

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, January 15th, 2013 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Phil Valleau, Bruce Cummins, Myron Zajic and Ted Wilkinson Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Kelly Clemmer (9:50 a.m. to the end).

Absent: Clr. Shelly Andersen due to another commitment.

CALL TO ORDER

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

Reeve Barss in the Chair.

This is the official record for the proceedings.

01.13 Moved by Clr. Zajic that the agenda be adopted as presented. CARRIED

02.13 Moved by Clr. Cummins that the following items be added to the agenda:

Public Works:

I. Road Work – Division #2

m. Engineering Service Agreement

CARRIED UNANIMOUSLY

03.13 Moved by Clr. Valleau that the minutes of the Special Meeting held December 17th, 2012 be adopted as presented. CARRIED

04.13 Moved by Clr. Zajic that the minutes of the Council Meeting held December 18th, 2012 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt, attended the meeting from 9:12 a.m. to 9:35 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A copy of the ASB meeting minutes of January 8th, 2013 were received and distributed to Council.

06.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 support the 2013 ASB Management Plan and be authorized to submit it to Alberta Agriculture. CARRIED

A copy of the Approved Water Management Plan for the Battle River Basin was emailed to Council and a hard copy was available at the Council meeting. Council discussed the plan and requested Clr. Zajic, Agricultural Fieldman and Safety & Utilities Manager to attend the municipal forum on February 1st, 2013 at the Wainwright Communiplex from 9:00 a.m. to noon to represent the municipality.

A copy of the invitation to the 2013 Wainwright Chamber Expo hosted by the Chamber of Commerce was received and distributed to Council. The Agricultural Fieldman advised Council that the Agricultural Service Board will not be participating and furthermore that the expo is on Saturday and Sunday, April 13 and 14, 2013.

07.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 participate in the 2013 Wainwright Chamber Expo and registration be

made. CARRIED

Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:35 a.m. to 10:15 a.m. and reported on the activities of his department for the past month.

08.13 Moved by Clr. Cummins that the Safety & Utilities Manager's report be accepted as presented. CARRIED

09.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the demolishing of the building located in Ribstone on Lot 1 Block 6 Plan 1760BK and that the building be removed from the foundation and be burnt in accordance with all Provincial legislations. CARRIED

A copy of a new policy 6.9 Maintenance and Inspection, 6.10 Reporting of Violations and 6.11 Training of Commercial Vehicle Operators was received and distributed to Council.

10.13 Moved by Clr. Zajic that the following policy be added to the M.D. of Wainwright No. 61 policy manual:

6.9 Maintenance and Inspection

The M.D. of Wainwright No. 61 will do random internal audits to ensure that we comply with regulations.

- preventive maintenance and inspection program
- Commercial Vehicle Safety Alliance (CVSA) and Commercial Vehicle Inspection Program (CVIP)
- M.D. of Wainwright will have a written maintenance and inspection program.
- Daily Trip Inspections.
- Commercial Vehicle Safety Regulations - Section 10 AR121/2009.
- The M.D. of Wainwright operators and maintenance staff will conduct regular and continuous maintenance inspections and repairs.
- CVIP Inspections for all types of, Trucks, Tractors, and Trailers as required.

6.10 Reporting of Violations

The MD of Wainwright requires authorized NSC (National Safety Code) operators to report All violations associated with the Traffic Safety Act. NSC Operators are responsible for reporting violations that have occurred during working hours as well as in the personal vehicles on their own time. Violations are to be reported directly to your supervisor or manager at the time infraction occurred during working hours or the next scheduled work day if the infraction occurred after hours.

6.11 Training of Commercial Vehicle Operators

6.11.1 Training

Training will cover the following subjects (as applicable):

- Company safety & maintenance program,
- Safe vehicle operation,
- Traffic Safety Act and regulations,
- Hours of Service,
- Daily Trip Inspection,
- Weights and dimensions,

- Load Securement,
- Other regulations, as applicable to company operations.
- *Dangerous Goods Transportation and Handling Act* and regulations made under that Act any other laws (e.g. Occupational Health and Safety) or laws of another jurisdiction if operating outside of Alberta.

6.11.2 Ongoing Training

- Daily trip inspection – ongoing training provided through spot checks and monitoring of vehicle defects.
- Weights and dimension – ongoing training and monitoring provided on legal weights and dimension, permit weights and dimensions, shipping weights, etc. Loads to be scaled and dimensions and permits checked before leaving the yard.
- Load securement – ongoing training and monitoring of compliance with Cargo Standard #10 through direct spot checks and monitoring the Carrier Profile.

Note: Records of all employees training will be documented in the employee's file. Applicable legislation can be found on the Alberta Transportation web page <http://www.transportation.alberta.ca>

CARRIED

Recreation & Community Services

The Director of Public Works, Shannon LaHaye attended the meeting from 9:35 a.m. to 11:25 a.m. and 1:00 p.m. to 1:10 p.m. and reported on the activities of his departments for the past month.

A copy of the Riverdale Mini Park Fees and Schedules were received and distributed to Council.

11.13 Moved by Clr. Valleau that the 2013 Riverdale Mini Park Fees and Schedules be authorized as presented. CARRIED

12.13 Moved by Clr. Buck that the Director of Public Works be authorized to purchase wood for the parks at a cost of \$110,000.00 and furthermore implement a \$5.00 per bundle cost at Arm Lake Recreation Area and Riverdale Mini Park for the 2013 season. CARRIED

Public Hearing Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Phil Valleau, Myron Zajic, Ted Wilkinson, Kelly Buchinski, Bonnie Milton, Mark Greibrok, Shannon LaHaye and Jim Klasson.

Bylaw No. 1536 - 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 SW 3-46-10 W4M from Agricultural District to Country Residential District.

Reeve Barss called the meeting to order at 10:30 a.m.

Reeve Barss asked if there were any written submissions. There were none.

Reeve Barss asked if there were any oral submissions. There were none.

13.13 Moved by Clr. Buck that the hearing be adjourned at 10:35 a.m. CARRIED

Eric Westerberg from HMA Land Service and George Purdy from 694299 Alberta Inc. attended Council at 10:35 a.m. to request a pipeline variance

for Interpipeline Fund in the NE 11-47-8 W4M with reference to Motion No. 563.12.

Public Works

The Director of Transportation, Mark Greibrok, attended the meeting from 10:30 a.m. to 11:25 a.m. and 1:00 p.m. to 1:10 p.m. and reported on the activities of his department for the past month.

14.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Transportation's report as presented. CARRIED

15.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 approve the Director of Public Work's report as presented. CARRIED

16.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to write a letter to Strongco authorizing them to bid on equipment purchase opportunities for the M.D. of Wainwright. CARRIED

A copy of a letter from Transport Canada was received and distributed to Council advising that there was no eligible funding under the Grade Crossing Improvement Program on CN Crossing Mile 145.14 as the Canadian National Railway undertook the work prior to filling out an application.

17.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 authorize Administration to write a letter to Alberta Transportation requesting them to lift the road ban on S.H. 614 during construction. CARRIED

A copy of a letter of support from the County of Minburn No. 27 was received and distributed to Council with regard to the 2013 Paving Salteau Road Project with the condition that the M.D. of Wainwright No. 61 be responsible for the future maintenance along Range Road 82 up to the Buffalo Creek Bridge.

A copy of a letter from AAMDC and AUMA was received and distributed to Council advising of the Taking Action Management Energy (TAME) Outdoor Lights Initiative.

18.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to apply for TAME (Taking Action Manage Energy) rebate. CARRIED

19.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to proceed with the installation of two street lights in Banjo Estates. CARRIED

20.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to proceed with the installation of one street light in Peterson Estates. CARRIED

21.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase the 2008 Volvo TD450d Scraper Hauler S/N 17045 and 1-18TS2 Scraper for a cost of \$250,000.00 conditional to NWPTA (North West Partnership Trade Agreement) compliance. CARRIED

A copy of a letter sent to the Wainwright Health Centre from the Royal Canadian Legion was received and distributed to Council. The intent of the letter was to lend Worthington Branch's support to the formation of the Wainwright and District Handivan Society and their acquisition of the van.

22.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to purchase a 2013 1-Ton Truck with a construction tilt deck

from Norris Ford for a cost of \$38,511.00 plus applicable taxes. CARRIED

- 23.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to proceed with moving dirt onto an undevelopment road allowance located on the SW 10-44-3 W4M in Division 2 subject to Alberta Environment approval. CARRIED

A copy of a revised Engineering Service Agreement was received and distributed to Council for discussion and to be brought back to a future meeting for approval.

- 24.13 Moved by Clr. Buck that the revised Engineering Service Agreement be authorized as presented. CARRIED

Finance

The Municipal Accountant, Mary Nelson, attended the meeting from 11:35 a.m. to 11:50 a.m. and reported to Council on the finances for the past month.

- 25.13 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$3,347,146.31 covered by debit memos 1861 to 1875 and cheques numbered 66458-66548 be approved and paid and furthermore that payroll payments as per the attached list totaling \$214,250.26 covered by EFT's numbered 900022177-900022299 be ratified. CARRIED

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

A copy of the reserve statement as of December 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 briefing of the proposed changes to the Local Road Bridge Program (LRBP) from the AAMDC was received and distributed to Council.

A thank you letter was received from Ruth Iverson, Treasurer of the Buffalo Park Foundation for the M.D.'s support through 2012 of the Buffalo Park Foundation.

Tax Clerk, Karen Steele, advised Council by memo that as of December 31st, 2012 the tax collection rate was 99.11%.

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

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1536 – 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 SW 3-46-10 W4M from Agricultural District to Country Residential District.

27.13 Moved by Clr. Wilkinson that Bylaw No. 1536 pass the second reading. CARRIED

28.13 Moved by Clr. Cummins that Bylaw No. 1536 pass the third and final reading. CARRIED

Development

The Development Officer, Jim Klasson, attended the meeting from 10:30 a.m. to 11:00 a.m. and 11:50 a.m. to 12:01 p.m. and reported to Council on the activities of the Development Department for the past month.

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

A copy of the January 7th, 2013 MPC minutes were received and distributed to Council.

A copy of the Discussion Paper – Proposed Changes to NEB Regulations for Damage Prevention was received and distributed to Council from the National Energy Board for comments.

30.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to put in a swing gate and access for the walking trail across the McKenzie Drive at Clear Lake. CARRIED

The Development Officer advised Council that Alberta Utilities Commission has revised Filing Hearing Schedule for the Bull Creek Wind Farm Development.

31.13 Moved by Clr. Buck that the original decision (Motion #563.12) to decline relaxation of the exemption to Section 39 (2) of the Pipeline Act request from Interpipeline Fund in the NE 11-47-8 W4M to remain as is. CARRIED

PAYSHEETS

32.13 Moved by Clr. Wilkinson that the paysheets be approved as presented. CARRIED

COMMITTEE REPORTS

33.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorized Clr. Wilkinson to attend the Alberta Recycling Spring Seminar on February 27th to March 1st, 2013 in Drumheller. CARRIED

34.13 Moved by Clr. Cummins 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

IN-CAMERA

- 35.13 Moved by Clr. Cummins that Council recess for a private meeting, as per Section 197(2) of the Municipal Government Act 2000 and amendments. (1:05 p.m.) CARRIED
- 36.13 Moved by Clr. Cummins that Council reconvene to the meeting. (2:05 p.m.) CARRIED
- 37.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize Employee #71 be placed on fulltime in accordance with policy. CARRIED
- 38.13 Moved by Clr. Cummins that the March Council meeting be changed to March 15th, 2013 due to the AAMDC Spring Convention. CARRIED
- 39.13 Moved by Clr. Wilkinson that this meeting be adjourned. (2:07 p.m.) CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)