



## **AGENDA**

**December 18, 2023 – County Council Meeting – 10:00 AM**

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
  - 3.1 November 20, 2023 Council Meeting
  - 3.2 December 6, 2023 – 2024 Budget Meeting
- 4. Delegations - NIL**
- 5. Council Priorities**
- 6. Requests for Decision**
  - 6.1 Asset Disposal: Unit 328 CAT 160M & Unit 331 CAT 160M
  - 6.2 Subdivision File 12-2023 Revised
  - 6.3 Subdivision File 13-2023
  - 6.4 Deployment Revenue Transfer to Reserves
  - 6.5 Vegreville Region Physician & Health Professionals Attraction & Retention Committee
  - 6.6 Rotary Peace Park Funding Increase
  - 6.7 Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC)
  - 6.8 STARS Pledge – Funding Request
  - 6.9 Amending Master Rates Bylaw 1345-23
  - 6.10 2024 Preliminary Operating and Capital Budgets
- 7. Reports**
  - 7.1 Reeve
  - 7.2 Council
  - 7.3 Operations
  - 7.4 Agriculture and Utilities
  - 7.5 Planning and Development
  - 7.6 Protective Services
  - 7.7 Corporate Services
- 8. Correspondence and Information Items**
  - 8.1 NRCB Annual Report
  - 8.2 VegMin Learning Society re Board Member
- 9. Councillor Requests (Information Requests and Notices of Motion)**
  - 9.1 Action Item List
- 10. Closed Session**
  - 10.1 Village of Mannville re Minburn Fire Department Daytime Response - *FOIP Section 24, advice from officials*
  - 10.2 Lavoy Cemetery - *FOIP Section 16, third party business interests*
- 11. Open Session**
- 12. Motions arising out of the Closed Session**
- 13. Adjournment**



Council Meeting Minutes

November 20, 2023

- Council Members Present:

Reeve Roger Konieczny, Division 3  
Deputy Reeve Tara Kuzio, Division 5  
Councillor Joey Nafziger, Division 1  
Councillor Eric Anderson, Division 2  
Councillor Cliff Wowdzia, Division 4  
Councillor Carl Ogrodnick, Division 6  
Councillor Kevin Bentley, Division 7
- Administration Present:

Pat Podoborozny, Chief Administrative Officer  
Norm De Wet, Director of Operations  
Jason Warawa, Director of Corporate Services  
Mike Fundytus, Director of Protective Services  
Davin Gegolick, Director of Planning and Community Services  
Trudy Shukalak, Legislative Services Coordinator

1 CALL TO ORDER

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

2 ADOPTION OF AGENDA

2023-256  
Moved by: Councillor Nafziger

THAT the November 20, 2023 regular Council meeting Agenda be adopted as presented.

Carried

3 CONFIRMATION OF MINUTES

3.1 October 16, 2023 Regular Council Meeting

2023-257  
Moved by: Councillor Ogrodnick

THAT the October 16, 2023 regular Council meeting minutes be adopted as presented.

Carried

3.2 October 16, 2023 Organizational Meeting

2023-258  
Moved by: Councillor Bentley

THAT the October 16, 2023 Organizational meeting minutes be adopted as amended with the following change:

Page 11, Item 10.q, Vermilion River Watershed Alliance, Resolution No. 2023-254

Should read "THAT Councillor Wowdzia be appointed to the Vermilion River Watershed Alliance Board".

Carried

## **4 DELEGATIONS**

### **4.1 Deb Zaleschuk**

Request to waive the false alarm charge in the amount of \$250 regarding the Innisfree Fire Department's response to her residence in the Hamlet of Ranfurly on September 28, 2023.

**External Presenter:**

Deb Zaleschuk

## **5 COUNCIL PRIORITIES**

### **2023-259**

**Moved by:** Councillor Wowdzia

THAT the Council Priorities be accepted as presented.

**Carried**

## **6 REQUESTS FOR DECISION**

### **6.1 2023 Canada-Alberta Drought Livestock Assistance**

#### **2023-260**

**Moved by:** Deputy Reve Kuzio

THAT the Agricultural Service Board write a letter to the Federal and Provincial Ministers of Agriculture to request that the County of Minburn be included in the extreme dry drought region under the 2023 Canada-Alberta Drought Livestock Assistance Program.

**Carried**

### **6.2 Enel Road Maintenance Agreement**

#### **2023-261**

**Moved by:** Councillor Bentley

THAT Council approve the Road Maintenance Agreement between the County of Minburn and Enel Alberta Wind Inc. as presented.

**Carried**

### **6.3 Subdivision File 11-2023**

#### **2023-262**

**Moved by:** Member Nafziger

THAT the Subdivision Authority approve Subdivision File No. 11-2023 regarding NW 28-53-15-W4M as per the required conditions of the report presented.

**Carried**

### **6.4 Donations to Community Organizations, Programs, Events and Activities Policy**

#### **2023-263**

**Moved by:** Deputy Reeve Kuzio

THAT Council approve Donations to Community Organizations, Programs, Events and Activities Policy No. AD 1019-01.

**Carried**

### **6.5 Rescind Motion 2023-248 – Appointment to Vegreville Community Network Committee**

#### **2023-264**

**Moved by:** Councillor Anderson

THAT Council approve to rescind Motion No. 2023-248 to appoint Deputy Reeve Kuzio to the Vegreville Community Network Committee as there is no such committee.

**Carried**

## 7 REPORTS

### 7.1 Reeve

### 7.2 Council

*Reeve Konieczny recessed the meeting at 10:58 a.m.*

*Reeve Konieczny reconvened the meeting at 11:07 a.m.*

### 7.3 Operations Report

### 7.4 Agriculture and Utilities Report

### 7.5 Planning and Community Services Report

### 7.6 Protective Services Report

### 7.7 Corporate Services Report

**2023-265**

**Moved by:** Councillor Ogrodnick

THAT Council accept the reports as information.

**Carried**

## 8 CORRESPONDENCE AND INFORMATION ITEMS

### 8.1 Benign Energy Canada II Inc.

Open letter from Benign Energy Canada II Inc. regarding renewable energy projects in Alberta.

### 8.2 Vermilion RCMP Quarterly Report

Quarterly Community Policing Report that covers the July 1 to September 30, 2023 reporting period.

### 8.3 Vermilion Airport

Letter received from the Town of Vermilion stressing the importance of the Vermilion Airport and seeking partnerships for the airport from surrounding municipalities to ensure its future success.

**2023-266**

**Moved by:** Councillor Wowdzia

THAT Council accept the correspondence as information.

**Carried**

## 9 COUNCILLOR REQUEST (Information Request and Notices of Motion)

### 9.1 Action Item List

**2023-267**

**Moved by:** Councillor Ogrodnick

THAT Council accept the Action Item List as information.

**Carried**

*Reeve Konieczny recessed the meeting at 12:05 p.m.*

*Reeve Konieczny reconvened the meeting at 12:19 p.m.*

## 10 CLOSED SESSION

**2023-268**

**Moved by:** Deputy Reeve Kuzio

THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy (FOIP) Act*,



specifically Section 24, advice from officials, Section 21, harmful to intergovernmental relations, and Section 17, harmful to personal privacy at 12:20 p.m.

Carried

10.1 Municipal Seed Cleaning Plants  
FOIP Section 24, 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
Darwin Ullery	Presenter

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

10.2 Town of Vegreville Recreation Agreement  
FOIP Section 21, harmful to intergovernmental relations

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

Jason Warawa left the meeting at 12:51 p.m.

10.3 Council Communication  
FOIP Section 17, harmful to personal privacy

Name	Reason/Purpose
Pat Podoborozny	Presenter

11 OPEN SESSION

2023-269  
Moved by: Councillor Anderson  
THAT Council revert to open session at 1:10 p.m.

Carried

12 MOTIONS ARISING OUT OF THE CLOSED SESSION

Municipal Seed Cleaning Plants

2023-270  
Moved by: Councillor Nafziger  
THAT Council approve the removal of the Agricultural Fieldman from the Vegreville Municipal Seed Cleaning Association and Innisfree Municipal Seed Cleaning Association boards.

Carried

Town of Vegreville Recreation Agreement

2023-271  
Moved by: Deputy Reeve Kuzio  
THAT Council approve the extension of the existing Vegreville Recreation Agreement with a three percent increase to the existing grant funding in 2023, and an additional three percent in 2024.

Carried

13 ADJOURNMENT

Reeve Konieczny adjourned the meeting at 1:10 p.m.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



## Budget Meeting Minutes

December 6, 2023

Members Present:

Reeve Roger Konieczny, Division 3  
Deputy Reeve Tara Kuzio, Division 5  
Councillor Joey Nafziger, Division 1  
Councillor Eric Anderson, Division 2  
Councillor Cliff Wowdzia, Division 4  
Councillor Carl Ogrodnick, Division 6  
Councillor Kevin Bentley, Division 7

Administration Present:

Pat Podoborzny, Chief Administrative Officer  
Jason Warawa, Director of Corporate Services  
Norm De Wet, Director of Operations  
Mike Fundytus, Director of Protective Services  
Davin Gegolick, Director of Planning and Community Services

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### 1. CALL TO ORDER

Reeve Konieczny called the meeting to order at 10:03 a.m.

### 2. CHANGES TO AGENDA & ADOPTION OF AGENDA

#### 2023-B001

**Moved by:** Deputy Reeve Kuzio

THAT the December 6, 2023, Budget Meeting agenda be adopted as presented.

**Carried**

### 3. CLOSED SESSION

#### 2023-B002

**Moved by:** Councillor Ogrodnick

THAT the Budget meeting proceed into a closed session to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy (FOIP) Act*, Section 16, disclosure harmful to business interests of a third party, Section 23, local body confidence, Section 24, advice from officials and Section 27, privileged information at 10:04 a.m.

**Carried**

### 3.1 2024 Interim Budget Discussion

FOIP Section 16, disclosure harmful to business interests of a third party

FOIP Section 23, local body confidence

FOIP Section 24, advice from officials

FOIP Section 27, privileged information

Name	Reason/Purpose
Pat Podoborzny	Presenter
Jason Warawa	Presenter
Norm De Wet	Presenter
Mike Fundytus	Presenter
Davin Gegolick	Presenter

*Reeve Konieczny recessed the meeting at 10:48 a.m.*

*Reeve Konieczny reconvened the meeting at 10:56 a.m.*

*Reeve Konieczny recessed the meeting at 11:44 a.m.*

*Reeve Konieczny reconvened the meeting at 11:50 a.m.*

*Reeve Konieczny recessed the meeting at 12:14 p.m.*

*Reeve Konieczny reconvened the meeting at 1:15 p.m.*

*Reeve Konieczny recessed the meeting at 2:34 p.m.*

*Reeve Konieczny reconvened the meeting at 2:40 p.m.*

*Jason Warawa, Norm De Wet, Mike Fundytus, Davin Gegolick left the closed session at 3:31 p.m.*

## 4. OPEN SESSION

### 2023-B003

**Moved by:** Councillor Nafziger

THAT the Budget meeting revert to open session at 4:26 p.m.

**Carried**

## 5. ADJOURNMENT

Reeve Konieczny adjourned the meeting at 12:28 p.m.

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Reeve

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Chief Administrative Officer

# STRATEGIC PRIORITIES CHART (December 2023)

## COUNCIL PRIORITIES

### **NOW**

- 1. RECREATION AGREEMENT VEGREVILLE:** Intermunicipal
- 2. LAND USE BYLAW REVIEW:** Planning and Development
- 3. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK:** Consultant

### **TIMELINE**

May 2024  
March 2024  
December 2024

### **NEXT**

- BYLAW OFFICER CONTRACTED SERVICES (January 2024)
- POLICY AND BYLAW REVIEW- (March 2024)

### **ADVOCACY**

- *Policing Services/Costs (RMA)*
- *Bridge Funding Continuity (RMA)*
- *Wind Energy Restoration Strategies (RMA)*
- *Broadband Speeds (RMA)*
- *SL3/SL4 Seniors Facility Support (AHS)*
- *Water Act Enforcement and Approvals (AEP)*
- *Rural Medical Services (RMA)*
- *2023 Canada – Alberta Drought Livestock Assistance (Ministry of Agriculture)*

## OPERATIONAL INITIATIVES

### **OFFICE OF THE CAO**

1. *WIND ENERGY PROJECTS – Soil Segregation/End of Life Advocacy – Awaiting action from the Province*
- 2. RECREATION AGREEMENT: VEGREVILLE –** May 2024
3. Staff Job Descriptions– March 2024
4. Elected Official Regional training – March 2024
5. *AlphaBow Energy tax recovery initiative with ARMAA - Ongoing*

### **CORPORATE SERVICES**

1. Budget 2024 – December 2023
2. Asset Retirement Obligation PS 3280 – December 2023
3. Master Rates Bylaw Update – December 2023
4. Financial ERP System Decision – January 2024
5. Employee Handbook & Job Descriptions - January 2024
6. Cemetery Policy & Bylaw – January 2024
7. Procedural Bylaw Update – January 2024
8. 2023 Year End – February 2024
9. Procurement Policy – February 2024

### **PLANNING AND DEVELOPMENT**

1. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: LAUNCHING WEBSITE – January 2024
2. Orthophoto update: data being uploaded to MRF - December 2023
- LAND USE BYLAW REVIEW: COUNCIL WORKSHOP** – January 2024

### **PROTECTIVE SERVICES**

1. Updated Health & Safety Manual – April 2024
2. BYLAW OFFICER CONTRACTED SERVICES – February 2024
3. AFRRCS Migration Sept 2024
4. Tendering out projects Feb 2024

### **OPERATIONS**

1. Grader Beat Review – Ongoing
2. Operations Shop Concept Investigation –needs strategic plan from Council
3. Preparing for tenders – February 2024

### **AGRICULTURE & UTILITIES**

1. Program and service delivery review – March 2024
2. Policy review – Winter 2023-2024

### **CODES:**

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

## 2 – 3 Year OUTLOOK

1. *Service Level Review – Dec. 2024*
2. *Strategic Plan Workshops – Dec. 2024*



## 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: P. Podoborsky



## 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: P. Podobny



## COUNTY OF MINBURN NO. 27

P.O. Box 550  
4909 - 50th Street  
Vegreville, Alberta  
Canada T9C 1R6

Phone: (780) 632-2082  
Fax: (780) 632-6296

www.MinburnCounty.ab.ca  
E-Mail: info@minburncounty.ab.ca

### **COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT**

#### **A. BACKGROUND:**

**File Number:** 12-2023 REVISED

**Legal:** Pt. NW 27-49-11-W4M/NW 27-49-11-W4M

**Owners:** Maryann Berg/Hutterian Brethren Church of Viking

**Applicant:** Maryann Berg

**Date Accepted:** November 15, 2023

**Decision Due Date:** January 14, 2024

**Existing Use:** Rural Residential/Agricultural

**Proposed Use:** Rural Residential

**¼ Section Designation:** Dryland Pasture Quarter

**Gross Area (remnant):** 60.89 Ha (150.59 ac)

**Gross Area (acreage):** 2.99 Ha (7.41 ac)

**Proposed Area:** Lot 1, Block 1 – 7.85 Ha (19.41 ac)

**Zoning:** A: Agricultural District

**Division:** 2

#### **B. DESCRIPTION OF PROPOSAL:**

The applicant previously applied for a subdivision in October 2023, but requested changes to the proposed property boundary to follow the existing fence line. As a result, a revised application was submitted, and additional referral notifications sent out.

The subject property is located on NW 27-49-11-W4M in Division 2, approximately 13 km south of Innisfree on Hwy 870 between Twp Rd 494 and 500. The applicant is proposing to adjust the existing acreage (7.41 ac) boundary by 18.74 ac, resulting in proposed Lot 1, Block 1 of 26.15 ac. The existing acreage includes a dwelling, storage building, water well and private sewage system. Proposed Lot 1 would additionally include 3 outbuildings, 2 sloughs, fenced pasture, and second water well. The proposed remnant parcel primarily consists of rolling cultivated farmland and an abandoned gas well. There is existing access to both proposed Lot 1 and the remnant parcel via Hwy 870.



**C. NOTIFICATION:**

Adjacent property owners and agencies were notified of the revised application on November 16, 2023 – no objections.

**D. COMPLIANCE:**

A building (applicant stated is used for personal storage) was developed between 2003 and 2008 without permit approval. Upon site inspection and review of the file, it appears this building has historically been used as a seasonal cabin.

The existing private sewage system (bell and syphon), installed in 1967, does not meet current private sewage regulations. However, given the year of install, is considered 'grandfathered' until such time the system requires upgrading.

**E. RESERVES:**

Pursuant to Section 663(a) of the Municipal Government Act, reserves are not required.

**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, 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 applicant/landowner apply for a development permit for the unpermitted building (Accessory Building immediately south of the Dwelling as indicated on the Tentative Plan of Subdivision).
3. That all outstanding property taxes 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 (i.e. addition, change in use, Accessory Building, etc.). Please contact County of Minburn Planning and Development at 780-632-2082 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 at 1-866-554-5048 for further information on Safety Code Permit requirements.

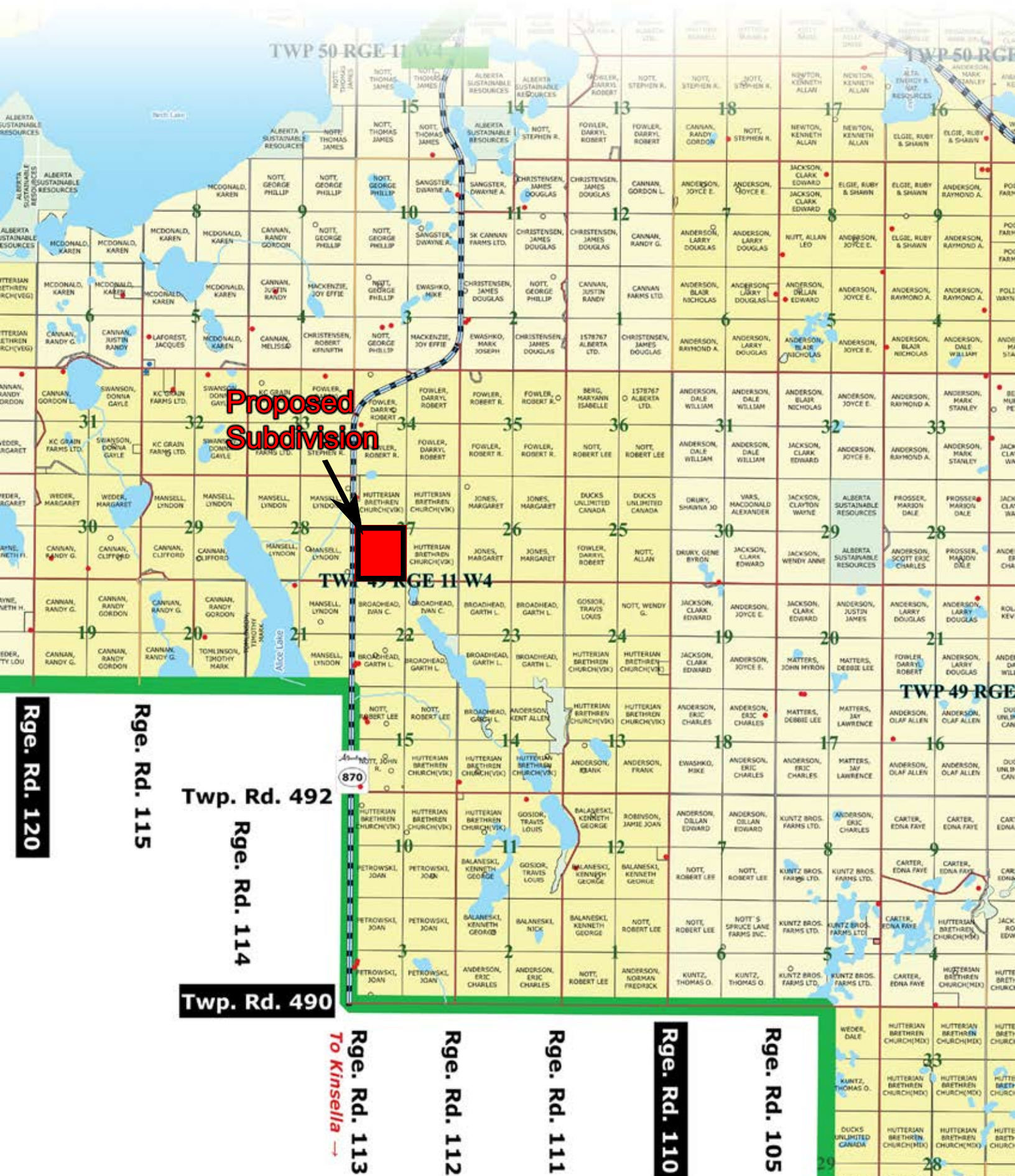
3. That proposed Lot 1, Block will have two accesses to Hwy 870. This does not meet Alberta Transportation's current access management guidelines and when construction happens on this stretch in the future, the accesses will be removed for safety and spacing. In this regard, an access may need to be removed at that time.
4. That registration of the proposed subdivision at the Land Titles office may result in a change in the assessment of proposed Lot 1, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
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 wetland.
6. 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
- ◆ Application form
- ◆ Tentative Plan/Air Photo
- ◆ Inspection Summary

Prepared by Davin Gegolick on December 11, 2023

# Subdivision Location Plan







# SUBDIVISION APPLICATION

For Office Use Only

Date Received: Oct 18/23 File # 12-2023

Date Complete: Oct 30/23 Roll # 393800/393801  
Revised Nov 2/23

1. NAME AND MAILING ADDRESS OF THE APPLICANT

MARYANN BERG

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell: \_\_\_\_\_

☒ By checking this box I accept correspondence by email only

2. NAME AND MAILING ADDRESS OF THE OWNER (if not the applicant)

☒ Check if owner is the same as the applicant Maryann Berg and

Hutterite Brethren Church of Viking

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell: \_\_\_\_\_

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED (ie: existing titled area)

All part of the 1/4 sec. 27 twp. 49 range 11 west of the 4<sup>th</sup> meridian

Being all parts of Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Certificate of Title No. 222 136 101 + 2 Maryann Hutterite Title # 812 002 777

Area of the above parcel of land to be subdivided 60.89 hectares (ie: existing titled area)

Municipal address (if applicable) 49425 Hwy 870

4. LOCATION OF LAND TO BE SUBDIVIDED

a. Is the land in the County of Minburn?

☒ Yes ☐ No

b. Is the land adjacent to a municipal boundary?

☐ Yes ☒ No

If "yes", the adjacent municipality is \_\_\_\_\_

c. Is the land located within 1.6 km of the highway right-of-way?

☒ Yes ☐ No

If "yes", the highway is No. 870

d. Is the land located within 450m of a landfill/waste facility?

☐ Yes ☒ No

e. Is the land located within 300m of a sewage lagoon?

☐ Yes ☒ No

f. Is the land located within 800m of a Confined Feeding Operation (feedlot, dairy)?

☐ Yes ☒ No

g. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a drainage ditch or canal?

☒ Yes ☒ No

If "yes", state its name (if known):

2 Bodys Water

h. Is the proposed parcel within 1.5 km of a sour gas facility?

☐ Yes ☒ No

i. Is the land the subject of a license, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy & Utilities Board or Alberta Utilities Commission?

☒ Yes ☒ No

If "yes" please describe:

Minco GAS GASWEEL GAS Pipeline

j. Is the land the subject of the application is the subject of a license, permit, approval or other authorization granted by the Minister or granted under any Act the Minister is responsible for



under s.16 of the Government Organization Act?

☒ Yes ☒ No

If yes, please describe:

Water Wells Wetland

\*The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act. Please see attached list of resources for identifying this information.

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED – describe the following:

Existing use of the land (agricultural, rural residential, etc.):

Rural Residential

Proposed use of the land:

Rural Residential

Land Use District (Agricultural, Hamlet Residential, etc.):

Agricultural

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

Describe the nature of the topography of the land (flat, rolling, steep, mixed):

Rolling Steep

Describe the nature of the vegetation and water on the land (brush, shrubs, treed, woodlots, sloughs, creeks, etc.):

BRUSH SHRUBS TREED SLOUGH

Describe the kind of soil on the land (sandy, loam, clay, etc.):

SANDY CLAY

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any building and any structures on the land and whether they are to be demolished or moved:

BARN QUONSET GARAGE/SHOP PUMPHOUSE

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and treating sewage:

Waterwell / Bell & Sphon

9. CERTIFICATION

I hereby certify that I am the ☒ registered owner(s) ☒ authorized agent and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to the condition of the property referred to in this application for the subdivision.

M Berg  
Signature

Paul Golick  
Rev Peter Wipf  
Signature

Oct 17 / 2023  
Date

10. RIGHT OF ENTRY

I/We, Maryann Berg / Rev Peter Wipf authorize staff of the County of Minburn to enter upon my/our land for the purpose of conducting a site inspection with respect to my subdivision application.

M Berg  
Signature of Registered Owner

Paul Golick  
Rev Peter Wipf  
Signature of Registered Owner

Are there any access restrictions/hazards we should be aware of prior to accessing the lands for inspection (dogs, locked gates, tenants, etc.)? Locked gate

11. REGISTERED OWNER'S CONSENT

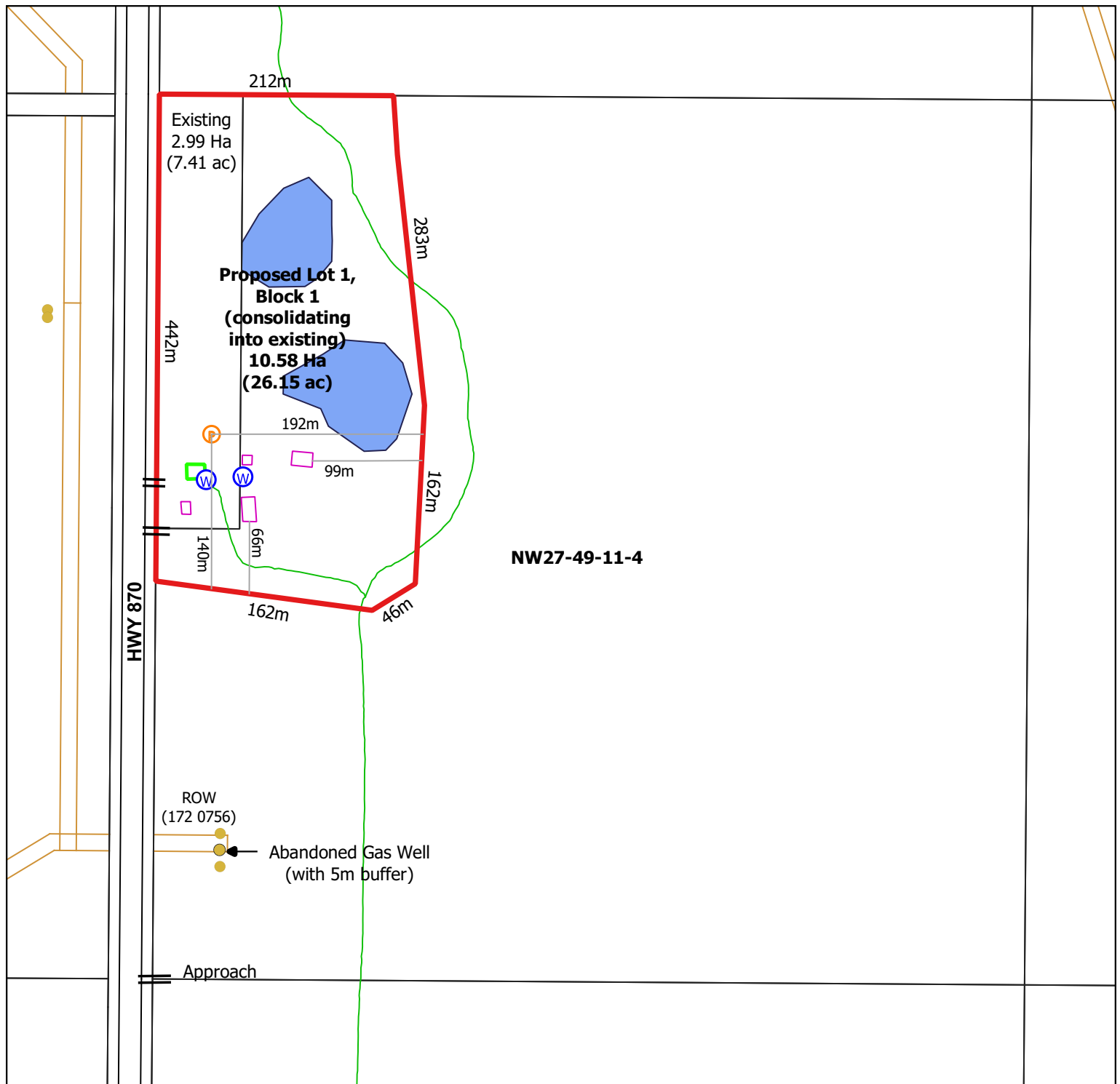
I/We, the above named registered owner(s) of Rev Peter Wipf (legal description) do hereby authorize the applicant named above to make application for subdivision.

M Berg  
Signature of Registered Owner

Paul Golick  
Rev Peter Wipf  
Signature of Registered Owner

This personal information is being collected under the authority of the Municipal Government Act Subdivision and Development Regulation 43/2002 and will be used to process the subdivision application. If you have any questions or require further information please contact Planning and Development, County of Minburn, Box 550, Vegreville, Alberta, T9C 1R6, telephone 780.632.2082 or email [dgegolick@minburncounty.ab.ca](mailto:dgegolick@minburncounty.ab.ca)

# Tentative Plan of Subdivision

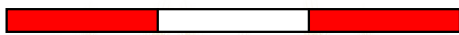


**File No.: 12-2023 REVISED**

Applicant(s): Maryann Berg

Legal Description: NW27-49-11-4

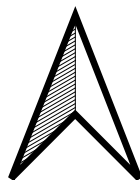
0 100 200 300 m



Scale: 1:5,000



© 2023 County of Minburn. All Rights Reserved.  
 Drawn by Frank Wu on November 7th, 2023.  
 Note: Distances & area calculations are approximate. Improvement(s) located as data supplied by applicant & 2018 aerial photo.



## Legend

- |                      |                       |
|----------------------|-----------------------|
| Proposed Subdivision | Minco Gas Co-op       |
| Dwelling             | Pipeline Right of Way |
| Accessory Building   | Sewage Pump Out       |
| Low/Wet Area         | Water Well            |
| Approach             | Gas Well              |

Applicant Signature: Confirmed via Nov 8, 15, 2023 emails



# Tentative Plan of Subdivision

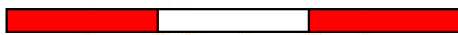


**File No.: 12-2023 REVISED**

Applicant(s): Maryann Berg

Legal Description: NW27-49-11-4

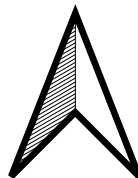
0 100 200 300 m



Scale: 1:5,000



© 2023 County of Minburn. All Rights Reserved.  
 Drawn by Frank Wu on November 7th, 2023.  
 Note: Distances & area calculations are approximate. Improvement(s) located as data supplied by applicant & 2018 aerial photo.



## Legend

<span style="border: 2px solid red; display: inline-block; width: 20px; height: 10px;"></span>	Proposed Subdivision	<span style="border-bottom: 2px solid green; display: inline-block; width: 20px;"></span>	Minco Gas Co-op
<span style="border: 2px solid green; display: inline-block; width: 20px; height: 10px;"></span>	Dwelling	<span style="border-bottom: 2px solid orange; display: inline-block; width: 20px;"></span>	Pipeline Right of Way
<span style="border: 2px solid magenta; display: inline-block; width: 20px; height: 10px;"></span>	Accessory Building	<span style="border: 1px solid orange; border-radius: 50%; padding: 2px; display: inline-block; width: 10px; height: 10px;"></span>	Sewage Pump Out
<span style="background-color: lightblue; display: inline-block; width: 20px; height: 10px;"></span>	Low/Wet Area	<span style="border: 1px solid blue; border-radius: 50%; padding: 2px; display: inline-block; width: 10px; height: 10px;"></span>	Water Well
<span style="border-bottom: 3px double black; display: inline-block; width: 20px;"></span>	Approach	<span style="display: inline-block; width: 10px; height: 10px; background-color: yellow; border-radius: 50%;"></span>	Gas Well

Applicant Signature: Confirmed via Nov 8, 15, 2023 emails



From south edge of proposed Lot 1, facing north: existing acreage (black dotted line) vs proposed Lot 1 (red line) which is planned to be consolidated to enlarge the existing acreage. The proposed property boundaries follow the existing fence line, encompassing the two sloughs and additional outbuildings.



From northern property boundary facing south: existing acreage (black line) vs proposed Lot 1 (red line)





Facing south: buildings & septic system (bell/syphon) within existing acreage & proposed enlarged acreage. 2 existing approaches to proposed Lot 1 off Hwy 870.



Facing south beyond proposed Lot 1 southern boundary (fence line): remnant parcel is cultivated farm land with several sloughs. Access to remnant parcel is off existing approach from Hwy 870





Facing east: remnant parcel is primarily cultivated farm land (hilly terrain) with sough throughout.



Cabin-looking building located immediately south of the dwelling which was constructed between 2003-2008 without permit approval. Conversation with landowner suggests building is currently used for storage





Water well shed and rear of dwelling seen in the distance.



Bell and syphon private sewage system (per discussion with landowner) installed in the 1960s. System appears to discharge very close to a steep bank south to the north. Considered 'grandfathered' until such time the system requires upgrading.





Fence line is the existing east property boundary which is planned to be extended further east to encompass 3 additional outbuildings. One of which is the water well shed which is shown in the image below. Rear of dwelling can be seen in the distance.



### **Inspection Summary:**

- Topography – fairly flat around the yard site, rolling hills throughout the remnant parcel (farm land), steep hill descending into the sloughs to the north of the yard site.
- Soil characteristics – sandy/clay
- Nature of vegetation and water – tree stands throughout the yard site, 2 sloughs within proposed Lot 1, and several sloughs/low spots throughout the remnant farm land.
- Source of water – confirmed water well within the existing acreage and an additional water well within the proposed Lot 1 (which is planned to be consolidated into the existing acreage)
- Private Sewage – confirmed the existing system which may not be compliant with today's regulations but, given the year it was installed, can be considered 'grandfathered'.
- Use of land in the vicinity – Agricultural, rural residential, Hwy 870 – 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: P. Bodachowicz



# COUNTY OF MINBURN NO. 27

P.O. Box 550  
4909 - 50th Street  
Vegreville, Alberta  
Canada T9C 1R6

Phone: (780) 632-2082  
Fax: (780) 632-6296

www.MinburnCounty.ab.ca  
E-Mail: info@minburncounty.ab.ca

## **COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT**

### **A. BACKGROUND:**

**File Number:** 13-2023

**Legal:** NE 25-49-9-W4M

**Owner:** Warren Westover

**Applicant:** Krawchuk Land Surveys Ltd.

**Date Accepted:** October 31, 2023

**Decision Due Date:** December 30, 2023

**Existing Use:** Rural Residential/Agricultural

**Proposed Use:** Rural Residential

**¼ Section Designation:** Arable quarter

**Gross Area:** 63.49 Ha (157 ac)

**Proposed Area:** Lot 1, Block 1 – 6.47 Ha (16 ac)

**Zoning:** A: Agricultural District

**Division:** 1

### **B. DESCRIPTION OF PROPOSAL:**

The subject property is located on NE 25-49-9-W4M in Division 1, approximately 7.5 km south of Mannville on Hwy 881 between Twp Rd 494 and 500. The applicant is proposing to separate the existing farmstead from the quarter. Proposed Lot 1 is 6.47 Ha (16 ac) and includes two dwellings, multiple outbuildings, and treed area. The proposed remnant parcel primarily consists of cultivated farmland. There is existing access to both proposed Lot 1 and to the proposed remnant parcel off Hwy 881.

### **C. NOTIFICATION:**

Adjacent property owners and agencies were notified on November 1, 2023 – no objections.

### **D. COMPLIANCE:**

Both private sewage disposal systems (two pump outs) were modified (relocated) in 2022 without permit approval.

### **E. RESERVES:**

Pursuant to Section 663(a) of the Municipal Government Act, reserves are not required.

## **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, 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 must provide documentation to the County indicating that both existing on-site private sewage disposal systems are approved in accordance with the Alberta Private Sewage Disposal System Regulation (AR 229/97).
3. That all outstanding property taxes 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 (i.e. addition, change in use, Accessory Building, etc.). Please contact County of Minburn Planning and Development at 780-632-2082 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 at 1-866-554-5048 for further information on Safety Code Permit requirements.
3. Pursuant to condition #2, above, two separate private sewage disposal system permit applications are required to ensure the existing private sewage disposal systems conforms to the Alberta Private Sewage Disposal System Regulation (AR 229/97). Please contact The Inspections Group at 1-866-554-5048 to discuss application requirements.
4. That Hwy 881 currently have a 40-meter wide right of way and that plans in the future require an additional 10-meters of right of way (5 meters on each side of the Hwy). Please contact Alberta Transportation for further information.
5. That registration of the proposed subdivision at the Land Titles office may result in a change in the assessment of proposed Lot 1, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
6. 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.

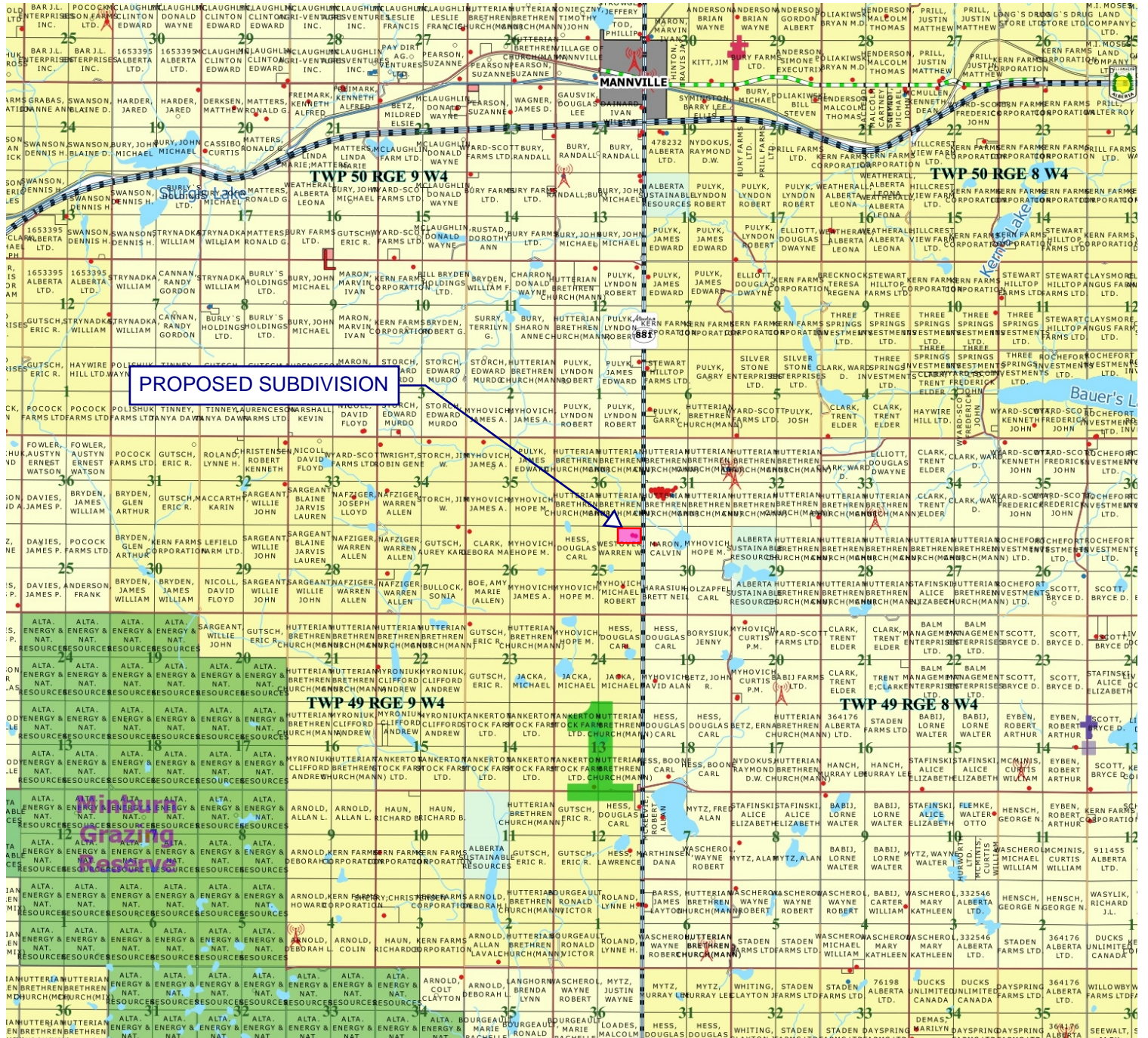
## **G. ATTACHMENTS:**

- ◆ Location plan
- ◆ Application form
- ◆ Tentative Plan/Air Photo
- ◆ Inspection Summary

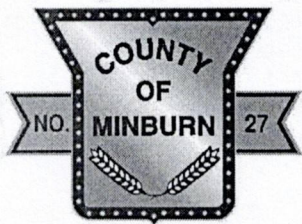
Prepared by Davin Gegolick on December 11, 2023



# Location Plan







# SUBDIVISION APPLICATION

For Office Use Only

Date Received: Oct 31/23 File # 13-2023

Date Complete:  
October 31, 2023

Roll #  
265200

1. NAME AND MAILING ADDRESS OF THE APPLICANT

Krawchuk Land Surveys Ltd.

Email:  
Phone:

☒ By checking this box I accept correspondence by email only

2. NAME AND MAILING ADDRESS OF THE OWNER (if not the applicant)

☐ Check if owner is the same as the applicant

Warren Westover

Email:  
Phone:  
Cell:

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED (ie: existing titled area)

All part of the NE 1/4 sec. 25 twp. 49 range 9 west of the 4<sup>th</sup> meridian

Being all parts of Lot Block Plan NA

Certificate of Title No. 982133915

63.49 Ha

Area of the above parcel of land to be subdivided 157 ac. hectares (ie: existing titled area)

Municipal address (if applicable) #10 and #20 49430 - Highway 881

4. LOCATION OF LAND TO BE SUBDIVIDED

a. Is the land in the County of Minburn?

☒ Yes ☐ No

b. Is the land adjacent to a municipal boundary?

☐ Yes ☒ No

If "yes", the adjacent municipality is

c. Is the land located within 1.6 km of the highway right-of-way?

☒ Yes ☐ No

If "yes", the highway is No. 881

d. Is the land located within 450m of a landfill/waste facility?

☐ Yes ☒ No

e. Is the land located within 300m of a sewage lagoon?

☐ Yes ☒ No

f. Is the land located within 800m of a Confined Feeding Operation (feedlot, dairy)?

☒ Yes ☐ No

g. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a drainage ditch or canal?

☒ Yes ☐ No

If "yes", state its name (if known):

Slough (no name)

h. Is the proposed parcel within 1.5 km of a sour gas facility?

☐ Yes ☒ No

i. Is the land the subject of a license, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy & Utilities Board or Alberta Utilities Commission?

☒ Yes ☐ No

If "yes" please describe:

Minco Gas Coop

j. Is the land the subject of the application is the subject of a license, permit, approval or other authorization granted by the Minister or granted under any Act the Minister is responsible for



under s.16 of the Government Organization Act?

☒ Yes ☐ No

If yes, please describe:

Water well, small sloughs

\*The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act. Please see attached list of resources for identifying this information.

**5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED – describe the following:**

Existing use of the land (agricultural, rural residential, etc.):

Agricultural rural residential

Proposed use of the land:

Rural residential

Land Use District (Agricultural, Hamlet Residential, etc.):

agricultural

**6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)**

Describe the nature of the topography of the land (flat, rolling, steep, mixed):

flat to slightly rolling

Describe the nature of the vegetation and water on the land (brush, shrubs, treed, woodlots, sloughs, creeks, etc.):

trees, bush, shrubs, hay

Describe the kind of soil on the land (sandy, loam, clay, etc.):

sandy loam

**7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED**

Describe any building and any structures on the land and whether they are to be demolished or moved:

stick built house and mobile home, barn, shed, 3 granaries


**8. WATER AND SEWER SERVICES**

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and treating sewage:

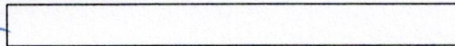
Water well, 2 septic pumps

**9. CERTIFICATION**

I hereby certify that I am the ☐ registered owner(s) ☒ authorized agent and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to the condition of the property referred to in this application for the subdivision.



Signature



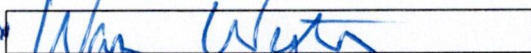
Signature

Oct 3/2023

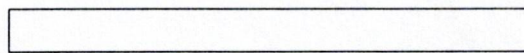
Date

**10. RIGHT OF ENTRY**

I/We,  authorize staff of the County of Minburn to enter upon my/our land for the purpose of conducting a site inspection with respect to my subdivision application.



Signature of Registered Owner



Signature of Registered Owner

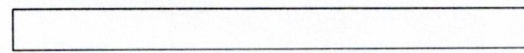
Are there any access restrictions/hazards we should be aware of prior to accessing the lands for inspection (dogs, locked gates, tenants, etc.)? **No.**

**11. REGISTERED OWNER'S CONSENT**

I/We, the above named registered owner(s) of **NE25-49-9-W4** (legal description) do hereby authorize the applicant named above to make application for subdivision.



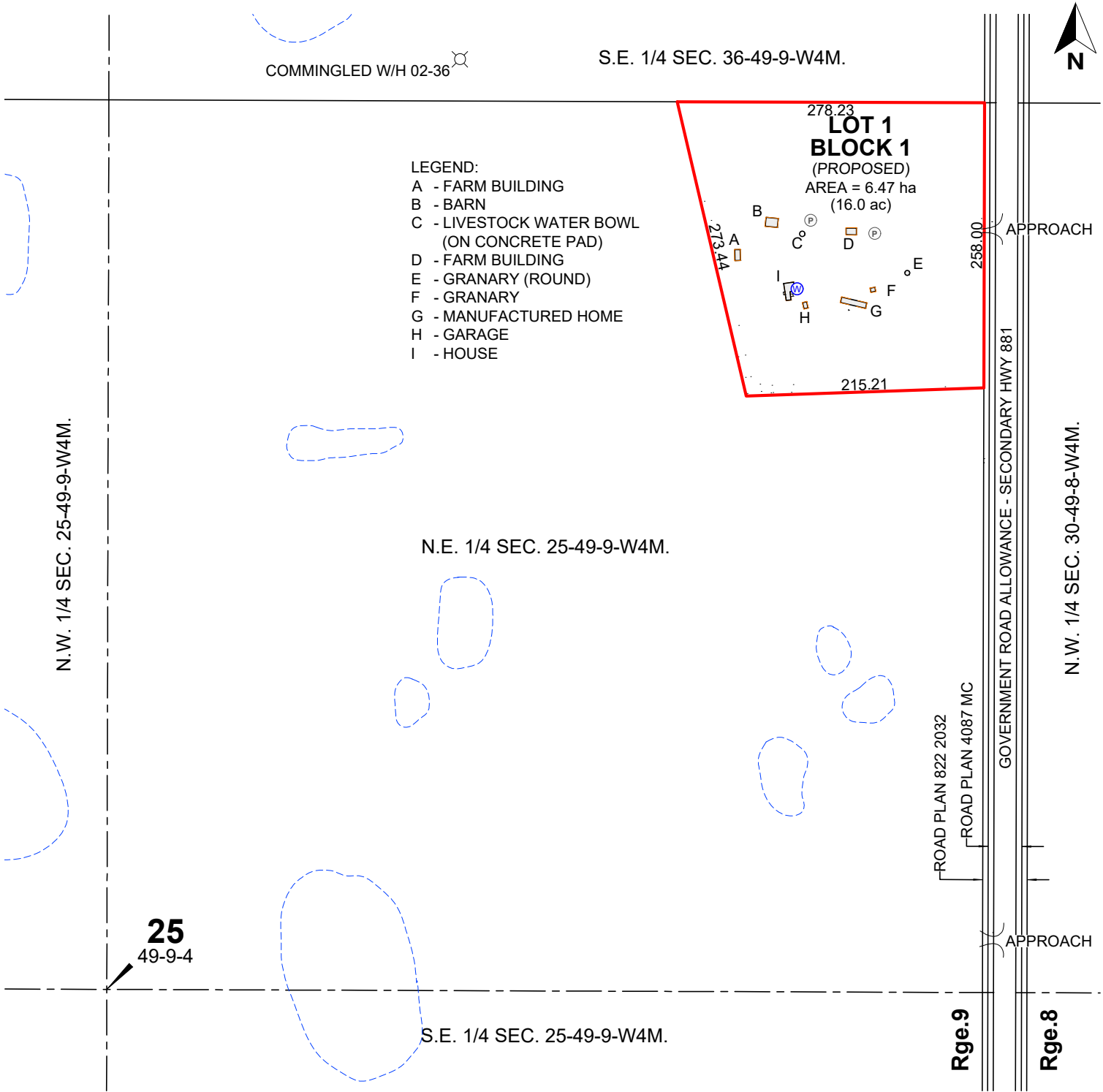
Signature of Registered Owner



Signature of Registered Owner

This personal information is being collected under the authority of the *Municipal Government Act Subdivision and Development Regulation 43/2002* and will be used to process the subdivision application. If you have any questions or require further information please contact Planning and Development, County of Minburn, Box 550, Vegreville, Alberta, T9C 1R6, telephone 780.632.2082 or email [dgegolick@minburncounty.ab.ca](mailto:dgegolick@minburncounty.ab.ca)

TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION WITHIN  
N.E. SEC.25 TWP.49 RGE.9 W.4 M.  
COUNTY OF MINBURN No. 27



- Notes:
- Preliminary survey conducted on October 4th, 2023, dimensions and areas are more or less and **subject to change**.
  - Distances are in metres and decimals thereof.
  - Aerial imagery: © 2023 Airbus (Google Earth Pro)
  - Location of low/wet areas derived from aerial imagery dated Oct. 2019.
  - Aerial imagery can be toggled on/off using the "ORTHOPHOTO" layer

Table of Offsets:	
(West Pumpout)	
Pumpout to Boundaries:	
N -	107.0
E -	157.2
S -	156.6
W -	93.0
Pumpout to:	
Water well -	63.2
House -	57.8
Barn -	29.4
Low area -	367
East Pumpout -	59.1

Table of Offsets:	
(East Pumpout)	
Pumpout to Boundaries:	
N -	118.7
E -	99.3
S -	142.9
W -	146.6
Pumpout to:	
Water well -	86.2
House -	85.4
Farm Building -	16.5
Low area -	357
West Pumpout -	59.1

KRAWCHUK

LAND SURVEYS LTD

Box 945, St. Paul, AB, T0A 3A0

info@krawchuklandsurveys.ca

Ph. 780-614-5653

Fax. 833-859-4204

Legend:

Building

Movable building

Low/Wet area

Subject parcel boundaries

P

Pumpout

W

Water Well

Abbreviations:

ac. acre

E. East

ha. hectare

M. meridian

N. North

R/W right of way

S. South

W. West

W/H wellhead

Scale 1:5000

0

10

25

50

100

Date issued: Oct. 5, 2023

File: 23-01-0110 Rev 0



TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION WITHIN  
N.E. SEC.25 TWP.49 RGE.9 W.4 M.  
COUNTY OF MINBURN No. 27



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Legend:

Building

Movable building

Low/Wet area

Subject parcel boundaries

Pumpout

Water Well

Abbreviations:

ac.

acre

E.

East

ha.

hectare

M.

meridian

N.

North

R/W

right of way

S.

South

W.

West

W/H

wellhead

Scale 1:5000

0

10

25

50

100

Date issued: Oct. 5, 2023

File: 23-01-0110 Rev 0



Face NE: drone image proposed Lot 1 encompassing 2 dwellings and several farm buildings, existing access is off Hwy 881. Mannville Hutterite Colony can be seen in the distance.



Facing SE, another angle of proposed Lot 1





Facing SW.



From SE corner of quarter, facing north: proposed remnant is primarily cultivated farmland with some tree stands and low spots. Existing access of Hwy 881 to proposed remnant parcel. Proposed Lot 1 can be seen in the distance (treed area)





Water well located in front of primary dwelling within proposed Lot 1.



Septic pump out which was recently relocated (notice dirt surrounding area)





The second septic pump out which was recently relocated (notice recent dirt surrounding)



### **Inspection Summary:**

- Topography – flat, slightly rolling
- Soil characteristics – sandy loam
- Nature of vegetation and water – Tree stands and bush within proposed Lot 1. Proposed remnant is primarily cultivated farm land with a few tree stands/low spots.
- Source of water – confirmed via existing water well
- Private Sewage – confirmed 2 existing septic pump outs (open discharge) which were relocated in 2022 (no permit approval).
- Use of land in the vicinity – Agricultural, Mannville Hutterite Colony, Confined Feeding Operation (no minimum distance separation required to construct a residence or subdivision near a CFO per conversation with NRCB Approval Officer), nearest wind turbine is ~1500m from proposed subdivision – 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: P. Padolony



## 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: P. Podchorny



**VEGREVILLE REGION** Physician and Health Professionals Attraction & Retention Committee

4829-50 STREET, POSTAL DRAWER 640, VEGREVILLE, ALBERTA, T9C 1R7

TELEPHONE (780)632-2606, E-MAIL VEGTOWN@VEGREVILLE.COM

November 16, 2023

County of Minburn  
Box 550  
Vegreville, Alberta  
T9C 1R6

Attention: Mr. Roger Konieczny and Council

Dear Mr. Konieczny:

We would like to express our sincere gratitude to the Council for the financial support of our committee in recent years. Your support has been invaluable to enable us to continue to recruit new physicians to our community.

For your review and information, we have provided a copy of our interim financial statement for the year ended December 31, 2023 and a copy of our 2024 budget.

We would like to respectfully request the financial support from the County for 2024 in the amount of \$2,000. Our goal is to look ahead of future needs for our community for doctors and health professionals to ensure needs are addressed.

We thank you for the support and confidence in the committee.

Yours truly,

***Vegreville Region Physician and Health Professionals Attraction and Retention Committee***

Tara Kuzio, Board Chair

**Vegreville Physician Attraction and Retention Committee**  
**Financial Summary**  
**As of November 14, 2023**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>Revenues</b>		
Municipal funding	-	-
Grants      Rhpap      3 years to use funding	-	-
	-	-
<b>Expenses</b>		
<b>Doctor Attraction</b>		
Site visit	<b>1,164</b>	-
<b>Retention and Attraction</b>		
Doctor and Clinic appreciation and recognition	<b>1,120</b>	1,793
<b>Other Expenses</b>		
Rural Health Week advertising	<b>1,649</b>	-
Other advertising	-	1,050
Donations	<b>2,500</b>	-
Office	-	50
	<b>6,433</b>	<b>2,893</b>
<b>Net revenue (expenditures)</b>	<b>(6,433)</b>	<b>(2,893)</b>
Opening bank balance	<b>20,669</b>	<b>23,562</b>
<b>Closing bank balance</b>	<b>14,236</b>	<b>20,669</b>

*Prepared by Brett Boser*  
14-Nov-23

**Vegreville Regional Physicians and Health Professionals Attraction and Retention Con  
2024 Budget**

		<b>2024</b>
<b>Revenues</b>		
RhPAP grant	Max, every 3 years for promotions	3,000
Town of Vegreville	Based on our request...	2,000
County of Minburn	Based on our request...	3,000
		<hr/> 8,000
<b>Expenses</b>		
<b>Retention and Attraction</b>		
Doctor welcome and appreciation receptions		2,000
Heath Professionals welcome event		1,000
Medical Professional Retention - HCA bursary		2,000
Promotional materials		1,000
Advertising		2,000
<b>Other Expenses</b>		
Conference registrations		500
Skills Day - post secondary students		-
Skills Day - High School students		600
		<hr/> 9,100
<b>Net expenditures</b>		<hr/> - 1,100



## 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: P. Podchorzny



# Rotary Peace Park Society

Box 66  
Vegreville, AB, T9C 1R1

November 16, 2024

County of Minburn  
Box 550  
Vegreville, AB T9C 1R6

**Attention:** Patty Podoborzny, CAO

**RE: Rotary Peace Park Society - 2024 budget proposal**

Dear Ms. Podoborzny and Council:

On behalf of the Rotary Peace Park Society, we would like to thank the County for their generous contributions to the Peace Park for 2023.

**2023 Year in Review**

In 2023 we had a very busy season with park bookings. We had Brandon our summer student return for the third year, so the park was very well looked after.

We completed a couple of big projects at the park this year. We replaced all the railings on the bridge. We also started refinishing all to the picnic tables in the shelter. The lawn mower did require some bigger repairs this year.

We have attached our preliminary financial statement for your review. We truly appreciate all of the financial support that the County provides. At this time, we ask that the County provide the balance of 2023 operating funds to cover our deficit of \$3,510 and provide start-up cash for next season. We ask that any remaining 2023 operating funds are transferred to the Park reserve account for future years.

**2024 Funding Request**

We respectfully request that the County continue to assist the Society with operating funding for 2024. We have attached our planned operating budget for your review. We are hopeful the County will provide us funds to cover the cost of operations in the amount of \$18,680. We have implemented a rental fee increase for 2024 to help offset some of the costs. We are mindful of keeping the rental rates affordable for the community.

We would like to purchase a security camera and security monitoring in 2024. The park shed was broken into this year and one of the new curtains was damaged.

Should you have any questions on the foregoing, please contact us.

Yours truly,

Patti Johnston, Treasurer

cc. Jason Wararwa, CFO

## Rotary Peace Park Society

### 2024 Proposed Operating Budget

#### Statement of Receipts and Disbursements

#### Budget

##### Cash Receipts

2024

County of Minburn operating grant - <i>proposed</i>	\$	18,680
Rental revenues		4,200
Canada Summer Jobs		4,700

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Total Cash Receipts	\$	27,580
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##### Disbursements

Advertising		550
Arborist		500
Bridge repairs		500
County paid utility and insurance costs		3,000
Security camera and monitoring		750
Park rental management fees	20%	840
Office		190
Plumbing and repairs		1,300
Propane and gas		500
Repairs and service - equipment and buildings		1,500
Salaries and benefits		15,000
Supplies		2,000
Water		750
WCB		200

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	\$	27,580
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Net receipts over disbursements for the year	\$	0
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**Rotary Peace Park Society**

## Financial Statement

For the year period ended December 31, 2023

		2023	2022	
Balance Sheet				
Assets				
General Account	\$	1,235	\$ 3475	
Total Assets	\$	1,235	\$ 3,475	
Liabilities & Net Assets				
Liabilities - Due to Rotary Club - Advance				
- Accounts Payable	\$	2,161	\$ 891	
- Deferred Rental revenue		-	0	
- Deferred grant revenue				
	\$	2,161	\$ 891	
Net Assets				
Beginning balance		2,584	1,518	
Net receipts over disbursements for the year	-	3,510	1,066	
Closing balance	\$ -	926	\$ 2,584	
Total Liabilities & Net Assets	\$	1,235	\$ 3,475	
Statement of Receipts and Disbursements		2023 Budget	2023	2022
Cash Receipts				
Summer Employment Grant Funding	\$	4,700	\$ 4,777	\$ 4,801
County of Minburn Operating Grant		12,000	10,000	7,883
Rentals		4,000	3,800	4,950
Other - bottle money/eavestrough donation from Rotary			86	662
Total Cash Receipts	\$	20,700	\$ 18,663	\$ 18,296
Disbursements				
Advertising	\$	500	\$ 512	\$ 519
County paid utilities and insurance, paid directly by County		2,600		
Park Rental Management Fees - 20%		800	760	890
Plumbing and repairs		1,000	1,320	1,060
Propane and gas		500	500	602
Repairs and service - equipment and bridge		1,000	2,038	
Salaries and benefits		12,000	14,388	11,866
Supplies		1,500	1,627	771
Water		500	750	1,322
WCB		200	203	200
Office		100	75	-
	\$	20,700	\$ 22,173	\$ 17,230
Net disbursements over receipts for the year	\$	0	\$ -	\$ 3,510
			\$	1,066

Reviewed and approved by:

Richard Rutter - President

Patti Johnston - Treasurer



## 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: P. Podoborsky



## **COUNCIL RESOLUTION**

### **County of Minburn No. 27**

#### **Apply for Provincial Requisition Credit (PERC) Program & Designated Industrial Requisition Credit (DIRC) Program**

BE IT RESOLVED THAT County of Minburn Council authorizes Administration to apply to the Province of Alberta for the Provincial Requisition Credit (PERC) Program and Designated Industrial Requisition Credit (DIRC) Program to recover previously remitted education and designated industrial property taxes for these properties.

**Carried.**

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Roger Konieczny  
Reeve

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Pat Podoborzny  
Chief Administrative Officer

Approved this 18<sup>th</sup> day of December 2023.

Provincial Education Requisition Credit (PERC)  
for Uncollectable Education Property Taxes on Oil and Gas Properties  
and Designated Industrial Requisition Credit (DIRC)  
for Uncollectable DI Property Tax Requisitions  
Property Details Form

Municipality

COUNTY OF MINBURN NO. 27

Property Details Form Instructions

Information for each individual property should be listed on a separate row.  
For linear properties, detailed information on all wells or pipelines associated with each company should be reported separately.

Complete the Fields Below for Each Individual Property																	
Tax Year	Roll #	DIPAUID/ LPAUID #	Company Name	Non-Residential Property Type	Assessment Value	Local ASFF Tax Rate	Total Education Property Tax Notice Amount	SGTRI Credit	Total Education Property Tax Eligible for PERC	Education Property Tax Amount Collected	Education Property Tax Uncollectable Amount	DI Requisition Tax Rate	Total DI Requisition Tax Amount	DI Amount Collected	DI Uncollectable Amount		Has this tax been written off?
2023	860404	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 22,490.00	3.6410	\$81.89	\$0.00	\$81.89	\$0.00	\$81.89	0.0746	\$5.50	\$0.00	\$5.50		No
2023	860404	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 73,680.00												No
2023	865802	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 21,310.00	3.6410	\$77.59	\$0.00	\$77.59	\$0.00	\$77.59						No
2023	865802	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 79,090.00							0.0746	\$5.90	\$0.00	\$5.90		No
2023	865805	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,480.00	3.6410	\$23.59	\$0.00	\$23.59	\$0.00	\$23.59	0.0746	\$0.48	\$0.00	\$0.48		No
2023	865806	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,470.00	3.6410	\$23.56	\$0.00	\$23.56	\$0.00	\$23.56	0.0746	\$0.48	\$0.00	\$0.48		No
2023	865807	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 8,750.00	3.6410	\$31.86	\$0.00	\$31.86	\$0.00	\$31.86	0.0746	\$0.65	\$0.00	\$0.65		No
2023	865810	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,890.00	3.6410	\$25.09	\$0.00	\$25.09	\$0.00	\$25.09	0.0746	\$0.51	\$0.00	\$0.51		No
2023	865812	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 16,430.00	3.6410	\$59.82	\$0.00	\$59.82	\$0.00	\$59.82						No
2023	865812	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 42,010.00							0.0746	\$3.13	\$0.00	\$3.13		No
2023	865813	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,090.00	3.6410	\$33.10	\$0.00	\$33.10	\$0.00	\$33.10	0.0746	\$0.68	\$0.00	\$0.68		No
2023	865815	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,570.00	3.6410	\$23.92	\$0.00	\$23.92	\$0.00	\$23.92	0.0746	\$0.49	\$0.00	\$0.49		No
2023	865816	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 16,020.00	3.6410	\$58.33	\$0.00	\$58.33	\$0.00	\$58.33						No
2023	865816	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 41,870.00							0.0746	\$3.12	\$0.00	\$3.12		No
2023	865817	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 23,050.00	3.6410	\$83.93	\$0.00	\$83.93	\$0.00	\$83.93						No
2023	865817	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 73,910.00							0.0746	\$5.51	\$0.00	\$5.51		No
2023	865818	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 26,280.00	3.6410	\$95.69	\$0.00	\$95.69	\$0.00	\$95.69						No
2023	865818	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 196,280.00							0.0746	\$14.64	\$0.00	\$14.64		No
2023	865819	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 15,720.00	3.6410	\$57.24	\$0.00	\$57.24	\$0.00	\$57.24						No
2023	865819	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 42,070.00							0.0746	\$3.14	\$0.00	\$3.14		No
2023	865820	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 15,810.00	3.6410	\$57.56	\$0.00	\$57.56	\$0.00	\$57.56						No
2023	865820	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 41,420.00							0.0746	\$3.09	\$0.00	\$3.09		No
2023	865821	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,570.00	3.6410	\$23.92	\$0.00	\$23.92	\$0.00	\$23.92	0.0746	\$0.49	\$0.00	\$0.49		No
2023	865824	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 13,550.00	3.6410	\$49.34	\$0.00	\$49.34	\$0.00	\$49.34						No
2023	865824	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 35,960.00							0.0746	\$2.68	\$0.00	\$2.68		No
2023	865825	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 15,340.00	3.6410	\$55.85	\$0.00	\$55.85	\$0.00	\$55.85						No
2023	865825	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 44,410.00							0.0746	\$3.31	\$0.00	\$3.31		No
2023	865827	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 14,370.00	3.6410	\$52.32	\$0.00	\$52.32	\$0.00	\$52.32						No
2023	865827	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 61,700.00							0.0746	\$4.60	\$0.00	\$4.60		No
2023	865828	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 18,080.00	3.6410	\$65.83	\$0.00	\$65.83	\$0.00	\$65.83	0.0746	\$1.35	\$0.00	\$1.35		No
2023	865829	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,620.00	3.6410	\$35.03	\$0.00	\$35.03	\$0.00	\$35.03	0.0746	\$0.72	\$0.00	\$0.72		No
2023	865830	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,000.00	3.6410	\$32.77	\$0.00	\$32.77	\$0.00	\$32.77	0.0746	\$0.67	\$0.00	\$0.67		No
2023	865831	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 22,790.00	3.6410	\$82.98	\$0.00	\$82.98	\$0.00	\$82.98						No
2023	865831	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 77,160.00							0.0746	\$5.76	\$0.00	\$5.76		No
2023	865832	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,000.00	3.6410	\$32.77	\$0.00	\$32.77	\$0.00	\$32.77	0.0746	\$0.67	\$0.00	\$0.67		No
2023	865833	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,200.00	3.6410	\$33.50	\$0.00	\$33.50	\$0.00	\$33.50	0.0746	\$0.69	\$0.00	\$0.69		No
2023	865835	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 12,820.00	3.6410	\$46.68	\$0.00	\$46.68	\$0.00	\$46.68	0.0746	\$0.96	\$0.00	\$0.96		No
2023	865837	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 8,640.00	3.6410	\$31.46	\$0.00	\$31.46	\$0.00	\$31.46	0.0746	\$0.64	\$0.00	\$0.64		No
2023	865850	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,140.00	3.6410	\$22.36	\$0.00	\$22.36	\$0.00	\$22.36	0.0746	\$0.46	\$0.00	\$0.46		No
2023	870600	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 9,190.00	3.6410	\$33.46	\$0.00	\$33.46	\$0.00	\$33.46						No
2023	870600	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 19,350.00							0.0746	\$1.44	\$0.00	\$1.44		No
2023	870800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 900.00	3.6410	\$3.28	\$0.00	\$3.28	\$0.00	\$3.28	0.0746	\$0.07	\$0.00	\$0.07		No
2023	870850	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 28,400.00	3.6410	\$103.40	\$0.00	\$103.40	\$0.00	\$103.40	0.0746	\$2.12	\$0.00	\$2.12		No
2023	870970	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 8,870.00	3.6410	\$32.30	\$0.00	\$32.30	\$0.00	\$32.30						No
2023	870970	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 75,870.00							0.0746	\$5.66	\$0.00	\$5.66		No
2023	871150	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 40,770.00	3.6410	\$148.44	\$0.00	\$148.44	\$0.00	\$148.44						No
2023	871150	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 338,250.00							0.0746	\$25.23	\$0.00	\$25.23		No
2023	871200	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 1,220.00	3.6410	\$4.44	\$0.00	\$4.44	\$0.00	\$4.44	0.0746	\$0.09	\$0.00	\$0.09		No
2023	871300	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 2,270.00	3.6410	\$8.27	\$0.00	\$8.27	\$0.00	\$8.27	0.0746	\$0.17	\$0.00	\$0.17		No
2023	871400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 30,870.00	3.6410	\$112.40	\$0.00	\$112.40	\$0.00	\$112.40						No
2023	871400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 319,100.00							0.0746	\$23.80	\$0.00	\$23.80		No
2023	871500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 16,800.00	3.6410	\$61.17	\$0.00	\$61.17	\$0.00	\$61.17						No
2023	871500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 105,790.00							0.0746	\$7.89	\$0.00	\$7.89		No
2023	871900	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 8,380.00	3.6410	\$30.51	\$0.00	\$30.51	\$0.00	\$30.51	0.0746	\$0.63	\$0.00	\$0.63		No
2023	871950	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 12,920.00	3.6410	\$47.04	\$0.00	\$47.04	\$0.00	\$47.04	0.0746	\$0.96	\$0.00	\$0.96		No
2023	872200	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 1,180.00	3.6410	\$4.30	\$0.00	\$4.30	\$0.00	\$4.30	0.0746	\$0.09	\$0.00	\$0.09		No
2023	872370	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 1,680.00	3.6410	\$6.12	\$0.00	\$6.12	\$0.00	\$6.12	0.0746	\$0.13	\$0.00	\$0.13		No
2023	872375	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 1,840.00	3.6410	\$6.70	\$0.00	\$6.70	\$0.00	\$6.70	0.0746	\$0.14	\$0.00	\$0.14		No
2023	872380	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 27,970.00	3.6410	\$101.84	\$0.00	\$101.84	\$0.00	\$101.84	0.0746	\$2.09	\$0.00	\$2.09		No
2023	872400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 7,930.00	3.6410	\$28.87	\$0.00	\$28.87	\$0.00	\$28.87						No
2023	872400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 109,690.00							0.0746	\$8.18	\$0.00	\$8.18		No
2023	872510	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 1,660.00	3.6410	\$6.04	\$0.00	\$6.04	\$0.00	\$6.04	0.0746	\$0.12	\$0.00	\$0.12		No
2023	872530	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$ 6,000.00	3.6410	\$21.85	\$0.00	\$21.85	\$0.00	\$21.85	0.0746	\$0.45	\$0.00	\$0.45		No



2023	872600	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,220.00	3.6410	\$29.93	\$0.00	\$29.93	\$0.00	\$29.93	0.0746	\$0.61	\$0.00	\$0.61	No
2023	872610	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	5,340.00	3.6410	\$19.44	\$0.00	\$19.44	\$0.00	\$19.44					No
2023	872610	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	148,370.00							0.0746	\$11.07	\$0.00	\$11.07	No
2023	872650	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	18,880.00	3.6410	\$68.74	\$0.00	\$68.74	\$0.00	\$68.74	0.0746	\$1.41	\$0.00	\$1.41	No
2023	872750	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	4,200.00	3.6410	\$15.29	\$0.00	\$15.29	\$0.00	\$15.29					No
2023	872750	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	81,960.00							0.0746	\$6.11	\$0.00	\$6.11	No
2023	872910	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,870.00	3.6410	\$32.30	\$0.00	\$32.30	\$0.00	\$32.30					No
2023	872910	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	71,450.00							0.0746	\$5.33	\$0.00	\$5.33	No
2023	872950	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	2,140.00	3.6410	\$7.79	\$0.00	\$7.79	\$0.00	\$7.79	0.0746	\$0.16	\$0.00	\$0.16	No
2023	874340	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	11,580.00	3.6410	\$42.16	\$0.00	\$42.16	\$0.00	\$42.16	0.0746	\$0.86	\$0.00	\$0.86	No
2023	876200	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	254,950.00	3.6410	\$928.27	\$0.00	\$928.27	\$0.00	\$928.27					No
2023	876200	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,418,700.00							0.0746	\$105.84	\$0.00	\$105.84	No
2023	877400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	7,960.00	3.6410	\$28.98	\$0.00	\$28.98	\$0.00	\$28.98	0.0746	\$0.59	\$0.00	\$0.59	No
2023	878200	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,680.00	3.6410	\$6.12	\$0.00	\$6.12	\$0.00	\$6.12	0.0746	\$0.13	\$0.00	\$0.13	No
2023	879060	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,300.00	3.6410	\$30.22	\$0.00	\$30.22	\$0.00	\$30.22	0.0746	\$0.62	\$0.00	\$0.62	No
2023	881000	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	92,940.00	3.6410	\$338.39	\$0.00	\$338.39	\$0.00	\$338.39	0.0746	\$6.93	\$0.00	\$6.93	No
2023	881400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,210.00	3.6410	\$4.41	\$0.00	\$4.41	\$0.00	\$4.41	0.0746	\$0.09	\$0.00	\$0.09	No
2023	881770	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,530.00	3.6410	\$23.78	\$0.00	\$23.78	\$0.00	\$23.78	0.0746	\$0.49	\$0.00	\$0.49	No
2023	881800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	22,350.00	3.6410	\$81.38	\$0.00	\$81.38	\$0.00	\$81.38	0.0746	\$1.67	\$0.00	\$1.67	No
2023	882500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	4,340.00	3.6410	\$15.80	\$0.00	\$15.80	\$0.00	\$15.80	0.0746	\$0.32	\$0.00	\$0.32	No
2023	883300	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,660.00	3.6410	\$6.04	\$0.00	\$6.04	\$0.00	\$6.04	0.0746	\$0.12	\$0.00	\$0.12	No
2023	883900	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	22,450.00	3.6410	\$81.74	\$0.00	\$81.74	\$0.00	\$81.74					No
2023	883900	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	106,740.00							0.0746	\$7.96	\$0.00	\$7.96	No
2023	883901	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,230.00	3.6410	\$29.97	\$0.00	\$29.97	\$0.00	\$29.97	0.0746	\$0.61	\$0.00	\$0.61	No
2023	883930	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	21,820.00	3.6410	\$79.45	\$0.00	\$79.45	\$0.00	\$79.45	0.0746	\$1.63	\$0.00	\$1.63	No
2023	883950	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,700.00	3.6410	\$6.19	\$0.00	\$6.19	\$0.00	\$6.19	0.0746	\$0.13	\$0.00	\$0.13	No
2023	887550	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	7,180.00	3.6410	\$26.14	\$0.00	\$26.14	\$0.00	\$26.14	0.0746	\$0.54	\$0.00	\$0.54	No
2023	894700	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	2,710.00	3.6410	\$9.87	\$0.00	\$9.87	\$0.00	\$9.87	0.0746	\$0.20	\$0.00	\$0.20	No
2023	895600	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	81,780.00	3.6410	\$297.76	\$0.00	\$297.76	\$0.00	\$297.76	0.0746	\$6.10	\$0.00	\$6.10	No
2023	896201	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	11,510.00	3.6410	\$41.91	\$0.00	\$41.91	\$0.00	\$41.91	0.0746	\$0.86	\$0.00	\$0.86	No
2023	897960	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,530.00	3.6410	\$23.78	\$0.00	\$23.78	\$0.00	\$23.78	0.0746	\$0.49	\$0.00	\$0.49	No
2023	898500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	3,010.00	3.6410	\$10.96	\$0.00	\$10.96	\$0.00	\$10.96	0.0746	\$0.22	\$0.00	\$0.22	No
2023	898710	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	3,450.00	3.6410	\$12.56	\$0.00	\$12.56	\$0.00	\$12.56	0.0746	\$0.26	\$0.00	\$0.26	No
2023	898720	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	16,620.00	3.6410	\$60.51	\$0.00	\$60.51	\$0.00	\$60.51	0.0746	\$1.24	\$0.00	\$1.24	No
2023	898730	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,000.00	3.6410	\$21.85	\$0.00	\$21.85	\$0.00	\$21.85	0.0746	\$0.45	\$0.00	\$0.45	No
2023	898740	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,410.00	3.6410	\$30.62	\$0.00	\$30.62	\$0.00	\$30.62	0.0746	\$0.63	\$0.00	\$0.63	No
2023	898800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	70,810.00	3.6410	\$257.82	\$0.00	\$257.82	\$0.00	\$257.82	0.0746	\$5.28	\$0.00	\$5.28	No
2023	898805	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	18,890.00	3.6410	\$68.78	\$0.00	\$68.78	\$0.00	\$68.78					No
2023	898805	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	27,060.00							0.0746	\$2.02	\$0.00	\$2.02	No
2023	898810	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	7,610.00	3.6410	\$27.71	\$0.00	\$27.71	\$0.00	\$27.71	0.0746	\$0.57	\$0.00	\$0.57	No
2023	902450	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,240.00	3.6410	\$22.72	\$0.00	\$22.72	\$0.00	\$22.72	0.0746	\$0.47	\$0.00	\$0.47	No
2023	902700	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,110.00	3.6410	\$29.53	\$0.00	\$29.53	\$0.00	\$29.53	0.0746	\$0.61	\$0.00	\$0.61	No
2023	903500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	19,190.00	3.6410	\$69.87	\$0.00	\$69.87	\$0.00	\$69.87					No
2023	903500	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	109,690.00							0.0746	\$8.18	\$0.00	\$8.18	No
2023	903700	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	14,780.00	3.6410	\$53.81	\$0.00	\$53.81	\$0.00	\$53.81					No
2023	903700	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	64,240.00							0.0746	\$4.79	\$0.00	\$4.79	No
2023	903800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	23,540.00	3.6410	\$85.71	\$0.00	\$85.71	\$0.00	\$85.71					No
2023	903800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	107,980.00							0.0746	\$8.06	\$0.00	\$8.06	No
2023	904030	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,140.00	3.6410	\$29.64	\$0.00	\$29.64	\$0.00	\$29.64	0.0746	\$0.61	\$0.00	\$0.61	No
2023	904070	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	14,990.00	3.6410	\$54.58	\$0.00	\$54.58	\$0.00	\$54.58					No
2023	904070	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	64,130.00							0.0746	\$4.78	\$0.00	\$4.78	No
2023	904100	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,300.00	3.6410	\$30.22	\$0.00	\$30.22	\$0.00	\$30.22	0.0746	\$0.62	\$0.00	\$0.62	No
2023	904800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,620.00	3.6410	\$24.10	\$0.00	\$24.10	\$0.00	\$24.10	0.0746	\$0.49	\$0.00	\$0.49	No
2023	904850	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	6,080.00	3.6410	\$22.14	\$0.00	\$22.14	\$0.00	\$22.14	0.0746	\$0.45	\$0.00	\$0.45	No
2023	905400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	1,360.00	3.6410	\$4.95	\$0.00	\$4.95	\$0.00	\$4.95					No
2023	905400	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	54,500.00							0.0746	\$4.07	\$0.00	\$4.07	No
2023	907440	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	16,110.00	3.6410	\$58.66	\$0.00	\$58.66	\$0.00	\$58.66					No
2023	907440	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	106,930.00							0.0746	\$7.98	\$0.00	\$7.98	No
2023	907900	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	32,470.00	3.6410	\$118.22	\$0.00	\$118.22	\$0.00	\$118.22	0.0746	\$2.42	\$0.00	\$2.42	No
2023	908300	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,300.00	3.6410	\$30.22	\$0.00	\$30.22	\$0.00	\$30.22	0.0746	\$0.62	\$0.00	\$0.62	No
2023	908320	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,300.00	3.6410	\$30.22	\$0.00	\$30.22	\$0.00	\$30.22	0.0746	\$0.62	\$0.00	\$0.62	No
2023	908660	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	640.00	3.6410	\$2.33	\$0.00	\$2.33	\$0.00	\$2.33	0.0746	\$0.05	\$0.00	\$0.05	No
2023	908700	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	16,250.00	3.6410	\$59.17	\$0.00	\$59.17	\$0.00	\$59.17	0.0746	\$1.21	\$0.00	\$1.21	No
2023	908740	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,300.00	3.6410	\$30.22	\$0.00	\$30.22	\$0.00	\$30.22	0.0746	\$0.62	\$0.00	\$0.62	No
2023	928800	6477	ALPHABOW ENERGY LTD.	DIP-Linear(well or pipe)	\$	8,041,000.00	3.6410	\$29,277.28	\$0.00	\$29,277.28	\$0.00	\$29,277.28	0.0746	\$599.86	\$0.00	\$599.86	No
2023	PAYMENTS RECEIVED FROM ALPHABOW IN 2023													\$0.00	\$34.85	(\$34.85)	
							Totals	\$34,858.61	\$0.00	\$34,858.61	\$925.80	\$33,932.81		\$967.64	\$34.85	\$932.79	

\*Insert rows if needed

Total Provincial Education Requisition Credit	\$33,932.81	Total DI Property Requisition Credit	\$932.79
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## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: P. Podobinskiy



# STARS®

## EVERY DOLLAR HELPS US SOAR A LITTLE HIGHER.

At **STARS**, we are proud of the lives we have touched within the communities we serve. Your donation allows us to hire talented and highly skilled crews, purchase the most up-to-date medical tools and technology, and treat ill and injured patients with the care and timeliness that ensures their best chance of survival.

April 5, 2023

Ms. Patty Podoborozny, CAO  
County of Minburn  
4909 50 St PO Box 550  
Vegreville, AB  
T9C 1R6

Dear Ms. Podoborozny,

It takes a community to save a life. As a valued member of the **STARS** community, thank you for making a difference. Your support allows **STARS** to provide time, hope and life-saving transport to critically ill and injured patients across Western Canada.

If you have any questions about your pledge or wish to update your contact information, please contact me at (780) 512-6205. Thank you for your commitment to **STARS**. You are an important part of the **STARS** community and we truly appreciate your generous support.

Sincerely yours,



Glenda Farnden  
Sr. Municipal Relations Liaison  
STARS Foundation  
[gfarden@stars.ca](mailto:gfarden@stars.ca)

In accordance with your instructions, we are writing to advise of your upcoming Operations pledge payment.

---

**TOTAL PLEDGE**

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**\$6,376.00**

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**TOTAL PAID TO DATE**

---

**\$0.00**

---

**AMOUNT DUE**

---

**\$6,376.00**

---

**DUE DATE**

---

**2023-05-15**

---

Please submit your payment to:

**Attn: Deb Kirkland**  
STARS Foundation  
1441 Aviation Park NE  
Calgary, AB T2E 8M7

**“I’M HERE TODAY BECAUSE  
OF YOUR SUPPORT.”**

**STARS VIP, Larissa Helbig**





## 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: P. Podchorny



# MASTER RATES BYLAW #1281-19

## SCHEDULE "A"

### COUNTY OF MINBURN FEES, RATES AND CHARGES

*Effective January 1, 2024*

ADMINISTRATION FEES	
County of Minburn County Maps	
Description	Fee
Purchased at the County office	\$20.00 plus GST
County maps mailed	\$20.00 plus GST plus \$5.00 postage per map
Photocopying/Faxing	
Photocopying and faxing	\$0.25/page plus GST (maximum 100 pages)
Returned Item Fee	
Chargebacks, NSF, Returned Item Fee	\$35.00 per occurrence
Tax Certificates/Searches	
Tax Certificate	\$25.00 (no GST)
GIS Mapping	
GIS mapping	\$10.00 plus GST per 8½" x 11" sheet (no charge for landowner)
Land (ortho) photo	\$10.00 plus GST per 8½" x 11" sheet (no charge for landowner)
County Publications	
County History book	\$25.00 plus GST
County Map book	\$25.00 plus GST
Freedom of Information & Protection of Privacy (FOIP) Act Fees	
<i>*Fees are determined by Provincial Legislation. If the total cost of processing a FOIP request is more than \$150, a 50% deposit is required</i>	
FOIP Requests	\$25.00 per request
Preparing and Handling a Record for Disclosure	\$6.75 per 15 minutes

Searching, Locating and Retrieving a Record	\$6.75 per 15 minutes
Supervising the Examination of a Record	\$6.75 per 15 minutes
<b>Property Assessment Appeal Fees</b>	
Residential and Farmland	\$50.00 per parcel
Non-residential	\$650.00 per parcel
<b>Tax Penalties</b>	
<i>Property Tax penalties shall form part of the total outstanding balance due and will be applied to the total outstanding balance on the dates specified in Bylaw 1137-99 Addition of Penalties on Current and Arrears of Taxes</i>	
Current Property Taxes including Special Taxes outstanding as of November 1 <sup>st</sup> of the current year	12% penalty imposed
On all Property Taxes including Special Taxes outstanding as of February 1 <sup>st</sup> of the following year and every year thereafter	5% penalty imposed
<b>Tax Recovery</b>	
<i>(Division 8 and 8.1 of the Municipal Government Act (MGA))</i>	
Registration of Tax Recovery Notification	\$200 per roll number
Registration of Tax Recovery Lien	\$100 per roll number
Properties Advertised for Public Auction	\$100 per roll number
Preparation of Reserve Price	\$300 per roll number

## AGRICULTURAL SERVICE BOARD (ASB) FEES

<b>ASB Rental Equipment</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
Squeeze chute	\$35.00 per day (GST included)
Weigh scale	\$50.00 per day (GST included)
Tree planters	No charge
Shelterbelt insecticide sprayer	\$30.00 per day (GST included)
Trailer mount herbicide sprayer	\$30.00 per day (GST included)
<b>Custom Work</b>	
Grass mowing, weed notice enforcement, etc.	Current market rates (as determined by the County)



## PLANNING AND DEVELOPMENT FEES

### Construction of Pipelines and Burial of Utility Lines Affecting County Road Allowances

<u>Description</u>	<u>Fee</u>
Residential hookup pipeline for Gas Co-ops	\$10.00 per crossing
Interconnect pipeline	\$100.00 per crossing
Major transmission pipeline	\$125.00 per crossing
Burial of utility lines in or across County road allowances	\$100.00 per crossing
Review of revised plan after approval was given	50% of original fee (no GST)

### Fees for Approaches to County Roads which are Developed by Energy Resource and Utility Activity

Utilize existing approach with/without upgrading	\$100.00 per approach
Construct new permanent or temporary approach	\$100.00 per approach
Review of revised plan after approval was given	50% of original fee (no GST)

### Statutory Plans/Zoning Compliance

Copy of Land Use Bylaw	\$25.00 plus GST
Copy of Municipal Development Plan	\$25.00 plus GST
Copy of Area Structure Plan	\$25.00 plus GST
Letter of Compliance	\$100.00 plus GST
File search with written response	\$75.00 per lot plus GST
Environmental site assessment file search with written response	\$75.00 per lot plus GST
Written zoning confirmation	\$50.00 per lot plus GST
Application to amend Land Use Bylaw and/or a Statutory Plan – Policy PDS 4	\$500.00 for each application submitted

### Road Closures/Diversions

Closure of Regular Road Allowance/Road Diversion	Old road plans	\$1,000.00
	Regular road allowance	\$1,000.00

### Subdivision Fees (No GST)

1st parcel out	\$800.00
2 parcels	\$900.00
3 parcels	\$1,000.00

Boundary adjustment	\$800.00
Endorsement	\$300.00
Revision after notifications sent out	Half the original fee

<b>Development Permits (No GST)</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
Dwelling or semi-detached dwelling	\$150.00
Multi-family dwelling	\$150.00
Addition to dwelling	\$100.00
Accessory building/Use/Accessory building addition	\$100.00
Public or Institutional development/use	\$150.00
Sign	\$100.00
Home Occupation or Bed and Breakfast	\$150.00
Commercial or Industrial development <ul style="list-style-type: none"> <li>- Value less than \$250,000</li> <li>- Value \$250,000 to \$1,000,000</li> <li>- Value over \$1,000,000</li> </ul>	\$200.00 \$250.00 \$300.00
Application which involves notification (variance, discretionary use)	\$100.00 in addition to regular fee
Extension Request	\$50.00
Development commenced prior to permit approval	Double the regular fee
Revision after decision	Half the original fee
Subdivision and Development Appeal Board application fees	\$300.00 (\$100.00 of fee will be refunded if appeal is successful)

## OPERATIONS FEES

Dust Control	
Description	Fee
Dust Control with Oil and Calcium Policy OP 9001-02	Fee is reviewed annually
Road Permits/Agreements	
Field inspection and assessment of roads under agreement	\$70.00 per hour for County staff plus any associated engineering costs
Rural Address Signage	
Rural address sign	\$50.00 per sign (Installation included on new signs only)
Geophysical Companies Conducting Exploration Programs as per Policy OP 9026-01-A	
Inspections for seismic activity	Inspection fee levy for pre and post inspections is \$50.00 per hour to a total of \$200.00 per project.
Custom Work (plus GST)	
<b>Manpower Rate</b> <i>Hourly rates will be charged at one and one-half (1&amp;1/2) times the employee's basic rate, plus 25% for benefits, administration, etc.</i>	Per hour according to County of Minburn's current Salary Grid
<b>Equipment Rates</b> <i>Hourly rates charged will be based on the most current edition of the Alberta Roadbuilders &amp; Heavy Construction Association (ARCHA) Equipment Rental Rate Guide</i>	Per Hour as per ARHCA Rates

## HAMLET OF LAVOY

### Water, Wastewater and Solid Waste Services

<b>Description</b> Hamlet of Lavoy urban users will pay a monthly fee comprise of two parts, a fixed service charge and a usage charge as follows:
---

RESIDENTIAL: (Monthly)		
Usage Charge		Fixed Service Charge
2024	2.95 /m <sup>3</sup>	\$88.65

COMMERCIAL: (Monthly)				
Usage Charge		Fixed Service Charge 1" Line	Fixed Service Charge 1 1/4" Line	Fixed Service Charge 2" Line
2024	2.95/m <sup>3</sup>	\$118.35	\$147.76	\$236.43

Connection and Reconnection Fees for Hamlet of Lavoy Urban Users	
Description	Fee
Water Connection Fee	\$50.00
Disconnection Fee	\$150.00



<b>Wastewater Charges (monthly) for Hamlet of Lavoy Urban Users</b>	
<b>Description</b>	<b>Fee</b>
Residential	\$17.85
Commercial	\$24.30
Any account that is for a non-water user pays the commercial rate for sanitary sewer. Commercial usage above normal volumes will be at the sole discretion of the County and will be charged a negotiated rate.	
<b>Solid Waste for Hamlet of Lavoy Urban Users</b>	
<b>Description</b>	<b>Fee</b>
Residential (monthly)	\$13.50
Commercial (monthly)	\$18.00
Any large commercial or industrial customer will need to negotiate a rate with the County based on the volume of waste to be expected.	

<b>HAMLET OF MINBURN WASTEWATER SPECIAL TAX</b>	
<b>Hamlet of Minburn Wastewater Users</b>	
<b>Description</b>	<b>Fee</b>
Hamlet of Minburn property owners that are connected to the wastewater system will be levied for the service through a special tax enacted through bylaw which will be established annually.	

<b>ALBERTA CENTRAL EAST (ACE) REGIONAL WATER SYSTEM</b>	
<b>County of Minburn Rural Residential Users</b>	
<b>Description</b>	<b>Fee</b>
Rural users who connect to the ACE regional water system will pay a monthly fee comprise of three parts: service charge, usage charge and ACE regional water system maintenance fee.	

<b>RURAL RESIDENTIAL USERS: Service Charge based on Service Size (Standard 1" Service Line) (Monthly)</b>					
<b>Usage Charge</b>	<b>Service Size (gallons/minute flow)</b>	<b>Number of Dwellings Serviced</b>	<b>County Monthly Fixed Charges</b>	<b>ACE Monthly Capital Reserve Fee</b>	<b>Total Monthly Fixed Charges</b>
2024 – 2.95/m <sup>3</sup>	0.5	1	\$25.00	\$25.00	\$50.00
	2 at 0.5	2	2 at \$25.00	\$25.00	2 at \$37.50
	0.75	2	\$34.00	\$37.50	\$71.50
	1.0	3 – 4	\$40.00	\$50.00	\$90.00
	1.75	5 – 7	\$50.00	\$81.50	\$131.50
	2.5	8 – 11	\$70.00	\$125.00	\$195.00
	3.5	12 – 15	\$100.00	\$175.00	\$275.00
	4.5	16-20	\$127.00	\$225.00	\$352.00

<b>Connection and Reconnection Fees for County of Minburn Rural Residential Users</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
One Time Connection Fee to ACE Water Main	Cost as per ACE
Disconnection Fee	\$3,000.00
Reconnection Fee	\$1,000.00

<b>BULK WATER RATES – TRUCK FILLS</b>	
<b>For County of Minburn Residents</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
Ranfurly NW 13-51-12-W4M 51231 Range Road 121	2024 \$6.31 /m <sup>3</sup>
Minburn NE 22-50-10-W4M 50318 Range Road 102	
Lavoy Block C, Plan 4185R 5128 – 51 Avenue	

<b>Connection Fee for Truckfill Users (Moved from Lavoy Area)</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
Water Connection Fee	\$50.00

<b>ALL UTILITY ACCOUNTS</b>	
<b>(except Hamlet of Minburn)</b>	
<b><u>Description</u></b>	<b><u>Fee</u></b>
Penalty on unpaid utility bills that remain outstanding after the last business day of the month.	1.50% per month on outstanding balance
User requested water meter testing	\$300.00 unless determined to be outside of tolerances specified in Utilities Bylaw

## PROTECTIVE SERVICES FEES

<b>Fire Fees</b>	
<u>Description</u>	<u>Fee</u>
Response by County fire department or mutual aid partners to accidental structure fires, wildland fires, or rescue operations on private property within the boundaries of the County of Minburn	\$750.00
<b>Response to deliberately set or gross negligent structure fires, wildland fires</b>	
Pumper	\$350.00 per hour
Rescue	\$350.00 per hour
Rapid Attack	\$350.00 per hour
Tender/Tanker	\$350.00 per hour
ATV/UTV	\$150.00 per hour
Command Unit	\$185.00 per hour
<b>Response to Motor Vehicle Collisions</b>	
Pumper	\$700.00 per hour
Rescue	\$700.00 per hour
Rapid Attack	\$700.00 per hour
Tender/Tanker	\$700.00 per hour
Command Unit	\$205.00 per hour
Rates subject to change in accordance with Alberta Infrastructure and Transportation Policy TCE-DC-501.	
<b>Fire Bans/No Fire Permit</b>	
Burning during a fire ban/restriction or without a fire permit	\$750.00
<b>False Alarms</b>	
1 <sup>st</sup> Callout	\$250.00
<b>Inspections/Investigations</b>	
Fire Code Inspections and Investigations	\$100.00 per hour
<b>Mutual Aid</b>	
As per the rates defined in the mutual aid agreement with the requesting municipality.	



**COUNTY OF MINBURN NO. 27**

**BYLAW NO. 1345-23**

A BYLAW OF THE COUNCIL OF THE COUNTY OF MINBURN NO. 27, VEGREVILLE, IN THE PROVINCE OF ALBERTA TO AMEND BYLAW NO. 1281-19 THAT ESTABLISHES FEES, RATES AND CHARGES FOR VARIOUS SERVICES, GOODS, LICENSES AND PERMITS.

**WHEREAS** Section 191 of the *Municipal Government Act*, Revised Statutes of Alberta (RSA), 2000, Chapter M-26 allows Council to pass a bylaw to amend a bylaw of the municipality.

**AND WHEREAS** the Council of the County of Minburn No. 27 wishes to amend Master Rates Bylaw No. 1281-19 and all amendments thereto that establishes fees, rates and charges for various services, goods, licenses and permits.

**NOW THEREFORE** the Council of the County of Minburn No. 27 in the Province of Alberta, duly assembled, pursuant to the terms of the *Municipal Government Act*, hereby enacts as follows:

**1. TITLE**

- 1.1 This Bylaw may be cited as the “**Bylaw to Amend Master Rates Bylaw No. 1281-19 amended by Bylaw No. 1298-20 amended by Bylaw No. 1324-21 amended by Bylaw No. 1336-22**” of the County of Minburn No. 27.

**2. AMENDMENT**

- 2.1 Schedule “A” of Bylaw No. 1336-22 and all amendments thereto is replaced with Schedule “A”, attached to and forming part of this Bylaw.

FIRST READING ..... December 18, 2023  
SECOND READING ..... December 18, 2022  
THIRD READING .....December 18, 2023

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_



## **2024 Budget - Financial Summary**

**DRAFT Preliminary Budget - December 18, 2023**

### **Operations**

Operating Revenue	18,059,600
Plus:	
Estimate for Wind Energy Tax Revenue	<u>4,200,000</u>
Funds available for Operations	<b>22,259,600</b>
Less:	
Operating Expenses - Base Budget	- 18,015,016
Less Existing Annual Reserve Transfers	- 1,421,695
Non-Cash Inventory Adjustment - Gravel	- 1,403,606
Plus:	
Transfers from Reserve	60,000

**Funds Available for Decision Papers** **1,479,283**

### **Operating Decision Papers (ODP)**

Less:	
10 Approved Operational Decision Papers	- 884,524
Plus:	
Grants & Draws from Reserves (Various)	<u>75,500</u>

**Projected Operational Surplus (Base plus ODP)** **670,259**

### **Capital Decision Papers (CDP)**

Less:	
14 Approved Capital Decision Papers	- 6,191,328
Plus:	
Grants, Other Sources & Draws from Reserves	<u>6,163,663</u>

**Projected Funding Deficit from Capital Projects** **- 27,665**

**Repayment of Future Expenditures Reserve Draw** **- 642,594**

**2024 Budget (Surplus) (Operating & Capital)** **-**





## 2024 PRELIMINARY BUDGET

### Approved Decision Paper Listing

#/Type	Description	Recurring/ One Time	Department
<b>~ OPERATING DECISION PAPERS ~</b>			
ODP24-001	Staff Remuneration / Compensation	One Time	All Dept's
ODP24-002	Admin Building - Mechanical & Electronic Study	One Time	Admin
ODP24-003	Financial ERP System Replacement	One Time	Admin
ODP24-004	Surfaced Road & Facility Reserve Allocations	Recurring	Admin
ODP24-005	Fire Reserve Transfer Annual Increase	Recurring	Fire
ODP24-006	Arch GIS Software	Recurring	Econ Dev
ODP24-007	Developer's Package	One Time	Econ Dev
ODP24-008	Wapasu Lake Campground Upgrades	Recurring	Operations
ODP24-009	Asphalt Maintenance - Hot Pour Crack Sealing	Recurring	Operations
ODP24-010	Unit #528 Excavator - Undercarriage Refurb.	One Time	Operations
<b>~ CAPITAL DECISION PAPERS ~</b>			
CDP24-001	Council Chambers Rehabilitation	One Time	Admin
CDP24-002	Admin Building Front Entry Rehabilitation	One Time	Admin
CDP24-003	New Fire Truck - Unit #910 Replacement	One Time	Fire
CDP24-004	Innisfree Fire Station Cold Storage Upgrade	One Time	Fire
CDP24-005	AB First Responder Radio Comm System	One Time	Fire
CDP24-006	2024 CAT Motor Grader	One Time	Operations
CDP24-007	Unit #518 Motor Scraper - Refurbishment	One Time	Operations
CDP24-008	2024 Fleet Truck Replacements (2)	One Time	Operations
CDP24-009	2024 Excavator & Mulching Head	One Time	Operations
CDP24-010	New Lavoy Water Reservoir Generator Unit	One Time	Operations
CDP24-011	BF75589 Bridge Work/ Engineering	One Time	Operations
CDP24-012	Veg Road to GrainsConnect Paving	One Time	Operations
CDP24-013	TWP 524 Aggregate Seal Coat	One Time	Operations
CDP24-014	2024 Construction Program	One Time	Operations

Type: Municipal  
PERIOD: 2024/12/31

2024  
BUDGET

**MUNICIPAL REVENUES**

1-1-000-00-00-00-00-00	GENERAL MUNICIPAL	-20,987,917.00
1-1-000-12-00-00-00-00	ADMINISTRATIVE	-182,500.00
1-1-000-23-00-00-00-00	FIRE SERVICES - REVENUE	-780,000.00
1-1-000-32-00-00-00-00	TRANSPORTATION	-5,571,563.00
1-1-000-41-00-00-00-00	WATER SUPPLY & DISTRIBUTIO	-258,675.00
1-1-000-42-00-00-00-00	SANITARY SEWER SERVICE	-12,400.00
1-1-000-43-00-00-00-00	ENVIRONMENTAL HEALTH SERVI	-233,502.00
1-1-000-51-00-00-00-00	FAMILY & COMMUNITY SUPPORT	-119,660.00
1-1-000-61-00-00-00-00	PLANNING/ZONING AND DEVELO	-114,800.00
1-1-000-62-00-00-00-00	AGRICULTURAL SERVICE BOARD	-207,746.00
1-1-000-71-00-00-00-00	RECREATION	-90,000.00

<b>TOTAL MUNICIPAL REVENUES</b>	<b>-28,558,763.00</b>
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**MUNICIPAL EXPENSES**

1-2-000-00-00-00-00-00	GENERAL MUNICIPAL	400,000.00
1-2-000-11-00-00-00-00	LEGISLATIVE	663,475.00
1-2-000-12-00-00-00-00	ADMINISTRATIVE	4,083,047.00
1-2-000-13-00-00-00-00	HEALTH & SAFETY SERVICES	38,350.00
1-2-000-21-00-00-00-00	POLICING	245,569.00
1-2-000-23-00-00-00-00	FIRE SERVICES	1,341,950.00
1-2-000-24-00-00-00-00	EMERGENCY SERVICES	9,300.00
1-2-000-25-00-00-00-00	GRANTS-AMBULANCES	11,000.00
1-2-000-32-00-00-00-00	TRANSPORTATION	16,462,940.00
1-2-000-41-00-00-00-00	WATER SUPPLY & DISTRIBUTIO	261,745.00
1-2-000-42-00-00-00-00	SANITARY SEWER SERVICES	61,450.00
1-2-000-43-00-00-00-00	ENVIRONMENTAL HEALTH SERVI	334,872.00
1-2-000-51-00-00-00-00	FAMILY & COMMUNITY SUPPORT	168,409.00
1-2-000-56-00-00-00-00	PUBLIC HEALTH & WELFARE	8,000.00
1-2-000-61-00-00-00-00	PLANNING & DEVELOPMENT	275,430.00
1-2-000-62-00-00-00-00	AGRICULTURAL SERVICE BOARD	584,000.00
1-2-000-65-00-00-00-00	ECONOMIC DEVELOPMENT	131,850.00
1-2-000-71-00-00-00-00	RECREATION	703,650.00
1-2-000-74-00-00-00-00	LIBRARY	146,399.00
1-2-000-81-00-00-00-00	REQUISITIONS	2,627,327.00

<b>TOTAL MUNICIPAL EXPENSES</b>	<b>28,558,763.00</b>
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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:** \_\_\_\_\_

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**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

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## REEVE AND COUNCIL REPORTS

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**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):**



## 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):**





## ADMINISTRATION REPORTS

**Name:** Norm De Wet

**Department:** Operations

**Reviewed by:** *P. Pedersen*

**For Presentation at:** December 18<sup>th</sup>, 2023, Council Meeting

**From Date:** November 21<sup>st</sup>, 2023

**To Date:** December 15<sup>th</sup>, 2023

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### Fleet/Shop Update:

- Units 328 and 331 sales by tender have closed and will be presented at the December 18<sup>th</sup> County Council meeting.

### Transportation Update:

- Due to the warmer conditions, crews continue with road maintenance where necessary.
- Plow trucks have been sanding due to the icy road conditions.
- Crews have been completing minor hand slashing for intersection sightlines, where required.

### Operations Update:

- The Asset Retirement Obligations project with Associated Engineering has been completed with a review of County facilities and underground utilities.

- All STIP applications have been submitted. This includes the Vegreville Road/Rge. Rd 143 application and ten applications for the Local Road Bridge Program.
- Operations employees have been working on budget preparation leading up to the budget discussion in December 2023.
- As required for our financial year-end, operations staff have been working on inventory counts.

**Attachments:**

- Request for Decision: Asset Disposal: Unit 328 Cat 160M & Unit 331 Cat 160M



## ADMINISTRATION REPORTS

**Name: Darwin Ullery**

**Department: Agriculture and Utilities**

**Reviewed by:** *P. Padohony*

**For Presentation at: December 18, 2023, Council Meeting**

**From Date: November 13, 2023**

**To Date: December 11, 2023**

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### **Agricultural Service Board Update:**

- Seed Cleaning Plant Inspections were completed on November 23, with both plants having their operating licenses renewed for 2024. We have started grading samples at both Plants for the 2025 license renewal, and that will continue throughout the winter of 2024.
- The Agricultural Fieldman's In-Service Training was held in Calgary the week of December 4 through 8. Highlights include,
  - "Form 7" License has been renewed which allows us to issue coyote and skunk control devices.
  - CN Rail will spray the Vegreville Sub which includes all of the County of Minburn, for Noxious Weed Control in 2024.
  - ALUS (Alternative Land Use Service) would like to explore bringing ALUS to the County of Minburn by operating a joint venture with the County of Two Hills. We have asked them to send us a written proposal. Once we receive that proposal, I will forward it to the CAO for consideration of inviting a delegation to discuss further.
- Brush Mulching: we completed 400 meters just north of the Vegreville Kinsmen Golf Course in Div 7 before moving to Div 1. We are currently working on RR 82 north of Twp. Rd 484. Following those projects, we will be working on RR



93 north of Twp. Rd 494 and RR 95 north and south of Twp 494. Once those projects all have been completed, we will be moving west through Div 2 and Div 5 and catching up to where we finished off in Div 6 last year. Time permitting, we will move north of Highway 16 into Div 7 and begin working eastward to Div 4 and Div 3.

**Water and Sewer Utility Update:**

- Nothing to report this month.

**Waste Management:**

- Nothing to report this month.

**Attachments:** N/A



## ADMINISTRATION REPORTS

**Name: Davin Gegolick**

**Department: Planning & Community Services**

**Reviewed by:** *P. Pedersen*

**For Presentation at: December 18, 2023 Council Meeting**

**From Date: November 17, 2023**

**To Date: December 14, 2023**

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### **Planning Update:**

- Issued development permits: secondary dwelling/acupuncture clinic (SE 18-53-15-4)
- Land Use Bylaw update – Council workshop to review draft document (January 16, 17, 18, 22, 23, 24, or 25), draft document shared with public (February), open houses on east/west sides of County (February), proposed First Reading (March).
- 8 crude oil wells have been drilled this year. Last well drilled by Pointbreak Resources Inc. at 13-5-51-8-4.
- Issued Environmental File Search for Bowling Green Homemaker property at Pt. SE 3-51-10-4
- Received complaint of a cow in Brookwood Estates
- Attended Incident Command Post (ICP) workshop and exercise – Nov 22 and 23

### **Subdivision Update:**

- Received subdivision file #14-2023
- Conducted inspections file #12-2023 REVISED, 14-2023
- Prepared subdivision endorsement file #01-2023, 09-2023

### **Economic Development Update:**

- Crossroads Economic Development Alliance meeting – Nov 21
- Connect for Food initiative meeting – Dec 1

### **Attachments:**

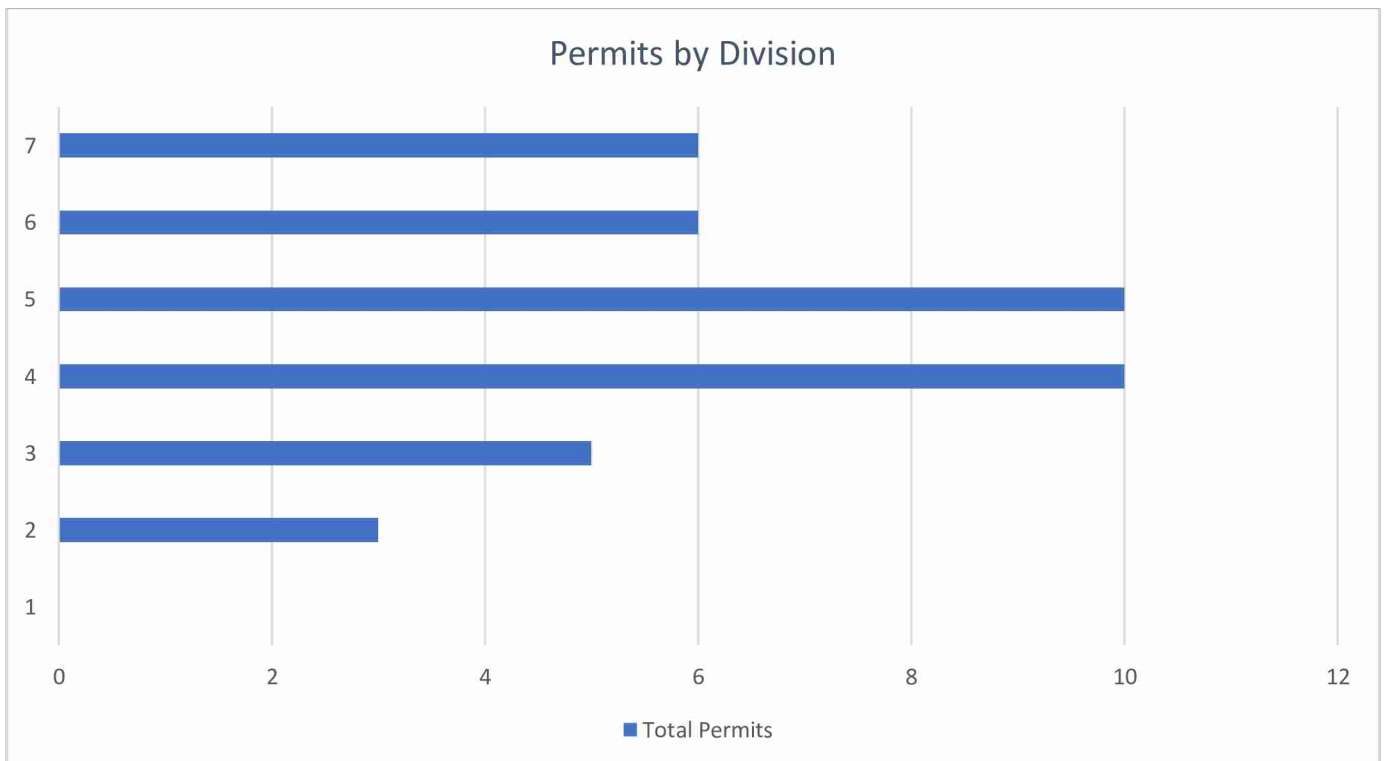
- 2023 Development Permit Summary
- RFD – Subdivision file #12-2023 REVISED
- RFD – Subdivision file #13-2023

# 2023 Development Permit Summary

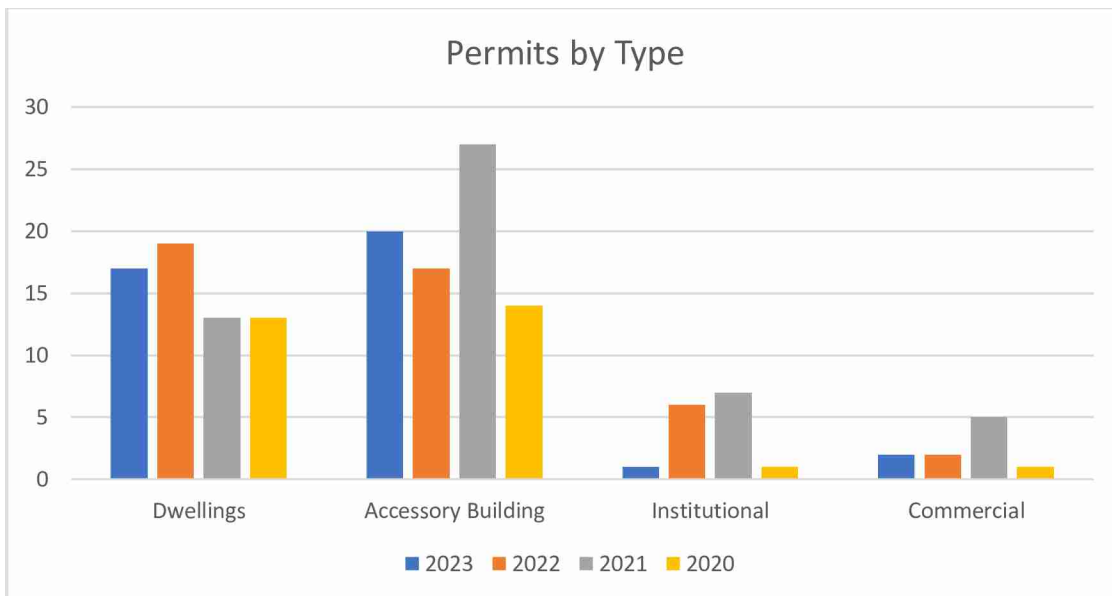
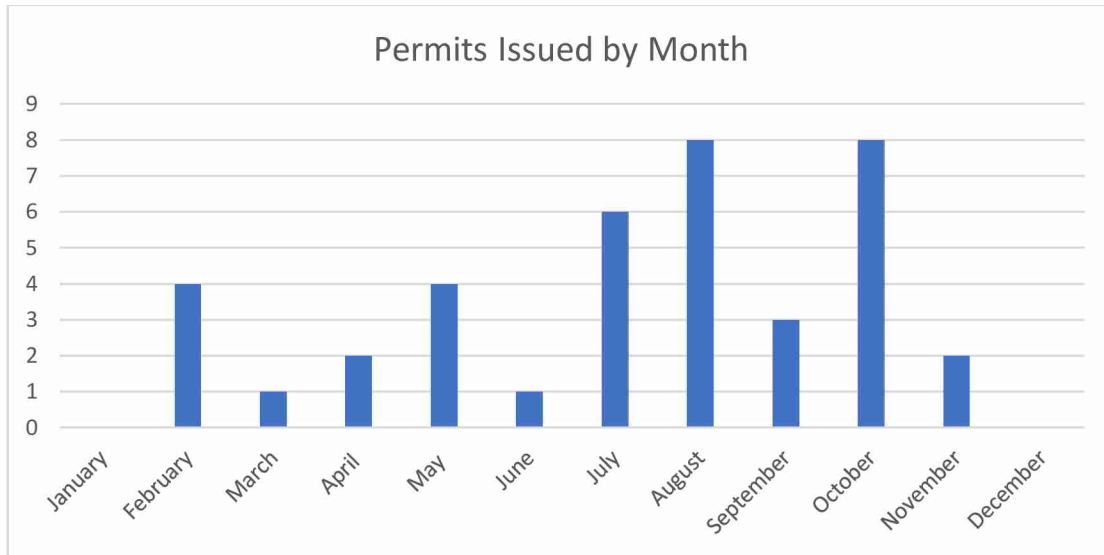
As of December 7, 2023

Permit Values				
	2023	2022	2021	2020
<b>Residential</b>	\$7,909,600.00	\$7,111,568.00	\$9,549,637.00	\$3,566,762.00
<b>Commercial</b>	\$389,000.00	\$307,000.00	\$0.00	\$1,500.00
<b>Industrial</b>	\$0.00	\$3,600,000.00	\$251,900,000.00	\$0.00
<b>Institutional</b>	\$465,000.00	\$30,000.00	\$3,734,520.00	\$0.00
<b>Total Permit Values</b>	<b>\$8,763,600.00</b>	<b>\$11,048,568.00</b>	<b>\$265,184,157.00</b>	<b>\$3,568,262.00</b>

Types of Permits by Year					
	Dwellings	Accessory Building	Institutional	Commercial	Total Permits
2023	17	20	1	2	40
2022	19	17	6	2	44
2021	13	27	7	5	52
2020	13	14	1	1	29







## Summary

In 2023, 41 development permits were applied for; 2 of which were refused. The average number of days to render a decision on a completed application was 4.3 days.

Residential and commercial development have increased since the pandemic and been consistent over the past two years being \$7-8 million. Most of the industrial development in 2021 and 2022 is associated with the Grizzly Bear Creek Wind project. The 2023 institutional permits are associated with the Mannville Golf Course campground expansion.

The number of permits issued in 2023 are on par with the average number of permits issued over the past several years with most development occurring in Divisions 4 and 5.

The busiest times for development this year were the end of summer and into fall.

Accessory buildings (followed by dwellings) traditionally make up the bulk of the permits for the year.



## ADMINISTRATION REPORTS

**Name: Mike Fundytus**

**Department: Protective Services**

**Reviewed by:** *P. Podchany*

**For Presentation at: November 20th, 2023, Council Meeting**

**From Date: Nov 18, 2023,**

**To Date: Dec 12, 2023**

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### Fire Department Update:

Call Type	Date	Details	Station Dispatched
Medical	Nov 17	Village Medical	Mannville
MVC	Nov 17	Vehicle vs Moose	Mannville
Medical	Nov 17	Village Medical	Mannville
Structure Fire	Nov 18	9419 Twp 504	Mannville/Innisfree
Medical	Nov 19	County Medical	Innisfree
Medical	Nov 20	Village Medical	Innisfree
False Alarm	Nov 26	50422 RR 144	Vegreville
Medical	Nov 27	County Medical	Innisfree
Medical	Nov 28	Village Medical <b>**Did not respond with appropriate staffing**</b>	Mannville
Medical	Nov 29	Village Medical <b>**Did not respond enough staffing**</b>	Mannville
MVC	Dec 1	Hwy 16 RR 145	Vegreville
MVC	Dec 2	Hwy 16 Hwy 36	Innisfree
MVC	Dec 2	Hwy 16 RR 142	Vegreville
Medical	Dec 2	Village medical	Mannville
MVC	Dec 4	Hwy 16 RR 122	Innisfree
Medical	Dec 9	Village Medical	Mannville
False Alarm	Dec 9	5127 49 street Mannville	Mannville
Medical	Dec 9	Village Medical	Innisfree
Medical	Dec 10	County Medical	Innisfree

- Total Fire Responses:
  - Mannville - 8
  - Innisfree - 8
  - Vegreville - 2
- Currently issuing fire permits till Jan 31
- Mannville station daytime coverage is once again at critical levels, in 2023 we have missed 4 calls (3 village 1 county) due to not enough members being available during the daytime. Effective Dec 7, 2023, Innisfree station will now be dispatched to all calls in Mannville stations area between 7:00am and 6:00pm during the work week. I will also base as much of my time out of the Mannville fire station as my schedule permits to ensure we have capacity to respond, however I don't believe either of these solutions are viable in the long term.
- MCFD Recruitment
  - In 2023 MCFD has recruited eleven new members (4 Innisfree station and 7 Mannville station)
  - In 2023 MCFD has had four members leave (2 Innisfree station and 2 Mannville station)
  - I don't believe it is a recruitment or retention issue as Mannville station has had more members join in the last year than in the any year previously. Of the two that left the department. One retired after 38 years of service and the other left due to obtaining full time employment as a firefighter at Foothills County.
  - Most members work outside of the village and/or county and are unavailable to respond during the working hours, this is an issue facing most municipalities in Canada that rely on the Paid-On Call staffing model. I believe serious consideration should be given to augmenting the Paid-On call model to ensure we can extend it for as long as possible as well as ensure we provide the level of service consistent with what we have in previous years and what is set in the Level of Service policy.

### **Emergency Management Update:**

- ICP Activation exercise went well and received positive comments from staff, other municipalities and the consultant facilitating the exercise.

### **OH&S Update:**

- Ongoing health and safety inspections throughout the County.
- Reviewing H&S training needs for all positions within the county.

### **RCMP Liaison:**

- Nothing to report.



## ADMINISTRATION REPORTS

**Name:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Reviewed by:** *P. Padolabazny*

**For Presentation at:** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_

**To Date:** \_\_\_\_\_

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**Department Updates:**



**Department Updates Cont'd.:**

**Attachments:**



**County of Minburn No. 27**  
**2023 Statement of Financial Position**  
**As At November 30, 2023**

<b>FINANCIAL ASSETS</b>	<b>Nov/2023</b>	<b>Oct/2023</b>	<b>Dec/2022</b>
Cash & Temporary Investments	23,819,121	25,740,136	26,813,364
Receivables			
Taxes & Grants in Place of Taxes Receivable	768,942	902,838	341,330
Due From Governments	247,038	301,305	216,178
Trade & Other Receivables	198,260	269,185	393,821
Long Term Receivables	509,672	594,227	785,606
Land Held for Resale	169,407	169,407	169,407
<b>Total Financial Assets:</b>	<b>\$ 25,712,441</b>	<b>\$ 27,977,098</b>	<b>\$ 28,719,706</b>
<b>LIABILITIES</b>	<b>Nov/2023</b>	<b>Oct/2023</b>	<b>Dec/2022</b>
Accounts Payable & Accrued Liabilities	13,027,256	100,862	1,236,781
Asset Retirement Obligation	398,008	398,008	398,008
Deposit Liabilities	-	-	-
Deferred Revenue	1,484,805	1,586,506	37,722
Employee Benefit Obligations	- 47,322	- 47,002	224,462
<b>Total Liabilities:</b>	<b>\$ 14,862,748</b>	<b>\$ 2,038,375</b>	<b>\$ 1,896,973</b>
<b>Net Financial Assets:</b>	<b>\$ 10,849,693</b>	<b>\$ 25,938,723</b>	<b>\$ 26,822,733</b>
<b>NON-FINANCIAL ASSETS</b>	<b>Nov/2023</b>	<b>Oct/2023</b>	<b>Dec/2022</b>
Tangible Capital Assets	27,166,610	27,170,734	27,170,734
Inventory for Consumption	21,703,150	8,924,531	7,095,377
Prepaid Expenses	202,054	24,048	229,459
<b>Total Non-Financial Assets:</b>	<b>\$ 49,071,814</b>	<b>\$ 36,119,313</b>	<b>\$ 34,495,570</b>
<b>ACCUMULATED SURPLUS:</b>	<b>\$ 59,921,508</b>	<b>\$ 62,058,036</b>	<b>\$ 61,318,303</b>
<b>Difference:</b>	<b>-\$ 1,396,795</b>	<b>\$ 739,733</b>	



# County of Minburn No. 27

## 2023 Revenue & Expenditure Report

### For Month Ending November 30, 2023

REVENUE	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	-	28,311	14,008,864	103.8%	105.8%
User Fees & Sale of Goods	9,333	292,698	342,950	85.3%	120.1%
Government Transfers	8,388	617,927	3,145,411	19.6%	9.7%
Investment Income	53,603	422,068	532,500	79.3%	63.7%
Penalties & Costs on Taxes	69,768	121,531	112,900	107.6%	22.0%
Gain on Disposal of Tangible Assets	-	88,276	139,300	63.4%	-5.2%
Other	42,263	678,046	189,723	357.4%	17.3%
<b>Totals:</b>	<b>\$ 155,044</b>	<b>\$ 16,229,411</b>	<b>\$ 17,960,974</b>	<b>90.4%</b>	<b>73.2%</b>

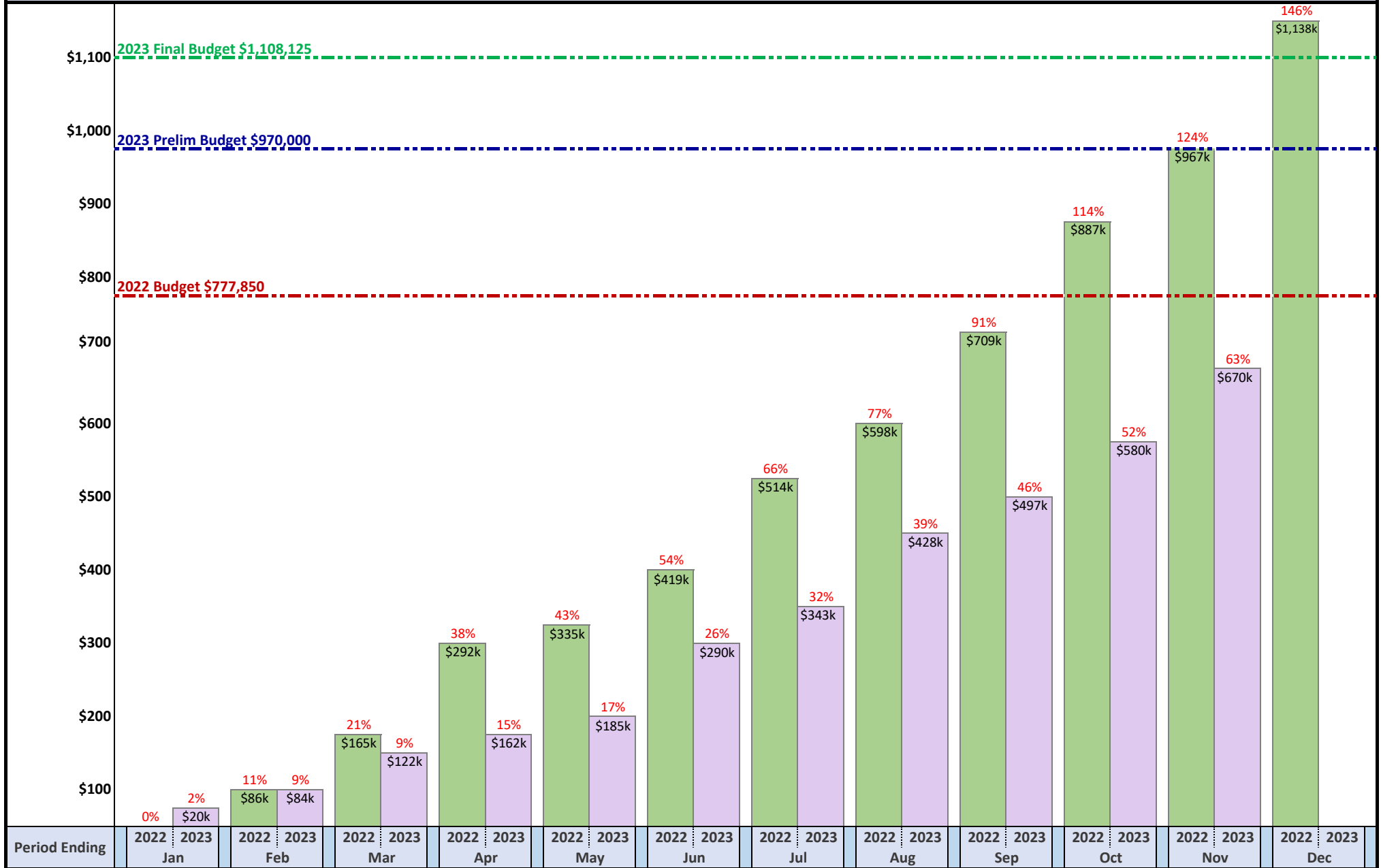
EXPENDITURES	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	164,631	1,996,308	2,962,002	67.4%	53.3%
Fire Protection & Safety Services	31,675	734,603	974,507	75.4%	53.1%
Emergency Dispatch Services	-	9,060	11,000	82.4%	0.0%
Policing Services	178,293	214,078	230,000	93.1%	17.4%
Bylaw Enforcement, Health & Safety	1,424	23,697	77,650	30.5%	50.6%
Roads, Streets, Walks, Lights	1,779,706	12,098,877	19,931,007	60.7%	64.6%
Water Supply & Distribution	7,221	159,230	253,194	62.9%	81.5%
Wastewater Treatment & Disposal	2,781	38,084	86,596	44.0%	76.4%
Waste Management	43,115	662,850	789,339	84.0%	66.9%
Family & Community Support Services	-	167,121	163,756	102.1%	99.7%
Cemeteries	-	4,000	4,231	94.5%	74.4%
Planning & Economic Services	24,430	330,402	565,428	58.4%	73.3%
Agricultural Services Board	21,998	456,846	608,742	75.0%	82.7%
Recreation & Library Services	32,135	731,051	853,967	85.6%	96.7%
<b>Totals:</b>	<b>\$ 2,287,410</b>	<b>\$ 17,626,206</b>	<b>\$ 27,511,419</b>	<b>64.1%</b>	<b>64.5%</b>

**Difference:** **-\$ 1,396,795**

# County of Minburn No. 27

## County-Wide Fuel 2022 - 2023 Comparison

In Thousands

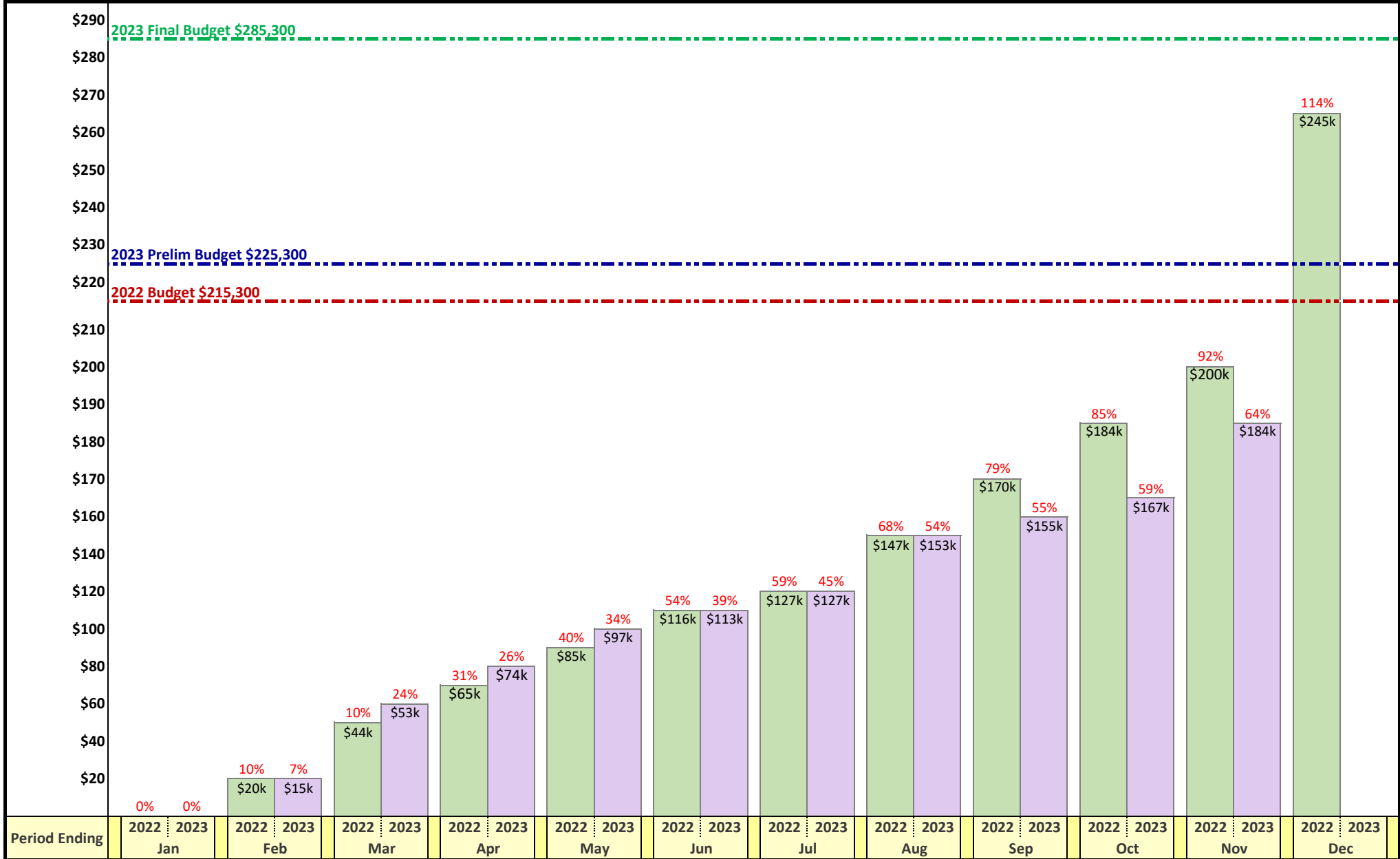




# County of Minburn No. 27

## County-Wide Utilities 2022 -2023 Comparison

In Thousands



## COUNTY OF MINBURN NO. 27

### 2023 Monthly Progress Report - At November 30, 2023

Decision Papers - Operating						
Project Name	20%	40%	60%	80%	100%	
Staff Remuneration / Compensation	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 153,000 \$ N/A Implemented January 1/2023 - Ongoing costs
Peace Park Funding Increase	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 4,825 \$ - Funded from Reserve if required at end of year
Wapasu Park Improvements	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 35,400 \$ 30,900 12 new tables/concrete foundations installed on September 19/2023
Firefighter Training Wage Increase	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 8,000 \$ N/A Implemented January 1/2023 - Ongoing costs
Land Use Bylaw Review	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 50,000 \$ 43,654 Land Use Bylaw is being drafted; will extend into early 2024
Reg. Economic Development Framework	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 112,000 \$ 25,000 Crossroads committee formed; work will be done throughout 2023 and 2024
Orthophoto Update	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 75,000 \$ 51,345 Orthophotos being uploaded to MRF GIS; final invoice submitted for payment
Traffic Counters	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 7,315 \$ 5,365 Purchased and in use
Mannville WTS - Storage Area Expansion	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 10,000 \$ 5,100 Lego Blocks installed and in use
Mannville Landfill Reclamation	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 444,800 \$ 320,374 Work has been completed; invoices still coming in
Beaver Harvest Incentive Program	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 6,000 \$ 2,380 Implemented January 1/2023 - approximately \$6,800 has been spent in 2023
Municipal Development Plan Review	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 39,671 \$ 27,019 MDP adopted on June 19/2023
Protective Services Assistant	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 87,100 \$ N/A No Grant funding rec'd; Admin Summer Student tasked with some PS duties
Decision Papers - Capital						
Project Name	20%	40%	60%	80%	100%	
Fleet Truck Replac. - 1 One Ton Truck	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 79,000 \$ 72,849 Truck delivered and is in use
Two CAT 160 Motor Graders	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 1,298,000 \$ 1,298,000 Equipment delivered and in use
D6/D7 Loader Undercarriage Refurbish	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 131,013 \$ 131,013 Equipment repairs complete
Mannville Salt Shed	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 155,750 \$ 83,973 Construction complete & building is in use
Hwy 16A Upgrades - East	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 555,200 \$ 556,452 Work has been completed
Lavoy Drainage Improvements	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 1,835,045 \$ N/A AEPA Rejected the request for funding
Lavoy Sidewalk Improvements	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 33,400 \$ 32,815 Sidewalk work complete
2020 Construction Program Addn'l Costs	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 20,000 \$ 20,000 Additional costs complete; Gravelock used on Lavoy project
BF7640 Repairs	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 322,000 \$ 255,820 Bridge repairs complete
Ranfurly WTS Skid Shack Office	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 54,200 \$ 34,567 Office has been delivered and is in use
Mannville & Innisfree Fire Hall Repairs	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 20,000 \$ N/A Project has been awarded; carry over into 2024
SCBA Purchase	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 212,593 \$ 211,133 Equipment purchased and in use
DJI M30T Drone Purchase	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 20,000 \$ 18,695 Equipment purchased and in use
Unit #912 Portable Tank	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 11,000 \$ 8,245 Equipment purchased and in use
Road Maintenance Activities						
Road Projects	20%	40%	60%	80%	100%	Comments
Road Construction	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Road Construction Complete
Gravel Haul Program	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Gravel Haul Program Complete
Oiling Projects	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Oiling Projects Complete
Dust Controls	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Dust Controls Complete
Roadside Mowing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Roadside Mowing Complete
Roadside Brushing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Brush mulching to commence in November/23 and continue through April/24

28 November 2023

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

RECEIVED

DEC 04 2023

**RE: NRCB 2022-2023 Annual Report**

COUNTY OF MINBURN NO. 27

Municipal districts and counties are valued partners of the Natural Resources Conservation Board (NRCB) and I am pleased to provide you with a copy of the NRCB 2022-23 Annual Report.

Please contact me if you have any questions about the report or about the NRCB's role and responsibilities.

If you would like additional copies of this report, please contact Morene Lamaitre at [morene.lamaitre@nrcb.ca](mailto:morene.lamaitre@nrcb.ca).

Sincerely,



Sean Royer  
Chief Executive Officer  
Natural Resources Conservation Board

Encl: 2

Cc: Chief Administrative Officer (CAO)

## Audra Kropielnicki

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**Subject:** FW: VegMin Learning Society Board Member?

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**From:** Executive Director VegMin <[executivedirectorvegmin@gmail.com](mailto:executivedirectorvegmin@gmail.com)>

**Sent:** Tuesday, December 12, 2023 10:33 AM

**To:** CAO <[cao@minburncounty.ab.ca](mailto:cao@minburncounty.ab.ca)>

**Subject:** VegMin Learning Society Board Member?

You don't often get email from [executivedirectorvegmin@gmail.com](mailto:executivedirectorvegmin@gmail.com). [Learn why this is important](#)

Hello Pat,

Thank you for the conversation about hosting information on the County website about our services and the request for a councillor or employee who may be interested in being a board member.

I see that under your education tab, there is one sentence that states, "VegMin Learning Society and other community groups also sponsor a variety of adult education courses."

I have also requested through the website to be added to the County Business directory.

Our Board has been trying to recruit new board members and it would be great if there is a possibility of someone from the County Council or an employee who may be interested in volunteering to be on the board for our adult learning society. Currently, the Board meets on the second Wednesday of each month from 11:30 a.m.-1 p.m. at the Sunshine Club, with lunch provided. The board is going to discuss moving the meeting to an early evening time, to see if that would help attract new board members. If anyone is interested in being a board member, I can put them in touch with our current chair or secretary/treasurer for more information.

Here is a bit of information you can share about VegMin Learning Society:

VegMin Learning Society serves communities in the County of Minburn and the Town of Vegreville. We are a non-profit adult learning society, funded through Alberta Advanced Education, to help adults develop the skills needed to reach educational, career and life goals. Offering one-to-one tutoring and courses in literacy, numeracy, English language learning, basic technology, high school equivalency completion, and trade program readiness.

website: [vegmin.com](http://vegmin.com)

email: [vegmined@gmail.com](mailto:vegmined@gmail.com)

Thank you so much,

--

Cheryl Semeniuk, Executive Director

VegMin Learning Society

Box 442

4923 50 Street

Vegreville, AB

T9C 1R4

[executivedirectorvegmin@gmail.com](mailto:executivedirectorvegmin@gmail.com)

780-632-7920 Main

780-719-0121 Mobile



**COMMITTEE OF THE WHOLE  
AND COUNCIL MEETING ACTION ITEMS**

<b>Action List Item No.</b>	<b>Motion No.</b>	<b>Meeting Date</b>	<b>Description</b>	<b>Percentage Completed</b>	<b>Person Responsible</b>	<b>Date Completed</b>	<b>Notes</b>
2265	2023-149	19-Jun-23	Review Code of Conduct Bylaw No. 1280-19.	50%	Pat		Draft of new bylaw will be presented at Februray Committee of the Whole meeting.
2302	N/A	16-Oct-23	Prepare a list of all the Tax Forfeiture properties that have been offered for sale but not sold at a public auction and present to Council at the January 2024 Council meeting, following the 2023 Tax Sale.	50%	Jay/Shirley		Will commence preparation of list following the 2023 Tax Sale in December.
2298	2023-260	20-Nov-23	Send letter to Federal and Provincial Ministers of Agriculture to request that the County be included in the extreme drought region under the 2023 Canada-Alberta Drought Livestock Assistance Proqram.	100%	Pat	29-Nov	Hardcopies sent in the mail with email copies to MP, MLA, RMA, ASB and AAAP
2299	2023-261	20-Nov-23	Prepare Road Maintenance Agreement with Enel Alberta Wind Inc. for signing.	100%	Davin	21-Nov	Emailed agreement to Enel for signing
2291	2023-263	20-Nov-23	Add new Donations to Community Organizations, Programs, Events and Activities Policy AD 1019-01 to policy listing.	100%	Audra	13-Dec	
2292	2023-264	20-Nov-23	Delete Vegreville Community Network Committee from Councillor Boards and Committees listing.	100%	Audra	13-Dec	
2294	2023-271	20-Nov-23	Notify Vegreville and Innisfree Seed Cleaning Plants of Council's decision to remove Agricultural Fieldman from their boards.		Pat	14-Dec	
2295	2023-272	20-Nov-23	Notify Town of Vegreville of Council's decision to extend Vegreville Recreation Agreement with 3% increase to the existing grand funding in 2023 and an additional 3% in 2024.	100%	Pat	29-Nov	Received signed agreement
2296	Discussion	20-Nov-23	Notify Deb Zeleschuk that her request for Council to waive the false alarm charge in the amount of \$250 regarding the Innisfree Fire Department's response to her residence in the Hamlet of Ranfurly on September 28, 2023 was denied.	100%	Mike	29-Nov	Resident has been called and notified.