

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Friday, January 22<sup>nd</sup>, 2016 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Myron Zajic, Oscar Buck, Ted Wilkinson, Phil Valleau, Bill Lawson and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Bonnie Milton and from the Star News Zak McLachlan (9:00 a.m. to end).

## **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.

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

02.16 Moved by Clr. Cummins that the following items be changed, added or removed from the agenda:

### Administration & Taxation

p. Council Chambers – Testing Session for Statistics Canada

q. Alberta Community Partnership Grant re: Town of Wainwright

### Public Works

r. Road Widening

s. Interpipeline – Pipeline Move LR#6

CARRIED UNANIMOUSLY

03.16 Moved by Clr. Wilkinson that the minutes of the Council Meeting held December 15<sup>th</sup>, 2015 be adopted as presented. CARRIED

04.16 Moved by Clr. Valleau that the minutes of the Special Meeting held December 18<sup>th</sup>, 2015 be adopted as presented. CARRIED

## **NEW BUSINESS**

### Agriculture Service Board

The Agricultural Fieldman, James Schwindt attended the meeting from 9:03 a.m. to 9:08 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

06.16 Moved by Clr. Buck that the Agricultural Fieldman be authorized to purchase 256 cases of strychnine at an approximate cost of \$60,928.00 plus applicable taxes. CARRIED

07.16 Moved by Clr. Valleau that the Agricultural Fieldman be authorized to purchase 56 bags of roadside grass seed for an approximate cost of \$12,320.00 plus applicable taxes. CARRIED

### Public Works

The Director of Public Works, Shannon LaHaye, the Director of Safety & Utilities, Pam Charles and the Director of Transportation, Preston Iverson attended the meeting from 9:10 a.m. to 12:15 p.m. and reported on the activities of their departments for the past month, including the Grader Report for December 2015.

08.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Transportation report as presented. CARRIED

09.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Safety & Utilities report as presented. CARRIED

10.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Director of Public Works report as presented. CARRIED

A copy of the quarterly downtime reports was received and distributed to Council.

Clr. Wilkinson discussed road improvements between Clear Lake Cabin #7 to Cabin #17.

11.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Director of Road Construction to arrange the road improvements between Clear Lake Cabin #7 to Cabin #17. CARRIED

12.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the payment of the invoice from the County of Vermilion River for dust control on SE 13-46-6 W4M (McLean Pit) in the amount of \$3,813.01 plus GST and that the road agreement be signed. CARRIED

The Director of Public Works advised Council that to customize the seating in the Councillor van would cost approximately \$6,000.00. No Action

Clr. Lawson discussed a culvert issue for LR#6 and the different options that were suggested by the Director of Road Construction. It was the consensus of Council to take no action at this time.

A memo was received and distributed to Council in regards to the walking trail design changes.

13.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 amend the Wainwright Rural Recreation Board's walking trail plan for a 5.3 km X 2.5 m X 75 mm hard surface recreation trail along the camp fence on Range Road 7-0 from Ascot Heights to the Buffalo Paddock and that the project continue to be funded by the Wainwright Rural Recreation Reserve. CARRIED

A copy of the RFP results for engineering on the Hogan Hill Grading Extension were received and distributed to Council as follows:

Firm	Price
• ROHI Engineering Ltd.	\$437,095
• Allnorth	\$469,600
• Associate Engineering	\$476,158
• WSP	\$504,348
• Stratum Logics	\$429,750
• Watt consulting GP	\$312,000

14.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 accept the proposal from ROHI Engineering Ltd. for the engineering on Hogan Hill Grading Extension project at a price of \$437,095 plus applicable taxes. CARRIED

A memo was received and distributed to Council in regards to the engineering agreement with ROHI for the 2017 proposed paving of Hogan Hill. No Action

A copy of a memo was received and distributed to Council requesting 50% funding for a feasibility study for the airport runway extension.

15.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to contribute \$2,600.00 plus applicable taxes to the Town of Wainwright for 50% funding of the feasibility study for the airport runway extension. CARRIED

16.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to extend A-1 Fencing's contract for the 2016 fencing requirements at the same rates as the 2015 contract. CARRIED

A letter from Fitzgerald Aggregates Inc. was received requesting that they use a bid bond bank draft in place of a performance bond for the 2016 gravel crushing contract. Also a memo was received and distributed to Council advising that they may approve the contractor's request based on Section 6 of the gravel crushing contract.

17.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 advise Fitzgerald Aggregates Inc. that in accordance to their contract with the municipality a performance bond or an irrevocable letter of credit will be required. CARRIED

The following quotes were received for the 2016 (2) Divisional Graders with the trade in of the (2) 2011 John Deere Graders s/n 638304 and 638341 as follows:

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>	<u>2011 John Deere 772GP Graders (2) TRADE IN PRICE</u>	<u>FINAL SCORE</u>
Finning 20 Weeks Delivery	2016 Caterpillar (2)	140M3 AWD Tier 4 W/Snow Eqpt	\$914,358.00	(\$244,000.00)	78.68/100
		W/O Snow Eqpt	\$841,316.00	(\$244,000.00)	43.68/100
Brandt 10 Weeks Delivery	2016 John Deere (2)	772GP Tier 4 W/Snow Eqpt	\$920,000.00	(\$290,000.00)	97/100
		W/O Snow Eqpt	\$781,800.00	(\$290,000.00)	100/100

18.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 purchase the (2) 2016 772GP Tier 4 Divisional graders without snow equipment from Brandt for a cost of \$781,800.00 less trade ins of the (2) 2011 John Deere Graders s/n 638304 and 638341 for \$290,000.00 for a net cost of \$491,800.00 plus applicable taxes. CARRIED

The following quotes were received for a Construction Grader with the trade in of the 2011 14M Caterpillar Grader s/n R9J00152:

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>	<u>2011 Caterpillar 14M Grader TRADE IN PRICE</u>	<u>FINAL SCORE</u>
Finning 20 Weeks Delivery	2016 Caterpillar	160M3 AWD Tier 4 W/Snow Eqpt	\$506,193.00	(\$202,000.00)	89.17/100
		W/O Snow Eqpt	\$443,254.00	(\$202,000.00)	89.17/100
Brandt 10 Weeks Delivery	2016 John Deere	872GP Tier 4 W/Snow Eqpt	\$519,600.00	(\$175,000.00)	87/100
		W/O Snow Eqpt	\$448,100.00	(\$175,000.00)	88/100

19.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 reject the quotes for a Construction Grader with the trade in of the 2011 14M Caterpillar Grader s/n R9J00152 due to the equipment not meeting specifications. CARRIED

Public Hearing

Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Ted Wilkinson, Myron Zajic, Bill Lawson, Phil Valleau, Kelly Buchinski, Bonnie Milton, Kim Christensen, Pam Charles, Preston Iverson, Shannon LaHaye and Zak McLachlan.

The purpose of the hearing was to hear public concerns regarding Bylaw No. 1574 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta for the purpose of changing the Land Use Designation of W ½ 31-43-4 W4M, Lot 1, Plan 992 0223 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. There were none.

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

20.16 Moved by Clr. Wilkinson that the hearing be adjourned at 10:32 a.m. CARRIED

21.16 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to negotiate compensation on the speed curves on the NE 26-45-5 W4M and the SW 25-45-5 W4M for a road improvement project and bring back a recommendation to Council for approval. CARRIED

Development Office Kim Christensen advised Council that Interpipeline was requesting an engineered drawing on LR#6 prior to lowering their pipeline. It was the consensus of Council to have the Reeve contact Interpipeline and advise them of the process for lowering a pipeline on municipal property.

**Recreation & Community Services**

A memo was received and distributed to Council regarding a repeater for cellular service at Riverdale. No Action

A memo was received and distributed to Council advising that the Lakewatch Program is set up on a five year schedule starting in 2016 for Arm Lake and 2013 for Clear Lake at a cost of \$3,500.00 per testing year.

A memo was received and distributed to Council advising that the Municipal District of Wainwright No. 61 has been approved by the Alberta Recycling Management Authority for their 2016 Municipal Demonstration Grant Program noting that this grant would provide funding for the installation of a pour-in-place surface at Arm Lake Recreation Area playground for a project cost of \$56,385.00 less the grant of \$17,500 with the balance being \$38,885.00 plus applicable taxes payable by the M.D.

22.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to proceed with the installation of a pour-in-place surface at Arm Lake Recreation Area playground for a project cost of \$56,385.00 less the grant of \$17,500 with the balance being \$38,885.00 plus applicable taxes payable by the M.D. CARRIED

**Finance**

The Municipal Accountant, Karrie Gau, attended the meeting from 10:40 a.m. to 11:30 a.m. and 1:00 p.m. to 1:10 p.m. and reported to Council on the finances for the past month.

23.16 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,747,332.95 covered by debit memos 2408-2424 and cheques numbered 72719 to 72891 be approved and paid and furthermore that payroll payments as per the attached list totaling \$368,987.79 covered by EFT's numbered 900027544-900027770 be ratified. CARRIED

24.16 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending December 31<sup>st</sup>, 2015 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of December 31<sup>st</sup>, 2015 was received and distributed to Council.

A copy of the detailed year-end statement for fire reserves and Wainwright rural recreation reserve as of December 31<sup>st</sup>, 2015 was received and distributed to Council.

25.16 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to consolidate the ASB Reserve General with the ASB Capital Reserve into one ASB Reserve totaling \$157,599.31 and that all Public Works Reserves be consolidated into one reserve totaling \$12,553,585.71 as of December 31<sup>st</sup>, 2015. CARRIED

26.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase a 2016 Caterpillar 14M Construction Grader through the National Joint Power Association for a cost of \$631,500.00 with the trade in of the 2011 14M Caterpillar Grader s/n R9J00152 for \$202,000.00 for a net cost of \$429,500.00 plus applicable taxes. CARRIED

Glen Sandin from ROHI Engineering Ltd. attended Council at 11:00 a.m. to discuss the results of the 2016 Paving tender for Gratton Coulee & Hogan Hill Project #15-027.

A copy of the 2016 Paving tender results for Gratton Coulee & Hogan Hill Project #15-027 was received and distributed to Council as follows:

Bidders Name	Schedule A (Gratton Coulee)	Schedule B (Hogan Hill)	Amendments	Total
Ledcor Alberta Ltd.	\$3,283,002.44	\$4,225,994.69		\$7,508,997.13
TBL Construction	\$3,291,214.00	\$4,073,957.00		\$7,365,171.00
Allied Paving	\$3,550,825.00	\$4,264,149.00		\$7,814,974.00
Metro Paving	\$3,447,777.00	\$4,209,777.00	-\$623,777.00	\$7,033,777.00
Carmack	\$3,211,957.40	\$3,980,840.40	-\$94,961.00	\$7,097,836.80
Pidherney's Inc.	\$3,290,268.00	\$3,945,409.28		\$7,235,677.28
Central City Asphalt	\$3,247,015.00	\$4,424,400.00	-\$226,066.00	\$7,445,349.00
Knelsen Sand & Gravel	\$4,180,482.00	\$5,080,932.00	-\$937,740.00	\$8,323,674.00
Wapiti Gravel	\$3,628,823.59	\$4,850,196.28	-\$999,753.12	\$7,479,266.75

27.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 award the 2016 Paving Contract for Gratton Coulee & Hogan Hill Project #15-027 to Metro Paving for a total cost of \$7,033,777.00 plus applicable taxes. CARRIED

**Administration & Taxation**

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

Council discussed a shared Subdivision and Development Appeal Board with the Village of Irma. It was advised that the board members were willing to represent the Village of Irma.

28.16 Moved by Clr. Valleau that we inform the Village of Irma that the members of the M.D. Subdivision and Development Appeal Board are willing to work with the Village of Irma in respect to appeal services for them and that they make arrangements with them on their own accord. CARRIED

29.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Council and the Municipal Administrator to attend the AAMDC District No. 5 meeting on January 29<sup>th</sup>, 2016 at Flat Lake Hall sponsored by the M.D. of Bonnyville. CARRIED

30.16 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 authorize Council, the Municipal Administrator and the Directors to attend the AAMDC Spring Convention in Edmonton from March 14 to 17, 2016. CARRIED

A copy of the AAMDC Inter-municipal Finance Survey Results 2015 was received and distributed to Council.

A copy of the Annexation of certain lands to the Village of Irma Order 298/2015 was received and distributed to Council.

Tax Clerk, Karen Steele, advised Council by memo that as of December 31<sup>st</sup>, 2015 the tax collection rate was 99.43%.

31.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to purchase the Analytics module for an approximate cost of \$41,610 plus applicable taxes and the Budget module for an approximate cost of \$60,527 plus applicable taxes from Bellamy Software in 2016. CARRIED

32.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to partner with the Village of Irma in an application to the Alberta Community Partnership (ACP) grant program for an Alberta First Responders Radio Communications System (AFRRCS) and that we appoint the Village of Irma as the managing partner for the application. CARRIED

33.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to partner with the Village of Edgerton in an application to the Alberta Community Partnership (ACP) grant program for a new Fire Truck and that the Municipal District of Wainwright No. 61 be the managing partner for the application. CARRIED

34.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to partner with the Town of Wainwright in an application to the Alberta Community Partnership (ACP) grant program for back-up generators for reception centers in the Town of Wainwright namely the Communiplex and the Town Office and that we appoint the Town of Wainwright as the managing partner for the application. CARRIED

A memo and information was received and distributed to Council in regards to tax arrears and allowance for doubtful accounts.

- 35.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the Municipal Administrator to contact a lawyer to investigate collection for doubtful accounts. CARRIED

Gabrielle Raheem and Bren Alton from E Construction Ltd. and Jeri-Lee Romaniuk from COLASCANADA attended Council at 11:30 a.m. to give a presentation on Design Build and Civil Innovation.

- 36.16 Moved by Clr. Wilkinson that the 2015 reserve allocation be \$630,867.17 to the Administration Reserve and \$2,669,132.83 to the Public Works Reserve (including \$200,000 to bridges and \$2,469,132.83 to roads). CARRIED

A copy of the AAMDC Contacts and Member Bulletins was received and distributed to Council.

Administration advised that Statistics Canada has requested to use the Council Chambers for one day of testing for Crew Leaders.

- 37.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Statistics Canada to use the Council Chambers Feb. 9, 10 or 11 from 11:00 a.m. to 1:30 p.m. for their testing of crew leaders and enumerators. CARRIED

- 38.16 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to partner with the Town of Wainwright in an application to the Alberta Community Partnership (ACP) grant program for soccer field upgrades in the Town of Wainwright and that the Town of Wainwright be the managing partner for the application. CARRIED

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

- 39.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 appoint Kent Gulbraa as a member to the Irma Fire Board for the 2015/2016 term. CARRIED

#### **Municipal Property**

A letter from Kim Kimball was received and distributed to Council requesting to purchase the SE 18-43-3 W4M from the Municipal District of Wainwright No. 61.

- 40.16 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to advise Kim Kimball that the municipality has no land for sale at this time. CARRIED

#### **Health & Social Services**

#### **Environment**

#### **Bylaws**

Bylaw No. 1576 - 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 W½ 31-43-4 W4M from Agricultural District to Country Residential District.

- 41.16 Moved by Clr. Zajic that Bylaw No. 1576 pass the second reading. CARRIED

- 42.16 Moved by Clr. Cummins that Bylaw No. 1576 pass the third and final reading. CARRIED
- Bylaw No. 1578 - A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta authorizing the erection or removal of "Stop" or "Yield" signs for traffic control at designated locations.
- 43.16 Moved by Clr. Buck that Bylaw No. 1578 pass the first reading. CARRIED
- 44.16 Moved by Clr. Cummins that Bylaw No. 1578 pass the second reading. CARRIED
- 45.16 Moved by Clr. Valleau that Bylaw No. 1578 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY
- 46.16 Moved by Clr. Wilkinson that Bylaw No. 1578 pass the third and final reading. CARRIED

### Development

The Development Officer, Kim Christensen attended the meeting from 10:30 a.m. to 10:40 a.m. and 1:10 p.m. to 1:20 p.m. and reported to Council on the activities of the Development Department for the past month.

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

A copy of the January 11<sup>th</sup>, 2016 MPC minutes were received and distributed to Council.

- 48.16 Moved by Clr. Cummins that a Public Hearing be set for February 16<sup>th</sup>, 2016 for a development permit application for a height extension of an existing communication tower located at Lot 4, Block 1, Plan 7922107 (SW 18-44-6 W4M – Ascot Heights) at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

- 49.16 Moved by Clr. Cummins that Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended, provides that a Council may request the Registrar of Land Titles to close the whole or any part of a road described in a surveyed road plan; whereas, the lands hereafter described are no longer required for public travel; now therefore be it resolved that the Council of the Municipal District of Wainwright No. 61 does hereby close the following described portions of road, subject to rights of access granted by other legislation:

All that portion of Road Plan 152 5091 shown as "Schedule A" in the SE 31-46-6 W4M containing 0.073 hectares (0.18 acres) more or less excepting thereout all mines and minerals be transferred to and consolidated with Certificate of Title 152353631001, and

All that portion of Road Plan 152 5091 shown as "Schedule A" in the SW 32-46-6 W4M containing 0.073 hectares (0.18 acres) more or less excepting there out all mines and minerals be transferred to and consolidated with Certificate of Title 152353631003,

And furthermore, the Municipal Administrator be directed to obtain the approval of the Minister of Transportation. CARRIED



An email was received and distributed to Council requesting on RR 85 and TWP 450 to move their two structures further into the road allowance approximately 7 m inside to accommodate cutting across at an angle, pending adjacent landowner approval and municipal approval from AltaLink. It was the consensus of Council that no structures be put in municipal road allowance by AltaLink.

**PAYSHEETS**

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

**COMMITTEE  
REPORTS**

51.16 Moved by Clr. Lawson 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

52.16 Moved by Clr. Buck that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments. (1:25 p.m.) CARRIED

53.16 Moved by Clr. Cummins that Council reconvene to the regular meeting. (1:30 p.m.) CARRIED

54.16 Moved by Clr. Zajic that this meeting be adjourned (1:30 p.m.). CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(1 day)