

**COUNTY OF MINBURN NO. 27**

**COUNTY COUNCIL**

<b>DECEMBER 21, 2020</b>	Minutes of the County Council meeting held on December 21, 2020 at the County of Minburn No. 27 office, Vegreville, Alberta.
<b>PRESENT</b>	Present at the meeting were:  Councillors: Richard Wagner Tara Kuzio Carl Ogrodnick Kevin Bentley  Chief Administrative Officer: Brent Williams
<b>VIRTUAL ATTENDANCE</b>	Reeve Roger Konieczny, Deputy Reeve Clifford Wowdzia, Councillor Eric Anderson, Recording Secretary Trudy Shukalak
<b>CALL TO ORDER</b>	Reeve Konieczny called the meeting to order at 10:10 a.m.
<b>ADOPTION OF AGENDA</b>	Councillor Ogrodnick moved the Agenda for the December 21, 2020 regular County Council meeting be adopted as presented. <b>Carried.</b>
<b>NOVEMBER 16, 2020 REGULAR COUNCIL MEETING MINUTES</b>	Councillor Kuzio moved the minutes of the November 16, 2020 regular Council meeting be adopted as presented. <b>Carried.</b>
<b>SUPERINTENDENT OF PUBLIC WORKS</b>	Graham Shell presented the Superintendent of Public Works report for the month of November 2020.  Councillor Wagner moved the Superintendent of Public Works report be accepted as presented. <b>Carried.</b>
<b>149-20 2021 ROAD CONSTRUCTION PLAN</b>	Councillor Wowdzia moved to approve the 2021 Road Construction Plan as presented. <b>Carried.</b>
<b>150-20 EXTENSION OF GRAVEL SUPPLY AGREEMENT – BYKOWSKI SAND AND GRAVEL</b>	Councillor Anderson moved to extend the gravel supply agreement with Bykowski Sand and Gravel Inc. for a five-year term commencing in 2021 and ending in 2025. <b>Carried.</b>
<b>WOWDZIA</b>	Deputy Reeve Wowdzia left the meeting. Time 10:20 a.m.
<b>151-20 EXTENSION OF GRAVEL HAULING CONTRACT – WOWDZIA’S TRUCKING</b>	Councillor Ogrodnick moved to extend the gravel hauling contract with Wowdzia’s Trucking Ltd. for an additional year, as per the agreement’s renewal clause. <b>Carried.</b>
<b>WOWDZIA</b>	Deputy Reeve Wowdzia returned to the meeting Time 10:22 a.m.
<b>152-20 SNOW CLEARING POLICY PW 26 AMENDMENT</b>	Councillor Kuzio moved to amend Public Works Snow Clearing Policy PW 26 as presented. <b>Carried.</b>
<b>PUBLIC HEARING – LAND USE BYLAW AMENDMENT</b>	Pursuant to Section 230(1) of the <i>Municipal Government Act (MGA)</i> , the Public Hearing regarding proposed Bylaw No. 1311-20 to amend Land Use Bylaw No. 1254-16 was called to order. Time 11:00 a.m.  Reeve Konieczny asked if anyone wished to be heard by Council.  Reeve Konieczny closed the Public Hearing. Time 11:16 a.m.

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<b>153-20 BYLAW NO. 1311-20 LAND USE BYLAW AMENDMENT</b>	<p>Bylaw No. 1311-20 pursuant to the <i>Municipal Government Act (MGA)</i> was presented for the purpose of amending County of Minburn Land Use Bylaw No. 1254-16.</p> <p>Deputy Reeve Wowdzia moved Bylaw No. 1311-20 be given second reading. <b>Carried.</b></p> <p>Councillor Bentley moved Bylaw No. 1311-20 be given third reading. <b>Carried.</b></p>
<b>PLANNING AND DEVELOPMENT OFFICER</b>	<p>Davin Gegolick presented Planning and Development Officer's report for the month of November 2020.</p> <p>Councillor Bentley moved the Planning and Development Officer's report be accepted as presented. <b>Carried.</b></p>
<b>154-20 SUBDIVISION FILE NO. 08-2020</b>	<p>Member Kuzio moved Subdivision File No. 08-2020 regarding SE 3-52-12-W4M be approved as per the required conditions. <b>Carried.</b></p>
<b>155-20 SUBDIVISION FILE NO. 09-2020</b>	<p>Member Kuzio moved Subdivision File No. 09-2020 regarding SW 3-52-12-W4M be approved as per the required conditions. <b>Carried.</b></p>
<b>156-20 ACP APPLICATION – MANNVILLE EAST INDUSTRIAL PARK ASP</b>	<p>Councillor Wagner moved to participate with the Village of Mannville in a grant application under the Alberta Community Partnership Program (ACP) – Intermunicipal Collaboration Component for the Mannville East Industrial Park Joint Area Structure Plan (ASP), with the County acting as the managing partner. <b>Carried.</b></p>
<b>DIRECTOR OF AGRICULTURE AND UTILITY SERVICES</b>	<p>Darwin Ullery presented the Agriculture and Utility Services report for the month of November 2020.</p> <p>Deputy Reeve Wowdzia moved the Agriculture and Utility Services report be accepted as presented. <b>Carried.</b></p>
<b>157-20 BEAVER HARVEST INCENTIVE PROGRAM POLICY</b>	<p>Councillor Anderson moved to approve Agricultural Service Board Beaver Harvest Incentive Program Policy ASB 11. <b>Carried.</b></p>
<b>DIRECTOR OF FINANCE AND ADMINISTRATION</b>	<p>Jason Warawa presented the Director of Finance Administration's monthly Budget report for the month of November 2020.</p> <p>Councillor Wagner moved the Director of Finance and Administration's monthly budget report with revenue and expenditures for the period January 1 to November 30, 2020 be accepted as presented. <b>Carried.</b></p>
<b>158-20 CANCELLATION OF BAD DEBT EXPENSE/APPLY FOR PERC/DIRC</b>	<p>Councillor Ogrodnick moved to expense \$702,825.69 as bad debt from outstanding oil and gas tax arrears, and direct Administration to apply to the Province of Alberta for the Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC) Programs to recover previously remitted education and DIP taxes for these properties. <b>Carried.</b></p>
<b>159-20 2021 BUDGET</b>	<p>Councillor Anderson moved to approve the 2021 budget with revenues in the amount of \$25,466,646 and operating and capital expenditures of \$27,021,046. <b>Carried.</b></p>

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<b>160-20 APPOINTMENT OF RETURNING OFFICER AND SUBSTITUTE RETURNING OFFICER</b>	Councillor Bentley moved to approve the appointment of Trudy Shukalak as Returning Officer and Jason Warawa as Substitute Returning Officer for the 2021 County of Minburn municipal election in accordance with Section 13 of the <i>Local Authorities Election Act (LAEA)</i> . <b>Carried.</b>
<b>161-20 MCSNET LETTER OF SUPPORT</b>	Councillor Anderson moved to provide a letter to Innovation, Science and Economic Development Canada supporting MCSnet's grant application to upgrade its existing fixed wireless network. <b>Carried.</b>
<b>162-20 BYLAW TO AMEND COUNCIL PROCEDURAL BYLAW NO. 1290-19</b>	Bylaw No. 1313-20 was presented to amend Council Procedural Bylaw No. 1290-19.  Councillor Bentley moved that Bylaw No. 1313-20 be presented at the next regular Council meeting with proposed amendments. <b>Carried.</b>
<b>163-20 PERSONNEL COMMITTEE RECOMMENDATIONS</b>	Councillor Wagner moved to accept the Personnel Committee's recommendations as presented. <b>Carried.</b>
<b>164-20 CLOSED SESSION</b>	Councillor Kuzio moved that Council close the meeting to the public to discuss personal information pursuant to Section 17(2) of the <i>Freedom of Information and Privacy Act (FOIP)</i> . Time 12:00 p.m. <b>Carried.</b>
<b>SHUKALAK</b>	Trudy Shukalak left the meeting. Time 12:00 p.m.
<b>REVERT TO REGULAR MEETING</b>	Councillor Anderson moved that Council revert to the regular meeting. Time 12:30 p.m.
<b>SHUKALAK</b>	Trudy Shukalak returned to the meeting. Time 12:30 p.m.
<b>165-20 AMENDMENT OF CAO'S EMPLOYMENT CONTRACT</b>	Councillor Anderson moved to amend the Chief Administrative Officer's employment contract as presented. <b>Carried.</b>
<b>DIRECTOR OF PROTECTIVE SERVICES</b>	Mike Fundytus presented the Director of Protective Services report for the month of November 2020.  Councillor Ogrodnick moved the Director of Protective Services report be accepted as presented. <b>Carried.</b>
<b>166-20 FIRE SERVICES AGREEMENTS – VILLAGES OF INNISFREE AND MANNVILLE</b>	Councillor Kuzio moved to direct Administration to provide the required one-year notice to the Villages of Innisfree and Mannville regarding the County's intention to re-open the current fire services agreements. <b>Carried.</b>
<b>COUNCIL REPORTS</b>	Council reported on the monthly activities and Board/Committee meetings attended:  <u>Councillor Wagner – Division 1</u> <ul style="list-style-type: none"> <li>- Personnel Committee meeting, November 16, 2020</li> <li>- Special Budget meeting, December 8, 2020</li> <li>- Committee of the Whole meeting, December 18, 2020</li> </ul>

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**COUNCIL REPORTS  
CONT'D** Councillor Anderson – Division 2  
 - Special Budget meeting, December 8, 2020  
 - Committee of the Whole meeting, December 18, 2020

**GAVEL** Deputy Reeve Wowdzia assumed the gavel.

**COUNCIL REPORTS  
CONT'D** Reeve Konieczny – Division 3  
 - Innisfree Seed Cleaning Plant Organizational meeting, December 2, 2020  
 - Special Budget meeting, December 8, 2020  
 - Committee of the Whole meeting, December 18, 2020  
 - CAO Performance Evaluation Committee meeting, December 18, 2020

**GAVEL** Reeve Konieczny assumed the gavel.

**COUNCIL REPORTS  
CONT'D** Deputy Reeve Wowdzia – Division 4  
 - Vegreville and District FCSS meeting, November 17, 2020  
 - ACE Regional Water Conference Call meeting, December 3, 2020  
 - Special Budget meeting, December 8, 2020  
 - ACE Regional Water Shareholders AGM, December 10, 2020  
 - Vegreville and District FCSS meeting, December 15, 2020  
 - Committee of the Whole meeting, December 18, 2020

Councillor Kuzio – Division 5  
 - Personnel Committee meeting, November 16, 2020  
 - Minburn Foundation meeting, December 2, 2020  
 - RMA virtual meeting, December 2, 2020  
 - Special Budget meeting, December 8, 2020  
 - ACE Regional Water Shareholders AGM, December 10, 2020  
 - Committee of the Whole meeting, December 18, 2020  
 - Regional Fire Study presentation, December 18, 2020  
 - Covenant Health 50/50 Cash Raffle

Councillor Ogrodnick – Division 6  
 - Minburn Foundation meeting, December 2, 2020  
 - Special Budget meeting, December 8, 2020  
 - Vegreville and District Chamber of Commerce meeting, December 10, 2020  
 - ACE Regional Water Shareholders AGM, December 10, 2020  
 - Infrastructure Committee meeting, December 18, 2020  
 - Committee of the Whole meeting, December 18, 2020  
 - Regional Fire Study presentation by BEHR, December 18, 2020

Councillor Bentley – Division 7  
 - Vegreville Seed Cleaning Plant meeting, November 26, 2020  
 - RMA virtual meeting, December 2, 2020  
 - Received call from ratepayer regarding driveway snowplowing, December 3, 2020  
 - Special Budget meeting, December 8, 2020  
 - Issued fire permit, December 10, 2020  
 - Committee of the Whole meeting, December 18, 2020

Councillor Kuzio moved the Council reports be accepted as presented.  
**Carried.**

**GAVEL** Deputy Reeve Wowdzia assumed the gavel.

**REEVE'S REPORT** Reeve Konieczny reported and commented on the following:  
 - Personnel Committee meeting, November 16, 2020  
 - Meeting with ratepayer, November 22, 2020  
 - Interim Audit discussion with Wilde and Company, December 4, 2020  
 - Prepared CAO evaluation report, December 4, 2020

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<b>REEVE'S REPORT CONT'D</b>	<ul style="list-style-type: none"><li>- Infrastructure Committee meeting, December 18, 2020</li><li>- Conference call meeting with Premier Jason Kenney and Chief Medical Officer of Health Dr. Deena Hinshaw</li></ul> <p>Councillor Anderson moved the Reeve's report be accepted as presented. <b>Carried.</b></p>
<b>GAVEL</b>	Reeve Konieczny assumed the gavel.
<b>CAO REPORT</b>	<p>Brent Williams presented the CAO's monthly report.</p> <p>Councillor Bentley moved the CAO's report be accepted as presented. <b>Carried.</b></p>
<b>CORRESPONDENCE</b>	<p>The following items of correspondence were reviewed by Council:</p> <ul style="list-style-type: none"><li>- Ken Makowecki – Letter dated November 15, 2020 regarding concerns about the proposed road closure of Range Road 130 between Township Road 510 and 512.</li><li>- Jessica Kotelko – Copy of letter dated November 20, 2020 sent to the Town of Vegreville regarding a mandatory mask policy to assist Vegreville surrounding area residents and the business community.</li><li>- Vegreville and District FCSS Response to the Pandemic – Summary of COVID-19 general information, grant funding received, and the challenges and impact of COVID-19.</li><li>- Government of Alberta – Letter dated December 14, 2020 containing the County's completed Detailed Assessment Audit Report for the 2019 assessment year and 2020 tax year.</li><li>- Minister of Alberta Municipal Affairs – E-mail dated November 27, 2020 advising of the acceptance of the County's shoulder pull rehabilitation and Vegreville asphalt road projects under the Municipal Stimulus Program (MSP).</li><li>- Minister of Alberta Municipal Affairs – E-mail dated December 3, 2020 regarding the 2020 and 2021 Red Tape Report required by municipalities in conjunction with the MSP funding.</li><li>- Thank you note received from Sandra Golan and Barb Smith commending the County for the Wapasu Park walking trails and the clean and tidy care of the park.</li><li>- City of Cold Lake – Letter dated December 3, 2020 regarding access to the Government of Canada's COVID-19 Alert mobile application.</li><li>- Vegreville Composite High School – Letter dated December 2, 2020 expressing their appreciation for the Community Scholarship Fund and County's contribution towards the fund.</li></ul>
<b>ADJOURNMENT</b>	<p>Councillor Wowdzia moved the meeting adjourn. Time 1:08 p.m. <b>Carried.</b></p>

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Reeve

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Chief Administrative Officer