

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- MAY 22, 2018** Minutes of the County Council meeting held on May 22, 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 |
| County Manager: | David Marynowich |
| Recording Secretary: | Trudy Shukalak |
- CALL TO ORDER** Reeve Konieczny called the meeting to order at 10:09 a.m.
- ACCEPTANCE OF AGENDA** Councillor Wagner moved the Agenda for the May 22 and 23, 2018 regular County Council meeting be accepted as presented.
Carried.
- COUNTY COUNCIL MEETING MINUTES** Councillor Kuzio moved the minutes of the April 16 and 17, 2018 regular County Council meeting be adopted as presented.
Carried.
- ALBERTA CENTRAL EAST (ACE) REGIONAL WATERLINE CONNECTION – SE 16-52-14-W4M** Director of Agriculture and Utility Services Darwin Ullery joined the meeting, presented and discussed the following regarding the Alberta Central East (ACE) regional waterline connection to the proposed cannabis production facility at Pt. SE 16-52-14-W4M. Time 10:10 to 10:25 a.m.
- Industrial Area Water Supply Plan prepared by Urban Systems;
 - Tentative funding and construction options for consideration by the County of Minburn and developer;
 - Financial contribution to developer to assist in the construction of a 100 millimeter (mm) water line from the ACE regional water main to the proposed cannabis production facility;
 - Procurement of engineering services and supervision of pipeline construction by County of Minburn;
 - Ownership of water main by County of Minburn;
 - Proposed road construction on Township Road 522 east of Range Road 144 to Pt. SE 16-52-14-W4M by developer.
- 84-18 CONSTRUCTION OF ACE REGIONAL WATERLINE CONNECTION TO CANNABIS PRODUCTION FACILITY – SE 16-52-14-W4M** Deputy Reeve Ogradnick moved the County of Minburn contribute up to \$150,000.00 towards the construction of a 100 millimeter (mm) waterline from the Alberta Central East (ACE) regional water main to the proposed cannabis production facility at Pt. SE 16-52-14-W4M as per the terms and conditions of the County of Minburn; and Further, the contribution towards the waterline construction will be funded from general reserves.
Carried.
- 85-18 INDUSTRIAL AREA WATER SUPPLY CONSTRUCTION PROGRESS PLAN** Councillor Kuzio moved the County of Minburn forward the Industrial Area Water Supply Construction Progress Plan for waterline connection to the proposed cannabis production facility on Pt. SE 16-52-14-W4M dated May 22, 2018 to solicitor Reynolds Mirth Richards and Farmer (RMRF) LLP for their approval.
Carried.
- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES** Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period April 5 to May 9, 2018 and reported on monthly activities. Time 10:25 to 10:30 a.m.
- Confirmation of attendance at the 2018 Provincial Agriculture Service Board (ASB) Summer Tour hosted by Strathcona County, July 10 to 13, 2018;
 - 2018 Roadside Brushing Contract;
 - 2018 Farm Family Award nomination received from the Innisfree and District Agricultural Society.

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DIRECTOR OF AGRICULTURE AND UTILITY SERVICES CONT'D

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

**86-18
2018 ROADSIDE BRUSHING CONTRACT**

Deputy Reeve Ogrodnick moved the County of Minburn award Doug Crozier the 2018 Roadside Brushing Contract for an approximate cost of \$65,600.00 plus G.S.T. as per County terms and conditions.
Carried.

**87-18
2018 FARM FAMILY AWARD NOMINATION**

Councillor Wowdzia moved the County of Minburn submit the 2018 Farm Family Award nomination received from the Innisfree and District Agricultural Society to Edmonton Northlands Farm Family Awards, as per Agricultural Service Board Policy No. ASB 4, Northland Farm Family Award.
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 10:30 to 10:40 a.m.
- Completion of sewer line repair in the Hamlet of Minburn;
- Water and sanitary sewer connection to Lots 15 and 16, Block 4, Plan 949Q in the Hamlet of Lavoy to service proposed new residential development on vacant unserviced lot;
- Proposed rehabilitation of sewer line infrastructure and road conditions in the Hamlet of Lavoy;
- Further assessment of Hamlet of Lavoy sewer line infrastructure and road conditions required.

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

**88-18
WATER AND SANITARY SEWER CONNECTION – HAMLET OF LAVOY**

Councillor Melenka moved that the landowner is responsible for the costs associated with the water and sanitary sewer connection from the property line to the immediate adjacent trunk line to Lots 15 and 16, Block 4, Plan 949Q in the Hamlet of Lavoy, as per Section 3.3.2 of the County of Minburn Municipal Development Plan (MDP).
Carried.

BRIDGE TENDER OPENING – BF 519 BRIDGE CULVERT INSTALLATION AND OTHER WORK – WASKWEI CREEK ON RGE RD 154

WSP Canada Bridge Engineer Tyler Bezooyen joined the meeting to open the tenders received for Bridge File (BF) 519 – Bridge Culvert Installation and Other Work, Waskwei Creek on Range Road 154. Director of Protective Services/Fire Chief Mike Fundytus also joined the meeting. Time 10:40 a.m.

The tender results were reported as follows:

West-Can Seal Coating Inc.....	\$240,271
Formula Alberta Ltd.....	\$294,000
In-Line Contracting Partnership.....	\$297,000
Whissel Enterprises Ltd.....	\$353,715
Prairie Erectors International Inc.	\$398,483
Unsurpassable Construction Ltd.	\$405,000
Location Cats.....	\$661,915

**BEZOOYEN/
FUNDYTUS**

Tyler Bezooyen and Mike Fundytus left the meeting. Time 10:50 a.m.

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**89-18
BYLAW NO. 1266-18
AGREEMENT WITH
ATCO GAS –
DELIVERY OF
NATURAL GAS TO
HAMLET OF LAVOY
CUSTOMERS**

Bylaw No. 1266-18 of the County of Minburn No. 27, Vegreville, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act (MGA)* Revised Statutes of Alberta 2000, Chapter M-26 to enter into an agreement with ATCO Gas and Pipelines Ltd. to renew an agreement with, and to confer a franchise on the company to deliver natural gas to customers within the Hamlet of Lavoy.

Councillor Kuzio moved Bylaw No. 1266-18 be given first reading.
Carried.

**90-18
BYLAW NO. 1267-18
AGREEMENT WITH
ATCO GAS –
DELIVERY OF
NATURAL GAS TO
HAMLET OF
MINBURN
CUSTOMERS**

Bylaw No. 1267-18 of the County of Minburn No. 27, Vegreville, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act (MGA)* Revised Statutes of Alberta 2000, Chapter M-26 to enter into an agreement with ATCO Gas and Pipelines Ltd. to renew an agreement with, and to confer a franchise on the company to deliver natural gas to customers within the Hamlet of Minburn.

Councillor Wagner moved Bylaw No. 1267-18 be given first reading.
Carried.

**SUPERINTENDENT
OF PUBLIC WORKS**

Superintendent of Public Works Graham Shell presented the written report for the period April 5 to May 9, 2018 and reported on monthly activities.

- Commencement of 2018 road construction projects in Division No. 2;
- 2018 gravel program;
- Review of terms and conditions of dust control policies.

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

Carried.

**91-18
DUST CONTROL
REBATE –
SW 34-49-10-W4M**

Councillor Anderson moved the County of Minburn approve a fifty percent rebate to Clayton Jackson, Receipt Number 92652, for dust control with calcium in SW 34-49-10-W4M at 49513 Range Road 103 in the amount of \$393.75 including G.S.T.

Carried.

**BEZOOYEN/
FUNDYTUS**

Tyler Bezooyen and Mike Fundytus returned to the meeting.
Time 11:18 a.m.

**92-18
BF 519 – AWARD
TENDER TO
WEST-CAN SEAL
COATING INC.**

Deputy Reeve Ogradnick moved the County of Minburn award the tender for Bridge File (BF) 519 Bridge Culvert Installation and Other Work, Waskwei Creek on Range Road 154 located on Township Road 520 in SW 33-52-15-W4M to West-Can Seal Coating Inc. in the amount of \$240,271.00 plus G.S.T. concurrent with the recommendation of WSP Canada Inc. and terms and specifications of the County of Minburn.

The culvert installation and other work for Bridge File (BF) 519 will be funded by the Strategic Transportation Infrastructure Program (STIP), the Gas Tax Fund (GTF), general revenue and capital reserves.

Carried.

**93-18
BRIDGE WORK
TENDERING –
BF 1538 AND
BF 6828**

WSP Canada Inc. presented a bridge assessment summary and preliminary sub-structure construction cost estimate report for proposed bridge file culvert work.

Councillor Wowdzia moved that WSP Canada Inc. prepare the following Bridge File (BF) replacement projects for invitational tendering as soon as tender documents are completed:

- BF 1538 located on Township Road 514 east of Range Road 151 in SSE 25-15-15-W4M in Division No. 6;
- BF 6828 located on Range Road 101 south of Township Road 524 in SE 23-52-10-W4M in Division No. 3.

Carried.

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- BEZOOYEN/
FUNDYTUS** Tyler Bezooyen and Mike Fundytus left the meeting. Time 11:23 a.m.
- TRANSPORTATION** Senior Accountant Kari Janzen presented the Transportation Report for the period January to April 2018. Time 11:23 to 11:30 a.m.
- Councillor Melenka moved the Transportation Report for the period January to April 2018 be accepted as presented.
Carried.
- PLANNING AND
DEVELOPMENT
SERVICES** Planning and Development Officer Davin Gegolick presented the written report for the period April 10 to May 15, 2018 and reported on monthly activities. Time 11:30 a.m. to 12:10 p.m.
- Development permit applications, subdivision inquiries and approvals;
 - Potential development of wind energy project southeast of the Town of Vegreville;
 - Road vehicle weight restrictions;
 - Update of County of Minburn Geographic Information System (GIS);
 - GrainsConnect Canada grain terminal development project and road use agreement;
 - Site assessment by WSP Canada Inc. for proposed development of waste transfer station at NE 9-52-14-W4M;
 - Intermunicipal Development Plan (IDP) between the County of Minburn and Village of Innisfree;
 - Proposed amendment of Section 3.3.2 of the County of Minburn MDP;
 - Quotations and site designs received for playground construction at Wapasu Conservancy Recreation Park;
 - Public Open House for amending Land Use Bylaw No. 1268-18 to rezone a land use district to Marijuana Processing Facility (MPF) – Direct Control, Vegreville Royal Canadian Legion, June 4, 2018.
- Councillor Anderson moved the Planning and Development Services report be accepted as presented.
Carried.
- 94-18
WAPASU
CONSERVANCY
RECREATION PARK
PLAYGROUND** Councillor Kuzio moved the County of Minburn approve the proposal received from the Playground Guys for the construction of a playground at Wapasu Conservancy Recreation Park for the approximate amount of \$54,434.90 plus G.S.T., and Further, the playground construction will be funded by general reserves.
Carried.
- 95-18
IDP BETWEEN
COUNTY OF
MINBURN AND
VILLAGE OF
INNISFREE** Councillor Anderson moved the County of Minburn proceed with the Intermunicipal Development Plan (IDP) between the County of Minburn and Village of Innisfree as per Section 631 (1) of the *Municipal Government Act (MGA)*.
Carried.
- 96-18
BYLAW NO. 1268-18
TO AMEND LAND
USE
BYLAW 1254-16 –
FIRST READING –
MARIJUANA
PROCESSING
FACILITY** Bylaw No. 1268-18 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to amend Land Use Bylaw No. 1254-16 to insert the MPF-DC – Marijuana Processing Facility – Direct Control District (Block A), and redistrict that portion of Block A, Plan 832 2366 lying to the west and north of the Vermilion River and Plan 783 2403 from A – Agricultural to MPF – DC – Marijuana Processing Facility – Direct Control District (Block A).
- Councillor Kuzio moved Bylaw No. 1268-18 be given first reading.
Carried.

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- 97-18**
BYLAW NO. 1270-18
TO AMEND LAND
USE BYLAW 1254-16
- VEGREVILLE
AIRPORT VICINITY
PROTECTION AREA
HEIGHT
LIMITATIONS MAP
UPDATE
- Bylaw No. 1270-18 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to amend Land Use Bylaw No. 1254-16, Section 8.16 of the Vegreville Airport Vicinity Protection Area (AVPA) Overlay District, Height Limitations.
- Councillor moved Bylaw No. 1270-18 be given first reading.
Carried.
- Councillor moved Bylaw No. 1270-18 be given second reading.
Carried.
- Councillor moved Council unanimously and in full agreement give Bylaw No. 1270-18 third reading at this meeting.
Unanimously carried.
- Councillor moved Bylaw No. 1270-18 be given third reading.
Carried.
- RECESS** Councillor Melenka moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 12:10 p.m.
Carried.
- RECONVENE** The meeting reconvened at 12:40 p.m. with all present as in the forenoon.
- DIRECTOR OF PROTECTIVE SERVICES/ FIRE CHIEF**
- Director of Protective Services/Fire Chief Mike Fundytus presented the written report for the period April 10 to May 15, 2018 and reported on monthly activities. Time 12:40 to 1:00 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Partial fire ban in place effective May 1, 2018;
 - Structure fire incident at NW 12-52-15-W4M, March 21, 2018;
 - Structure fire incident at SW 9-52-14-W4M, March 23, 2018;
 - Bale fire incident at SE 32-50-10-W4M, April 28, 2018;
 - Completion of National Fire Protection Association (NFPA) 1033 Professional Fire Investigator Training, April 20, 2018;
 - Approval of 2018 STIP grant funding for bridge culvert replacement of BF 6827;
 - Repair of road washouts caused by high water levels at BF 75589, BF 79532 and BF 6628;
 - Tentative delivery date for new rapid attack truck for Mannville Fire Department, May 29, 2018.
- Councillor Wagner moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- 98-18**
FIRE FIGHTING
COSTS –
SW 9-54-14-W4M
- Councillor Wowdzia moved the landowner of SW 9-54-14-W4M be invoiced a \$500.00 call-out fee for the fire fighting costs incurred on March 23, 2018 on the land legally described as SW 9-54-14-W4M in accordance with Fire/Rescue Department Bylaw No. 1171-04.
Carried.
- 99-18**
FIRE FIGHTING
COSTS –
NW 12-52-15-W4M
- Deputy Reeve Ogradnick moved the landowner of NW 12-52-15-W4M be invoiced a \$500.00 call-out fee for the fire fighting costs incurred on March 21, 2018 on the land legally described as NW 12-52-15-W4M in accordance with Fire/Rescue Department Bylaw No. 1171-04.
Carried.
- 100-18**
FIRE FIGHTING
COSTS –
SE 32-50-10-W4M
- Councillor Kuzio moved the County of Minburn invoice the landowner of the SE 32-50-10-W4M for all firefighting costs incurred on April 28, 2018 on the land legally described as SE 32-50-10-W4M in accordance with Fire/Rescue Department Bylaw No. 1171-04.
Carried.

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REPORTS

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

Division No. 1

- Update on projects, roads, etc.
 - Roads in very good condition;
 - Patching of soft spots;
 - Repair of road washout on Range Road 83 between Township Road 504 and 510;
 - Repair of Range Road 93;
 - Oil patching required on Township Road 504 east of the Village of Mannville;
 - "School Bus" and "30 kilometre Advisory Speed" signs required on Range Road 102 and Township Road 490;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Meeting with Superintendent of Public Works regarding 2018 road construction projects;
 - Joint Landfill/Transfer Station (JLTS) Committee meeting, Village of Mannville, April 18, 2018.

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:
 - JLTS Committee meeting, Village of Mannville, April 18, 2018;
 - ACE Water Corporation Annual Shareholders meeting, Vermilion Regional Centre, April 26, 2018.

GAVEL

Deputy Reeve Ogradnick assumed the gavel.

REPORTS CONT'D**Division No. 3**

- Update on projects, roads, etc.
 - Roads in good condition;
 - "Yield" sign required on Range Road 95 and Township Road 512;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Meeting with Superintendent of Public Works regarding road conditions and 2018 road construction projects;
 - ACE Water Corporation Annual Shareholders meeting, Vermilion Regional Centre, April 26, 2018.

GAVEL

Reeve Konieczny assumed the gavel.

REPORTS CONT'D**Division No. 4**

- Update on projects, roads, etc.
 - Repair of roads due to spring run-off and rising waters;
 - Ratepayer concerns regarding road infrastructure in the grain terminal development area at Pt. E½ 16-52-14-W4M;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - County of Minburn/Town of Vegreville IDP Committee meeting, County of Minburn Council Chambers, April 19, 2018;
 - ACE Water Corporation Annual Shareholders meeting, Vermilion Regional Centre, April 26, 2018;
 - Request from Plain Lake Community Church and Hall for donation of fundraiser auction items. The County Manager advised that County gift bags are available.

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REPORTS CONT'D**Division No. 5**

- Update on projects, roads, etc.
 - Road conditions in the Hamlet of Lavoy;
 - Culvert replacements;
 - Garbage disposal on County of Minburn right-of-way and in road ditches;
 - Remove "No Heavy Truck" signs at the three entrances of the Hamlet of Lavoy and replace with "No Trucks Over One Ton";
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Served as Mistress of Ceremonies (MC) at the Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 18, 2018;
 - Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, April 24, 2018;
 - Northern Lights Library Services (NLLS) meeting, Town of Elk Point, May 5, 2018;
 - Vegreville Region Physician and Health Professionals Attraction and Retention (VRPHPAR) Committee meeting, May 10, 2018;
 - Request from Ranfurly and Lavoy Cemetery Committees for Alberta and Canadian flags;
 - Request from Ranfurly and District Agricultural Society for financial contribution to assist in their Farmers' Day event scheduled for June 8, 2018;
- Upcoming meetings, workshops, etc.
 - Ranfurly and District Agricultural Society Farmers' Day Steak Supper Evening Event, June 8, 2018;
 - Lavoy Canada Day Celebration, July 1, 2018.

Division No. 6

- Update on projects, roads, etc.
 - Addressed numerous flooding and culvert issues;
 - Oil road work;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Served dinner at Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 18, 2018;
 - County of Minburn/Town of Vegreville IDP Committee meeting, County of Minburn Council Chambers, April 19, 2018;
 - Vegreville Library Board meeting, April 19, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, April 26, 2018;
 - ACE Water Corporation Annual Shareholders meeting, Vermilion Regional Centre, April 26, 2018;
 - Vegreville and District Chamber of Commerce meeting, May 3, 2018;
 - Signed "Road Restrictions Order" as Chairperson of the Vehicle Weights Committee, May 8, 2018;
 - Vegreville Library Board meeting, May 17, 2018.

Division No. 7

- Update on projects, roads, etc.
 - Repair of road washouts caused by high water levels at BF 75589 located on Township Road 532 west of Range Road 155, and BF 79352 located on Range Road 152 south of Township Road 532;
 - Addressed numerous flooding and road issues;
- Road maintenance ongoing;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Served dinner at Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 18, 2018;

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REPORTS CONT'D

- Minburn Foundation meeting, Vegreville Homestead Lodge, April 26, 2018;
- ACE Water Corporation Annual Shareholders meeting, Vermilion Regional Centre, April 26, 2018.

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

**101-18
SCHOOL BUS AND
30 KM ADVISORY
SPEED LIMIT SIGNS
– 48510 RGE RD 102**

Councillor Wagner moved the County of Minburn install “School Bus” and “30 kilometre Advisory Speed” signs on Range Road 102 and Township Road 490 at 48510 Range Road 102.
Carried.

**102-18
YIELD SIGN – RGE
RD 95 AND TWP RD
512**

Councillor Kuzio moved the County of Minburn install a “Yield” sign on Range Road 95 and Township Road 512.
Carried.

**103-18
TRUCK SIGNS –
HAMLET OF LAVOY**

Councillor Kuzio moved the County of Minburn remove “No Heavy Trucks” signs at the three entrances of the Hamlet of Lavoy and replace with “No Trucks Over One Ton” signs.
Carried.

**104-18
FINANCIAL
CONTRIBUTION –
RANFURLY
AGRICULTURAL
SOCIETY FARMERS’
DAY EVENT**

Councillor Kuzio moved the County of Minburn contribute \$500.00 to the Ranfurly and District Agricultural Society to assist them in their Farmers’ Day Steak Supper event scheduled for June 8, 2018.
Carried.

GAVEL

Deputy Reeve Ogradnick assumed the gavel.

REEVES REPORT

Reeve Konieczny reported and commented on the following:

- April 19, 2018 – Attended County of Minburn and Town of Vegreville IDP meeting, County of Minburn Council Chambers;
- April 19, 2018 – Presented greetings on behalf of the County of Minburn at the Mannville Volunteer Appreciation Event;
- April 26, 2018 – Attended meeting with developer regarding potential development of wind energy project in the south-east portion of the County of Minburn;
- April 26, 2018 – Received telephone call regarding road weight restrictions on Highway 857;
- April 26, 2018 – Received telephone call from Village of Mannville Mayor Rex Smith requesting a meeting to discuss municipal issues;
- April 26, 2018 – Prepared written welcome on behalf of the County of Minburn for the 45th Vegreville Pysanka Festival Program;
- May 15, 2018 – Received letter and Certificate of Appreciation thanking and acknowledging the County of Minburn’s generous support for their Veterans by advertising in the Alberta-NWT Command’s Military Service Recognition Book.

Councillor Wowdzia moved the Reeve’s reported be accepted as presented.
Carried.

GAVEL

Reeve Konieczny assumed the gavel.

**COUNTY MANAGER
REPORT**

County Manager David Marynowich reported and commented on the following:

1. Regional Transfer Station Authority Agreement..... Amendment;
2. Combined Assessment/Tax Notices..... Schedule;

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- COUNTY MANAGER REPORT CONT'D**
- 3. Taxation Supervisor. Myrna Swihun Retirement
 - 4. Position Announcements..... (1) Dwight Hopper
(2) Ben Phillips
 - 5. Rural Municipalities of Alberta Charity Golf Tournament – June 15, 2018.

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

Carried.

105-18 REGIONAL TRANSFER STATION AUTHORITY AGREEMENT – AMENDMENT

Councillor Anderson moved the County of Minburn approve the Memorandum of Agreement for the Regional Transfer Station Authority effective January 1, 2018 between the County of Minburn, Village of Mannville and Village of Innisfree to adjust the participants’ population as per the 2016 Statistics Canada Census and 2017 Municipal Affairs Population List.

Carried.

COMBINED ASSESSMENT/ TAX NOTICES

The County Manager reported on the 2018 Combined Assessment/Tax Notice Schedule prepared by Taxation Supervisor Myrna Swihun dated May 16, 2018. Combined assessment/tax notices will be mailed to County of Minburn ratepayers on June 7, 2018. The date by which an assessment appeal must be made is August 14, 2018 which is sixty (60) days after the assessment notice is sent to the assessed person as per Section 309 of the *MGA*.

TAXATION SUPERVISOR – MYRNA SWIHUN RETIREMENT

The County Manager advised Council of Taxation Supervisor Myrna Swihun’s retirement with the County of Minburn effective July 31, 2018.

Myrna Swihun’s 40 years of municipal administration service to the County of Minburn was recognized and appreciated by the County Manager and Council.

106-18 IN-CAMERA – ADMINISTRATIVE PERSONNEL ISSUE

Deputy Reeve Ogradnick moved the meeting proceed in-camera to discuss an administrative personnel issue as per Section 17 of the *Freedom of Information and Protection of Privacy Act (FOIP)*. Time 1:15 p.m.

Carried.

SHELL/SHUKALAK

Graham Shell and Administrative Executive Trudy Shukalak left the meeting. Time 1:15 p.m.

REVERT TO REGULAR MEETING

Councillor Anderson moved that Council revert to the regular meeting. Time 1:25 p.m.

Carried.

SHELL/SHUKALAK

Graham Shell and Trudy Shukalak returned to the meeting. Time 1:25 p.m.

107-18 RECOGNITION AND RETIREMENT BENEFIT – MYRNA SWIHUN

Councillor Melenka moved the County of Minburn approve the Recognition and Retirement Benefit for Myrna Swihun as per County Policy No. AD 8.

Carried.

POSITION ANNOUNCEMENTS – DWIGHT HOPPER/ BEN PHILLIPS

The County Manager advised Council that Dwight Hopper has been appointed as Taxation/Assessment Coordinator as well as Manager/Chief Administrative Officer (CAO) Trainee. Ben Phillips has been appointed as Accounting Clerk.

108-18 2018 RMA CHARITY GOLF TOURNAMENT – JUNE 15, 2018

The County Manager reported on the correspondence received from Rural Municipalities of Alberta (RMA) inviting the County of Minburn to attend their 10th annual RMA Charity Golf Tournament in support of the Alberta Children’s Hospital Foundation in Canmore, Alberta on June 15, 2018.

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**108-18
2018 RMA CHARITY
GOLF TOURNAMENT
– JUNE 15, 2018
CONT'D**

Councillor Melenka moved that County of Minburn representation attend the 2018 Rural Municipalities of Alberta (RMA) Charity Golf Tournament scheduled for June 15, 2018 in Canmore, Alberta and be paid as per warrant account.

Deputy Reeve Ogrodnick requested a recorded vote.

For Reeve Konieczny
Councillor Anderson
Councillor Kuzio
Councillor Melenka
Councillor Wowdzia

Against..... Deputy Reeve Ogrodnick
Councillor Wagner

Carried.

CORRESPONDENCE

The following items of correspondence were reviewed by Council:

- Information to Council for the period April 13 to May 16, 2018;
- 375707 Alberta Ltd. – May 14, 2018 e-mail requesting a reduced rate for utility charges at the vacant property located on Lots 15 and 16, Block 1, Plan 6100R and Lot 23, Block 2, Plan 6100R in the Hamlet of Minburn;
- Vegreville and District FCSS – May 15, 2018 e-mail inviting the County of Minburn Reeve, Council and County Manager to the signing of the Coordinated Community Response (CCR) Memorandum of Understanding (MOU) for the Rural Elder Abuse Prevention (REAP) Coalition on June 15, 2018 at the Viking Alliance Church, and to recognize this day as World Elder Abuse Awareness Day. County of Minburn Reeve, Deputy Reeve or Councillor representation will attend the event.

**375707 ALBERTA
LTD. – VACANT LOT
UTILITY CHARGES
IN THE HAMLET OF
MINBURN**

Consensus of Council was to defer discussion on the request received from 375707 Alberta Ltd. to reduce utility rate charges at the vacant properties located on Lots 15 and 16, Block 1, Plan 6100R and Lot 23, Block 2, Plan 6100R in the Hamlet of Minburn until more information is obtained.

WOWDZIA

Councillor Wowdzia left the meeting. Time 1:50 p.m.

**ACCOUNTS
PAYABLE**

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

WOWDZIA

Councillor Wowdzia returned to the meeting. Time 1:51 p.m.

BUDGET REPORT

Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to April 30, 2018. Kari Janzen also joined the meeting. Time 1:52 to 2:20 p.m.

Councillor Wagner moved the Budget Report with revenue and expenditures for the period January 1 to April 30, 2018 be accepted as presented.

Carried.

**109-18
2018 FINAL BUDGET**

The County Manager, Director of Finance and Administration and Senior Accountant reviewed the 2018 Final Budget with Council.

Councillor Kuzio moved the County of Minburn’s final 2018 municipal budget revenue estimates in the amount of \$23,884,613 and 2018 municipal budget expenditure estimates in the amount of \$23,884,613 be approved as per Sections 242 and 245 of the *Municipal Government Act (MGA)*.

Carried.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

MAY 22, 2018

Minutes of the County Council meeting held on May 22, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.

**110-18
2018 MSI – CAPITAL
FUNDING
APPLICATION**

Councillor Melenka moved the County of Minburn approve the 2018 Municipal Sustainability Initiative (MSI) grant funding application dated May 4, 2018 for the 2018 Gravel Road and Gravel Crush Program as presented, subject to Provincial Government approval.

Carried.

**111-18
BYLAW NO. 1269-18
TAX RATES**

Bylaw No. 1269-18 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to authorize and set the tax rates to be levied against assessable property within the County of Minburn for the 2018 taxation year.

Councillor Anderson moved Bylaw No. 1269-18 be given first reading.

Carried.

Councillor Melenka moved Bylaw No. 1269-18 be given second reading.

Carried.

Councillor Rattray moved Council unanimously and in full agreement to give Bylaw No. 1269-18 third reading at this meeting.

Carried.

Councillor Wagner moved Bylaw No. 1269-18 be given third reading.

Carried.

NEW BUSINESS

Discussion ensued on the following item:

- Proposed rescheduling of Finance Committee meeting.

**112-18
FINANCE
COMMITTEE
MEETING –
RESCHEDULE TO
JUNE 18, 2018**

Councillor Wagner moved the June 15, 2018 County of Minburn Finance Committee meeting be rescheduled to June 18, 2018 at 9:00 a.m.

Carried.

ADJOURNMENT

Councillor Anderson moved the meeting adjourn to June 18, 2018 at 10:00 a.m. Time 2:25 p.m.

Carried.

Reeve

County Manager

Recording Secretary