



AGENDA

May 13, 2026 – County Council Meeting

Immediately following the Committee of the Whole Meeting

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
 - 3.1 April 20, 2026 Council Meeting
- 4. Delegations**
- 5. Council Priorities**
- 6. Requests for Decision**
 - 6.1 Bridge File 72520 Tender
 - 6.2 Appointment of Agricultural Service Board Inspectors
 - 6.3 Appointment of Investment Manager
 - 6.4 MD of Wainwright Intermunicipal Collaboration Framework Agreement
 - 6.5 Alberta HUB FCC AgriSpirit Fund
- 7. Reports**
 - 7.1 Reeve
 - 7.2 Council
 - 7.3 CAO
 - 7.4 Operations
 - 7.5 Planning and Community Services
 - 7.6 Protective Services
 - 7.7 Corporate Services
- 8. Correspondence and Information Items**
 - 8.1 Lac La Biche Invitation to 2026 Healthier Communities Golf Tournament
 - 8.2 Invitation to Royal Canadian Legion 100th Anniversary Celebration
- 9. Councillor Requests (Information Requests and Notices of Motion)**
 - 9.1 Action Item List
- 10. Closed Session**
 - 10.1 Village of Mannville Fire Service Agreement Amendments
ATIA Section 26, Disclosure harmful to intergovernmental relations
 - 10.2 Auditing Services Request for Proposal Evaluation Criteria
ATIA Section 29, Advice from officials
- 11. Open Session**
- 12. Motions Arising out of the Closed Session**
 - 12.1 Village of Mannville Fire Service Agreement Amendments
 - 12.2 Auditing Services Request for Proposal Evaluation Criteria
- 13. Adjournment**



COUNCIL MEETING MINUTES

April 20, 2026

Council Members Present: Reeve Konieczny, Division 3
Deputy Reeve Tara Kuzio, Division 5
Councillor Joey Nafziger, Division 1
Councillor Ray Nedzielski, Division 2
Councillor Allen McCutcheon, Division 4
Councillor Carl Ogrodnick, Division 6
Councillor Jerri Ziegler, Division 7

Administration Present: Pat Podoborzny, Chief Administrative Officer
Norm De Wet, Director of Operations
Jason Warawa, Director of Corporate Services
Davin Gegolick, Director of Planning and Community Services
Mike Fundytus, Director of Protective Services
Audra Kropielnicki, Executive Coordinator

1. CALL TO ORDER

Reeve Konieczny called the meeting to order at 10:01 a.m.

2. ADOPTION OF AGENDA

2026-084

Moved by: Deputy Reeve Kuzio

THAT the April 20, 2026 regular Council meeting agenda be adopted as presented.

Carried

3. CONFIRMATION OF MINUTES

3.1 March 19, 2026 County Council Meeting

2026-085

Moved by: Councillor Nedzielski

THAT the March 19, 2026 regular Council meeting minutes be adopted as presented.

Carried

3.2 April 16, 2026 Special Meeting

2026-086

Moved by: Councillor McCutcheon

THAT the April 16, 2026 Special meeting minutes be adopted as presented.

Carried

4. DELEGATIONS

5. PUBLIC HEARING - BYLAW 1373-26

Reeve Konieczny declared the Public Hearing for Bylaw No. 1373-26 open at 10:02 a.m.

Administration introduced proposed Bylaw No. 1373-26 and provided a brief overview.

There were no written submissions received.

There were no members of the public present.

Reeve Konieczny declared the Public Hearing closed at 10:07 a.m.

6. COUNCIL PRIORITIES

2026-087

Moved by: Councillor Nafziger

THAT the Council Priorities be accepted as information.

Carried

7. REQUESTS FOR DECISION

- 7.1 Bylaw No. 1373-26 to Remove Municipal Reserve Designation from Lands within the County of Minburn

2026-088

Moved by: Deputy Reeve Kuzio

THAT County Council gives second reading to Bylaw No. 1373-26, a Bylaw to remove municipal reserve designation from lands within the County of Minburn.

Carried

2026-089

Moved by: Councillor Nafziger

THAT County Council considers giving unanimous consent to going to third reading to Bylaw No. 1373-26, a Bylaw to remove municipal reserve designation from lands within the County of Minburn.

Carried

2026-090

Moved by: Councillor Nedzielski

THAT County Council gives third reading to Bylaw No. 1373-26, a Bylaw to remove municipal reserve designation from lands within the County of Minburn.

Carried

- 7.2 Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1377-26

2026-091

Moved by: Councillor Ogrodnick

THAT County Council gives first reading to Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1377-26.

Carried

2026-092

Moved by: Councillor Ziegler

THAT County Council gives second reading to Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1377-26.

Carried

2026-093

Moved by: Councillor Nedzielski

THAT County Council consider giving unanimous consent to going to third reading to Bylaw No. 1377-26 that establishes an Intermunicipal Subdivision and Development Appeal Board.

Carried

2026-094

Moved by: Councillor McCutcheon

THAT County Council gives third reading to Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1377-26 that

establishes an Intermunicipal Subdivision and Development Appeal Board.

Carried

- 7.3 Intermunicipal Subdivision and Development Appeal Board Agreement with Partner Municipalities

2026-095

Moved by: Councillor Nafziger

THAT County Council approves changes to the Intermunicipal Subdivision and Development Appeal Board Agreement with Partner Municipalities as presented.

Carried

- 7.4 Integrity Dig with Road Allowance Special Approval Request

2026-096

Moved by: Councillor Nafziger

THAT County Council approves Cenovus Energy's request to conduct a pipeline integrity dig within Range Road 90, per the plans submitted.

Carried

- 7.5 Subdivision File #05-2026

2026-097

Moved by: Councillor Nafziger

THAT County Council moves to conditionally approve subdivision file #05-2026 per the recommendations of the report.

Carried

- 7.6 Subdivision File #06-2026

2026-098

Moved by: Councillor Ziegler

THAT County Council moves to conditionally approve subdivision file #06-2026 per the recommendations of the report.

Carried

- 7.7 Development Permit Application No. 2026-10

2026-099

Moved by: Deputy Reeve Kuzio

THAT County Council supports Development Permit #2026-10, subject to the condition that a maximum of five beehives is permitted on the subject lot.

Carried

- 7.8 Stop Order Enforcement

2026-100

Moved by: Councillor Nafziger

THAT County Council directs Administration to proceed with enforcement of the Stop Order in accordance with the Municipal Government Act, as discussed during the Committee of the Whole Closed Session held on April 16, 2026.

Carried

- 7.9 New Policy ASB 2011-01, Animal Health Act Response

2026-101

Moved by: Councillor Ziegler

THAT County Council moves to approve Animal Health Act Response Policy ASB 2011-01.

Carried

- 7.10 Bridge Culvert Tender, BF 01195 and BF 01762

2026-102

Moved by: Deputy Reeve Kuzio

THAT County Council awards the tender for Bridge File 01195 and Bridge File 01762 to Core Energy Services Ltd. for a total project cost of \$660,000 excluding GST, including engineering, geotechnical, contingencies, and fish capture.

Carried

- 7.11 Grader Sale, Unit 330 and Unit 333

2026-103

Moved by: Councillor Ziegler

THAT County Council approves the sale of Unit 330 (2016 John Deere 872GP) and Unit 333 (2018 John Deere 872GP) to Ritchie Bros. for \$155,000 and \$165,000 respectively, and participation in the 85/15 revenue-sharing arrangement on proceeds exceeding \$343,500.

Carried

- 7.12 4-H Grant Program Policy ASB 2005-03

2026-104

Moved by: Councillor Nafziger

THAT County Council moves to approve the amendment to Policy ASB 2005-03 – 4-H Grant Program Policy to remove the application form from the policy.

Carried

- 7.13 Borrowing Bylaw 1372-26 - BF 72570- 2nd and 3rd Reading

2026-105

Moved by: Councillor Ogrodnick

THAT County Council gives second reading to Borrowing Bylaw 1372-26 for the construction of local Bridge File 72570.

Carried

2026-106

Moved by: Councillor McCutcheon

THAT County Council gives third and final reading to Borrowing Bylaw 1372-26 for the construction of local Bridge File 72570.

Carried

- 7.14 2026 Final Budget Approval

2026-107

Moved by: Councillor Ziegler

THAT County Council approves the 2026 operating and capital budgets totalling \$33,321,050 plus a non-cash operating expense of \$2,068,707 for amortization and accretion expenses related to tangible capital assets and associated retirement obligations.

Carried

- 7.15 2026 Property Tax Rate Bylaw No. 1375-26

2026-108

Moved by: Councillor Nafziger

THAT County Council gives first reading to Bylaw No. 1375-26 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2026.

Carried

2026-109

Moved by: Deputy Reeve Kuzio

THAT County Council gives second reading to Bylaw No. 1375-26 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2026.

Carried

2026-110

Moved by: Councillor Ziegler

THAT County Council consider giving unanimous consent to going to third and final reading to Bylaw No. 1375-26 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2026.

Carried

2026-111

Moved by: Councillor Nedzielski

THAT County Council gives third reading to Bylaw No. 1375-26 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2026.

Carried

7.16 Hamlet of Minburn 2026 Special Tax Rate Bylaw No. 1376-26

2026-112

Moved by: Councillor Ogradnick

THAT County Council gives first reading to Bylaw No. 1376-26 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2026.

Carried

2026-113

Moved by: Councillor McCutcheon

THAT County Council gives second reading to Bylaw No. 1376-26 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2026.

Carried

2026-114

Moved by: Councillor Nedzielski

THAT County Council consider giving unanimous consent to go to third and final reading to Bylaw No. 1376-26 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2026.

Carried

2026-115

Moved by: Deputy Reeve Kuzio

THAT County Council gives third reading to Bylaw No. 1376-26 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2026.

Carried

7.17 Cancellation of 2026 Municipal Tax for Seed Plants and Golf Courses

2026-116

Moved by: Deputy Reeve Kuzio

THAT County Council approves the cancellation of the municipal portion of the 2026 property taxes for the Vegreville Municipal Seed Cleaning Association Ltd., Innisfree Municipal Seed Cleaning Association Ltd., Village of Mannville (Riverview Golf Course), and Vegreville Golf Association.

Carried

7.18 Beaver County Intermunicipal Collaboration Framework Agreement

2026-117

Moved by: Councillor Ogradnick

THAT pursuant to the Municipal Government Act, Section 708.28, County of Minburn determines and agrees that intermunicipal services with Beaver County have been and will continue to be adequately provided by means other than an intermunicipal collaboration framework, and that the County of Minburn opt out of the Intermunicipal Collaboration Framework Agreement dated February 5, 2020.

Carried

7.19 County of Two Hills Intermunicipal Collaboration Framework Agreement

2026-118

Moved by: Councillor Nafziger

THAT County Council approves the County of Minburn opt out of the County of Two Hills and County of Minburn Intermunicipal Collaboration Framework agreement existing between the two municipalities pursuant to Municipal Government Act, Section 708.28(1.1).

Carried

8 REPORTS

8.1 Reeve

Reeve Konieczny recessed the meeting at 11:05 a.m.

Reeve Konieczny reconvened the meeting at 11:13 a.m.

- 8.2 Council
- 8.3 CAO
- 8.4 Operations
- 8.5 Planning and Community Services
- 8.6 Protective Services
- 8.7 Corporate Services

2026-119

Moved by: Councillor Ogradnick

THAT Council accepts the reports as presented.

Carried

9. CORRESPONDENCE AND INFORMATION ITEMS

- 9.1 Alberta Municipal Affairs re ACP Intermunicipal Collaboration Application
- 9.2 Canadian Food Inspection Agency re Livestock Traceability Regulations
- 9.3 Agriculture and Agri-Food Canada re Closure of Lacombe Research and Development Centre
- 9.4 Town of Vermilion Letter of Support Request for STIP Application
- 9.5 Dormition of St. Mary Ukrainian Orthodox Church at Sich-Kolomea 100th Anniversary

2026-120

Moved by: Councillor Ogradnick

THAT County Council directs Administration respond to CFIA that current cow/calving regulations are sufficient as is but agree with more stringent regulations on feedlot operations.

Carried

2026-121

Moved by: Councillor Nedzielski
 THAT Council accept the correspondence as information.

Carried

10 COUNCILLOR REQUESTS (Information Requests and Notices of Motion)

10.1 Action Item List

2026-122

Moved by: Councillor Nedzielski
 THAT Council accept the Action Item List as information.

Carried

11 CLOSED SESSION

2026-123

Moved by: Councillor McCutcheon
 THAT County Council meet in private to discuss matters protected from disclosure under the *Access to Information Act (ATIA)* specifically Section 29, Advice from officials at 12:15 p.m.

Carried

11.1 Draft Investment Policy
ATIA Section 29, Advice from Officials

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

Jason Warawa left the meeting at 12:29 p.m.

12 OPEN SESSION

2026-124

Moved by: Councillor Ziegler
 THAT County Council move to revert to Open Session at 12:29 p.m.

Carried

13 MOTIONS ARISING OUT OF THE CLOSED SESSION

13.1 Draft Investment Policy

2026-125

Moved by: Councillor Ziegler
 THAT County Council rescind current Investment Policy AD 1004-01.

Carried

2026-126

Moved by: Councillor Nafziger
 THAT County Council approve new Investment Policy AD 1034-01 as presented.

Carried

14 Adjournment

Reeve Konieczny declared the meeting adjourned at 12:31 p.m.

 Reeve

 Chief Administrative Officer

STRATEGIC PRIORITIES CHART (May 2026)

COUNCIL PRIORITIES

NOW

1. **UPDATED HEALTH AND SAFETY MANUAL**
2. **STRATEGIC PLAN**
3. **ERP CONVERSION PROJECT**

TIMELINE

July 2026
July 2026
August 2026

NEXT

- STRATEGIC PLAN – July 2026
- VILLAGE FIRE SERVICE AGREEMENTS - July 2026
- ADMINISTRATION BUILDING UPGRADES – July 2026

ADVOCACY

- *Policing Services/Costs (RMA)*
- *Bridge Funding Continuity (RMA)*
- *Reinstatement of Gopher Control (Federal)*
- *On-Farm Slaughter Sales (Provincial)*
- *SL3/SL4 Seniors Facility Support (AHS)*
- *Non-Potable Water Resources for Ag Producers (AEP)*
- *Rural Medical Services (RMA)*

ADMINISTRATIVE INITIATIVES

OFFICE OF THE CAO

1. UPDATED HEALTH AND SAFETY MANUAL
2. Privacy Management Program – June 2026
3. Policy and Bylaw Review – July 2026
4. **STRATEGIC PLAN – July 2026**
5. Non-profit and Society Agreement review- July 2026
6. Town of Vegreville Recreation & Waste Agreements – July 2026

CORPORATE SERVICES

1. **ERP CONVERSION PROJECT – August 2026**
2. Privacy Impact Assessment ERP – June 2026
3. Job Description/Hire Corporate Services Position – June 2026
4. Update Procurement Policy – June 2026
5. Update IT Policy – June 2026
6. Update HR Handbook – August 2026
7. Develop Artificial Intelligence Policy – Fall 2026

Planning and Community Services

1. CROSSROADS NEWCOMER'S PKG – May 2026
2. Community Centre/Recreation Grants: send out letters/applications – May 2026
3. New Business Recognitions – June 2026
4. Update Social Media Policy – June 2026
5. Update Rural Broadband Policy – July 2026
6. Automated DP Permitting Implementation – July 2026
7. New Cemetery Signage – August 2026

Protective Services

1. **UPDATED HEALTH AND SAFETY MANUAL – July 2026**
2. Bylaw Enforcement Role – Ongoing
3. Fire Fighter Recruitment – Ongoing
4. VILLAGE FIRE SERVICE AGREEMENTS - July 2026
5. Firefighter Training Review - September 2026

OPERATIONS

1. Operations Shop Concept Investigation –needs strategic plan from Council
2. Project Planning and Implementation (Construction, bridges, oiling, gravel, and dust abatement)
3. Admin Building – Asset renewal: ongoing
4. Equipment Planning – July 2026
5. Asphalt Asset Management Plan – June 2026

AGRICULTURE & UTILITIES

1. Northern Alberta Farm Family Award – May 30, 2026
2. Circular Materials – October 2026
3. Lavoy Reservoir Inspection – May 2026
4. Minburn Lagoon Assessment – July 2026
5. Lavoy Hydrant Maintenance – May 2026
6. Summer Project Planning for 2026 – May 2026

CODES:

BOLD CAPITALS = Now Priorities; **CAPITALS** = Next; *Italics* = Advocacy; Regular Case = Operational Strategies

2 – 3 Year OUTLOOK

1. *Service Level Review* – **Infrastructure replacement and maintenance**
2. *Facility Review* – **Costing, replacement, ongoing maintenance**



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____



RFD Appendix

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May 5, 2026

File: 72570

County of Minburn No. 27
4909-50 Street
Vegreville, AB
T9C 1R6

Attention: Mr. Norm De Wet, Director of Operations

Dear Norm,

**RE: Recommendation for Tender Award –
Tender 72570-26 Culvert Installation and Other Work**

Attached are the results of the bids received for Tender 72570-26 for Culvert Installation and Other Work at Bridge File 72570. Plains Constructors Canada Ltd. (Plains) was the lowest bidder at a total cost of \$354,915.00, excluding GST, which is 13% lower than the “C” estimate provided for this structure. The total estimated project cost, including engineering, contingencies, geotechnical contingencies, and fish capture, is \$512,000, excluding GST. A D cost estimate based on the tender bid prices has been attached for your reference.

MPA has worked with Plains on past projects. In our experience, they have always performed in a satisfactory manner and have the expertise to complete this project. Therefore, we recommend that Plains be awarded the Contract for this project.

Once the County of Minburn has approved the award of this tender, we will advise the Contractor and prepare the contract documents for signing. In the meantime, if you require anything further or have any questions, please contact us.

Sincerely,
MPA Engineering Ltd.
per:

Kirk Morris, P.Eng

Att.



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____ Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

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Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____



RFD Appendix

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Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____



Municipal District of Wainwright No. 61

717 - 14 Avenue, Wainwright, Alberta T9W 1B3 (780) 842-4454 Fax (780) 842-2463

OFFICE OF THE MUNICIPAL ADMINISTRATOR

April 20, 2026

County of Minburn
Box 550
Vegreville, Alberta
T9C 1R6
Attention: Pat Padoborzny, CAO

Dear Pat:

Re: Conclusion of Intermunicipal Collaboration Framework (ICF)

Thank you for your letter of February 24, 2026 regarding the above. The M.D. of Wainwright concurs with the County of Minburn and is willing to conclude the ICF agreement between our municipalities. We agree that any intermunicipal services between our municipalities have been and will continue to be adequately provided by other means.

The following motion was adopted by M.D. Council on March 20, 2026:

“Moved that the Municipal District of Wainwright No. 61 authorize the termination of all Intermunicipal Collaboration Frameworks under section 708.28, conditional on our neighbors also passing a motion to terminate the framework. CARRIED.”

We are pleased that you are offering to coordinate with our administration regarding meeting statutory requirements and coordinate timelines. Please reach out to me at your convenience to discuss next steps.

Sincerely,

Kelly Buchinski
Municipal Administrator





Intermunicipal Collaboration Framework

Between

Municipal District of Wainwright No. 61

And

County of Minburn No. 27

February 10, 2020

WHEREAS, Municipal District of Wainwright No. 61 and the County of Minburn No. 27 share a common border; and

WHEREAS, Municipal District of Wainwright No. 61 and the County of Minburn No. 27 share common interests and are desirous of working together to provide services to their residents; and

WHEREAS, the *Municipal Government Act* stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework which identifies services provided on an intermunicipal basis and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Municipalities it is agreed as follows:

A. DEFINITIONS

- 1) In this Agreement
 - a) “municipalities” means the Municipal District of Wainwright No. 61 and the County of Minburn No. 27.

B. TERM AND REVIEW

- 1) In accordance with the Municipal Government Act, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Municipalities.
- 2) This Framework may be amended by mutual consent of both Municipalities unless specified otherwise in this Framework.
- 3) It is agreed by the Municipalities that the Councils shall review at least once every five years, commencing no later than 2024 the terms and conditions of the agreement.
 - a) The review of this agreement will be completed by the Chief Administrative Officers, with a report to be presented to both Councils on the need to update and/or amend this agreement.

C. MUNICIPAL SERVICES

- 1) The Municipalities have a history of working together, as required, to provide municipal services to the residents on an intermunicipal basis, however there is no requirement and/or benefit to share in the delivery of any municipal services at this time. Should the need arise, the Municipalities will enter into formal agreements in accordance with Section D.

D. FUTURE PROJECTS & AGREEMENTS

- 1) In the event that either Municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality’s Chief

Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.

- 2) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The other municipality will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Council meetings.
- 3) The following criteria will be used when assessing the desirability of funding of new projects:
 - a. Relationship of the proposed capital project to Intermunicipal Development Plan, or any other regional long-term planning document prepared by the Municipalities;
 - b. The level of community support;
 - c. The nature of the project;
 - d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
 - e. The projected operating costs for new capital projects;
 - f. Municipal debt limit; and,
 - g. Projected utilization by residents of both Municipalities.
- 4) Once either Municipality has received written notice of new project, Council meetings must be held within thirty (30) calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 5) Councils will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Councils are unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section E of this document.
- 6) Both Municipalities recognize the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.

E. DISPUTE RESOLUTION

- 1) The Municipalities are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
- 2) The Municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
- 3) In the event of a dispute, the Municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. negotiation;
 - b. mediation; and
 - c. binding arbitration.

- 4) If any dispute arises between the Municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
- 5) If the Dispute Resolution Process is invoked, the Municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
- 6) Despite Section E(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
- 7) A municipality shall give written notice (“Dispute Notice”) to the other municipality of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the Councils shall meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the CAOs. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.
- 8) If the Municipalities cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
- 9) Either municipality shall be entitled to provide the other municipality with a written notice (“Mediation Notice”) specifying:
 - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
 - b. The nomination of an individual to act as the mediator.
- 10) The Municipalities shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
- 11) Where a mediator is appointed, the Municipalities shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Municipalities shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Municipalities.
- 12) In the event that:
 - a. The Municipalities do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
 - b. The mediation is not completed within sixty (60) days after the appointment of the mediator; or

- c. The dispute has not been resolved within ninety (90) days from the date of receipt of the Mediation Notice;

either municipality may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.

- 13) If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Municipalities may provide the other municipality with written notice ("Arbitration Notice") specifying:
 - a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated.
- 14) Within thirty (30) days following receipt of the Arbitration Notice, the other municipality shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, and whether it agrees with the resolution of the disputed items by arbitration.
- 15) The *Arbitration Act* (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.

F. CORRESPONDENCE

1) Written notice under this Agreement shall be addressed as follows:

a. In the case of Municipal District of Wainwright No. 61 to:

**Municipal District of Wainwright No. 61
c/o Chief Administrative Officer
717 – 14 Avenue
Wainwright, AB T9W 1B3**

b. In the case of the County of Minburn No. 27 to:

**County of Minburn No. 27
c/o Chief Administrative Officer
P.O. Box 550,
4909 – 50 Street
Vegreville, AB T9C 1R6**

In addition to Section H(1), notices may be sent by electronic mail to the Chief Administrative Officer.

IN WITNESS WHEREOF the Municipalities have affixed their corporate seals as attested by the duly authorized signing officers of the Municipalities as of the first day above written.

M.D. OF WAINWRIGHT NO. 61

COUNTY OF MINBURN NO. 27

Reeve

Reeve

Chief Administrative Officer

Chief Administrative Officer

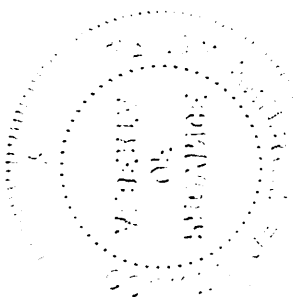
Motion Number: 89.20

Motion Number: 19-20

RECEIVED

APR 08 2020

COUNTY OF MINBURN NO. 27



RECEIVED
FEB 27 2020
M.D. OF WAINWRIGHT
NO. 61

AMENDING AGREEMENT entered into this ____ day of January, 2025.

BETWEEN:

COUNTY OF MINBURN NO. 27
(hereinafter referred to as the "County of Minburn")

- and -

MUNICIPAL DISTRICT OF WAINWRIGHT NO.61
(hereinafter referred to as the "MD of Wainwright")

ICF AMENDING AGREEMENT

WHEREAS the County of Minburn and the MD of Wainwright have entered into an Intermunicipal Collaboration Framework dated February 10, 2020 (the "ICF"); and

AND WHEREAS Ministerial Order No. MSD: 024/23 provides that the date by which a municipality must review an intermunicipal collaboration framework is amended from at least every five years to at least every seven years (the "Ministerial Order");

AND WHEREAS the County of Minburn and the MD of Wainwright wish to amend the ICF to reflect the extended timeline in the Ministerial Order to review the ICF.

NOW THEREFORE the County of Minburn and the MD of Wainwright covenant and agree with each other as follows:

1. Section B(3) of the ICF is replaced with the following:

It is agreed by the Municipalities that the Councils shall review at least once every seven years, commencing no later than 2027, the terms and conditions of the agreement.

2. Except for the foregoing amendment, the ICF shall continue in full force and effect and binding in accordance with its terms.

[Signature Page to Follow]

IN WITNESS WHEREOF the County of Minburn and the MD of Wainwright have affixed their corporate seals as attested by their duly authorized signing officers as of the first day above written.

MINBURN COUNTY NO. 27

MUNICIPAL DISTRICT OF WAINWRIGHT
NO.61

Reeve

Reeve

Chief Administrative Officer

Chief Administrative Officer



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____

Department: _____

Recommendation:

Background:

See Appendix

Legislative Guidance:

Provincial Municipal None

Details:

Council Priorities Chart:

Yes No

Details:

Previous Council Direction:

Financial Implications:

Capital Operations Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: _____

May 6, 2027

Dear County Council,

On behalf of the Warwick Community Hall, I am writing to request the County of Minburn's partnership in support of a funding application to the FCC AgriSpirit Fund.

The FCC AgriSpirit Fund provides grants for community improvement projects in communities with populations under 150,000. As there is no national registration system for non-profit organizations, FCC requires applicants like our club to partner with a local municipal, territorial, or provincial government, First Nations, Métis or Inuit government/community, or a registered charity to demonstrate meaningful community support for the proposed project.

Our hall is seeking the County's partnership to meet this requirement and to demonstrate shared community interest in metal clad siding on remaining three sides and doors of the Warwick Hall to maintain the integrity of the building. The County's role would be as a community partner only; no financial contribution would be required.

Thank you for considering this partnership request. We appreciate the County's ongoing support of community initiatives and look forward to the possibility of working together.

Respectfully submitted,

Kevin Melenka
Vice President



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

From Date: _____ **To Date:** _____

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



Office of the CAO Report

For Presentation at: May 13, 2026 Council Meeting

From Date: April 18, 2026

To Date: May 8, 2026

Internal Meetings:

- County Council Meeting – April 20

External Meetings:

- Document Management Solutions – May 5
- PMP Policy with Cenera – May 6

Education and Professional Development:

- Municipal Clerks Conference – April 21 to 24
- Copilot for Microsoft 365 – April 29
- Access and Privacy Officer Round Table – April 29
- Copilot Studio – April 30

Senior Leadership Team Support:

- Council and Committee meeting packages
- Occupational Health and Safety Program
- CAO Bylaw
- Privacy Management Program development
- Strategic Planning Summer Session Prep
- AITA Request
- Corporate Document Management Programs Research
- Council Renumeration Policy research
- Website Review
- RMA District 5 Fall Meeting Prep



ADMINISTRATION REPORTS

Name: Norm De Wet

Department: Operations

Reviewed by: Pat Podoborzny

For Presentation at: May 13, 2026, County Council meeting

From Date: April 21, 2026

To Date: May 12, 2026

Fleet purchases/Maintenance:

- Equipment maintenance is ongoing to ensure readiness for the 2026 season.

Public Works Update:

- Maintenance crews are completing a full round of road maintenance following the late spring thaw. Road conditions are improving, but we are still experiencing some soft areas. Road bans will be removed on May 15 at 9:00 a.m.
- Construction has started on Rge Rd 155 south of Twp 522 in Div. 6.
- Crews have been actively addressing road washouts and culvert repairs caused by localized flooding. With that, some repairs are temporary, and culvert replacements will take place later this summer on a priority basis.
- The Coulter's crushing project is delayed due to the late winter weather and spring runoff conditions. It is expected that Paragon Custom Crushing will mobilize within the next week or two. Council will be updated once more information is available.
- Seasonal crews are currently completing a full round of patching on all Hwy 16As and oiled roads.
- The MG30 dust abatement project started in Div. 3, with residential dust abatement being completed first. This will be followed by County road maintenance treatments.
- The gravel program is scheduled to start on May 19th out of the Bykowski pit on RR95 in Div. 3, pending weather conditions. Gravel maps will be sent to Council prior to the start of the program.

Contracted Services:

- The Tender for BF 72570 on Twp 524 in Div. 7 has been closed on May 4th. Results will be brought to the May Council meeting.

Hamlets:

- The County hired a contractor to empty the Lavoy dugout under a temporary diversion license from the province. Previously, it typically took three to four years for the dugout to fill enough to require pumping, but this year it was only one season, as it was last pumped in 2025. This is an indication of the significant amount of snow experienced during the 2025/2026 winter season.
- The Lavoy treated water reservoir has been cleaned by Aquatech Diving and Marine Services. The cleaning is not only proper maintenance of the reservoir but was also required by our consultant engineers at MPE Engineering to provide better video quality for a condition assessment. Once more information on the condition of the reservoir is received, it will be shared with Council.

Waste Management:

- Coordinated by ARMA, Operation Tire Recycle collected a load of tires from Ranfurly as part of the tire recycling program.

Utilities

- Water meter read issues in Lavoy appear to have been resolved. Most of the high readings were either due to greater than normal usage or a stuck or leaking toilet.

Agricultural Services Update:

- The mulching program has concluded for the spring, with 27,600 metres of mulching completed. The program will resume again in late fall.
- Updates to the Strychnine program are being advertised on our website and social media as they become available. Currently, mandatory training is being offered by the Saskatchewan Association of Rural Municipalities (SARM) and is free to producers. The training is fully accepted by the Government of Alberta and must be completed prior to being able to purchase Strychnine. Once more information is received regarding the availability and cost of Strychnine it will be shared with Council and the public.



ADMINISTRATION REPORTS

Name: Davin Gegolick

Department: Planning and Community Services

Reviewed by: Pat Podoborzny

For Presentation at: May 13, 2026 Council Meeting

From Date: April 16, 2026

To Date: April 30, 2026

Planning Update:

- It's been a record year so far development permits:
 - Dwelling (South ½ NW 28-53-15-4)
 - Intensive Agriculture (Lavoy)
 - Dwelling (South ½ SW 35-51-12-4)
 - Personal storage building (Pt. N 24-51-13-4)
 - Personal storage building (Pt. N 24-51-13-4)
 - Dwelling (Ranfurly)
 - Dwelling (Ranfurly)
 - Emcon Services (Pt. NW 17-51-14-4)
 - Dwelling (SW 26-51-10-4)
 - Farm storage building (Pt. NW 36-50-11-4)
 - Farm workshop (North ½ SE 31-52-9-4)
 - Farm storage building (Pt. NW 36-50-11-4)
 - Farm workshop (NW 33-50-9-4)
- Development permit activity is trending upward, with 27 permits issued year-to-date versus 21 at the same point last year, and construction value increasing from \$3.3 million in 2025 to \$7.4 million in 2026 so far.
- Awarded Phase I ESA (Minburn nuisance ground) to Omni-McCann.
- Received complaints – neighbour dispute in Minburn, dishwasher in Hwy ditch, unsightly properties in Ranfurly (7 open complaints and 6 closed complaints so far this year).

Subdivision Update:

- Received application: file #07-2026

- Endorsed: file #03-2026
- Subdivision applications have increased compared to last year, with 7 applications received to date versus 4 during the same period last year.

Economic Development Update:

- Successful in NRED grant funding for Crossroads – Town of Vegreville is the managing partner

Community Services:

- County's Facebook page surpassed 1,000 followers.
- 12,000 active users on our website with 31,000 page views so far this year.
- "Capture and Contribute" photo contest (winter edition) submissions closed with 18 submissions
- 5 Growing Futures Scholarship applications received

Attachments:

- N/A



ADMINISTRATION REPORTS

Name: Mike Fundytus

Department: Protective Services

Reviewed by: Pat Podoborzny

For Presentation at: May 13, 2026 Council Meeting

From Date: April 17, 2026

To Date: May 6, 2026

Fire Department Update:

Call Type	Date	Details	Station Dispatched
Medical	April 17	County Medical	Mannville
Fire	April 19	Vehicle fire Hwy 631 RR 133	Vegreville
Fire	April 22	Near 51119 RR 64A Power pole on fire	Mannville
MVC	April 23	Hwy 16 RR 111	Innisfree
Alarms	April 23	5027 47 Street false alarm	Mannville
MVC	April 24	MVC Hwy 16 RR 85	Mannville
MVC	April 25	MVC Hwy 16 RR 111	Innisfree
Medical	April 30	Village Medical	Innisfree
Fire	May 1	10527 Hwy 631 Grass Fire	Innisfree/Mannville
Fire	May 2	Hwy 16 RR 133 Grass Fire	Innisfree/Vegreville
Medical	May 3	Village medical	Mannville
Medical	May 3	County Medical	Mannville
Fire	May 5	Twp 500 near RR 120 Semi on fire	Innisfree
MVC	May 5	Hwy 16 RR 120	Innisfree
Medical	May 5	County medical	Innisfree

- Total Fire Responses:
 - Mannville – 7
 - Innisfree – 8
 - Vegreville – 2
- Currently issuing burn permits till May 30,2026
- Current staffing in protective services is 1 FT Director, 1 FT Public Safety Officer, 2 FT Seasonal Firefighter, 31 paid on call firefighters (13 Innisfree Station 18 Mannville station) 1 member on medical leave. 1 new member joined Mannville station. 1 member resigned from Mannville station

- Unit 914 is repaired and back in service
- Conducted hazard reduction burns in Mannville and Innisfree
- Conducted fire inspection at Mannville School
- 2 members attended high performance CPR train the trainer session.

Emergency Management Update:

- Tender closed for emergency management project, funded by the EMPP grant will review with the emergency management partnership and then bring back to council for a recommendation in June.

OH&S Update:

- Seasonal staff orientations are completed.

Bylaw Enforcement:

- Public safety officer completed five inspections for LUB complaints.

RCMP Liaison :

- Nothing to report.



ADMINISTRATION REPORTS

Name: _____ **Department:** _____

Reviewed by:

For Presentation at: _____ **Council Meeting**

From Date: _____ **To Date:** _____

Department Updates:

Department Updates Cont'd.:

Attachments:

Budget and Property

Tax Information



Quick Tips

- Ensure you have received tax notices for all property that is owned.
- When paying online, enter each Tax Roll Number as a separate online payment. **DO NOT use the Owner Number when paying online.**
- To avoid penalties, allow a minimum of 3 days for your financial institution to process your payment.
- To avoid penalties you can also sign up for the County's Tax Installment Payment Plan with monthly automatic withdrawals.
- Pay early and verify all parcels owned are paid in full.
- **Receipts are no longer automatically mailed out. If required, request a tax payment receipt.**



Tax Deadline

November 2, 2026

12% Penalty on current year taxes:
November 3, 2026

Additional 5% Penalty on all arrears:
February 2, 2027

Residential Property Tax

2025 vs. 2026

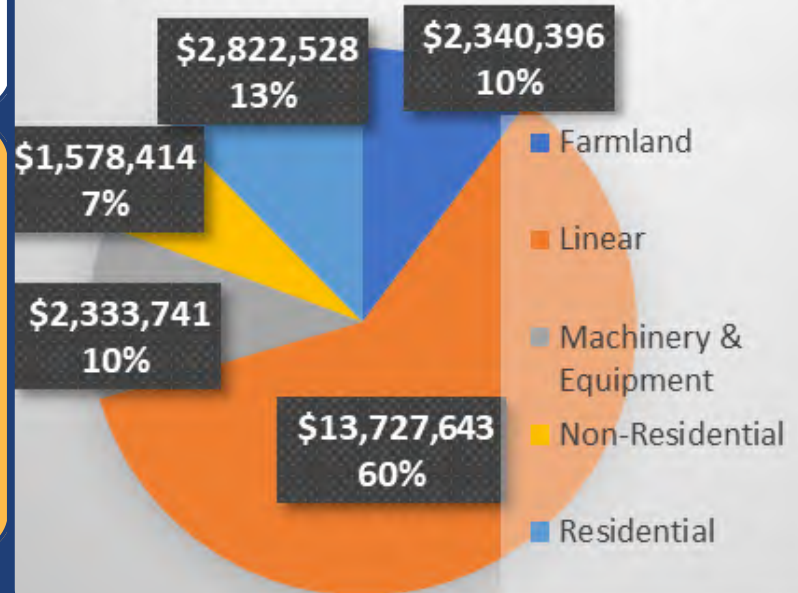
Year	Average Assessment	Property Taxes
2026	\$ 191,191	\$ 1,498
2025	\$ 172,553	\$ 1,340

Increase: \$ 158

Municipal Tax Rates did not change in 2026, while the Education Requisition Tax Rate and the Senior Requisition Tax Rate both increased.

Education Requisition	Seniors Requisition	Municipal Expenditures
\$517	+	\$53
		+
		\$928

2026 Tax Revenue by Assessment Class



Questions?

Questions related to your property taxes, last years financial statements or 2026 County budget?

Contact the
Director of Corporate Services
780-632-2082

Sign up for E-News!



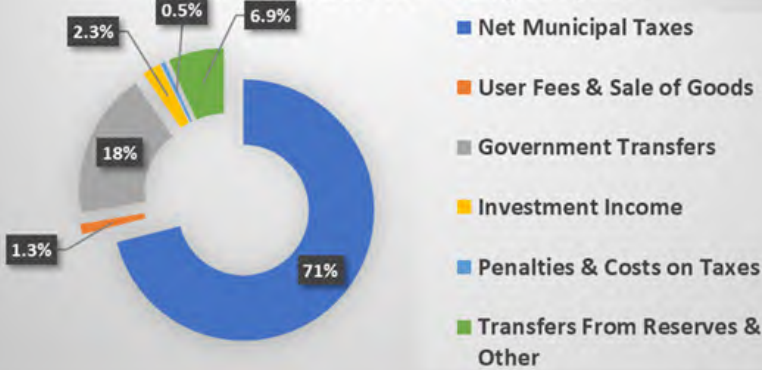
Stay up to date on the latest news and information around the County

Go Paperless

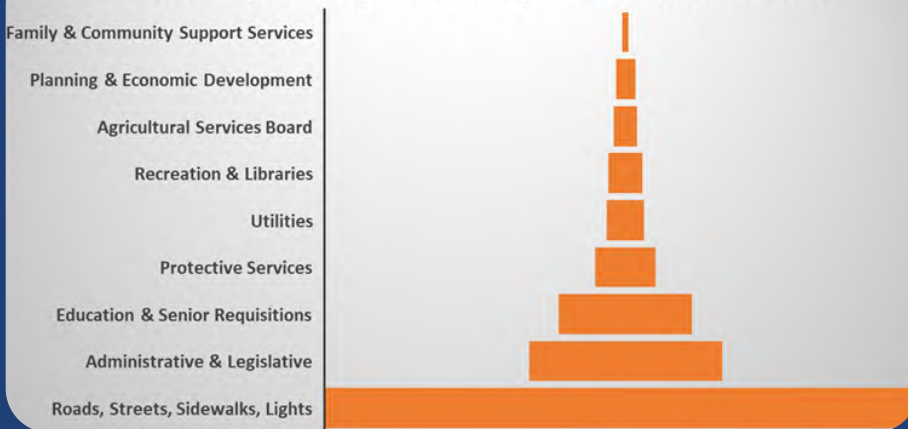
Email taxation at taxation@minburncounty.ab.ca and provide your name and roll number(s) located on your tax notice.

2026 Budget Summary

2026 Budgeted Revenue Sources That Fund Operations - \$27,492,637



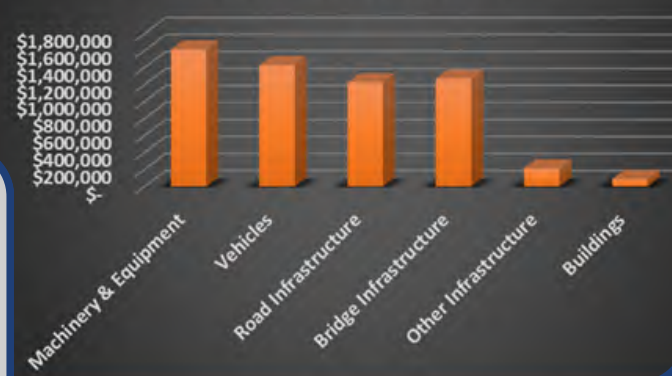
2026 Budgeted Operating Expenses - \$27,492,637



2026 Funding Sources for Capital Projects

Reserves	\$ 1, 448, 292
Grants	\$ 2, 772, 159
General Tax Revenue	\$ 382, 683
Other	\$ 1, 225, 280
Total:	\$ 5, 828, 414

2026 Budgeted Capital Projects Summary \$5,828,414



The County's 2025 Audited Financial Statements are now available to view on the County's website.

Protecting Your Privacy and Your Information

As of June 11, 2025, the Province of Alberta requires municipalities to now follow two new acts:
Access to Information Act (ATIA) *Protection of Privacy Act (POPA)*

How does this apply to you?

1. Personal Information Requests:

These requests pertain to personal information. The municipality **cannot** release personal information to anyone except the person listed on the account about the following:

- Property tax payment information
- Account balances or overdue amounts
- Personal contact or mailing information
- Financial or assessment details about an individual

2. Protection and Privacy:

The County is committed to the safeguarding of all collection, use, and disclosure of your personal information.

Questions or concerns?

Contact our
 Access and Privacy Officer
 780-632-2082 or
info@minburncounty.ab.ca

IMPORTANT NOTICE

Beginning in July 2026, the County of Minburn will transition to a new accounting system. This may change the appearance of your utility bills, tax notices, and online payment details.

Please review messages on your bills, the County website, and social media to ensure payments are processed correctly. Thank you for your understanding and patience during this transition.



County of Minburn No. 27
2026 Statement of Financial Position
As At April 30, 2026

FINANCIAL ASSETS	Apr/2026	Mar/2026	Dec/2025
Cash & Temporary Investments	24,140,967	24,921,385	32,113,622
Receivables			
Taxes & Grants in Place of Taxes Receivable	248,459	302,369	283,210
Due From Governments	232,225	213,397	229,881
Trade & Other Receivables	329,466	457,163	920,524
Long Term Receivables	0	0	130,623
Land Held for Resale	243,009	243,009	243,009
Total Financial Assets:	25,194,126	\$ 26,137,323	\$ 33,920,868
LIABILITIES	Apr/2026	Mar/2026	Dec/2025
Accounts Payable & Accrued Liabilities	5,193,350	5,187,478	8,964,520
Asset Retirement Obligation	3,903,799	3,903,799	3,903,799
Deposit Liabilities	-	-	-
Deferred Revenue	554,602	529,527	471,226
Employee Benefit Obligations	314,403	314,403	317,522
Total Liabilities:	9,966,154	\$ 9,935,207	\$ 13,657,067
Net Financial Assets:	15,227,972	\$ 16,202,116	\$ 20,263,801
NON-FINANCIAL ASSETS	Apr/2026	Mar/2026	Dec/2025
Tangible Capital Assets	39,498,838	39,498,838	39,498,838
Inventory for Consumption	20,963,143	20,965,777	20,879,389
Prepaid Expenses	989	989	286,194
Total Non-Financial Assets:	60,462,970	\$ 60,465,603	\$ 60,664,421
ACCUMULATED SURPLUS:	\$ 75,690,942	\$ 76,667,720	\$ 80,928,222
Difference:	-\$ 5,237,280	-\$ 4,260,503	



County of Minburn No. 27
2026 Revenue & Expenditure Report
For Month Ending April 30, 2026

REVENUE	2026 Current Month	2026 Year-To-Date	2026 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	-	950,797	18,984,421	-5.0%	-1.4%
User Fees & Sale of Goods	36,313	107,311	346,510	31.0%	5.3%
Government Transfers	38,976	21,810	2,818,880	0.8%	1.1%
Investment Income	120,672	12,244	620,000	-2.0%	-22.2%
Penalties & Costs on Taxes	498	117,184	138,850	84.4%	77.8%
Gain on Disposal of Tangible Assets	-	16,600	-	N/A	N/A
Other	37,211	55,414	193,000	28.7%	7.4%
Totals:	\$ 233,670	-\$ 677,923	\$ 23,101,661	-2.9%	-0.9%

EXPENDITURES	2026 Current Month	2026 Year-To-Date	2026 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	199,865	930,937	3,044,480	30.6%	14.8%
Fire Protection & Safety Services	65,061	334,575	2,461,509	13.6%	16.3%
Emergency Dispatch Services	-	-	17,000	0.0%	0.0%
Policing Services	256,696	72,519	303,000	23.9%	-73.7%
Bylaw Enforcement, Health & Safety	5,418	25,696	102,100	25.2%	8.8%
Roads, Streets, Walks, Lights	516,393	2,604,213	19,368,183	13.4%	3.4%
Water Supply & Distribution	7,008	33,272	279,098	11.9%	6.8%
Wastewater Treatment & Disposal	4,108	14,228	105,561	13.5%	6.4%
Waste Management	14,666	116,257	350,047	33.2%	5.2%
Family & Community Support Services	43,668	87,337	174,671	50.0%	25.0%
Cemeteries	1,547	12,025	41,934	28.7%	13.4%
Planning & Economic Services	74,831	188,418	465,750	40.5%	11.8%
Agricultural Services Board	19,776	88,472	609,487	14.5%	5.4%
Recreation & Library Services	1,448	51,409	880,197	5.8%	4.8%
Totals:	\$ 1,210,486	\$ 4,559,357	\$ 28,203,017	16.2%	5.4%

Difference: -\$ 5,237,280

COUNTY OF MINBURN NO. 27
2026 Monthly Progress Report - As at April 30, 2026

Decision Papers - Operating								
<u>Project Name</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>	<u>Budget</u>	<u>Spent</u>	<u>Comments</u>
Front Step Admin Building						\$	36,000	Currently working on pricing and plans.
Admin Bldg. Mechanical & Electrical Study						\$	52,500	\$ 18,324 Project complete, Report with cost estimates received and accepted. Awaiting direction from Council on process to proceed.
Financial ERP System Replacement						\$	200,000	\$ 240,647 User acceptance testing underway, "Go Live" set for June 2026
Automated Development Permitting						\$	12,500	\$ 12,500 Currently in testing phase.
Crossroads Economic Development Alliance						\$	200,000	Town of Vegreville (managing partner) was successful in NRED grant in the amount of \$200,000. County's contribution is \$48,171.65. Tender prep underway.
Crossroads Capacity Building Projects						\$	60,000	\$ 60,000 Work complete
Communications Project/Dev. Package						\$	100,000	\$ 100,000 Developer's pkg complete. Newcomer's welcome pkg/website additions planned to be complete by end of May 2026.
Cemetery Signage for 3 Cemeteries						\$	5,000	Signs have been ordered.

Decision Papers - Capital								
<u>Project Name</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>	<u>Budget</u>	<u>Spent</u>	<u>Comments</u>
Mannville Fire Hall Fencing						\$	65,000	Project awarded to Southridge
Innisfree Fire Training Storage Building						\$	84,900	Offer not accepted, on hold
New Fire Truck - Unit #910 Replacement						\$	275,000	Tender awarded to Fort Gary
New Rapid Response - Unit #915 Replace						\$	165,000	\$ 147,284 Unit complete and in service
Mannville Fire Thermal Camera						\$	9,000	\$ 6,725 Purchase completed
Fire Truck Air Lift Bags						\$	32,000	
Vegreville Fire Truck						\$	80,000	\$ 80,000 Paid January 30, 2026.
Motor Scraper - Refurbishment						\$	679,951	Completed and the machine Delivered to yard
Fleet Truck Replacement						\$	128,625	Fleet truck tender closed, approved by Council and ordered.
Minburn Sidewalk Rehabilitation						\$	22,667	Contractor awarded to Northwind construction to be completed summer 2036
2026 CAT 160 Motor Graders (2)						\$	1,335,000	\$ 1,335,000 Both graders delivered and put into service.
Fuel System Upgrade						\$	107,048	Final quotes being reviewed, results will be brought to Council in June.
Lavoy Hydrant Rehabilitation						\$	125,735	Nikiforruk construction working on the hydrant repairs and rehabilitation
2026 Crushing Program - Coulter Pit						\$	3,000,000	Project starting in May due to the significant runoff and weather issues.
Bridges (TCA BF1762)						\$	413,722	\$ 18,250 Project approved with CORE Energy
Bridges (TCA BF1195)						\$	330,347	Project approved with CORE Energy
Bridges (TCA BF72570)						\$	523,000	\$ 40,195 Tender to be posted by April 10th, results going to the May Council meeting.
Bridges (MTCE BF71897)						\$	179,703	Tender prep underway, results expected at the June Council meeting.
Bridges (MTCE BF81828)						\$	146,000	\$ 6,504 Tender prep underway, results expected at the June Council meeting.
Bridges (MTCE BF1000)						\$	123,000	Tender prep underway, results expected at the June Council meeting.
Bridges (MTCE BF1485)						\$	52,000	Tender prep underway, results expected at the June Council meeting.
Bridges (MTCE BF6554)						\$	521,000	\$ 6,491 Tender prep underway, results expected at the June Council meeting.

Road Maintenance Activities						
<u>Road Projects</u>	<u>20%</u>	<u>40%</u>	<u>60%</u>	<u>80%</u>	<u>100%</u>	<u>Comments</u>
Road Construction						
Gravel Haul Program						
Oiling Projects						
Dust Controls						
Roadside Mowing						
Roadside Brushing						



Lac La Biche County
welcoming by nature.

Office of the Mayor

April 20, 2026

Delivered via email.

Dear Mayor / Reeve:

On behalf of Lac La Biche County, I wish to extend an invitation for your organization to join us at the 2026 Healthier Communities Golf Tournament. This event will be held on Thursday, July 16, 2026, at the Lac La Biche Golf & Country Club.

Along with our partners, Lac La Biche Regional Health Foundation and Portage College, partner to host an annual Healthier Communities Golf Tournament. Last year's 2025 event was successfully sold out, and we raised \$56,000.00 for both organizations to put towards future development of healthcare services and training opportunities in our region.

If you would like to register a team or sponsor the event, you can visit our website [Lac La Biche County - Healthier Communities Golf Tournament](#) for more information on the golf tournament. If you have any questions, please contact the following email address: golf4health@laclabichcounty.com.

We look forward to having you join us on our beautiful Lac La Biche Golf and Country Course!

Sincerely,

Paul Reutov
Mayor, Lac La Biche County

cc: Lac La Biche County Council
Manny Deol, Chief Administrative Officer

HEALTHIER COMMUNITIES GOLF TOURNAMENT



Lac La Biche County
welcoming by nature.



*Caddy for a cause.
Drive for a dream.
Putt for a purpose.*

TOURNAMENT DETAILS

WHEN:

Thursday, July 16, 2026

WHERE:

Lac La Biche Golf and Country Club
10 Provincial Park Road, Lac La Biche County

INCLUDES:

- 18 holes of golf
- Sponsored breakfast, lunch and dinner
- Welcome gift and other activities
- 50/50 for the day!
- Silent auction — donations welcome!

REGISTRATION FEES

	Foursome	Individual	Sponsor Individual	Sponsor Foursome
Early Bird <i>Before April 30</i>	\$1,200	\$300	\$250	\$1,000
Registration <i>After April 30</i>	\$1,400	\$350	\$300	\$1,200

For registration, sponsorships and information:

Call:
780-623-6809

Or email:
golf4health@laclabichecounty.com.



HEALTHIER COMMUNITIES GOLF TOURNAMENT



Name: _____

Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____

Email: _____

SPONSORSHIP PACKAGES

- Ace Sponsor - **\$5,000**
- Eagle Sponsor - **\$2,500**
- Birdie Sponsor - **\$1,000**
- Banquet Sponsor - **\$3,600**
- Welcome Package - **\$2,500**
- Cart Sponsor - **\$2,000**
- Hole-In-One - **\$1,550**
- Advance Hole-In-One - **\$2,000**
- Ball Sponsor - **\$1,750**
- Towel Sponsor - **\$1,750**
- Beverage Cart - **\$1,000**
- Hole Flag Sponsors - **\$350**
- Take A Break - **\$1,000**
- Breakfast Sponsor - **\$1,500**
- Lunch Sponsor - **\$1,500**
- Beverage & Snacks - **\$500**
- Straight Drive - **\$550**
- Long Drive - **\$550**
- Driving Range - **\$500**
- Mulligan - **\$500**
- Scorecard - **\$1,550**
- Chipping Contest - **\$750**
- Registration Table - **\$500**
- Entertainment Sponsor - **\$1,500**

*\$5,000+ - Four free golfers
 \$3,000 to \$4,999 - Two free golfers
 \$2,000 to \$2,999 - One free golfer*

TEAM MEMBER NAMES

1. _____
2. _____
3. _____
4. _____

DIETARY RESTRICTIONS (IF APPLICABLE)

TO REGISTER:

Call 780-623-6809 or email this form to golf4health@lACLabichecounty.com.

RECEIVED

MAY 07 2026

COUNTY OF MINBURN NO. 27

The Royal Canadian Legion

BRANCH No. 39 5037 - 52 AVE. VEGREVILLE, ALBERTA T9C 1M2
PHONE 780-632-3900

May 5, 2026

Roger Konieczny, Reeve
County of Minburn No. 27
Box 550
Vegreville, AB T9C 1R6

Dear Mr. Konieczny:

RE: Invitation - Royal Canadian Legion 100th Anniversary Celebration

On the occasion of the 100th Anniversary of The Royal Canadian Legion in Canada, Branch No. 39 Vegreville is inviting you to come celebrate with us.

We are celebrating on **Friday, July 17, 2026** at the Vegreville Legion with a dinner, short program and a dance.

- Cocktails at 5:30 p.m.
- Dinner at 6:00 p.m.
- Program at 7:15 p.m.
- Entertainment at 8:00 p.m.

We invite you to make a short three minute address to the Legion and the guests during our program.

After the program we will have live music and will be making some draws which we hope all enjoy. If you wish to bring a guest, tickets will be \$45.

Please **RSVP by June 15th** with number of attendees, any food restrictions, and whether you plan to participate in the program to Angela, at 780-208-2300, or our email at RCLBR39@TELUS.NET.

Yours in Comradeship,



Terry Kuzyk, President
Branch 39

COUNCIL MEETING ACTION ITEMS

Action List Item No.	Motion No.	Meeting Date	Description	Percentage Completed	Person Responsible	Date Completed	Notes
2376	2025-031	23-Jan-25	Increase Non-Residential Education Tax rate for 2025 and 2026 years.	100%	Jay	16-Apr-26	Included tax rate deferral adjustment in both 2025 and 2026 tax rate bylaws.
2475	2025-261	15-Oct-25	Enter into agreement for purchase of tax forfeiture property with purchase price including land title fees associated with reviving title, registering a caveat.	100%	Jay	27-Apr-26	Leslie Marshall agreed to terms of arrangement, executed agreement and paid required funds to revive title in his name
2488	2025-319	15-Dec-25	Administration proceed with Fire Agreement Fee Structure negotiations with Villages of Mannville and Innisfree	90%	Mike/CAO		Municipalities have been notified, negotiations to proceed in first quarter of 2026.
2505	2026-019	19-Jan-26	Add BF 72570 bridge-sized culvert replacement work to 2026 year with municipal portion of capital costs to be funded by way of debenture	75%	Norm		Borrowing Bylaw will be advertised starting in February and brought to Council for final reading in April. Tender is posted for BF 72570
2506	2026-023	17-Feb-26	Administration pursue a maintenance-type of agreement for Lots R and P, Blk 2, Plan 2957ET	100%	Jay	01-May-26	Notified previous leasee about process and agreement signed with resident who previously maintained the property.
2513	2026-033	17-Feb-26	Administration prepare tender for sale of Units 333 and 330 following the delivery of two new CAT 160 graders	50%	Norm	10-Mar-26	Tender posted, closing April 3, 2026
2518	2026-047	19-Mar-26	Administration advertise Public Hearing and proceed with 2nd and 3rd Readings of Bylaw	100%	Davin	20-Apr-26	Completed - Bylaw adopted.
2519	2026-048	19-Mar-26	Administration proceed with Phase 1 Environmental Site Assessment for Minburn Landfill	25%	Davin		Project awarded to Omni-McCann. Work to commence in Spring 2026.
2528	2026-058	19-Mar-26	Administration proceed with approved 2026 bridge maintenance projects on BFs 71897, 1000, 1485, 6554, and 81828 with projected costs of 1,031,000, County's share being 917,000, with any exceeding costs funded from Bridge Reserves	20%	Norm	24-Mar-26	Tender to be posted in April
2529	2026-059	19-Mar-26	Postpone draft Investment Policy review to April Council meeting	100%	Jay	16-Apr-26	Policy approved at the April Council meeting
2533	2026-066	19-Mar-26	Administration research Federal Minister of Emergency Management and Community Resilience, and Minister responsible for Prairies Economic Development, Eleanor Olsewski's speech at the RMA Spring Convention and further send a letter to the Federal Minister advocating for funding to ensure continued operation of the Lacombe Research and Development Centre	100%	Office of the CAO	06-May-26	Reached out to RMA to get content of Olsewski's speech and contact information. No reply as of May 6. We previously submitted a letter of concern to Federal Government on the closure of Lacombe Research center on March 24, 2026 and received a reply that the closure will be going ahead.
2534	2026-067	19-Mar-26	Administration proceed with concluding the existing County of Minburn and County of Vermilion River Intermunicipal Collaboration Framework agreement	100%	Office of the CAO	05-May-26	Sent letter to County of Vermilion River , sent letter to Municipal Affairs on May 5, 2026
2535	2026-068	19-Mar-26	Administration arrange a meeting with the CAOs for the Villages of Mannville and Innisfree, along with elected officials appointed to represent their respective municipalities on the M-M-I FCSS Advisory Board	50%	Office of the CAO		Working with CAO's to get a date for all municipalities. Unable to secure a date with the Village of Innisfree.
2539	2026-090	20-Apr-26	Administration proceed with removal of reserve designation from lands within the County now that third reading of Bylaw 1373-26 has been given	50%	Davin		Submitted Reserve Designation cancellation request to Land Titles on April 22.
2540	2026-094	20-Apr-26	Administration update server and website with new Bylaw 1377-26 that establishes an Intermunicipal Subdivision and Development Appeal Board, and remove repealed Bylaw 1366-25 and all amendments	50%	Office of the CAO		Waiting for all municipalities to sign the agreement.
2541	2026-095	20-Apr-26	Administration update the Intermunicipal Subdivision and Development Appeal Board Agreement with Partner Municipalities with the approved changes and forward to participating municipalities for signing	50%	Office of the CAO		Waiting for all municipalities to sign the agreement.
2542	2026-097	20-Apr-26	Process Subdivision File #05-2026	100%	Davin		Completed
2543	2026-098	20-Apr-26	Process Subdivision File #06-2026	100%	Davin		Completed
2544	2026-099	20-Apr-26	Notify applicant of Council's support of a maximum of five beehives permitted on the subject lot as identified in Development Permit #2026-10	100%	Davin		Completed

2545	2026-100	20-Apr-26	Administration proceed with enforcement of the Stop Order in accordance with the MGA, and as discussed at the April 16 COW Meeting closed session	50%	Davin		Working with lawyer to proceed with an injunction application.
2546	2026-101	20-Apr-26	Administration update server and website with new Policy ASB 2011-01 Animal Health Act Response	100%	Office of the CAO	27-Apr-26	Policy was updated on server and webiste.
2547	2026-102	20-Apr-26	Administration notify Core Energy Services Ltd. of their successful tender for BF 01195 for a total project cost of \$660,000 excluding GST and enter into agreement	100%	Norm	20-Apr-26	Tender awarded to Core Energy
2548	2026-103	20-Apr-26	Administration notify Ritchie Bros. of Council's approval to sell Unit 330 (2016 John Deere 872GP) and Unit 333 (2018 John Deere 872GP) to Ritchie Bros. for \$155,000 and \$165,000 respectively, and participation in the 85/15 revenue-sharing arrangement on proceeds exceeding \$343,500	80%	Norm		Richie Bros notified, waiting on final paperwork to be executed.
2549	2026-104	20-Apr-26	Administration remove the application form from Policy ASB 2005-03 - 4H Grant Program Policy and update the server and website	100%	Office of the CAO	27-Apr-26	
2550	2026-106	20-Apr-26	Administration update server and website with new Borrowing Bylaw 1372-26 for construction of local bridge File BF72570	100%	Office of the CAO	20-Apr-26	Completed
2551	2026-107	20-Apr-26	Administration ensure the 2026 operating and capital budgets total \$33,321,050 plus a non-cash operating expense of \$2,068,707 for amortization and accretion expenses related to tangible capital assets and associated retirement obligations	100%	Jay	16-Apr-26	No action needed as the submission included the system generated report, identifying the budgetary amounts listed in the motion
2552	2026-111	20-Apr-26	Administration add approved Tax Rate Bylaw 1375-26 to server and website	100%	Office of the CAO	20-Apr-26	Completed
2553	2026-115	20-Apr-26	Administration to add to the server and website Hamlet of Minburn Special Tax Rate Bylaw 1376-26 that authorizes a special tax be levied to raise revenue to pay for water and sewer services	100%	Office of the CAO	20-Apr-26	Completed
2554	2026-116	20-Apr-26	Administration to cancel municipal property taxes for Vegreville and Innisfree Seed Plants, and Vegreville Golf Assn and Mannville Riverview Golf Course	100%	Jay	01-May-26	Taxes cancelled as per the RFD and shown and dated in the financial system.
2555	2026-117	20-Apr-27	Administration notify Beaver County of Council's resolution to opt out of the Intermunicipal Collaboration Framework Agreement dated February 5, 2020 and that it be concluded	100%	Office of the CAO	05-May-26	Sent letter to Beaver County , sent letter to Municipal Affairs on May 5, 2026
2556	2026-118	20-Apr-27	Administration notify County of Two Hills of Council's resolution to opt out of the Intermunicipal Collaboration Framework Agreement and that it be concluded	100%	Office of the CAO	05-May-26	Sent letter to County of Two Hills , sent letter to Municipal Affairs on May 5, 2026
2557	2026-120	20-Apr-27	Administration prepare a reponse to the Canadian Food Inspection Agency advising that current cow/calving regulations are sufficient as is but agree with more stringent regulations on feedlot operations	100%	Office of the CAO	07-May-26	Letter sent to Chief Veterinary Officer for Canada
2558	2026-125	20-Apr-27	Administration remove Investment Policy AD 1004-01 from the server and website	100%	Office of the CAO	27-Apr-26	Completed
2559	2026-126	20-Apr-27	Administration add new Investment Policy AD 1034-01 to the website and server	100%	Office of the CAO	27-Apr-26	Completed