

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, November 20th, 2012 commencing at 9:00 a.m.

Present: Councillors Oscar Buck, Phil Valleau, Bruce Cummins, Shelly Andersen, Myron Zajic and Ted Wilkinson Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Kelly Clemmer (9:15 a.m. to the end).

Absent: Reeve Bob Barss due to another commitment.

CALL TO ORDER

The Deputy Reeve called the meeting to order at 9:00 a.m.

Deputy Reeve Wilkinson in the Chair.

This is the official record for the proceedings.

486.12 Moved by Clr. Cummins that the agenda be adopted as presented.
CARRIED

487.12 Moved by Clr. Zajic that the following items be added and deleted to the agenda:

Delete:

Recreation & Community Services

c. CIIF Grant Funding for Exterior Renovations at Clubhouse

Add:

Administration & Taxation

o. Declaration of Support for 24 hour border crossing

CARRIED UNANIMOUSLY

488.12 Moved by Clr. Zajic that the minutes of the Organizational Meeting held October 16th, 2012 and the Council Meeting held October 16th, 2012 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt, attended the meeting from 9:05 a.m. to 9:15 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

489.12 Moved by Clr. Cummins that the Agricultural Fieldman's report be accepted as presented. CARRIED

490.12 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to release the 2012 Urban Weed Grant for the Town of Wainwright in the amount of \$4,000.00 if all criteria is met. CARRIED

A copy of a letter from the City of Medicine Hat expressing their appreciation for the pest control support was received and distributed to Council.

Public Works

The Director of Public Works, Shannon LaHaye and The Director of Transportation, Mark Greibrok, attended the meeting from 9:15 a.m. to 9:50 a.m. and reported on the activities of their department for the past month.

- 491.12 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Director of Transportation's report as presented. CARRIED
- 492.12 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 approve the Director of Public Work's report as presented. CARRIED
- 493.12 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to proceed with the tender for the 2013 Paving of Jarrow and Salteau Roads. CARRIED
- 494.12 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to send a Construction Completion Certificate letter to M. Pidherney's Trucking Ltd. for Contract No. 111-25416-00 (Thunder Alley/Sparks Road). CARRIED
- A letter was received from Transport of Canada, Ralph Dooley with regard to the CN Crossing Mile 164.79 safety concerns.
- 495.12 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to address the safety concern identified by Transport Canada on CN Crossing Mile 164.79 and furthermore that we support the proposed upgrades conditional to cost estimates provided by CN Rail. CARRIED
- A letter was received from Transport of Canada, Ralph Dooley with regard to the CN Crossing Mile 145.14 safety concerns.
- 496.12 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to address the safety concern identified by Transport Canada on CN Crossing Mile 145.14 and furthermore that we support the proposed upgrades conditional to cost estimates provided by CN Rail. CARRIED
- A copy of a Draft Engineering Services Agreement was presented to Council for information and to be further discussed at a later meeting.
- 497.12 Moved by Clr. Buck that the Municipal District of Wainwright No.61 be authorized to send a Final Acceptance Certificate letter to Nu Edge Construction Limited for Contract No. 4006034-2 (Fabyan Lagoon Upgrade). CARRIED

Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:35 a.m. to 9:50 a.m. and reported on the activities of his department for the past month.

- 498.12 Moved by Clr. Buck that the Safety & Utilities Manager's report be accepted as presented. CARRIED

Recreation & Community Services

A memo was distributed to Council with regards to the Vehicle Audit Requirements on the 1994 Ford Handi-Van (Bus).

- 499.12 Moved by Clr. Buck that the Municipal District of Wainwright N. 61 be authorized to sell the 1994 Ford Handi-Van (Bus) with the first option to purchase the van going to the Wainwright Health Unit Recreation Department as they are the current operators for the Van. CARRIED

The following FCS Building RFP Results were received and distributed to Council:

Contractor	Price (GST excluded)
Kellerdenali Construction	\$125,000
Option: Optimal Prefinished Drywall – Supplied & Installed	\$10,000
Option: Spray-in Insulation – Supplied & Installed	\$5,000
Option: Resinous Floor – Material & Installation	\$40,000
Stonhard – only floors of the Basement & Washroom Reno	\$25,151

500.12 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to hire Kellerdenali Construction in the amount of \$125,000 for the FCS Basement Renovations Project. CARRIED

Finance

The Municipal Accountant, Mary Nelson, attended the meeting from 9:50 a.m. to 10:30 a.m. and reported to Council on the finances for the past month.

501.12 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$3,022,204.88 covered by debit memos 1829 to 1943 and cheques numbered 66130-66271 be approved and paid and furthermore that payroll payments as per the attached list totaling \$401979.22 covered by EFT's numbered 900021861-900022045 be ratified. CARRIED

502.12 Moved by Clr. Zajic that the financial statement of receipts and disbursements for the month ending October 31st, 2012 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of October 31st, 2012 was received and distributed to Council.

Administration & Taxation

A copy of the monthly status report was received and distributed to Council.

A copy of a letter from Donald L. Isaman Professional Corporation was received and distributed to Council outlining audit costs for the next two years.

503.12 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 appoint Donald L. Isaman Professional Corporation as their auditors for 2012 for a cost of \$20,085 and 2013 for a cost of \$20,690 with the municipality drafting the financial statements and preparing the Financial Information Return. CARRIED

A copy of the new release of the new penalties for health, safety and trade violations from the Alberta Government was received and distributed to Council.

A copy of a letter from the Minister of Alberta Agriculture and Rural Development was received confirming grant funding under the Final Mile Rural Community Program of \$159,000 to support Internet for Unserviced Areas project.

- 504.12 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to execute the Final Mile Rural Community Program Grant Agreement for the Internet for Unserviced Areas project. CARRIED
- A copy of a letter from the Minister of Western Economic Diversification was received and distributed to Council offering financial assistance under the Community Infrastructure Improvement Fund Program (CIIF).
- 505.12 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to execute the Community Infrastructure Improvement Fund Program (CIIF) agreement for the FCS Building Renovations Project. CARRIED
- 506.12 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be closed December 24th, 25th, 26 and 31st during the Christmas Holidays and January 1st ; and furthermore, the Municipal District of Wainwright No. 61 Administration Office staff to work with a skeleton crew on December 31st and shall receive a day in lieu of their choice. CARRIED
- A copy of a letter from the Buffalo Park Foundation Chair was received and distributed to Council requesting early payment of \$42,500 to meet their mortgage payment of December 1st, 2012.
- A memo from Administration was received and distributed to Council advising that the Buffalo Park Foundation's payment of \$42,500 was made January 2012 and the next payment of \$42,500 has been budget for 2013.
- Public Hearing Present at the Hearing were Oscar Buck, Shelly Andersen, Bruce Cummins, Phil Valleau, Myron Zajic, Ted Wilkinson, Kelly Buchinski, Bonnie Milton and Jim Klasson.
- Bylaw No. 1532 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1518, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of SW 15-46-6 W4M from Agricultural District to Country Residential District.
- Deputy Reeve Wilkinson called the meeting to order at 10:30 a.m.
- Deputy Reeve Wilkinson asked if there were any written submissions. There were none.
- Deputy Reeve Wilkinson asked if there were any oral submissions. There were none.
- Bylaw No. 1533 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of SE 15-46-6 W4M from Agricultural District to Country Residential District.
- Deputy Reeve Wilkinson asked if there were any written submissions. There were none.
- Deputy Reeve Wilkinson asked if there were any oral submissions. There were none.
- 507.12 Moved by Clr. Buck that the hearing be adjourned at 10:32 a.m. CARRIED

Allen Ford, Gordon Snyder, Ruth Iverson and Ellen Sarinas attended Council to give an update and presentation on the Buffalo Park Foundation at 10:35 a.m.

Adam Doyle and Carley Herbert attended Council to give an annual update and presentation on the Wainwright Economic Development Board at 11:00 a.m.

508.12 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to make an early payment of \$42,500 to the Buffalo Park Foundation representing their 2013 payment. CARRIED

509.12 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 nominate Raleigh Kett for the Jubilee Queen's Diamond Award. CARRIED

A copy of the AAMDC Member Bulletins, Contacts and District Highlights, were received and distributed to Council.

A memo from Secretary Lindsay Dallyn was received and distributed to Council showing the links to the Fall Convention Resolutions and the AAMDC Financial Statements along with the Ministerial Forum Toolkit handout.

510.12 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to sign the Declaration of 24 Hours Commercial Border Crossing at the Port of Wild Horse and forward it to Port-to-Plains. CARRIED

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1532 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of SW 15-46-6 W4M from Agricultural District to Country Residential District.

511.12 Moved by Clr. Cummins that Bylaw No. 1532 pass the second reading. CARRIED

512.12 Moved by Clr. Zajic that Bylaw No. 1532 pass the third and final reading. CARRIED

Bylaw No. 1533 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of SE 15-46-6 W4M from Agricultural District to Country Residential District.

513.12 Moved by Clr. Cummins that Bylaw No. 1533 pass the second reading. CARRIED

514.12 Moved by Clr. Andersen that Bylaw No. 1533 pass the third and final reading. CARRIED

Bylaw No. 1535 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of Pt. of NW 30-46-6 W4M from Agricultural District to Country Residential District.

515.12 Moved by Clr. Buck that Bylaw No. 1535 pass the first reading. CARRIED

516.12 Moved by Clr. Buck that a Public Hearing be set for December 18th, 2012 for Bylaw No. 1535 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

Development

The Development Officer, Jim Klasson, attended the meeting from 10:30 a.m. to 10:32 a.m. and 11:35 a.m. to 11:50 a.m. and reported to Council on the activities of the Development Department for the past month.

517.12 Moved by Clr. Zajic that the Development Officer's report be accepted as presented. CARRIED

A copy of the November 5th, 2012 MPC minutes were received and distributed to Council.

A copy of a letter from Canada Post was received and distributed to Council informing Council of some changes that are being implemented to the process of installing Community Mail Boxes (CMB) in new developments.

518.12 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the release of the Irrevocable Letter of Credit from the Developer of the SW 1-44-5 W4M as all road work according to the Development Agreement has been satisfactory completed. CARRIED

519.12 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the SE 6-47-8 W4M subject to a parcel size being granted. CARRIED

520.12 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the SW 3-46-10 W4M subject to an access approach being developed in the NW corner to the balance of the land and parcel size being granted. CARRIED

521.12 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to execute the Right-of-Way agreement with Phoenix Gas subject to the entry fee being \$672.00 and damages being \$112 totaling \$784.00. CARRIED

The Development Officer advised Council that MPC has declined a request from the owner of Cabin 100 to encroach on Mackenzie Drive to develop water well.

PAYSHEETS

522.12 Moved by Clr. Andersen that the paysheets be approved as presented. CARRIED

COMMITTEE REPORTS

523.12 Moved by Clr. Buck that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Waste to Energy Authority, Wainwright Ambulance, East Central E911,

Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED
Deputy Reeve Wilkinson thanked and Clr. Cummins presented Harold Gulbraa with a plaque for his time as a board member on the Agricultural Service Board.

524.12

Moved by Clr. Cummins that this meeting be adjourned. (11:59 a.m.)
CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)