

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

OCTOBER 15, 2018 Minutes of the County Council meeting held on October 15, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.

PRESENT Present at the meeting were:

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

CALL TO ORDER Reeve Konieczny called the meeting to order at 10:00 a.m.

ACCEPTANCE OF AGENDA Councillor Wagner moved the Agenda for the October 15 and 16, 2018 regular County Council meeting be accepted as presented.
Carried.

COUNTY COUNCIL MEETING MINUTES Councillor Kuzio moved the minutes of the September 17 and 21, 2018 regular County Council meeting be adopted as presented.
Carried.

ORGANIZATIONAL MEETING MINUTES Councillor Anderson moved the minutes of the September 21, 2018 County Organizational meeting adopted as presented.
Carried.

TOWN OF VEGREVILLE – ACP PROGRAM FUNDING The County Manager reported on the letter received from the Town of Vegreville dated September 27, 2018 advising that Town Council passed a motion at their September 24, 2018 meeting authorizing the County of Minburn to participate as the managing partner in the Alberta Community Partnership (ACP) Program Intermunicipal Collaboration (IC) component grant application in the amount of \$30,000.00 for the completion of an Intermunicipal Collaboration Framework (ICF).

SHOP FOREMAN / SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the written report for the period August 27 to September 23, 2018 and reported on monthly activities. Time 10:05 to 10:15 a.m.

- General maintenance of equipment;
- Repair of Unit No. 510, 2005 Midland Clam dump trailer;
- Continuing to monitor theft control procedures at Public Works facilities.

Deputy Reeve Ogrodnick 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 September 6 to October 3, 2018 and reported on monthly activities. Senior Accountant Kari Janzen also joined the meeting. Time 10:15 a.m.

- Gravel supply offer and offer to renew the 2019 gravel hauling contract received from Wowdzia’s Trucking Ltd. dated October 9, 2018;
- Gravel supply offer received from Keith Austin Construction dated August 31, 2018;
- Review of gravel inventory dated September 30, 2018;
- List of emergent gravel requirements dated October 1, 2018;
- Letter received from Perpetual Energy Inc. dated September 27, 2018 regarding cost-sharing of gravel on Township Road 510 from SW 6-51-9-W4M east to Highway 881;
- Letter received from Alberta Environment and Parks dated October 5, 2018 advising of their inspection on Township Road 514 and Range Road 161 in NE 23-51-16 W4M in May 2018 and observation of drainage issues;

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- OCTOBER 15, 2018** Minutes of the County Council meeting held on October 15, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- SUPERINTENDENT OF PUBLIC WORKS CONTINUED** - Invoice received from Ducks Unlimited Canada dated October 12, 2018 in the amount of \$7,068.00 plus G.S.T. for wetland replacement costs regarding the County of Minburn’s road construction activity on Township Road 520 in SE 2-52-9-W4M;
- Deputy Reeve Ogradnick moved the Superintendent of Public Works report be accepted as presented.
Carried.
- WOWDZIA** Councillor Wowdzia left the meeting. Time 10:15 a.m.
- 196-18 REQUEST FOR PROPOSALS 2019 GRAVEL HAULING** Councillor Wagner moved the County of Minburn seek Request for Proposals (RFPs) for its 2019 gravel hauling requirements from the following contractors with a deadline submission date of January 18, 2019:
- G&R Sand & Gravel Ltd;
 - Wowdzia’s Trucking Ltd.;
 - Road Runner Water Hauling Ltd.;
 - Obvious Enterprises Ltd.
- Carried.**
- WOWDZIA** Councillor Wowdzia returned to the meeting. Time 10:25 a.m.
- 197-18 2019 GRAVEL REQUIREMENTS – KEITH AUSTIN CONSTRUCTION** Deputy Reeve Ogradnick moved the County of Minburn enter into an agreement with Keith Austin Construction for the purchase and delivery of gravel in 2019 as follows as per County specifications, terms and conditions:
- Up to 1,875 tonnes of ¾" crushed gravel at a cost of \$20.70 per tonne plus G.S.T. delivered to the County’s Vegreville stockpile site; and
 - Up to 3,750 tonnes of 1½" crushed gravel at a cost of \$20.70 per tonne plus G.S.T. delivered to construction or other sites throughout the County; and
- Further, allocate funds for the purchase of the gravel from the General Form “A” Budget, Road and Improvement Projects.
Carried.
- 198-18 EMERGENT GRAVEL REQUIREMENTS** Councillor Anderson moved the County of Minburn approve the list of 2018 emergent gravel requirements dated October 1, 2018 as presented.
Carried.
- 199-18 PERPETUAL OPERATING CORP. – COST SHARE OF GRAVEL** Councillor Wowdzia moved the County of Minburn approve the cost-sharing proposal as presented with Perpetual Operating Corp. for the gravelling of Township Road 510 in SW 6-51-9-W4M east to Highway 881 and as per the terms and conditions of the Road Use Agreement dated January 1, 2018; and
 Further, invoice Perpetual Operating Corp. \$26,949.98 plus G.S.T. for their portion of the costs.
Carried.
- 200-18 ALBERTA ENVIRONMENT AND PARKS – DRAINAGE ISSUE IN NE 23-51-16-W4M** Councillor Wagner moved the County of Minburn write a letter to Alberta Environment and Parks advising the County proposes to replace a buried culvert to allow for natural flow of water on Township Road 514 and Range Road 161 in NE 23-51-16-W4M; and
 Further, send a copy of this letter to adjacent landowners so they are aware of the proposed culvert replacement.
Carried.
- 201-18 DUCKS UNLIMITED CANADA – IN-LIEU OF WETLAND REPLACEMENT** Councillor Anderson moved the County of Minburn approve the invoice received from Ducks Unlimited Canada dated October 12, 2018 in the amount of \$7,068.00 plus G.S.T. in-lieu of wetland replacement in accordance with the Alberta Wetland Mitigation Directive (June 2015) for County road construction activity on Township Road 520 in SE 2-52-9-W4M.
Carried.

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- OCTOBER 15, 2018** Minutes of the County Council meeting held on October 15, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- TRANSPORTATION** Kari Janzen presented the Transportation Report for the period January to September 2018. Time 11:08 to 11:13 a.m.
- Councillor Kuzio moved the Transportation Report for the period January to September 2018 be accepted as presented.
Carried.
- SHELL** Graham Shell left the meeting. Time 11:13 a.m.
- RECESS** Councillor Anderson moved the meeting recess in order for the Subdivision Authority to meet. Time 11:13 a.m.
Carried.
- RECONVENE** The meeting reconvened with all present as previously recorded. Time 11:20 a.m.
- PLANNING AND DEVELOPMENT SERVICES** The County Manager presented the Planning and Development Officer's written report for the period September 11 to October 5, 2018.
- Councillor Wowdzia moved the Planning and Development Services report be accepted as presented.
Carried.
- REGIONAL RECREATION MASTER PLAN** The County Manager reported the Regional Recreation and Culture Master Plan Committee meeting is scheduled for November 7, 2018 at 5:00 p.m. in the Town of Vegreville Committee Room.
- DIRECTOR OF PROTECTIVE SERVICES/ FIRE CHIEF** Director of Protective Services/Fire Chief Mike Fundytus presented the written report for the period September 11 to October 9, 2018 and reported on monthly activities. Time 11:20 to 11:40 a.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Quotations received for the purchase of a 2019 rapid response fire apparatus truck;
 - Safety meetings held with Public Works staff on September 25, 2018 and Administration and Agricultural Services staff on October 1, 2018;
 - Letter received from Transport Canada dated September 27, 2018 advising of their inspections and identified concerns of Canadian National Railway (CNR) crossings in the County of Minburn;
 - Approval of grant funding from Enbridge Inc. in the amount of \$5,000.00 for the purchase of firefighter turnout gear;
 - Bridge File (BF) 519 culvert installation work nearing completion by West-Can Seal Coating Inc.;
 - Letter received from Alberta Municipal Affairs dated October 1, 2018 advising that the Disaster Recovery Program (DRP) application for BF 13740 bridge repair work did not meet the program eligibility criteria and was therefore denied.
- Councillor Kuzio moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- 202-18
2019 RAPID
RESPONSE FIRE
APPARATUS TRUCK
– HUB FIRE ENGINES
& EQUIPMENT LTD.** Councillor Wagner moved the County of Minburn accept the quotation received from HUB Fire Engines & Equipment Ltd. dated October 10, 2018 for the purchase of a 2019 rapid response fire truck for the Vegreville Fire Department for the approximate amount of \$226,408.00 plus G.S.T.; and Further, allocate funds from the following for the purchase of the 2019 rapid response fire truck:
- Mannville fire reserves from the sale of Unit No. 84, 2007 Sterling Acterra tanker truck;
 - Vegreville fire reserves;
 - Innisfree fire reserves.
- Carried.**

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- OCTOBER 15, 2018** Minutes of the County Council meeting held on October 15, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division No. 1
- Update on projects, roads, etc.
 - Snowplowing of roads following heavy snowfall on October 8, 2018;
 - Some culvert work required;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Rural Municipalities of Alberta (RMA) District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018.
- Division No. 2
- Update on projects, roads, etc.
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - RMA District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018;
 - Conference call meeting with RMA District Chairpersons, October 11, 2018.
- RECESS** Councillor Wagner moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 12:00 p.m.
Carried.
- RECONVENE** The meeting reconvened at 1:00 p.m. with all present as previously recorded.
- GAVEL** Deputy Reeve Ogradnick assumed the gavel.
- REPORTS CONT'D** Division No. 3
- Update on projects, roads, etc.
 - Some extra gravelling required;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - RMA District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018.
- REPORTS** Reeve Konieczny assumed the gavel.
- REPORTS CONT'D** Division No. 4
- Update on projects, roads, etc.
 - Excellent job of snow removal on roads following heavy snowfall on October 8, 2018;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - RMA District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018;
 - Community Progress Scholarship Fund Committee meeting, October 12, 2018.
- Division No. 5
- Update on projects, roads, etc.
 - Well done job of snowplowing following heavy snowfall on October 8, 2018;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - St. Joseph's Hospital Board meeting, September 19, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, September 20, 2018;
 - Vegreville Region Physician and Health Professionals Attraction and Retention (VRPHPAR) Committee meeting, September 20, 2018;

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- REPORTS CONT'D**
- Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, September 25, 2018;
 - Vegreville Community Networking meeting, Vegreville Community Health Centre, September 26, 2018;
 - RMA District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018.

Division No. 6

- Update on projects, roads, etc.
 - Completion of road construction;
 - Snowplowing of roads following heavy snowfall on October 8, 2018;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville and District Chamber of Commerce meeting, September 19, 2018;
 - Vegreville Library Board meeting, September 19, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, September 20, 2018;
 - RMA District No. 5 meeting, Innisfree Recreation Centre, September 28, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, October 11, 2018;
 - Community Progress Scholarship Fund Committee meeting, October 12, 2018.
 - Community Progress Scholarship Fund presentation, Vegreville Composite High School, October 12, 2018.

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

DIRECTOR OF AGRICULTURE AND UTILITY SERVICES

Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period September 6 to October 3, 2018 and reported on monthly activities. Time 1:10 to 1:20 p.m.

- Review of Agricultural Service Board (ASB) Program by Alberta Agriculture and Forestry and appointment of ASB members to participate in review;
- 2018 Roadside Brushing Program nearing completion;
- Winterization of spraying equipment;
- Beaver dam removal and fall clean-up;
- 2018 Northeast Regional ASB Conference, Kinsella Community Centre, November 2, 2018;
- 2019 Provincial ASB Conference, Fairmont Palliser Hotel, City of Calgary, January 21 to 23, 2019.

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

203-18 NORTHEAST ASB PROGRAM REVIEW COMMITTEE

Councillor Kuzio moved that Councillor Anderson and Councillor Wowdzia be appointed to the Northeast Region Agricultural Service Board (ASB) Program Review Committee.

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 1:20 to 1:35 p.m.

- Temporary "Class B" water restriction due to three day shutdown of John Batiuk Regional Water System for repair and maintenance;
- Zone 1 Minburn and District Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018.

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

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GAVEL Deputy Reeve Ogradnick assumed the gavel.

REEVES REPORT Reeve Konieczny reported and commented on the following:
 - September 28, 2018 – Presented greetings on behalf of the County of Minburn at the RMA District No. 5 meeting, Innisfree Recreation Centre;
 - Several contacts with Brent Williams who will be commencing his position as County of Minburn Chief Administrative Officer (CAO) on November 1, 2018.

Councillor Wowdzia moved the Reeve’s report 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. RMA 2018 Fall Convention (1) Agenda and Partners Program
(2) Transportation Meeting;
2. ACE Water Corporation Zone 1 Annual General Meeting
October 29, 2018 at 7:00 p.m.
3. Intermunicipal Meeting with Villages of Mannville and Innisfree..... October 29, 2018 at 7:30 p.m.
4. Subdivision and Development Appeal Board Training..... MGA Requirements;
5. Interim and Year End Audits..... Set Dates;
6. Environmental Protection..... Waste Management Regulations;
7. Personnel Committee Set Dates;
8. Policy CC 6 Rates of Remuneration.

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

RMA 2018 FALL CONVENTION – AGENDA AND PARTNERS PROGRAM/ TRANSPORTATION MEETING The County Manager reported that all of Council has been registered for the 2018 RMA Fall Convention scheduled for November 19 to 22, 2018 at the Edmonton Shaw Conference Centre, and registration is also confirmed for those attending the Partners Program offered at the Convention.

Further, a meeting is scheduled with Alberta Transportation to discuss transportation issues on November 20, 2018 at the Edmonton Shaw Conference Centre at 3:30 p.m.

ACE WATER CORPORATION ZONE 1 AGM – OCTOBER 29, 2018 The County Manager reported that as per the ACE Water Corporation Unanimous Shareholders Agreement an ACE Water Corporation Zone 1 – Minburn and District Annual General meeting is scheduled for October 29, 2018 at the Innisfree Seniors Drop-in Centre at 7:00 p.m.

INTERMUNICIPAL MEETING – COUNTY AND VILLAGES OF MANNVILLE AND INNISFREE – OCTOBER 29, 2018 The County Manager reported that an Intermunicipal meeting with the Village of Innisfree and Village of Mannville is scheduled for October 29, 2018 at the Innisfree Seniors Drop-in Centre at 7:30 p.m.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD TRAINING – MGA REQUIREMENT The County Manager reported that the recent changes to the *Municipal Government Act (MGA)* included the requirement for Subdivision and Development Appeal Board (SDAB) members and clerks to complete mandatory training based on the standard program approved by the Minister of Municipal Affairs by April 1, 2019.

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SUBDIVISION AND DEVELOPMENT APPEAL BOARD TRAINING – MGA REQUIREMENT CONT'D	To-date all training sessions have been fully booked, therefore the County may have to obtain other sources of training if no future sessions are offered by Alberta Municipal Affairs.
2018 INTERIM AND FINAL AUDITS	The County Manager advised Council that the County of Minburn's 2018 annual audit has been scheduled for the following: <ul style="list-style-type: none"> - Interim Audit, December 12 and 13, 2018 - Final Audit, February 27 and 28, March 1, 2018.
ENVIRONMENTAL PROTECTION – WASTE MANAGEMENT REGULATIONS	<p>The County Manager reported on a newspaper article dated September 15, 2018 regarding two Alberta municipalities who operate a regional solid waste management authority and have been charged with an offence contrary to Section 227(d) of the <i>Environmental Protection and Enhancement Act</i> contravening a term or condition of an approval. The matter relates to the release of a substance from a run-off control system to the surrounding watershed beyond the authorized approval.</p> <p>The County Manager reiterated the importance of complying with Alberta Environment and Parks regulations and the Code of Practice for Landfills relating to landfill groundwater well and surface water monitoring and the result of non-compliance.</p>
204-18 PERSONNEL COMMITTEE MEETING	Councillor Wagner moved the County of Minburn schedule a Personnel Committee meeting on November 6, 2018 at 10:00 a.m. Carried.
POLICY CC 6 – RATES OF REMUNERATION	<p>The County Manager reported on County Council Policy CC 6, Rates of Remuneration and its proposed amendment as it relates to Section 275.1(1) and 275.2(2) of the <i>Municipal Government Act (MGA)</i> and Subsection 81(3) of the <i>Income Tax Act</i>.</p> <p>Reeve Konieczny recommended that all of Council review this information and discuss at the next Council meeting.</p>
CORRESPONDENCE	<p>The following items of correspondence were reviewed by Council:</p> <ul style="list-style-type: none"> - Information to Council for the period September 17 to October 9, 2018; - Alberta Municipal Affairs – October 2, 2018 letter advising that a public information session is scheduled for October 17, 2018 at 7:00 p.m. in the Innisfree Recreation Centre to provide residents, property owners and community stakeholders an opportunity to ask questions about the Village of Innisfree Viability Plan; and that a vote on the question of dissolution will be held over a two-day period on November 5 and November 6, 2018; - WSP Canada Inc. – September 24, 2018 letter advising of their preparation of a tender package for construction of a new waste transfer station located in the County of Minburn at NE 9-52-14-W4M which will be presented at the November 2018 Council meeting and the cost for preparing the tender; - Town of Vegreville – September 10, 2018 letter requesting assistance from the County of Minburn in the form of equipment and manpower to reclaim and re-lay cold mix on approximately 800 metres of 50 street north from 61 Avenue to Township Road 524 in 2019.
TOWN OF VEGREVILLE – REQUEST TO CONTRACT FOR COLD-MIX ROAD WORK	Council consensus was to defer discussion regarding the Town of Vegreville's request to contract the County of Minburn for cold-mix road work to the next Council meeting.

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- BUDGET REPORT** Director of Finance and Administration Susan Babyn reviewed the Budget Report with revenue and expenditures for the period January 1 to September 30, 2018. Time 2:20 to 2:25 p.m.

Deputy Reeve Ogradnick moved the Budget report with revenue and expenditures for the period January 1 to September 30, 2018 be accepted as presented.
Carried.

- OGRODNICK** Deputy Reeve Ogradnick left the meeting. Time 2:25 p.m.

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

- OGRODNICK** Deputy Reeve Ogradnick returned to the meeting. Time 2:26 p.m.

- ADJOURNMENT** Councillor Wowdzia moved the meeting adjourn to November 15, 2018 at 10:00 a.m. Time 2:26 p.m.
Carried.

Reeve

County Manager

Recording Secretary