



AGENDA

August 21, 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 July 17, 2023 Council Meeting

4. Delegations - Nil

5. Council Priorities

6. Requests for Decision

- 6.1 RMA Municipal Development Capacity Building Microgrant Application-Developer's Package
- 6.2 RMA Municipal Development Capacity Building Microgrant Application-Alberta HUB Project
- 6.3 Appoint member to Crossroads Economic Development Alliance Committee
- 6.4 Rescind Policy EHS 4001-01 Ranfurly Landfill Site/Landfill Disposal Permit
- 6.5 Rescind Policy EHS 4002-01 County of Minburn, Villages of Mannville, Minburn, Innisfree Landfill Site SW 16-50-9-W4M
- 6.6 Review Gravel Haul Program 2023
- 6.7 Increase Budget for Mannville and Innisfree Fire Hall Repairs
- 6.8 Approve County of Minburn / Town of Vegreville Joint Fire Apparatus Capital Plan
- 6.9 Vegreville Transportation Services Society (VTSS) Funding Request
- 6.10 2023 Recreation Funding
- 6.11 Change September Council Meeting Date to September 13, 2023

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 Meeting with Minister of Municipal Affairs at RMA Convention

9. Councillor Requests (Information Requests and Notices of Motion)

- 9.1 Action Item List

10. Adjournment



Council Meeting Minutes

July 17, 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 & Development
Trudy Shukalak, Legislative Services Coordinator

1 CALL TO ORDER

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

2 ADOPTION OF AGENDA

2023-149

Moved by: Councillor Ogrodnick

THAT the July 17, 2023, regular Council meeting Agenda be adopted as presented.

Carried

3 CONFIRMATION OF MINUTES

3.1 June 19, 2023, Regular Council Meeting

2023-150

Moved by: Deputy Reeve Kuzio

THAT the June 19, 2023, regular Council meeting minutes be adopted as presented.

Carried

4 DELEGATIONS

5 PUBLIC HEARING – EAST INDUSTRIAL PARK AREA STRUCTURE PLAN BYLAW NO. 1342-23

Reeve Konieczny declared the Public Hearing for East Industrial Park Area Structure Plan (ASP) Bylaw No. 1342-23 open at 11:04 a.m.

Administration introduced proposed Bylaw No. 1342-23 and provided a brief overview.

There was one written submission received.

There were no members of the public present.

Reeve Konieczny declared the Public Hearing closed at 11:13 a.m.

6 COUNCIL PRIORITIES

2023-151

Moved by: Councillor Anderson

THAT the Council Priorities be accepted as presented.

Carried

7 REQUESTS FOR DECISION

7.1 Utility within Road Allowance Special Approval Request

2023-152

Moved by: Councillor Bentley

THAT Council approve the special request received from ATCO Electric to move the overhead electrical line from overhead to underground located within the County road allowance on Township Road 510 and Range Road 101, in accordance with Policy 7004-01-A, subject to the recommended conditions.

Carried

7.2 Subdivision Application File No. 05-2023

2023-153

Moved by: Member Wowdzia

THAT the Subdivision Authority approve Subdivision Application File No. 05-2023 regarding SE 15-53-14-W4M in Division 4, subject to the recommendations of the report presented.

Carried

7.3 East Industrial Park Area Structure Plan Bylaw No. 1342-23

2023-154

Moved by: Councillor Wowdzia

THAT East Industrial Park Area Structure Plan Bylaw No. 1342-23 be given second reading.

Carried

2023-155

Moved by: Councillor Nafziger

THAT East Industrial Park Area Structure Plan Bylaw No. 1342-23 be given third reading.

Carried

7.4 County Flow Chart Policy CC 3002-01

2023-156

Moved by: Councillor Bentley

THAT Council rescind County Flow Chart Policy CC 3002-01 due to it being an administration procedure that does not require a policy.

Carried

7.5 Vermilion RCMP Acknowledgement of Consultation

2023-157

Moved by: Councillor Anderson

THAT Council approve the Vermilion RCMP Acknowledgement of Consultation as presented, outlining community priority issues, and further that the CAO sign the Acknowledgement of Consultation and forward to Vermilion RCMP Detachment Commander.

Carried

7.6 Rescind Policies PS 8001-01-A and PS 8004-01-A

2023-158

Moved by: Councillor Nafziger

THAT Council rescind County Fires/Roles and Responsibilities Policy PS 8001-01-A and County Employee Procedures for Emergency Situations Policy PS 8004-01-A.

Carried

7.7 Financial Reserve Policy and Re-allocation of Reserves

2023-159

Moved by: Councillor Wowdzia

THAT Council approve Financial Reserve Policy AD 1020-01 that provides consistent standards and guidelines for the establishment and ongoing management of Reserves.

Carried

2023-160

Moved by: Councillor Nafziger

THAT Council approve the re-allocation of Reserve amounts as presented.

Carried

7.8 External Financial Auditing Services RFP

2023-161

Moved by: Councillor Anderson

THAT Council award Wilde and Company, Wilde Advisory Group the contract for External Financial Auditing Services for a three-year term (2023 – 2025) for a total contract value of \$128,400.

Carried

7.9 Bridge Engineering Services

2023-162

Moved by: Deputy Reeve Kuzio

THAT Administration prepare and post a Bridge Engineering Services Request for Proposal (RFP) with RFP results and recommendations to be presented at a future regular Council meeting for approval.

Carried

8 REPORTS

8.1 Reeve

8.2 Council

8.3 Operations Report

8.4 Agriculture and Utilities Report

8.5 Planning and Development Report

8.6 Protective Services Report

8.7 Corporate Services Report

2023-163

Moved by:

THAT Council accept the reports as information.

Carried

County of Minburn Flag

2023-164

Moved by: Councillor Ogrodnick
THAT Council provide Old Vegreville Society with a County of Minburn flag.
Carried

9 CORRESPONDENCE AND INFORMATION ITEMS

9.1 Alberta Municipal Affairs – Assessment and Property Tax Initiatives for Oil and Gas Sector

Letter received from Alberta Municipal Affairs thanking the County for their letter regarding assessment and property tax initiatives for the oil and gas sector and advising that there are currently no plans to discontinue the property tax incentives for new wells and pipelines before the end of the three-year commitment period.

9.2 Alberta Municipal Affairs – MSI and CCBF Funding

Letter received from Alberta Municipal Affairs confirming the County of Minburn’s 2023 allocation amounts for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

- MSI Capital allocation is \$838,363
- MSI Operating allocation is \$302,710
- CCBF allocation is \$199,574

2023-165

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

10 CLOSED SESSION

10.1 Regional Services

2023-166

Moved by: Councillor Wowdzia
THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Privacy (FOIP) Act*, specifically Section 24, advice from officials at 11:45 a.m.
Carried

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization

10 OPEN SESSION

2023-167

Moved by: Councillor Anderson
THAT Council revert to open session at 11:53 a.m.
Carried

11 MOTIONS ARISING OUT OF THE CLOSED SESSION

12 COUNCILLOR REQUEST (Information Request and Notices of Motion)

2023-168

Moved by: Councillor Wowdzia
THAT Council accept the Councillor request reports as information.
Carried

13 ADJOURNMENT

Reeve Konieczny declared the meeting adjourned at 11:56 a.m.

Reeve

Chief Administrative Officer

STRATEGIC PRIORITIES CHART (August 2023)

COUNCIL PRIORITIES

NOW

- 1. RECREATION AGREEMENT VEGREVILLE:** Intermunicipal
- 2. REGIONAL FIRE CAPITAL PLAN VEGREVILLE:** Protective Services
- 3. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK:** Consultant

TIMELINE

September 2023
November 2023
December 2024

NEXT

- LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN (August 2023)
- BYLAW OFFICER CONTRACTED SERVICES (October 2023)
- LAND USE BYLAW REVIEW (December 2023)

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)*

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 –** September 2023
3. POLICY AND BYLAW REVIEW- October 2023
4. Staff Job Descriptions and Salary Grid – October 2023
5. BYLAW OFFICER CONTRACTED SERVICES – October 2023

CORPORATE SERVICES

1. Financial System Investigation – August 2023
2. Budget 2024 – September/October 2023
3. Procurement Policy – November 2023
4. Employee Handbook – October 2023

PLANNING AND DEVELOPMENT

1. **REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: MEETING WITH COMMITTEE –** OCTOBER 2023
2. Orthophoto update - September 2023
3. LAND USE BYLAW REVIEW - DECEMBER 2023

PROTECTIVE SERVICES

1. **REGIONAL FIRE CAPITAL PLAN VEGREVILLE** – November 2023
2. Updated Health & Safety Manual – Sept 2023
3. Emergency Management Operations Centre (Admin building basement) – Sept 2023

OPERATIONS

1. LONG TERM CAPITAL EQUIPMENT REPLACEMENT PLAN – October 2023
2. Grader Beat Review – Ongoing
3. Operations Shop Concept Investigation –needs strategic plan for Council

AGRICULTURE & UTILITIES

1. Complete Wheat and Canola Surveys for Alberta Agriculture and Irrigation – Fall 2023
2. Budget 2024 – October 2023
3. Policy review – Winter 2023

CODES:

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

2 – 3 Year OUTLOOK

1. *Service Level Review – Dec. 2023*
2. *Strategic Plan Workshops – Dec. 2023*



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



RFD Appendix



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

COUNCIL RESOLUTION

RMA Municipal Development Capacity-Building Microgrant Application Developer's Package

BE IT RESOLVED THAT the County of Minburn No. 27 participates in the application of the RMA Municipal Development Capacity-Building Microgrant Program for the Project Titled: 'Developer's Framework'.

Carried.

Roger Konieczny, Reeve

Pat Podoborzny, CAO

Approved this 21st day of August 2023.



Council Request for Decision (RFD)

Title: _____

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Background:

☐ See Appendix

Legislative Guidance:

☐ Provincial ☐ Municipal ☐ None

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Prepared By: _____

Reviewed By: P. Podoborsky



Alberta HUB Proposed Project: Regional Industrial-Commercial Land Buildings Database
(Pending Alberta HUB board approval)

Over the years Alberta HUB has developed extensive marketing materials (hardcopy/online) highlighting site selection criteria required by potential investors.

However, providing site selectors with a fully accurate and timely description of available commercial and industrial land and buildings for Alberta HUB members has been a longstanding challenge. There is a need to amalgamate information on the land and buildings for sale from real estate agents (MLS), private sellers, and municipalities in a single platform for the region and its members to promote the most foundational asset for economic development: a place for a business to locate or expand. This will also include partnership opportunities with First Nations and Metis Settlements.

This project is broken down into 2 main parts:

Research:

- Research the best technologies, data, and practices to gather commercial and industrial data.
- Potentially incorporate GIS systems in use by municipalities or other private GIS software/platforms to bolster the data offering to site selectors.
- Develop a plan to promote economic development-specific value propositions around available land. (I.e., promote land for specific-sector opportunities / Shovel ready sites/projects)
- Ensure that the platform created can be used on a regional and local level, addressing local issues that may vary (industrial sites retail development, housing, etc.)

Implementation

- Build the platform, likely centered on the Alberta HUB website, with accessibility and perhaps customization options for each community member website.
- Promote the platform to site selectors and government departments that focus on investment attraction.

Alberta HUB is seeking funding from the Alberta Community Partnership Grant for \$175k. Approximately \$50,000 for Research / \$125,000 for implementation.

Alberta HUB cannot apply for ACP funding however the County of Vermilion River has agreed to be the lead applicant (pending resolution). Alberta HUB will be asking the remaining 9 Counties to pass a resolution agreeing to partner with CVR. We will also highlight that an additional 23 municipalities, 4 First Nations and 4 Metis Settlements will also benefit.

Alberta HUB will sign a contract with CVR accepting full responsibility for the successful outcomes of this project.



COUNTY OF MINBURN NO. 27

P.O. Box 550
4909 - 50th Street
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Phone: (780) 632-2082
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www.MinburnCounty.ab.ca
E-Mail: info@minburncounty.ab.ca

COUNCIL RESOLUTION

**RMA Municipal Development Capacity-Building Microgrant
Application
Alberta HUB Industrial/Commercial Land and Building Database
Inventory Project**

BE IT RESOLVED THAT the County of Minburn No. 27 in partnership with the County of Vermilion River and the remaining 9 County Alberta HUB members participates in the application of the RMA Municipal Development Capacity-Building Microgrant Program for the Project Titled: 'Alberta HUB Industrial/Commercial Land and Building Database Inventory Project'.

Further, that the County of Minburn No. 27 act as a partner in this grant application with the County of Vermilion River acting as the managing partner.

Carried.

Roger Konieczny, Reeve

Pat Podoborzny, CAO

Approved this 21st day of August 2023.



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Recommendation:

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Legislative Guidance:

☐ Provincial ☐ Municipal ☐ None

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Financial Implications:

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Implementation Timeline:

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Prepared By: _____

Reviewed By: P. Padohony



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Prepared By: _____

Reviewed By: P. Podohorsky



ENVIRONMENTAL HEALTH SERVICES

Title: Ranfurly Landfill Site/Landfill Disposal Permit

Policy Number: EHS 4001-01

Supersedes Policy Number: EHS 3

Approved by Council: January 15, 1996

Next Review Date: 2022

Resolution No:

Last Review Date: N/A

POLICY STATEMENT

This policy relates to the demolishing of buildings and hauling of waste material to the Ranfurly Landfill Site.

GENERAL PRINCIPLES

1. The contractor is responsible for completing a Landfill Disposal Permit (*attached*) available from the Planning and Development Office and submitting the appropriate fee.
2. The Planning and Development Officer shall upon all conditions being agreed to, approve the permit for disposal.

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line.

Chief Administrative Officer



LANDFILL DISPOSAL PERMIT

To Demolish Building at: _____

Date _____

Permit No.: _____

Owner Name: _____

Address: _____

Phone: _____

Email: _____

Contractor: _____

Address: _____

Phone: _____

Email: _____

Type of Structure: _____ Number of Storeys: _____

Height: _____ Size: _____

Waste Material to be Disposed at: _____

Sanitary Landfill Disposal Fee: _____

FEES: \$25.00 per square metre (*108 sq. ft.*) net ground floor area _____
plus \$50.00 per metre in height in excess of 6 metres (*20'-0*) _____

CONDITIONS/COMMENTS

Applicant's Signature

Inspector's Signature



LANDFILL DISPOSAL PERMIT

To Demolish Building at: _____

Date _____

Permit No.: _____

Owner Name: _____

Address: _____

Phone: _____

Email: _____

Contractor: _____

Address: _____

Phone: _____

Email: _____

Type of Structure: _____ Number of Storeys: _____

Height: _____ Size: _____

Waste Material to be Disposed at: _____

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Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podchorny



ENVIRONMENTAL HEALTH SERVICES

Title: County of Minburn, Villages of Mannville, Minburn, Innisfree Landfill Site
SW 16-50-9-W4M

Policy Number: EHS 4002-01

Supersedes Policy Number: EHS 4

Approved by Council: June 27, 1989

Next Review Date: 2022

Resolution No:

Last Review Date: N/A

POLICY STATEMENT

This policy relates to the joint agreement by the above members, the County of Minburn, Villages of Mannville, Minburn and Innisfree for the purpose of management, development and operation of the landfill site owned by the County at SW 16-50-9-W4M.

POLICY:

The Village of Mannville will administer the operation, development and management of the landfill site and all members cost share as per the agreement.

A handwritten signature in black ink, appearing to be "RS", is written over a horizontal line.

Chief Administrative Officer



Council Request for Decision (RFD)

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Background:

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Legislative Guidance:

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Reviewed By: P. Podchorny



RFD Appendix



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Reviewed By: P. Padabonfny



RFD Appendix



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Prepared By: _____

Reviewed By: P. Podoborsky



Joint Fire Apparatus Capital Plan

Contents

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Basic Assumptions 1

Current Vegreville Fire Department Fleet..... 2

Proposed Joint Funded Fleet 3

Funding Spreadsheet 4

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Basic Assumptions of the Plan include:

- Costs provided are based on the current available information.
- The plan reflects the agreed-upon funding levels in the Fire Services agreement. Each municipality will contribute \$80,000.00 per year to cover the purchase cost of apparatus, resulting in a total funding level of \$3,200,000.00 for fire apparatus over a 20-year lifespan.
- Apparatus are replaced as they reach a 20-year or an agreed upon useful service life plan.
- Capital plan does not recognize grant funding opportunities. (Corporate or Government)
- Capital plan does not consider any revenue received from the sale of fire apparatus.
- Capital Plan does not consider any previous balances to apparatus replacement reserves or long-term debt for either municipality.
- The Town of Vegreville and County of Minburn will collaborate on the design and construction of fire apparatus in the capital plan. Each municipality will have a 50% ownership stake in the purchased apparatus.
- The Town of Vegreville will be responsible for purchasing the apparatus outlined in the plan.
- According to the agreement, the County will accumulate \$80,000.00 per year in a reserve fund. Upon delivery of the apparatus, the Town will invoice the County for the accrued reserve, covering up to 50% of the cost of the purchased apparatus. If the 10-year reserve does not have sufficient funds to cover the cost, the County will provide the remaining balance of the accrued reserve and then make annual payments of \$80,000.00 to the Town of Vegreville until the full 50% balance is covered.
- With the exception of grant funding, each municipality has the discretion to fund their portion of the capital cost anyway the municipality deems necessary, however applicable costs (interest, additional fees) are solely the responsibility of the respective municipality.
- This plan is solely for joint-purchased apparatus as per the Town and County agreement. If either municipality wishes to purchase apparatus outside of this plan, there will be no expectation of cost sharing.
- At the expiration of the agreement if another fire services agreement is not reached it is assumed that the Town purchase the remaining 50% share of joint owned apparatus at current market price within 90 days.
- At the expiration of the agreement if there is a balance left owing to the Town the County will reimburse the Town within 90 days of the expiration of the agreement.

Current Vegreville Fire Department Fleet

Unit	Est Replacement Year	Description	Est Replacement Cost
Engine 1	2026	Mainline Structure Engine	\$850,000
Engine 2	2032	WUI Structure Engine	\$700,000
Engine 3	2028	Mainline Structure Engine	\$850,000
Tender 3	2030	Water Supply Tender	\$650,000
Rapid 1	2039	Rapid Response Vehicle	\$300,000
Rescue 3	2036	Heavy Rescue	\$800,000
Tech Rescue	TBD	Light Rescue	\$300,000
Command	TBD	SUV	\$100,000
ERV	TBD	SUV	\$100,000
UTV	TBD	Polaris	\$65,000
Total			\$4,715,000

Rationale for Change

The Vegreville Fire Department's current fleet is structured based on previous agreements, whereby each municipality solely funded fire apparatus to meet the specific needs of their respective areas. Consequently, a significant number of apparatuses were acquired for responses in either the Town or the County, resulting in a large fire fleet with an urban or rural use only specification for individual apparatus.

Looking ahead, it is crucial for both municipalities to adopt a fiscally responsible approach to fire and emergency services that can effectively serve both communities. This entails having fire apparatus that can:

- Respond to a variety of calls instead of being limited to a single call type.
- Operate effectively in both urban and rural settings, meeting the individual requirements of both municipalities.

In order to address these considerations, the proposed joint funded Vegreville Fire Department Fleet has been collaboratively developed by the Town of Vegreville Fire Chief Mitch Newton and County of Minburn Fire Chief Mike Fundytus. This fleet aims to ensure appropriate service for both municipalities and ensure that the entire fleet is functional in both urban and rural environments.

Proposed Joint Funded Vegreville Fire Department Fleet

Unit	Est Replacement Year	Description	Est Replacement Cost
Engine 4	2026	Mainline Structure Engine	\$850,000
Tender 4	2028	Structure Engine/Water Tender Combo	\$750,000
Rapid 2	2039	Rapid Response Truck/Light Rescue	\$300,000
Pump/Rescue 4	2036	Structure Engine/Rescue Combo	\$1,100,000
UTV	2035	All-Terrain Vehicle	\$65,000
Command	2027	Command Truck w/ grass firefighting capability	\$100,000
TOTAL			\$3,265,000

Criteria Supporting the Proposal

When developing the proposed joint funded Vegreville Fire Department Fleet the following criteria were used:

- Apparatus must be able to function in an Urban and Rural environment with similar operating functions.
- Vegreville Fire Dept. must have apparatus available to respond to concurrent/overlapping calls or have an available apparatus that would meet NFPA requirements.
- At all times must have a structure engine that meets recommendations of NFPA and Fire Underwriters Table 1 Service Life Schedule for Fire Apparatus for Fire Insurance Grading Purposes for medium sized cities and rural areas (Appendix).
- Estimated cost must be in the range of funding levels set in Fire Service Agreement (\$3,200,000).

Capital Plan 2022 to 2026

Fire Apparatus	2022	2023	2024	2025	2026
Funding Required	\$0	\$0	\$0	\$0	\$850,000
Apparatus Purchased					(Engine 4)
Town Contribution	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
County Contribution	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
Funding Excess (Shortfall)	\$160,000	\$320,000	\$480,000	\$640,000	(\$50,000)

Capital Plan 2027 to 2031

Fire Apparatus	2027	2028	2029	2030	2031
Funding Required	\$100,000	\$850,000	\$0	\$0	\$0
Apparatus Purchases	(Command)	(Tender 4)			
Town Contribution	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
County Contribution	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
Funding Excess (Shortfall)	\$10,000	(\$680,000)	(\$520,000)	(\$360,000)	(\$200,000)

Summary & Recommendation

This proposed capital plan consists of.

- 1 Fire Engine
- 1 Fire Engine/Water Tender
- 1 Fire Engine/Rescue
- 1 Rapid Response Vehicle/Brush Truck
- 1 UTV with fire suppression capability
- 1 Command unit with fire suppression capability

This fleet configuration has an estimated value of \$3,265,000.00 which falls closer in line with the approved funding set out in the fire services agreement. The current funding model suggests even further reduction of fleet size or increasing annual capital contribution for both parties. This capital plan provides the Vegreville Fire Department with a solid fleet capable to respond to emergencies throughout their response area. This capital plan demonstrates the ability of the fire departments to work collaboratively and be fiscally responsible while providing exceptional service to our residents and visitors in both municipalities.

Appendix:

Apparatus Age	Major Cites³	Medium Sized Cities⁴	Small Communities and Rural Centers⁵
0-15 Years	1 st Line Duty	1 st Line Duty	1 st Line Duty
16-20 Years	Reserve	2 nd line Duty	1 st line Duty
20-25 Years¹	No Credit	No Credit or Reserve ²	No Credit or 2 nd Line Duty ²
26-29 Years¹	No Credit	No Credit	No Credit
30+ Years	No Credit	No Credit	No Credit

¹ All listed fire apparatus 20 years of age and older are required to be service tested by recognized testing agency on an annual basis to be eligible for grading recognition. (NFPA 1071)

² Exceptions to age status may be considered in a small to medium sized communities and rural centers conditionally, when apparatus condition is acceptable, and apparatus successfully passes required testing.

³ Major Cities are defined as an incorporated or unincorporated community that has;

- A populated area with a density of 400 people per square kilometre; AND
- A total population of 100,000 or greater.

⁴ Medium Communities are defined as an incorporated or unincorporated community that has:

- A populated area with a density of at least 200 people per square kilometre; AND/OR
- A total population of 1000 or greater

⁵ Small Communities are defined as an incorporated or unincorporated community that has:

- No populated areas with densities that exceed 200 people per square kilometre; AND
- Does not have a total population in excess of 1,000.



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. Paduchowicz

VEGREVILLE TRANSPORTATION SERVICES SOCIETY
BOX 1113
VEGREVILLE, AB
T9C 1S3
Phone: (780)632-7363/Fax: (780)632-7414

RECEIVED

JUL 25 2023

July 16, 2023

County of Minburn
Box 550
Vegreville, AB
T9C 1R6

COUNTY OF MINBURN NO. 27

Dear Council:

Vegreville Transportation Services Society (VTSS) has been working towards the removal of transportation barriers in Vegreville and area since its beginning in 2004. Over the past years the County of Minburn has contributed significantly to this work and VTSS is very thankful for that past support.

As we move through 2023 and into 2024, there are a number of County residents that are using VTSS services and these services are consistently available to meet future needs also. Beyond these users who now reside in County jurisdiction, there are numerous VTSS users who have moved from the county into Vegreville as they have retired, some of whom still own land in County areas.

We would like to ask the County of Minburn to consider once again assisting VTSS with funding. By doing so, you will help us meet the demands of maintaining our service to this area and encourage sustained transportation availability to your constituents. In reviewing our Financial Statement please note; with our handivan now close to 11 years old we have been putting aside funds (savings and vehicle accounts) to purchase a new van in the very near future. If you have any questions please do not hesitate to call our office.

Sincerely,


Elaine Kucher
Program Coordinator

VTSS

Striving to provide affordable and accessible transportation
for residents of Vegreville and area

TREASURER'S REPORT
VEGREVILLE TRANSPORTATION SERVICES SOCIETY
January 1, 2022 to December 31, 2022
UN-AUDITED

Checking Account (Opening Balance) Account #570010057695	\$64,516.20
General Operating Fund (Opening Balance)	
Income	
Co-op rebate	120.07
Donations	1785.00
County of Minburn Grant	5000.00
Town of Vegreville Grant	22,000
Fuel Rebate	64.39
GST Rebate	599.59
Fund raising	3216.1
HandlVan Fares	17,794
Account transfers	5000.00
Total Income	55,579.15
Expenses	
Taxi Vouchers	4743.00
Office Expenses/Advertising	3217.38
Handivan Fuel	5762.02
Handivan Maintenance	2992.61
Telephone (office/cell)	2226.13
Office Honararium	12212.00
Revenue Canada	
Handivan Expense/Insurance	6035.81
Fundraising expense	580.19
Driver Honararium	14250.00
Account transfers	25,000.00
Total Expense	77,019.14
General Fund closing Balance	43,076.21
Casino Account (Opening Balance) Acct#570010062968	\$1471.00
Income	
Total Income	27,171.56
Expenses	
Driver's Honarariums	4650.00
Account transfer	5000.00
Casino expenses	3577.60
Total Expenses	13,227.60
Casino Account (Closing Balance)	15,414.96

**Vegreville Transportation Services Society
2022**

**Statement of Assets and Liabilities
As of December 31, 2022**

Assets




Liquid Cash	\$111,465.51
Accrued interest receivable.....	\$39.56
WCB Dividend receivable.....	\$
Long Term Assets.....	\$2352.59
Office Furniture, Handivan, Computer	
Other: Vision Credit Union share equity	\$361.11
: Vegreville Co-op share equity	\$297.65
Total Assets	\$114,516.42

Liabilities

Unredeemed Issued Vouchers	\$2200.00
Rayan Taxi (October/November/December vouchers)	\$1284.00
Accounts Payable.....	\$105.00

Total Liabilities \$3589.00

Net Worth – (Total Assets – Total Liabilities)..... \$110,927.42

VTSS Treasurer		Helen Litwin	Mar. 23/23
	Signature	Printed Name	Date
VTSS Chairman		Doreen Haly	March 23/23
	Signature	Printed Name	Date
VTSS Auditor		GLEN GIEBELHAUS	Feb 18/23
	Signature	Printed Name	Date



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:

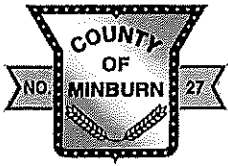
Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podchorzny



County of Minburn

2023 Recreation Grant Application

Name of Organization Innisfree and District Agricultural Society

Mailing Address Box 227 Innisfree AB T0B 2G0

Contact Person Debbie McMam

Contact Number & Email 780 592 2116 debmcmcom@yahoo.com

Activities

Please summarize any capital projects or major maintenance items that were completed in the last year or are currently underway:

Project Description	Actual/Year to Date Costs	Status (Complete, In progress)
"Tinned" the roof of Millennium ^{Building}	32,000.00	completed
Replaced front door of Agriplex	3,000.00	

Identify any major capital projects that your organization is considering in the next 12-24 months.

Repairs to Agriplex in the ice area

Submission Requirements

Please ensure the following documents are included with your submission:

- ☐ Completed and signed application
- ☐ Copy of the latest Financial Statements
- ☐ Copy of the latest Annual Return submitted to Corporate Registry Service Alberta

Declaration

I declare that I am authorized to submit the application on behalf of the organization and the information provided is complete and accurate to the best of my knowledge.

Deanna Jackson

Signature

JUL 25 2023

Date

Deanna Jackson - President

Name and Position



County of Minburn 2023 Recreation Grant Application

Name of Organization Lavay Action Society

Mailing Address _____

Contact Person Ken Saxandall

Contact Number & Email 780-208-0131 kenbaxandall@gmail.com

Activities

Please summarize any capital projects or major maintenance items that were completed in the last year or are currently underway:

Project Description	Actual/Year to Date Costs	Status (Complete, In progress)
Kitchen Fridge + Freezer	8000.00	done

Identify any major capital projects that your organization is considering in the next 12-24 months.

Install new Oven / Warmer Combo

Install New Oven Range hood (Way out of Date)

update tables to New lighter ones

Submission Requirements

Please ensure the following documents are included with your submission:

- ☐ Completed and signed application
- ☐ Copy of the latest Financial Statements
- ☐ Copy of the latest Annual Return submitted to Corporate Registry Service Alberta

Declaration

I declare that I am authorized to submit the application on behalf of the organization and the information provided is complete and accurate to the best of my knowledge.

Signature

July 27th 2023

Date

Ken Saxandall

Name and Position



County of Minburn 2023 Recreation Grant Application

Name of Organization

Mannville + District Agricultural Society

Mailing Address

Po Box 180

Contact Person

Chantal Foster

Contact Number & Email

780-787-0255

Mannagsoc@gmail.com

Activities

Please summarize any capital projects or major maintenance items that were completed in the last year or are currently underway:

Project Description	Actual/Year to Date Costs	Status (Complete, In progress)
Screws replaced on arena roof	\$ 5481.00	completed by volunteers
new parking around building	\$ 7000.00	completed
replace metal siding on arena	\$ 61,500.00	in progress
upgrade players entrance	\$ 4500.00	in progress

Identify any major capital projects that your organization is considering in the next 12-24 months.

add metal cladding on interior of ball storage room
install flooring in ball storage areas

Submission Requirements

Please ensure the following documents are included with your submission:

- ☒ Completed and signed application
- ☒ Copy of the latest Financial Statements
- ☒ Copy of the latest Annual Return submitted to Corporate Registry Service Alberta

Declaration

I declare that I am authorized to submit the application on behalf of the organization and the information provided is complete and accurate to the best of my knowledge.

Chantal Foster

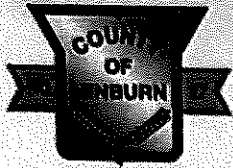
Signature

Aug. 3/23

Date

Chantal Foster - Treasurer

Name and Position



County of Minburn

2023 Recreation Grant Application

Name of Organization

Minburn & District Ag Society

Mailing Address

Bx 143 Minburn AB T2B 3B0

Contact Person

Debbie Holden

Contact Number & Email

780-914-8938 minburn-agociety@hotmail.com

Activities

Please summarize any capital projects or major maintenance items that were completed in the last year or are currently underway:

Project Description	Actual/Year to Date Costs	Status (Complete, In progress)
Well Hook-up - Curling Rink	\$3,153	Complete

Identify any major capital projects that your organization is considering in the next 12-24 months.

Gazebo \$15-20,000 Sound System - \$5,000 Table & Chair Repl. \$600
Bleacher improvements, park benches, covers over entry way @ rink.

Submission Requirements

Please ensure the following documents are included with your submission:

- ☒ Completed and signed application
- ☒ Copy of the latest Financial Statements
- ☒ Copy of the latest Annual Return submitted to Corporate Registry Service Alberta

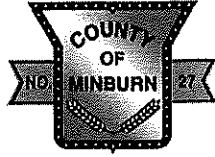
Declaration

I declare that I am authorized to submit the application on behalf of the organization and the information provided is complete and accurate to the best of my knowledge.

Debbie Holden
Signature

Aug 8/2023
Date

Debbie Holden Secretary - Treasurer
Name and Position



County of Minburn 2023 Recreation Grant Application

Name of Organization Ranfurly and District Recreation and Agricultural Society
Box 162, Ranfurly, AB T0B3T0

Mailing Address Dwayne Durie
708-208-2049

Contact Number & Email _____

Activities

Please summarize any capital projects or major maintenance items that were completed in the last year or are currently underway:

	Actual/Year to Date Costs	Status (Complete, In progress)
New Windows	\$16,000.00	Windows purchased, waiting for installation
Move Power Pole	\$5000.00	Complete
Roof Repairs	\$788.00	Complete

Identify any major capital projects that your organization is considering in the next 12-24 months.

Completely renovate both bathrooms, New flooring, new fixtures

Submission Requirements

Please ensure the following documents are included with your submission:

- ☐ Completed and signed application
- ☐ Copy of the latest Financial Statements
- ☐ Copy of the latest Annual Return submitted to Corporate Registry Service Alberta

Declaration

I declare that I am authorized to submit the application on behalf of the organization and the information provided is complete and accurate to the best of my knowledge.

Dwayne Durie
Signature

02-Aug-23
Date

Dwayne Durie President
Name and Position

Summary of Recreational Funding - 2022 & 2023 (Proposed)

Revenue	2022 Actual	2023 Budget	2023 Actual
Recreation Tax	572,569	578,295	592,652
Tax Cancellation - Vegreville	3,308	3,341	3,505
Tax Cancellation - Mannville	2,005	2,025	2,039
Less Section 305 Changes	280	-	182
Net Recreation Tax	566,976	572,929	586,926
Transferfm Reserves	-	35,000	35,000
Organization/Facility	2022 Actual	2023 Budget	2023 Proposed
External Organizations			
Innisfree	43,300	43,300	43,300
Lavoy	18,300	18,300	18,300
Mannville	109,300	109,300	109,300
Minburn	23,300	23,300	23,300
Ranfurly	23,300	23,300	23,300
Vegreville (75%)	309,500	319,750	232,125
	527,000	537,250	449,625
County Owned Facilities			
Peace Park	15,000	15,000	15,000
Wapasu	18,002	60,000	60,000
	33,002	75,000	75,000
Total Recreation Expenditures	560,002	612,250	524,625
Estimated Taxation Surplus*	6,974	- 4,321	97,301

* Not including bad debts

Reserves

Peace Park 55,749

Recreation Funding - Ratio of 2022 Cash to Revenue/Expenses

Organization	Year End	2023 Operating Grant	2023 Budgeted Recreation Funding	Cash (Previous Fiscal Year)	2022 Revenue	Ratio Cash: Revenue	2022 Expenses	Ratio Cash: Expenses
Innisfree	September	2,500	43,300	221,708	95,074	2.3	193,689	1.1
Lavoy	December	2,500	18,300	66,885	29,762	2.2	41,785	1.6
Mannville	October	15,000	109,300	559,707	339,406	1.6	354,661	1.6
Minburn	October	2,500	23,300	210,664	46,589	4.5	57,115	3.7
Ranfurly	September	2,500	23,300	172,280	91,979	1.9	98,330	1.8
		25,000	217,500	1,231,244				
Town Of Vegreville			319,500					
Vegreville Ag Society		20,000						



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



REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

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**

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**

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**

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**

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**

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**

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: _____

Department: _____

Reviewed by: *P. Podchorny*

For Presentation at: _____ Council Meeting

From Date: _____

To Date: _____

Department Updates:

Department Updates Cont'd.:

Attachments:



County of Minburn No. 27
2023 Statement of Financial Position
As At July 31, 2023

FINANCIAL ASSETS	Jul/2023	Jun/2023	Dec/2022
Cash & Temporary Investments	17,360,536	17,386,928	26,813,364
Receivables			
Taxes & Grants in Place of Taxes Receivable	15,768,078	15,997,522	341,330
Due From Governments	48,447	68,364	216,178
Trade & Other Receivables	146,552	252,886	393,821
Long Term Receivables	615,998	623,255	785,606
Land Held for Resale	169,407	169,407	169,407
Total Financial Assets:	\$ 34,109,017	\$ 34,498,361	\$ 28,719,706
LIABILITIES	Jul/2023	Jun/2023	Dec/2022
Accounts Payable & Accrued Liabilities	404,424	326,451	1,236,781
Asset Retirement Obligation	398,008	398,008	398,008
Deposit Liabilities	-	-	-
Deferred Revenue	709,868	1,337	37,722
Employee Benefit Obligations	- 34,490	- 30,033	224,462
Total Liabilities:	\$ 1,477,809	\$ 695,763	\$ 1,896,973
Net Financial Assets:	\$ 32,631,208	\$ 33,802,598	\$ 26,822,733
NON-FINANCIAL ASSETS	Jul/2023	Jun/2023	Dec/2022
Tangible Capital Assets	27,170,734	27,170,734	27,170,734
Inventory for Consumption	6,729,497	6,962,511	7,095,377
Prepaid Expenses	4,702	4,702	229,459
Total Non-Financial Assets:	\$ 33,904,932	\$ 34,137,947	\$ 34,495,570
ACCUMULATED SURPLUS:	\$ 66,536,140	\$ 67,940,545	\$ 61,318,303
Difference:	\$ 5,217,837	\$ 6,622,242	



County of Minburn No. 27

2023 Revenue & Expenditure Report

For Month Ending July 31, 2023

REVENUE	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	- 1,250	14,654,186	13,498,190	108.6%	110.3%
User Fees & Sale of Goods	10,047	185,117	342,950	54.0%	71.2%
Government Transfers	50,496	123,533	3,145,411	3.9%	4.0%
Investment Income	89,486	245,216	532,500	46.0%	46.9%
Penalties & Costs on Taxes	215	51,078	112,900	45.2%	21.5%
Gain on Disposal of Tangible Assets	-	84,400	139,300	60.6%	4.2%
Other	100,912	409,616	189,723	215.9%	14.2%
Totals:	\$ 249,906	\$ 15,753,147	\$ 17,960,974	87.7%	66.5%

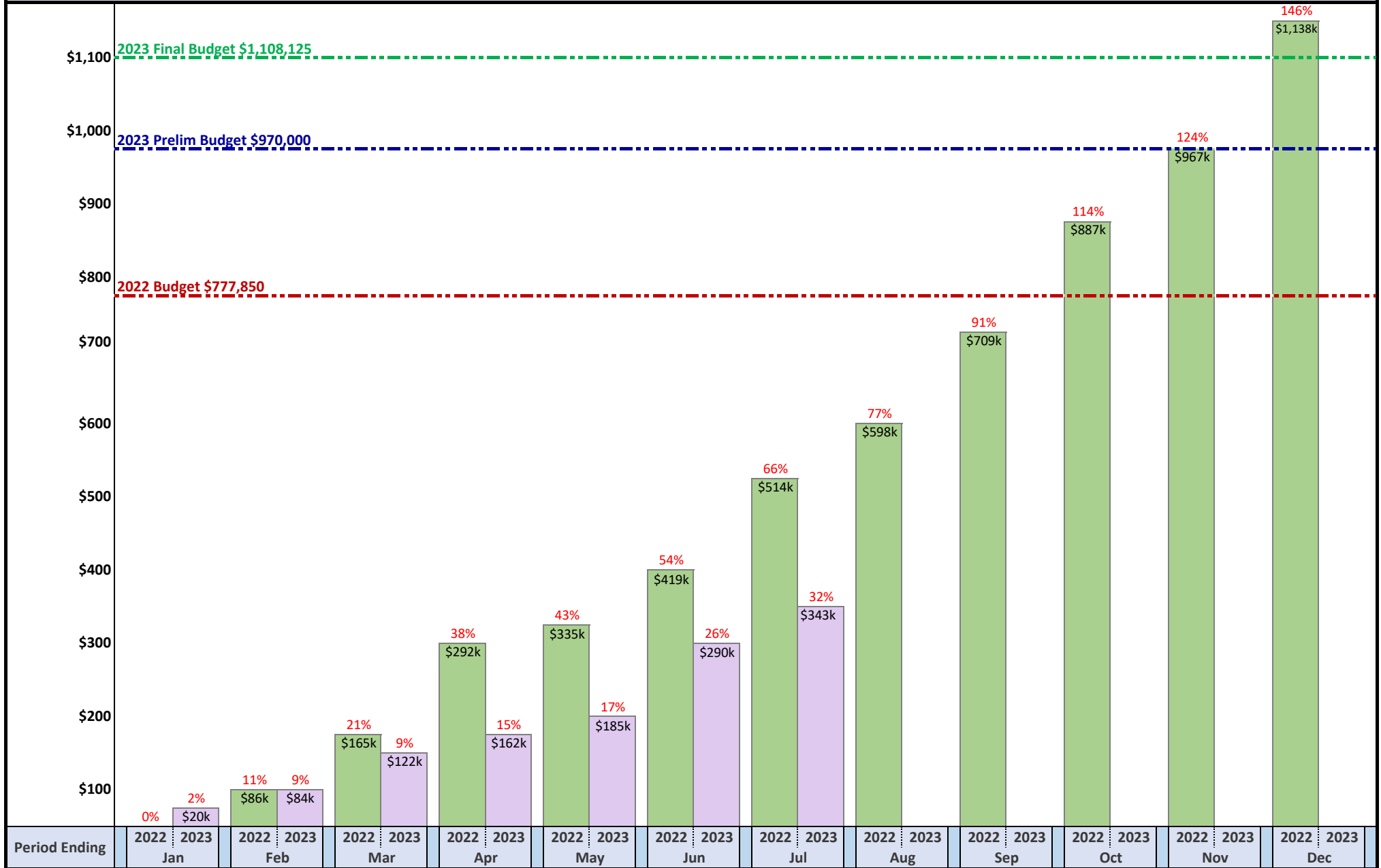
EXPENDITURES	2023 Current Month	2023 Year-To-Date	2023 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	191,410	1,376,195	2,962,002	46.5%	38.5%
Fire Protection & Safety Services	76,228	401,188	974,507	41.2%	36.2%
Ambulance Services	-	9,060	11,000	82.4%	0.0%
Policing Services	-	158,483	230,000	68.9%	17.4%
Bylaw Enforcement, Health & Safety	3,035	12,223	77,650	15.7%	42.5%
Roads, Streets, Walks, Lights	1,190,945	7,328,511	19,931,007	36.8%	35.0%
Water Supply & Distribution	34,930	99,151	253,194	39.2%	67.5%
Wastewater Treatment & Disposal	4,293	21,056	86,596	24.3%	33.5%
Waste Management	202,021	516,871	789,339	65.5%	54.3%
Family & Community Support Services	40,814	122,442	163,756	74.8%	74.8%
Cemeteries	-	4,000	4,231	94.5%	74.4%
Planning & Economic Services	51,231	186,572	565,428	33.0%	43.7%
Agricultural Services Board	43,232	178,908	608,742	29.4%	32.1%
Recreation & Library Services	4,781	120,648	853,967	14.1%	7.3%
Totals:	\$ 1,842,921	\$ 10,535,309	\$ 27,511,419	38.3%	35.7%

Difference: \$ 5,217,837

County of Minburn No. 27

County-Wide Fuel 2022 - 2023 Comparison

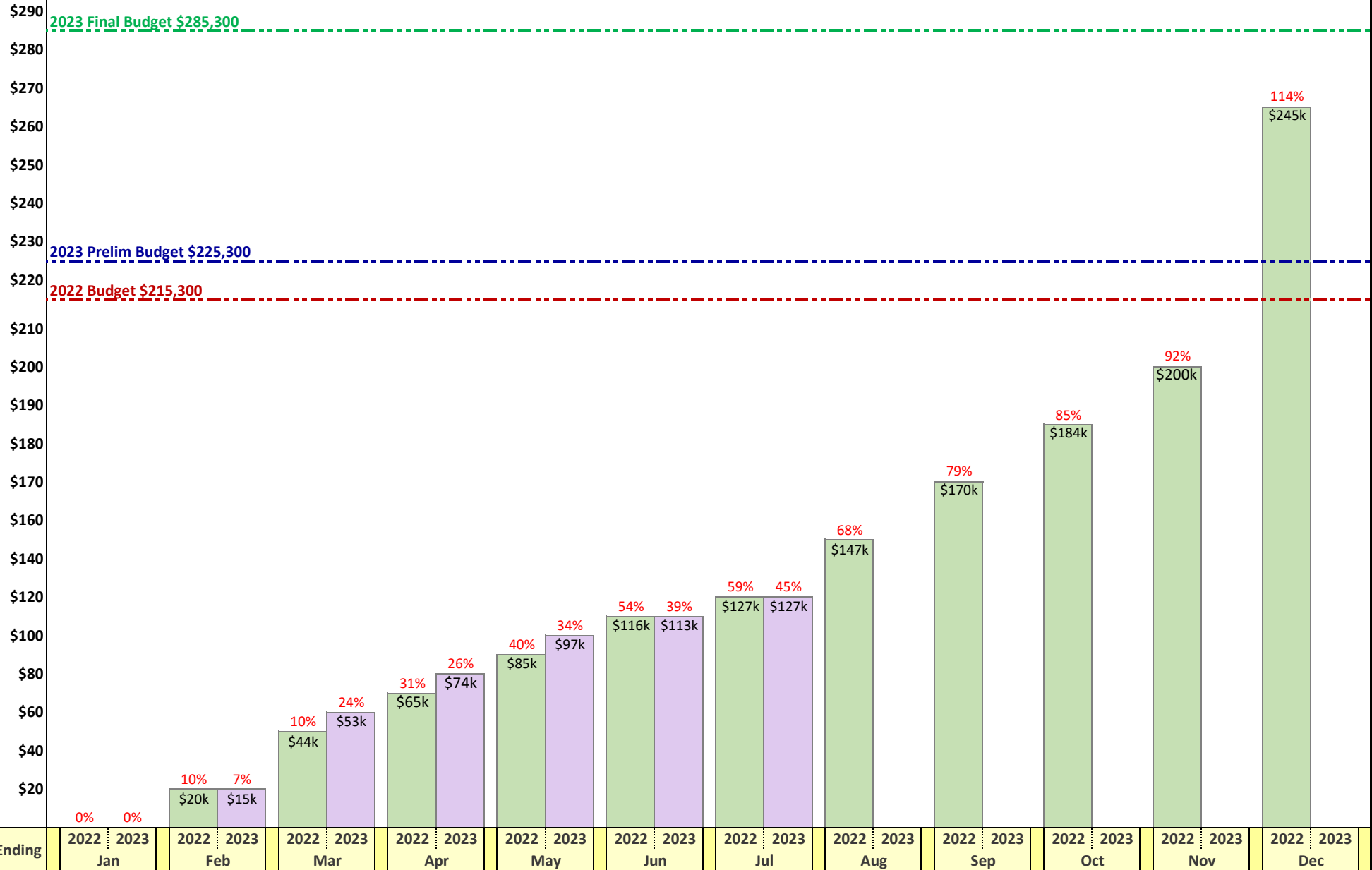
In Thousands



County of Minburn No. 27

County-Wide Utilities 2022 -2023 Comparison

In Thousands



COUNTY OF MINBURN NO. 27

2023 Monthly Progress Report - At July 31, 2023

Decision Papers - Operating						
Project Name	20%	40%	60%	80%	100%	Budget Spent Comments
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 \$ - Wapasu Committee focus will be 12 new tables and new cookshack roof
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 \$ 33,411 Land Use Bylaw is being drafted
Reg. Economic Development Framework	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 112,000 \$ 25,000 Project awarded to Market Research & Consulting; kick-off meeting in August
Orthophoto Update	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 75,000 \$ 14,000 Work awarded to Tarin Resource Services; flights being done June-Sept 2023
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 \$ 281,064 Work has been completed; invoices still coming in
Beaver Harvest Incentive Program	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 6,000 \$ - Implemented January 1/2023 - approximately \$4,075 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 \$ - No Grant funding rec'd; Admin Summer Student tasked with some PS duties
Decision Papers - Capital						
Project Name	20%	40%	60%	80%	100%	Budget Spent Comments
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 \$ - On order; to be delivered fall 2023
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 \$ 21,000 Construction started and expected to be done by the end of August
Hwy 16A Upgrades - East	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 555,200 \$ 336,532 Work has been completed; invoices still coming in
Lavoy Drainage Improvements	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 1,835,045 \$ - Letter of Intent sent to AEPA to determine if this project can be funded
Lavoy Sidewalk Improvements	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 33,400 \$ - Tender awarded to Northwind Concrete; work scheduled for August 2023
2020 Construction Program Addn'l Costs	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 20,000 \$ 20,000 Implemented January 1/2023 - Ongoing costs; GraveLock delivered
BF7640 Repairs	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 322,000 \$ - Tender awarded to Griffin contracting; repairs scheduled for August 2023
Ranfurly WTS Skid Shack Office	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 54,200 \$ 33,233 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 \$ - Currently receiving new quotes for Fire Hall repairs
SCBA Purchase	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 212,593 \$ 27,033 Tender awarded to Associated Fire Safety Group; majority of equipment received
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 has been received and is 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 in progress
Gravel Haul Program	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Program in progress
Oiling Projects	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Program in progress
Dust Controls	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Dust Controls Completed
Roadside Mowing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Program to begin August 8, 2023
Roadside Brushing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Brushing mostly done for the '23 season; to be continued in fall for 23/24 season



ADMINISTRATION REPORTS

Name: Norm De Wet

Department: Operations

Reviewed by: *P. Redding*

For Presentation at: August 21st, 2023, Council Meeting

From Date: June 18th, 2023,

To Date: August 20th, 2023

Fleet/Shop Update:

- Unit 208 is currently for sale by tender. The closing date for the tender submissions is August 25, 2023.
- Tristan Kuzio has been hired as the new Shop Assistant. Mr. Kuzio's first day was August 14.
- Sparkes Builders are currently working on the Mannville Sand/Salt Shed. The work is expected to be completed before the end of August 2023.

Construction Update:

- Construction has been completed Twp. Rd 514 and Rge. Rd 85 in Div. 3.
- Construction crews are currently working on Twp. Rd 484 in Div. 2. Work is expected to be completed towards the end of August.
- The Innisfree Road East aggregate seal coat project has been completed, and the final inspection was completed on August 8, 2023.
- The BF 7640 Project has been completed. The final inspection was completed on August 17.
- The oiling crew has completed the oil projects in Lavoy, Twp. Rd 540 and Imperial Road. The final project for 2023 will be on Holden Road in Div.6.



Transportation Update:

- The gravel haul program is underway in Div. 2 & 4 with Ken-X Energy out of the Innisfree Stockpile. As of August 14, 57,146 tonnes of gravel have been hauled.

Operations Update:

- A new streetlight has been installed to illuminate the mailboxes in Lavoy.
- The Bridge Engineering Services RFP has been posted on the Alberta Purchasing Connection. The closing date for submissions is August 31, 2023.
- It is expected that the new concrete slabs and picnic tables will be installed later in August at Wapasu Lake.
- Twin Ridge Construction has been contracted to replace the cookhouse roof with tin. The work is expected to be completed towards the end of August 2023.



ADMINISTRATION REPORTS

Name: Darwin Ullery

Department: Agriculture and Utilities

Reviewed by: *P. Paduchan*

For Presentation at: August 21, 2023, Council Meeting

From Date: July 11, 2023

To Date: August 11, 2023

Agricultural Service Board Update:

- Roadside weed and brush spraying was completed on August 10, 2023
- Roadside Mowing commenced August 8 in divisions 6 and 7 and will proceed eastward until complete.
- The Grasshopper survey will be completed the week of July 14, with counts being quite low.
- The crop Disease and Canola Survey will be conducted during the weeks of August 21 and 28
- Fall cleanup of beaver-plugged culverts and bridges will be completed in late September and October.

Water and Sewer Utility Update:

- We had a power outage at Lavoy on August 2, and the hamlet had no power or water for approximately a two-hour period. It is worth noting that during this outage, there were no firefighting capabilities. A future Committee of the

Whole discussion will be prepared to discuss the possibility of emergency backup power.

Waste Management:

- The new container office for the Ranfurly Waste Transfer Station has been delivered and set up.

Attachments: N/A



ADMINISTRATION REPORTS

Name: Davin Gegolick

Department: Planning & Development

Reviewed by: *P. Radoborsky*

For Presentation at: August 21, 2023 Council Meeting

From Date: July 14, 2023

To Date: August 14, 2023

Planning Update:

- Issued development permits: personal storage building (Pt. NE 6-50-10-4), personal storage building (SE 15-53-14-4)
- Unsightly property inspections – Lavoy, Ranfurly, Minburn
- Complaint of dogs in Minburn
- Met with ATCO Electric RE: proposed guardrail on corner of Rge Rd 82, south of Hwy 16. Redesign to meet County spec. and setback to road.
- Met with Enel regarding a road maintenance agreement on the routes (Rge Rd 82 and 84, and Twp Rd 494) that were to be put back to their original condition pursuant to the development agreement.

Subdivision Update:

- Received subdivision file#07-2023, 08-2023, 09-2023
- Prepared subdivision endorsement file #07-2022, 04-2023
- Completed subdivision inspection: file#06-2023, 09-2023

Economic Development Update:

- Regional Economic Development Framework – August 1 kick-off meeting
- Prepared site selector material for potential agri-business investor – July 19
- Applied for RMA Economic Development microgrant to help fund a Developer's Package

Attachments:

RFD – RMA Microgrant Application – Developer's Package
RFD – RMA Microgrant Application – Alberta HUB Project
RFD – Crossroads Economic Development Alliance Committee



ADMINISTRATION REPORTS

Name: Mike Fundytus

Department: Protective Services

Reviewed by: *P. Radchany*

For Presentation: on Aug 21st Council Meeting

Department Updates:

Call Type	Date	Details
Medical	July 11	Village Medical Mannville station.
Vehicle Fire	July 13	Hwy 870 South of Innisfree. Mannville station.
Medical	July 14	Village Medical Mannville station.
Fire/Mutual Aid	July 17	50414 RR 80 CVR call dispatch sent Mannville station.
MVC	July 23	Hwy 631 Hwy 16 Vegreville
Medical	July 28	Village Medical Mannville station
Medical	Aug 3	Village Medical Innisfree station
Medical	Aug 4	Village Medical Mannville station.
MVC	Aug 5	MVC Hwy 36 Hwy 631 Vegreville.
Medical	Aug 8	County Medical Mannville station
Grass Fire	Aug 10	Hwy 16 RR 105 Innisfree and Mannville station.
MVC	Aug 11	Hwy 16 RR 91 Mannville station
Medical	Aug 14	Village Medical Mannville station

Mannville 10
Innisfree 2
Vegreville 2

Currently issuing permits till Sept 30.

SCBA replacement is scheduled for delivery and orientation Aug 23.

MCFD participated in the Innisfree, Minburn, Ranfurly and Mannville parades.

Beginning specification and design of Unit 910 replacement. Unit 910 is Mannville station mainline fire engine. Unit 910 will reach the end of service life in 2026 and currently a 2-2.5-year build time for new fire apparatus.

Recruitment/Staffing update: one new member at Mannville station. Mannville station now has sixteen members (fifteen after Sept 1) Innisfree has twelve members. Daytime coverage (8:00 am – 5:00 pm) is still critically low. Mannville typically has three members and Innisfree has two members available during these times.

In 2023 from Jan 1 to Aug 14 MCFD has responded to ninety-three callouts. Consisting of:

- 41 Medical assists
- 27 Fires
- 17 Motor vehicle collisions
- 8 False Alarms.

In 57% of the instances involving fires or motor vehicle collisions, both Mannville and Innisfree stations have been jointly dispatched due to the unavailability of adequate staffing for the callout. This joint response trend is more evident during the hours of 8:00 am to 5:00 pm, constituting 72% of the dual-station responses. This figure indicates a 7% rise from the corresponding period in 2022 (January 1st to August 14th), highlighting the persistence of staffing related challenges of the paid-on call/volunteer service delivery model.

Ramping up fire inspections of public assembly occupancies to ensure compliance with fire code and County quality management plan.

Ongoing health and safety inspections throughout the County.

Updating Regional Emergency Management contacts with the changes at Town of Vegreville.

Audra Kropielnicki

Subject: FW: Potential Meeting Opportunity (Municipal Affairs Minister) - 2023 Rural Municipalities of Alberta Fall Convention

From: MA Engagement Team <ma.engagement@gov.ab.ca>
Sent: Monday, July 31, 2023 2:58 PM
To: MA Engagement Team <ma.engagement@gov.ab.ca>
Cc: Ijeoma Okolo <Ijeoma.Okolo@gov.ab.ca>; Karen Pottruff <Karen.Pottruff@gov.ab.ca>
Subject: Potential Meeting Opportunity (Municipal Affairs Minister) - 2023 Rural Municipalities of Alberta Fall Convention

You don't often get email from ma.engagement@gov.ab.ca. [Learn why this is important](#)

Dear Chief Administrative Officer:

We are writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2023 Rural Municipalities of Alberta (RMA) Fall Convention, scheduled to take place at the Edmonton Convention Centre from November 6-9, 2023. These meetings will be in person at the convention centre.

Should your council wish to meet with Minister McIver during the convention, please submit a request by email to ma.engagement@gov.ab.ca no later than September 1, 2023.

We generally receive more requests than can be reasonably accommodated over the course of the convention. To ensure suitable consideration of requests, municipalities should be mindful of the following criteria:

- No more than three policy items or issues **directly relevant to the Minister of Municipal Affairs and the department will be given priority**.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes per municipality. This will allow the Minister the opportunity to engage with as many municipal councils as possible. All municipalities submitting meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities the Minister is unable to accommodate during the convention.

Engagement Team
Municipal Services Division
Municipal Affairs

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

Action List Item No.	Motion No.	Meeting Date	Description	Percentage Completed	Person Responsible	Date Completed	Notes
2324	2023-13	16-Jan-23	Table In-kind Donation Policy until February Committee of the Whole meeting for further discussion.		Jay		Discussion paper and draft policy will be presented at the September Committee of the Whole meeting.
2265	2023-149	19-Jun-23	Council approved to review Code of Conduct Bylaw No. 1280-19.		Pat		Research in progress
2266	2023-153	17-Jul-23	Contact ATCO Electric regarding special request conditionally approved by Council to move overhead electrical line to underground located within County road allowance on Township Road 510 and Range Road 101.	100%	Davin	17-Jul	E-mail sent to ATCO Electric on July 17.
2267	2023-156	17-Jul-23	Notify Village of Mannville of passing of East Industrial Park ASP Bylaw No. 1342-23. Post Bylaw on website.	100%	Davin	17-Jul	Village of Mannville notified by e-mail and posted on County website.
2267	2023-157	17-Jul-23	County Flow Chart Policy CC 3002-01 rescinded. Remove from policy listing.	100%	Audra	18-Jul-23	
2268	2023-158	17-Jul-23	Forward signed Vermilion RCMP Acknowledgement of Consultation to Vermilion RCMP Detachment Commander.	100%	Pat	18-Jul-23	
2269	2023-159	17-Jul-23	County Fires/Roles and Responsibilities Policy PS 8001-01-A and County Employee Procedures for Emergency Situations Policy PS 8004-01-A rescinded. Removed from policy listing.	100%	Audra	18-Jul-23	
2270	2023-160	17-Jul-23	Financial Reserve Policy AD 1020-01 approved. Add to policy listing.	100%	Audra	18-Jul-23	
2271	2023-161	17-Jul-23	Re-allocation of reserve amounts approved.	100%	Jay	19-Jul-23	
2272	2023-162	17-Jul-23	Notify Wilde and Company that Council awarded them the contract for External Financial Auditing Services for a three-year term. Prepare contract.	100%	Jay	19-Jul-23	
2273	2023-163	17-Jul-23	Prepare and post Bridge Engineering Services RFP and present RFP results with recommendations at a future Council meeting.	100%	Norm	19-Jul-23	
2274	2023-164	17-Jul-23	Provide Old Vegreville Society with a County flag.	100%	Pat	17-Jul-23	