

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 19th, 2013 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Phil Valleau, Bill Lawson and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Kelly Clemmer (10:00 a.m. to the end).

Absent: Myron Zajic due to illness.

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.

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

498.13 Moved by Clr. Buck that the following items be added and deleted to the agenda:

Added:

Public Works

- l. Crop Damage SW 14-47-8 W4M
- m. Chauvin Salt/Sand Shed Doors
- n. Finning Letter re: Factory Tour

Deleted:

Public Works

- k. Extra 17' – SE 17-42-2 W4 re: Spring

CARRIED UNANIMOUSLY

499.13 Moved by Clr. Valleau that the minutes of the Council Meeting held October 15th, 2013 be adopted as presented. CARRIED

500.13 Moved by Clr. Wilkinson that the minutes of the Organizational Meeting held October 28th, 2013 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt attended the meeting from 9:15 to 9:25 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

502.13 Moved by Clr. Lawson that Neil Pugh be appointed as the new farm member on the Agricultural Service Board on a three (3) year rotation basis. CARRIED

503.13 Moved by Clr. Buck that the 2014 Lloydminster SPCA – Dog Fee for Service Agreement be signed and dated as presented. CARRIED

A copy of an email was received and distributed to Council requesting the municipality to address a beaver issue at Squirrel Cove at Clear Lake.

504.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to send a letter advising that due to lack of consensus of cabin owners at Clear Lake, the M.D. will not be addressing control of beavers at Clear Lake. CARRIED

Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:25 a.m. to 9:40 a.m. and reported on the activities of his department for the past month.

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

A copy of the quotes for the smoke extractor at the main shop was received and distributed to Council.

Smoke Extractor Quotes:

Pulse Plumbing Ltd.	\$5,705.38
Stafford Plumbing and Heating Ltd.	\$9,038.55
Vincor Heating & Air Conditioning	\$9,275.00

***Not including GST or the M.D's cost of \$3,500.00 for materials and electrical.

- 506.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to hire Pulse Plumbing Ltd. to install the smoke extractor at the main shop and that the M.D. cover additional costs of \$3,500.00 for material and electrical supplies. CARRIED

Recreation & Community Services

Public Works

The Director of Transportation, Mark Greibrook, and the Director of Public Works, Shannon LaHaye attended the meeting from 9:35 a.m. to 10:30 a.m. and reported on the activities of their departments for the past month.

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

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

A copy of a letter from the Village of Irma was received and distributed to Council requesting the municipality to repair 53 Avenue in the Village prior to the winter season.

- 509.13 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to follow policy manual section 6.3.12 Upgrading Portions of Streets in Villages in conjunction with the Village of Irma request for street repairs noting that there will not be time before the winter season. CARRIED

- 510.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to request Genivar to provide a construction cost estimate for lowering the hill on Terminal Road near Highway #17 intersection. CARRIED

Clr. Buck discussed concerns with regard to sanding the hill on Terminal Road. The Director of Transportation advised that this is the first road the area operator sands on his route.

Council discussed the spring which was located during construction in Township Road #422. It was the consensus of Council to buy another 17' of road widening and slope the ditch and trench towards the slough. The Director of Transportation advised that it will always fill with ice no matter what, however once the ice goes, it will flow back to the trench and out to the slough. He also advised that the fence will have to be pulled and replaced.

511.13 Moved by Clr. Buck that the Director of Transportation be authorized to fix the spring issue located in Township Road #422 at his discretion. CARRIED

512.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase 17' of additional road widening on the SE 17-42-2 W4M due to the spring located in Township Road #422. CARRIED

513.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Twp. Rd. #440 from R.R. #24 to R.R. #23 and north up to R.R. #23 for 1.6 kilometers be used as a seasonal road and not a high priority for winter maintenance and that the Buffalo Trails Regional School Division be notified. CARRIED

An update from Finning Canada was reported to the Municipal Administrator advising that Finning is in the process of producing a comprehensive action plan to address municipal concerns and will be presenting the plan at the December Council meeting.

Council discussed the Gravel Crushing and Hauling 2014 requirements.

514.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to tender Gravel Crushing and Hauling for 2014 and that the tender package be reviewed at the December Council meeting. CARRIED

515.14 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to pay a third and final year crop damage on the SW 14-47-8 W4M in the amount of \$1,970.40 according to policy rates. CARRIED

516.14 Moved by Clr. Buck that the Director of Public Works be authorized to fix the Chauvin Salt/Sand Shed doors for an approximate cost of \$4,000.00 and that the salt and sand be remixed. CARRIED

The Municipal Administrator, Kelly Buchinski read aloud the Finning letter regarding a tour of their factory facility in Peoria.

517.14 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize staff to attend the Finning (Caterpillar) Factory tour at the discretion of management on which staff members will be attending. CARRIED

Public Hearing Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Ted Wilkinson, Bill Lawson, Phil Valteau, Kelly Buchinski, Bonnie Milton, Jim Klasson and Kelly Clemmer.

For Bylaw No. 1552 – Ratepayers in attendance: James Max Ramsahoye, Shellene Ramsahoye, Karen McNalley, Arliss McNalley, Amy Currier, Trevor Currier, Wendy Rodgers, Dave Rodgers and from Ducks Unlimited, Lyle Hauser.

Bylaw No. 1552 - 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 33-43-6 W4M from Agricultural District to Country Residential District.

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

Reeve Barss asked if there were any written submissions. Yes

Letters from: Ducks Unlimited, Arliss McNalley and Dave Rodgers

Reeve Barss asked if there were any oral submissions. Yes

Arliss McNalley read his letter aloud voicing concerns about the impact of the subdivision on the quality of life that he and his family enjoy.

Lyle Hauser addressed Council about the impact of any of private sewers and water wells on Rainy Lake. He also requested that care be taken to ensure that all rules and regulations be complied with.

Dave Rodgers asked about the type of developments that would be allowed in a Country Residential Subdivision.

Jim Klasson responded that there are both permitted and discretionary uses that apply to Country Residential Subdivisions.

Lyle Hauser read his letter aloud covering his concerns.

Bylaw No. 1553 - 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 NE 23-46-6 W4M from Agricultural District to Country Residential District.

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

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

518.13 Moved by Clr. Wilkinson that the hearing be adjourned at 10:55 a.m.
CARRIED

Finance

The Municipal Accountant Karrie Gau attended the meeting from 11:30 a.m. to 1:25 p.m. and reported to Council on the finances for the past month.

519.13 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$6,533,131.74 covered by debit memos 2011 to 2025 and cheques numbered 68182 to 68371 be approved and paid and furthermore that payroll payments as per the attached list totaling \$287,578.27 covered by EFT's numbered 900023569-900023713 be ratified. CARRIED

520.13 Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending October 31st, 2013 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of October 31st, 2013 was received and distributed to Council.

Administration & Taxation

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

521.13 Moved by Reeve Barss that the Municipal District of Wainwright No. 61 authorized the extra engineering costs of \$21,873.50 for the Minburn County portion of the 2013 Paving Salteau Road Project. CARRIED

A copy of a letter from the Village of Chauvin was received and distributed to Council requesting that the M.D. appoint two representatives from the M.D. to sit on Chauvin Boards.

522.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to send a letter to the Village of Chauvin advising them to contact Clr. Buck so he can address their concerns at a Council meeting. CARRIED

A copy of a letter from Arcturus Realty Corporation was received and distributed to Council advising that their company will be managing the renewal of the supernet on behalf of Bell Canada.

523.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to extend the agreement between Bell Canada and the M.D. for the Telecommunications Service Provider Access (Supernet) for a period of five years. CARRIED

Council discussed air cards for their laptops. It was the consensus of Council for Administration to draft a policy for air cards for 2014 policy.

524.13 Moved by Clr. Valleau that the following policy be added to the 2014 Policy Manual:

1.1.17 Personal Cell Phone Allowance

To allow employees of the M.D. to achieve their job responsibilities effectively, some employees are entitled to make use of their personal mobile communication devices for business purposes. In these specific cases these employees will receive a cell phone allowance of \$30.00 per month which will be paid through payroll. Eligible employees will include those who are in a position that requires them to be contacted on their mobile device in order to perform their duties efficiently. All eligible employees must be approved by the Department Head and then the Department Head must present this to Council for approval.

CARRIED

A copy of a sample letter for the Council to submit to Minister Horner, along with the Local Authorities Pension Plan reform highlights was received and distributed to Council from the Municipal Accountant, Karrie Gau on behalf of Administration.

525.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the Reeve to sign on behalf of the Council with regards to the Public Sector Pension Reform letter as amended and furthermore forward the letter to Premier Redford, Doug Griffiths, MLA, and Gerald Rhodes, AAMDC. CARRIED

Reeve Barss, Deputy Reeve Wilkinson and Agricultural Fieldman James Schwindt thanked and presented Grant Aykroyd with a plaque for his time as a board member on the Agricultural Service Board.

A memo and copy of the revised Fire Area Forms for the Villages was received and distributed to Council from the Municipal Accountant, Karrie Gau.

526.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to request the Villages on or before March 1st each year to submit the attached forms 1) an itemized statement setting out budgeted revenue and expenditures for the operation of and replacement of fire equipment and 2) a statement of all revenues and expenditures for the preceding year noting that the following expenditures are eligible:

- i. Gas, oil and general repairs and maintenance of trucks and equipment
- ii. Utilities, heating, lighting, phone and communication fees
- iii. Fire hose, firefighter clothing and equipment
- iv. Foam and other chemicals used for the purpose of fighting fires
- v. Respiratory equipment
- vi. Firefighter wages
- vii. Vehicles license fees
- viii. Training and in-service for firefighters
- ix. Rescue equipment
- x. Freight and postage
- xi. Office supplies
- xii. Laundering and dry cleaning
- xiii. Plaques and recognition awards

- xiv. Radio registration and communication licenses
- xv. Expenses incurred during fire calls (i.e. meals)
- xvi. Medical supplies
- xvii. Memberships and responder due

and the following are ineligible expenditures:

- i. Loan repayments (i.e. fire halls, fire equipment, etc.)
- ii. Repairs, maintenance and insurance of the fire hall (owned by the Village)

and furthermore 3) submit a record of the reserve advising the changes to the reserve account for that year. The required forms are attached to these minutes. CARRIED

A copy of letter from the Village of Irma was received and distributed to Council congratulating the municipality on the newly elected/acclaimed Council.

527.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 have a meeting for Salary/Wage Review and conduct the Municipal Administrator's Evaluation on December 16th, 2013 @ 9:00 a.m. at the Administration Office. CARRIED

528.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be closed December 27th, 2013 during the Christmas Holidays. CARRIED

529.13 Moved by Clr. Wilkinson that our 2014 Pre-Planning Meeting be held on December 20th, 2013 @ 9:00 at the Administration Office. CARRIED

530.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 have a 2014 policy meeting review on December 16th, 2013 @ 10:30 a.m. at the Administration Office. CARRIED

A copy of the Engineering North Giltedge Road Paving Project for 2014 handout was received and distributed to Council as follows:

Allnorth	\$238,650.00
Genivar	\$502,064.00
OPUS Stewart Weir	\$484,278.00
AMEC	\$607,978.00
Stantec	\$498,122.00
ARA Engineering	\$458,477.00
Roads West	\$486,466.00
D & A Paulichuk	\$442,722.00

531.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire Allnorth Engineering as the consulting engineer for the North Giltedge Paving Project in 2014 for a price of \$238,650.00 plus applicable taxes. CARRIED

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

Protection to Persons and Property

A copy of a memo from the Municipal Administrator, Kelly Buchinski was received and distributed to Council advising that the Mayor of Edgerton has requested that the M.D. make application under the Regional Collaboration Program sponsored by Alberta Municipal Affairs for a software upgrade for East Central 911.

- 532.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to apply for the Regional Collaboration Grant for a software upgrade for the East Central 911 and furthermore that the M.D. be the managing partner. CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1552 - 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 33-43-6 W4 from Agricultural District to Country Residential District.

- 533.13 Moved by Clr. Buck that Bylaw No. 1552 pass the second reading. CARRIED

- 534.13 Moved by Clr. Lawson that Bylaw No. 1552 pass the third and final reading. CARRIED

Bylaw No. 1553 - 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 NE 23-46-6 W4 from Agricultural District to Country Residential District.

- 535.13 Moved by Clr. Valleau that Bylaw No. 1553 pass the second reading. CARRIED

- 536.13 Moved by Clr. Wilkinson that Bylaw No. 1553 pass the third and final reading. CARRIED

Development

The Development Officer, Jim Klasson, attended the meeting at 10:30 a.m. to 10:55 a.m. and 1:30 p.m. to 1:45 p.m. to report to Council on the activities of the Development Department for the past month.

- 537.13 Moved by Clr. Buck that the Development Officer's report be accepted as presented. CARRIED

A copy of the November 4th, 2013 MPC minutes were received and distributed to Council.

- 538.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the SE 21-44-5 W4M subject to road widening of 17' along the east boundary and approval for the existing private sewer system. CARRIED

Council discussed the unsightly premises in Ascot Estate Lot 17, Plan 9723741 (SE 18-44-6W4M).

- 539.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize Development Officer, Jim Klasson to send a letter to the owners of Lot 17, Plan 9723741 in Ascot Estates requesting them to clean up the premises by removing the mobile home. CARRIED

A letter was received and distributed to Council from Robert & Laurie Hallett noting that in accordance with Section 9, an internal road branching off the highway is to be paved, but they are requesting approval to complete the internal road with a gravel finish.

540.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Development Officer to send a letter to Robert & Laurie Hallett advising that Section 9 indicates that an internal road branching off the highway is to be paved. CARRIED

541.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to sign the lease rental review agreement with Husky Oil Operations Limited (11-7-46-3 W4M) for an annual rental fee of \$100.00. CARRIED

PAYSHEETS

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

COMMITTEE REPORTS

543.13 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

IN-CAMERA

544.13 Moved by Clr. Lawson that Council recess for a private meeting, as per Section 197(2) of the Municipal Government Act 2000 and amendments. (1:50 p.m.) CARRIED

545.13 Moved by Clr. Buck that Council reconvenes to the meeting. (2:10 p.m.) CARRIED

546.13 Moved by Clr. Cummins that this meeting be adjourned. (2:10 p.m.) CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)