

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, December 17th, 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 (9:30 a.m. to 11:50 a.m.).

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.

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

555.13 Moved by Clr. Buck that the following items be added to the agenda:

### Protection to Persons and Property

a. East Central 911 proposed budget for 2014

CARRIED UNANIMOUSLY

556.13 Moved by Clr. Valleau that the minutes of the Council Meeting held November 19<sup>th</sup>, 2013 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.

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

A copy of the December 10<sup>th</sup>, 2013 ASB Meeting minutes was received and distributed to Council.

A copy of the 2014 Provincial ASB Conference agenda and registration in Medicine Hat on January 27<sup>th</sup> to 31<sup>st</sup>, 2014 was sent to Council by email.

A copy of the 2014 Provincial ASB Resolutions was sent to Council by email for information purposes.

558.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Agricultural Service Board to renew the Agri-minute Radio Contract with Newcap Radio for 2014 at an approximate cost of \$9,500.00. CARRIED

559.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to forward \$4,000.00 to the Town of Wainwright representing the 2013 Urban Weed Control Program Grant. CARRIED

### Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:15 a.m. to 9:20 a.m. and reported on the activities of his department for the past month.

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

**Recreation & Community Services**

The Director of Transportation, Mark Greibrok, and the Director of Public Works, Shannon LaHaye, attended the meeting from 9:20 a.m. to the end of the meeting and reported on the activities of their departments for the past month.

561.13

Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorized no change in the Golfing and Camping Rates for the 2014 at Riverdale Mini Park and that the Group Sites rates for 2014 be as follows:

	<b>Day Use</b>	<b>Weekend Use</b> (Friday to Sunday)
<b>Group Site A</b>	<b>\$30.00</b>	<b>\$40.00</b>
Wood grill and fire pit		
Shelter with picnic tables		
Horse shoe pits		
Power		
Located by Club House		
<b>Group Site B</b>	<b>\$30.00</b>	<b>\$40.00</b>
Wood grill and fire pit		
Shelter with picnic tables		
Power		
Located by Playground		
<b>Group Site C</b>	<b>\$50.00</b>	<b>\$80.00</b>
Propane barbeque		
Fire pit		
Shelter with picnic tables		
Power		
Located by the beach area		
<b>Group Site D</b>	<b>\$50.00</b>	<b>\$80.00</b>
Propane barbeque		
Fire pit		
Shelter with picnic tables		
Horseshoe pits		
1-220V power outlet		
Wide open, fits 6-8 trailers		
Located by ball diamonds		
<b>Group Site E</b>	<b>\$50.00</b>	<b>\$80.00</b>
Propane barbeque		
Fire pit		
Shelter with picnic tables		
Washroom		
Fenced area fits 6-8 trailers		
Located park entrance		

**Note: Trailers are charged daily rate per unit in group sites.**

CARRIED

**Public Works**

562.13

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

563.13

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

Scraper Discussion – Refer to planning and budget for 2014.

A letter was received and distributed to Council from the Village of Chauvin requesting 75 yards of cold mix and 150 yards of gravel for the village street repairs in 2014 along with the request that the M.D. consider re-oiling approximately twelve to fifteen blocks of street within the Village limits.

564.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to supply 75 yards of cold mix and 150 yards of gravel to the Village of Chauvin in 2014 and invoice them at cost. CARRIED

565.13 Moved by Clr. Buck 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 Chauvin request for street repairs in 2014. CARRIED

A letter was received and distributed to Council from the Village of Chauvin requesting that if the M.D. should have a Three Ton truck for sale, that the Village be given an option to purchase the unit.

The Public Works Director, Shannon LaHaye presented and distributed a copy of the draft Salt Management Plan.

566.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorized the Salt Management Plan as presented and attach a copy to these minutes. CARRIED

Enbridge Pipeline Rock Removal – No Action

A copy of a letter from Davco Welding Limited was received and distributed to Council requesting the airport runway be extended to 4,000 feet or 300 meters along with a support letter from the local doctors.

567.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to send a letter to Davco Welding Limited and Dr. Kevin Hay Professional Corporation representing the local doctors a letter advising that the request to extend the runway at the airport is being referred to the Airport Committee. CARRIED

A copy of the 2014 Gravel Hauling Tender Package and Contract was distributed to Council.

A copy of the 2014 Gravel Crushing Tender Package and Contract was distributed to Council.

568.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to proceed with the 2014 Gravel Hauling Tender Package and Contract as presented. CARRIED

569.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to proceed with the 2014 Gravel Crushing Tender Package and Contract as presented. CARRIED

570.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to increase the engineering mileage for Allnorth Consultants in the amount of \$42,350.00 on the North Gilt Edge Road Paving Project. CARRIED

A copy of the amended Engineering Agreement was submitted to Council.

571.13 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Engineering Services Agreement for future use and that a copy of the agreement be attached to these minutes. CARRIED

Bernie Buzik attended Council from 10:30 a.m. to 10:50 a.m. to give an update and request funding for the Wainwright & District Handivan Society.

It was the consensus of Council to move this request to the budget meeting.

### **Finance**

The Municipal Accountant Karrie Gau attended the meeting from 10:50 a.m. to 11:15 a.m. and reported to Council on the finances for the past month.

572.13 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$2,154,117.30 covered by debit memos 2026 to 2042 and cheques numbered 68372 to 68520 be approved and paid and furthermore that payroll payments as per the attached list totaling \$365,154.81 covered by EFT's numbered 900023714-900023915 be ratified. CARRIED

573.13 Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending November 30<sup>th</sup>, 2013 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of November 30<sup>th</sup>, 2013 was received and distributed to Council.

### **Administration & Taxation**

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

574.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to register for the Chamber Expo 2014 on April 12<sup>th</sup> and 13<sup>th</sup>, 2014. CARRIED

575.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize Clr. Zajic to miss this meeting and future Council meetings due to illness until he is able to return. CARRIED

576.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to release the holdback for the North Gilt Edge Road Grading Contract 12RD0005 to Cee Gee Southern Inc. subject to retaining \$250,000.00 because the work identified in the Conditional Construction Completion Certificate is yet to be completed. CARRIED

577.13 Moved by Clr. Buck that the March 18<sup>th</sup>, 2014 Council meeting be changed to March 21<sup>st</sup>, 2014 because of the AAMDC Spring Convention. CARRIED

578.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the following tax cancellation:

- Roll #1000000 in the amount of \$158.70

CARRIED

579.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 adopt the 2013 Operating and Capital Budget as Interim Budget for 2014. CARRIED

Tax Clerk, Karen Steele, advised Council by memo that as of December 17<sup>th</sup>, 2013 the current tax collection rate for 2013 is 99.16%.

A copy of a letter from Donald L. Isaman Professional Corporation was received and distributed to Council regarding the 2013 annual audit of the financial statements.

A copy of the AAMDC Contacts and Member Bulletins was received and distributed to Council. Administration also advised Council that a hardcopy is available of AAMDC Release Apples to Apples: Rural Municipal Finance in Alberta and Got Gravel? Strategies to Secure Gravel for Rural Municipalities.

### **Protection to Persons and Property**

- 580.13 Moved by Clr. Wilkinson that the 2014 proposed budget for E911 be accepted as presented and forwarded to the municipal 2014 budget with a decrease from \$8.10 per capita to \$4.92 per capita. CARRIED

### Municipal Property

### Health & Social Services

A letter was received from the Wainwright and District Handivan Society requesting the municipality to contribute \$10,000.00.

- 581.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 move the \$10,000.00 funding request from the Wainwright and District Handivan Society to the 2014 Budget meeting. CARRIED

Reeve Barss attended the Wainwright Medical Committee meeting and advised Council that their mandate is to build a new hospital in Wainwright and that the Municipal District of Wainwright No. 61 have a member sit on this committee.

- 582.13 Moved by Clr. Buck that Reeve Barss with Clr. Valleau as the alternate be authorized to represent the Municipal District of Wainwright No. 61 on the Wainwright Medical Committee. CARRIED

### Environment

### Bylaws

The Development Officer, Jim Klasson, attended the meeting from 11:17 a.m. to 11:35 a.m. and reported to Council on the activities of the Development Department for the past month.

Bylaw No. 1554 - 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 2-44-4 W4 from Agricultural District to Country Residential District.

- 583.13 Moved by Clr. Cummins that Bylaw No. 1554 pass the first reading. CARRIED

- 584.13 Moved by Clr. Valleau that a Public Hearing be set for January 21<sup>st</sup>, 2014 for Bylaw No. 1554 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

Bylaw No. 1555 - A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, to authorize erection or removal of "Stop" or "Yield" signs for traffic control at designated locations.

- 585.13 Moved by Clr. Cummins that Bylaw No. 1555 pass the first reading. CARRIED

- 586.13 Moved by Clr. Buck that Bylaw No. 1555 pass the second reading. CARRIED

- 587.13 Moved by Clr. Wilkinson that Bylaw No. 1555 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY

- 588.13 Moved by Clr. Lawson that Bylaw No. 1555 pass the third and final reading. CARRIED

### Development

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

A copy of the December 9<sup>th</sup>, 2013 MPC minutes was received and distributed to Council.

A copy of a letter from the Wainwright Fire Department was received and distributed to Council requesting them to consider the rural addressing system approved by Alberta Municipal Affairs.

590.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize a letter be sent to the Wainwright Fire Department advising that the municipality will not be proceeding with adopting the rural addressing system at this time. CARRIED

A copy of a letter from Buffalo Trail Public Schools was received and distributed to Council regarding Cash-in-Lieu funds that have been put towards a Wainwright High School bus.

591.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objection to the Discharge of Caveat on Pt. of the E ½ 19- 45-7 W4M. CARRIED

592.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to renew the lease agreement for a 10 year term with Alberta Parks for the Killarney Lake Gravel Pit (LSD 11& 12, S ½ 33-41-1 W4M). CARRIED

593.13 Moved by Clr. Cummins that the Development Officer, Jim Klasson be authorized to add the schematic diagram on internal road pavement design prepared by Genivar to the Multi-lot Subdivision Procedure and Standards Manual. CARRIED

The Development Officer, Jim Klasson requested a committee be formed to address a Bylaw amendment for RV Park Development. It was the consensus of Council that the Bylaw amendment for RV Park Development be addressed by the MPC Committee.

594.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the NW 18-45-6 W4M subject to approaches being constructed along the south boundary, approval for the existing private sewer system and a satisfactory water study. CARRIED

#### **PAYSHEETS**

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

#### **COMMITTEE REPORTS**

596.13 Moved by Clr. Valleau 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

Randy Mabbutt and Paul Bechard from Finning attended Council from 1:00 p.m. to 2:05 p.m. and addressed concerns relating to customer support, service, warranty and updates on the 2012 Cat Scrapers and downtime. They also provided an update on the D7R Rebuild Program.

Council discussed the possibility of purchasing a 2012 627 Cat Scraper from Leduc County.

597.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Reeve Barss to enter into discussion with respect to purchasing a 2012 627 CAT scraper from Leduc County. CARRIED

598.13 Moved by Clr. Buck that this meeting be adjourned. (2:15 p.m.) CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(1 day)