

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

NOVEMBER 20 & 22, 2017 Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.

PRESENT Present at the meeting were:

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|---------------------------------|------------------|
| Reeve: | Roger Konieczny |
| Deputy Reeve: | Carl Ogrodnick |
| 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 Anderson moved the Agenda for the November 20 and 22, 2017 regular County Council meeting be accepted as presented.
Carried.

MUNICIPAL ORGANIZATIONAL MEETING MINUTES Councillor Kuzio moved the minutes of the October 30, 2017 County Organizational meeting be adopted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Wagner moved the minutes of the October 19, 2017 regular County Council meeting be adopted as presented.
Carried.

SHOP FOREMAN/SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the Shop Foreman/Supervisor's written report for the period October 5 to November 8, 2017 and reported on monthly activities. Time 10:05 to 10:10 a.m.

- General maintenance of equipment;
- Installation of additional lighting and surveillance signage at the Vegreville Public Works yard;
- Assessment of other County Public Work facilities that may require additional outside lighting to deter theft and vandalism.

Councillor Melenka 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 October 5 to November 8, 2017 and reported on monthly activities.

- Five year road construction and equipment use cost analysis prepared by Superintendent of Public Works and Public Works staff dated November 9, 2017;
- Proposed meeting with GrainsConnect Canada and Viterra to discuss cost-sharing for Resource Road Program (RRP) grant applications under the Strategic Transportation Infrastructure Program (STIP);
- Proposed 2018 road construction projects;
- Advertising for road construction foreman;
- Letter received from Perpetual Energy dated November 8, 2017 regarding their Road Use Agreement with the County of Minburn and repair of Township Road 204 between Range Roads 93 and 102;

Presentation concluded later in the meeting.

RECESS Councillor Kuzio moved the meeting recess in order for the Subdivision Authority Board to meet. Time 11:05 a.m.
Carried.

RECONVENE The meeting reconvened at 11:12 a.m. with all present as previously recorded.

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PLANNING AND DEVELOPMENT SERVICES

Planning and Development Officer Davin Gegolick presented the written report for the period October 3 to November 10, 2017 and reported on monthly activities. Time 11:12 a.m.

- Orthophoto/aerial imagery quotations and cost comparison summary dated November 15, 2017;
- Proposed plan for waste transfer station development at NE 9-52-14-W4M dated November 15, 2017;
- Inquiry regarding future development of recreational lots on the southwest shorelands of Wapasu Recreation Conservancy Park;
- Letter received from the Town of Vegreville dated November 16, 2017 requesting a letter from the County of Minburn supporting their grant application under the Community and Regional Economic Support (CARES) Program to develop an Economic Diversification Plan.

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

Carried.

157-17 ORTHOPHOTO/AERIAL IMAGERY PROJECT

Councillor Anderson moved the County of Minburn accept the orthophoto/aerial imagery proposal received from Opus Stewart Weir Ltd. in the amount of \$69,240.00 plus G.S.T. The work is to be completed in the spring of 2018 and will include the Hamlet of Lavoy, Hamlet of Ranfurly and Hamlet of Minburn and;

Further, in the event of the Village of Innisfree dissolving and becoming a Hamlet, the County of Minburn approves to include the Hamlet of Innisfree in the orthophoto/aerial imagery project for a cost of \$7,300.00 plus G.S.T.

Carried.

158-17 LETTER OF SUPPORT FOR TOWN OF VEGREVILLE – CARES PROGRAM

Councillor Kuzio moved the County of Minburn provide a letter of support to the Town of Vegreville supporting their grant application under the Community and Regional Economic Support (CARES) Program to develop an Economic Diversification Plan.

Carried.

159-17 WAPASU RECREATION CONSERVANCY PARK – LOT DEVELOPMENT

Councillor Anderson moved the County of Minburn research future development of County owned lots located on the southwest shorelands of Wapasu Recreation Conservancy Park identified as Area Number 2 in the Wapasu Recreation Conservancy Area Structure Plan.

Carried.

DELEGATION: WSP ENGINEERING

WSP Senior Environment Engineer Gloria Gerber joined the meeting, presented and discussed the following and responded to Council's questions. Time 11:50 a.m.

- Pre-feasibility study and preliminary design for the proposed construction of a waste transfer station in NE 9-52-14-W4M;
- Applicable regulations and recommendations with respect to siting, design construction and operation of the proposed waste transfer station in accordance with the *Activities Designation Regulation (ADR)* and the Alberta Transfer Station Technical Guidance Manual;
- Completion of site investigation to determine geologic, hydro-geologic and geotechnical aspects of the proposed site;
- Preliminary design to include site layout and locations, access, storage requirements, storm water management requirements, site constraints, property configuration, power availability and future expansion needs;
- Proposed site to be similar in respect of materials collected at existing transfer stations in the County;
- Project schedule and budget.

Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Gloria Gerber and Davin Gegolick left the meeting. Time 12:15 p.m.

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- NOVEMBER 20 & 22, 2017** Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- RECESS** Councillor Melenka moved the meeting recess for lunch and reconvene at 1:15 p.m. Time 12:15 p.m.
Carried.
- RECONVENE** The meeting reconvened at 1:05 p.m. with all present as previously recorded.
- SUPERINTENDENT OF PUBLIC WORKS CONT'D**
- Scheduling of Public Works staff to complete roadwork maintenance items such as minor bridge and culvert repairs, brushing, water drainage;
 - Prioritization of snowplowing in County Hamlets;
 - Quotations received from Brandt Tractor Ltd. and Finning CAT for proposed purchase of new motorgraders.
- Councillor Kuzio moved the Superintendent of Public Works report be accepted as presented.
Carried.
- 160-17 INTENT TO PURCHASE EQUIPMENT – JOHN DEERE MOTORGRADERS**
- Councillor Wagner moved the County of Minburn approve the intent to purchase two 2018 872GP John Deere motorgraders from Brandt Tractor Ltd. for the total cost of \$449,800.00 each plus G.S.T. as per their quotation dated November 20, 2017.
Carried.
- DELEGATION: VEGREVILLE RCMP – SGT. JERRY NUTBROWN**
- Vegreville Royal Canadian Mountain Police (RCMP) Detachment Commander Sergeant Jerry Nutbrown joined the meeting, presented and discussed the following and responded to Council’s questions. Director of Protective Services/Fire Chief Mike Fundytus also joined the meeting. Time 1:25 p.m.
- County of Minburn Crime Statistics report for the period January 2014 to October 2017 for the Vegreville RCMP detachment;
 - Decrease of persons and property offenses;
 - Continued focus on property crimes;
 - Low rates of youth crime and minor mischief incidents;
 - Mental health issues continuing to influence many calls for service;
 - Vegreville RCMP regular news releases published in local newspapers and broadcast on local radio station;
 - Full staff at Vegreville RCMP detachment;
 - Rural Crime Watch and Citizens on Patrol programs to assist in crime prevention;
 - Federal legislation and regulations regarding the proposed legalization of cannabis in Canada;
 - Community priority issues.
- Reeve Konieczny thanked the delegation for attending the Council meeting and making his presentation. Sergeant Nutbrown and Mike Fundytus left the meeting. Time 2:00 p.m.
- DELEGATION: VEGREVILLE FCSS**
- Vegreville and District Family and Community Support Services (FCSS) Manager Julie Gottselig joined the meeting, presented and discussed the following and responded to Council’s questions. Time 2:01 p.m.
- Facilitation of preventative social programs, services, events and community initiatives which contribute to the quality of life and family wellness in the community;
 - Serving the Town of Vegreville and County of Minburn residents residing west of Range Road 120;
 - FCSS Advisory Board structure and staff;
 - Top four goals of FCSS Strategic Plan;
 - Programs and services offered and event scheduling;
 - Goals and objectives for 2018;
 - Addressing mental health issues and suicide;
 - Community Volunteer Income Tax Program;

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- DELEGATION: VEGREVILLE FCSS CONT'D**
- Family Violence Prevention, Anti-bullying, Senior Wellness, Early Childhood Development programs;
 - Provincial government contracts for operation of the Parent Link Centre Network and Family Day Home Program;
 - Provincial reporting statistics for 2016.
- Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Julie Gottselig left the meeting. Time 2:30 p.m.
- ULLERY/HOPPER** Director of Agriculture and Utility Services Darwin Ullery and Accounting Clerk Dwight Hopper joined the meeting. Time 2:30 p.m.
- PUBLIC HEARING – HAMLET OF LAVOY UTILITY REVIEW**
- Pursuant to Section 230 of the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, a Public Hearing on the Hamlet of Lavoy Utility Review was declared open at 2:30 p.m. to hear any person, group of persons, or person representing them, claiming to be affected by the Hamlet of Lavoy Utility Review.
- PUBLIC HEARING REPRESENTATIONS/ DISCUSSION**
- Public Hearing representation included Ron Maher, Hamlet of Lavoy resident.
- Mr. Maher presented questions and concerns regarding the proposed new utility rates presented in the Hamlet of Lavoy Utility Review.
- Director of Agriculture and Utility Services Darwin Ullery reviewed the Hamlet of Lavoy Water/Sewer and Garbage Rate Plan and explained the rate review process and proposed rate structure plan.
- MAHER** Ron Maher left the Public Hearing. Time 3:10 p.m.
- DELEGATION: VEGREVILLE PUBLIC LIBRARY**
- Vegreville Centennial Library (VCL) Manager Donna Williams, VCL Board Chair Kim Kenward and Board member Sonja Rasko joined the meeting, presented and discussed the following and responded to Council's questions. Time 3:10 p.m.
- VCL Service Information Report for 2017;
 - 2017 cardholder and library user summary;
 - Governance structure of the VCL;
 - Library budget including funding sources, expenditures and 2018 proposed expenses;
 - Facility and on-site services;
 - VCL regular programs and events;
 - Availability of internet computers, wireless internet access and e-resource training;
 - Continued partnership with Community Association for Lasting Success (CALs), Parent Link, FCSS, M.O.D.E.L. Project, VegMin Learning Network, elementary schools, Vegreville Daycare, Child Development Coalition and Vegreville Cares Coalition.
- Reeve Konieczny thanked the delegation for attending the Council meeting and making their presentation. Donna Williams, Kim Kenward and Sonja Rasko left the meeting. Time 3:25 p.m.
- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES**
- Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period October 5 to November 8, 2017 and reported on monthly activities. Time 3:25 p.m.
- Letter received from Brazeau County dated November 2, 2017 requesting Agricultural Service Boards (ASBs) convey their support to the Minister of Agriculture and Forestry and Minister of Labour regarding extension of the comment period with respect to the *Enhanced Protection for Farm and Ranch Workers Act*;

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- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES CONT'D**
- E-mail received from County of Vermilion River dated October 26, 2017 asking if the County of Minburn is interested in working with them by advertising and promoting their Wetland Restoration Program within the County;
 - County of Minburn Field Visit Report dated August 21, 2017 prepared by Alberta Agriculture and Forestry;
 - Development of a strategy to deal with emergency carcass disposal to be incorporated in the County's Emergency Preparedness Plan;
 - Receipt of ASB grant program funding for 2017;
 - 2018 Roadside Brushing Program;
 - Council consensus was to not implement the Coyote Bounty Program in 2018;
 - 2018 Provincial ASB Board Conference, City of Grande Prairie, January 16 to 19, 2018.
- Deputy Reeve Ogradnick moved the Director of Agriculture and Utility Services report be accepted as presented.
Carried.
- 161-17 LETTER TO MINISTERS – ENHANCED PROTECTION FOR FARM AND RANCH WORKERS ACT**
- Deputy Reeve Ogradnick moved the County of Minburn write a letter to the Alberta Minister of Agriculture and Forestry and the Minister of Labour requesting an extension of the comment period to April 30, 2017, and to hold town hall meetings in each region of Alberta regarding the Occupational Health and Safety (OHS) recommendations with respect to the *Enhanced Protection for Farm and Ranch Workers Act*.
Carried.
- 162-17 WETLAND RESTORATION PROGRAM – COUNTY OF VERMILION RIVER**
- Councillor Anderson moved the County of Minburn approve the County of Vermilion River to advertise and promote their Wetland Restoration Program in the County of Minburn for the purpose of seeking additional wetland restoration areas.
Carried.
- 163-17 2018 ROADSIDE BRUSHING CONTRACT**
- Councillor Wagner moved the County of Minburn provide Doug Crozier an offer to renew the Roadside Brushing Contract for 2018 as per County terms and conditions.
Carried.
- PUBLIC HEARING – HAMLET OF LAVOY UTILITY REVIEW**
- Reeve Konieczny declared the Public Hearing on the Hamlet of Lavoy Utility Review closed. Time 4:20 p.m.
- WATER/UTILITY SERVICES/ALBERTA CENTRAL EAST (ACE) WATER**
- Darwin Ullery presented the following Water/Utility Services/Alberta Central East (ACE) Water report. Time 4:20 to 4:35 p.m.
- Submission of proposed Hamlet of Lavoy/Rural Utilities Bylaw to County of Minburn solicitor for review;
 - ACE Water Corporation phase four and five construction progress update dated November 7, 2017.
- Councillor Anderson moved the Water/Utility Services and Alberta Central East (ACE) Water report be accepted as presented.
Carried.
- RECESS**
- Councillor Anderson moved the meeting recess for the day and reconvene at 9:00 a.m. on November 22, 2017. Time 4:35 p.m.

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RECONVENE The meeting reconvened at 9:00 a.m. on November 22, 2017.

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

TRANSPORTATION Senior Accountant Kari Janzen presented the Transportation Report for the period January 1 to October 31, 2017. Time 9:00 to 9:15 a.m.

Councillor Anderson moved the Transportation Report for the period January 1 to October 31, 2017 be accepted as presented.

Carried.

DIRECTOR OF PROTECTIVE SERVICES/FIRE CHIEF Director of Protective Services/Fire Chief Mike Fundytus presented the written report for the period October 12 to November 14, 2017 and reported on monthly activities. Time 9:15 to 10:00 a.m.

- Fire incidents, medical assists and motor vehicle collision responses;
- Second false alarm response incident at Lot 22A, Block 8, Plan 082 7131 in the Hamlet of Lavoy, November 1, 2017;
- Nomination of Mannville and Innisfree firefighters to receive Fire Service Awards;
- Proposed amendment to 2018 STIP Local Road Bridge (LRB) program grant application.

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

Carried.

164-17 FALSE ALARM COSTS – LOT 22A, BLOCK 8, PLAN 082 7131 Deputy Reeve Ogradnick moved the landowner of Lot 22A , Block 8, Plan 082 7131 in the Hamlet of Lavoy be invoiced \$800.00 for the false alarm costs incurred on November 1, 2017 in accordance with Fire Fighting Costs Recovery Bylaw No. 1087-93 and Council Motion Number 169-16.

Carried.

165-17 FINANCIAL CONTRIBUTION FROM VILLAGE OF MANNVILLE – RAPID ATTACK TRUCK PURCHASE Councillor Anderson moved the County of Minburn request a financial contribution from the Village of Mannville to share in the costs of the new rapid attack fire truck purchase for the Mannville Fire Department.

Carried.

166-17 VOLUNTEER FIREFIGHTERS RECOGNITION EVENT Councillor Kuzio moved the County of Minburn schedule a recognition event in the spring of 2018 to acknowledge the Innisfree and Mannville volunteer firefighters.

Carried.

167-17 AMEND STIP APPLICATION – BF 1538 Councillor Wagner moved the County of Minburn amend the 2018 Strategic Transportation Infrastructure Program (STIP) Local Road Bridge (LRB) grant application amount for Bridge File (BF) 1538 to \$1,230,000.00 which includes all engineering and construction costs.

Carried.

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REPORTS

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

Division No. 1

- Update on projects, roads, etc.
 - Request for additional street lighting in the south east portion of the Hamlet of Minburn;
 - Snowplowing required at Minburn Truckfill Station;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - Infrastructure Committee meeting, November 8, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Alberta Association of Municipal District and Counties (AAMDC) 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
 - Meeting with Alberta Transportation, Edmonton Shaw Conference Centre, November 16, 2017.

Division No. 2

- Update on projects, roads, etc.
 - Ratepayer concern regarding regulation and control of the distribution, sale and use of fireworks within the County of Minburn;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
 - AAMDC Resolutions Committee meeting, AAMDC 2017 Fall Convention.

GAVEL

Deputy Reeve Ogrodnick assumed the gavel.

REPORTS CONT'DDivision No. 3

- Update on projects, roads, etc.
 - "School Bus" signs required on Range Road 95 and Township Road 525;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Rural Crime Town Hall meeting, Mannville Recreation Centre, October 25, 2017;
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - Meeting with Superintendent of Public Works and motorgrader operators to discuss road maintenance issues, November 1, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;

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REPORTS CONT'D

- Vermilion River Watershed meeting, Town of Vegreville, November 3, 2017;
- Mannville-Innisfree FCSS meeting, Village of Mannville, November 6, 2017;
- Regional Recreation and Culture Master Plan Steering Committee meeting, Town of Vegreville, November 6, 2017;
- ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
- Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
- AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
- Meeting with Alberta Transportation, Edmonton Shaw Conference Centre, November 16, 2017.

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 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - Vegreville Seed Cleaning Plant meeting, November 2, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Infrastructure Committee meeting, November 8, 2017;
 - AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
 - Meeting with Alberta Transportation, Edmonton Shaw Conference Centre, November 16, 2017;
 - Vegreville Seed Cleaning Plant annual meeting, November 20, 2017.

Division No. 5

- Update on projects, roads, etc.
 - Municipal civic addressing system in the Hamlet of Lavoy;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville Library Board meeting, October 25, 2017;
 - Rural Crime Town Hall meeting, Mannville Recreation Centre, October 25, 2017;
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - Vegreville Region Physician and Health Professionals Attraction and Retention (VRPHPAR) Committee tour with potential new physician, November 3, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017.

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REPORTS CONT'D

Division No. 6

- Update on projects, roads, etc.
 - “Yield” signs required on Range Road 162 and Township Road 524;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Community Progress Scholarship Fund presentation, Vegreville Composite High School, October 20, 2017;
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - Presented greetings on behalf of the County of Minburn at the Royal Canadian Legion Veterans Appreciation Dinner, Vegreville Royal Canadian Legion Hall, November 3, 2017;
 - Regional Recreation and Culture Master Plan Steering Committee meeting, Town of Vegreville, November 6, 2017;
 - Infrastructure Committee meeting, November 8, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Minburn Foundation meeting, November 9, 2017;
 - Laid wreath and presented greetings on behalf of the County of Minburn at Vegreville Remembrance Day Ceremony, November 11, 2017;
 - AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
 - Meeting with Alberta Transportation, Edmonton Shaw Conference Centre, November 16, 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:
 - 2017 Organizational meeting and Councillor Orientation Training, October 30, 2017;
 - 2017 Northeast Regional ASB Conference, Flatlake Hall in M.D. of Bonnyville, November 2, 2017;
 - Vegreville Seed Cleaning Plant meeting, November 2, 2017;
 - ACE Water Corporation Zone 1 annual general meeting, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Tri-Municipal meeting with Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, November 8, 2017;
 - Minburn Foundation meeting, November 9, 2017;
 - AAMDC 2017 Fall Convention, Edmonton Shaw Conference Centre, November 14 to 17, 2017;
 - Vegreville Seed Cleaning Plant annual meeting, November 20, 2017.

Councillor Wagner moved the reports be accepted as presented.

Carried.

**168-17
STREET LIGHT
ASSESSMENT IN
COUNTY HAMLETS**

Councillor Kuzio moved the County of Minburn schedule an Infrastructure Committee meeting with the Superintendent of Public Works and ATCO Electric to complete a street light assessment in the County Hamlets.

Carried.

**169-17
INSTALL SCHOOL
BUS SIGNS – RGE
RD 95 AND TWP RD
525**

Councillor Wowdzia moved the County of Minburn install “School Bus” signs on Range Road 95 and Township Road 525 at 52510 Range Road 95.

Carried.

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**170-17
INSTALL YIELD
SIGNS – RGE RD 162
AND TWP RD 524** Deputy Reeve Ogradnick moved the County of Minburn install “Yield” signs on Range Road 162 and Township Road 524.
Carried.

GAVEL Deputy Reeve Ogradnick assumed the gavel.

REEVE’S REPORT Reeve Konieczny reported and commented on the following:
- November 1, 2017 – Presented greetings on behalf of the County of Minburn at the Vegreville and District FCSS Annual Seniors Health and Wellness Day event, Vegreville Sunshine Club;
- November 14, 2017 – Reeves’/Mayors’ meeting, Edmonton Shaw Conference Centre, November 14, 2017;
- November 18, 2017 – Presented greetings on behalf of the County of Minburn at the Mannville 4-H Multi-Club’s celebration of 100 years in Alberta, Mannville Recreation Centre;
- Scheduling of proposed tri-municipal meeting with County of Vermilion River and County of Two Hills, and joint meeting with Beaver County;
- Scheduling of proposed meetings with Members of the Legislative Assembly (MLAs) Dr. Richard Starke and Jessica Littlewood, and meeting with Member of Parliament (MP) Shannon Stubbs;
- Council consensus was to schedule tri-municipal meeting, joint meeting and meetings with MLAs and MP in early 2018;
- November 21, 2017 – Received telephone call from landowner of Lot 1, Block 10, Plan 172 0745 in the Hamlet of Lavoy regarding a caveat registered against the title of the property.

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

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

1. Long Service Awards December 15, 2017;
2. Sequoia Resources Corp. Outstanding Taxes;
3. Canadian Coyote Energy Ltd. Tax Arrears;
4. East Regional Transfer Station Meeting December 5, 2017;
5. Vegreville & District Chamber of Commerce Lunch/Meeting;
6. Joint Town/County Meeting Proposal for Town of Vegreville to Host;
7. Personnel Committee Meeting Reschedule;
8. Battle River Watershed Alliance Funding Request;
9. Mannville Historical Society Sponsorship Request;
10. Innisfree Ukrainian Dancers Sponsorship Request;
11. Innisfree/County IDP Administration and Consultants Meeting, November 27, 2017.

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

**LONG SERVICE
AWARDS –
DECEMBER 15, 2017** The County Manager reported on the employees who will be receiving long service awards in 2017 for their years of dedicated service to the County of Minburn as per Administration Policy No. AD 7 and County Council Policy No. CC 11, Long Service Awards. The long service awards will be presented to employees and Councillors at the County of Minburn Christmas Social on December 15, 2017.

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- NOVEMBER 20 & 22, 2017** Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- SEQUOIA RESOURCES CORP. – OUTSTANDING TAXES** The County Manager reported on the letter sent to Sequoia Resources Corp. from Reynolds Mirth Richards & Farmer (RMRF) LLP on behalf of the County of Minburn dated November 9, 2017 advising that \$1,374,396.14 in tax arrears and penalties are due and owing to the County of Minburn.
- RMRF also advised Sequoia Resources Corp. that full payment of the outstanding taxes is expected by November 17, 2017 and if payment is not received in full by that time the County of Minburn will commence proceedings under the *Municipal Government Act (MGA)* for the collection of the outstanding taxes.
- CANADIAN COYOTE ENERGY LTD. – TAX ARREARS** The County Manager reported on the letter received from Alberta Energy Regulator (AER) dated October 20, 2017 advising of the status of the sale of Canadian Coyote Energy Ltd. wellsite equipment, and whether the County can expect payment from the sale proceeds.
- AER confirmed that \$5,801.25 was received at the end of May 2017 and paid towards the approximate \$99,000.00 debt owed to the AER. As of September 2017, no further equipment has been sold and a significant debt remains outstanding to the AER.
- EAST REGIONAL TRANSFER STATION MEETING** The County Manager reported that a Regional Transfer Station Authority annual meeting and Joint Landfill/Transfer Station Committee meeting has been scheduled for December 5, 2017 in the Village of Mannville at 10:00 a.m.
- 171-17 VEGREVILLE & DISTRICT CHAMBER OF COMMERCE – MEETING WITH COUNCIL** The County Manager reported on the letter received from the Vegreville & District Chamber of Commerce dated October 10, 2017 inviting County of Minburn Council to attend a roundtable luncheon meeting.
- Deputy Reeve Ogradnick moved the County of Minburn accept the invitation dated October 10, 2017 from Vegreville & district Chamber of Commerce to attend a roundtable luncheon meeting and propose a meeting date of January 15, 2018.
Carried.
- JOINT TOWN OF VEGREVILLE/ COUNTY MEETING** The County Manager reported on the e-mail received from the Town of Vegreville dated November 16, 2017 advising of the new Town Council’s request to schedule a date for a Joint County of Minburn and Town of Vegreville meeting in the first quarter of 2018.
- Council consensus was to propose a Joint County of Minburn and Town of Vegreville lunch meeting on February 16, 2018 or March 16, 2018.
- PERSONNEL COMMITTEE MEETING – RESCHEDULE** Council consensus was to reschedule the Personnel Committee meeting to November 30, 2017 at 10:00 a.m.
- 172-17 BATTLE RIVER WATERSHED ALLIANCE – FUNDING REQUEST** The County Manager reported on the letter received from Battle River Watershed Alliance dated October 26, 2017 requesting the County of Minburn contribute fifty cents per capita in 2018 to support local programs and initiatives (10.3 percent of the 2014 census data population) for a total of \$168.82.
- Deputy Reeve Ogradnick moved the County of Minburn decline Battle River Watershed Alliance’s request for funding in 2018 dated October 26, 2017.
Carried.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- NOVEMBER 20 & 22, 2017** Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- 173-17
MANNVILLE
HISTORICAL
SOCIETY –
SPONSORSHIP
REQUEST** The County Manager reported on the e-mail received from Mannville Historical Society requesting monetary support from the County of Minburn to assist in their fundraising campaign to restore the Cross Roads and Telephone Museum located in the Village of Mannville.
- Councillor Wagner moved the County of Minburn decline the Mannville Historical Society’s request for monetary support to assist in their fundraising campaign to restore the Cross Roads and Telephone Museum located in the Village of Mannville.
Carried.
- 174-17
INNISFREE
UKRAINIAN
DANCERS –
SPONSORSHIP
REQUEST** The County Manager reported on the letter received from the Chudovyi Ukrainian Dancers of Innisfree dated November 15, 2017 requesting the County of Minburn provide a financial sponsorship towards their 2nd Annual Malanka scheduled for January 19, 2018.
- Councillor Kuzio moved the County of Minburn decline Chudovyi Ukrainian Dancers of Innisfree’s financial sponsorship request for their 2nd Annual Malanka scheduled for January 19, 2018.
Carried.
- INNISFREE/COUNTY
IDP** The County Manager reported that a County of Minburn and Village of Innisfree Intermunicipal Development Plan (IDP) meeting has been scheduled for November 27, 2017 at the County of Minburn Administration office.
- Council consensus was to defer proceeding with the County of Minburn and Village of Innisfree IDP until completion of the Village of Innisfree Viability Review by Alberta Municipal Affairs.
- CORRESPONDENCE** The following items of correspondence were reviewed by Council:
- Information to Council for the period October 17 to November 14, 2017 11, 2017;
 - Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE) – October 27, 2017 letter advising of its dissolution and decision made by the Alberta Court of Queens’s Bench to distribute its remaining assets to eligible subscribers. ALAIRIE’s assets have now been converted to cash and submitted a cheque to the County of Minburn in the amount of \$48,563.26 representing the County’s share of assets;
 - Town of Vegreville – October 25, 2017 letter requesting assistance from the County of Minburn in the form of equipment and manpower to reclaim and re-lay approximately 800 metres of cold-mix on 50 Street north from 61 Avenue to Township Road 524 (Prairie Lodge Trailer Court Road);
 - Rotary Peace Park Society – October 31, 2017 letter requesting the County of Minburn continue to assist the Rotary Peace Park Society with operating and capital funding for 2018, appoint a County of Minburn Council representative to their board, and permit the Rotary Peace Park Society to allow for overnight camping at the Rotary Peace Park.
- 175-17
TOWN OF
VEGREVILLE –
COLD-MIX
REHABILITATION
WORK REQUEST** Councillor Wowdzia moved the County of Minburn decline the Town of Vegreville’s request dated October 25, 2017 to contract the County for cold mix rehabilitation work projects in 2018 due to the County not completing its own cold mix rehabilitation work on some roads and therefore not having enough suitable dates to entertain work from the Town of Vegreville.
Carried.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- NOVEMBER 20 & 22, 2017** Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- 176-17
ROTARY PEACE
PARK SOCIETY –
OVERNIGHT
CAMPING/PARKING
LOT EXPANSION** Councillor Melenka moved the County of Minburn approve the following as per the Rotary Peace Park Society’s letter dated October 31, 2017:
- 2018 Preliminary Budget amount of \$35,500.00 to the Rotary Peace Park Society for operating and capital expenditures;
 - Permit the Rotary Peace Park Society to change their policy to allow for overnight camping at the Rotary Peace Park at its discretion;
 - Permit the Rotary Peace Park Society to change their policy to allow for overnight camping at the Rotary Peace Park at its discretion;
 - Request the Rotary Peace Park Society prepare a parking lot expansion plan for review with the County of Minburn Superintendent of Public Works and Planning and Development Officer which will be presented to Council for approval during the final 2018 budget process.
- Carried.**
- 177-17
ROTARY PEACE
PARK BOARD
APPOINTMENT** Councillor Kuzio moved the County of Minburn decline to appoint a member of County Council to the Rotary Peace Parks Society Board but retain the option for a County of Minburn representative to attend their meetings at any time.
- Carried.**
- ACCOUNTS
PAYABLE** Deputy Reeve Ogrodnick moved the Accounts Payable listing be approved.
- Carried.**
- BUDGET REPORT** Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to October 31, 2017. Kari Janzen and Dwight Hopper also joined the meeting. Time 11:50 a.m.
- Councillor Wagner moved the Budget Report with revenue and expenditures for the period January 1 to October 31, 2017 be accepted as presented.
- Carried.**
- 2018 PRELIMINARY
BUDGET** The County Manager and Director of Finance and Administration presented the following 2018 budget items for discussion:
- 2017 Tax Collection
 - Fire Departments – 2018 Funding
 - Libraries – 2018 Funding
 - FCSS – 2018 Funding
 - 2018 Public Works Capital Plan
 - 2018 Form “A”
 - 2018 Gravel Hauling – Requests for Proposals
 - 2018 Recreation
 - STARS Funding 2018
- 2017 TAX
COLLECTION** The County Manager reported the percentage of taxes collected to October 31, 2017 was 89.62 compared to 92.96 collected to October 31, 2016.
- Percentage of taxes collected to date is 90.03.
- FIRE DEPARTMENT
FUNDING – 2018
PROPOSED
PRELIMINARY
BUDGET** The County Manager reported that to date the rural municipality population data from the 2016 Census has not been confirmed by Statistics Canada.
- Council consensus was that the County of Minburn’s 2018 Proposed Preliminary Budget operating allocations for the Vegreville Fire Department, Innisfree Fire Department and Mannville Fire Department remain the same as in 2017 until the rural municipality population data from the 2016 Census is confirmed by Statistics Canada.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- NOVEMBER 20 & 22, 2017** Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.
- LIBRARY FUNDING – 2018 PROPOSED PRELIMINARY BUDGET** Council consensus was the County of Minburn’s 2018 Proposed Preliminary Budget allocations for the Vegreville, Innisfree and Mannville libraries remain the same as in 2017 until the rural municipality population data from the 2016 Census is confirmed by Statistics Canada.
- 178-17 VEGREVILLE FCSS FUNDING REQUEST/2018 PROPOSED PRELIMINARY BUDGET** Councillor Anderson moved the County of Minburn decline the request received from Vegreville and District Family and Community Support Services (FCSS) dated November 16, 2017 for the County of Minburn to provide them with a \$15,000.00 annual funding increase.
Carried.
- RECESS** Councillor Wagner moved the meeting recess lunch and reconvene at 1:00 p.m. Time 12:00 p.m.
- RECONVENE** The meeting reconvened at 12:45 p.m. with all present as in the forenoon.
- 179-17 2018 PROPOSED PUBLIC WORKS CAPITAL PLAN** Deputy Reeve Ogrodnick moved the County of Minburn approve the 2018 proposed Public Works Capital Plan in the amount of \$1,261,914.00.
Carried.
- 180-17 INTERNAL FINANCE – MOTORGRADERS** Councillor Kuzio moved the County of Minburn internally finance the purchase of one (1) 2018 John Deere 872GP motorgrader as per the following terms of repayment:
- | | |
|---------------------|--------------------------------------|
| Amount financed | \$450,400.00 |
| Fixed interest rate | 3 per cent |
| Term | 60 months (five years) |
| Monthly payments | \$8,093.10 (principal plus interest) |
| | Commencing June 1, 2018 |
- A transfer to Capital Reserves will be made each month for the amount of the payment until the motorgrader is paid in full. These payments will be invested in a Term Deposit on a monthly basis until the terms of repayment are fulfilled.
Carried.
- 181-17 FORM “A” DIVISIONAL FUNDING – 2018 PRELIMINARY BUDGET** Councillor Melenka moved the County of Minburn’s Divisional Form “A” budget allocations dated November 20, 2017 for the 2018 proposed Preliminary Budget be approved as presented.
Carried.
- 182-17 2018 GRAVEL HAULING CONTRACT** Councillor Wowdzia moved the County of Minburn approve the 2018 Gravel Hauling Contract as revised.
Carried.
- 183-17 REQUEST FOR PROPOSALS 2018 GRAVEL HAULING** Deputy Reeve Ogrodnick moved the County of Minburn seek Request for Proposals (RFPs) for its 2018 gravel hauling requirements from the following contractors with a deadline submission date of January 12, 2018:
- G&R Sand & Gravel Ltd;
 - Wowdzia’s Trucking Ltd.;
 - Road Runner Water Hauling Ltd.;
 - Obvious Enterprises Ltd.
- Carried.**
- WAGNER** Councillor Wagner left the meeting. Time 1:22 p.m.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

NOVEMBER 20 & 22, 2017 Minutes of the County Council meeting held on November 20 and 22, 2017 at the County of Minburn No. 27 office, Vegreville, Alberta.

**184-17
2018 RECREATION
BOARD GRANTS
BUDGET** Councillor Anderson moved the County of Minburn’s 2018 proposed Preliminary Budget funding allocations for the Recreation Board grants remain the same as in 2017 with the exception of the following:
- allocate an additional \$50,000.00 to Wapasu Recreation Conservancy Park playground construction expenditures.
Carried.

**185-17
STARS – 2018
FUNDING** The County Manager reported on the letter received from Shock Trauma Air Rescue Service (STARS) Foundation dated November 2, 2017 thanking the County of Minburn for their continued commitment to STARS and requesting support in 2018 for an amount of \$2.00 per capita.

Councillor Melenka moved the County of Minburn provide funding to Alberta Shock Trauma Air Rescue Services (STARS) Foundation in 2018 in the amount of \$2.00 per capita (3,188 x \$2.00) for a total amount of \$6,376.00.
Carried.

ADJOURNMENT Councillor Kuzio moved the meeting adjourn to December 18, 2017 at 10:00 a.m. Time 1:40 p.m.
Carried

Reeve

County Manager

Recording Secretary