



AGENDA

August 17, 2026 – County Council Meeting

10:00 a.m.

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
 - 3.1 July 20, 2026 Council Meeting
- 4. Delegations**
- 5. Council Priorities**
- 6. Requests for Decision**
 - 6.1 Minburn Landfill Phase II ESA
 - 6.2 ATCO Electric Utility Within Road Allowance Special Request
 - 6.3 Repeal Policy PDS 7001-01, Rural Broadband
 - 6.4 Subdivision File #09-2026
 - 6.5 Lavoy Homecoming Harvest Funding Request
 - 6.6 2026 Community Centre Grant Funding Program
 - 6.7 2026 Recreation Grant Funding Program
 - 6.8 Mannville and District Agricultural Society Funding Request
 - 6.9 ACE Water Rate Reconsideration Request
 - 6.10 Vegreville Road Rehabilitation
 - 6.11 2027 Capital Equipment
 - 6.12 Motion Following Notice of Motion - Addition of RHPAP Conference as an Approved Council Conference
 - 6.13 Advocacy for Flood Recovery Assistance
- 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 Battle River Watershed Alliance Per Capita Funding Request
 - 8.2 Innisfree Charter School Society re Financial Support Request
 - 8.3 50th Wedding Anniversary Thank You
 - 8.4 Town of Vegreville Request for Rezoning
- 9. Councillor Requests (Information Requests and Notices of Motion)**
 - 9.1 Action Item List
- 10. Closed Session**
 - 10.1 Fire Services Agreement
ATIA Section 26, Disclosure harmful to intergovernmental relations
- 11. Open Session**
- 12. Motions Arising out of the Closed Session**
- 13. Adjournment**



COUNCIL MEETING MINUTES July 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 10:40 a.m.

2. ADOPTION OF AGENDA

2026-177

Moved by: Councillor McCutcheon

THAT the July 20, 2026 regular Council meeting agenda be adopted as amended with the addition of Closed Session item #10.4 Minister's Visit.

Carried

3. CONFIRMATION OF MINUTES

3.1 June 15, 2026 County Council Meeting

2026-178

Moved by: Councillor Nedzielski

THAT the June 15, 2026 regular Council meeting minutes be adopted as presented.

Carried

4. DELEGATIONS

5. COUNCIL PRIORITIES

2026-179

Moved by: Deputy Reeve Kuzio

THAT the Council Priorities be accepted as information.

Carried

6. REQUESTS FOR DECISION

6.1 Subdivision File #08-2026

2026-180

Moved by: Councillor McCutcheon

THAT County Council move to conditionally approve subdivision file #08-2026 per the recommendations of the report.

Carried

6.2 Northern Lights Library System (NLLS) 2027 Levy-Proposed Increase

2026-181

Moved by: Deputy Reeve Kuzio

THAT County Council approve the proposed 1.5% levy increase (\$11.26 per capita) for municipalities without library boards in conjunction with NLLS's 2027 budget approval process.

Carried

6.3 Rail Safety Week Proclamation

2026-182

Moved by: Councillor Nafziger

THAT County Council declare September 21, 2026 to September 27, 2026 Rail Safety Week in the County of Minburn.

Carried

6.4 Draft Policy ASB 2012-01, Agricultural Pest Control

2026-183

Moved by: Councillor Nafziger

THAT County Council approve new Policy ASB 2012-01, Agricultural Pest Control as presented.

Carried

6.5 Yield Sign Installations RR 155 and Twp Road 514, Division 6

2026-184

Moved by: Councillor Ogradnick

THAT County Council approve the installation of Yield signs on Range Road 155 at the intersection of Township Road 514.

Carried

6.6 Alberta Central East (ACE) Water Corporation Water Supply Request

2026-185

Moved by: Deputy Reeve Kuzio

THAT County Council approve the request from Alberta Central East (ACE) Water Corporation to purchase water through the Minburn truck-fill station at a rate of \$6.93 per cubic metre for the duration of the temporary construction project of 5 days, limited to 4 truckloads per day.

Carried

6.7 Municipal Land for Sale Tender - Bid Acceptance

2026-186

Moved by: Councillor Ziegler

THAT County Council accept the bid of \$10,000 for Tax Forfeiture Property described as Block 7, Plan 5450CL in Minburn.

Carried

2026-187

Moved by: Councillor Nedzielski

THAT County Council accept the bid of \$5,500 for Tax Forfeiture Property described as Lot 23, Block 4 Plan 949Q in Lavoy.

Carried

2026-188

Moved by: Deputy Reeve Kuzio

THAT County Council table a decision on the bids for Tax Forfeiture Property described as Lot 13-15, Block 6, Plan 8103S in Ranfurly pending a decision by the province on an existing caveat on title.

Carried

6.8 CAO Bylaw No. 1374-26

2026-189

Moved by: Councillor Nafziger

THAT County Council give second reading to CAO Bylaw No. 1374-26.

Carried

2026-190

Moved by: Councillor Ziegler

THAT County Council give third reading to CAO Bylaw No. 1374-26.

Carried

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

2026-191

Moved by: Councillor Nedzielski

THAT Council accepts the reports as presented.

Carried

Reeve Konieczny recessed the meeting at 11:56 a.m.

Reeve Konieczny reconvened the meeting at 12:04 p.m.

8. CORRESPONDENCE AND INFORMATION ITEMS

- 8.1 Canadian Food Inspection Agency re Livestock Traceability
- 8.2 Meeting Request with Minister Williams - RMA Fall Convention 2026
- 8.3 Vegreville Wildlife Foundation (VWF) Thank You
- 8.4 Ranfurly & District Recreation & Agricultural Society re Sponsorship
- 8.5 Gegolick re Landfill Road Safety Concern
- 8.6 National Police Federation re Call to Action

2026-192

Moved by: Councillor Nafziger

THAT Council accept the correspondence as information.

Carried

9 COUNCILLOR REQUESTS (Information Requests and Notices of Motion)

- 9.1 Action Item List

2026-193

Moved by: Councillor Nedzielski

THAT Council accept the Action Item List as information.

Carried

- 9.2 Notice of Motion
Deputy Reeve Kuzio - RHPAP Conference

10 CLOSED SESSION

2026-194

Moved by: Councillor Ogrodnick

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 and Section 19,

Disclosure harmful to business interests of a third party at 12:18 p.m.

Carried

- 10.1 Minister's Visit
ATIA Section 29, Advice from Officials

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization
Norm De Wet	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

- 10.2 BF 72570 Bridge Replacement Funding
ATIA Section 29, Advice from Officials

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization
Norm De Wet	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

Norm De Wet left the meeting at 12:39 p.m.

- 10.3 2026-2028 Auditing Services
ATIA Section 29, Advice from Officials

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

Jason Warawa left the meeting at 12:42 p.m.

Davin Gegolick returned to the meeting at 12:42 p.m.

- 10.4 Viking Health Foundation
ATIA Section 19, Disclosure harmful to business interests of a third party

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization
Davin Gegolick	Strategic Leader of the Organization

11 OPEN SESSION

2026-195

Moved by: Councillor Nafziger

THAT County Council move to revert to Open Session at 1:08 p.m.

Carried

12 MOTIONS ARISING OUT OF THE CLOSED SESSION

- 12.1 BF 72579 Bridge Replacement Funding

2026-196

Moved by: Councillor Nafziger

THAT County Council direct Administration to fund the municipal contribution for the Bridge File 72570 replacement project from Bridge Reserves rather than through a debenture

Carried

- 12.2 2026-2028 Auditing Services

2026-197

Moved by: Deputy Reeve Kuzio

THAT County Council award the 2026-2028 Auditing Services contract to Wilde Advisory Group.

Carried

13 Adjournment

Reeve Konieczny declared the meeting adjourned at 1:14 p.m.

Reeve

Chief Administrative Officer

STRATEGIC PRIORITIES CHART (August 2026)

COUNCIL PRIORITIES

NOW

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

TIMELINE

September 2026
August 2026
October 2026

NEXT

- ADMINISTRATION BUILDING UPGRADES – September 2026
- Contracted Service Delivery Review – December 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. Privacy Management Program Implementation – October 2026
2. Policy and Bylaw Review – October 2026
3. **STRATEGIC PLAN – September 2026**
4. Non-profit and Society Agreement Review- October 2026
5. Town of Vegreville Recreation & Waste Agreements – October 2026
6. RMA District 5 Meeting - September 2026

CORPORATE SERVICES

1. **ERP CONVERSION PROJECT – December 2026**
2. Privacy Impact Assessment ERP – October 2026
3. Job Description/Hire Corporate Services Position – November 2026
4. Update Procurement Policy – January 2027
5. Update HR Handbook – October 2026
6. Preliminary Budget 2027 – November 2026
7. Sharepoint Evaluation & Road Map Project – September 2026

Planning and Community Services

1. **Automated DP Permitting Implementation – September 2026**
2. Update Social Media and Communications Policy – September 2026
3. Vegreville FCSS Funding Agreement – September 2026
4. New Cemetery Signage – October 2026
5. New Business Recognition – November 2026
6. County Support Signage at Community Halls/Rec Centers – June 2027
7. Crossroads Regional Investment Readiness Project – June 2027

Protective Services

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

OPERATIONS

1. Operations Shop Concept Investigation –needs strategic plan from Council
2. Project Implementation (Construction, bridges, oiling, gravel, and dust abatement)
3. Admin Building – Asset renewal: ongoing
4. Equipment Planning – August 2026
5. Draft Bylaw – Unauthorized use of County lands – September 2026
6. Shoulder Pull Information – September 2026

AGRICULTURE & UTILITIES

1. Circular Materials – October 2026
2. Summer Project rollout – August 2026
3. Lavoy Lagoon – Vegetation Removal – October 2026
4. Roadside Mowing – August 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



Omni-McCann

Phase I Environmental Site Assessment

Plan 5225E0, Minburn, Alberta

Produced for:
County of Minburn

Produced by:
Omni-McCann Inc.

Reference Number:
0307-0101

Date:
June 22, 2026

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Geoscience | Engineering | Environment



EXECUTIVE SUMMARY

IMPORTANT: *This executive summary provides an overview of the main findings of the study to which it pertains. This executive summary does not provide a comprehensive report, and its review should not be considered a substitute for reading the report in its entirety.*

Omni-McCann Inc. (Omni-McCann) was retained by the County of Minburn (the ‘County’) to conduct a Phase I Environmental Site Assessment (ESA) of the property legally described as Plan 5225E0 in Minburn, Alberta (herein referred to as the ‘site’).

The Phase I ESA was carried out in general accordance with the practices identified in the Canadian Standards Association (CSA) Standard Z768-01: *Phase I Environmental Site Assessment* (CSA, R2022). It was reported to Omni-McCann that the objective of the Phase I ESA request was to support a potential variance application for subdivisions and developments setback requirements near landfills. In consideration of this objective, the Phase I ESA was completed with the objective of confirming or refuting the historical presence of a possible former landfill/ waste disposal ground at the site.

The results of the Phase I ESA have returned evidence of the site having operated as a landfill for approximately 40 years before being reclaimed sometime between 1986 and 1991. As part of these operations, the landfilling appears to have occurred at the site and on the adjoining lands to the north (SW-14-50-10-W4M).

Given the observed landfilling occurred within 300 m of the proposed development, it is recommended that a Phase II ESA be carried out to confirm whether the site has been impacted by landfilling activities, and whether there is a potential risk presented to the proposed development.

Through a review of supplemental land titles, Omni-McCann has confirmed that the lands to the north of the site are also owned by the County (via the village of Minburn). It is recommended that these properties be included in the scope of work for the Phase II ESA.



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Appendix A: Figures

Appendix B: Site Photographs

Appendix C: Title Search Results Summary

Appendix D: ERIS Report



1 INTRODUCTION

Omni-McCann Inc. (Omni-McCann) was retained by the County of Minburn (the ‘County’) to conduct a Phase I Environmental Site Assessment (ESA) of the property located at plan 5225E0 in the hamlet of Minburn, Alberta (herein referred to as the ‘site’). The site location is shown in **Figure 1** of **Appendix A**.

It was reported to Omni-McCann that the Phase I ESA was required to support a potential variance application relating to a proposed subdivision within 300 m of the site, as required under the *Guideline for Setback Reviews [Waste Facility]* (GoA, 2022).

1.1 SITE DESCRIPTION

The site is located in the southeast corner of the hamlet of Minburn and is legally described as *Plan 5225E0 (Legal Description SW-14-50-10W4M)*. Consisting of a narrow driveway connecting to Railway Avenue to the north, the majority of the site is a vacant, rectangular area at the far south end of the driveway. This vacant land is generally described as having a cleared area used as part of an agricultural field on the east, and a tree-covered area in the west.

At the time of the site visit, the site was unoccupied.

1.2 OBJECTIVES

The objective of the Phase I ESA was to confirm or refute the possibility of historical landfilling/waste disposal operations at the site.

To fulfill the objective, the scope of work consisted of the following activities:

- Historical records review;
- Site visit;
- Interviews of/ information from persons knowledgeable of the site;
- Reviewing and technically assessing the information collected; and,
- Preparing this Phase I ESA report.

The scope of the Phase I ESA is only sufficient in identifying sources of actual or potential site contamination that are obvious from a visual examination of surface features or from other available sources of information. No soil, water, liquid, biological (including mould), gas, product or chemical sampling and analysis were carried out as part of this Phase I ESA. Omni-McCann did not



conduct a health and safety, engineering, or structural evaluation of the site as part of the scope of work.



2 METHODOLOGY

The Phase I ESA was conducted following the Canadian Standards Association (CSA) Standard Z768-01: *Phase I Environmental Site Assessment* (CSA, R2022). This section describes the methods used to conduct the historical records review, site visit, and interview activities.

2.1 HISTORICAL RECORDS REVIEW

The historical records review consisted of requesting and reviewing the information available from the government, public, and other agencies, or parties. Information was requested from the following sources and included in the Phase I ESA where available at the time of reporting:

Agencies

- County of Minburn, via the interactive mapping and provided documents;
- Alberta Aerial Photographic Record System (AAPL);
- Alberta Water Well Information Database (online);
- Alberta Environment and Protected Areas (AEPA) through ERIS Environmental Database search (ERIS) and Access to Information Requests.

Information Source Documents and Publications

- ERIS Environmental Databases – includes federal, provincial, and private databases;
- Land Titles; and,
- Google Earth – Satellite Photography.

Geological and Topographical Information

The following geological mapping resources were reviewed to obtain a general understanding of the regional geological setting:

- Alberta Water Well Information Database (online);
- Alberta Geological Survey, Bedrock Geology of Alberta, Map 600, 2013, 1:1,000,000;
- Alberta Geological Survey, Surficial Geology of Alberta, Map 601, 2013, 1:1,000,000.

Topographic information was obtained from the Atlas of Canada - Toporama; Natural Resources Canada; accessed May 19, 2026.



2.2 SITE VISIT

A site visit was conducted on May 13, 2026, by Andrew Schietzsch of Omni-McCann. Activities conducted during the site visit included:

- Observations of the property, exteriors of structures, and any accessible building interiors (if present); and,
- Observations of the properties adjacent to the site to assess land use, as visible from the site and publicly accessible adjoining lands.

Photographs taken in support of the site visit are included in **Appendix B**.

2.3 INTERVIEWS

Omni-McCann requested that the County identify the person(s) thought to be most knowledgeable of the history and operations of the subject property and adjacent lands.

Omni-McCann interviewed Davin Gegolick, Director of Planning and Community Services for the County (herein referred to as the 'site representative') as part of the Phase I ESA. It was reported to Omni-McCann that the site representative recently discovered the County inherited the site from the former village of Minburn in 2015. The interview was conducted on May 8, 2026, a week prior to the site visit.

Commentary from the site representative has been included throughout the report, as applicable.



3 RESULTS OF RECORD REVIEW

3.1 REGIONAL GEOLOGY AND TOPOGRAPHY

Information from the geological resources referenced in Section 2.1 suggested the following:

- Bedrock underlying the site is part of the Lower Belly River Group, formed during the Upper Cretaceous Period. This formation is comprised of very fine to medium-grained buff weathering sandstone; and, local coal and bentonite.
- Surficial soils at the site are identified as glaciolacustrine deposits consisting of fine sand, silt, and clay.
- The site is expected to be present at an elevation of approximately 645 m above sea level (masl). Regional topography tends to be relatively flat-lying with a regional slope toward the north, the closest water body is Birch Creek, located approximately 240 m north of the northern-most part of the site and 585 m north of the main area of the site.

3.2 CHAIN-OF-TITLE SEARCH

Omni-McCann reviewed the current and historical land titles for the site dating back to the mid-1940s, which predates the development of the site and surrounding area. The legal description of the site is *Plan 5225 Ext. 0 (Title Number RDS9839)*. The chain of title search indicated that the Village of Minburn has owned the site October 1932.

The site representative stated that the County of Minburn has taken control of the site since the Village of Minburn was unincorporated in 2015.

As part of the land title review, it was noted that a caveat had previously been placed upon the property in 1987 by Alberta Environment. An agreement was met in 1989 under section 7 of the Land Surface Conservation and Reclamation Act. The caveat was subsequently discharged in 2001.

Reviewed land titles are provided in **Appendix C** for reference.

3.3 ZONING

The site is zoned as “Hamlet Residential” (Minburn, 2026), as are the lands to the north and east. Lands to the south and east are zoned as “Agricultural.” Zoning records indicate that the site is subdivided as “Nuisance Ground.”



According to the site representative, the area approximately 300 m northwest of the site has been recently subdivided into residential plots, and the rest of the area in the vicinity of the site will be converted to a natural area.

3.4 HISTORICAL PHOTOS

Three historical site photos from a 1985 report by Associated Engineering Alberta Ltd. (AESL, 1985) were provided to Omni-McCann for review. The following salient information is provided for consideration following review of the photos:

- Waste disposal activities are noted on the site and extending off-site to the north.
- The Area of waste disposal appears to be accessed via an earthen trail extending towards Minburn, visible to the northwest.
- A photo of the waste disposal trench shows mixed MSW, construction debris, and various drums and buckets.
- Stockpiles of earthen material and concrete are visible

3.5 AERIAL PHOTOS

Aerial photos and satellite imagery were reviewed for select years between 1978 and 2023. The results of the aerial photograph review are presented in **Table 1** below. Copies of the aerial photos are included in **Figures 3** through **12 (Appendix A)**.

Table 1. Summary of Aerial Photos

Year	Source & Scale	Observations
1949	NAPL 1:20,000	• There is a road leading to the site from the northwest. The road appears to be gravel or dirt. • The western areas of the site are treed and appear undeveloped, with white “spots” visible throughout the eastern portion of the site, suspected of being from tree clearing.
1959	NAPL 1:40,000	• The white spots are still visible, but less prominent. • There is a small suspected trench present north of the main area of the site and west of the access road.
1972	APRS 1:24,000	• The previously cleared areas of the site appear to be overgrown and partially revegetated. • A suspected waste disposal trench is observed southwest of the trench noted in the 1959 aerial photo, which appears to have been reclaimed.



Table 1. Summary of Aerial Photos

Year	Source & Scale	Observations
		A residence is observed northeast of the site in the same general location as present-day.
1978	APRS 1:25,000	- The site appears generally similar to the 1972 aerial photo. - A suspected waste disposal trench is observed west of the trench noted in the 1972 aerial photo, which appears to have been reclaimed. - Additional outbuildings have been added to the residence northeast of the site.
1982	APRS 1:10,000	- A suspected waste disposal trench is observed southeast of the trench noted in the 1978 aerial photo, which appears to have been reclaimed. The trench slightly encroaches onto the site in the northeast corner of the main area of the site. - The roadway accessing the site has been more established, with a visible turnaround noted in the east-central area of the site, with stockpiles of soils noted in the central area of the site.
1986	APRS 1:5,000	- Waste disposal activities appear to have further encroached onto the site, and appear to have converted from a trench to an area fill-type of waste placement in the east-central area of the site. - Areas to the east and south of the waste disposal area may have been subject to a recent grass fire as the ground appears charred. - Various stockpiles of unidentifiable materials are present west of the access road on the parcel north of the site.
1991	APRS 1:20,000	The site and the lands to the north appear to be a single, vacant field with no evidence of active waste disposal or storage activities noted.
1997	APRS 1:20,000	The site and surrounding areas appear generally similar to the 1991 aerial photo.
2007	APRS 1:20,000	The site and surrounding areas appear generally similar to the 1997 aerial photo.
April 2012	Google Earth Variable Scale	The site and surrounding areas appear generally similar to the 2007 aerial photo.
October 2023	Google Earth Variable Scale	The site and surrounding areas appear generally similar to the 2012 Google Earth image.



Based on the aerial photos and satellite imagery, the site was utilized for landfilling purposes for a relatively limited amount of time (1982 – 1986), however the lands north of the site were functioning as a landfill or waste disposal ground from at least 1959 through to the 1986. Landfilling activities at both the site and the property to the north appear to have fully ceased by 1991 with the properties being reclaimed.

3.6 FIRE INSURANCE PLANS (FIPS)

No FIPs exist for the site or surrounding properties.

3.7 PREVIOUS ENVIRONMENTAL REPORTS

Two environmental reports on the site were presented by the site representative. Salient information from these reports is provided below. It should be noted that based on the content of the reports, they are suspected of having applied to both the site and the lands to the north, with waste disposal-related activities occurring on both.

Associated evaluated 167 waste disposal sites in Alberta with respect to their potential to adversely affect the environment, including the Minburn Landfill, located in SW-14-50-10-W4M (AESL, 1985). Associated gave the Minburn landfill a priority score of 105 out of a maximum of 245, which resulted in the landfill being classified as a Class 1 Landfill (highest risk for adverse affect). Associated indicated the primary drivers of this are because the soil is sandy beneath the landfill, and the landfill was close to the village of Minburn whose residents depend on shallow wells (<10 m depth) for their water supply.

Based on the Associated report, Alberta Environment did a series of investigations at the Class 1 priority landfills (AEP, 1986), including the Minburn landfill. A summary of findings from the report:

- There is an open landfill trench in the southeast corner of the undeveloped area which primarily received domestic waste.
- Seven testholes, six monitoring wells, and one piezometer were drilled in the undeveloped area around the landfill.
- Subsurface investigation reveals fine- to medium-grained sands at surface followed by clay till, with the sand being between 3.5 and over 9 m thick.
- Depth to water was measured between 4 and 7 m below ground surface (bgs).
- Groundwater flow was interpreted to be towards the north-northwest with a hydraulic gradient of 0.06.
- Hydraulic conductivity was estimated to between 10^{-7} m/s and 10^{-5} m/s.



- Groundwater sampling suggests that the background groundwater chemistry is classified as calcium/magnesium bicarbonate with a TDS (total dissolved solids) concentration of less than 300 mg/L.
- Some suspected leachate contamination was noted in the downgradient wells, with the water being “slightly more mineralized”, including at Well W407, located nearest the active waste disposal area where elevated general several indicators of groundwater quality parameters were elevated above the applied Canadian Drinking Water Standards.
- The report concluded that the landfill had had minimal impact on the shallow water quality. It was recommended that the landfill no longer be used for waste disposal. It was also recommended that the site be downgraded to lower priority because little groundwater contamination had occurred.

3.8 COUNTY RECORDS

In addition to the above reports, Omni-McCann was provided with several historical records related to the site, including the following:

- A 1974 “Health Card” indicating that the landfill had a total area of 2.8 acres, with 1.4 acres completed in SW-14-50-10-W4M. No permit number was listed.
- A response to the MacLaren Plansearch 1982 report, which indicated the following:
 - The landfill was active and operated as a modified landfill
 - The landfill was suspected of opening in 1932
 - Soil was classified as sand and gravel
 - The village was looking for another site as the landfill was reportedly extensively used by rural people

3.9 ENVIRONMENTAL RISK INFORMATION SERVICES (ERIS)

ERIS was contracted to conduct a search of the federal and provincial government and private environmental databases pertaining to the site and surrounding properties. A copy of the report obtained from ERIS is included in **Appendix D**.

The ERIS search returned no records linked to the site. The search included properties located within a 250 m radius of the site, which resulted in one off-site record which was a Water Well Information Database (WWID) record northeast of the site with well ID 287662. This well is located on the farm to the east of the site. The following relevant information on the well is provided:

- Total depth: 75'



- Screen interval: 56 to 66'
- Installation date: 1996
- Lithology: predominantly sand

Following a review of the plottable and unplotable off-site records, no evidence of landfilling activities at the site were returned as part of the ERIS report.

3.10 GOVERNMENT OF ALBERTA WATER WELL DATABASE

A review of the Alberta Water Well Database did not return any records linked to the site; however, a total of three well records were returned within the same quarter section as the site (SW-14-50-10W4M) with the following details outlined in **Table 2** below.

Table 2. Summary of the Well Records

Well Name	Well ID	Install Date	Depth (ft)	Intake (ft)	Water/ Well Use	Lithology
Agri Society	251083	1986	32	26-32	Domestic Withdrawal	Sand, 1-32'
Town of Minburn	1490062	2003	13	17-44	Other	Sand, 0-40' Clay, 40-43' Sandstone 43-44'
Dani Chudak	1490783	2018	12	33-40	Domestic Withdrawal	Sand, 0-38' Sand & Clay, 38-40'

The presence of these wells near the site is considered an environmental concern given their relatively shallow depth and proximity to a suspected former landfill.



4 RESULTS OF SITE VISIT

Andrew Schietzsch of Omni-McCann visited the site on May 13, 2026, with the objective of visually assessing the site and publicly accessible areas of the adjacent properties.

Photographs taken in support of the site visit are included in **Appendix B**.

4.1 GENERAL SITE DESCRIPTION

The site is located in the southeast corner of the Hamlet of Minburn. At the time of the site visit, the site was vacant with no structured usage. The western portion of the site was observed to be tree-covered, with the remainder being grassed. Two monitoring wells were observed on-site at the time of the site visit, located in the west tree line and another in the north tree line.

The location and details of the site and surrounding areas are shown in **Figure 2 of Appendix A**.

4.2 SITE STRUCTURES

The site is undeveloped with no evidence of site structures present. The site representative indicated that they were unaware of any previous structures at the site.

4.3 SITE OPERATIONS

4.3.1 CURRENT SITE OPERATIONS

The site is currently unoccupied with no structured usages.

4.3.2 HISTORICAL SITE OPERATIONS

The site was reportedly operated by the village of Minburn as a landfill until sometime in the 1980s. The site representative was unaware of when landfilling activities commenced at the time. These reports generally align with the records reviewed.

4.4 ADJACENT PROPERTIES

The areas surrounding the site are generally described as being vacant and undeveloped with the exception of a farm and residence to the east (address of 10115 Minburn Road). The remainder of surrounding areas are either utilized as agricultural fields or tree covered.



Further from the site, Highway 16 is noted approximately 200 m south of the site and an acreage in the southwest corner of Minburn is present approximately 200 m to the northwest. A baseball diamond is present approximately 220 m to the north.

4.5 TOPOGRAPHY, GEOLOGIC, AND HYDROGEOLOGY SETTING

The site was observed to have an overall slight grading to the north. No evidence of native soil, bedrock or the local water table was observed during the site visit; however, several overgrown stockpiles of material were noted throughout the property.

4.6 SPECIAL ATTENTION SUBSTANCES

CSA Standard Z768-01 identifies five special attention substances for which the potential presence must be assessed during a Phase I ESA:

- Polychlorinated biphenyls (PCBs);
- Asbestos containing materials (ACMs);
- Lead;
- Ozone depleting substances (ODSs); and,
- Urea foam formaldehyde insulation (UFFI).

As the site was vacant at the time of the site visit, no site structures were observed which may contain these special attention substances. There is the potential that one or more of these substances may have been disposed of in trenches at the site.

4.7 CHEMICAL USE AND STORAGE

No evidence of chemical use or storage was noted during the site visit or reported by the site representative.

4.8 DRAINS AND SUMPS

No evidence of drainage or sumps was observed on-site during the site visit, nor was the site representative aware of any.



4.9 STORAGE TANKS AND CONTAINERS

No storage tanks or containers were observed on the site at the time of the site visit, nor was the site representative aware of any historical storage tanks or containers on or near the site.

4.10 SPILLS AND RELEASES

No evidence of significant chemical spills, leaks, or unintentional release of chemicals was observed at the site or surrounding properties at the time of the site visit or reported by the site representative.

4.11 GENERAL UTILITY SERVICES

The site is currently unserved with no known or reported historical utility services present at the site and no future plans for servicing.

4.12 POTABLE WATER SUPPLY

There is no potable water supply on site. Potable water for the surrounding properties is expected to be sourced from domestic water supply wells.

4.13 WATER SUPPLY WELLS

No water supply wells are observed on or near the site at the time of the site visit or reported by the site representative.

4.14 WATERCOURSES, DITCH, OR STANDING WATER

No water courses, ditches, or significant standing water were observed on or directly adjacent to the site during the site visit.

4.15 SOLID WASTE GENERATION, STORAGE AND DISPOSAL

The site representative indicated that the former village of Minburn used the site and lands to the north as a landfill/ waste disposal ground for some period of time, ending in approximately the 1980s.



No evidence of historical waste disposal activities was noted at the time of the site visit, with the exception of a small depression in the land surface close to where the site representative stated the former waste disposal trench was located.

4.16 AIR EMISSION

No operations or odours were observed on-site that would suggest significant air emissions to the surrounding environment.

4.17 SITE APPEARANCE

Overall, the site appeared to be in good condition with no obvious sign of impacts, staining, or distressed vegetation were noted.



5 RESULTS OF THE INTERVIEW

As noted in Section 2.3, Omni-McCann interviewed Davin Gegolick, Director of Planning and community Services at the County as part of this Phase I ESA. The interview was conducted on May 8 2026, a week prior to the site visit. Commentary from the site representative has been included where applicable throughout the previous sections of the report.



6 PHASE I EVALUATION

The results of the Phase I ESA have confirmed that waste disposal activities were occurring on and near the site from at least 1959 until 1986 based on reviewed aerial photos and historical records. As part of these activities, the majority of waste disposal activities appear to have occurred off-site, on the lands immediately to the north (SW-14-50-10-W4M). A summary of waste disposal trenches observed in historical aerial photos is provided in **Figure 13 (Appendix A)**. Based on the air photo records it is confirmed that former landfill activities are within a 300 m radius of the new development planned for the hamlet of Minburn.

Reviewed records indicate that the site was reclaimed sometime prior to 1991 as aerial photos from that time show the site as being flat, vegetated, and undisturbed. Groundwater at the site was assessed prior to closure (AEP, 1986), which returned some elevated concentrations of general water quality indicators in several downgradient monitoring wells. No post-reclamation assessment or monitoring is known to have occurred.

In consideration of the above, and the proximity of proposed developments, a Phase II ESA would be required to confirm whether a setback variance could be applied with respect to the proposed subdivision to the north.



7 CONCLUSIONS AND RECOMMENDATIONS

The results of the Phase I ESA have returned evidence that the site was utilized as a landfill beginning in approximately 1959 and continuing until sometime between 1986 and 1991 at which point it was reclaimed. At the time of an investigation in 1986, groundwater was not significantly impacted; however, follow-up monitoring and investigations were not completed.

It is recommended that a Phase II ESA be carried out at the site to confirm whether the site has been impacted by historical landfilling activities and to support a potential variance application to reduce the setback requirements for the landfill, subject to those findings.

Through a review of supplemental land titles, Omni-McCann has confirmed that the lands to the north of the site are also owned by the County (via the village of Minburn). It is recommended that these properties be included in the scope of work for the Phase II ESA.



8 QUALIFICATIONS OF ASSESSORS

This Phase I ESA was conducted by Andrew Schietzsch, M.Sc. P.Geo, under the direction of Grant Barker, B.Sc., P.Geo.

Andrew Schietzsch is a Professional Geoscientist licensed through the Association of Professional Engineers and Geoscientists of Alberta (APEGA). Andrew is a graduate of the University of Waterloo with a Master of Science in Earth and Environmental Sciences. Andrew provides technical project support at Omni-McCann, co-ordinating and executing field work, managing/analyzing data, drafting, and reporting, and has worked on numerous residential, commercial, and industrial sites throughout Western Canada.

Grant Barker is a Professional Geoscientist licensed with the Association of Professional Engineers & Geoscientists of Alberta (APEGA), Northwest Territories and Nunavut Association of Professional Engineers and Geoscientists (NAPEG), Association of Professional Engineers & Geoscientists of Saskatchewan (APEGS), and the Association of Professional Geoscientists of Ontario (PGO). As both a project manager and technical advisor. Grant is President of Omni-McCann and has over a decade of experience in writing and carrying out contaminated site assessment and remediation programs and supporting the environmental compliance process for greenfield and brownfield industrial sites across Canada.



9 LIMITATIONS

This report was prepared exclusively for the purposes, project, and site locations outlined in the report. The report is based on information provided to, or obtained by Omni-McCann, as indicated in the report, and applies solely to site conditions existing at the time of the site investigation. Although a reasonable investigation was conducted by Omni-McCann, Omni-McCann's investigation was by no means exhaustive and cannot be construed as a certification of the absence of any contaminants from the site. Rather, Omni-McCann's report represents a reasonable review of available information within an established work scope, schedule, and budget. It is therefore possible that currently unrecognized contamination or potentially hazardous materials may exist at the site, and the levels of contamination or hazardous materials may vary across the site. Further review and updating of the report may be required as local and site conditions, and the regulatory and planning frameworks, change over time.

This report was prepared by Omni-McCann for the benefit of the County of Minburn. The material in it reflects Omni-McCann's judgment in light of the information available to it at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions made based on it, are the responsibilities of such third parties. Omni-McCann accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

Respectfully Submitted,
Omni-McCann Inc.

DRAFT

Andrew Schietzsch, M.Sc., P. Geo.

DRAFT

Grant Barker, B.Sc., P. Geo.



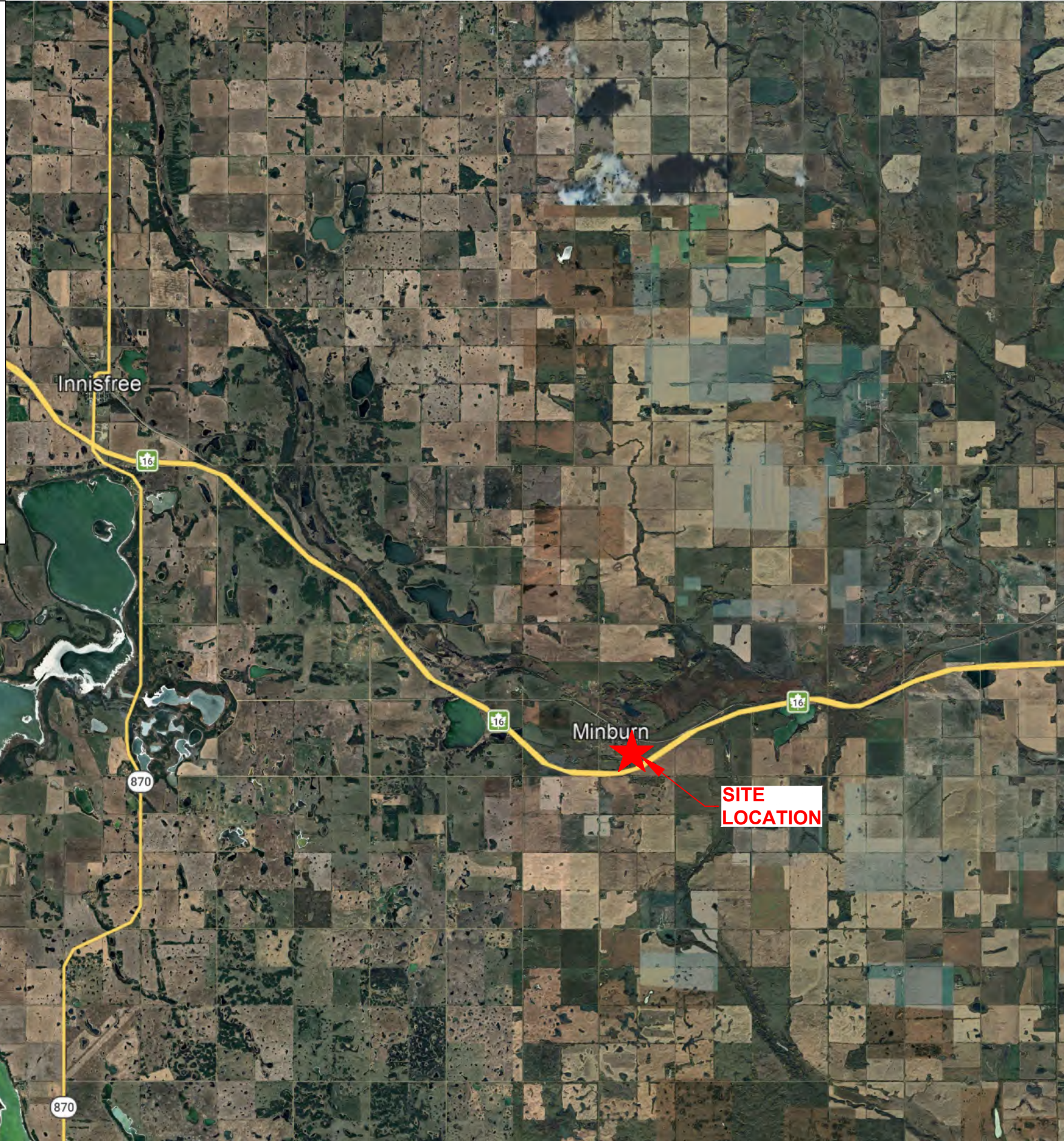
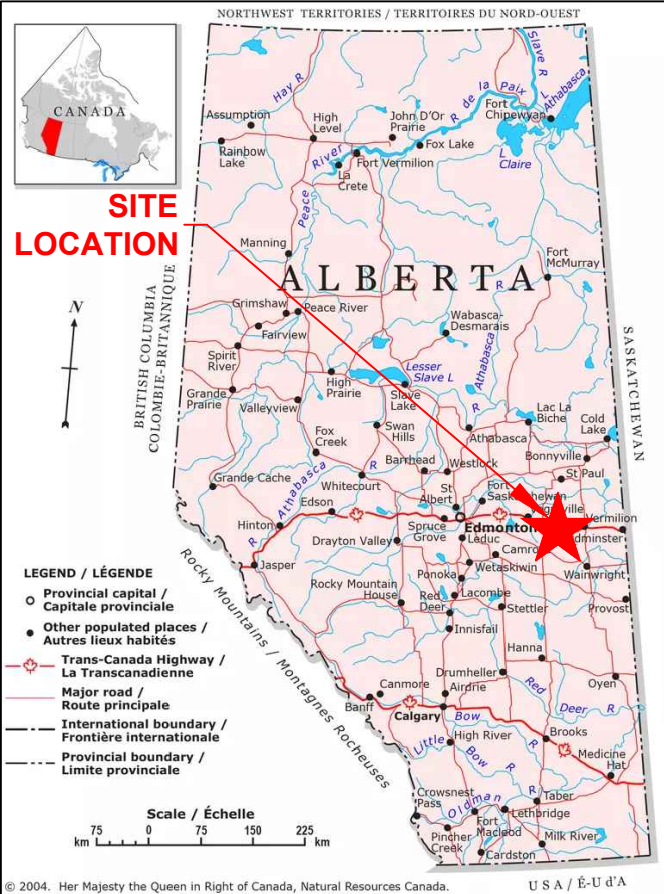
10 REFERENCES

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APPENDIX A

Figures



COUNTY OF MINBURN

PROJECT NO. 0307-0101

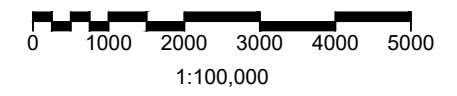
SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL SITE ASSESSMENT

JUNE, 2026



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SITE LOCATION

FIGURE 1
SITE LOCATION



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

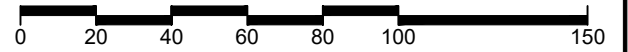
SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL SITE ASSESSMENT

JUNE, 2026



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SITE BOUNDARY

MW
OBSERVED MONITORING WELL
LOCATION

300m SETBACK FROM
PROPOSED RESIDENCES

FIGURE 2
SITE PLAN



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

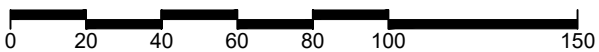
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PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



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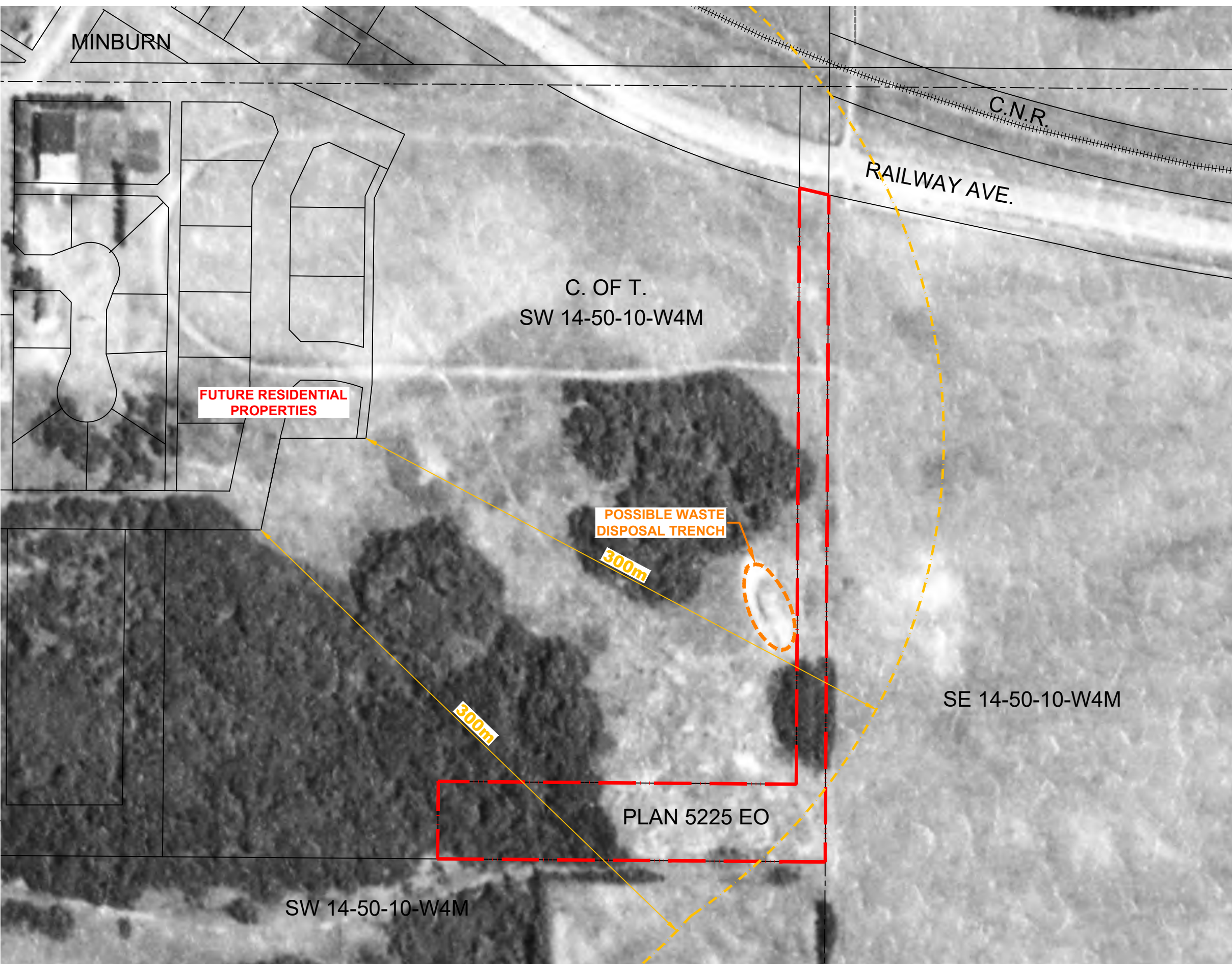
-  SITE BOUNDARY
-  300m SETBACK FROM PROPOSED RESIDENCES

FIGURE 3
HISTORICAL AIR PHOTO-1949



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

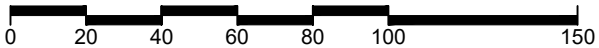
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PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



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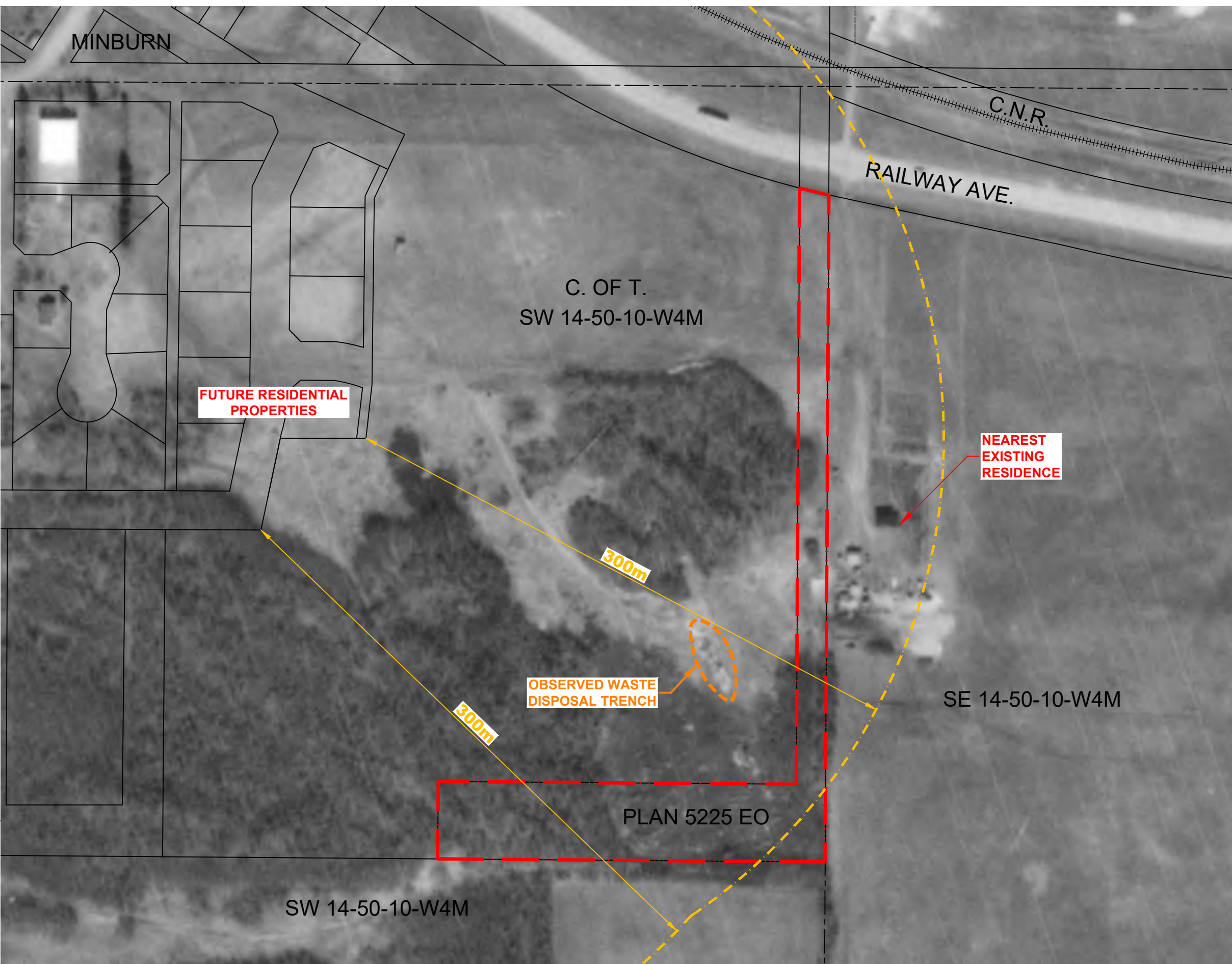
- SITE BOUNDARY
- 300m SETBACK FROM PROPOSED RESIDENCES
- POSSIBLE WASTE DISPOSAL TRENCH

FIGURE 4
HISTORICAL AIR PHOTO-1959



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

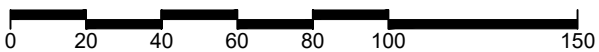
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SITE ASSESSMENT

JUNE, 2026



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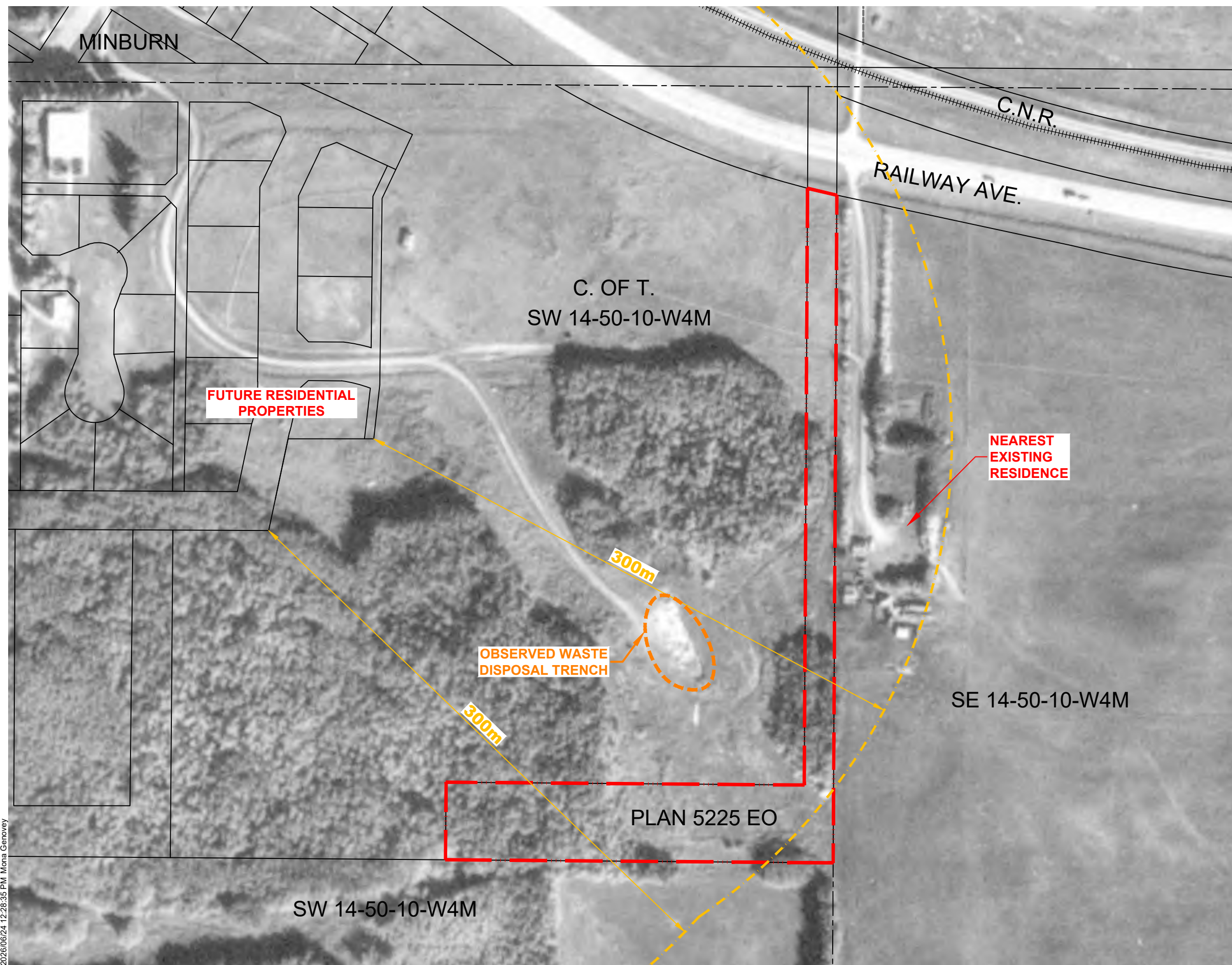
- SITE BOUNDARY
- 300m SETBACK FROM PROPOSED RESIDENCES
- OBSERVED WASTE DISPOSAL TRENCH

FIGURE 5
HISTORICAL AIR PHOTO-1972



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

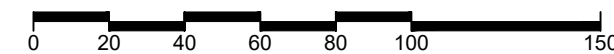
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PHASE I ENVIRONMENTAL SITE ASSESSMENT

JUNE, 2026



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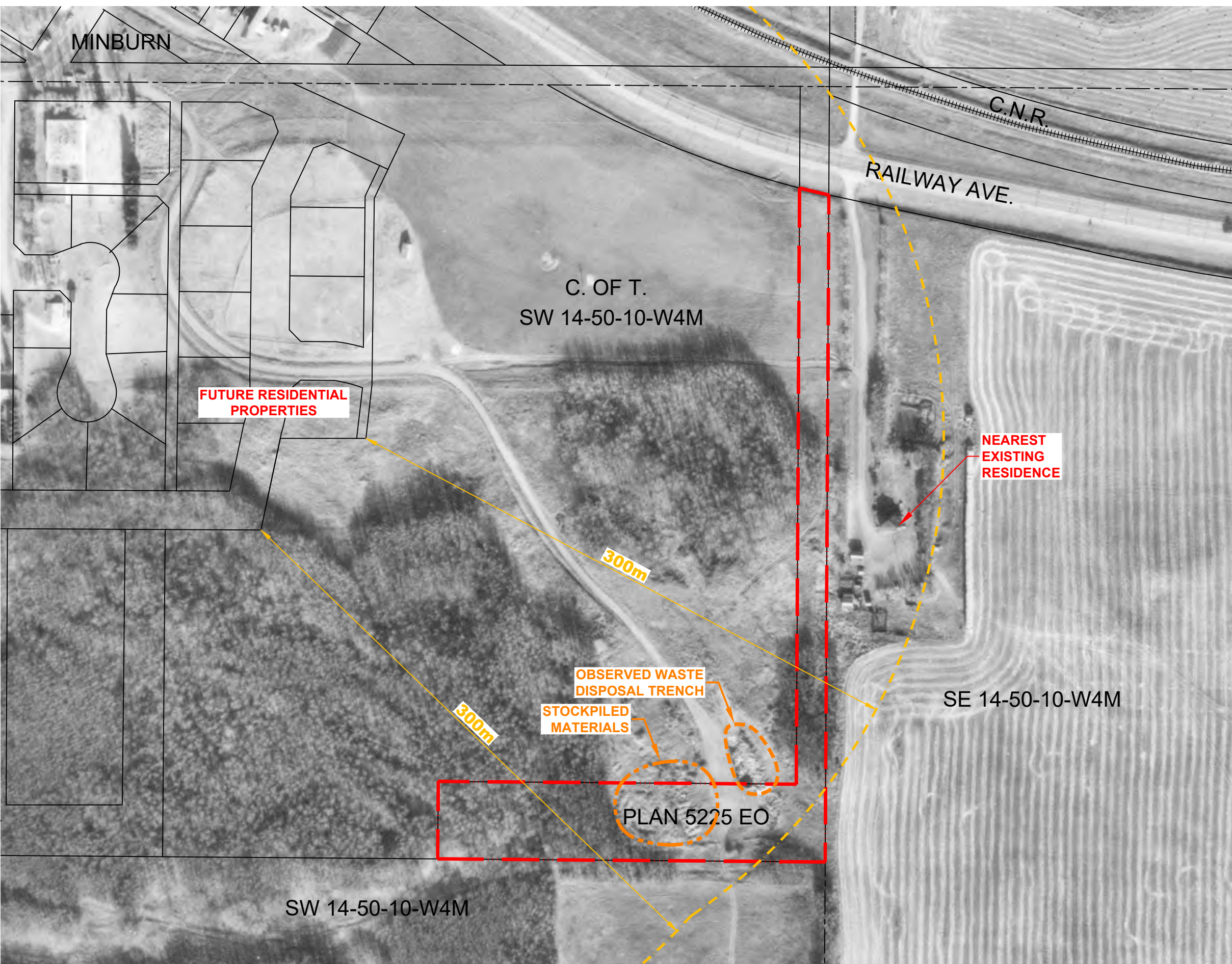
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- SITE BOUNDARY
- 300m SETBACK FROM PROPOSED RESIDENCES
- OBSERVED WASTE DISPOSAL TRENCH

FIGURE 6
HISTORICAL AIR PHOTO-1978

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



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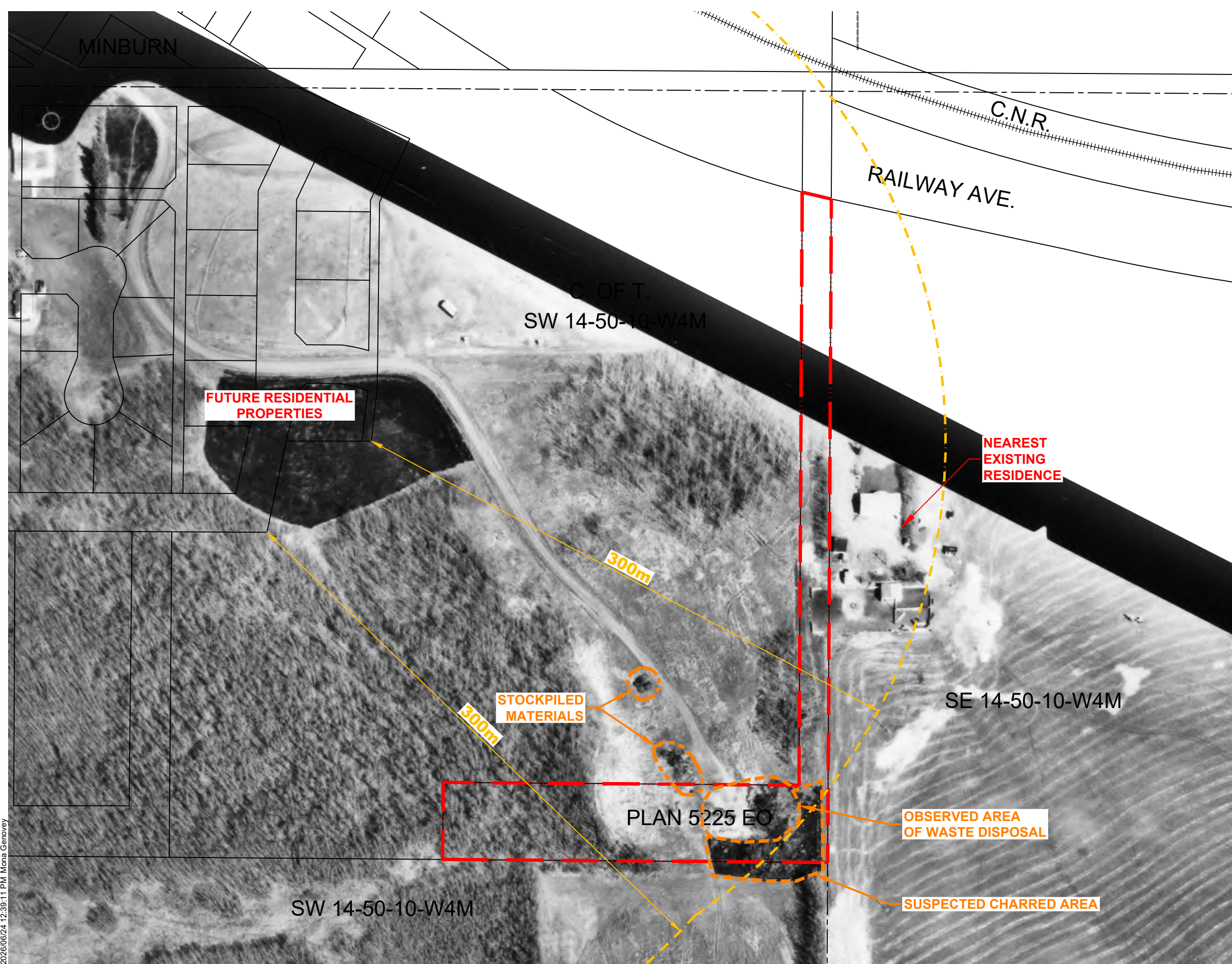
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- SITE BOUNDARY
- 300m SETBACK FROM PROPOSED RESIDENCES
- OBSERVED WASTE DISPOSAL TRENCH

FIGURE 7
HISTORICAL AIR PHOTO-1982

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

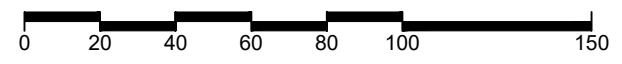
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PHASE I ENVIRONMENTAL SITE ASSESSMENT

JUNE, 2026



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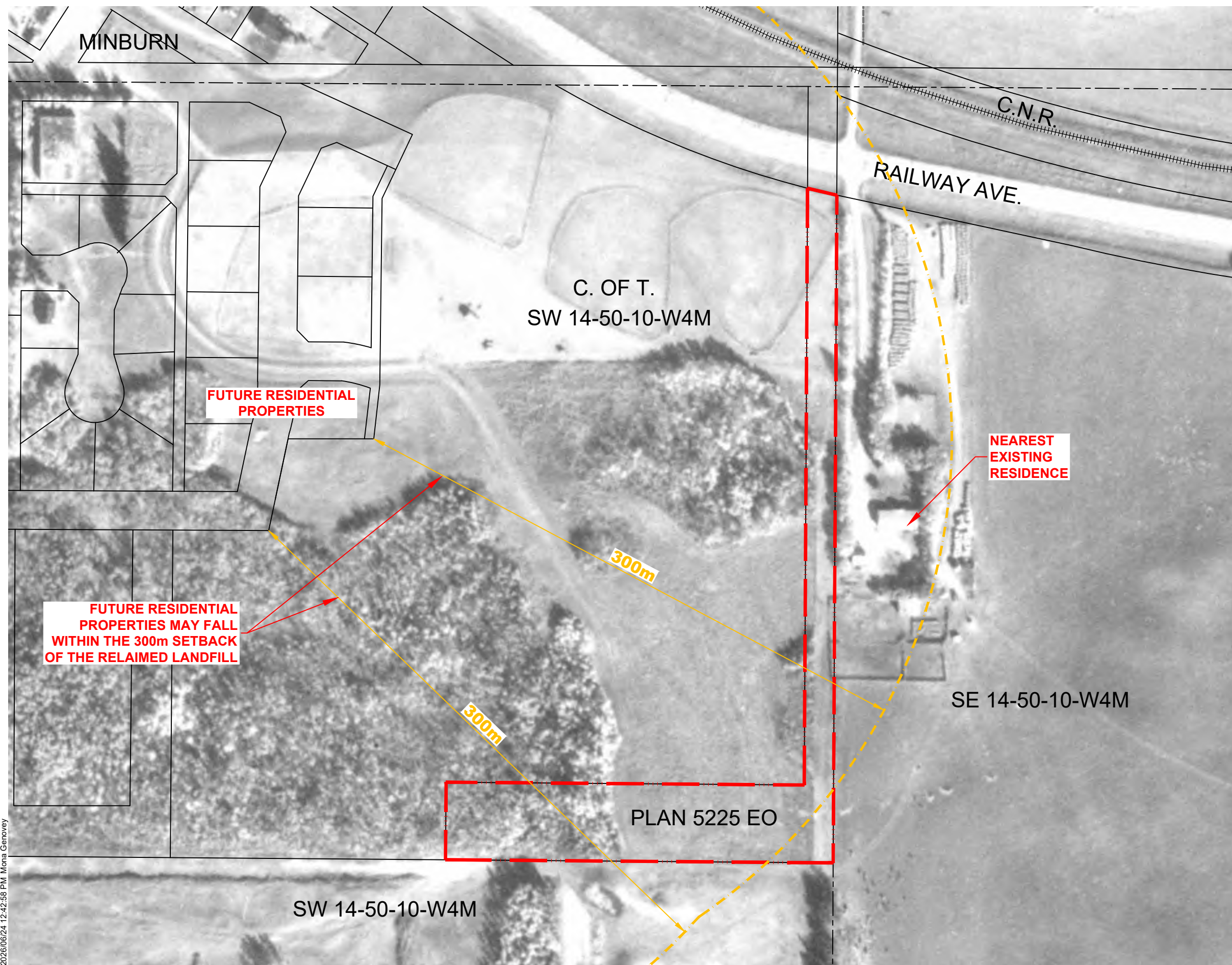
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- SITE BOUNDARY
- 300m SETBACK FROM PROPOSED RESIDENCES
- OBSERVED WASTE DISPOSAL TRENCH

FIGURE 8
HISTORICAL AIR PHOTO-1986

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL SITE ASSESSMENT

JUNE, 2026



METRES



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SITE BOUNDARY



300m SETBACK FROM
PROPOSED RESIDENCES

FIGURE 9
HISTORICAL AIR PHOTO-1991



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

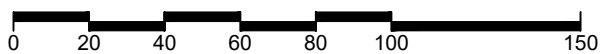
SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



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 SITE BOUNDARY

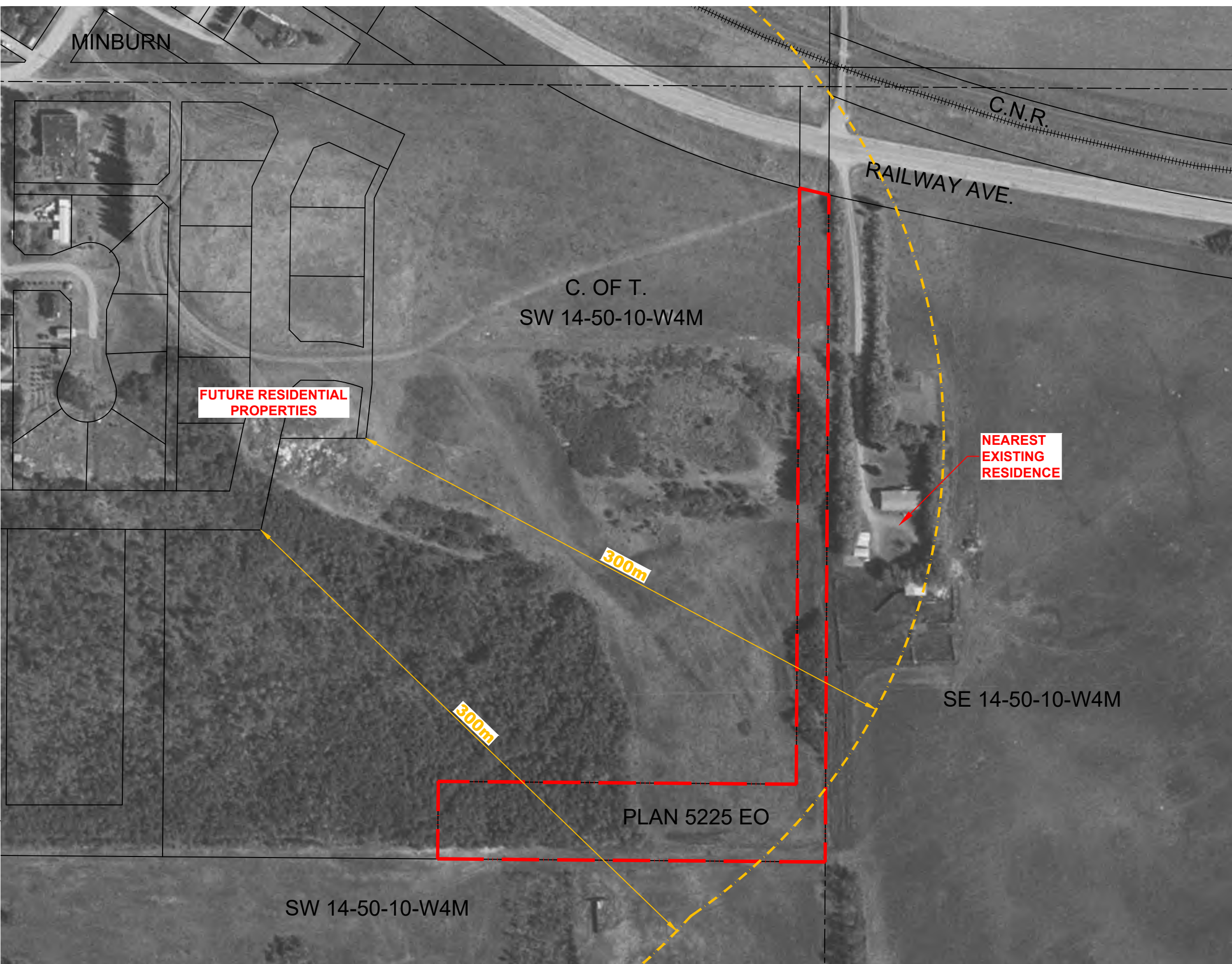
 300m SETBACK FROM PROPOSED RESIDENCES

FIGURE 10
HISTORICAL AIR PHOTO-1997



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

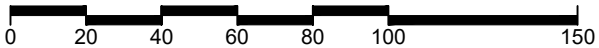
SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



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 SITE BOUNDARY

 300m SETBACK FROM
PROPOSED RESIDENCES

FIGURE 11
HISTORICAL AIR PHOTO-2007



Omni-McCann

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COUNTY OF MINBURN

PROJECT NO. 0307-0101

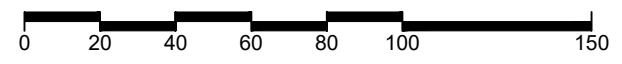
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PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



METRES

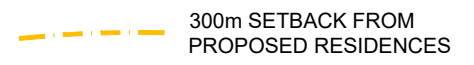


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SITE BOUNDARY



300m SETBACK FROM
PROPOSED RESIDENCES

FIGURE 12
HISTORICAL AIR PHOTO-2012



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COUNTY OF MINBURN

PROJECT NO. 0307-0101

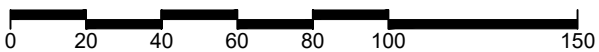
SW 14-50-10-W4M, MINBURN COUNTY, AB.

PHASE I ENVIRONMENTAL
SITE ASSESSMENT

JUNE, 2026



METRES



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Legend

- SITE BOUNDARY
- OBSERVED MONITORING WELL LOCATION
- 300m SETBACK FROM PROPOSED RESIDENCES
- POSSIBLE WASTE DISPOSAL TRENCH

FIGURE 13
WASTE DISPOSAL AREAS



Omni-McCann



APPENDIX B

Site Photographs



Photo 1. Looking north at the site from south corner of site. Slight depression in ground visible in foreground.



Photo 2. Looking west across site.



Photo 3. Looking west at well in trees. Likely corresponding to monitoring well W407 in Ceroici (1986).



Photo 4. Looking north at well in trees. Likely corresponding to monitoring well W408 in Ceroici (1986).



Photo 5. Farm house bordering east edge of site.



Photo 6. Pile of soil north of site.



APPENDIX C

Title Search Results Summary



HISTORICAL LAND TITLE CERTIFICATE
CURRENT TITLE WITH HISTORICAL DATA

S
LINC SHORT LEGAL TITLE NUMBER
0016 922 023 5225EO;OT RDS9839

LEGAL DESCRIPTION

ROAD PLAN 5225EO
NUISANCE GROUND
CONTAINING TWO AND EIGHTY FOUR HUNDREDTHS (2.84) ACRES
MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;10;50;14;SW
ESTATE: FEE SIMPLE

MUNICIPALITY: COUNTY OF MINBURN NO. 27 (MINBURN)

REGISTERED OWNER(S)
REGISTRATION DATE (D/M/Y) DOCUMENT TYPE VALUE CONSIDERATION

RDS9839 21/10/1932

OWNERS

THE VILLAGE OF MINBURN
OF /

ENCUMBRANCES, LIENS & INTERESTS
REGISTRATION DATE PARTICULARS
NUMBER (D/M/Y)

872 284 286 24/11/1987 CAVEAT
RE : SEE CAVEAT
CAVEATOR - HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA
MINISTER OF THE DEPARTMENT OF THE ENVIRONMENT
KEN NELSON, LAND SERVICES SECTION
9820-106 ST OXBRIDGE PLACE
EDMONTON
ALBERTA
AGENT - KEN NELSON

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
892 178 211	20/07/1989	AGREEMENT "UNDER SECTION 7 LAND SURFACE CONSERVATION AND RECLAMATION ACT"

012 085 057 26/03/2001 DISCHARGE OF CAVEAT 872284286

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 19 DAY OF MAY,
2026 AT 04:12 P.M.

ORDER NUMBER: ARLO260519180579

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



APPENDIX D

ERIS Report



August 5, 2026

Proposal No. 2026-081

County of Minburn
Attn: Davin Gegolick, Director, Planning and Community Services
4909-50 St
Vegreville, AB
T9C 1R1

RE: Proposal for Phase II ESA – Former Minburn Landfill

Dear Davin,

Omni-McCann Inc. (Omni-McCann) is pleased to present this proposal to the County of Minburn (the 'County') to carry out a Phase II Environmental Site Assessment (ESA) at a former landfill, historically operated by the Village of Minburn, located in SW-14-50-10-W4M and herein referred to as the 'site'.

This proposal has been prepared based on a Phase I ESA completed at the site by Omni-McCann and in response to a request for quotation from the County on July 6, 2026. The objective of the Phase I ESA was to support a potential variance application related to a proposed subdivision within 300 m of the site, as required under the Government of Alberta's *Guideline for Setback Reviews [Waste Facility]*.

The following salient information for the Phase I ESA is provided for context to this proposal:

- The Phase I ESA was completed on the parcel of land legally described as *Plan 5225 Ext. 0* (the 'Phase I property'), located in the SW-14-50-10-W4M.
- The site was historically owned by the Village of Minburn, and was transferred to the County when the Village was unincorporated in 2015.
- Waste disposal activities were occurring on and near the Phase I property from at least 1959 until 1986 based on reviewed aerial photos and historical records. Aerial photos from 1991 indicate that the site was reclaimed between 1986 and 1991.
- The majority of waste disposal activities appear to have occurred on the lands immediately to the north of the Phase I property. A review of land titles confirms that this property is also owned by the County.



- Since 1991, the site can generally be described as being flat, vegetated, and undisturbed.
- No evidence of historical waste disposal activities were observed at the site during the site visit portion of the Phase I ESA, however, several legacy piezometers/ monitoring wells were noted.
- Records provided to Omni-McCann indicate that some degree of site investigation was completed at the site prior to closure¹. The results of this investigation returned the following salient information:
 - Soils at the site consisted of fine- to medium-grained sands extending from surface to depths between 3.5 and 9 m below ground surface (mbgs);
 - Depth to water was measured between 4 and 7 mbgs;
 - Groundwater flow was interpreted to be towards the north-northwest with a hydraulic gradient of 0.06;
 - Hydraulic conductivity was estimated to be between 10^{-7} and 10^{-5} m/s; and,
 - Some suspected leachate contamination was noted in downgradient wells, with elevated concentrations of general water quality indicators in several downgradient monitoring wells.
- The Phase I ESA recommended that a Phase II ESA be carried out to confirm whether the site had been impacted by historical waste disposal activities and to support a potential variance application to reduce the setback requirements for the landfill. It was recommended that the Phase II ESA be completed both on the Phase I property and the property immediately to the north where former waste disposal activities were observed in aerial photos.

PROPOSED SCOPE

Omni-McCann has developed a reasonable scope of work for the Phase II ESA, which is considered capable of identifying the presence or absence of any site contamination and providing some level of delineation of impacts and waste extents to inform the variance application.

PROJECT CO-ORDINATION

At least one week prior to each field mobilization, Omni-McCann will confirm site access with the County, including documented confirmation of permitted access.

DRILLING & SOIL SAMPLING

As part of the drilling program, all boreholes will be advanced using a track-mounted drill rig equipped with continuous-flight solid stem augers. Soil samples will be collected at selected intervals during borehole advancement for logging and field screening of organic vapour concentrations (OVCs) to support the selection of soil samples for laboratory analysis and testing. A total of 43 boreholes are proposed as part of this field program including:

¹ AEP (1986). *Results of Investigations at Priority 1 Landfill Sites in Alberta*. Alberta Environment. Environmental Protection Services Earth Sciences Division Groundwater Protection Branch.



- Four perimeter boreholes advanced to between 6 and 7 mbgs to facilitate the installation of water table monitoring wells;
- One shallow “source-area” monitoring well advanced up to 7 mbgs to confirm “worst-case” concentrations in the vicinity of the former waste disposal trenches;
- Three deep boreholes, advanced up to a maximum depth of 10 mbgs to be completed as monitoring wells. The purpose of these wells is to investigate the presence and continuity of a clay layer to support evaluation of whether the Protection of Potable Water pathway can be excluded and to confirm vertical gradients; and,
- 35 boreholes installed in an approximate 20 m X 20 m grid to depths of 2 m to assess for the presence/ absence of waste and thickness/ suitability of potential cover materials. If waste is encountered, attempts will be made to advance the boreholes through the waste up to a maximum depth of 6 mbgs.

As part of this proposal, Omni-McCann has assumed that up to 24 soil samples will be collected and preserved for potential laboratory analysis of petroleum hydrocarbons (PHCs) and volatile organic compounds (VOCs). A total of 10 discrete samples will be submitted for analysis to confirm “worst-case” concentrations of contaminants of potential concern (COPCs) and provide preliminary delineation of impacts. The following COPCs are considered for soil:

- PHCs
- VOCs
- Total metals

Six soil samples will also be tested within Omni-McCann’s in-house laboratory for grain size distribution and plasticity index to confirm suitability for use as part of a cover system, if required. In our experience, this testing is appropriate for determining material suitability when soils are pre-existing over top of waste.

DRILL CUTTINGS MANAGEMENT

Drill cuttings will be used for backfill where possible. If backfilling is not possible, drill cuttings will either be spread across the site in the vicinity of drill locations, or stockpiled in a pre-determined and accessible location. No off-site cuttings disposal is currently considered as part of this proposal.

TOPOGRAPHIC SURVEY

Omni-McCann will conduct a topographic survey of the site relative to a local benchmark to capture the following information required as part of the Phase II ESA:

- Ground surface elevations at test locations to allow for the development of cross sections.
- Top of pipe elevations at monitoring wells to allow for the determination of a groundwater flow direction.

As part of the survey, Omni-McCann will record the ground surface elevation over and around any areas of suspected subsurface waste to allow for the assessment of existing cover thicknesses and suitability of existing site drainage.



GROUNDWATER INVESTIGATION

MONITORING WELL INSTALLATION

All monitoring wells will be completed with well screens of no more than 3 m in length to ensure aquifer integrity. A bentonite seal will be placed above the sand pack around the screen. For the purposes of this proposal, Omni-McCann has assumed bentonite from the top of the sand pack to the bottom of the casing.

WELL DEVELOPMENT

Monitoring wells will be allowed to recover for at least one week before development. At the time of well development, headspace OVCs will be measured at the time of well cap opening. Following OVC reading, the depth to water, total well depth, and well condition will all be assessed. All field measurements and observations will be recorded on standardized field forms.

Wells will be purged using HDPE (high-density polyethylene) tubing and inertial foot valves equipped with surge blockers to hydraulically stress the surrounding aquifer and allow for the resuspension and flushing of sediment and other inclusions from the well and sand pack. Wells will be purged until dry or a minimum of six well volumes will be purged from the wells, or until the purge water is observed to be relatively clear. If a limited water column is present, wells may be purged multiple times during the well development mobilization. All purge water will be disposed of away from the sampling area; should obviously impacted water be encountered the water will be contained for off-site disposal.

GROUNDWATER SAMPLING

Upon recovery of the monitoring wells (approximately one week to ten days after purging), Omni-McCann field staff will return to the site to collect groundwater samples from each monitoring well. Prior to sampling, Omni-McCann will confirm water levels within the wells have adequately recovered to facilitate sampling.

All groundwater samples will be collected using low-flow sampling techniques via a peristaltic pump connected to a flow-through cell and multi-meter. During groundwater sampling, temperature, pH, dissolved oxygen (DO), electrical conductivity (EC) and oxidation-reduction potential (ORP) will be monitored until three consecutive readings are returned within acceptable limits (generally $\pm 3\%$).

Following the stabilization of field parameters, groundwater samples will be collected for analysis of the following COPCs at all locations:

- Routine parameters;
- Dissolved metals;
- VOCs; and
- PHCs.



In addition to the above COPCs, the source area well will also be sampled for the following to assess the potential for continued leachate generation:

- Dissolved organic carbon (DOC);
- Biochemical oxygen demand (BOD);
- Total organic carbon (TOC); and,
- Ammonia (as nitrogen).

All samples will be packed in ice in a cooler and will be submitted to ALS Canada Ltd. (ALS) in Edmonton, Alberta for chemical analysis. It is expected that a total of eight discrete groundwater samples will be collected as part of the Phase II ESA.

HYDRAULIC RESPONSE TESTING

Omni-McCann will conduct rising head hydraulic response testing on three perimeter monitoring wells and all three deep wells to estimate the representative bulk hydraulic conductivity of the native materials and groundwater flow velocities. This testing will be completed following well development and sampling to ensure values are most representative of the surrounding formation.

QUALITY ASSURANCE/QUALITY CONTROL PROGRAM

As part of the Phase II ESA, a QA/QC program will be followed to ensure that the sampling and analytical data are interpretable, meaningful, and reproducible. Two stages of QA/QC will be completed, with one stage completed as part of the standard field procedures performed by Omni-McCann and the other completed by the laboratory.

FIELD SAMPLING QA/QC

Soil and groundwater samples for laboratory analysis will be placed in appropriate laboratory-supplied, clean sample containers and labelled with the project name and number, date, sample location identification, and type of analyses required. After collection, all samples will be placed in laboratory-supplied, insulated coolers with the appropriate packing materials (i.e., bubble wrap and plastic bags) and ice packs for shipment to ALS under chain of custody documentation. Chain of custody forms will be filled out and double-checked against samples before coolers are submitted. Field sampling will be completed according to standard protocols, including:

- Decontaminating non-dedicated sampling equipment with sulphate-free detergent (Alconox) and distilled water between sample locations;
- Donning a new pair of disposable nitrile gloves at each sample location;
- Using dedicated water sampling equipment at each well; and,
- Calibration of field equipment prior to use in accordance with manufacturer instructions.

As part of the field sampling QA/QC protocols, one blind duplicate (BD) sample will be collected for every ten discrete samples for each parameter and in each media. In the instance of the Phase



II ESA, Omni-McCann expects one soil BD and one groundwater BD to be required. All BD pair samples will be collected at the same time, following the same collection method.

Sampling precision is measured by calculating the relative percentage difference (RPD) for the duplicate pairs. Standards for evaluating the repeatability of duplicate samples are described in the Canadian Council of Ministers of the Environment (CCME) guidance document⁴. This document suggests the use of 60 % RPD for soils and 40 % RPD for groundwater as QA/QC acceptance criteria. Concentration results less than five times the Lowest Detection Limit (LDL) become increasingly imprecise. Acceptance criteria are therefore relaxed for concentrations within five times the LDL; for concentrations less than five times the LDL, it is recommended that the difference between duplicate sample concentrations should be less than two times the LDL (CCME, 2016). RPD is calculated as follows:

$$RPD = \frac{|x_1 - x_2|}{avg(x_1 + x_2)} \times 100 \%$$

LABORATORY ANALYTICAL QA/QC

All samples will be analyzed by ALS, a CALA-accredited laboratory that uses AEPA-recognized methods to conduct laboratory analyses. As conveyed by the laboratory, method blanks, control standards samples, certified reference material standards, method spikes, replicates, duplicates, and instrument blanks are routinely analyzed as part of their internal QA/QC programs. As an internal quality control measure, the project laboratory reports the results of laboratory-prepared QA/QC analyses. If these criteria are not met, the laboratory is asked by Omni-McCann to either reanalyze the affected samples or qualify the results.

REPORTING & DATA MANAGEMENT

Upon receiving the laboratory results, Omni-McCann will review and validate the results. As part of the Phase II ESA, Tier 1 Soil and Groundwater Remediation Guidelines applicable to agricultural and/or residential land use will be applied, with values selected based on the applicable soil texture confirmed through laboratory testing.

The report will be laid out in the format prescribed in the *Phase II Environmental Site Assessment Checklist*⁵ referenced within Alberta's *Environmental Site Assessment Standard*, including:

- Title Page
- Executive Summary
- Table of Contents

⁴ CCME (2016). *Guidance Manual for Environmental Site Characterization in Support of Environmental and Human Health Risk Assessment, Volume 1: Guidance Manual*. Canadian Council of Ministers of the Environment. Ottawa, Ontario.

⁵ AESRD (2013). *Phase 2 Environmental Site Assessment Checklist- Archived*. Alberta Environment and Sustainable Resource Development. Edmonton, Alberta.



- Introduction
- Site Characterization
- Sampling and Analysis
- Findings
- Conclusions
- Record of Site Condition
- References & Supporting Documents
- Professional Sign-off

The Final version of the report will be stamped and signed by a professional in a related discipline (i.e., P.Eng. or P.Geo. experienced in environmental site assessment and hydrogeology). The report will be submitted in electronic format.

TIMELINES & COMPENSATION

PROJECT TIMELINES

For the purposes of this submission, Omni-McCann's proposed project schedule and targeted completion dates for tasks related to this assignment are summarized below:

- Project Kick-off Meeting: Week of August 24, 2026
- Drilling: Week of September 14, 2026
- Well Development & Survey: Week of September 21, 2026
- Groundwater Sampling: Week of September 28, 2026
- Draft Phase II ESA Report Submission: November 15, 2026
- Final Phase II ESA Report Submission: December 15, 2026

COMPENSATION

Based on our anticipated level of effort, Omni-McCann's proposed costs to complete the Phase II ESA, including supporting submission of the variance application, are **\$43,572.92** (excluding tax), as further detailed in **Table 1** below and **Table A-1 (Appendix A)**.

Table 1. Summary of Costs

Task	Professional Fees	Disbursements	Line Total
Phase II ESA	\$17,716.13	\$25,856.79	\$43,572.92



CLOSING

This proposal has been developed based on Omni-McCann's anticipated level of effort, information requirements, and understanding of the current site conditions.

Omni-McCann appreciates the opportunity to provide this proposal and looks forward to working with the County on this assignment. If you have any questions, feel free to contact the undersigned.

Yours Truly,
Omni-McCann Inc.



Grant Barker, P.Geo.



Appendix A

Costing Breakdown



Table A-1. Summary of Proposed Costs

Phase II ESA					
Professional Fees		Unit	Qty	Rate	Totals
Drafting Support (incl AutoCAD station)		per hour	5	\$ 150.00	\$ 750.00
Environmental Field Technician/Jr Specialist		per hour	71.75	\$ 150.00	\$ 10,762.50
Geoscientist/Engineer		per hour	16	\$ 220.00	\$ 3,520.00
Project Manager		per hour	4	\$ 205.00	\$ 820.00
Senior Technical Advisor		per hour	4	\$ 255.00	\$ 1,020.00
Administrative and Incidental Fee (5% of professional fees)					\$ 843.63
Fee Total					\$ 17,716.13
Disbursements		Unit	Qty	Rate	Total
Drilling/Soil Investigation	Drilling Estimate	Est.	1	\$ 14,178.18	\$ 14,178.18
	Analytical - Soil Sample Kits	Each	24	\$ 7.00	\$ 168.00
	Analytical - PHCs + VOCs	per sample	11	\$ 200.00	\$ 2,200.00
	Analytical - Metals	per sample	11	\$ 86.00	\$ 946.00
	Analytical - PSA + Plasticity, Standard TAT	Each	6	\$ 80.00	\$ 480.00
	Field Equip. & Consumables	Each	1	\$ 150.00	\$ 150.00
	Survey Equipment	Daily	1	\$ 450.00	\$ 450.00
	Travel - Truck Day + 1 Person Subsistence	Daily	2	\$ 325.00	\$ 650.00
Groundwater Investigation	Analytical - PHCs + VOCs	per sample	9	\$ 200.00	\$ 1,800.00
	Analytical - Routine + Metals	per sample	9	\$ 100.00	\$ 900.00
	Analytical - DOC, BOD, TOC, NH4-N	per sample	2	\$ 200.00	\$ 400.00
	Field Equip. & Consumables	Lump Sum	1	\$ 534.00	\$ 534.00
	Travel - Truck Day + 1 Person Subsistence	Daily	2	\$ 325.00	\$ 650.00
Disbursement Fee (10%)					\$ 2,350.62
Disbursement Total					\$ 25,856.79
Subtotal					\$ 43,572.92



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: _____



SE36 52-16-4

SW31 52-15-4

5528S VEGREVILLE WEST
LAKELAND REA SUB
Y1 @ 5528S

P1172498082

WAME1170810355

LR7007
1 x 10A
East

Range Rd - 160

NE25 52-16-4

NW30 52-15-4

646265

646266

646267

646268

646269

646270

646271

646272

646273

646274

646275

646276

646277

646278

Sxxxxx
500kVA-25kV
347/600V
Padmount

S70713
25kVA-7.2kV
120/240Y

POEC-EA20409959

NW19 52-15-4

NE24 52-16-4

Twp Rd - 524

Twp Rd - 524

CONSTRUCTION NOTES:
CUSTOMER REQUESTED A NEW 3-PHASE
GENERAL SERVICE FOR AN OPERATING LOAD
OF 250kW.

UPGRADE LAKELAND REA POLE #P1171128768
AND INSTALL OH TO UG RISER ON THAT POLE.

TRENCH 1760M AT 1.2M ON EAST SIDE OF THE
ROAD ALLOWANCE TO SOUTH, CONTINUE
TRENCH 100M TO EAST ON NORTH SIDE OF
TWP ROAD-524, BORE 30M ACROSS THE ROAD
TO NORTH AND THEN TRENCH 30M ALONG
ACCESS ROAD TO CUSTOMER SITE TO A
500kVA-347/600V PADMOUNT TRANSFORMER.

INSTALL INSTRUMENTATION DEMAND METER
ON THE PADMOUNT AND CONCRETE
BARRIERS AROUND TRANSFORMER.

SALVAGE EXISTING 1-PHASE SERVICE ALONG
WITH TRANSFORMER FROM THE CUSTOMER
SITE.

ASSUMING ATCO SURVEY REQUIRED
ASSUMING PRIVATE EASEMENT REUIQRED
ASSUMING NO ATCO BRUSHING REQUIRED

- NOTES:
- DISTANCES ARE IN METERS AND DECIMALS THEREOF.
 - RED - NEW
MAGENTA - MODIFY
CYAN - REPLACE OR RE-CONDUCTOR
BLACK - EXISTING
GREEN - SALVAGE
 - SITE ID: XXXXXXXXXXXXX

AS BUILT

- ☐ No Changes
☐ Changes Shown In red

Date: _____

Crew Lead _____
(print name)

Crew Lead _____
(Signature)

LEGEND:

POWER POLE		RISER POLE		ANCHOR	
TRANSFORMER: O/H 1PH		O/H 3PH		PADMOUNT	
O/H 1 PHASE		O/H 3 PHASE			
O/H 1PH. W/ NEUTRAL		O/H 3PH. W/ NEUTRAL			
U/G 1 PHASE		U/G 3 PHASE			
LUMINAIRE		PEDESTAL		PRIMARY METER: O/H	
				U/G	
REGULATOR		SWITCH CUBE		PULL BOX	
				OMNI BALL	
FUSED SWITCH		GANG SWITCH		FAULT INDICATOR	
SOLID BLADE SWITCH		CIRCUIT RECLOSERS			

ENGINEERING APPROVAL

PRELIMINARY
DESIGN

DO NOT BUILD

DESIGN CONTACT

0	06/03/2026	Preliminary Design	AR
REV	DATE	DESCRIPTION	BY

ATCO

PROJECT NO.:	1151121	LOCATION:	VEGREVILLE
DRAWING TITLE:	TELUS COMMUNICATIONS INC. NW 19-52-15-W4		
DRAWN BY:	AR	DATE:	06/03/2026
CHECKED BY:	JS	SCALE:	1:5000
DWG #:	1151121-300-Pg#01		



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: _____



Policy

Rural Broadband

Policy Number: PDS 7001-01

Supersedes Policy Number: NEW

Approved by Council: April 19, 2022

Next Review Date: 2026

Resolution No: 2022-37

Last Review Date: N/A

POLICY STATEMENT

To provide the framework for the continued support of a sustainable broadband industry throughout the County and to enable municipal operations and its partnerships to support essential broadband development.

PURPOSE

The County of Minburn recognizes that the vast majority of County residents and businesses are underserved by current internet services, with the rural areas of the County not meeting CRTC Basic Standards for broadband activity. The County of Minburn recognizes that broadband is an essential service and that its accessibility, affordability, and quality are fundamental to the long-term success of the municipality and region.

DEFINITIONS

Broadband means wide bandwidth data transmission which transports multiple signals and traffic types, including internet. The medium can be coaxial cable, optical fiber, radio, or twisted pair.

County means the County of Minburn No. 27.

CRTC means Canadian Radio-Television and Telecommunications Commission that serves as a quasi-judicial independent body and telecommunications regulator for Canada.

CRTC Basic Standards means the universal service objectives with targets set to deliver connectivity of 50 Mbps download and 10 Mbps upload speeds.

End-User means a person or business that ultimately uses or is intended to

ultimately use a product.

Essential Service means those daily services essential to preserving life, health, public safety, and basic societal functioning that people have come to rely on in their daily lives. Access to affordable, quality internet is considered an essential service in Canada.

Gbps means “gigabit per second” which is a unit of measurement for bandwidth and throughput on a network. Each gigabit is equal to 1,000 Mbps.

ISP or **Internet Service Provider** means an organization that provides services to access and use the Internet.

Qualified ISP means an ISP that meets the County’s standards set for service quality and security.

Mbps means “megabit per second” which is a unit of measurement for bandwidth and throughput on a network. Each megabit is equal to 1 million bits.

NSP or **Network Service Provider** means a network service provider (NSP) a company that provides backbone services to an Internet Service Provider (ISP).

OAN or **Open-Access Network** means a telecommunications network architecture and business model that separates physical access to the network from delivery of services. Owner of an OAN does not supply services; these services are supplied by separate ISPs. OAN can include physical towers, physical network equipment such as fibre or radios, or conduit that is large enough to support multiple ISPs access.

GUIDELINES

1. County supports the following Strategic Priorities:
 - a) Broadband Accessibility – Providing enhanced coverage that aims to support current broadband standards along with consideration for future needs.
 - b) Broadband Quality – Adherence to industry standards and best practices for design, implementation and operations of infrastructure and networking options.
 - c) Broadband Affordability – Service offerings enhanced or developed new remain comparable and competitive with local service providers for business and residential broadband.
2. Principles for Sustainable Broadband Development
 - a) The County will look to develop broadband throughout the County that supports County residents and businesses in meeting the minimum CRTC’s broadband standards.
 - Emphasis will be put on network options that facilitate speeds that scale past basic service levels, with targets of 1 multi-Gbps download speeds where achievable.

- b) A fiscally responsible approach to investment and partnerships will be taken to support the best possible infrastructure at the most efficient and effective capital cost.
 - Grant opportunities and partnerships will be pursued and leveraged as a top priority.
 - c) Expected service life of broadband infrastructure will be at a minimum of 30 years depending on the type of infrastructure. Broadband considerations must be applied to all future development, including but not limited to subdivisions, road construction/improvements, and during the evaluation of any existing development broadband requests.
 - d) The County will look to develop broadband that addresses transport infrastructure needs within the municipality.
3. The County will consider cellular network coverage improvements as a secondary goal of broadband infrastructure investment. Principles for Open-Access Network.
- a) Broadband investments and partnerships will support OAN of broadband infrastructure.
 - b) Investing in OAN will create a competitive environment in which all qualified ISP's have equal access to all end-users, customers, and common infrastructure.
 - c) The County will develop a phased project plan to construct and implement the OAN and broadband infrastructure.
 - The OAN will be built with capacity to accommodate growth in demand for its expected lifetime.
 - Initial investment in excess capability and design that facilitates cost-effective future expansion.
 - d) The County reserves the right to consider non-OAN investments when no other feasible options exist, usually due to large or sole market share in nearby infrastructure.
 - e) The County will not provide end-user internet services.



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: _____

File Number:	09-2026
Legal:	Lot 1, Block 1, Plan 1322189 SE 27-50-11-W4M
Owner(s):	Kimberley Darlington
Applicant:	Peter Darlington
Date Application Deemed Complete:	June 30, 2026
Decision Due Date:	August 29, 2026
Existing Use:	Rural Residential
Proposed Use:	Rural Residential
Gross Area:	20.1 Ha (49.67 ac)
Proposed Area:	Lot 2, Block 1 – 3.06 Ha (7.57 ac) Lot 3, Block 1 – 4.08 Ha (10.10 ac) Lot 4, Block 1 – 10.78 Ha (26.64 ac)
Zoning:	A: Agricultural District
Division:	2

B. DESCRIPTION OF PROPOSAL:

The subject property is located on Lot 1, Block 1, Plan 1322189 (SE 27-50-11-W4M) in Division 2 approximately 3 km south of Innisfree on Hwy 870, fronting Birch Lake. The applicant proposes to create 3 acreages from the quarter. This quarter is primarily comprised Birch Lake with trees on the east bank of the lake and a small, treed area on the west side of the lake which has limited access. There is a cleared area between proposed Lot 2 (7.57 ac) and Lot 3 (10.10 ac) which used to house a dwelling (burnt down in 2006), and a trail leading to proposed Lot 4 (26.64 ac) which is split in two parts, containing a seasonal cabin.

There is currently only one approach off Hwy 870 which provides access to proposed Lot 3. This approach would need to be widened/relocated further to the north to provide joint access to both Lots 2 and 3. A new approach would be required off the undeveloped Twp Rd 504 road allowance to provide legal access to proposed Lot 4. The 5.21 ac parcel on the west side of the lake (proposed Lot 4) does not currently have public access and therefore no development could occur on that portion of the lot.

C. NOTIFICATION:

Adjacent property owners and agencies were notified on June 30, 2026.

Alberta Transportation and Economic Corridors provided a response requiring the approval of a joint approach/widening for proposed Lots 2 and 3, and access to proposed Lot 4 being via the undeveloped Twp Rd 504 road allowance.

Buffalo Trail School Division provided a response to advise owners that they do not provide door to door bus service in subdivisions and to have the future owner(s) call their office to provide bus stop locations. No other comments or concerns from affected landowners/agencies.

D. COMPLIANCE:

The proposed subdivision complies with the Matters Related to Subdivision and Development Regulation and the Municipal Development Plan. However, the proposal does not conform to the Land Use Bylaw due to the presence of an unpermitted cabin on proposed Lot 4. Furthermore, as no private sewage disposal system currently exists on the subject lands, a site suitability assessment is required to confirm that each of the three proposed lots is suitable for the installation of a private sewage disposal system.

E. RESERVES:

Pursuant to Division 8 of the *Municipal Government Act (MGA)*, reserves are owed. It is recommended that the reserves owing for the proposed lots be collected by way of a combination cash-in-lieu of municipal reserve (Lots 2 and 3) and environmental reserve easement (shoreline of Birch Lake) and defer the reserve owing for the proposed remnant parcel (Lot 4) by way of deferred reserve caveat pursuant to MDP Policy 3.8.

F. RECOMMENDATION

That the proposed subdivision application be **approved**, subject to the following conditions:

1. That prior to endorsement, a registerable instrument be prepared by an Alberta Land Surveyor and submitted to the County of Minburn, and the registerable instrument shall be in conformance with the approved tentative plan of subdivision.
2. That prior to endorsement of the registerable instrument, the registered owner/applicant shall apply for a development permit for the unpermitted Seasonal Dwelling.
3. Alternative to condition #2, above, that the registered owner/applicant remove the Seasonal Dwelling from the subject lot to the satisfaction of the Development Authority.
4. That the registered owner(s) enter into a development agreement by way of Caveat with the County of Minburn pursuant to Sections 661 and 662 of the *Municipal Government Act, 2000* as amended, pertaining to the provision of land for future road widening as required.
5. That prior to endorsement of the registerable instrument, the registered owner/applicant must enter into a Restrictive Covenant with the County of Minburn regarding future development restrictions with respect to all of that portion of proposed Lot 4, Block 1 lying to the west of Birch Lake. The Restrictive Covenant shall be registered with Alberta Land Titles concurrently with the registerable instrument.
6. That the registered owner/applicant shall cause to have registered an Environmental Reserve Easement over proposed Lots 2, 3, and 4, Block 1, including: a strip of land no less than 6.0 meters in width adjacent to the bed and shore of Birch Lake; and all lands on proposed Lot 4, Block 1 located along the western shoreline of Birch Lake, as identified on the registerable instrument.
7. That pursuant to Division 8, Part 17 of the *Municipal Government Act, 2000*, as amended, cash-in-lieu of municipal reserve land owing for the area of the proposed Lots 2 and 3, Block 1 is to be paid to the County of Minburn. The calculation is as follows: begin with the area of the proposed Lots 2 and 3, Block 1 as shown on the registerable instrument less the area of land dedicated for Environmental Reserve Easement as shown on the registerable instrument, then multiply by \$2,200/acre, then multiply by 10%.
8. That pursuant to Division 8, Part 17 of the *Municipal Government Act, 2000*, as amended, a deferred reserve caveat is to be registered against proposed Lot 4, Block 1 calculated as follows: begin with the existing titled area (Lot 1, Block 1, Plan 1322189) subtract the amount of land within the proposed Lots 2 and 3, Block 1 as shown on the registerable instrument submitted for endorsement, subtract the area of land dedicated for environmental reserve easement as shown on the registerable instrument, then multiply by 10%.

9. That prior to endorsement of the registerable instrument, the registered owner/applicant must provide documentation to the County of Minburn which indicates that on-site private sewage treatment systems can be considered for approval in accordance with the Alberta Private Sewage Disposal System Regulation (AR 229/97) given the soil conditions, size, and configuration of the proposed Lots 2, 3, and 4, Block 1.
10. That prior to endorsement of the registerable instrument, the registered owner/applicant obtains a Roadside Development Permit from Alberta Transportation and Economic Corridors to relocate the existing access north to the proposed lot lines between Lots 2 and 3, Block 1 to be used as a shared access. The permit will also grant permission for the registered owner/applicant to construct an additional access to the undeveloped road allowance (Twp Rd 504) that runs along the south side of the parcel to provide access to Lot 4, Block 1 per Alberta Transportation and Economic Corridor's requirements detailed in the subdivision referral response.
11. That all outstanding property taxes (including the current year's taxes in full) are to be paid pursuant to Section 654 of the Municipal Government Act, 2000 as amended.

Information Items (these are not conditions of approval):

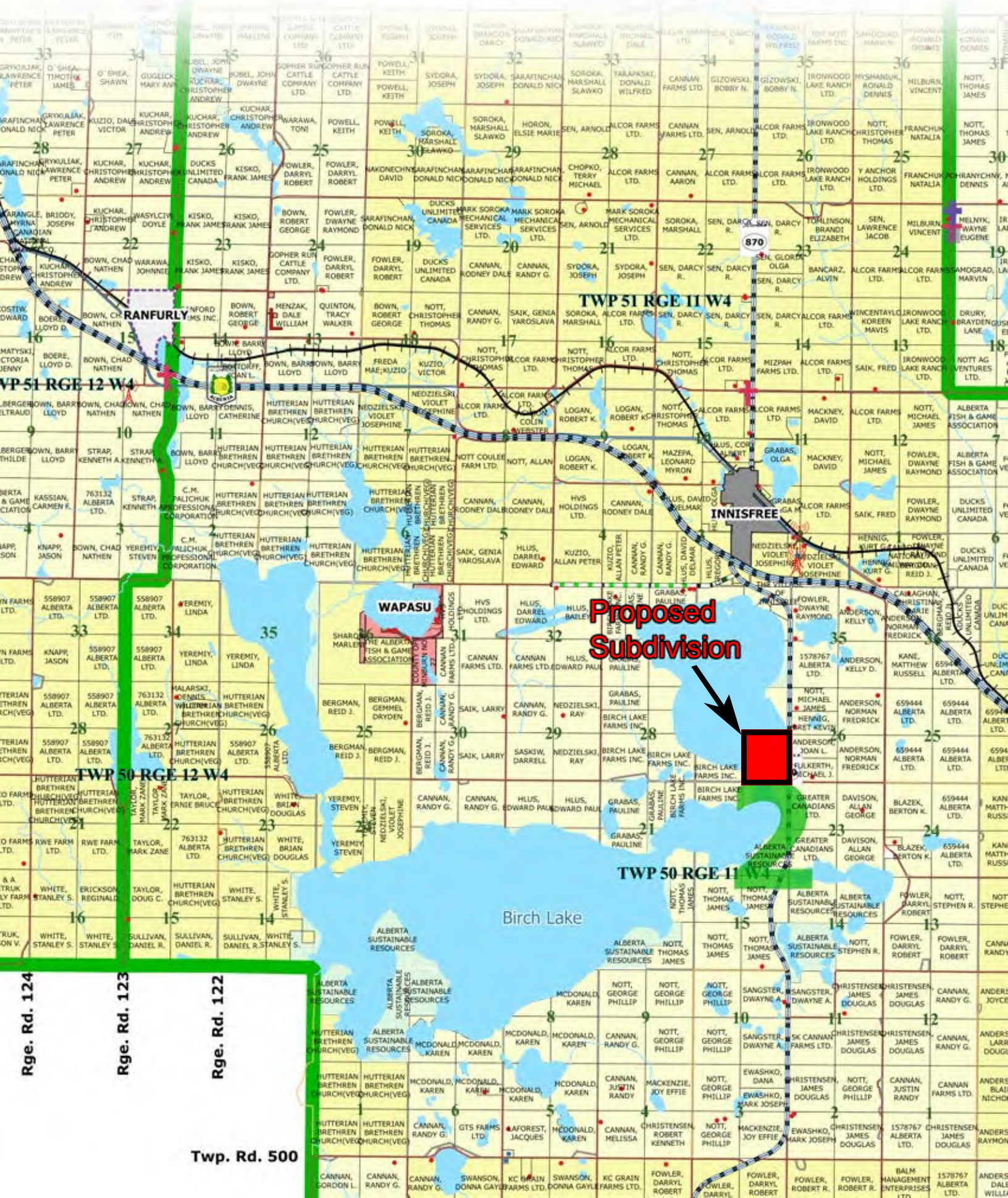
1. That a development permit application is required for any proposed future development of the subject lot (ie. Addition, change in use, Accessory Building, etc.). Please contact the County of Minburn Planning department at planning@minburncounty.ab.ca for further information.
2. That the necessary Safety Code Permits, which include building, plumbing, electrical, gas and private sewage permits would be required prior to any and all new construction, alteration, or change in use or occupancy of a building on-site. Please contact the Inspections Group for further information on Safety Code Permit requirements.
3. That registration of the proposed subdivision at the Land Titles office may result in a change in the assessment of proposed Lots 2, 3, and 4, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
4. That the registered owner/applicant contact Alberta Transportation and Economic Corridors with questions regarding their obligations as outlined in condition #8 of this approval.
5. The proposed subdivision may be affected by a permanent, naturally occurring body of water or watercourse. The Province has an interest in the Crown ownership of Provincial waterbodies/or Public Land boundaries in Alberta. **Development or water diversion may not occur in waterbodies including wetlands, watercourses, or Public Lands without prior consultation and approval from Alberta Environment and Protected Areas.** If you have any questions about development on or near water bodies, watercourses, or public land please contact Alberta Environment and Protected Areas prior to undertaking any activity (including construction of a private driveway) within or near the lake/wetland.
6. That Buffalo Trail School Division does not provide door to door bus service in subdivisions. Please contact their office to discuss bussing in the Mannville Transportation Service area at 780-842-6144.
7. That approval of this application does not excuse the applicant from ascertaining and complying with the requirements of other municipal bylaws, easements, environmental reserve easements, covenants, conservation agreements, development agreements, or Provincial or Federal statutes, regulations, licenses or codes or standards of practice.

G. ATTACHMENTS:

- ◆ Location plan
- ◆ Tentative Plan of Subdivision
- ◆ Inspection Summary

Prepared by Davin Gegolick on July 29, 2026

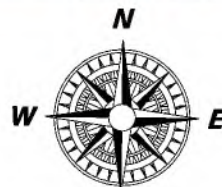
Subdivision Location Plan



Tentative Plan of Subdivision



0 40 80 120 160 200
Meters
Scale: 1:5,000



© 2019 County of Minburn. All Rights Reserved.
Drawn by Davin Gegolick on January 24 2019

Note: Distances & area calculations
are approximate. Improvements
located as data supplied by applicant & aerial photo

File No: [REDACTED]

Applicant: [REDACTED]

Legal Description: SE 27-50-11-W4M
Lot 1, Block 1, Plan 13 22189

Applicant Signature: _____

Date: January 24, 2019

July 16, 2026

SE 27-50-11-W4M

Photos by Davin Gegolick

Drone photo of proposed Lots 2, 3, and 4 facing south: existing approach off Hwy 870 which provides legal access to proposed Lot 3. Open area in the trees provides adequate development area within each of the 3 proposed lots. Parcel of land in the distance would be included within proposed Lot 4 but has limited development opportunity as there is currently no public access.



Photo of part of proposed Lot 4 on the SW corner of the parcel which doesn't currently have public access and therefore is not suitable for development.



Close-up photo of the existing development within proposed Lot 4 which contains a seasonal cabin, garden, RV, some sheds, and solar panels (no permit approval for any of these developments). Birch lake can be seen to the west in the background.



Electrical equipment connected to solar panels and cabin. It appears storage batteries may be located within the locked steel box.



Electrical panel mounted near cabin where solar panels are plugged into.



Stacked water tanks next to the cabin which appear to be connected to a line from the water well within proposed Lot 2.



Existing water wells within proposed Lots 2 and 3: water line appears to be connected from this well to the storage tanks near the cabin within proposed Lot 4.



Inspection Summary:

- Topography – flat, gently rolling towards the lake
- Soil characteristics – sandy
- Nature of vegetation and water – treed, bordering alkaline lake
- Private Sewage – no existing private sewage system
- Water supply – confirmed 2 existing water wells
- Use of land in the vicinity – Birch Lake, Hwy 870, rural residential, agricultural – no compatibility issues.



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: _____



COUNTY OF MINBURN NO. 27
**COMMUNITY INVESTMENT PROGRAM
APPLICATION FORM**

Box 550, 4909-50 Street, Vegreville, AB, T9C 1R6 Phone: 780-632-2082
<https://www.minburncounty.ab.ca>

Date: _____

Organization Name: _____

(Payment will be issued in this name)

Mailing Address: _____

Street and number

Town

Postal Code

Contact Person: _____

Phone Number: _____ Email Address: _____

What is the nature of your group?

Ad Hoc group of citizens
Non-profit group

Group of citizens who meet regularly
Registered charity

Registered society
Municipality

Name of Event/Project: _____ Date of Event (if applicable): _____

Are you requesting **financial support** (please indicate value) or an **in-kind donation** (gift basket, County promo items, etc.): _____

Describe your event or project (please submit your letter for this section):

- Provide as much detail as possible to give a clear idea of what your event/project will include.
- Number of local residents served
- Number of local volunteers
- Mitigation of barriers to services for people with mental and physical disabilities and minority groups
- Level of involvement with other community partners
- Indicate who can participate
- Explanation of how the County's support will be recognized for this event/project

Not required for
requests under
\$1,000 →

Total projected revenue related to this request: \$ _____

Total projected expenditure related to this request: \$ _____

I certify that the information provided on this application form is correct, to the best of my knowledge, and that I am authorized to act on behalf of the organization.

Print Full Name: _____ Signature: _____

Position/Capacity: _____ Date: _____

Before you submit your application to planning@minburncounty.ab.ca, confirm that you have completed these steps:

Ensure that your project/event conforms to County of Minburn Policy AD 1019-01
Application form
Letter of Request

OFFICE USE ONLY

CAO Approval: _____ Date: _____

Collection and Use of Personal Information

Personal information is collected in accordance with Section 4 of the Protection and privacy Act (POPA.) If you have any questions about the collection, use, or disclosure of your personal information, contact Planning and Community Services at 780-632-2082.

County of Minburn No. 27
4909 - 50 Street, Box 550
Vegreville, AB T9C 1R6



RE: Funding Request – Commemorative Pins for Lavoy’s 120th Anniversary Celebration

Dear Members of Council,

While I know funding is normally reserved for municipalities, non-profit groups and community groups, we are hoping you will make an exception. We are having a celebration for Lavoy’s 120th birthday on September 19th at the Lavoy Community Hall. This letter is a formal request for county funding support to produce custom commemorative pins honouring this milestone anniversary.

For 120 years, Lavoy has served as a resilient cornerstone of our region’s agricultural and pioneer heritage within the County of Minburn. As we prepare to celebrate this historic occasion, our goal is to bring together current residents, regional neighbours, and descendants of local homesteaders to honor the history, families, and businesses that built this community.

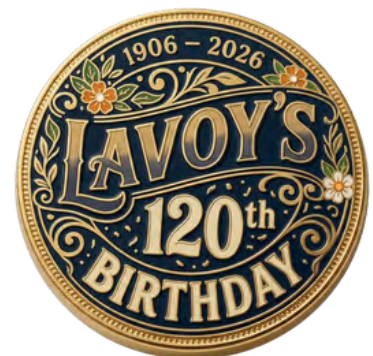
To create a lasting piece of history for attendees and former community members, we are commissioning a limited run of 250; 120th Anniversary Commemorative Pins. These lapel pins will serve as a wearable tribute recognizing the pioneer spirit and enduring legacy of the Lavoy district. Keepsakes will be distributed free of charge during the anniversary proceedings, as well as mailed directly to past residents who wish to remain connected to their roots.

We respectfully request a financial contribution of \$717.17 from the County of Minburn to cover the full production and manufacturing costs of these 250 commemorative pins. Because these pins will be provided entirely free of charge to recipients, County funding directly ensures every interested resident and pioneer descendant can share in this milestone regardless of financial circumstance.

Any support provided will be prominently recognized across event materials, program schedules, and official acknowledgments throughout the anniversary celebration.

Thank you for your time, consideration, and continued support of community heritage and local initiatives across the municipality.

[REDACTED]
Lavoy General Store
lavoygeneralstore@gmail.com





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: _____

Community Centre Grant Allocations 2026

Organization	2025 Allocations	2026 Proposed
Sich Community Centre	\$ 1,000.00	\$ -
Braes Community Centre	\$ 1,500.00	\$ 1,500.00
Chailey Community Centre	\$ 1,500.00	\$ -
New Kiew National Hall	\$ 1,500.00	\$ 1,500.00
Imperial Community Centre	\$ 1,500.00	\$ 1,500.00
Park Grove Community Centre	\$ 1,500.00	\$ 1,500.00
Old Vegreville Social Society	\$ 1,500.00	\$ 1,500.00
Warwick Community Centre	\$ 1,500.00	\$ 1,500.00
Bruno Community Centre	\$ 1,000.00	\$ 1,000.00
Lavoy Action Society	\$ 2,500.00	\$ 2,500.00
Mannville Golf Course	\$ 4,000.00	\$ 4,000.00
Minburn and District Agricultural Society	\$ 2,500.00	\$ 2,500.00
Mannville Agricultural Society	\$ 15,000.00	\$ 15,000.00
Innisfree and District Agricultural Society	\$ 2,500.00	\$ 2,500.00
Ranfurly and District Agricultural Society	\$ 2,500.00	\$ 2,500.00
Vegreville and District Agricultural Society	\$ 20,000.00	\$ 20,000.00
The Vegreville Golf Association	\$ 4,000.00	\$ 4,000.00
Total	\$ 65,500.00	\$ 63,000.00



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: _____

Recreation Grant Allocations 2026

Organization	2025 Allocations	2026 Proposed
Lavoy Action Society	\$ 18,300.00	\$ 18,300.00
Minburn and District Agricultural Society	\$ 23,300.00	\$ 23,300.00
Mannville and District Agricultural Society	\$ 109,300.00	\$ 109,300.00
Innisfree and District Agricultural Society	\$ 43,300.00	\$ 43,300.00
Ranfurly and District Agricultural Society	\$ 23,300.00	\$ 23,300.00
Vegreville and District Agricultural Society	\$ 25,800.00	\$ 25,800.00
Total	\$ 243,300.00	\$ 243,300.00



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: _____

MANNVILLE AND DISTRICT AGRICULTURAL SOCIETY

BOX 180, MANNVILLE, AB T0B 2W0

PHONE: 780-787-0255

EMAIL: mannagsoc@gmail.com

July 23, 2026

Attn. County of Minburn Council

RE: RECREATION GRANT

The Mannville and District Agricultural Society would like to thank the County of Minburn for their ongoing financial support towards the operation and delivery of recreational activities at the Mannville Recreation Center.

As with most non-profit organizations, we find it a struggle to meet all our financial obligations to operate the facility especially when we are continuing with much needed renovation projects. In 2025 we completed the ice plant upgrades with funding from the ASIRP Grant. The refrigerant was upgraded, compressor #1 was replaced, and the curling rink mains were replaced. The total project cost was \$121,315. Our society's contribution was \$26,360.

This year we have been dealing with serious leaks in the recreation center roof. The significant rains have made the situation worse. Part of the roof, over the pool and cold storage, was torn off during a windstorm. Insurance is covering the cost of repairs to this portion. A quote to properly fix the rest of the roof was given at a cost of \$436,571.00. During inspection, it was discovered that the roof above the kitchen, hallway, mechanical room and conference room was in critical condition. The quote to repair this portion was given at \$168,736. A special emergency meeting was called and a motion was made and carried to fix this portion of the roof at the same time as the cold storage/pool portion. We need to prevent further damage and the higher costs of repair that would be associated with that.

We have two grant applications submitted at present to hopefully help offset costs. CFEP Grant for \$200,000 – this was submitted at the beginning May prior to the wind storm and rains. Prairies Can – Build Communities Strong Grant for \$400,000. This was completed in mid-July when we knew the greater extent of what we were dealing with. Both grants fund 50% of projects. Funding approvals will not be made until October and November. We will continue to seek funding sources if needed but the rest of the repairs will need to happen sooner than later.

With all this in mind, we are respectfully asking that you will increase the amount by \$50,000 for the Recreation Grant for this year. This funding will go directly to the roof repairs.

The Mannville Recreation Center is a vital part of the village and surrounding area and is used by most everyone in the community. It is home to Minor Hockey, Figure Skating Club, Curling Club, Pickleball Club, Walking Club, and the Community Fitness Center. Our hall hosts many community events, family gatherings, and markets every year – it is truly the heart and hub of our rural community.

We thank you for your consideration of this request and your continued support. We look forward to continuing to provide the best facility possible for our community.

On behalf of the Mannville and District Agricultural Society,

Thank you

Chantal Foster – Treasurer/Secretary



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



July 24, 2026

Re: Request for Water Purchase Rate of \$4.50 per Cubic Metre

Dear Council,

Thank you for your willingness to reconsider ACE Water Corporation's request regarding the water purchase rate for water supplied through your municipal connection point (truck fill) during construction activities.

ACE respectfully requests that the water purchase rate be established at \$4.50 per cubic metre for the following reasons:

1. Non-Grant Eligible Expense

The purchase of water from municipal systems is an operating expense that is not eligible for grant funding. These costs are borne entirely by ACE and its member municipalities.

2. Fair and Reasonable Water Purchase Rate

ACE currently supplies treated water to its member communities at \$3.45 per cubic metre. A purchase rate of \$4.50 per cubic metre represents a reasonable premium of \$1.05 per cubic metre to recognize the municipality's costs associated with supplying water through its connection point during planned construction activities.

The proposed rate acknowledges the municipality's cooperation in making water available while providing fair compensation for this temporary service.

3. Regional Consistency

A rate of \$4.50 per cubic metre has already been accepted by the County of Two Hills, Town of Two Hills, and Village of Mannville, demonstrating a consistent and cooperative regional approach.

4. Supporting Neighbouring Communities

Water purchased under this arrangement is used solely to maintain potable water service to neighbouring communities, including the County of Two Hills and the Village of Myrnam, during planned construction. This cooperative approach helps ensure residents continue to receive a safe and reliable water supply.

ACE appreciates Council's consideration of this request and values the continued partnership between the Ace municipalities. We believe the proposed rate is fair, consistent, and supports the shared goal of maintaining reliable regional water service.



Thank you for your consideration. Should you require any additional information, please do not hesitate to contact me.

Sincerely,



Rhonda King
Manager
Alberta Central East Water Corporation



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: _____



RFD Appendix



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: _____

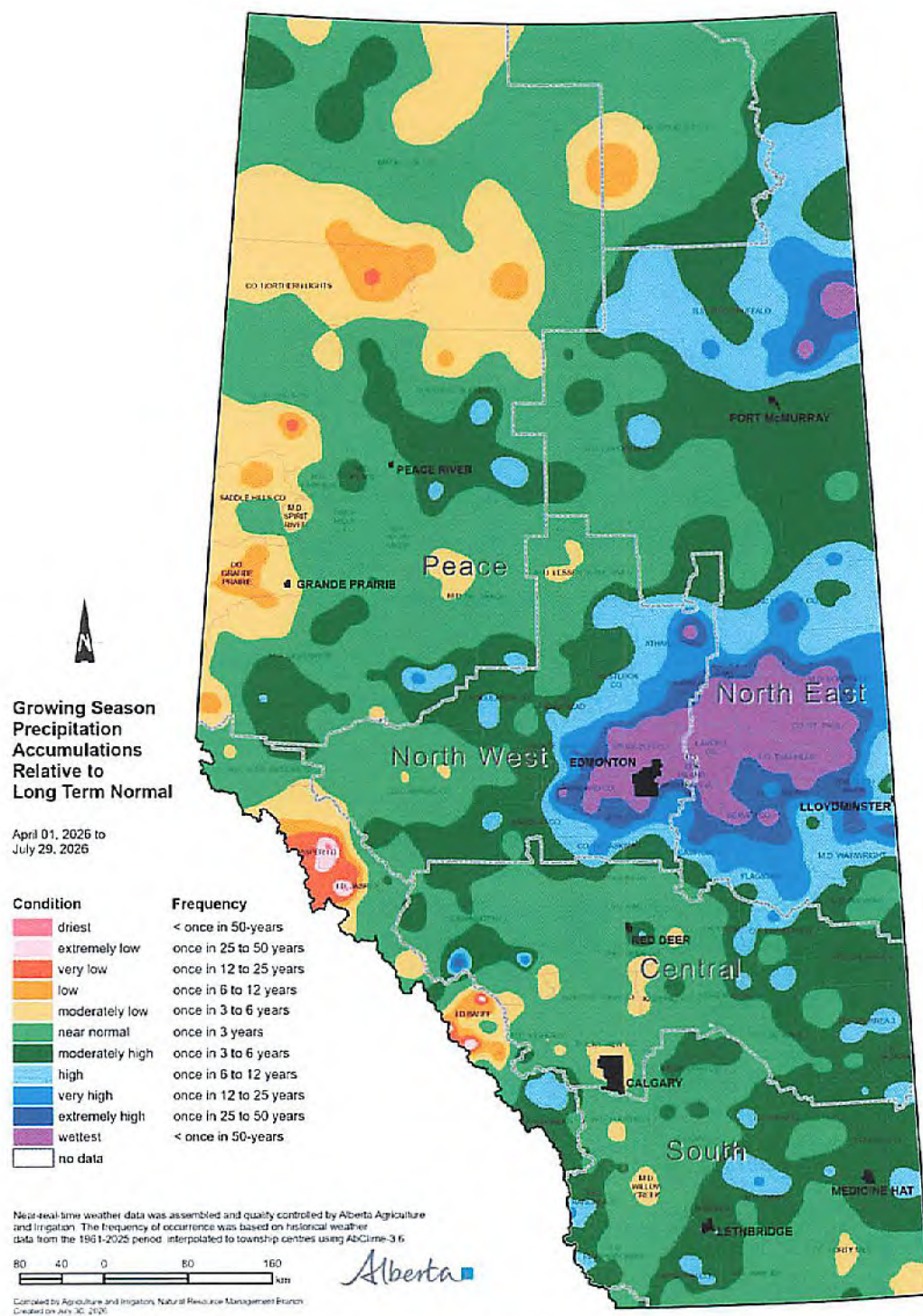
Meeting Date: _____ Department: _____

Recommendation:	
Background: ☐ See Appendix	
Legislative Guidance: ☐ Provincial ☐ Municipal ☐ None <i>Details:</i>	Council Priorities Chart: ☐ Yes ☐ No <i>Details:</i>
Previous Council Direction:	
Financial Implications: ☐ Capital ☐ Operations ☐ Other <i>Details:</i>	
Communication and Engagement:	
Implementation Timeline:	
Attachments:	

Prepared By: _____

Reviewed By: _____

Map 3





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):

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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):

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REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

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

County Meetings (include date):

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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: August 17, 2026 Council Meeting

From Date: July 18, 2026

To Date: August 14, 2026

Internal Meetings:

- COW meeting – July 20
- Council Meeting – July 20

External Meetings:

Education and Professional Development:

Senior Leadership Team Support:

- Council and Committee meeting packages
- Occupational Health and Safety Program
- Privacy Management Program development
- Strategic Planning Development
- Corporate Document Management Programs Research
- Council Remuneration Policy Research
- RMA District 5 Fall Meeting Prep
- Director of Operations Coverage
- Rural Parade/Fair Support
- Budget 2027
- Viking Health Foundation Research
- Minister of Municipal Affairs Meeting Preparation



ADMINISTRATION REPORTS

Name: Norm De Wet

Department: Operations

Reviewed by: Pat Podoborzny

For Presentation at: August 17, 2026 County Council Meeting

From Date: July 21, 2026

To Date: August 14, 2026

Fleet purchases/Maintenance:

- The tender for the sale of two fleet vehicles closed on July 24. Nine bids were received for Unit 202, and 11 bids were received for Unit 204. The highest bid for each unit was \$4,600. The sales were approved in accordance with Policy AD 1014-01, Asset Disposal Policy.

Public Works Update:

- Maintenance crews continue road maintenance operations. While progress is being made, administration continues to monitor and respond to changing conditions as required.
- Construction on RR 155 south of Twp 522 in Division 6 should be completed the week of August 17, 2026.
- Construction crews have mobilized to RR 160 north of Hwy 16 in Division 7 to start stripping and tree removal.
- Traffic counting continues with a two-week rotation of selected sites.
- Crushing operations continue at the Coulters pit.
- The oiling program has completed RR 144 south of the Emcon service road in Division 6, as well as Brookwood Estates in Division 7. Crews will mobilize to complete the remaining project as weather permits.
- The gravel program is approximately 68% complete and is currently operating out of the Lobe Pit in Division 3. Once work at the Lobe Pit is complete, operations will move to the Zaparose Pit in Division 7 to continue the gravel program.
- Administration is currently working on a priority list, maps and pricing for shoulder pulls within the County. Once compiled, this will be brought to Council as a discussion and budget item.

Contracted Services:

- The Parks and Recreation Contractor has been mowing the hamlets, Wapasu Park, and Highway 16 sign locations.
- The roadside mowing program is underway, and this year has started in the east. Currently, all roads east of Hwy 881 have been completed.
- Hydrasurvey has completed the lagoon assessment of the Minburn sewage lagoon. Results will be shared at the September Committee of the Whole meeting.
- Seahorse Aquatic was scheduled to remove the subaquatic vegetation from the Lavoy sewage lagoon starting on July 21, following the 2025 lagoon assessment. However, due to low water levels resulting from the early lagoon release, the vegetation removal could not be completed. Seahorse Aquatic will return in October to attempt the work again.
- Sewer system flushing in the Hamlets of Lavoy and Minburn will be starting the week of August 10.

Hamlets:

- Water was pumped from the Lavoy dugout for a third time under an approved Temporary Diversion License to reduce water levels following the significant rainfall received in June 2026. Pumping operations have since been completed.

Waste Management:

- AB Recycling Management Association (ARMA) inspection of recycling facilities for electronics, paint, and tires was completed at the Ranfurly WTS and the East Regional WTS.

Recreation:

- Maintenance activities continue at the Wapasu Trails and Conservancy Park, including deadfall removal and mowing of trail areas.

Utilities

- MPE Engineering is currently assessing the Lavoy treated water reservoir as part of the County's long-term infrastructure planning process. Administration will provide an update to Council once MPE Engineering's assessment has been completed and the findings have been reviewed.

Agricultural Services Update:

- Crews are actively addressing drainage concerns, replacing culverts as required, and responding to beaver-related issues to maintain proper water flow and protect municipal infrastructure.
- Seasonal crews continue herbicide applications in Hamlets and gravel pits as wet weather conditions allow.
- Seasonal staff continue to weed whip vegetation and brush around bridges and guardrails throughout the County.
- Strychnine sales started on July 7 and will continue by appointment only.
- Eight requests for private land spraying have been received and will be completed by the ASB crew as conditions allow.
- In the month of August, ASB will be conducting grasshopper monitoring, wheat field samples and Canola field samples for Alberta Agriculture.



ADMINISTRATION REPORTS

Name: Davin Gegolick

Department: Planning and Community Services

Reviewed by: Pat Podoborzny

For Presentation at: August 17, 2026 Council Meeting

From Date: July 15, 2026

To Date: August 13, 2026

Planning Update:

- Issued development permits:
 - Shipping Container (Lavoy)
 - Dwelling addition (Pt. SW 5-54-15-4)
 - Dwelling (NE 32-50-11-4)
 - Dwelling (Ranfurly)
- Received complaints: unsightly property in Lavoy, sewer pumping in Ranfurly
- Enforcement of Court Order in Minburn
- Ledcor is planning to run a fibre line along Rge Rd 91 and Twp Rd 510 – backbone fibre line running across the Country (July-September 2026)
- Inspected Tax Forfeiture properties with municipal Assessor
- The Orphan Well Association provided an annual update to their closure and reclamation work in the County

Subdivision Update:

- Completed inspection: file #09-2026
- Endorsed file #07-2026

Economic Development Update:

- Meeting with developers on upcoming projects.
- Promoting Alberta Open Farm Days on August 15-16 with community farm participants: Vegreville Ag Society, Lavoy General Store, Birch Lake Campground, Kross Farm

Community Services:

- Deadline for submission of community center grant applications and recreation grant allocations was August 4.
- Working with community groups to put up County-support signage at their facilities.
- Permanent weatherproof holders mounted at each of the Hamlets and Wapasu for our monthly newsletters.

Attachments:

- July 10, 2026 letter from the Orphan Well Association
- RFD – Minburn Landfill Phase II ESA
- RFD – ATCO Electric Utility Within Road Allowance Special Request
- RFD – Repeal Policy PDS 7001-01, Rural Broadband
- RFD – Subdivision File #09-2026
- RFD – Lavoy Homecoming Harvest Funding Request
- RFD – 2026 Community Centre Grant Funding Program
- RFD – 2026 Recreation Grant Funding Program
- RFD – Mannville Ag Society Funding Request



Orphan Well Association

Alberta Oil and Gas Orphan Abandonment and Reclamation Association
2100, 715 – 5 Avenue SW, Calgary Alberta, T2P 2X6
www.orphanwell.ca

RECEIVED

JUL 17 2026

July 10, 2026

COUNTY OF MINBURN NO. 27

Reeve Roger Konieczny
Minburn County
4909-50 Street PO Box 550
Vegreville AB T9C 1R6

Dear Reeve Konieczny,

As a neighbour in Minburn County, and a partner with Alberta businesses, I wanted to share with you that we have released the Orphan Well Association (OWA) annual report for 2025/26. It outlines our work across the province in the safe, principled, efficient and environmentally responsible closure of oil and gas sites that we have in our orphan inventory including those with a minority working interest partner. **We have supplemented province-wide summaries in this letter with information specifically about Minburn County.**

In the 2025/26 fiscal year, our typical cost for closing an orphan site, combining decommissioning and environmental reclamation categories, was about \$56,500. However, it should be noted that these two categories may span over several fiscal years, and specific projects vary significantly depending on technical complexity.

While we carry on our work, we are also putting Albertans to work. A study by Enserva, which represents energy service companies, found between 41 and 57 people are employed in the closure of a single well. In the three fiscal years from April 1, 2023 to March 31, 2026, the OWA invested about \$8,415,000 in Minburn County, directly hiring 128 vendors to safely perform a variety of activities, ranging from inspections and decommissioning to remediation and reclamation, but also including other indirect spending such as accommodation and food services.

As of June 1, 2026, there remain 161 orphan sites in Minburn County that require decommissioning and then environmental reclamation. There are also 78 sites that require environmental reclamation only as decommissioning has already been completed. Of the sites that require reclamation only, we have completed our work on 9 or about 12 percent, and are waiting on vegetation to be fully established before we apply for a reclamation certificate from the Alberta Energy Regulator. Our complete inventory is updated monthly on our website at orphanwell.ca, and I can provide more specific information if requested.

In addition to orphan properties, Minburn County also has 274 inactive well licenses. These properties have solvent owners and operators and are not the responsibility of the OWA.

With the support of the oil and gas industry, as well as provincial and federal government loans from several years ago, we have decommissioned more than 5,700 orphan wells over the past six years, ensuring they are in a safe state for Albertans and our shared environment. The loan funding, initiated in 2017, has been

completely deployed for field activities and industry levies have already repaid over 65 percent of the Alberta loans, as of July 2026.

While site decommissioning to ensure safety and environmental protection remains an important phase of our work, we have seen a larger portion of our expenditures shift toward the final stages of site closure – environmental remediation and reclamation. For nearly a decade, every year the OWA has seen a new record number of sites receiving reclamation certificates, meaning that their presence has effectively been removed from the landscape with the environment returned to its previous condition.

We are progressing plans with the Alberta Energy Regulator and Alberta Agriculture and Irrigation to address a new mandate this year to manage weed and pest control on orphan sites across the province that are under our care. While this is a significant undertaking, it is an important part of the energy industry's work alongside Alberta's multi-billion-dollar agrifood industry.

In the larger picture, Alberta's oil and gas industry has remained relatively stable and the majority of companies are built to steadily navigate the kind of volatility we now see in the global energy markets. This, along with significant regulatory enhancement over the past five years, should reduce the longer-term risk of future orphans. However, we expect legacy sites will continue to impact our inventory over the next several years, as we've seen most recently with a significant, but expected, addition to our inventory. We are prepared.

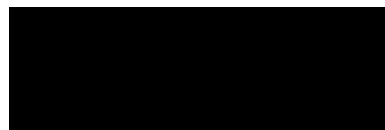
For more than two decades, meeting our mandate and investing in our economy has been funded nearly entirely by the oil and gas industry. This truly takes accountability to an elevated level, with diligent and responsible operators conducting their own site closure planning and operations, while paying to clean up orphans left by others. There is no other industry in Canada – or globally – that I'm aware of that does this. In 2025/26 alone, these active companies provided \$141 million of funds, contributing to a total of nearly \$1.5 billion spent on decommissioning and environmental work since the OWA's founding.

Underpinning all the OWA's efforts is our relationships with industry partners and contractors – nearly 900 large and small businesses across Alberta over the last three years. They are critical to how we do our job, meet our goals and perform our mandate.

Going forward, we will continue to meet the challenges of closing oil and gas sites at a pace that is guided by safety, responsibility and efficiency. We expect to continue steadily and strategically, while industry practices – along with strong regulations – should reduce the amount of work that needs to be done in the future.

For more information, I invite you to read our annual report, available under the "About Us" tab at www.orphanwell.ca or contact me directly at 403-297-3398.

Yours truly,



Lars De Pauw
President
Orphan Well Association



ADMINISTRATION REPORTS

Name: Mike Fundytus

Department: Protective Services

Reviewed by: Pat Podoborozny

For Presentation at: August 17, 2026 Council Meeting

From Date: July 13, 2026

To Date: August 11, 2026

Fire Department Update:

Call Type	Date	Details	Station Dispatched
Grass Fire	July 13	Hwy 16 RR 95 small grass fire was self extinguished upon arrival. 3 POC 1 FT member	Mannville
Other	July 17	Hwy 881 south of Hwy 16. Powerline fell across Hwy. 5 POC attended	Mannville
Vehicle Fire	July 17	Hwy 16 RR 122 vehicle fire. 4 POC 1 FT	Innisfree
Medical	July 18	Village medical. 2 POC 1 FT	Innisfree
Other	July 18	Hwy 870 48 th Ave. powerline across Hwy. 4 POC 1 FT	Innisfree
Other	July 19	Hwy 881 south of Hwy 16 powerline down. 5 POC	Mannville
Medical	July 21	County medical. 4 FT members attended	Innisfree
Medical	July 21	Village medical. 3 POC members attended	Mannville
False Alarm	July 22	8313 TWP 504 false alarm. 2 POC 1 FT member attended	Mannville
Medical	July 22	Village medical. 3 FT members attended	Mannville
Medical	July 24	Village medical. 2 FT members attended	Mannville
Medical	July 26	Village medical. 1 POC 1 FT member attended	Innisfree
Medical	July 27	County medical. 2 POC 3 FT members attended.	Mannville
MVC	July 28	Hwy 16 Hwy 881. 8 POC 1 FT member attended	Mannville/Innisfree

Medical	July 28	County medical, concurrent call with above accident. 3 POC members attended	Innisfree
MVC	July 30	Hwy 16 RR 84. Called in crash, could not locate vehicles. 3 FT 1 POC attended	Mannville
MVC	August 1	Hwy 16 RR 92. 6 POC members attended	Mannville
MVC	August 1	Hwy 16 RR 111. 4 POC members attended	Innisfree

- Total Fire Responses:
 - Mannville – 11
 - Innisfree – 8
 - Vegreville – No data available from Town
- Currently issuing burn permits until August 31, 2026
- Current staffing in Protective Services is 1 FT Director, 1 FT Public Safety Officer, 2 FT Seasonal Firefighter, 27 paid on call firefighters (12 Innisfree station, 15 Mannville station) 1 member on medical leave. POC staffing is still a struggle; it is being currently supplemented by FT staff working overtime hours.
- Due to delays in the chassis arriving at the manufacturer, the apparatus is delayed from October to January for delivery.
- Received \$10,000.00 grant from Enbridge to be put towards cost of new engine.

Emergency Management Update:

- HRVA/HIRA update project has started.

OH&S Update:

- Reviewing draft handbook.

Bylaw Enforcement:

- Lots of inspections relating to tax forfeiture properties.

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:

COUNTY OF MINBURN NO. 27
2026 Monthly Progress Report - At July 31, 2026
~Final~

Decision Papers - Operating								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Front Step Admin Building						\$ 36,000		Project scoping included as part of larger Admin Bldg Rehab Project in 2027
Admin Bldg. Mechanical & Electrical Study						\$ 52,500	\$ 18,324	Project complete, report with cost estimates received and accepted. Project engineering and scoping to be completed by fall 2026
Financial ERP System Replacement						\$ 200,000	\$ 240,647	Base ERP system now "live", continuing improvements expected in latter half of 2026
Automated Development Permitting						\$ 12,500	\$ 12,500	Currently in testing phase.
Crossroads Economic Development Alliance						\$ 48,172		Town of Vegreville (managing partner) was successful in NRED grant in the amount of \$200,000. County's contribution is \$48,171.65. Tender awarded to OMR.
Crossroads Capacity Building Projects						\$ 60,000	\$ 60,000	Work complete
Communications Project/Dev. Package						\$ 100,000	\$ 100,000	Both projects complete
Cemetery Signage for 3 Cemeteries						\$ 5,000		Signs have been ordered with plans for install later this year.
Decision Papers - Capital								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Mannville Fire Hall Fencing						\$ 65,000		Project awarded to Southridge, pad is poured, site levelled
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	\$ 679,951	Completed and the machine Delivered to yard
Fleet Truck Replacement						\$ 128,625	\$ 124,650	All fleet trucks received and being put into service.
Minburn Sidewalk Rehabilitation						\$ 22,667		Contractor awarded to Northwind construction to be completed summer 2026
2026 CAT 160 Motor Graders (2)						\$ 1,335,000	\$ 1,335,000	Both graders delivered and put into service.
Fuel System Upgrade						\$ 107,048		Fuel system upgrade awarded to Innoflow Solutions
Lavoy Hydrant Rehabilitation						\$ 125,735	\$ 39,500	Hydrant repairs and rehabilitation completed by Nikiforuks Construction
2026 Crushing Program - Coulter Pit						\$ 3,000,000		Paragon crushing is ongoing
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	\$ 54,077	Approved with Plains Construction
Bridges (MTCE 5qty)						\$ 1,021,703	\$ 18,375	Tender awarded for Formula Alberta Ltd.
Road Maintenance Activities								
Road Projects	20%	40%	60%	80%	100%	Comments		
Road Construction						Construction ongoing in Div. 6		
Gravel Haul Program						Program ongoing in Div. 3		
Oiling Projects						Oiling crews patchiing		
Dust Controls						MG30 program completed.		
Roadside Mowing						Mowing has commenced		
Roadside Brushing						Starting fall 2026		

County of Minburn
Box 550
Vegreville, AB
T9C 1R6



JUL 22 2026

Dear, Reeve and Councillors

COUNTY OF MINBURN NO. 27

Municipal Funding Request from the Battle River Watershed Alliance

For 20 years, the Battle River Watershed Alliance (BRWA) has worked alongside municipalities to protect the long-term health of the Battle River and Sounding Creek watersheds. We are grateful for your continued leadership and commitment to sustainable communities.

Today, changing watershed conditions make this work more important than ever. Successive years of drought followed by periods of intense rainfall and localized flooding have demonstrated that the challenges facing our communities are becoming more complex and more costly. Decisions made today will influence the long-term security of our drinking water, infrastructure, local economy, agriculture, recreation, and aquatic ecosystems.

As municipalities prepare for future growth and increasing climate uncertainty, proactive watershed planning has never been more important. Continued municipal investment ensures we can provide the science, partnerships, education, and collaborative planning needed to help communities prepare rather than react.

We respectfully ask Council to Invest 50 by contributing \$0.50 per capita to support watershed initiatives across the Battle River and Sounding Creek Watersheds.

Why This Investment Matters

The rapid shift from prolonged drought to intense rainfall has highlighted the need for resilient watershed management. Communities across the watershed continue to experience challenges related to water supply, wastewater management, recreation, infrastructure, flood risk, and declining water quality.

Healthy watersheds help reduce these risks. Floodplains, wetlands, riparian areas, and healthy rivers naturally store water, reduce flooding, improve water quality, support biodiversity, and contribute to long-term water security. Planning for these natural systems is often one of the most cost-effective investments municipalities can make.

Twenty Years of Local Leadership

In 2026, BRWA is proudly celebrating 20 years of watershed stewardship.

As an independent, non-profit Watershed Planning and Advisory Council, BRWA brings together more than 2,000 members and a broad network of municipal leaders, Indigenous communities, agricultural producers, industry, conservation organizations, researchers, and residents to develop practical, science-based solutions that balance environmental, social, and economic priorities.

Over the past two decades, BRWA has:

- Developed watershed management plans and recommendations that support sustainable land and water management.
- Produced State of the Watershed Reports that help municipalities make informed planning decisions.
- Delivered award-winning watershed education programs for youth, teachers, and communities.
- Completed riparian health assessments and developed practical land use planning guidance for municipalities.
- Built trusted partnerships that leverage funding and expertise to maximize local impact.

By the Numbers

Together, we are making a measurable difference.

- More than 2,000 members
- More than 200 funding partners over the past 20 years
- Thousands of volunteers supporting watershed stewardship
- \$850,000 invested in riparian restoration projects, generating an estimated \$33 million annually in ecosystem services
- 40 of 60 municipalities participated in Watershed 101 for Elected Officials
- More than 40 municipal planners contributed to watershed land use planning guidelines
- 58 municipal representatives have served on the BRWA Board of Directors
- More than 14,000 youth reached through watershed education programs
- Approximately 600 teachers engaged annually

Working Together Across Alberta

As one of Alberta's 11 Watershed Planning and Advisory Councils, BRWA serves as an independent, trusted partner that brings together governments, Indigenous Nations, municipalities, agriculture, industry, conservation organizations, academia and the public to build consensus around watershed priorities.

Together, Alberta's WPACs engaged more than 35,000 Albertans in stewardship activities last year and leveraged more than \$8.5 million through partnerships and volunteer contributions.

Looking Ahead

Municipal support allows BRWA to continue delivering practical, local solutions that benefit communities across the watershed.

Current priorities include:

- Developing a Roadmap for Sustainable Water Management in the Battle River Watershed
- Supporting surface water quantity, flood, and drought modelling
- Advancing Indigenous co-leadership in watershed management
- Delivering watershed education programs, initiating a new WOW tour, and outreach initiatives
- Completing riparian condition assessments
- Implementing aquatic invasive species prevention initiatives
- Celebrating 20 years of watershed stewardship through community events and special projects

How You Can Help

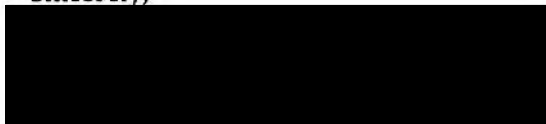
We invite your municipality to support watershed stewardship in three ways:

1. Invest 50 by contributing \$0.50 per capita toward BRWA's watershed programming. An invoice has been enclosed based on your municipality's population and the proportion of your municipality within the Battle River and Sounding Creek Watersheds. Every dollar invested, alongside industry contributions and grants, remains in the watershed to support local programs and partnerships.
2. Register municipal representatives for our Roadmap for Sustainable Water Management Planning Session, where municipalities will help shape future watershed priorities. Date: Thursday, Oct. 22, 2026 • 10:30 AM - 12:00 PM (Councillors and staff welcome, including Planning and Ag Services)
3. Invite BRWA to present to Council. We welcome the opportunity to share watershed conditions, discuss local priorities, and explore opportunities to work together.

Your continued investment helps ensure that municipalities have access to reliable watershed information, collaborative planning, practical stewardship tools, education programs, and strong partnerships that support healthy watersheds, resilient communities, and sustainable economic growth.

Thank you for your continued partnership and your commitment to caring for the land, water, and biodiversity that sustain our communities. We look forward to continuing this important work together.

Sincerely,



Alan Corbett and Ryley Andersen
Co-Chairs, Battle River Watershed Alliance

Supplementary Materials:

2025-2026 Review Engagement (Audited Financials), <https://bit.ly/4vDBgiV>

2025-2026 Annual Report, <https://bit.ly/4wLZbxz>



Roadmap for Sustainable Water Management Planning Information Session
Thursday, Oct. 22, 2026 • 10:30 AM - 12:00 PM

[Register a municipal representative](#)

ABOUT THE BATTLE RIVER WATERSHED ALLIANCE

The Battle River Watershed Alliance (BRWA) was created in November 2006 as a non-profit society. Shortly after its formation, BRWA was designated by Alberta Environment, under Water for Life: Alberta's Strategy for Sustainability, as a Watershed Planning and Advisory Council for the Battle River and Sounding Creek watersheds. We are a multi-stakeholder non-governmental organization dedicated to preserving and enhancing the land and water in these basins. Our vision is to have a watershed that sustains all life by using sound knowledge, wisdom, and wise actions to preserve our watershed for future generations. We achieve our vision by providing relevant science, social science, policies, and education for a diverse community of people to create solutions to our watershed's challenges. The BRWA has grown into a well-respected community organization. Our work takes a balanced approach for healthy natural areas, resilient communities, and a stable economy.

MEET THE BOARD OF DIRECTORS

Academia

Greg Smith, BRWA Treasurer
Clark Banack, University of Augustana

Agriculture

Terry Vockeroth, County of Paintearth
Ahsan Rajper, Battle River Research Group

Business/Industry

Ryley Andersen, BRWA Co-Chairperson

Health

Marilyn Weber, Healthcare Professional

Individual

Al Corbett, BRWA Co-Chairperson
Peter Pullishy
Bruce Hinkley

Government Bodies (Municipal, Provincial, or Federal)

Preston Weran, Town of Blackfalds
Dale Pederson, Beaver County
Jamie Bruha, Alberta Environment and Protected Areas
Murray Hampshire, County of Flagstaff
Richard Waddell, MD of Wainwright

First Nations

Leonard StandingontheRoad, Montana First Nation

Ex-Officio

Melissa Orr-Langner, Alberta Agriculture and Irrigation
Catherine Peirce, Battle River Watershed Alliance Executive Director

Special thanks to retiring director:
Melvin Thompson, Flagstaff County

MEET THE LAND AND WATER COMMITTEE

Jamie Bruha, Director - Government of Alberta
Susanna Bruneau, Battle River Watershed Alliance
Alan Corbett, Drainage Council and BRWA Board
Chris Elder, ALUS, County of Vermilion River
Amanda Koot, Pigeon Lake Watershed Association
Aaron Leckie, City of Camrose
Melissa Orr-Langner, Government of Alberta
Derek Friend, Ducks Unlimited Canada
Catherine Peirce, Battle River Watershed Alliance
Murray Hampshire, Flagstaff County
Sarah Skinner, Battle River Watershed Alliance
Terry Vockeroth, County of Paintearth and BRWA Director
Dwayne West, Councillor, Lacombe County
Shaleigh Raine, Louis Bull Tribe
Leonard StandingontheRoad, Montana First Nations
Leslie Heck, Flagstaff County
Ray Giles, Youth/Student Representative
Olivia Lymburner, Otipemisiwak Metis Government
Taylor Babcock, Otipemisiwak Metis Government

MEET THE EDUCATION & ENGAGEMENT COMMITTEE

Justin Babcock, Ponoka County
Kim Barkwell, Leduc County
Greg Bowie, Beef Producer
Jamie Bruha, Alberta Environment & Protected Areas
Susanna Bruneau, BRWA Staff
Alexandra Harland, Cows and Fish
Janine Higgins, Government of Alberta
Catherine Peirce, BRWA Staff
Greg Smith, BRWA Board of Directors
Joey Temple, Individual

INVOICE



Invoice # 2026-126

FROM:
Battle River Watershed Alliance (BRWA)
Suite 3, Mirror Lake Centre
5415 49 Avenue
Camrose, Alberta

To:
County of Minburn
Box 550
Vegreville, AB
T9C 1R6

JULY 16, 2026		POPULATION	\$.50 PER CAPITA
	County of Minburn	3,080	
	DESCRIPTION		
	% of the County of Minburn in the Battle River Watershed	10.3%	
	2026-2027 Battle River Watershed Alliance support request		\$158.62
			\$158.62
<u>Please make your cheque payable to:</u> Battle River Watershed Alliance Suite 3, 5415-49 Ave Mirror Lake Centre Camrose, Alberta, T4V 0N6 <i>Thank you for your support!</i>			

Audra Kropielnicki

From: Innisfree Charter School Society <innisfreeschool@gmail.com>
Sent: July 29, 2026 9:20 AM
To: Audra Kropielnicki; CAO
Cc: Innisfree Charter School Society
Subject: Letter Request for Minburn Council

Dear County of Minburn Council,

I am writing to follow up on our meeting in June and to provide an update on the Innisfree Charter School application. Thank you for your letter of support—it was included in our initial submission and remains an important part of our application package. We are now completing our second draft based on feedback from Alberta Education, with a focus on strengthening our financial and operational sections.

One of the key areas that will significantly enhance our submission is confirmed financial support from community partners. Given the current situation with the Village of Innisfree, we are unable to rely on previously stated commitments. As we finalize our financial plan, we respectfully ask whether the County is able to provide a financial contribution that can be formally included in our revised application. A written indication from Council confirming both your intent to contribute and the amount you anticipate donating upon charter approval would be extremely valuable.

We are appreciative of the County's ongoing support and partnership. Any financial contribution will be publicly acknowledged, and we would be pleased to recognize the County through a classroom sponsorship or similar naming opportunity within the school.

Please let me know if the Council requires any additional information as you consider this request. Thank you again for your time, your commitment to rural education, and your continued support of this project.

Warm regards,

Karen Kuzio

Innisfree Charter School Society



To Our Reeve, County
Councillors and Staff...

Just a little note to say
thank you very much.

Thank you for
acknowledging us on our
50th Wedding Anniversary,

Original signed by Paul and Karen Landry

August 13, 2026

County of Minburn Reeve & Council
4909-50 Street
P.O. Box 550
Vegreville, AB T9C 1R6

Re: Request for Rezoning

Dear Reeve Konieczny and Council,

The Town of Vegreville is currently working to sell the former museum property, including the lands and buildings, as part of our efforts to divest the asset.

While the property has generated interest from several prospective purchasers, our realtors have advised that the current Recreational/Institutional zoning under the County's Land Use Bylaw has deterred some interested parties, as it may not necessarily align with their intended use of the property.

With this in mind, the Town respectfully asks if the County would consider rezoning the property to Direct Control. It is our hope that this designation would not only provide greater flexibility to prospective purchasers but would also present an opportunity for the County's elected officials to be actively involved in this process by hearing directly from those purchasers about what they ultimately have in mind for the property and whether it's the type of investment they would like to see within their boundary.

Ultimately, a successful sale would be mutually beneficial as it would free the Town from the financial responsibility of maintaining the buildings and land while also returning the property to the County's tax base with, depending on the approved usage by County Council, the potential to create opportunities for commercial, industrial, residential, or mixed-use investments.

It is our hope that we can work collaboratively in this process and thank you for your consideration. We would be pleased to discuss the request further at your convenience.

Sincerely,



Tim MacPhee
Mayor

COUNCIL MEETING ACTION ITEMS

Action List Item No.	Motion No.	Meeting Date	Description	Percentage Completed	Person Responsible	Date Completed	Notes
2488	2025-319	15-Dec-25	Administration proceed with Fire Agreement Fee Structure negotiations with Villages of Mannville and Innisfree	90%	Mike/CAO		Waiting on Innisfree to return signed agreement
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
2576	2026-166	15-Jun-26	Prepare CAO Bylaw 1374-26 for second and third readings for the July County Council meeting	100%	Office of the CAO	20-Jul-26	Third reading given at July 20, 2026 Council meeting
2582	2026-180	20-Jul-26	Process subdivision file #08-2026	100%	Davin	20-Jul-26	Complete
2583	2026-181	20-Jul-26	Advise Northern Lights Library of approval of 1.5% levy increase for NLLS 2027 budget.	100%	Davin	22-Jul-26	Complete
2584	2026-182	20-Jul-26	Prepare Rail Safety Week Proclamation	100%	Davin	21-Jul-26	Proclamation is scheduled for Sept 21-27, 2026
2585	2026-183	20-Jul-26	Add new Agricultural Pest Control Policy to server and website	100%	Office of the CAO	21-Jul-26	Complete
2586	2026-184	20-Jul-26	Oversee installation of yield signs on RR 155 at the intersection of Twp Rd 514 in Division 6	50%	Norm		Work order created, waiting on First Call
2587	2026-185	20-Jul-26	Notify ACE Water Corp of Council's approval to purchase water at Minburn Truck fill at a rate of \$6.93 per cubic metre, limited to 4 truckloads per day for 5 day project	100%	Norm	21-Jul-26	Completed
2588	2026-186	20-Jul-26	Notify bidder of successful bid of \$10,000 for Tax Forfeiture property described as Blk 7, Plan 5450CL, Minburn	100%	Jay	21-Jul-26	Notified and Offer to Purchase sent
2589	2026-187	20-Jul-26	Notify bidder of successful bid of \$5,500 for Tax Forfeiture property described as Lot 23, Blk 4, Plan 949Q, Lavoy	100%	Jay	21-Jul-26	Notified and Offer to Purchase sent
2590	2026-188	20-Jul-26	Wait with awarding successful bid on tax forfeiture property described as Lots 13-15, Blk 6, Plan 8103S, Ranfurly, pending decision by the province on existing caveat on title	0%	Jay		Awaiting decision by Province
2591	2026-190	20-Jul-26	Administration to add CAO Bylaw 1374-26 to server and County website	100%	Office of the CAO	21-Jul-26	Complete
2592	2026-196	20-Jul-26	Administration to ensure the municipal portion for BF72570 replacement project is funded from bridge reserves and not through a debenture	100%	Norm	21-Jul-26	Funding to come from reserves when project completed
2593	2026-197	20-Jul-26	Notify Wilde Advisory Group they were awarded the 2026-2028 Auditing Services contract	100%	Jay	21-Jul-26	Complete