

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

NOVEMBER 15 AND 16, 2018 Minutes of the County Council meeting held on November 15 and 16, 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
Superintendent of Public Works:	Graham Shell
County Manager:	David Marynowich
Chief Administrative Officer:	Brent Williams
Recording Secretary:	Trudy Shukalak

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

ACCEPTANCE OF AGENDA Deputy Reeve Ogradnick moved the Agenda for the November 15 and 16, 2018 regular County Council meeting be adopted as presented.
Carried.

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

205-18 TOWN OF VEGREVILLE – CONTRACT COLD MIX WORK The County Manager reported on the letter received from the Town of Vegreville date September 10, 2018 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.

Deputy Reeve Ogradnick moved the County of Minburn approve to contract with the Town of Vegreville to complete cold mix rehabilitation work in 2019 as requested in their letter dated September 10, 2018 with the understanding the County’s work is a first priority. Equipment rates will be charged according to the Alberta Transportation, Alberta Roadbuilders and Heavy Construction Association Rental Rates Guide.
Carried.

SHOP FOREMAN / SUPERVISOR Shop Foreman/Supervisor Ian Uskiw presented the written report for the period September 24 to October 24, 2018 and reported on monthly activities. Time 10:10 to 10:25 a.m.

- General maintenance of equipment;
- Preparation of winter road maintenance/snow removal equipment;
- Proposed sale of Unit No. 321, 2012 Volvo motorgrader as per the 2018 Capital Plan;
- Assessment of Unit No. 518 and Unit No. 522 CAT tractor/scrapers.

Deputy Reeve Ogradnick moved the Shop Foreman/Supervisor’s report be accepted as presented.
Carried.

DELEGATION: GREAT WEST LIFE Romana Latenko, Financial Security Advisor of Great West Life, joined the meeting, presented and discussed the following and responded to Council’s questions. Director of Finance and Administration Susan Babyn and Senior Accountant Kari Janzen also joined the meeting.

- Time 10:25 a.m.
- Dollar-cost averaging;
 - Segregated and target-risk funds;
 - Group retirement savings plans;
 - Tax Free Savings Accounts (TFSA);
 - Taking advantage of market recoveries;
 - Services and support.

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DELEGATION: GREAT WEST LIFE CONT'D	Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Romana Latenko and Susan Babyn left the meeting. Time 10:45 a.m.
SUPERINTENDENT OF PUBLIC WORKS	<p>Superintendent of Public Works Graham Shell presented the written report for the period October 4 to October 31, 2018 and reported on monthly activities.</p> <ul style="list-style-type: none"> - "School Bus" signs required at 51526 Range Road 113 in NE 33-51-11-W4M; - Completion of Coulter Pit Crushing Program; - Proposed gravel supply at NW 35-49-9-W4M; - Council consensus was to proceed with road construction project on Township Road 520 west of Highway 881 in Division No. 3 if weather permits. <p>Councillor Wowdzia moved the Superintendent of Public Works report be accepted as presented. Carried.</p>
206-18 INSTALL SCHOOL BUS SIGNS – TWP RD 515 & RGE RD 113	<p>Councillor Anderson moved the County of Minburn install "School Bus" signs at 51526 Range Road 113 in NE 33-51-11-W4M. Carried.</p>
TRANSPORTATION	<p>Kari Janzen presented the Transportation Report for the period January to October 2018. Time 11:00 to 11:05 a.m.</p> <p>Councillor Kuzio moved the Transportation Report for the period January to October 2018 be accepted as presented. Carried.</p>
PLANNING AND DEVELOPMENT SERVICES	<p>Planning and Development Officer Davin Gegolick presented the written report for the period October 9 to November 6, 2018 and reported on monthly activities. Time 11:05 to 11:20 a.m.</p> <ul style="list-style-type: none"> - Development permit applications, subdivision inquiries and approvals; - Future road development on Township Road 522 east of Range Road 144 and regional waterline construction to accommodate the proposed medical marijuana processing facility in SE 16-52-14-W4M; - County of Minburn roll up banner provided by Northeast Alberta Information HUB Ltd. (Alberta HUB); - GrainsConnect road assessment ongoing. <p>Councillor Anderson moved the Planning and Development Services report be accepted as presented. Carried.</p>
REGIONAL RECREATION, CULTURE AND MASTER PLAN	<p>The County Manager reported on the Regional Recreation Culture and Master Plan Steering Committee meeting held at the Town of Vegreville Administration office on November 12, 2018.</p> <p>Results of the Community Group and Recreation and Culture Group surveys were presented at the meeting as well as the Recreation Facility Analysis report prepared by Gibbs Gage Architects which includes building evaluation reports on the ten existing recreation buildings located in the Town of Mundare and the County of Minburn.</p>
DIRECTOR OF PROTECTIVE SERVICES/ FIRE CHIEF	<p>The County Manager presented the Director of Protective Services/Fire Chief's written report for the period October 9 to November 2, 2018.</p> <ul style="list-style-type: none"> - Fire incidents, medical assists and motor vehicle collision responses; - Proposed new Health and Safety policies in accordance with the amended regulations under the <i>Occupational Health and Safety (OHS) Act</i>;

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- DIRECTOR OF PROTECTIVE SERVICES/
FIRE CHIEF CONT'D** - Proposed Bridge File (BF) grant applications under the 2019 Strategic Transportation Infrastructure Program (STIP).
Councillor Wagner moved the Director of Protective Services/Fire Chief report be accepted as presented.
Carried.
- 207-18
APPROVAL OF NEW POLICIES – HEALTH AND SAFETY** Councillor Kuzio the County of Minburn approve the following Health and Safety policies, effective November 15, 2018:
- HS 1 – Drugs and Alcohol
- HS 2 – Work Place Harassment
- HS 3 – Work Place Violence.
Carried.
- 208-18
RESCIND POLICIES** Councillor Wagner moved the County of Minburn rescind the following policies:
- ASB 2 – Safety Hats
- PW 22 – Safety Hats
- AD 15 – Workplace Violence
- ASB 11 – Workplace Violence
- CC 16 – Workplace Violence
- PW 42 – Workplace Violence.
Carried.
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division No. 1
- Update on projects, roads, etc.
- Preparing list of roadside brushing projects for 2019;
- Assessment of proposed 2019 road construction projects;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
- Personnel Committee meeting, November 6, 2018.
- Division No. 2
- Update on projects, roads, etc.
- Disturbance of undeveloped road allowance on Range Road 112 north of Township Road 492;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
- Alberta Central East (ACE) Water Corporation Zone 1 Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018;
- Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, October 29, 2018;
- Personnel Committee meeting, November 6, 2018;
- East Central 911 (EC 911) Call Answer Society meeting, Town of Wainwright, November 14, 2018;
- Conference call meeting with Rural Municipalities of Alberta (RMA).
- GAVEL** Deputy Reeve Ogradnick assumed the gavel.
- REPORTS CONT'D** Division No. 3
- Update on projects, roads, etc.
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
- ACE Water Corporation Zone 1 Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018;
- Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, October 29, 2018;
- 2018 Northeast Regional Agricultural Service Board (ASB) Conference, Hamlet of Kinsella, November 2, 2018;

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- REPORTS CONT'D**
- Innisfree Seed Cleaning Plant meeting, November 6, 2018;
 - Received telephone call from ratepayer regarding culvert and road concerns, November 10, 2018.
- GAVEL** Reeve Konieczny assumed the gavel.
- REPORTS CONT'D** Division No. 4
- Update on projects, roads, etc.
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - ACE Water Corporation Zone 1 Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018;
 - Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre, October 29, 2018;
 - ACE Water Corporation Board meeting, City of Lloydminster, October 30, 2018;
 - Vegreville Seed Cleaning Plant meeting, November 1, 2018;
 - 2018 Northeast Regional ASB Conference, Hamlet of Kinsella, November 2, 2018;
 - Infrastructure Committee meeting regarding road concern on Township Road 514 and Range Road 133, November 6, 2018;
 - BMO Farm Family Awards Gala, Edmonton Expo Centre, November 10, 2018;
 - Meeting with ratepayer regarding damage caused by spring run-off along ditch, November 14, 2018;
 - Meeting with motorgrader operator to discuss approach widening, November 14, 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.
- REPORTS CONT'D** Division No. 5
- Update on projects, roads, etc.
 - Completion of road construction projects;
 - Remove "Handicap Parking" sign fronting the residence at 5107 – 50 Street in the Hamlet of Lavoy;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Vegreville Region Physician and Health Professionals Attraction and Retention (VRPHPAR) Committee meeting, October 18, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, October 19, 2018;
 - Vegreville Family and Community Support Services (FCSS) Advisory Board meeting, October 23, 2018;
 - VRPHPAR Bursary Committee meeting, October 29, 2018;
 - ACE Water Corporation Zone 1 Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018;
 - Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Seniors Drop-in Centre, October 29, 2018;
 - 2018 Northeast Regional ASB Conference, Hamlet of Kinsella, November 2, 2018;
 - Northern Lights Library System (NLLS) Board meeting, Town of Elk Point, November 3, 2018;
 - Personnel Committee meeting, November 6, 2018;
 - Infrastructure Committee meeting regarding road concern on Township Road 514 and Range Road 133, November 6, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, November 8, 2018;
 - Covenant Foundation meeting, November 8, 2018.

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REPORTS CONT'D

Division No. 6

- Update on projects, roads, etc.
 - Bridge construction and road use;
 - Spot gravelling;
 - Arrangement of Facilities/Equipment meeting;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Minburn Foundation meeting, Vegreville Homestead Lodge, October 19, 2018;
 - Presented greetings on behalf of the County of Minburn at the Vegreville and Area Small Business Annual Awards Gala, Vegreville Social Centre, October 24, 2018;
 - ACE Water Corporation Zone 1 Annual General meeting, Innisfree Seniors Drop-in Centre, October 29, 2018;
 - Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Seniors Drop-in Centre, October 29, 2018;
 - 2018 Northeast Regional ASB Conference, Hamlet of Kinsella, November 2, 2018;
 - Infrastructure Committee meeting regarding road concern on Township Road 514 and Range Road 133, November 6, 2018;
 - Regional Recreation and Culture Master Plan Committee meeting, Town of Vegreville Administration office, November 7, 2018;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, November 8, 2018;
 - Vegreville and District Chamber of Commerce meeting, November 9, 2018;
 - Laid wreath and presented greetings on behalf of the County of Minburn at Vegreville Remembrance Day Ceremony, November 11, 2018;
 - Numerous calls and visits to the Vegreville Homestead Lodge regarding managerial staffing issues.

Councillor Wowdzia moved the reports be accepted as presented.

Carried.

UNDEVELOPED ROAD ALLOWANCES – GENERAL DIRECTIVE

The County Manager reported on the County of Minburn’s general directive dated October 18, 2017 for keeping partially developed or undeveloped regular road allowances open.

The CAO will present information to Council at their December 2018 meeting regarding the proposed development of an undeveloped road allowance usage policy.

209-18 LETTER TO LANDOWNER – UNDEVELOPED ROAD ALLOWANCE

Councillor Anderson moved the County of Minburn write a letter to the landowner of NW 11-49-11-W4M advising that the undeveloped regular road allowance located on Range Road 112 north of Township Road 492 is to no longer be disturbed.

Carried.

210-18 REMOVE “HANDICAP” PARKING SIGN – HAMLET OF LAVOY RESIDENCE

Councillor Kuzio moved the County of Minburn remove the “Handicap Parking” sign fronting the residence located at Lots 4 and 5, Block 5, Plan 949Q, 5107 – 50 Street in the Hamlet of Lavoy.

Carried.

211-18 LETTER TO LANDOWNER – REMOVAL OF BERM FOR DRAINAGE

Councillor Wagner moved the County of Minburn write a letter to the landowner of NW 22-51-13-W4M requesting the removal of the berm built on the property, and to restore the land and County right-of-way to its original state and grade to ensure effective drainage no later than December 31, 2018.

Carried.

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DIRECTOR OF AGRICULTURE AND UTILITY SERVICES

Director of Agriculture and Utility Services Darwin Ullery presented the written report for the period October 4 to 31, 2018 and reported on monthly activities. Time 1:20 to 1:30 p.m.

- 2019 roadside brushing requirements;
- Northeast Region ASB Program Review Committee;
- Farm Health and Safety Producer grant program administered by Alberta Agriculture and Forestry;
- Alberta Seed Processors 2019 Annual General Meeting (AGM), Edmonton Double Tree Inn, January 16 to 19, 2018;
- ASB Provincial Conference, City of Calgary, January 21 to 23, 2018;
- Acceptance of agricultural net wrap at County transfer stations;
- Shipment of grain bags to US.

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

Carried.

**212-18
RFPS FOR 2019
ROADSIDE
BRUSHING
REQUIREMENTS**

Councillor Wagner moved the County of Minburn seek Request for Proposals (RFPs) for its 2019 roadside brushing requirements.

Carried.

**213-18
ACCEPT
AGRICULTURAL NET
WRAP AT COUNTY
TRANSFER
STATIONS**

Councillor Anderson moved the County of Minburn accept agricultural net wrap at County of Minburn transfer stations.

Carried.

**DELEGATION:
WSP – GLORIA
GERBER**

WSP Canada Inc. Senior Project Engineer Gloria Gerber joined the meeting, presented and discussed the following and responded to Council’s questions. Davin Gegolick also joined the meeting. Time 1:30 p.m.

- Tender package proposal for construction of a new waste transfer station located within NE 9-52-14-W4M;
- Scope of work;
- Project schedule and budget;
- Environmental regulations and guidelines;
- Site investigation including soil and groundwater assessment;
- Capital and operational costs.

Reeve Konieczny thanked the delegation for attending the Council meeting and making her presentation. Gloria Gerber and Davin Gegolick left the meeting. Time 2:00 p.m.

**TENDER OPENING
BF 6827 – WSP
ENGINEERING**

WSP Canada Inc. Project Engineer Tyler Bezooyen joined the meeting to open the tenders received for Bridge File (BF) 6827 – Bridge Culvert Installation and Other Work on located on Township Road 510 in SE 4-51-14-W4M. Time 2:01 to 2:30 p.m.

The tender results were reported as follows:

Plains Constructors Canada Ltd.....	237,707.05
1690082 AB Ltd.	344,964
West Can Seal Coating Inc.	374,258
Formula Alberta Ltd.	449,000
Prairie Erectors Int’l. Inc.....	464,215
Kitchton Contracting Ltd.....	479,923
Dakota Reclamators Ltd.....	481,138.06
Unsurpassable Construction Ltd.....	502,375
In-Line Contracting Partnership.....	566,500

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**214-18
AWARD TENDER –
BF 6827 CULVERT
INSTALLATION**

Deputy Reeve Ogradnick moved the County of Minburn award the tender for Bridge File (BF) 6827 Bridge Culvert Installation and Other Work located on SE 4-51-14-W4M on Township Road 510 to Plains Constructors Canada Ltd. in the amount of \$237,707.05 plus G.S.T. concurrent with the recommendations of WSP Engineering Inc. and terms and specifications of the County of Minburn.

The culvert installation and other work for Bridge File (BF) 6827 will be funded by the Strategic Transportation Infrastructure Program (STIP), general revenue and capital reserves.

Carried.

**215-18
STIP – PRIORITY
BRIDGE PROJECTS**

Councillor Wowdzia moved the County of Minburn submit an application for grant funding under the Strategic Transportation Infrastructure Program (STIP) Local Road Bridge (LRB) component for 2019 for the following priority bridge projects:

<u>Bridge File</u>	<u>Location</u>	<u>Division No.</u>	<u>Approximate Cost</u>
BF 73952	WNW 11-53-15-W4M	7	\$176,850
BF 1818	WNW 3-51-12-W4M	1	\$508,000
BF 526	SSE 27-50-8-W4M	1	\$477,000

Carried.

**DELEGATION:
TOWN OF
VEGREVILLE**

Town of Vegreville Mayor Tim MacPhee joined the meeting, presented and discussed the following and responded to Council’s questions. Time 2:35 p.m.

- Construction of new RCMP facility in the Town of Vegreville;
- Pursuant to the *Alberta Police Act (APA)* a town with a population greater than 5,000 shall assume responsibility for providing its policing services;
- Town of Vegreville is 100 percent financially responsible for the RCMP facility construction;
- Proposed opening of facility is early 2019;
- Request for the County of Minburn to allocate \$10,000.00 towards the cost of furnishing the committee room in the new RCMP facility which will serve as a command centre.

Reeve Konieczny thanked the delegation for attending the Council meeting and making his presentation. Mayor Tim MacPhee left the meeting. Time 3:10 p.m.

**WATER/UTILITY
SERVICES/ALBERTA
CENTRAL EAST
WATER**

Darwin Ullery presented the following Water/Utility Services and Alberta Central East (ACE) water report. Time 3:10 to 3:30 p.m.

- Proposed amendment to Utilities Bylaw No. 1262-17 regarding bulk water rates;
- Meeting with ACE Water Corporation Project Manager Brent Romanchuk regarding damage to rural water vault covers by roadside mowers;
- Regional waterline connection to the proposed cannabis production facility at Pt. SE 16-52-14-W4M.

Deputy Reeve Ogradnick moved the Water/Utility Services and Alberta Central East (ACE) Water report be accepted as presented.

Carried.

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**216-18
BYLAW NO. 1262-17
– BULK WATER
RATES**

Councillor Kuzio moved the County of Minburn approve the following amendment to Schedule "B" of Utilities Bylaw No. 1262-17:

Bulk Water Rates

<u>Year</u>	<u>Rate per Cubic Metre</u>
2019	5.49
2020	5.66
2021	5.83
2022	6.00

Carried.

GAVEL

Deputy Reeve Ogradnick assumed the gavel.

REEVES REPORT

- Reeve Konieczny reported and commented on the following:
- October 29, 2018 – Attended Tri-Municipal meeting with the Village of Innisfree and Village of Mannville, Innisfree Seniors Drop-in Centre;
 - October 30, 2018 – Received telephone call from ratepayer regarding road construction agreement involving SW 28-51-14-W4M;
 - November 1, 2018 – Received telephone call from ratepayer regarding drainage concerns;
 - November 6, 2018 – Attended Personnel Committee meeting;
 - November 6, 2018 – Attended Infrastructure Committee meeting regarding road concern on Township Road 514 and Range Road 133;
 - November 7, 2018 – Presented greetings on behalf of the County of Minburn at the Annual Seniors Health and Wellness Day, Vegreville Senior Citizens Sunshine Club;
 - November 7, 2018 – Attended Regional Recreation and Culture Master Plan Committee meeting, Town of Vegreville Administration office;
 - Proposed amendment to Registered Retirement Savings Plan (RRSP) and Non-Retirement Savings Plan (NRSP) Bylaw No. 1207-10.

Councillor Wagner 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. Long Service Awards November 30, 2018;
2. Oil and Gas Properties Outstanding Taxes;
3. Joint Town of Vegreville/
County Meeting..... Schedule Date;
4. Town of Vegreville Hall Rental;
5. East Regional Transfer Station
Meeting..... December 3, 2018;
6. 2018 Tax Sale Properties;
7. Village of Innisfree Residents Vote Results;
8. Village of Innisfree CARES Program – Letter of
Support;
9. Reynolds Mirth Richards & Farmer..... Top Grade Claim;
10. Reynolds Mirth Richards & Farmer..... Questfire;
11. Notice of Intent to Establish Separate School District;
12. Subdivision and Development
Appeal Board Training on November 28,
2018;
13. Personnel Committee Salary/Benefit Adjustments.

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

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- NOVEMBER 15 AND 16, 2018** Minutes of the County Council meeting held on November 15 and 16, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- LONG SERVICE AWARDS – NOVEMBER 30, 2018** The County Manager reported on the employees and Councillors who will be receiving long service awards in 2018 for their years of 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 November 30, 2018.
- OIL AND GAS PROPERTIES – OUTSTANDING TAXES** The County Manager reported on the current oil and gas company tax arrears as of November 13, 2018. To-date the total arrears are \$2,273,567.06.
- 217-18 JOINT TOWN OF VEGREVILLE/ COUNTY MEETING** Councillor Kuzio moved the County of Minburn host a County of Minburn and Town of Vegreville luncheon meeting on February 15, 2019 following the County of Minburn Finance Committee meeting.
Carried.
- 218-18 TOWN OF VEGREVILLE – HALL RENTAL** Councillor Anderson moved the following dates be booked for the County's annual Christmas Social at the Vegreville Social Centre:
- November 29, 2019
- November 27, 2020.
Carried.
- EAST REGIONAL TRANSFER STATION MEETING** The County Manager reported that a Regional Transfer Station Authority Annual Organizational meeting and Joint Landfill/Transfer Station Committee meeting is scheduled for December 3, 2018 at 10:00 a.m. in the Village of Mannville.
- 2018 TAX SALE – PROPERTIES** The County Manager reported that the County of Minburn has scheduled a public auction on December 13, 2018 at 2:00 p.m. in the County of Minburn Administration office for parcels of land in tax arrears under the provisions of the *Municipal Government Act (MGA)*.
- VILLAGE OF INNISFREE – RESIDENTS VOTE RESULTS** The County Manager reported on the "Declaration of Vote Results" received from Alberta Municipal Affairs dated November 6, 2018 regarding the vote of the Village of Innisfree electors conducted on November 5 and 6, 2018 at the Innisfree Seniors Drop-in Centre pursuant to Section 130(2) of the *MGA*.

Seventy (70) percent of Village electors are not in favour of dissolving the Village of Innisfree. The Minister of Alberta Municipal Affairs will be making the final decision regarding the dissolution of the Village of Innisfree based on the Village of Innisfree Viability Review.
- 219-18 VILLAGE OF INNISFREE – CARES PROGRAM – LETTER OF SUPPORT** The County Manager reported on the e-mail received from the Village of Innisfree dated October 31, 2018 requesting a letter from the County of Minburn supporting their grant application under the Community and Economic Regional Support (CARES) Program for the creation of a development strategy.

Deputy Reeve Ogrodnick moved the County of Minburn send a letter to the Village of Innisfree supporting their grant application under the Community and Regional Economic Support (CARES) Program for the completion of an economic development strategy.
Carried.
- RMRF – TOP GRADE CLAIM** The County Manager reported on the e-mail received from Reynolds Mirth Richards & Farmer (RMRF) LLP dated November 6, 2018 confirming that all future correspondence regarding the Notice of Claim filed by Top Grade Construction Ltd. for the work related to BF 13191 will be directed to County of Minburn Director of Finance and Administration Susan Babyn to avoid a conflict of interest between County of Minburn CAO Brent Williams and Top Grade Construction Ltd.

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- 220-18
RMRF – QUESTFIRE** The County Manager reported on a letter received from RMRF LLP dated November 12, 2018 regarding the recent sale transaction approved by the Court of Appeal that resulted in sale of assets located within the County of Minburn owned by Questfire Energy Corp.
- Councillor Wagner moved the County of Minburn No. 27 defer, as authorized by Section 347(c) of the *Municipal Government Act*, all pre-receivership tax arrears and included penalties owing on Questfire Energy Corp. tax roll accounts until the final decision of the Court of Appeal of Alberta in Virginia Hills Oil Corp. as per Court file number 1701-0221-AC or payment of all post-receivership taxes. This will allow the municipality to exclusively apply any payments received from the receiver and manager of Questfire Energy Corp. in relation to the payment of post-receivership tax arrears of Questfire Energy Corp. to the post-receivership tax amounts owing, and the amounts received will not be applied towards any pre-receivership tax arrears or penalties.
Carried.
- NOTICE OF INTENT TO ESTABLISH – SEPARATE SCHOOL DISTRICT** The County Manager reported on the “Notice of Intent to Establish a Separate School District” dated September 30, 2018 signed by three County of Minburn electors. This information has been submitted to the Alberta Minister of Education and will proceed pursuant to the provisions of Section 213(a) of the *School Act*.
- SDAB TRAINING ON NOVEMBER 28, 2018** The County Manager reported that Subdivision and Development Appeal Board (SDAB) member and clerk training has been scheduled for November 28, 2018 at the Two Hills Regional Recreation Centre, hosted by the County of Two Hills. RMRF LLP will be providing the training as required under the Alberta SDAB Regulation.
- CORRESPONDENCE** The following items of correspondence were reviewed by Council:
- Information to Council for the period October 12 to November 8, 2018;
 - Perpetual Operating Corp. – October 29, 2018 letter requesting the opportunity to meet with the County of Minburn regarding the existing Road Use Agreement and invoice for gravel on Township Road 510 from SW 6-51-9-W4M east to Highway 881;
 - Vegreville Colony Farming Co. Ltd. – November 13, 2018 letter requesting the County of Minburn cancel the tax penalty that was applied for not paying property taxes by the October 31, 2018 due date;
 - Village of Innisfree – November 6, 2018 letter requesting the County of Minburn provide a letter supporting their grant application under the Aging Well in Community Program to complete a needs assessment that will be focused on understanding and preventing social isolation for seniors.
- PERPETUAL OPERATING CORP. – GRAVEL COSTS** Council consensus was that a letter be written to Perpetual Operating Corp. advising that they are responsible for the cost of the gravel on Township Road 510 in SW 6-51-9-W4M east to Highway 881 in the amount of \$17,981.65 plus G.S.T. as per Invoice No. 25700.
- 221-18
CLOSED SESSION – PERSONNEL ISSUES** Deputy Reeve Ogrodnick moved that Council close the meeting to the public to discuss personnel issues as per Section 17(2) (e) of the *Freedom of Information and Privacy (FOIP) Act*. Time 3:40 p.m.
Carried.
- SHELL/SHUKALAK** Graham Shell and Trudy Shukalak left the meeting. Time 3:40 p.m.
- REVERT TO REGULAR MEETING** Councillor Wowdzia moved that Council revert to the regular meeting. Time 4:08 p.m.
Carried.
- SHELL/SHUKALAK** Graham Shell and Trudy Shukalak returned to the meeting. Time 4:08 p.m.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- NOVEMBER 15 AND 16, 2018** Minutes of the County Council meeting held on November 15 and 16, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- RECESS** Councillor Anderson moved the meeting recess for the day and reconvene on November 16, 2018 at 10:00 a.m. Time 4:09 p.m.
- RECONVENE** The meeting reconvened at 10:04 a.m. on November 16, 2018.
- 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 |
| Chief Administrative Officer: | Brent Williams |
| Recording Secretary: | Trudy Shukalak |
- 222-18 PERSONNEL COMMITTEE – 2019 SALARY/BENEFIT ADJUSTMENTS** Councillor Wagner moved the County of Minburn approve the Personnel Committee recommendations for salaries/benefit adjustments as per Form SAL-2019 and HRLY-2019 effective January 1, 2019; and Further, that all policies be adjusted accordingly.
Carried.
- 223-18 DENY REQUEST TO CANCEL 2018 TAX PENALTY** Councillor Wowdzia moved the County of Minburn deny the Vegreville Colony Farming Co. Ltd.’s request dated November 13, 2018 to cancel their 2018 tax penalty amount in the amount of \$6,409.36 in accordance with County of Minburn Bylaw No. 1137-99.
Carried.
- 224-18 LETTER OF SUPPORT – VILLAGE OF INNISFREE AGING WELL PROGRAM** Councillor Anderson moved the County of Minburn provide a letter to the Village of Innisfree supporting their application for grant funding under the Aging Well Program to complete a community needs assessment that will be focused on understanding and preventing social isolation for seniors.
Carried.
- BUDGET REPORT** Director of Finance and Administration Susan Babyn presented the Budget Report with revenue and expenditures for the period January 1 to October 31, 2018. Kari Janzen also joined the meeting. Time 10:20 a.m.
- Councillor Anderson moved the Budget Report with revenue and expenditures for the period January 1 to October 31, 2018 be accepted as presented.
Carried.
- 2019 PRELIMINARY BUDGET** The County Manager and Director of Finance and Administration presented the following 2019 budget items for discussion:
- 2018 Tax Collection
 - Fire Departments – 2019 Funding
 - Libraries – 2019 Funding
 - FCSS – 2019 Funding
 - 2019 Public Works Capital Plan
 - 2019 Form “A”
 - 2019 Recreation
 - (a) Wapasu Recreation Conservancy Park
 - (b) Rotary Peace Park Society
 - STARS – 2019 Funding
 - Vegreville Transportation Services Society
- 2018 TAX COLLECTION** The County Manager reported the percentage of taxes collected to October 31, 2018 was 92.37 compared to 93.53 collected to October 31, 2017.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- NOVEMBER 15 AND 16, 2018** Minutes of the County Council meeting held on November 15 and 16, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.
- 225-18
FIRE DEPARTMENT FUNDING – 2019 PRELIMINARY BUDGET** Deputy Reeve Ogrodnick moved the County of Minburn approve the 2019 preliminary Fire Department budget as presented.
Carried.
- 226-18
LIBRARY FUNDING – 2019 PRELIMINARY BUDGET** Councillor Kuzio moved the County of Minburn approve the 2019 preliminary library funding budget as presented.
Carried.
- 227-18
NORTHERN LIGHTS LIBRARY SYSTEM – 2019 LEVY** Councillor Wagner moved the County of Minburn approve to support the Northern Lights Library System’s (NLLS) proposed 2019 per capita levy increase for Municipalities without a Library Board effective January 1, 2019 as outlined in their letter dated November 15, 2018.

The total 2019 levy for the County of Minburn is \$32,837 (3,188 x \$10.30 per capita).
Carried.
- 228-18
2019 FCSS FUNDING AGREEMENT ALLOCATIONS – VEGREVILLE AND M-M-I FCSS** Councillor Wowdzia moved the County of Minburn approve the 2019 Family and Community Support Services (FCSS) Funding Agreement allocations for the Vegreville and District Family and Community Support Services (FCSS) and Mannville-Minburn-Innisfree (M-M-I) Family and Community Support Services (FCSS) for the period January 1 to December 31, 2019 as reflected in the funding allocation report dated November 22, 2018.
Carried.
- 229-18
TRANSPORTATION SERVICES – 2019 FUNDING** Councillor Wowdzia moved the County of Minburn provide funding to Vegreville Transportation Services Society (VTSS) and Mannville-Minburn-Innisfree Family and Community Support Services (FCSS) in the amount of \$5,000.00 each in 2019 to enhance their existing transportation programs including transportation services to County residents residing within their boundaries.
Carried.
- 230-18
2019 PROPOSED PUBLIC WORKS CAPITAL PLAN** Councillor Anderson moved the County of Minburn approve the 2019 preliminary budget for the Public Works Capital Plan in the amount of \$1,407,355.00
Carried.
- 231-18
FORM "A" DIVISIONAL FUNDING – 2019 PRELIMINARY BUDGET** Deputy Reeve Ogrodnick moved the County of Minburn’s Divisional Form “A” budget allocations dated November 7, 2018 for the 2019 preliminary budget be approved as presented.
Carried.
- 232-18
RECREATION – 2019 PRELIMINARY BUDGET WAPASU/ PEACE PARK** Councillor Anderson moved the County of Minburn approve the 2019 preliminary budget for Wapasu Recreation Conservancy Park and Vegreville Rotary Peace Park as presented.
Carried.
- 233-18
STARS – 2019 FUNDING** Deputy Reeve Ogrodnick moved the County of Minburn approve preliminary budget funding to Alberta Shock Trauma Air Rescue Services (STARS) Foundation in 2019 in the amount of \$2.00 per capita (3,188 x \$2.00) for a total amount of \$6,376.00.
Carried.
- BABYN/JANZEN** Susan Babyn and Kari Janzen left the meeting. Time 11:00 a.m.
- ACCOUNTS PAYABLE** Councillor Kuzio moved the Accounts Payable listing be approved.
Carried.

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

NOVEMBER 15 AND 16, 2018 Minutes of the County Council meeting held on November 15 and 16, 2018 at the County of Minburn No. 27 office, Vegreville, Alberta.

NEW BUSINESS Discussion ensued on the following items:
- Proposed amendment to Bylaw No. 1207-10;
- M.D. of Minburn Foundation alternate member;
- Town of Vegreville request for funding for new RCMP facility;
- Town of Vegreville 2019 Solid Waste Agreement proposal.

234-18 PREPARE AMENDMENT TO BYLAW NO. 1207-10 Councillor Anderson moved the County of Minburn prepare an amendment to Bylaw No. 1207-10 regarding the participation in a Registered Retirement Savings Plan (RRSP) and Non-registered Savings Plan (NRSP) to include a provision for Tax Free Savings Accounts (TFSA's).
Carried.

235-18 M.D. OF MINBURN FOUNDATION – ELIMINATE ALTERNATE MEMBER Councillor Wowdzia moved the County of Minburn eliminate the alternate Council member from the M.D. of Minburn Foundation.
Deputy Reeve Ogradnick and Councillor Kuzio are appointed members of the M.D. of Minburn Foundation for 2018/2019.
Carried.

236-18 TOWN OF VEGREVILLE FUNDING – NEW RCMP COMMITTEE ROOM FURNISHINGS Councillor Kuzio moved the County of Minburn contribute funding in the amount of \$10,000.00 in 2019 to the Town of Vegreville to assist in furnishing the committee room of the new RCMP facility.
Funding is to be allocated from general revenue and/or reserves.
Carried.

TOWN OF VEGREVILLE LANDFILL AGREEMENT 2019 The CAO presented the Town of Vegreville 2019 Solid Waste Agreement proposal between the Town of Vegreville and County of Minburn.
Council consensus was that more information is required before a decision on the Agreement can be made. The proposed Town of Vegreville 2019 Solid Waste Agreement will be presented to Council at their December 2018 meeting.

ADJOURNMENT Councillor Wowdzia moved the meeting adjourn to December 17, 2018 at 10:00 a.m. Time 11:30 a.m.
Carried.

Reeve

County Manager

Recording Secretary