 24-18 AGREEMENT WITH LUNAVERSE LTD – PROPOSED CONSTRUCTION OF ACE REGIONAL WATERLINE CONNECTION**
- Deputy Reeve Ogradnick moved the County of Minburn enter into an agreement with Lunaverse Ltd. to obtain a preliminary engineering design and pre-construction cost summary for the installation of an Alberta Central East (ACE) regional waterline connection to the proposed marijuana production facility located at Part of SE 16-52-14-W4M with the condition that Lunaverse Ltd. provide a deposit to the County of Minburn in amount of \$10,000.00 to cover engineering and legal contract costs, as per County of Minburn specifications, terms and conditions.
Carried.
- RECESS**
- Councillor Wowdzia moved the meeting recess in order for the Subdivision Authority Board to meet. Time 2:50 p.m.
Carried.
- RECONVENE**
- The meeting reconvened at 3:00 p.m. with all present as previously recorded.
- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES**
- Director of Agriculture and Utility Services presented the written report for the period January 4 to February 7, 2018 and reported on monthly activities. Time 3:00 to 3:30 p.m.
- Technical Working Group (TWG) comment period extended to February 26, 2018 regarding recommendations to improve the Farm and Ranch Workplace Legislation;
 - Quotations received from Grant Miller Motors Ltd., Vegreville Ford Sales and Service Inc. and Maddigan Chrysler Dodge Jeep Ram Ltd. for the sale of 2018 one ton truck;
 - Quotation received from 1893632 Alta Ltd. dated January 31, 2017 for the 2018 Roadside Mowing Program;
 - Quotation received from Dwayne Wyllie Enterprises Ltd. dated February 16, 2018 for the 2018 Parks and Recreation Mowing Program;
 - Letter received from Farm Safety Centre dated January 9, 2018 requesting financial support in 2018 for their Safety Smart Program delivered to school children in the County of Minburn.
- Councillor Wagner moved the Director of Agriculture and Utility Services report be accepted as presented.
Carried.

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- 25-18 PURCHASE 2018 FORD F-350 TRUCK – AGRICULTURE SERVICES** Councillor Wowdzia moved the County of Minburn purchase the following vehicle as per the 2018 Agriculture Service Board (ASB) Budget:
 - 2018 Ford F-350 super cab (4 x 4) truck from Vegreville Ford Sales and Service Inc. for a cost of \$43,275.25 plus G.S.T.
Carried.
- 26-18 2018 ROADSIDE MOWING/PARKS AND RECREATION MOWING CONTRACTS** Councillor Anderson moved the County of Minburn award 1893632 Alta Ltd. the 2018 Roadside Mowing Contract for a cost of \$91.00 per mile plus G.S.T. as per County specifications, terms and conditions; and Further, award Dwayne Wyllie Enterprises Ltd. the 2018 Parks and Recreation Mowing Contract for a cost of \$31,046.40 plus G.S.T. as per County specifications, terms and conditions.
Carried.
- 27-18 FARM SAFETY CENTRE – 2018 SAFETY SMARTS PROGRAM FUNDING** Deputy Reeve Ogrodnick moved the County of Minburn provide funding to the Farm Safety Centre in 2018 for their Safety Smarts Program delivered to school children in the County of Minburn as requested in their letter dated January 9, 2018.
 Total funding contribution is (744 students x \$3.50 per student) = \$2,604.00.
Carried.
- WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER** Darwin Ullery presented the following Water/Utility Services and Alberta Central East (ACE) Water report. Time 3:30 to 3:50 p.m.
 - Preparation of preliminary engineering design and pre-construction cost summary for the installation of an ACE regional waterline connection to the proposed marijuana production facility site located at Part of SE 6-52-14-W4M.
 Councillor Wowdzia moved the Water/Utility Services and Alberta Central East (ACE) Water report be accepted as presented.
Carried.
- 28-18 URBAN SYSTEMS – WATERLINE CONNECTION TO MARIJUANA PRODUCTION FACILITY SITE** Councillor Wowdzia moved the County of Minburn approve Urban Systems Ltd. to prepare a preliminary engineering design and pre-construction cost summary for the installation of an Alberta Central East (ACE) regional waterline connection to the proposed marijuana production facility site located at Part of SE 6-52-14-W4M upon receipt of deposit from Lunaverse Ltd.
Carried.
- JANZEN** Kari Janzen joined the meeting to present the 2018 Gravel Hauling RFQ results. Time 3:51 p.m.
- WOWDZIA** Councillor Wowdzia left the meeting. Time 3:51 p.m.
- 29-18 2018 GRAVEL HAUL REQUIREMENTS** Councillor Kuzio moved the County of Minburn enter into an agreement with Wowdzia’s Trucking Ltd. to haul gravel to various locations throughout the County during the 2018 construction season for the rates submitted in their gravel haul proposal dated February 16, 2018 as per County specifications, terms and conditions with the option to renew in 2019.
Carried.
- WOWDZIA** Councillor Wowdzia returned to the meeting. Time 4:04 p.m.
- TRANSPORTATION** Kari Janzen presented the Transportation Report for the period January to December 2017 Final and January 2018. Time 4:04 to 4:15 p.m.
 Councillor Anderson moved the Transportation Report for the period January to December 2017 Final and January 2018 be accepted as presented.
Carried.

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**30-18
DIVISIONAL FORM
"A" BUDGET**

Councillor Wagner moved the County of Minburn approve additional funding be added to the 2018 Road and Improvement Projects Divisional Form "A" budget; and
Further, adjust the 2018 Transportation budget accordingly.
Carried.

**DIRECTOR OF
PROTECTIVE
SERVICES/
FIRE CHIEF**

Director of Protective Services/Fire Chief Mike Fundytus presented the written report for the period January 9 to February 12, 2018 and reported on monthly activities. Time 4:15 to 4:30 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
- Alberta Emergency Service Medal firefighter recipients from the Mannville and Innisfree Fire Departments and purchase of Firefighter Class "A" uniforms;
- Delay of STIP funding approval for 2018 bridge projects;
- Proposed attendance of WSP Canada Inc. at a Council meeting to discuss upcoming bridge repair projects.

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

**31-18
MANNVILLE AND
INNISFREE FIRE
DEPARTMENTS –
CLASS A
UNIFORMS/ LONG
SERVICE AWARDS**

Councillor Wowdzia moved the County of Minburn contribute \$600.00 to each purchase of a Firefighter Class "A" uniform for Mannville and Innisfree firefighters who receive the Alberta Emergency Service Medal following 12 years of service.
Carried.

**32-18
WSP CANADA INC. –
PRELIMINARY
ENGINEERING
DESIGN FOR 2018
PRIORITY BRIDGE
PROJECTS**

Deputy Reeve Ogradnick moved the County of Minburn approve WSP Canada Inc. to prepare preliminary engineering design and pre-construction costs for 2018 priority bridge projects in the County and present at an upcoming Council meeting.
Carried.

RECESS

Councillor Melenka moved the meeting recess for the day and reconvene on February 21, 2018 at 10:00 a.m. Time 4:30 p.m.
Carried.

RECONVENE

The meeting reconvened at 10:00 a.m. on February 21, 2018.

PRESENT

Present at the meeting were:

- | | |
|---------------------------------|------------------|
| Reeve: | Roger Konieczny |
| Deputy Reeve: | Carl Ogradnick |
| Councillors: | Richard Wagner |
| | Eric Anderson |
| | Clifford Wowdzia |
| | Tara Kuzio |
| | David Melenka |
| Superintendent of Public Works: | Graham Shell |
| County Manager: | David Marynowich |
| Recording Secretary: | Trudy Shukalak |

REPORTS

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

Division No. 1

- Update on projects, roads, etc.
 - Review of 2017 Road Summary Report;
 - Request to designate Range Road 83 in SE 3-51-8-W4M as a bus route for snowplowing;

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REPORTS

- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2018 Provincial Agricultural Service Board (ASB) Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
 - Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018.

Division No. 2

- Update on projects, roads, etc.
 - 2018 road construction projects;
 - Canadian National Railway (CNR) crossings;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
 - Alberta Association of Municipal Districts and Counties (AAMDC) Resolutions Committee meeting, February 14, 2018;
 - Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018.

GAVEL

Deputy Reeve Ogrodnick 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:
 - 2018 Provincial ASB Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Vermilion River Watershed Alliance Open House, Vermilion Regional Centre, February 8, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
 - Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018.

GAVEL

Reeve Konieczny assumed the gavel.

REPORTS

Division No. 4

- Update on projects, roads, etc.
 - Request to designate Range Road 122 north of Highway 631 as a priority road for snowplowing due to resident medical issues;
 - Received many positive comments regarding County of Minburn snowplowing;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2018 Provincial ASB Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Vegreville Seed Cleaning Plant meeting, February 1, 2018;

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REPORTS CONT'D

- Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
- Growing Industrial Hemp Workshop, Vegreville Centennial Library, February 8, 2018;
- Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
- Delivered 50th Anniversary plaque to Tom and Joanne Zaplachinski, February 13, 2018;
- Participated in Town of Vegreville Family Day Breakfast, Vegreville Social Centre, February 19, 2018;
- Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018.

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:
 - 2018 Provincial ASB Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, January 23, 2018;
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
 - Participated in Town of Vegreville Family Day Breakfast, Vegreville Social Centre, February 19, 2018;
 - Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018;
 - County of Minburn representation at the 2018 Federation of Canadian Municipalities (FCM) Annual Conference scheduled for May 31 to June 3, 2018 in Halifax, Nova Scotia.

Division No. 6

- Update on projects, roads, etc.
 - 2018 construction projects;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2018 Provincial ASB Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Vegreville & District Chamber of Commerce – vEGGfest Committee meeting, January 26, 2018;
 - Vegreville & District Chamber of Commerce meeting, February 1, 2018;
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Vegreville & District Chamber of Commerce meeting, February 7, 2018;
 - Growing Industrial Hemp Workshop, Vegreville Centennial Library, February 8, 2018;
 - Vegreville & District Chamber of Commerce meeting, February 9, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, February 9, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;

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REPORTS CONT'D

- Vegreville & District Chamber of Commerce meeting, February 16, 2018;
- Participated in Town of Vegreville Family Day Breakfast, Vegreville Social Centre, February 19, 2018;
- Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018;

Division No. 7

- Update on projects, roads, etc.
 - Snowplowing at the Vegreville Regional Airport;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2018 Provincial ASB Conference, City of Grande Prairie, January 16 to 19, 2018;
 - Vegreville Economic Development Board meeting, January 24, 2018;
 - Meeting with Superintendent of Public Works and ratepayers regarding 2018 road construction projects, January 31, 2018;
 - Tour of Vegreville Regional Airport Road (Township Road 524 between Range Road 144 and 145) to assess request for new signage, January 31, 2018;
 - Joint Beaver County and County of Minburn meeting, Beaver County Administration office, February 7, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, February 9, 2018;
 - Tri-County meeting with County of Vermilion River, County of Two Hills and County of Minburn, Two Hills Regional Recreation Centre, February 12, 2018;
 - Vegreville Economic Development Board meeting, February 13, 2018;
 - Participated in Town of Vegreville Family Day Breakfast, Vegreville Social Centre, February 19, 2018;
 - Joint Town of Vegreville and County of Minburn meeting, Vegreville Pomeroy Inn, February 20, 2018.

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

SNOWPLOWING PRIORITY ROADS

Council consensus was that the following roads to be added to the snowplowing priority list:

- Range Road 83 located in SE 3-51-8-W4M;
- Range Road 122 north of Highway 631.

33-18 FCM 2018 ANNUAL CONFERENCE

Councillor Melenka moved County of Minburn representation of up to two Councillors attend the 2018 Federation of Canadian Municipalities (FCM) Annual Conference scheduled for May 31 to June 3, 2018 in Halifax, Nova Scotia and be paid travel expenses.
Carried.

RMRF – ARBITRATION FOR CLAIM

The County Manager reported on the letter received from Reynolds Mirth Richards & Farmer (RMRF) LLP dated February 9, 2018 setting out the considerations about how the County of Minburn may wish to proceed in the Action commenced by Top Grade Construction Ltd.

RMRF Associate Mikkel Arnston joined the meeting by telephone, presented and discussed the following and responded to Council's questions regarding the Action commenced by Top Grade Construction Ltd. Time 10:30 to 10:55 a.m.

- Analysis of proceeding by way of an arbitration;
- Benefits of enforcing the arbitration clause;
- Risk profile of the claims asserted by Top Grade Construction Ltd.;

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RMRF – ARBITRATION FOR CLAIM CONT'D

- Council consensus was to request Amec Foster Wheeler Environment & Infrastructure to review the risk profile claim assessment and obtain arbitration costs prior to the County of Minburn proceeding by way of an arbitration.

Reeve Konieczny thanked Mikkel Arnston for making his presentation and responding to Council's questions.

GAVEL

Deputy Reeve Ogradnick assumed the gavel.

REEVES REPORT

Reeve Konieczny reported and commented on the following:

- Spoke with Town of Vegreville Mayor Tim MacPhee regarding the County of Minburn's offer to the Town for landfill operations and recycling services and proposed monthly hauling of recycling material to the City of Edmonton by the County;
- Received positive comments from the East Regional Transfer Station operators regarding snowplowing at the site;
- January 29, 2018 – Received letter from the Mannville Historical Society requesting the County of Minburn declare June 8, 2018 as Farmer's Day;
- Card received from the Mannville Food Bank thanking the County of Minburn for their donation;
- Upcoming meetings, workshops, etc.
 - February 28, 2018 – Vegreville Community Networking meeting, Vegreville Community Health Centre.

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

GAVEL

Reeve Konieczny assumed the gavel.

FARMER'S DAY

Council consensus was that Agricultural Services staff contact Agricultural Societies in the County of Minburn regarding the proposed declaration of June 8, 2018 as Farmer's Day.

COUNTY MANAGER REPORT

County Manager David Marynowich reported and commented on the following:

1. Country 106.5 Advertising
2. 2017 Financial Statements..... Prepare as per Section 276)3 of the MGA
3. STIP Funding Agreement..... Provincial Budget Approval
4. RiskPro Credit Program Purchase
5. Provincial Education Requisition Credit for Uncollectable Education Property Taxes on Oil and Gas Properties
6. Village of Innisfree Viability Review
7. AAMDC 2018 Spring Convention Agenda
8. Landfill/Transfer Station Committee Meeting..... April 18, 2018
9. Alberta Municipal Affairs Designated Industrial Property Agreement
10. Road Plan 2786 EO Resolution for Cancellation

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

COUNTRY 106.5 – ADVERTISING

The County Manager reported on the e-mail received from Vegreville Country 106.5 dated January 22, 2018 regarding radio air-time costs to broadcast County of Minburn current events and news items.

Council consensus was the County of Minburn continue to advertise public service announcements that pertain to each Department.

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34-18 2017 FINANCIAL STATEMENTS – PREPARE AS PER SECTION 276(3) OF THE MGA	<p>As per Section 276(3) of the <i>MGA</i>, Revised Statutes of Alberta 2000, 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.</p> <p>Councillor Wagner moved the County of Minburn make its 2017 audited financial statement and various reports available to the public upon request at no cost as per Section 276(3) of the <i>Municipal Government Act (MGA)</i>, Revised Statutes of Alberta 2000.</p> <p>Carried.</p> <p>Council consensus was to not hold a Municipal Open House in 2018.</p>
STIP FUNDING AGREEMENT – PROVINCIAL BUDGET APPROVAL	The County Manager reported on the e-mail received from Alberta Transportation dated January 31, 2018 advising that decisions on the approval of the 2018 Strategic Transportation and Infrastructure Program (STIP) grant applications will be finalized following the announcement of the 2018 Provincial budget.
RISKPRO CREDIT PROGRAM – PURCHASE	<p>The County Manager reported the County of Minburn has submitted invoices to Jubilee Insurance Agencies Ltd. for the purchase of municipal shop exterior lighting and surveillance signage which are eligible items for cost reimbursement under the Jubilee Insurance Risk-Pro Credit Program.</p> <p>The goal of the Risk-Pro Credit Program is to help Jubilee Insurance members implement systems to identify and evaluate their risks, and create risk mitigation strategies to address those risks.</p>
PROVINCIAL EDUCATION REQUISITION – CREDIT FOR UNCOLLECTABLE EDUCATION PROPERTY TAXES ON OIL AND GAS PROPERTIES	<p>The County Manager reported on the guidelines of the Provincial Education Requisition Credit (PERC) Program for uncollectable education property taxes on oil and gas properties and application and review process.</p> <p>The PERC program provides affected municipalities with a credit, equal to the provincial education requisition associated with taxable properties that are delinquent in payment of education property taxes.</p> <p>The term of the PERC extends to the 2019 tax year and may be applied retroactively to the 2015 tax year. The province will review the PERC policy with respect to oil and gas properties in the 2019 tax year.</p>
VILLAGE OF INNISFREE – VIABILITY REVIEW	The County Manager reported on the e-mail received from Alberta Municipal Affairs dated February 7, 2018 advising that a Village of Innisfree Viability Review Team (VRT) meeting has been scheduled for March 2, 2018 at the Innisfree Seniors Centre.
AAMDC 2018 SPRING CONVENTION – AGENDA	<p>The County Manager presented the Agenda for the Alberta Association of Municipal Districts and Counties (AAMDC) 2018 Spring Convention scheduled for March 19, 20 and 21, 2018 at the Edmonton Shaw Conference Centre.</p> <p>Included in the Agenda are the Mayors’ and Reeve’s meeting and Genesis Reciprocal Annual General meeting scheduled for March 19, 2018 in Salon 4 at the Edmonton Shaw Conference Centre.</p>
JOINT LANDFILL/ TRANSFER STATION COMMITTEE MEETING – APRIL 18, 2018	The County Manager advised Council that a Joint Landfill/Transfer Station Committee meeting has been scheduled for April 18, 2018 in the Village of Mannville.

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35-18 ALBERTA MUNICIPAL AFFAIRS – DESIGNATION INDUSTRIAL PROPERTY AGREEMENT The County Manager reported on the letter received from Alberta Municipal Affairs dated January 22, 2018 regarding the proposed municipal contract for the Transitional Hybrid Assessment Approach for Centralized Industrial Property Assessment.

Councillor Anderson moved the County of Minburn approve the execution of the Hybrid Contracts between Alberta Municipal Affairs, the County of Minburn and the Municipal Assessor for the assessment of Designated Industrial Properties (DIP) following the County solicitor’s endorsement.
Carried.

36-18 ROAD PLAN 2786 EO – RESOLUTION TO CANCEL Councillor Wagner moved the County of Minburn approve the cancellation of the portions of Road Plan 2786 EO no longer required for public travel in accordance with Section 24 of the *Municipal Government Act (MGA)*, Revised Statutes of Alberta 2000, and that the portions of road no longer required be reverted back to the following quarter sections in which the road diversion is located as per County of Minburn Policy PW 38, Closure of Regular Road Allowance. Liability and reclamation will be the responsibility of the landowners.

- SE ¼ 29-52-11-W4M containing 0.676 hectares or 1.67 acres
- SW ¼ 28-52-11-W4M containing 1.15 hectares or 2.84 acres
- NW ¼ 28-52-11-W4M containing 1.08 hectares or 2.67 acres
- SW ¼ 33-52-11-W4M containing 0.68 hectares or 1.68 acres
- NW ¼ 33-52-11-W4M containing 0.251 hectares or 0.62 acres

Carried.

MUNICIPAL GOVERNMENT ACT AMENDMENTS – LEGISLATIVE CHECKLIST The County Manager presented a summary of the *MGA* amendments as listed in the Legislative Checklist provided by Alberta Municipal Affairs in their e-mail dated January 25, 2018, as well as when new requirements under the Act need to be completed. The Legislative Checklist is part of Alberta Municipal Affairs Change Management Strategy to work in partnership with municipal associations to ensure a smooth transition to the new legislative and regulatory requirements under the *MGA* regarding matters such as intermunicipal collaboration frameworks, council codes of conduct, public participation policies, multi-year capital and operating plans, and assessment and taxation.

CORRESPONDENCE The following items of correspondence were reviewed by Council:

- Information to Council for the period January 12 to February 13, 2018;
- Vegreville RCMP – February 12, 2018 letter summarizing the Detachment’s policing activities undertaken in 2017 and requesting Council’s support in their priority initiatives going into 2018 and 2019 to address local issues;
- Mannville Parent School Council – January 23, 2018 letter requesting a financial donation to expand and enhance their existing program and purchase of a new van for student transportation;
- Town of Vegreville – Letter dated February 6, 2018 asking the County of Minburn to write a letter in support of their grant application under the Visitor Services Information Fund to help promote and engage the community in the area of tourism.

37-18 RCMP PRIORITIIY INITIATIVES AND THANK YOU TO STAFF SERGEANT NUTBROWN Councillor Melenka moved the County of Minburn approve to support the Vegreville Royal Canadian Mounted Police (RCMP) Detachment policing priority initiatives for 2018 and 2019 as listed in their letter dated February 12, 2018; and Further, provide a written thank you to Vegreville RCMP Detachment Commander Staff Sergeant Jerry Nutbrown for his exemplary public service to the County of Minburn residents and wishing him well in his new posting at the Lac La Biche RCMP Detachment.
Carried.

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- 38-18
MANNVILLE PARENT SCHOOL COUNCIL – FINANCIAL ASSISTANCE REQUEST** Councillor Kuzio moved the County of Minburn decline Mannville Parent School Council’s request for financial support in their fund raising efforts to expand and enhance their existing program, but provide them with County of Minburn souvenir bags to assist in their fund raising.
Carried.

- 39-18
LETTER OF SUPPORT TOWN OF VEGREVILLE VISITOR SERVICES INFORMATION FUND GRANT APPLICATION** Deputy Reeve Ogrodnick moved the County of Minburn provide a letter to the Town of Vegreville supporting their application for grant funding under the Visitor Services Innovation Fund (VSIF) to assist in the support of community engagement and building of the local regional tourism industry.
Carried.

- BUDGET REPORT** Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to January 31, 2018. Time 12:00 p.m.

Councillor Wagner moved the Budget Report with revenue and expenditures for the period January 1 to January 31, 2018 be accepted as presented.
Carried.

- OGRODNICK** Deputy Reeve Ogrodnick left the meeting. Time 12:20 p.m.

- ACCOUNTS PAYABLE** Councillor Kuzio moved the Accounts Payable listing be approved.
Carried.

- OGRODNICK** Deputy Reeve Ogrodnick returned to the meeting. Time 12:21 p.m.

- ADJOURNMENT** Councillor Wowdzia moved the meeting adjourn to March 2018. Time 12:22 p.m.
Carried.

Reeve

County Manager

Recording Secretary