



County of Minburn Council Meeting Minutes

December 19, 2022

Attendance:

Reeve
Deputy Reeve
Councillors

Roger Konieczny
Tara Kuzio
Joey Nafziger
Eric Anderson
Clifford Wowdzia
Carl Ogradnick
Kevin Bentley
Pat Vincent
Trudy Shukalak

Interim Chief Administrative Officer
Recording Secretary

1 CALL TO ORDER

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

2 ADOPTION OF AGENDA

Deputy Reeve Kuzio moved the Agenda for the December 19, 2022 regular Council meeting be adopted as presented.

Carried

3 MINUTES

a. Regular Council Meeting

Councillor Anderson moved the minutes of the November 21, 2022 Council meeting be adopted as presented.

Carried

b. Special Council Meeting

Councillor Ogradnick moved the minutes of the November 29, 2022 Special Council meeting be adopted as presented.

Carried

c. Budget Meeting

Councillor Nafziger moved the minutes of the December 4, 2022 Budget meeting be adopted as presented.

Carried

d. Committee of the Whole Meeting

Councillor Wowdzia moved the minutes of the December 14, 2022 Committee of the Whole meeting be adopted as presented.

Carried

4 BUSINESS ARISING FROM MINUTES

Councillor Ogradnick moved to accept the Action Items and Council Priorities for information.

Carried

5 DELEGATIONS

6 DEPARTMENTAL REPORTS

6.1 Operations Report

Interim CAO Pat Vincent presented the monthly Operations report.

Councillor Bentley moved the Operations report be accepted as presented.
Carried

6.2 Agriculture and Utilities Report

Darwin Ullery presented the monthly Agriculture and Utilities report.

Deputy Reeve Kuzio moved the Agriculture and Utility Services report be accepted as presented.
Carried

6.3 Planning and Development Report

Davin Gegolick presented the monthly Planning and Development report.

Councillor Bentley moved the Planning and Development report be accepted as presented.
Carried

6.4 Protective Services Report

Interim CAO Pat Vincent presented the monthly Emergency Services report.

Deputy Reeve Kuzio moved the Emergency Services report be accepted as presented.
Carried

6.5 Financial Report

Interim Pat Vincent presented the monthly Financial report.

Councillor Nafziger moved the Financial report be accepted as presented.
Carried

7 NEW BUSINESS

Resolution No. 7.1
2022-148

Rescind Policies OP 9006-01-A and OP 9011-01-A

Deputy Reeve Kuzio moved to rescind Gravel Rates/Machine Rates/Miscellaneous Rates Policy OP 9006-01-A and Buried Communication Lines/Facilities Policy OP 9006-01-A as presented.
Carried

Resolution No. 7.2
2022-149

Disposal of Assets

Councillor Nafziger moved to approve the sale of Unit No. 532, CAT 966K loader to Michener Allen Auctioneering for a cost of \$211,800 plus G.S.T. and further, approve the sale of Unit No. 323, CAT 160M grader to P.D. Equipment for a cost of \$231,000 plus G.S.T.
Carried

Resolution No. 7.3
2022-150

Bykowski Sand & Gravel Contract Renewal

Councillor Ogradnick moved to extend the contract with Bykowski Sand & Gravel for the pit located at NW 5-52-9-W4M for three years for a cost of \$11.00 per tonne, commencing on January 1, 2023 and ending December 31, 2025.
Carried

Resolution No. 7.4
2022-151

Subdivision File No. 06-2022

Member Nafziger moved to approve Subdivision Application File No. 06-2022 regarding NE 27-50-9-W4M in Division 1 as per the required conditions and recommendations.
Carried

- Resolution No. 7.5**
2022-152 **Subdivision File No. 09-2022**
Member Anderson moved to approve Subdivision Application File No. 09-2022 regarding NW 4-51-10-W4M in Division 3 as per the required conditions and recommendations.
Carried
- Resolution No. 7.6**
2022-153 **Economic Development Strategy**
Councillor Anderson moved Council approve the County of Minburn Economic Development Strategy as presented.
Carried
- Resolution No. 7.7**
2022-154 **Property Tax Penalty Forgiveness Request**
Councillor Anderson moved to deny the request to cancel the property tax penalty for Tax Roll Account No. 569801 in the amount of \$199.18.
Carried
- Resolution No. 7.8**
2022-155 **Provincial Education Requisition Credit and Designated Industrial Requisition Credit Application**
Councillor Bentley moved to direct Administration to submit an application under the Provincial Education Requisition Credit (PERC) Program and Designated Industrial Requisition Credit (DIRC) Program for 2022 eligible outstanding taxes to receive credits for education requisitions already paid to the province.
Carried
- Resolution No. 7.9**
2022-156 **Leasing of County Owned Land Policy AD 1018-01**
Councillor Bentley moved to approve Leasing of County Owned Land Policy AD 1018-01 as presented.
Carried
- Resolution No. 7.10**
2022-157 **Municipal Assessment Services Contract Extension**
Councillor Nafziger moved to approve a three-year contract extension with Municipal Assessment Services Group (MASG) with a three percent inflationary increase in each of the three years to carry out the assessment of property within the County of Minburn commencing January 1, 2023 and ending December 31, 2025.
Carried
- Resolution No. 7.11**
2022-158 **Utilities Bylaw No. 1335-22**
Bylaw No. 1335-22 was presented to repeal and replace Utilities Bylaw No. 1282-19 to provide for waterworks, sanitary sewer and garbage systems and the supply of potable water in the Hamlet of Lavoy.
- And further, to provide for sanitary sewer and garbage systems in the Hamlet of Minburn;
- And further, to provide for a waterworks system for the supply of potable water to truckfill customers and rural residential users in the County of Minburn.
- Councillor Wowdzia moved Bylaw No. 1335-22 be given first reading.
Carried
- Councillor Anderson moved Bylaw No. 1335-22 be given second reading.
Carried
- Councillor Ogrodnick moved Council unanimously and in full agreement to give Bylaw No. 1335-22 third reading at this meeting.
Carried
- Councillor Nafziger moved Bylaw No. 1335-22 be given third reading.
Carried unanimously

Resolution No. 7.12
2022-159

Master Rates Amending Bylaw No. 1336-22

Bylaw No. 1336-22 was presented to amend Master Rates Bylaw No. 1281-19 amended by Bylaw No. 1298-20 which establishes fees, rates and charges for various services, goods, licenses and permits.

Councillor Nafziger moved Bylaw No. 1336-22 be given first reading.
Carried

Councillor Bentley moved Bylaw No. 1336-22 be given second reading.
Carried

Councillor Ogrodnick moved Council unanimously and in full agreement to give Bylaw No. 1336-22 third reading at this meeting.
Carried

Deputy Reeve Kuzio moved Bylaw No. 1336-22 be given third reading.
Carried unanimously

Resolution No. 7.13
2022-160

Payment of Accounts Revisions Policy AD 1016-01

Deputy Reeve Kuzio moved to approve Payment of Accounts Policy AD 1016-02 as presented.
Carried

Resolution No. 7.14
2022-161

2023 Preliminary Budget Review

Councillor Nafziger moved to approve the 2023 preliminary operating and capital budgets as presented.
Carried

8 COUNCILLOR REPORTS

Council reported on their monthly activities and Board/Committee meetings attended:

Councillor Nafziger - Division 1

- Special Council meeting, November 29, 2022
- Alberta HUB meeting, St. Paul, November 30, 2022
- Budget meeting, December 7, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- County Christmas Party, December 16, 2022
- Received several calls regarding snowplowing
- Inquiry regarding communication between Buffalo Trail Public School Division and the County related to the operation of school buses during poor road conditions
- Inquiry regarding snowplowing in field to reduce road drifting

Councillor Anderson - Division 2

- Special Council meeting, November 29, 2022
- Budget meeting, December 7, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- Issued fire permit

Konieczny - Division 3

- Special Council meeting, November 29, 2022
- Budget meeting, December 7, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- Received several calls regarding snowplowing
- Inquiry regarding school buses not operating during poor road conditions
- Snowplowing in fields to reduce road drifting

Councillor Wowdzia - Division 4

- Atlas Carbon Storage Hub Open House, Vegreville Social Centre, November 21, 2022
- Special Council meeting, November 29, 2022
- Budget meeting, December 7, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- Alberta Central East (ACE) Water Corporation board meeting, December 15, 2022
- County Christmas Party, December 16, 2022

Deputy Reeve Kuzio - Division 5

- M.D. Minburn Foundation Organizational and Regular meeting, November 24, 2022
- Long Range Service Planning, Vegreville St. Joseph's Hospital, November 25, 2022
- Special Council meeting, November 29, 2022
- Long Range Service Planning, Vegreville St. Joseph's Hospital, November 30, 2022
- St. Joseph's Hospital 12 Days of Christmas presentation to hospital staff, December 5, 2022
- Budget meeting, December 7, 2022
- M.D. Foundation meeting, December 12, 2022
- Delivered lunch to doctors at Vegreville Family Clinic on behalf of the Vegreville Region Physician Attraction and Retention (VRPAR) Committee, December 12, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- Discussion with Lavoy Action Society regarding Hamlet of Lavoy campground
- Received several calls regarding snowplowing

Councillor Ogrodnick - Division 6

- M.D. Minburn Foundation Organizational and Regular meeting, November 24, 2022
- Vegreville and District Chamber of Commerce meeting, November 24, 2022
- Special Council meeting, November 29, 2022
- Vegreville and District Chamber of Commerce meeting, December 1, 2022
- Budget meeting, December 7, 2022
- Set-up for Vegreville and District Chamber of Commerce Christmas party, December 9, 2022
- M.D. Minburn Foundation meeting, December 12, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- County Christmas Party, December 16, 2022

Councillor Bentley - Division 7

- Ratepayer concerns regarding winter road closure of Range Road 154 north of Township Road 540, November 18, 2022
- Atlas Carbon Storage Hub Open House, Vegreville Social Centre, November 21, 2022
- Received call regarding winter road closure of Range Road 144 south of Highway 631
- Special Council meeting, November 29, 2022
- Vegreville Tourism Advisory Board meeting, December 5, 2022
- Budget meeting, December 7, 2022
- Committee of the Whole meeting, December 14, 2022
- CAO interviews, December 14, 2022
- County Christmas party, December 16, 2022

Councillor Wowdzia moved the Council reports be accepted as presented.
Carried

9 REEVE'S REPORT

Reeve Konieczny reported and commented on the following:

- Continued with the CAO recruitment process
- Signed Special Engagement letter for Wilde Advisory Group regarding interim audit
- Attended County Christmas Party and presented long-service awards to Council and staff, December 16, 2022

Councillor Nafziger moved the Reeve's report be accepted as presented.

Carried

10 CAO'S Report

Interim CAO Pat Vincent presented his report for the month of November 2022.

Councillor Bentley moved the Interim CAO's report be accepted as presented.

Carried

11 CORRESPONDENCE

Council reviewed the following items of correspondence:

11.1 Alberta Municipal Affairs – Fire Services Training Grant

Letter received from Alberta Municipal Affairs announcing the reinstatement of the Fire Services Training Program Grant that provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks.

11.2 Osinchuk Letter – Township Road 540

Letter received from David and Kathy Osinchuk dated November 12, 2022 regarding their opposition to Oiled Roads Policy OP 9002-01.

11.3 Letter from Honourable Premier Danielle Smith

Letter received from the Honourable Premier Danielle Smith dated November 28, 2022 thanking the County for their October 17, 2022 letter congratulating her on her swearing in as Alberta's new Premier and adding that the County's support is both vital and appreciated.

11.4 Northern Lights Library System – 2023 Budget

E-mail received from Northern Lights Library System (NLLS) advising the Board unanimously approved the adoption of the 2023 budget which includes a 1.5 percent levy increase to municipalities and boards.

11.5 Letter from Honourable Minister of Transportation and Economic Corridors – Highway 28

Copy of letter sent to the City of Cold Lake from the Minister of Transportation and Economic Corridors thanking them for their letter to the Premier regarding the condition of Highway 28 and recognizing the important role that Northeastern Alberta and Highway 28 plays in the provincial economy.

11.6 Letter from Honourable Minister of Public Safety and Emergency Services – Victim Services

Letter received from the Honourable Minister of Public Safety and Emergency Services regarding the changes to victim services in Alberta to ensure victims in the province have the help they need when they need it most.

Councillor Nafziger moved to accept the correspondence for information.

Carried

Resolution No. 12
2022-162

CLOSED SESSION – CAO RECRUITMENT

Sections 17, 23 and 27 of FOIP ACT

Councillor Ogradnick moved that Council close the meeting to the public as per Section 17, Disclosure harmful to personal privacy, Section 23, Local public body confidences and Section 27, Privileged information of the *Freedom of Information and Protection of Privacy (FOIP) Act*. Time 11:39
Carried

Trudy Shukalak left the meeting. Time 11:39 a.m.

Revert to Regular Meeting

Councillor Anderson moved that Council revert to the regular meeting. Time 11:59 a.m.
Carried

Resolution No.
2022-163

Negotiate Employment Agreement with CAO Candidate

Councillor Ogradnick moved to direct the Chief Administrative Officer (CAO) to negotiate an employment agreement with Council’s preferred candidate for CAO with the terms and conditions as discussed in closed session.
Carried

13 ADJOURNMENT

Councillor Nafziger moved to adjourn the meeting. Time 12:00 p.m.
Carried

Reeve

Chief Administrative Officer