



AGENDA

May 21, 2024 – County Council Meeting – 10:00 AM

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
 - 3.1 April 15, 2024, Council Meeting
- 4. Delegations - NIL**
- 5. Council Priorities**
- 6. Requests for Decision**
 - 6.1 Application to Close Undeveloped Road Allowance Twp Rd 504 between NE 23-50-9-4 and Pt. SE 26-50-9-4.
 - 6.2 Application to Close Undeveloped Road Plan R1741
 - 6.3 Amendment to Flag Protocol Policy AD 1021-01
 - 6.4 Cancellation of General Municipal Property Tax
 - 6.5 Financial ERP Solution
 - 6.6 5-Year Capital Spending Plan
- 7. Reports**
 - 7.1 Reeve
 - 7.2 Council
 - 7.3 CAO
 - 7.4 Operations
 - 7.5 Planning & Community Services
 - 7.6 Protective Services
 - 7.7 Corporate Services
- 8. Correspondence and Information Items**
 - 8.1 Vegreville Seed Cleaning Plant re 2024 Municipal Tax Rate
 - 8.2 Vegreville RCMP Quarterly Community Policing Report
 - 8.3 Alberta-NWT Command Legion re Military Service Recognition Book
 - 8.4 MD of Minburn Foundation Expansion Renovation – Municipal Contributions
- 9. Councillor Requests (Information Requests and Notices of Motion)**
 - 9.1 Action Item List
- 10. Closed Session**
- 11. Open Session**
- 12. Motions arising out of the Closed Session**
- 13. Adjournment**



Council Meeting Minutes

April 15, 2024

- Council Members Present: Reeve Roger Konieczny, Division 3
Deputy Reeve Tara Kuzio, Division 5
Councillor Joey Nafziger, Division 1
Councillor Cliff Wowdzia, Division 4
Councillor Carl Ogrodnick, Division 6
Councillor Kevin Bentley, Division 7
- Administration Present: Pat Podoborozny Chief Administrative Officer
Jason Warawa, Director of Corporate Services
Mike Fundytus, Director of Protective Services
Davin Gegolick, Director of Planning and Community Services
Trudy Shukalak, Senior Administrative Support Specialist
- 1 CALL TO ORDER**
Reeve Konieczny called the meeting to order at 10:00 a.m.
- 2024-062**
Moved by: Councillor Nafziger
THAT Council excuse Councillor Anderson from the April 15, 2024, County Council Regular meeting.
Carried
- 2 ADOPTION OF AGENDA**
- 2024-063**
Moved by: Councillor Wowdzia
THAT the April 15, 2024, regular Council meeting Agenda be adopted with the following amendment:
- Remove Item 6.10, Friends of A.L. Horton Elementary School – Playground from Requests for Decision and add to Correspondence and Information Items as Item 8.5.
Carried
- 3 CONFIRMATION OF MINUTES**
- 3.1 March 14, 2024, Council Meeting**
- 2024-064**
Moved by: Deputy Reeve Kuzio
THAT the March 14, 2024, regular Council meeting minutes be adopted as presented.
Carried
- 3.2 April 4, 2024, Special Council Meeting**
- 2024-065**
Moved by: Councillor Wowdzia
THAT the April 4, 2024, Special Council meeting be adopted as presented.
Carried

4 DELEGATIONS

4.1 Wilde & Company

Presentation of the County of Minburn’s 2023 Financial Statement.

External Presenters:

Renée Senko, CPA, CA Partner
Jody Kirton, CPA, Lead, Assurance

2024-066

Moved by: Councillor Wowdzia

THAT the 2023 Audited Financial Statement and financial information for the year ended December 31, 2023, prepared by Wilde and Company Chartered Accountants be approved as presented.

Carried

5 COUNCIL PRIORITIES

2024-067

Moved by: Councillor Bentley

THAT the Council Priorities be accepted as information.

Carried

6 REQUESTS FOR DECISION

6.1 2024 Final Budget

2024-068

Moved by: Councillor Wowdzia

THAT Council approve the 2024 operating and capital budgets totalling \$29,492,351 plus a non-cash operating expense of \$2,048,267 for amortization and accretion expenses related to tangible capital assets and associated retirement obligations.

Carried

Three-Year Operating Plan

2024-069

Moved by: Councillor Nafziger

THAT Council approve the three-year operating plan as presented.

Carried

6.2 2024 Property Tax Bylaw

2024-070

Moved by: Councillor Nafziger

THAT Council approve first reading to Bylaw No. 1349-24 to authorize the taxation rates to be levied against assessable property within the County of Minburn.

Carried

2024-071

Moved by: Councillor Bentley

THAT Council approve second reading to Bylaw No. 1349-24.

Carried

2024-072

Moved by: Deputy Reeve Kuzio

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1349-24 at this meeting.

Carried

2024-073

Moved by: Councillor Wowdzia

THAT Council approve third reading to Bylaw No. 1349-24.

Carried

6.3 Hamlet of Minburn Special Tax Bylaw

2024-074

Moved by: Councillor Ogrodnick

THAT Council approve first reading to Bylaw No. 1350-24 to authorize a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer purposes.

Carried

2024-075

Moved by: Deputy Reeve Kuzio

THAT Council approve second reading to Bylaw No. 1350-24.

Carried

2024-076

Moved by: Councilor Bentley

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1350-24 at this meeting.

Carried

2024-077

Moved by: Councilor Ogrodnick

THAT Council approve third reading to Bylaw No. 1350-24.

Carried

Councillor Wowdzia left the meeting at 10:13 a.m

Councillor Wowdzia rejoined the meeting at 10:14 a.m.

6.4 Rescind Personnel Policy AD 1006-01

2024-078

Moved by: Deputy Reeve Kuzio

THAT Council rescind Personnel Policy AD 1006-01.

Carried

6.5 Information Security Policy AD 1026-01

2024-079

Moved by: Councillor Nafziger

THAT Council approve Information Security Policy No. AD 1026-01 as presented.

Carried

6.6 Employee Code of Conduct and Ethics Policy No. AD 1027-01

2024-080

Moved by: Councillor Wowdzia

THAT Council approve Employee Code of Conduct and Ethics Policy No. AD 1027-01 as presented.

Carried

6.7 Information Management Policy No. AD 1028-01

2024-081

Moved by: Deputy Reeve Kuzio

THAT Council approve Information Management Policy AD 1028-01 as presented.

Carried

6.8 Employee Business Expense Policy No. AD 1029-01

2024-082

Moved by: Councillor Ogrodnick

THAT Council approve Employee Business Expense Policy No. AD 1029-01 as presented.

Carried

6.9 Spring Clean-up Program – County Owned Highway 16As

2024-083

Moved by: Councillor Bentley

THAT Council accept the Spring Clean-up Program as information.

Carried

6.10 Health and Safety Policy No. PS 8008-01

2024-084

Moved by: Councillor Nafziger

THAT Council approve Health and Safety Policy No. PS 8008-01 as presented.

Carried

6.11 Workplace Violence Prevention Policy No. AD 1024-01

2024-085

Moved by: Councillor Wowdzia

THAT Council approve Workplace Violence Prevention Policy No. AD 1024-01 as presented.

Carried

6.12 Respectful Workplace Policy No. AD 1025-01

2024-086

Moved by: Deputy Reeve Kuzio

THAT Council approve Respectful Workplace Policy No. AD 1025-01 as presented.

Carried

6.13 Green Light Bylaw No. 1347-24

2024-087

Moved by: Councillor Nafziger

THAT Council approve first reading to Bylaw No. 1347-24 allowing authorized firefighters to use flashing green lights in their vehicles as a means of identification when responding to a fire or other emergency.

Carried

2024-088

Moved by: Councillor Kuzio

THAT Council approve second reading to Bylaw No. 1347-24.

Carried

2024-089

Moved by: Councillor Bentley

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1347-24 at this meeting.

Carried

2024-090

Moved by: Councillor Wowdzia

THAT Council approve third reading to Bylaw No. 1347-24.

Carried

6.14 Full-Time Emergency Responder

2024-091

Moved by: Councillor Nafziger

THAT Council approve hiring a full-time emergency responder for a one-year term.

Carried

6.15 Crossroads Economic Development Alliance and Survey Business Introduction Letter

2024-092

Moved by: Councillor Nafziger

THAT Council approve that Administration send a letter to County businesses introducing the Crossroads Economic Development Alliance along with a Business Retention and Expansion Survey.

Carried

7 REPORTS

7.1 Reeve

7.2 Council

7.3 CAO

7.4 Operations

7.5 Planning and Community Services

Reeve Konieczny recessed the meeting at 11:37 a.m.

Reeve Konieczny reconvened the meeting at 11:42 a.m.

7.6 Protective Services

7.7 Corporate Services

2024-093

Moved by: Deputy Reeve Kuzio

THAT Council accept the reports as presented.

Carried

8 CORRESPONDENCE AND INFORMATION ITEMS

8.1 Two Hills School Funding Request

Letter received from Two Hills School requesting a funding contribution to assist them with their students’ action plan developed to reduce the effects of climate change in the area which includes a four-phase school upgrade.

2024-094

Moved by: Councillor Ogrodnick

THAT Council deny Two Hills School’s request for a funding contribution to assist with their students’ action plan developed to reduce the effects of climate change in the area which includes a four-phase school upgrade.

Carried

8.2 Delta Waterfowl – Research Study Project

Letter received from Delta Waterfowl advising that their student technicians will be actively searching for and monitoring duck nests during the nesting season this year in the County of Minburn to promote waterfowl conservation.

8.3 Alberta Municipal Affairs – Provincial Education Requisition Credit (PERC) Program Extension

Letter received from Alberta Municipal Affairs announcing the extension to the Provincial Education Requisition Credit (PERC) program for an additional two years up to and including the 2005 tax year.

8.4 Creditor of AlphaBow Energy Ltd. - Restructuring

Letter received from KSV Restructuring Inc. advising that AlphaBow Energy Ltd. has commenced restructuring procedures by filing a Notice of Intention (NOI) to Make a Proposal pursuant to Section 50.4(1) of the *Bankruptcy and Insolvency Act* (Canada), and KSV Restructuring Inc.

was appointed as Proposal Trustee. The principal purpose of the NOI proceeding is to allow for a stay of proceedings to allow AlphaBow to consider various restructuring options.

8.5 Friends of A.L. Horton School – Playground Funding Request

2024-095

Moved by: Councillor Wowdzia
THAT Council contribute \$25,000 to the Friends of A.L. Horton School Society to financially assist in the construction of the new playground on the school grounds.

Motion Defeated

2024-096

Moved by: Councillor Nafziger
THAT Council provide an in-kind contribution to the Friends of A.L. Horton School Society to assist in the construction of the new playground on the school grounds, for a valued amount not to exceed \$12,000.

Motion Defeated

2024-097

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

Carried

9 COUNCILLOR REQUESTS (INFORMATION REQUESTS AND NOTICES OF MOTION)

9.1 Action Item List

2024-098

Moved by: Councillor Ogrodnick
THAT Council accept the Action Item list as presented.

Carried

10 CLOSED SESSION

2024-099

Moved by: Deputy Reeve Kuzio
THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Privacy (FOIP) Act*, specifically Section 17, harmful to personal privacy at 12:26 p.m.

Carried

10.1 CAO Evaluation
FOIP Section 17, harmful to personal privacy

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization

11 OPEN SESSION

2024-100

Move by: Councillor Nafziger
THAT Council revert to open session at 1:08 p.m.

Carried

12 MOTIONS ARISING OUT OF THE CLOSED SESSION

CAO Contract

2024-101

Moved by: Deputy Reeve Kuzio
THAT Council approve the amendments to the County of Minburn Chief Administrative Officer (CAO) contract as per the details discussed in closed session.

Carried

13 ADJOURNMENT

Reeve Konieczny adjourned the meeting at 1:09 p.m.

Reeve

Chief Administrative Officer

STRATEGIC PRIORITIES CHART (May 2024)

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
June 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 – September 2024**
3. Drought and/or Water Shortage Plan – June 2024
4. Website Updates – July 2024
5. Fire Service Delivery Review – May 2024
6. *AlphaBow Energy tax recovery initiative with ARMAA - Ongoing*

CORPORATE SERVICES

1. Regional ARB Investigation – June 2024
2. Procedural Bylaw Update – June 2024
3. Procurement Policy – June 2024
4. Initiate 2025 budget discussion – July 2024

PLANNING AND COMMUNITY SERVICES

1. **LAND USE BYLAW REVIEW: COUNCIL REVIEW – MAY 2024**
2. Regional GIS Project: proposal submitted – March 2024
3. REGIONAL ECONOMIC DEVELOPMENT FRAMEWORK: BRE SURVEY – August 2024
4. Cemetery Survey and Software: December 2024
5. Economic Development Communications Project: SCOP funding agreement – June 2024

PROTECTIVE SERVICES

1. Updated Health & Safety Manual – April 2024
2. BYLAW OFFICER CONTRACTED SERVICES – May 2024
3. AFRRCs Migration Sept 2024
4. Design and tender new fire truck – May 2024

OPERATIONS

1. Grader Beat Review – Ongoing
2. Operations Shop Concept Investigation –needs strategic plan from Council
3. Tenders – Drafting agreements with the necessary signatures
4. Fulltime positions have been filled and seasonal work has commenced.

AGRICULTURE & UTILITIES

1. Program and service delivery review – November 2024
2. Policy review – Winter 2023-2024
3. Lavoy Backup generator RFP – pricing received from Canoe Procurement. Waiting for install quotes.

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:

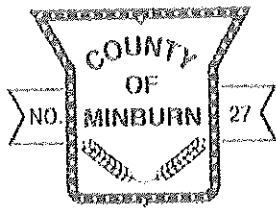
Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Padohony



ROAD CLOSURE APPLICATION

FORWARD AND INFORMATION

Registered Landowner(s): JAMES D. WAGNER

Mailing Address: Box 351 Town/City: MANNVILLE Postal Code: T0B2W0

Phone: 780 853 7792 Email: wagner63@telus.net

*By providing an email address, you authorize the County to contact you via email

FORWARD AND INFORMATION

Legal Land Location: NE 1/4 Sec. 23 Twp. 50 Range 9 W4M

Lot: N/A Block: _____ Plan: _____ Hamlet/Subdivision: _____

The subject road allowance is located immediately

N ☒ and S ☒ E ☐ W ☐ NE ☐ NW ☐ SE ☐ SW ☐

of my property S.

Note: This application is for road closure and/or consolidation only.

Please identify the purpose for requesting the closure in the space provided below:

I am proposing a subdivision on the NE 1/4 23-50-94. The present sewage disposal crosses the E/W Road Allowance and the pumpout is on the SE 1/4 26-50-9-W4. Council will not support the subdivision where the sewage disposal is not totally within the parcel being subdivided.

I/We, JAMES D. WAGNER hereby certify that
(FULL NAME OF REGISTERED LANDOWNER(S))

I am the registered owner and that the information provided on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for road closure.

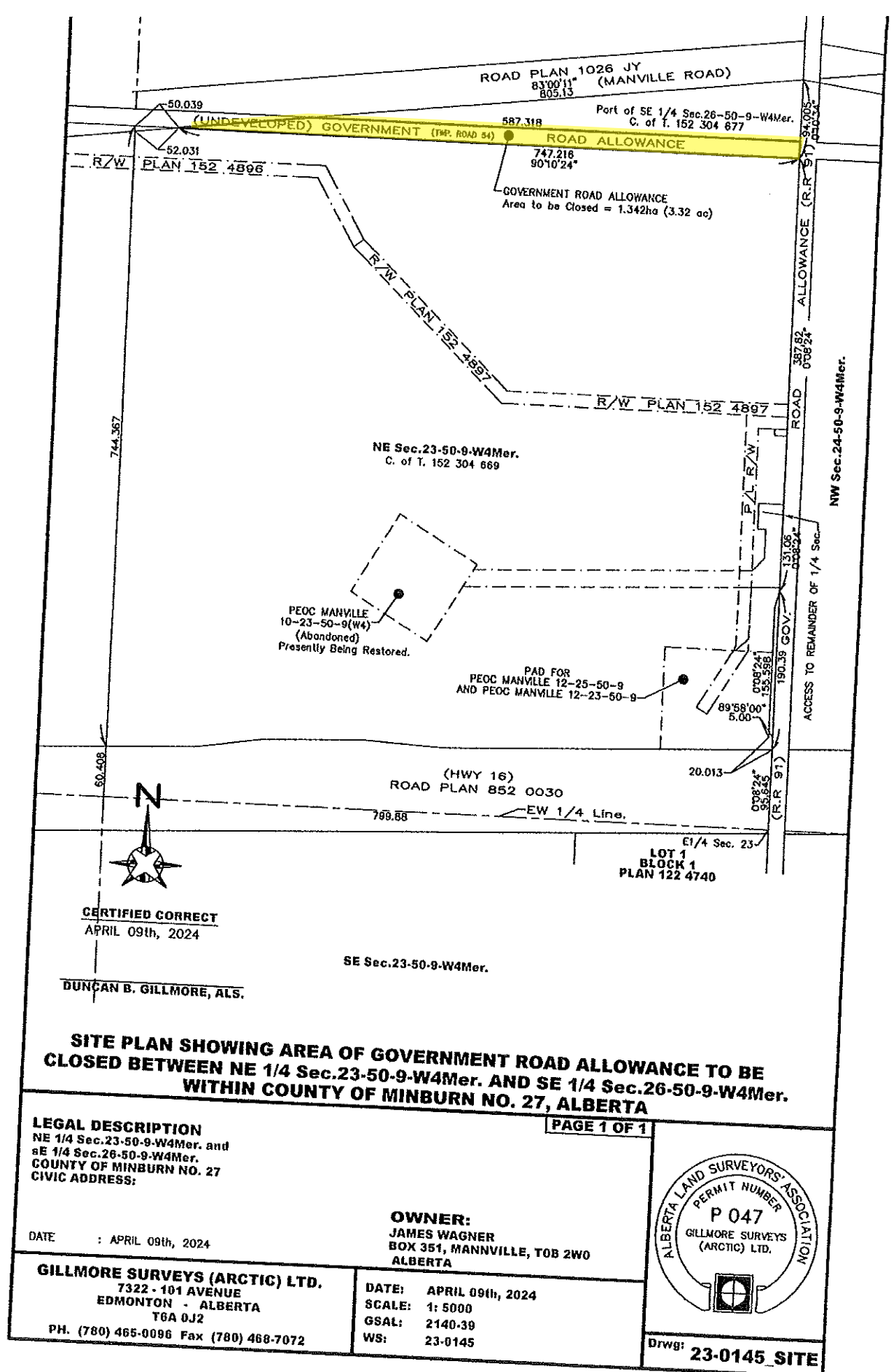
Applicant Signature J. Wagner

Date April 10/2024

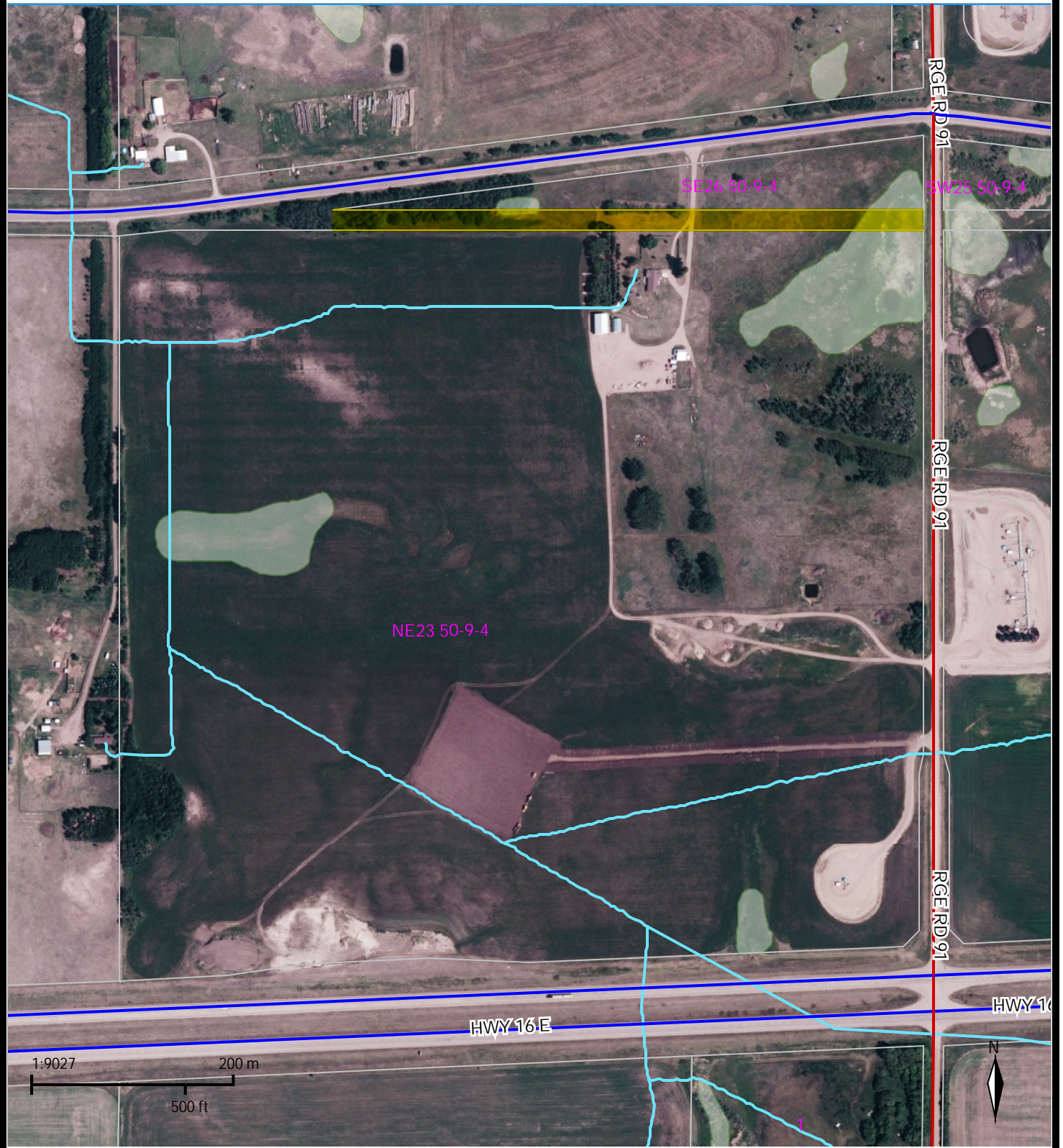
Applicant Signature _____

The personal information collected on this form is being collected under the authority of the Freedom of Information and Protection of Privacy Act, and Section 301.1 of the Municipal Government Act. The information will be used to process your application(s); your name, contact telephone number and address may be used to carry out current and/or future construction and operating programs, services or activities of the Municipality. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the CAO at 780-632-2082.

APPLICATION NO: 01-2024
APPLICATION DEEMED COMPLETE (DATE): April 25, 2024
ROLL NUMBER: 281401,279500



Road Closure Application - Wagner



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PLANNING AND DEVELOPMENT SERVICES

Title: Closure of Undeveloped Road Allowance

Policy Number: PDS 7005-01

Supersedes Policy Number: OP 9023-01

Approved by Council: June 19, 2023

Next Review Date: 2027

Resolution No:

Last Review Date: April 15, 2019

POLICY STATEMENT

The *Municipal Government Act* grants the County the ability to request the closure of a road plan, or undeveloped road allowance, that they have determined is no longer needed for the travelling public.

PURPOSE

County Council recognizes that under certain circumstances, it can be advantageous to allow ratepayers the opportunity to request closure of a road allowance or of a whole or any part of a road described in a surveyed road plan that is determined to be no longer required for use by the travelling public owing the existence of an alternate route.

DEFINITIONS

- a. "Assessor" means a registered land appraiser and/or the County's Tax Assessor, as defined in the *Municipal Government Act*, who will determine what Fair Market Value shall be.
- b. "Adjacent Landowner" means the registered landowner(s) of the parcels directly adjacent to the road plan or undeveloped road allowance.
- c. "Council" means the Municipal Council of the County of Minburn No. 27
- d. "County" means the County of Minburn No. 27
- e. "Fair Market Value (FMV)" means a purchase rate based on a professionally prepared market value assessment to determine a fair market rate for the subject lands.
- f. "MGA" means the *Municipal Government Act*, RSA 2000, c M-26
- g. "Public Hearing" means a hearing held in accordance with Part 7 of the *MGA* and advertised in accordance with Section 606 of the *MGA*.
- h. "Administration" means internal departments of the County.
- i. "Road" as defined in the *MGA*

- j. "Undeveloped Road Allowance" means any land dedicated as a road right of way that has not been fully developed or has not yet been required for vehicular traffic. The right of way may or may not be shown as a road on a plan of survey that has been filed or registered in a land titles office.

GENERAL PRINCIPLES

1. Planning and Development will manage the road closure process as defined in this Policy.
2. Administration will receive Road Closure Applications (Schedule "A") in accordance with the *MGA*.
3. The County will not consider closing a road, undeveloped road allowance or portion thereof, unless it is determined that it is no longer needed for public travel. When considering the initial road closure request, Council will consider the implications on the existing and future road network for the community.
4. If Council refuses the initial application review, the application fee will be refunded to the applicant.
5. A road closure cannot land lock or remove legal access to a property.
6. Council will review and decide on the application's approval or refusal.
7. Fair Market Value (FMV) shall be determined by the Assessor on the purchase rates for the area of land. This amount is based on similar and comparable uses of land in the area. The Assessor's FMV is final. However, the rate shall be agreed upon prior to the bylaw receiving first reading.
8. The applicant may apply to purchase a road or undeveloped road allowance, or a portion thereof at FMV. If the road or undeveloped road allowance severs the applicant's property and where the applicant has land on both sides of the road or undeveloped road allowance, only that landowner will have the ability to apply to purchase the lands. If the landowner does not wish to purchase the area at FMV, the land will not be sold and will be retained by the County.
9. The County will not accept applications for a road closure from landowners who do not have ownership of lands adjacent to the undeveloped road.
10. When an applicant wishes to purchase a road or undeveloped road allowance, or portion thereof that adjoins property owned by two or more landowners, the municipality will offer the lands to the highest bidder, but not less than the current FMV. If there is only one bidder, the land will be sold at FMV. If two or more bidders offer the same purchase price, Council may choose to split the area and sell a portion to each bidder or may choose not to sell the lands and re-tender the sale.
11. The road closure process shall be in accordance with the requirements set out in the *MGA*.
12. The purchaser will be required to pay all costs associated with the road closure. This may include but does not limit to the cost of obtaining the land appraisal, surveying costs, registration costs, and legal fees.
13. This policy shall not apply for License of Occupation agreements with Public Lands.



ROAD CLOSURE APPLICATION

This form is to be completed **IN FULL** by the **registered owner(s)** of the land that is subject of the application or by a **person authorized to act on behalf of the** registered owner(s).

All road closure applications are required to include:

- ☐ **Road closure application fee** pursuant to County of Minburn Master Rates Bylaw #1281-19
- ☐ **Complete application form** including signature, payment, and all necessary information including a site plan of the proposed road closure.
- ☐ **Certificate of Title** obtained no more than 14 days prior to the date of application. The title search can be obtained from Alberta Registries.

WHAT YOU SHOULD KNOW ABOUT THE ROAD CLOSURE PROCESS

Applicants should be fully aware that a successful application to close a road will result in additional costs to the applicant, over and above the initial application as follows:

- Land purchase and associated legal costs;
- Surveying costs;
- Any required environmental assessments;
- Relocation and/or removal of sewer, water, gas, or utility lines; and
- Additional costs which may be case specific.

GENERAL ROAD CLOSURE PROCEDURE

- ✓1. Applicant submits completed application with application fee.
2. Council provides initial review of the application and either refuses it (your application fee is refunded), or approves for administration to process the road closure in accordance with the Municipal Government Act (MGA). You will be notified of Council's initial decision.
3. If Council approves initial review, applicant hires an Alberta Land Surveyor to prepare the survey plan and description of road closure area.
4. County prepares an offer to sell for signature(s) of landowner(s).
5. County circulates notice of application to internal departments and referral agencies, including Alberta Transportation.
6. Application receives first reading by Council and a public hearing is scheduled.
7. Public hearing is advertised for two consecutive weeks.
8. County circulates a notice of public hearing to referral agencies and adjacent landowners.
9. Application is taken to Council for second and third reading.
10. County submits bylaw and package to Alberta Transportation for approval.
11. If approved by Alberta Transportation, County submits applicable land transfer documents for registration at Alberta Land Titles.

**Please note that additional steps and information may be required.*

Please submit all required documents and fees with the application to the below address or email:

County of Minburn No. 27 | Box 550, 4909 – 50 Street, Vegreville, AB T9C 1R6 | dgegolick@minburncounty.ab.ca



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. Padachan



ROAD CLOSURE APPLICATION

APPLICANT INFORMATION

Registered Landowner(s): JAMES BETZ
 Mailing Address: BOX 419 Town/City: MANVILLE Postal Code: T0B 2W0
 Phone: 780 918 8452 Email: LL-BETZ@HOTMAIL.COM

*By providing an email address, you authorize the County to contact you via email

LAND INFORMATION

Legal Land Location: NW ¼ of Sec. 22 Twp. 50 Range 9 W4M
 Lot: _____ Block: _____ Plan: _____ Hamlet/Subdivision: _____

The subject road allowance is located immediately

N ☐ S ☐ E ☐ W ☐ NE ☐ NW ☐ SE ☐ SW ☐

THROUGH THE MIDDLE of my property

Note: This application is for road closure and/or consolidation only.

Please identify the purpose for requesting the closure in the space provided below:

ON MY PROPERTY THERE IS A PROPOSED RD FROM 1908 THAT WAS NEVER USED OR WILL BE USED. IT GOES THROUGH MY YARD WHERE BUILDINGS STAND THAT WERE GIVEN PERMISSION. I FEEL THAT THIS PROPOSED ROAD COULD EASILY BE REMOVED FROM MY TITLE KNOWING THE AREA IN QUESTION

I/We, JAMES DARRYL BETZ hereby certify that
 (FULL NAME OF REGISTERED LANDOWNER(S))

I am the registered owner and that the information provided on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for road closure.

Applicant Signature

May 9, 2024

Date

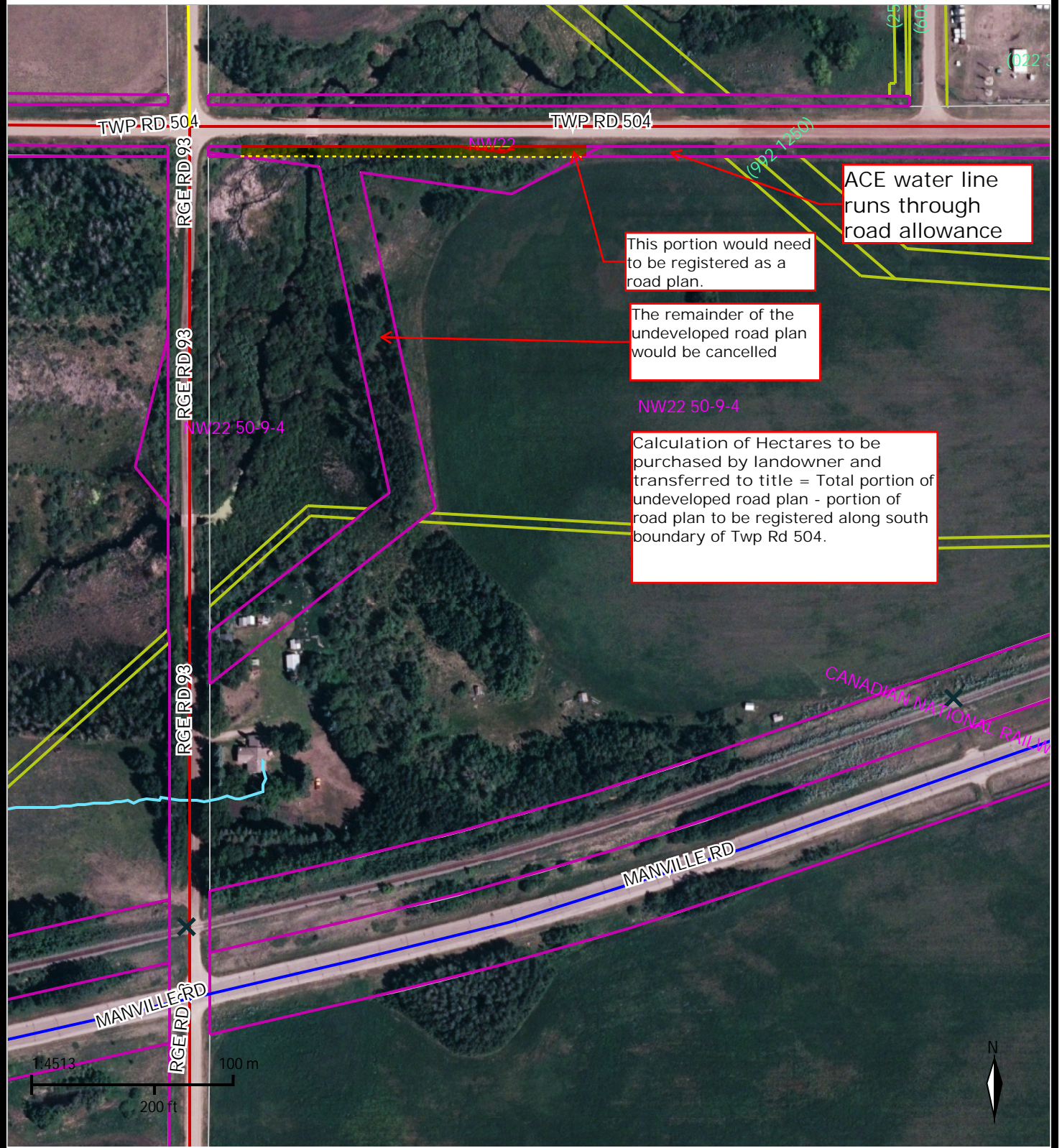
Applicant Signature

The personal information collected on this form is being collected under the authority of the *Freedom of Information and Protection of Privacy Act*, and Section 301.1 of the *Municipal Government Act*. The information will be used to process your application(s); your name, contact telephone number and address may be used to carry out current and/or future construction and operating programs, services or activities of the Municipality. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the CAO at 780-632-2082.

FOR ADMINISTRATIVE USE:

APPLICATION NO: 02-2024 (Betz)
 APPLICATION DEEMED COMPLETE (DATE): May 9/24
 ROLL NUMBER: 279200

Future Road Closure/Widening - Betz



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PLANNING AND DEVELOPMENT SERVICES

Title: Closure of Undeveloped Road Allowance

Policy Number: PDS 7005-01

Supersedes Policy Number: OP 9023-01

Approved by Council: June 19, 2023

Next Review Date: 2027

Resolution No:

Last Review Date: April 15, 2019

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PURPOSE

County Council recognizes that under certain circumstances, it can be advantageous to allow ratepayers the opportunity to request closure of a road allowance or of a whole or any part of a road described in a surveyed road plan that is determined to be no longer required for use by the travelling public owing the existence of an alternate route.

DEFINITIONS

- a. "Assessor" means a registered land appraiser and/or the County's Tax Assessor, as defined in the *Municipal Government Act*, who will determine what Fair Market Value shall be.
- b. "Adjacent Landowner" means the registered landowner(s) of the parcels directly adjacent to the road plan or undeveloped road allowance.
- c. "Council" means the Municipal Council of the County of Minburn No. 27
- d. "County" means the County of Minburn No. 27
- e. "Fair Market Value (FMV)" means a purchase rate based on a professionally prepared market value assessment to determine a fair market rate for the subject lands.
- f. "MGA" means the *Municipal Government Act*, RSA 2000, c M-26
- g. "Public Hearing" means a hearing held in accordance with Part 7 of the *MGA* and advertised in accordance with Section 606 of the *MGA*.
- h. "Administration" means internal departments of the County.
- i. "Road" as defined in the *MGA*

- j. "Undeveloped Road Allowance" means any land dedicated as a road right of way that has not been fully developed or has not yet been required for vehicular traffic. The right of way may or may not be shown as a road on a plan of survey that has been filed or registered in a land titles office.

GENERAL PRINCIPLES

1. Planning and Development will manage the road closure process as defined in this Policy.
2. Administration will receive Road Closure Applications (Schedule "A") in accordance with the *MGA*.
3. The County will not consider closing a road, undeveloped road allowance or portion thereof, unless it is determined that it is no longer needed for public travel. When considering the initial road closure request, Council will consider the implications on the existing and future road network for the community.
4. If Council refuses the initial application review, the application fee will be refunded to the applicant.
5. A road closure cannot land lock or remove legal access to a property.
6. Council will review and decide on the application's approval or refusal.
7. Fair Market Value (FMV) shall be determined by the Assessor on the purchase rates for the area of land. This amount is based on similar and comparable uses of land in the area. The Assessor's FMV is final. However, the rate shall be agreed upon prior to the bylaw receiving first reading.
8. The applicant may apply to purchase a road or undeveloped road allowance, or a portion thereof at FMV. If the road or undeveloped road allowance severs the applicant's property and where the applicant has land on both sides of the road or undeveloped road allowance, only that landowner will have the ability to apply to purchase the lands. If the landowner does not wish to purchase the area at FMV, the land will not be sold and will be retained by the County.
9. The County will not accept applications for a road closure from landowners who do not have ownership of lands adjacent to the undeveloped road.
10. When an applicant wishes to purchase a road or undeveloped road allowance, or portion thereof that adjoins property owned by two or more landowners, the municipality will offer the lands to the highest bidder, but not less than the current FMV. If there is only one bidder, the land will be sold at FMV. If two or more bidders offer the same purchase price, Council may choose to split the area and sell a portion to each bidder or may choose not to sell the lands and re-tender the sale.
11. The road closure process shall be in accordance with the requirements set out in the *MGA*.
12. The purchaser will be required to pay all costs associated with the road closure. This may include but does not limit to the cost of obtaining the land appraisal, surveying costs, registration costs, and legal fees.
13. This policy shall not apply for License of Occupation agreements with Public Lands.



ROAD CLOSURE APPLICATION

This form is to be completed **IN FULL** by the **registered owner(s)** of the land that is subject of the application or by a **person authorized to act on behalf of the** registered owner(s).

All road closure applications are required to include:

- ☐ **Road closure application fee** pursuant to County of Minburn Master Rates Bylaw #1281-19
- ☐ **Complete application form** including signature, payment, and all necessary information including a site plan of the proposed road closure.
- ☐ **Certificate of Title** obtained no more than 14 days prior to the date of application. The title search can be obtained from Alberta Registries.

WHAT YOU SHOULD KNOW ABOUT THE ROAD CLOSURE PROCESS

Applicants should be fully aware that a successful application to close a road will result in additional costs to the applicant, over and above the initial application as follows:

- Land purchase and associated legal costs;
- Surveying costs;
- Any required environmental assessments;
- Relocation and/or removal of sewer, water, gas, or utility lines; and
- Additional costs which may be case specific.

GENERAL ROAD CLOSURE PROCEDURE

- ✓1. Applicant submits completed application with application fee.
2. Council provides initial review of the application and either refuses it (your application fee is refunded), or approves for administration to process the road closure in accordance with the Municipal Government Act (MGA). You will be notified of Council's initial decision.
3. If Council approves initial review, applicant hires an Alberta Land Surveyor to prepare the survey plan and description of road closure area.
4. County prepares an offer to sell for signature(s) of landowner(s).
5. County circulates notice of application to internal departments and referral agencies, including Alberta Transportation.
6. Application receives first reading by Council and a public hearing is scheduled.
7. Public hearing is advertised for two consecutive weeks.
8. County circulates a notice of public hearing to referral agencies and adjacent landowners.
9. Application is taken to Council for second and third reading.
10. County submits bylaw and package to Alberta Transportation for approval.
11. If approved by Alberta Transportation, County submits applicable land transfer documents for registration at Alberta Land Titles.

Steps 6-10 will be replaced with a Council Resolution as this application is a Road Plan Closure.

**Please note that additional steps and information may be required.*

Please submit all required documents and fees with the application to the below address or email:

County of Minburn No. 27 | Box 550, 4909 – 50 Street, Vegreville, AB T9C 1R6 | dgegolick@minburncounty.ab.ca



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:

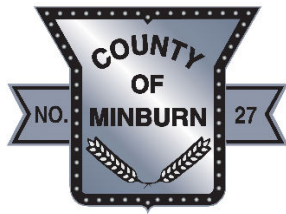
Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Podobny



Policy

Flag Protocol Policy

Policy Number: AD 1021-01-A

Supersedes Policy Number: AD 1021-01

Approved by Council: TBD

Next Review Date: TBD

Resolution No: TBD

Last Review Date: May 15, 2023

POLICY STATEMENT

The flags flown at the County of Minburn Administration building are to be treated with respect and dignity. Proper flag etiquette is required to ensure the presentation and cultural significance of the flags are honoured.

The flying of flags at half-mast is a strong visual statement that speaks to a sense of loss shared by all and will be implemented only in circumstances that are of exceptional importance to the County.

The County of Minburn will lower flags to half-mast to commemorate solemn occasions. The lowering of flags to half-mast will be at the direction of the Province of Alberta and the Chief Administrative Officer.

PURPOSE

The purpose of this policy is to establish the protocols for flying flags at the County of Minburn Administration building, ensure appropriate procedures are exercised in a consistent manner, and recognize the community groups and organizations within the County that will be provided flags for display at their facilities at no cost.

DEFINITIONS

1. "County" means the County of Minburn No. 27.
2. "CAO" means the Chief Administrative Officer.
3. "RCMP" means the Royal Canadian Mounted Police.

GUIDELINES

Flags will be raised, lowered, flown, maintained, and disposed of by the County in accordance with Canadian Heritage's Guidelines on Flag Etiquette in Canada and Rules for Flying the Flag.

1. General Flag Protocol

- 1.1 If multiple flags are flown together in a set, all the flags must be flown at the same height (i.e. full-mast or half-mast).
- 1.2 All flags flown together in a set must be the same size in their vertical dimension.
- 1.3 Flags may be flown at night (i.e. flags do not need to be raised at sunrise and taken down at sunset daily).

2. Precedence of Flags

- 2.1 When a single flag is flown, the National Flag of Canada will be flown.
- 2.2. When two flags are flown, the National Flag of Canada and the Provincial Flag of Alberta will be flown.
- 2.3 Where three flags are flown, the National Flag of Canada, the Provincial Flag of Alberta, and the Flag of County of Minburn No. 27 will be flown.
- 2.4 Despite sections 2.1 to 2.3, the Canadian Heritage's Guidelines on Flag Etiquette and Rules for Flying the Flag may direct that another flag takes precedence (for example, the flag of the Sovereign). Those guidelines take precedence over any guidelines in this policy.

3. Lowering Flags to Half-Mast

Lowering flags in concert with Federal and Provincial governments

- 3.1 County of Minburn will lower flags as directed by the Prime Minister's office and Canada Heritage (in relation to the Canadian Flag) and the Alberta Premier's office and Alberta Protocol (in relation to the Canadian Flag and the Alberta Provincial Flag).

Lowering flags at the County of Minburn Administration Building

- 3.2 County of Minburn will lower flags to half-mast at the County of Minburn Administration building:
 - a. from the time of notification of death until sunset the day of the funeral or memorial service for:
 - i. the Sovereign
 - ii. a member of the immediate Royal family
 - iii. a current or former Governor General of Alberta
 - iv. a current or former Prime Minister of Canada
 - v. a current or former Lieutenant Governor of Alberta
 - vi. a current or former Premier of Alberta
 - vii. a current Mayor or Councillor of the County of Minburn

Lowering flags at the CAO's Direction

3.3. The CAO at her/his discretion may direct that County of Minburn lower flags to half-mast at the County of Minburn Administration building, for such time and under such circumstances as the CAO directs.

4. Flag Display/Distribution

4.1 A new National Flag of Canada, Provincial Flag of Alberta, and Flag of the County of Minburn No. 27 will be provided at no charge, when requested to the following community groups, organizations and Villages for display at their locations including entrances, facilities and properties:

- a. Lavoy Action Society
- b. Ranfurly & District Recreation & Agricultural Society
- c. Innisfree & District Agricultural Society
- d. Minburn & District Agricultural Society
- e. Vegreville Agricultural Society
- f. Village of Mannville
- g. Village of Innisfree
- h. M.D. of Minburn Foundation
- i. Ranfurly Cemetery
- j. Innisfree Cemetery
- k. Minburn Cemetery
- l. Others at the discretion of the CAO



ADMINISTRATION

Title: Flag Protocol Policy

Policy Number: AD 1021-01

Approved by Council: May 15, 2023

Resolution No: 2023-108

Supersedes Policy Number: New

Next Review Date: May 2027

Last Review Date: N/A

POLICY STATEMENT

Flags at the County of Minburn Administration building are flown to show respect and dignity. Proper flag etiquette is required to ensure the presentation and cultural significance of the flags are honoured.

The flying of flags at half-mast is a strong visual statement that speaks to a sense of loss shared by all and will be implemented only in circumstances that are of exceptional importance to the County.

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The purpose of this policy is to establish the protocols for flying flags at the County of Minburn Administration building, and to ensure appropriate procedures are exercised in a consistent manner.

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Lowering flags at the County of Minburn Administration Building

- 3.2 County of Minburn will lower flags to half-mast at the County of Minburn Administration building:
 - a. from the time of notification of death until sunset the day of the funeral or memorial service for:
 - i. the Sovereign
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 - iii. a current or former Governor General of Alberta
 - iv. a current or former Prime Minister of Canada
 - v. a current or former Lieutenant Governor of Alberta
 - vi. a current or former Premier of Alberta
 - vii. a current Mayor or Councillor of the County of Minburn

Lowering flags at the CAO's Direction

- 3.3. The CAO at her/his discretion may direct that County of Minburn lower flags to half-mast at the County of Minburn Administration building, for such time and under such circumstances as the CAO directs.

4. Flag Display/Distribution

- 4.1 A new flag will be provided at no charge, when requested, for display at locations including entrances, facilities and properties that wish to present a visual statement of the County. The County may provide a flag at no charge to the following:
- a. Lavoy Action Society
 - b. Ranfurly & District Recreation & Agricultural Society
 - c. Innisfree & District Agricultural Society
 - d. Minburn & District Agricultural Society
 - e. Vegreville Agricultural Society
 - f. Village of Mannville
 - g. Village of Innisfree
 - h. M.D. of Minburn Foundation
 - i. Others at the discretion of the CAO



Council Request for Decision (RFD)

Title: Cancellation of the 2024 Seed Cleaning Plant's/Golf Course's Municipal Tax

Meeting Date: 05/21/2024

Department: Administration

Recommendation:

THAT Council cancels the Municipal Property Taxes for the Vegreville Municipal Seed Cleaning Association Ltd., Innisfree Municipal Seed Cleaning Association Ltd., Village of Mannville (Riverview Golf Course), and Vegreville Golf Association.

Background:

☐ See Appendix

- Council has offered tax relief to these organizations for several years and continued relief will help to ensure that their services remain available to rate payers.
- Organizations are still responsible for paying the school and seniors' tax amounts; the provincial policing and recreation tax amounts are now amalgamated with the general municipal tax.

Legislative Guidance:

☒ Provincial ☐ Municipal ☐ None

Details:

Section 347 of the MGA allows municipalities to reduce or cancel taxes.

Council Priorities Chart:

☐ Yes ☒ No

Details: n/a

Previous Council Direction:

Council cancelled the 2023 General Municipal Property Taxes. The total amount cancelled in 2023 was \$18,246.40.

Financial Implications:

☐ Capital ☒ Operations ☐ Other

Details:

2024 Property Tax: Vegreville Seed Plant \$10,402.93, Innisfree Seed Plant \$2,975.02, Mannville Golf Course \$1,617.85, Vegreville Golf Course \$3,846.35 = TOTAL \$18,842.15

Communication and Engagement:

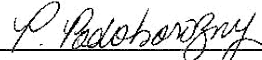
Notify organizations of cancelled levies.

Implementation Timeline:

The cancellations will be shown on the 2024 tax notices as a credit, which will be mailed out end of May.

Attachments: n/a

Prepared By: Dwight Hopper /J. Warawa

Reviewed By: 



Council Request for Decision (RFD)

Title: _____

Meeting Date: _____ Department: _____

Recommendation:

Background:

☐ See Appendix

Legislative Guidance:

☐ Provincial ☐ Municipal ☐ None

Details:

Council Priorities Chart:

☐ Yes ☐ No

Details:

Previous Council Direction:

Financial Implications:

☐ Capital ☐ Operations ☐ Other

Details:

Communication and Engagement:

Implementation Timeline:

Attachments:

Prepared By: _____

Reviewed By: P. Radoborsky



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. Padoban



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):



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Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



REEVE AND COUNCIL REPORTS

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Education and Professional Development (include date):

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REEVE AND COUNCIL REPORTS

Name: _____ **Division:** _____

For Presentation at _____ **Council Meeting**

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

County Meetings (include date):

Boards and Committee Meetings (include date):

Education and Professional Development (include date):

County of Minburn Functions and Events (include date):



CAO REPORT

For Presentation at May 21, 2024 **Council Meeting**

From Date: April 13, 2024

To Date: May 17, 2024

Internal Meetings:

- Council Meeting – April 15
- Staff Training Day – April 24
- Committee of the Whole Meeting: April 10

External Meetings:

- LUB Open House Lavoy – April 16
- LUB Open House – April 17
- Town of Viking Non-Potable Bulk Water Opening – April 26
- Vermilion Physician Recruitment Meeting – April 29
- Vegreville Hutterite Colony Meeting – April 30

Education and Professional Development:

- Employment Law Seminar: RMRF – May 3

Senior Leadership Team Support:

- Regional Water Emergency Response Plan
- Regional Drought and/or Water Shortage Plan
- Elected Official Training 2025
- Boards and Committees Terms of Reference
- Website Updates
- IT Service Delivery
- Road Bans
- Tax Insert
- Annual Report
- Social Media Posts
- Council Packages



ADMINISTRATION REPORTS

Name: Norm De Wet

Department: Operations

Reviewed by: Pat Podoborzny

For Presentation at: April 15, 2024 County Council Meeting

From Date: April 16, 2024

To Date: May 17, 2024

Fleet/Shop Update:

- Wajax has completed unit 528 undercarriage refurbished.
- The new one-ton fleet truck approved for purchase by Council has been delivered and put into service.

Public Works Update:

Proposed County Project Schedule 2024

Div #	Project	Length	Begin	End	Description
ROAD RECONSTRUCTION					
6	Twp 512, RR 144 to Hwy 857	1.0	03-May	21-Jun	Rebuild: Soft areas and drifting
4	RR 140 (South of Twp 524)	0.5	21-Jun	03-Jul	Erosion repair
5	Twp 502, RR 132 to Hwy 36	1.0	03-Jul	29-Aug	Rebuild: Narrow/Low grade and sharp shoulders
7	RR 152, Twp Rd 524A to Hwy 631	1.5	29-Aug	30-Oct	Rebuild: Soft areas, poor grade.

- Road bans were removed from gravel roads on May 14, 2024.
- The calcium program has started.
- Patching on the oiled roads is expected to be completed by the end of May. The 2024 oiling program is expected to start in early June 2024.
- The gravel program started on May 15 out of the Bykowski/Lobe Pit on RR95 in Div. 3.
- The traffic counter program started on May 13 and will be focused on the Hwy 16A's and low rating bridges.

Contracted Services Update:

- Blayne Trachuk Mulching Services has completed the trail widening at Wapasu Lake as approved by the County budget and Wapasu Committee.
- Twin Ridge Construction has been contracted to replace the old fencing and replace the two outhouse roofs with tin at the Wapasu Conservancy Park; this project should be completed before the end of May2024.

Agricultural Services Update:

- Seasonal employees are busy with the Diamondback Moth trapping program.
- The 2023 construction projects grass seeding will commence later in May.
- Alberta Pork producers are hiring a wild boar trapping specialist from the northeast region, which includes the County of Minburn.
- The pesticide container collection program has now been wrapped up and fully turned over to Clean Farms and its industry partners. As such, we are no longer accepting pesticide containers at any of our transfer stations. Farmers are now required to obtain large bags from their retailers, bag their containers, and return them to their retailers for recycling. Clean Farms will be making a concerted effort this spring to clean out all containers remaining on our sites.
- So far this spring, we have sent Clean Farms 29,690 kg of grain bags at 5.5 cents per kilogram for gross proceeds of \$1,692.95.

Water and Sewer Utility Update:

- Administration is using Canoe procurement to determine the best price for the Lavoy backup generator. It is expected that the unit should be delivered and installed by the end of August 2024 using the guidelines of Policy AD 1008-01. Updated information will be provided once approved by the CAO.

Waste Management:

- County crews are completing spring maintenance at the Waste Transfer stations, burning wood pits, pushing up scrap metal, tires etc.



ADMINISTRATION REPORTS

Name: Davin Gegolick

Department: Planning & Community Services

Reviewed by: Pat Podoborzny

For Presentation at: May 21, 2024 Council Meeting

From Date: April 9, 2024

To Date: May 14, 2024

Planning Update:

- Issued development permits: house addition (SE 25-52-15-4), house addition (SE 24-52-13-4), farm shop (SE 31-52-15-4), farm storage building (NW 20-53-14-4), roof-mounted solar panels (Brookwood Estates), Young Farts RV Parts (Ranfurly)
- Cryptocurrency Processing facility being developed at the existing gas lease site at SW 27-51-14-4
- LUB open houses – April 16 & 17. Public Hearing scheduled for June 17 Council meeting
- Met with Cemetery groups to better understand survey requirements prior to preparing RFP – May 2

Subdivision Update:

- Prepared subdivision endorsement file: 03-2024

Economic Development Update:

- Crossroads Regional Economic Development Alliance News Release – April 29
- MCSNet was successful in their Universal Broadband Fund application to receive matching funding through the Alberta Broadband Fund (County provided letter of support in December 2020). MSCNet GigAir internet is now available within the Hamlet of Lavoy and Village of Innisfree.

Attachments:

- RFD – Application to Close Undeveloped Road Allowance File #01-2024 (Wagner)
- RFD – Application to Close Undeveloped Road Plan R1741 File #02-2024 (Betz)



ADMINISTRATION REPORTS

Name: Mike Fundytus

Department: Protective Services

Reviewed by: Pat Podoborzny

For Presentation at: May 21, 2024 Council Meeting

From Date: April 10, 2024

To Date: May 15, 2024

Fire Department Update:

Call Type	Date	Details	Station Dispatched
False Alarm	April 10	Smoke Investigation near Twp 520 RR 93. 3:47pm.	Mannville/Innisfree
Fire	April 15	RR 134 near Hwy 631 9:47 am	Veg
Fire	April 15	RR 133 near Hwy 631 9:57 am	Veg
Electrical Hazard	April 15	Hwy 857 Twp 540 Power line down and arcing 4:59pm	Veg
Fire	April 15	Grass Fire RR 90 Near Hwy 631 12:47pm	Mannville/Innisfree
Fire	April 22	Grass Fire RR 102 just North of Minburn 8:32 pm	Mannville/Innisfree
Fire	April 23	Hwy 16 RR 115 Vehicle Fire	Innisfree
Fire	April 25	Twp 534 near Hwy 857. 12:27am Vegreville Fire dispatch had some issues. East Central 911 dispatched Innisfree to cover as Veg dispatch refused call initially. Innisfree stood down while on route. After I spoke with Veg fire dispatch.	Innisfree/Veg
Medical	April 29	Village Medical Chest pain difficulty breathing and cold sweats 10D04. 4:35am FD arrived 19 minutes and 4 seconds before EMS	Innisfree
Fire	May 1	Structure Fire Twp 530 RR 155 4:38am.	Vegreville/Innisfree

Medical	May 1	Village Medical Chest Pain with history of heart attack 10D05 Call came in at 3:40 pm Fire dispatched at 3:51 Fire arrived 3 minutes and 15 seconds before EMS	Mannville
Fire	May 2	Structure Fire Hwy 870 near Hwy 631 05:28am	Inn/Mann/Veg
Medical	May 3	Village Medical 10D04 Chest Pain difficulty breathing. FD arrived 12 minutes and 15 seconds before EMS	Vegreville/Innisfree
Medical	May 9	County Medical 8:08am Unconscious patient barely breathing. FD arrived 2 minutes 32 seconds before EMS	Innisfree
Fire	May 11	3 house structure fire in Mannville 3:59 pm	Mannville/Innisfree
Fire	May 12	Hwy 16A RR 94 Vehicle Fire 11:49am	Mannville

- Total Fire Responses:
 - Mannville - 9
 - Innisfree - 11
 - Vegreville - 7
- Currently issuing fire permits till May 30th
- Assisted MMI-FCSS with "It Can't Happen to Me" presentation. May 8th.
- FT Position was advertised received 35 applicants, moving to interview process.
- Firehall renos have begun @ Innisfree firehall.
- Working with insurance fire investigator on May 2 structure fire.
- Contracted Firestorm to complete fire investigation for 3 house structure fire in Mannville.
- Working on tender and design of unit 910 replacement with fire truck manufacturer.

Emergency Management Update:

ICS 300 training in Tofield for myself and another staff member.

OH&S Update:

- Summer staff orientations are complete.

RCMP Liaison:

- Discussed RCMP attendance at fire calls within the area.



ADMINISTRATION REPORTS

Name: _____ **Department:** _____

Reviewed by:

For Presentation at: _____ **Council Meeting**

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

Department Updates:

Department Updates Cont'd.:

Attachments:



County of Minburn No. 27
2023 Statement of Financial Position
As At April 30, 2024

FINANCIAL ASSETS	Apr/2024	Mar/2024	Dec/2023
Cash & Temporary Investments	15,994,225	16,204,124	22,912,309
Receivables			
Taxes & Grants in Place of Taxes Receivable	239,816	283,442	329,578
Due From Governments	245,189	231,838	336,862
Trade & Other Receivables	453,157	1,121,276	1,294,260
Long Term Receivables	340,059	354,573	514,159
Land Held for Resale	169,407	169,407	169,407
Total Financial Assets:	\$ 17,441,853	\$ 18,364,660	\$ 25,556,576
LIABILITIES	Apr/2024	Mar/2024	Dec/2023
Accounts Payable & Accrued Liabilities	10,522,512	10,521,980	13,645,998
Asset Retirement Obligation	3,211,917	3,211,917	3,211,917
Deposit Liabilities	-	-	-
Deferred Revenue	135,707	135,707	90,250
Employee Benefit Obligations	- 75,879	- 69,253	204,678
Total Liabilities:	\$ 13,794,257	\$ 13,800,351	\$ 17,152,844
Net Financial Assets:	\$ 3,647,596	\$ 4,564,309	\$ 8,403,732
NON-FINANCIAL ASSETS	Apr/2024	Mar/2024	Dec/2023
Tangible Capital Assets	34,398,308	34,398,308	34,398,308
Inventory for Consumption	22,488,659	22,488,659	22,405,825
Prepaid Expenses	2,347	1,122	277,705
Total Non-Financial Assets:	\$ 56,889,315	\$ 56,888,089	\$ 57,081,838
ACCUMULATED SURPLUS:	\$ 60,536,911	\$ 61,452,398	\$ 65,485,570
Difference:	-\$ 4,948,659	-\$ 4,033,172	



County of Minburn No. 27
2024 Revenue & Expenditure Report
For Month Ending April 30, 2024

REVENUE	2024 Current Month	2024 Year-To-Date	2024 Budget	% of Budget Used	Same Period Last Year
Net Municipal Taxes	-	619,570	18,099,043	-3.4%	-4.9%
User Fees & Sale of Goods	36,879	71,283	283,300	25.2%	26.2%
Government Transfers	45,840	55,430	4,309,847	1.3%	2.3%
Investment Income	15,603	103,648	529,500	-19.6%	-21.0%
Penalties & Costs on Taxes	618	74,135	122,000	60.8%	44.6%
Gain on Disposal of Tangible Assets	-	510,500	29,400	1736.4%	60.6%
Other	23,171	132,189	869,625	15.2%	30.9%
Totals:	\$ 122,112	\$ 120,319	\$ 24,242,715	0.5%	-2.3%

EXPENDITURES	2024 Current Month	2024 Year-To-Date	2024 Budget	% of Budget Used	Same Period Last Year
Administrative & Legislative	211,014	843,794	5,764,789	14.6%	28.8%
Fire Protection & Safety Services	35,690	269,508	1,407,762	19.1%	18.3%
Emergency Dispatch Services	-	14,178	11,000	128.9%	82.4%
Policing Services	229,995	229,995	245,569	93.7%	68.9%
Bylaw Enforcement, Health & Safety	2,032	12,823	38,350	33.4%	7.9%
Roads, Streets, Walks, Lights	409,513	3,171,186	16,732,643	19.0%	23.3%
Water Supply & Distribution	42,470	66,455	329,316	20.2%	11.2%
Wastewater Treatment & Disposal	3,995	14,130	83,761	16.9%	11.7%
Waste Management	14,353	126,785	369,032	34.4%	20.0%
Family & Community Support Services	42,102	84,204	168,409	50.0%	49.8%
Cemeteries	-	961	9,034	10.6%	0.0%
Planning & Economic Services	31,814	124,797	447,386	27.9%	14.8%
Agricultural Services Board	15,599	70,177	619,148	11.3%	11.2%
Recreation & Library Services	60	39,987	836,575	4.8%	5.3%
Totals:	\$ 1,038,637	\$ 5,068,978	\$ 27,062,774	18.7%	23.0%

Difference:

-\$ 4,948,659

COUNTY OF MINBURN NO. 27
2024 Monthly Progress Report - At April 30, 2024

Decision Papers - Operating								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Staff Remuneration / Compensation						\$ 217,000	N/A	Implemented January 1/2024 - Ongoing costs
Admin Bldg. Mechanical & Electrical Study						\$ 52,500	\$ -	
Financial ERP System Replacement						\$ 200,000	\$ -	
Surfaced Road & Fac. Reserve Allocations						\$ 225,000	\$ -	
Fire Reserve Transfer - Annual Increase						\$ 50,000	\$ -	
Arch GIS Software						\$ 12,010	\$ 12,010	Purchased and in use
Developer's Package						\$ 10,000	\$ -	Received SCOP Program funding approval for \$90k; County portion is \$10k
Wapasu Lake Campground Upgrades						\$ 23,000	\$ -	Reduced due to lack of grant funding
Asphalt Maintenance - Crack Sealing						\$ 37,200	\$ -	Tender awarded to Marshall Lines
Unit #528 Excavator - Undercarriage Rpr						\$ 24,814	\$ 32.72	Work complete; waiting on invoices
Land Use Bylaw Review (Carry Over)						\$ 16,175	\$ 6,813	June 17 public hearing; planned to be adopted at June 17 Council meeting
Decision Papers - Capital								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Council Chambers Rehabilitation						\$ 30,000	\$ 7,483	Council Chambers has had electrical work & has been painted
Admin Bldg. Front Entry Rehabilitation						\$ 78,000	\$ 380	Work has begun???
New Fire Truck - Unit #910 Replacement						\$ 275,000	\$ -	
Innisfree Fire Station Cold Storage Upgrade						\$ 115,000	\$ -	Tender awarded to Fullswing Construction
AB First Responder Radio Comm. System						\$ 143,000	\$ 160,206	Tender awrded to LH3 Harris via West Can ACS
2024 CAT 160M Motor Grader						\$ 655,000	\$ 649,000	Equipment received and in use
Unit #518 Motor Scraper - Refurbishment						\$ 183,000	\$ -	Refurbishment planned for fall 2024
2024 Fleet Truck Replacements (2)						\$ 150,000	\$ 68,161	Tender awarded to Vegreville Ford & Maddigan Chrysler; received Dodge 3500
2024 Excavator & Mulching Head						\$ 452,000	\$ 452,995	Equipment received and in use
Lavoy Water Reservoir Generator Unit						\$ 60,500	\$ -	Will have quotations in May 2024
BF75589 Bridge Work / Engineering						\$ 646,000	\$ 35,505	Engineering being completed by MPA
Veg Road to GrainsConnect Paving						\$ 2,657,300	\$ -	Submitted application; awaiting STIP funding annoucement
TWP 524 Aggregate Seal Coat						\$ 276,000	\$ -	Tender awarded to Ant Construction Ltd.
Road Maintenance Activities								
Road Projects	20%	40%	60%	80%	100%	Comments		
Road Construction						Land agreements being worked on		
Gravel Haul Program						Tentative start date May 15		
Oiling Projects						Projects planned; patching in May and June; oiling beginning in July		
Dust Controls						Applications closed & program started		
Roadside Mowing						Tender awarded to A&R Contracting for 3 years		
Roadside Brushing						Spring program finished. Program to continue in fall 2024		

RECEIVED

MAR 26 2024

COUNTY OF MINBURN NO. 27

Vegreville Seed Cleaning Plant

Box 1872
Vegreville, AB
T9C 1T1

March 6, 2024

County of Minburn Councilors and County Manager
4909 - 50 Street
Vegreville, AB
T9C 1R6

Dear County Councilors and County Manager:

RE: 2024 Municipal Tax Mill Rate

On behalf of the Vegreville Seed Cleaning Plant, we would like the Council to consider cancellation of the 2024 Municipal Tax Portion of the Seed Plant's tax assessment.

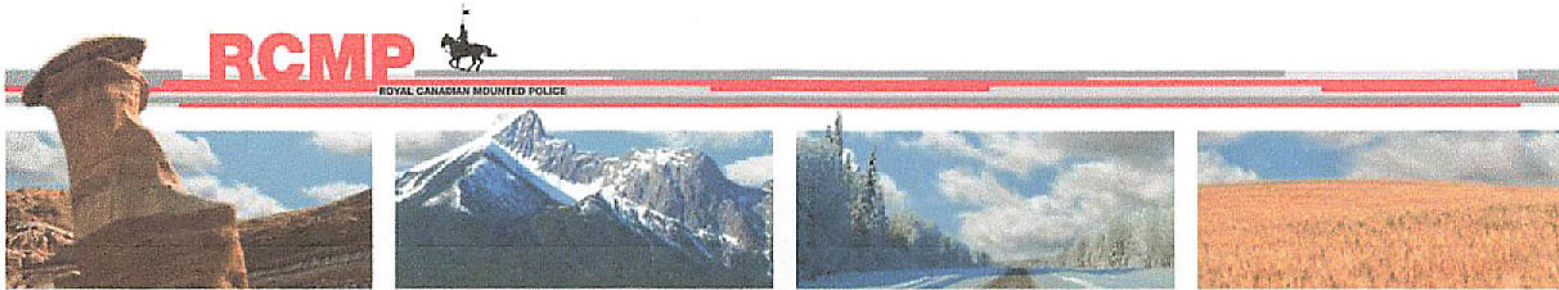
We appreciate the previous year's forgiveness, and we hope that Council is able to accommodate this year's request.

Yours sincerely,



Bernie Klammer
President
Vegreville Seed Cleaning Plant

anm



May 2nd, 2024

Pat Podoborozny
CAO Minburn County
Vegreville, Alberta

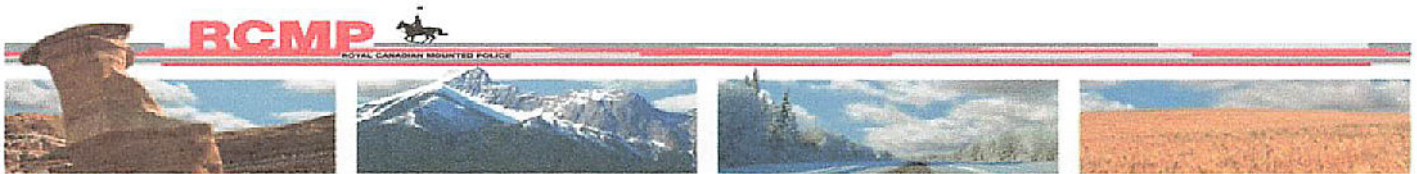
Dear Mrs. Podoborozny,

Please find the quarterly Community Policing Report attached that covers the January 1st to March 31st, 2024 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Vegreville.

I would also like to introduce you to Deputy Commissioner Rob Hill, the new Commanding Officer of the Alberta RCMP. Deputy Commissioner Hill has had a diverse and wide-ranging RCMP career, spanning from the Prairies to the Arctic, with positions along the way that have included Drugs Section in Winnipeg and as the former Detachment Commander of Stony Plain (now amalgamated in to Parkland). With public safety as the beacon guiding our operations, Deputy Commissioner Hill is focussed on community engagement; Reconciliation; employee wellness; and recruiting new police officers and retention. Deputy Commissioner Hill is proud to lead your Alberta RCMP and looks forward to meeting you in the future.

Your ongoing engagement and the feedback you provide guides our Detachment team, and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Staff Sergeant Colin Folk
NCO/i/c
Vegreville



RCMP Provincial Policing Report

Detachment Information

Name of Detachment

Vegreville

Name of Detachment Commander

S/Sgt. Colin Folk

Quarter

Q4

Date of Report (yyyy-mm-dd)

2024-05-02

FTE Utilization Plan

2023/24

Select Type of Policing Report

☐ Municipal Policing Report Under

☐ Municipal Policing Report Over

☒ PPSA

☐ Coaldale

Community Consultations

Consultation No. 1

Date (yyyy-mm-dd)

2024-01-28

Meeting Type

Community Connection

Topics Discussed (this field expands)

Crime Reduction Initiatives, Youth, Diversity

Notes /Comments (this field expands)

Members attended a youth Vegreville Wranglers.

Consultation No. 2

Date (yyyy-mm-dd)

2024-02-02

Meeting Type

Community Connection

Topics Discussed (this field expands)

Youth, Education Session, Crime Reduction Initiatives

Notes /Comments (this field expands)

Member attended St. Marys High School and met with the school kids, casual conversations while helping serve lunch prepared by the Parent association.

Consultation No. 3

Date (yyyy-mm-dd)

2024-02-03

Meeting Type

Community Connection

Topics Discussed (this field expands)

Youth, Education Session, Crime Reduction Initiatives

Notes /Comments (this field expands)

Members attended basketball tournament held by both Vegreville high schools. Members attended through out the day speaking with students and parents about basketball and things occurring in the community and what we and public can do to help one another out.

Consultation No. 4

Date (yyyy-mm-dd)

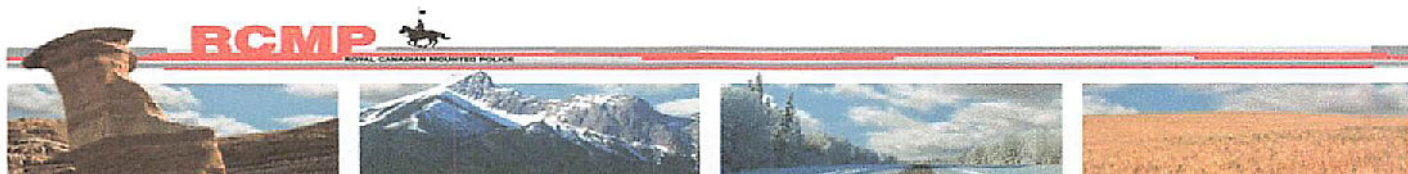
2024-03-07

Meeting Type

Town Hall

Topics Discussed (this field expands)

Annual Planning, Property Crime, Crime Reduction Initiatives



Notes /Comments (this field expands)

Held a town hall meeting with members of the community and county. Property crime and next years APP plan discussed.



Community Priorities

Priority No. 1

Priority (this field expands)

Crime Reduction - Property Crime & Drug Trafficking

Current Status and Results (this field expands)

During this year the detachment has exceeded its goals of conducting 360 offender management checks. These have proven very beneficial to the community and have directly resulted in relocating some of our prolific offenders and making it very clear that we are monitoring them closely. The detachment members actions on this has also resulted in many breach charges that have resulted in prolific offenders being remanded.

Priority No. 2

Priority (this field expands)

Traffic - Impaired Driving & Distracted Driving

Current Status and Results (this field expands)

Members at Vegreville detachment stepped up for the last quarter and issued 156 traffic tickets. Members have continued to make daily patrols of school zones and other traffic enforcement activities. Although not meeting our annual goal for this initiative, resource shortages have impacted all areas of proactive policing this year.

Priority No. 3

Priority (this field expands)

Police / Community Relations - Police Visibility

Current Status and Results (this field expands)

This year the detachment fell well short of reaching it's annual goal for community and school involvement. This year has been extremely challenging as far as resources and has left not much more than bare bones resources for reactive policing. Thus, members have not spent as much time in the community as we would have liked to. With that said, school zone patrols have been done 5 days a week between 08:00-08:45 and 03:00-03:30 daily- 5 days a week. this has been noticed by the community.



Crime Statistics¹

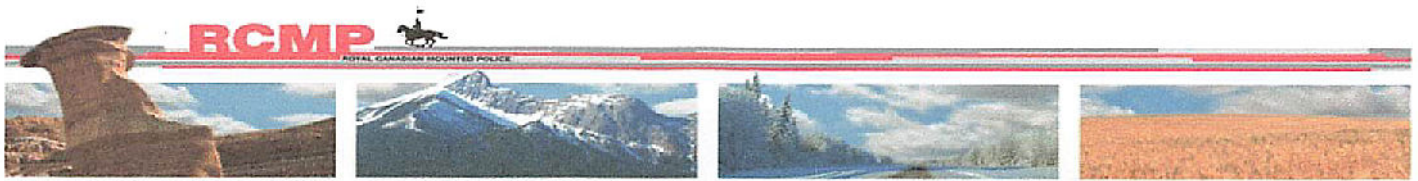
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	January - March			January - December		
	2023	2024	% Change Year-over-Year	2022	2023	% Change Year-over-Year
Persons Crime	10	12	20.00%	63	69	10.00%
Property Crime	27	48	78.00%	243	195	-20.00%
Other Criminal Code	8	8	0.00%	56	32	-43.00%
Total Criminal Code	45	68	51.00%	362	296	-18.00%
Drugs Offences	0	0		13	3	-77.00%
Other Federal Acts	2	0	-100.00%	21	7	-67.00%
Other Provincial Acts	37	32	-14.00%	189	181	-4.00%
Municipal By-Laws	1	3	200.00%	8	14	75.00%
Motor Vehicle Collisions	23	29	26.00%	216	124	-43.00%
Provincial Code Traffic	129	110	-15.00%	905	633	-30.00%
Other Traffic	0	0		2	0	-100.00%
Criminal Code Traffic	2	1	-50.00%	25	17	-32.00%
Total Traffic Offences	131	111	-15.00%	932	650	-30.00%

¹Data extracted from a live database (PROS) and is subject to change over time.

Trend / Points of Interest (this field expands)

At the fourth quarter of the community report, the Vegreville RCMP has seen a dramatic increase in property crimes in the rural area. Although not specific to the Vegreville detachment area, this increase of 78% has resulted in a dramatically increased need for resources in the rural area. Based on these statistics, the Vegreville RCMP has implemented a proactive plan incorporated into the 2024 Annual Performance Plan including proactive rural patrols and focus on the prolific property crime offenders. The Vegreville detachment struggled during this reporting period with staffing resources shortages, combined with larger amounts of calls for service resulting in additional pressure on the limited resources available. The Vegreville detachment has taken proactive steps in rectifying these resource shortages and hopes to have additional resources in place soon.



Provincial Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	4	4	0	0
Detachment Support	1	2	0	0

2. Data extracted on March 31, 2024 and is subject to change.

3. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

4. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments (this field expands)

Police Officer: Of the four established positions, four officers are currently working. There is no hard vacancy at this time.

Detachment Support: Of the one established position, two resources are currently working. There is one resource that is Surplus to Establishment. There is no hard vacancy at this time.



Vegreville Provincial Detachment Crime Statistics (Actual) January to December: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		0	3	0	0	0	N/A	N/A	-0.3
Sexual Assaults		3	5	1	2	3	0%	50%	-0.3
Other Sexual Offences		0	3	2	1	1	N/A	0%	0.0
Assault		34	43	28	38	53	56%	39%	3.3
Kidnapping/Hostage/Abduction		2	1	0	0	1	-50%	N/A	-0.3
Extortion		0	0	1	2	1	N/A	-50%	0.4
Criminal Harassment		6	11	11	4	3	-50%	-25%	-1.3
Uttering Threats		15	16	10	16	6	-60%	-63%	-1.8
TOTAL PERSONS		60	82	53	63	69	15%	10%	-0.1
Break & Enter		70	40	34	42	49	-30%	17%	-4.0
Theft of Motor Vehicle		41	33	24	29	29	-29%	0%	-2.8
Theft Over \$5,000		8	7	5	13	2	-75%	-85%	-0.6
Theft Under \$5,000		65	46	55	56	44	-32%	-21%	-3.2
Possn Stn Goods		52	51	43	33	21	-60%	-36%	-8.0
Fraud		27	34	14	21	14	-48%	-33%	-3.9
Arson		2	4	3	1	1	-50%	0%	-0.5
Mischief - Damage To Property		23	38	43	32	24	4%	-25%	-0.4
Mischief - Other		42	28	22	16	11	-74%	-31%	-7.4
TOTAL PROPERTY		330	281	243	243	195	-41%	-20%	-30.8
Offensive Weapons		8	12	4	14	5	-38%	-64%	-0.4
Disturbing the peace		5	6	5	7	3	-40%	-57%	-0.3
Fail to Comply & Breaches		32	28	44	21	15	-53%	-29%	-4.1
OTHER CRIMINAL CODE		14	16	20	14	9	-36%	-36%	-1.2
TOTAL OTHER CRIMINAL CODE		59	62	73	56	32	-46%	-43%	-6.0
TOTAL CRIMINAL CODE		449	425	369	362	296	-34%	-18%	-36.9



Vegreville Provincial Detachment Crime Statistics (Actual) January to December: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	7	8	5	3	-57%	-40%	-1.0
Drug Enforcement - Trafficking		0	3	6	8	0	N/A	-100%	0.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		7	10	14	13	3	-57%	-77%	-0.5
Cannabis Enforcement		1	1	1	0	1	0%	N/A	-0.1
Federal - General		4	1	2	8	3	-25%	-63%	0.5
TOTAL FEDERAL		12	12	17	21	7	-42%	-67%	-0.1
Liquor Act		11	10	13	9	3	-73%	-67%	-1.7
Cannabis Act		2	3	4	3	2	0%	-33%	0.0
Mental Health Act		41	91	98	79	89	117%	13%	8.4
Other Provincial Stats		50	65	94	98	87	74%	-11%	10.7
Total Provincial Stats		104	169	209	189	181	74%	-4%	17.4
Municipal By-laws Traffic		1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws		11	5	3	8	14	27%	75%	0.9
Total Municipal		12	5	3	8	14	17%	75%	0.7
Fatals		0	1	3	2	0	N/A	-100%	0.1
Injury MVC		15	10	13	10	10	-33%	0%	-1.0
Property Damage MVC (Reportable)		153	105	126	157	107	-30%	-32%	-4.0
Property Damage MVC (Non Reportable)		21	27	24	47	7	-67%	-85%	-0.8
TOTAL MVC		189	143	166	216	124	-34%	-43%	-5.7
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		1,563	1,700	1,678	905	633	-60%	-30%	-265.5
Other Traffic		17	9	4	2	0	-100%	-100%	-4.1
Criminal Code Traffic		59	59	53	25	17	-71%	-32%	-11.8
Common Police Activities									
False Alarms		22	24	18	25	15	-32%	-40%	-1.3
False/Abandoned 911 Call and 911 Act		14	9	13	8	8	-43%	0%	-1.3
Suspicious Person/Vehicle/Property		12	8	26	41	57	375%	39%	12.3
Persons Reported Missing		4	4	4	3	15	275%	400%	2.1
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		28	58	32	12	9	-68%	-25%	-8.4
Form 10 (MHA) (Reported)		0	4	0	2	2	N/A	0%	0.2



Vegreville Provincial Detachment Crime Statistics (Actual) January to March: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	1	1	N/A	0%	0.3
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	1	1	1	0	-100%	-100%	-0.2
Other Sexual Offences		2	0	1	0	2	0%	N/A	0.0
Assault		14	7	7	6	6	-57%	0%	-1.7
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	0	2	1	0	N/A	-100%	0.1
Criminal Harassment		4	3	1	1	1	-75%	0%	-0.8
Uttering Threats		1	2	5	0	2	100%	N/A	0.0
TOTAL PERSONS		23	13	17	10	12	-48%	20%	-2.5
Break & Enter		7	10	13	6	20	186%	233%	2.2
Theft of Motor Vehicle		4	3	7	4	5	25%	25%	0.3
Theft Over \$5,000		2	2	2	0	1	-50%	N/A	-0.4
Theft Under \$5,000		13	15	9	4	11	-15%	175%	-1.5
Possn Stn Goods		8	9	5	3	1	-88%	-67%	-2.0
Fraud		13	3	7	4	3	-77%	-25%	-1.9
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		7	10	5	4	4	-43%	0%	-1.2
Mischief - Other		5	5	5	2	3	-40%	50%	-0.7
TOTAL PROPERTY		59	57	53	27	48	-19%	78%	-5.2
Offensive Weapons		0	0	4	1	0	N/A	-100%	0.1
Disturbing the peace		2	2	2	1	2	0%	100%	-0.1
Fail to Comply & Breaches		1	10	2	5	3	200%	-40%	-0.1
OTHER CRIMINAL CODE		3	10	4	1	3	0%	200%	-0.9
TOTAL OTHER CRIMINAL CODE		6	22	12	8	8	33%	0%	-1.0
TOTAL CRIMINAL CODE		88	92	82	45	68	-23%	51%	-8.7



Vegreville Provincial Detachment Crime Statistics (Actual) January to March: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	4	1	0	0	-100%	N/A	-0.6
Drug Enforcement - Trafficking		0	0	2	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	4	3	0	0	-100%	N/A	-0.6
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		0	0	2	2	0	N/A	-100%	0.2
TOTAL FEDERAL		1	5	5	2	0	-100%	-100%	-0.5
Liquor Act		0	2	2	0	0	N/A	N/A	-0.2
Cannabis Act		0	1	0	0	1	N/A	N/A	0.1
Mental Health Act		10	23	13	25	13	30%	-48%	0.8
Other Provincial Stats		10	18	13	12	18	80%	50%	1.0
Total Provincial Stats		20	44	28	37	32	60%	-14%	1.7
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	0	1	1	3	200%	200%	0.5
Total Municipal		1	0	1	1	3	200%	200%	0.5
Fatals		0	1	1	0	0	N/A	N/A	-0.1
Injury MVC		2	3	6	0	1	-50%	N/A	-0.5
Property Damage MVC (Reportable)		18	23	42	22	22	22%	0%	0.7
Property Damage MVC (Non Reportable)		9	7	24	1	6	-33%	500%	-1.2
TOTAL MVC		29	34	73	23	29	0%	26%	-1.1
Roadside Suspension - Alcohol (Prov)		0	3	2	1	1	N/A	0%	0.0
Roadside Suspension - Drugs (Prov)		0	1	0	0	0	N/A	N/A	-0.1
Total Provincial Traffic		374	475	238	129	110	-71%	-15%	-87.4
Other Traffic		1	2	0	0	0	-100%	N/A	-0.4
Criminal Code Traffic		8	15	7	2	1	-88%	-50%	-2.7
Common Police Activities									
False Alarms		9	4	4	3	1	-89%	-67%	-1.7
False/Abandoned 911 Call and 911 Act		1	2	2	0	8	700%	N/A	1.2
Suspicious Person/Vehicle/Property		4	2	2	10	10	150%	0%	2.0
Persons Reported Missing		1	1	0	0	3	200%	N/A	0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		7	8	3	2	5	-29%	150%	-1.0
Form 10 (MHA) (Reported)		1	0	0	0	0	-100%	N/A	-0.2



Vegreville Provincial Detachment

Crime Statistics (Actual)

March: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	1	1	0	0	-100%	N/A	-0.3
Other Sexual Offences		2	0	0	0	0	-100%	N/A	-0.4
Assault		2	3	5	1	1	-50%	0%	-0.4
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	1	1	1	0	-100%	-100%	-0.4
Uttering Threats		1	1	3	0	0	-100%	N/A	-0.3
TOTAL PERSONS		8	6	10	2	1	-88%	-50%	-1.8
Break & Enter		0	6	6	2	8	N/A	300%	1.2
Theft of Motor Vehicle		3	0	2	1	0	-100%	-100%	-0.5
Theft Over \$5,000		1	1	0	0	1	0%	N/A	-0.1
Theft Under \$5,000		4	12	4	1	1	-75%	0%	-1.7
Possn Stn Goods		2	1	1	0	0	-100%	N/A	-0.5
Fraud		1	3	2	1	0	-100%	-100%	-0.4
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		3	6	4	1	1	-67%	0%	-0.9
Mischief - Other		2	3	0	0	2	0%	N/A	-0.3
TOTAL PROPERTY		16	32	19	6	13	-19%	117%	-3.2
Offensive Weapons		0	0	0	0	0	N/A	N/A	0.0
Disturbing the peace		2	0	1	0	0	-100%	N/A	-0.4
Fail to Comply & Breaches		0	1	0	2	2	N/A	0%	0.5
OTHER CRIMINAL CODE		2	1	1	0	1	-50%	N/A	-0.3
TOTAL OTHER CRIMINAL CODE		4	2	2	2	3	-25%	50%	-0.2
TOTAL CRIMINAL CODE		28	40	31	10	17	-39%	70%	-5.2



Vegreville Provincial Detachment

Crime Statistics (Actual)

March: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	0	0	N/A	N/A	0.0
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	0	N/A	N/A	0.0
TOTAL FEDERAL		0	0	0	0	0	N/A	N/A	0.0
Liquor Act		0	1	1	0	0	N/A	N/A	-0.1
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		4	4	3	4	2	-50%	-50%	-0.4
Other Provincial Stats		3	8	6	2	8	167%	300%	0.4
Total Provincial Stats		7	13	10	6	10	43%	67%	-0.1
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	0	0	1	N/A	N/A	0.2
Total Municipal		0	0	0	0	1	N/A	N/A	0.2
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	2	0	0	-100%	N/A	-0.2
Property Damage MVC (Reportable)		2	8	15	5	6	200%	20%	0.5
Property Damage MVC (Non Reportable)		5	3	11	0	3	-40%	N/A	-0.7
TOTAL MVC		8	11	28	5	9	13%	80%	-0.4
Roadside Suspension - Alcohol (Prov)		0	1	0	0	1	N/A	N/A	0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		104	189	86	38	43	-59%	13%	-27.3
Other Traffic		0	1	0	0	0	N/A	N/A	-0.1
Criminal Code Traffic		0	4	0	1	0	N/A	-100%	-0.3
Common Police Activities									
False Alarms		3	2	2	0	0	-100%	N/A	-0.8
False/Abandoned 911 Call and 911 Act		1	1	1	0	4	300%	N/A	0.5
Suspicious Person/Vehicle/Property		0	1	1	3	6	N/A	100%	1.4
Persons Reported Missing		0	1	0	0	0	N/A	N/A	-0.1
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		4	4	2	0	0	-100%	N/A	-1.2
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



RECEIVED

MAY 02 2024

COUNTY OF MINBURN NO. 27

DEAR VALUED SUPPORTER:

Thank you for your pledge to the MILITARY SERVICE RECOGNITION BOOK, a project of The Royal Canadian Legion, Alberta-NWT Command.

This annual publication helps identify and recognize our Veterans in Alberta and the Northwest Territories who served our country. As Keepers of Remembrance, The Royal Canadian Legion strives to perpetuate the sacrifices that our Veterans and their families made for our freedom. The Military Service Recognition book will serve as a reminder, for generations to come, of the contributions our Veterans made to the creation of our nation and the continuance of Canada as a protector of freedom.

The Royal Canadian Legion has been active in communities across the country for over 90 years. By supporting our Veterans and their families, the Legion has made a significant difference in the lives of many.

Every day, the Legion makes a difference, whether it is providing emergency funds for food, shelter or clothing to a Veteran, to funding groundbreaking research in mental and physical health. In addition, through the annual Poster and Literary contest, the Legion provides opportunities for our youth to showcase their writing and artistic talents.

The Alberta-NWT Command Service Officers focus on supports to our Veterans by advocating on their behalf and preparing disability and pension claims through Veterans Affairs Canada. Annually, over 900 Veterans in the Alberta-NWT Command, benefit from the expertise provided by our professional Service Officers.

As a stalwart in many communities across Alberta and the Northwest Territories, The Royal Canadian Legion will continue to change lives every day.

Thank you for your support in helping to improve the lives of our Veterans and their families and making our communities greater.

Sincerely,

Rosalind LaRose
President
Alberta-NWT Command

Vegreville Office
5253-46 Ave
Vegreville, AB
T9C 1P9
780-632-6211



Mannville Office
5032-49 St.
Mannville, AB
T0B 2W0

April 29, 2024

Re: Homestead Lodge Expansion/Renovation Project – One-time municipal equity contribution

Dear MD of Minburn Foundation stakeholders,

At their April 19, 2024 Board Meeting, MD of Minburn Foundation Board members confirmed their decision to proceed with Option 1 as per Municipal Partner Presentation November 29, 2023 by consultant Derek Weiss. The one-time municipal equity contribution of \$4,700,000 will be calculated for each municipality based on the current Provincial Equalized Assessment Report.

The Homestead Lodge Expansion/Renovation project will be submitted to the province for AHPP funding (Affordable Housing Partnership Program) in September 2024 and will proceed should the Foundation be successful in their submission.

Communication advising of the status of AHPP funding application will be forwarded to municipalities to assist in their budgeting process.

Please feel free to contact myself should you have questions or comments relating to this project. Thank you,

Regards,

Marielle Brodziak
Executive Director

Cc Board Members – MD of Minburn Foundation
Cc Patricia Podoborozny - County of Minburn No. 27
Cc Sandra Ling - Town of Vegreville
Cc Jennifer Hodel – Village of Mannville
Cc Kayla Paranych – Village of Innisfree

Municipal Equity Assessment

Project Resources

Project Resources	
CMHC Loan	10 year fixed
CMHC Loan 'forgivable'	\$50,000 per unit*
Provincial Contribution 'AHPP'	1/3 contribution**
Municipal Equity	(self financed portion)
ROM Budget	

Based on:
 50-year amortization
 4.5% interest test rate (current indicative rate 3.5%)
 DCR of 1.1

*estimated based on meeting various conditions

**of eligible costs

Option 1 Meet AHPP equity requirement
\$ 13,200,000
\$ 3,300,000
\$ 10,000,000
\$ 4,700,000
\$ 31,200,000

Annual Requisitions:

\$ 650,000

Option 2 Annual requisitions remain constant
\$ 10,800,000
\$ 3,300,000
\$ 10,000,000
\$ 7,100,000
\$ 31,200,000

Annual Requisitions:

\$ 500,000

Municipal Requisitions

Equalized Assessment – For Capital and Future Operations

Project Capital		Option 1 One time Assessment for capital	Option 2 One time Assessment for capital
County of Minburn	54.0 %	\$ 2,538,000	\$ 3,834,000
Village of Innisfree	0.8 %	\$ 37,600	\$ 56,800
Village of Mannville	3.2 %	\$ 150,400	\$ 227,200
Town of Vegreville	42.0 %	\$ 1,974,000	\$ 2,982,000
ROM Budget		\$ 4,700,000	\$ 7,100,000

Operations: What is the ratepayer difference between \$500,000 and \$650,000?

\$100,000 property assessment value = +\$9 municipal tax (residential average)

**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
2265	2023-149	19-Jun-23	Review Code of Conduct Bylaw No. 1280-19.	50%	Pat		Draft of new bylaw is being prepared and will be presented to Council in early 2024.
2327	2024-W029	10-Apr-24	Present Elected Officials Business Expense Policy No. CC 3013-01 at the June 12, 2024 Committee of the Whole meeting.		Pat		
2328	2024-070	15-Apr-24	2024 Property Tax Bylaw approved. Prepare 2024 property tax and assessment notices and insert for mailing.		Dwight		2024 property tax and assessment notices will be printed May 21 and mailed May 31.
2329	2024-087	15-Apr-24	Green Light Bylaw approved. Implement flashing green light procedure for firefighters to use in their vehicles when responding to fire or other emergency.	50%	Mike		Awaiting on Villages to see if they are implementing a green light bylaw. Will develop procedure on use and then order green lights and place into service.
2330	2024-091	15-Apr-24	Proceed with hiring a full-time emergency responder for a one-year term.	80%	Mike		Conducted interviews on May 15.
2331	2024-092	15-Apr-24	Send letter to County businesses introducing the Crossroads Economic Development Alliance along with a Business Retention and Expansion Survey	100%	Davin	29-Apr-24	Mailed and emailed letter to all County of Minburn businesses listed on the business directory.
2332	2024-094	15-Apr-24	Write letter to Friends of A.L. Horton School Society advising them of Council's decision to deny funding or in-kind contribution towards the construction of new playground equipment.	100%	Pat	17-Apr-24	Letter written and sent to Friends of A.L. Horton School.
2333	2024-094	15-Apr-24	Write letter to Two Hill's School advising them of Council's decision to deny funding to assist with their climate change upgrade plan.	100%	Pat	17-Apr-24	Letter written and sent to Two Hills School.