

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Friday, November 18th, 2016 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Phil Valleau, Bill Lawson, Oscar Buck and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Bonnie Milton.

Absent: Clr. 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.

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

453.16 Moved by Clr. Wilkinson that the following items be added to the agenda:

Add:

Agriculture Service Board

- b. 100 Year Farm Family Award – Phillip McMann
- c. Alberta-Municipal Rat and Rabies Control Agreement

Public Works

- f. Release of Holdback re: Hogan Hill Extension Contract #15-039

Administration and Taxation

- n. Waste Management Authority – Employees

CARRIED UNANIMOUSLY

454.16 Moved by Clr. Lawson that the minutes of the Council Meeting held October 18th, 2016 be adopted as presented. CARRIED

455.16 Moved by Clr. Buck that the minutes of the Organizational Meeting held October 18th, 2016 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt and the Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:05 a.m. to 9:10 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

456.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 approve the Agricultural Fieldman's report as presented. CARRIED

457.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 support the Phillip McMann Family's application for the 100 Year Farm Family Award. CARRIED

458.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the Administrator to sign the 15 month Alberta-Municipal Rat and Rabies Control Agreement with Alberta Agriculture and Food for January 1st, 2017 to March 31st, 2017 based on a 12 month fiscal year.
CARRIED

Public Works

The Director of Public Works, Shannon LaHaye, the Director of Safety, Dan Schmidt, the Director of Transportation, Preston Iverson and the Director of Road Construction, Mark Greibrok attended the meeting from 9:10 a.m. to 9:50 a.m. and reported on the activities of their departments for the past month, including the Grader Report for October 2016.

459.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Transportation report on Transportation and Utilities as presented. CARRIED

460.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Director of Safety report as presented. CARRIED

461.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Public Works report on Parks & Recreation and Public Works as presented. CARRIED

462.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to release the \$20,000.00 holdback to West-Can Seal Coating Inc. for the 2015 Cement Project. CARRIED

A copy of a memo from the Policy Committee was received and distributed to Council with their recommendations to update Section 6.0 Public Works/Transportation/Construction of the 2016 Policy Manual.

463.16 Moved by Clr. Buck that the additions, deletions and amendments to Section 6.0 Public Works/Transportation/Construction of the 2016 Policy Manual as amended at this meeting be approved and forwarded to the 2017 policy file. CARRIED

464.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to release the holdback to Prairie North Const. Ltd. in the amount of \$298,023.74 (includes G.S.T.) for Contract # 15-039 – Hogan Hill Extension as recommended by ROHI Engineering Ltd. in their letter dated November 14th, 2016. CARRIED

Clr. Buck requested that the Director of Road Construction arrange compensation be paid to Rod Thirsk and Don Berg in accordance with policy.

Recreation & Community Services

A copy of a letter from Alberta Recreation & Parks Association was received and distributed to Council in regards to Professional Development and Education for Municipal Staff. No Action

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 10:05 a.m. to 10:50 a.m. and reported to Council on the finances for the past month.

465.16 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$1,382,093.06 covered by debit memos 2555-2568 and cheques numbered 74493-74647 be approved and paid and furthermore that payroll payments as per the attached list totaling \$330,301.30 covered by EFT's numbered 900029255-900029407 be ratified. CARRIED

466.16 Moved by Clr. Cummins that the financial statement of receipts and

disbursements for the month ending October 31st, 2016 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of October 31st, 2016 was received and distributed to Council.

The Municipal Accountant, Karrie Gau distributed a handout to Council regarding expense accounts exceeding the 2016 budget for information.

Administration & Taxation

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

467.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 support the Town of Wainwright's application under the 2016/2017 Alberta Community Partnerships (ACP) Program for the Regional Water Treatment Plant Feasibility Study and that the Town of Wainwright be the managing partner. CARRIED

468.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to pay up to \$3,000.00 per acre compensation on the speed curves on the NE 26-45-5 W4M and the SW 25-45-5 W4M for a road improvement project. CARRIED

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

469.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 appoint Donald L. Isaman Professional Corporation as its auditors for the 2017 to 2019 audit years for \$22,410 per year plus G.S.T. with a cost of living allowance increase in 2019 equivalent to the one granted to M.D. employees in 2019 and that the M.D. draft the Financial Information Return and the Financial Statements. CARRIED

470.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 have a special meeting for Pre-planning, Policy Review, Salary/Wage Review and conduct the Municipal Administrator's Evaluation on December 15th, 2016 at 9:00 a.m. at the Administration Office. CARRIED

Set Planning Meeting Date - No action

471.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61's main office and shops be closed December 27th, 2016 and January 2nd, 2017 in lieu of Christmas Day and New Year's Day. CARRIED

A copy of a letter from Garrison Chief of Staff, Major G.A. Nette, was received and distributed to Council thanking the M.D. for their contribution to the Canadian Forces Base 2016 Canada Day Celebration and requesting support for the 2017 Canada Day Celebration.

472.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 support the Canadian Forces Base Wainwright 2017 Canada Day Celebration with a grant of \$15,000 and an additional \$5,000 representing funding for Canada's 150th Anniversary Celebration occurring during the same event and that this amount be forwarded to the 2017 budget. CARRIED

A copy of a letter from the Minister of Municipal Affairs, Hon. Danielle

Larivee was received and distributed to Council announcing that applications are now being accepted for the 2016/17 Alberta Community Partnerships (ACP) Intermunicipal Collaboration (IC) and Municipal Restructuring (MR) components.


473.16

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to apply for funding for the implementation of Intermunicipal Collaboration Frameworks with our neighboring Villages of Irma, Chauvin and Edgerton and the Town of Wainwright and Intermunicipal Development Plans with Irma and Chauvin under the 2016/17 Alberta Community Partnerships Program utilizing the Intermunicipal Collaboration component and that the M.D. be the managing partner. CARRIED

A draft copy of a Council Request for Decision Form was received and distributed to Council.

474.16

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the following Council Request for Decision Form and forward the form to the 2017 policy file:

	M.D. WAINWRIGHT COUNCIL REQUEST FOR DECISION
Meeting Type:	Meeting Date:
Department:	
Presented by:	

Topic:

Background:

Options:

Staff Capacity:

Financial Implications:

Environmental Considerations:

Policy/Municipal Plan/Legislative Authority:

Intergovernmental Involvement:

External and Internal Communications/Participation:

Recommendation:

Enclosures:

Prepared by:		Date:
Approved by:		Date:
Submitted to:		Date:

CARRIED

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

Clr. Wilkinson advised that due to the managing company at the

Wainwright Regional Waste to Energy Facility cancelling its contract with the authority, the authority's employees will be without a supervisor, a safety plan and payroll service. He is requesting the M.D. of Wainwright consider providing this service.

- 475.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to negotiate transition of the management of Wainwright Regional Energy employees to the Municipal District of Wainwright No. 61. CARRIED

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Development

The Development Officer's written report to Council on the activities of the Development Department for the past month was received and distributed to Council.

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

A copy of the November 10th, 2016 MPC minutes was received and distributed to Council.

A copy of a memo from the Development Officer, Kim Christensen was received and distributed to Council advising of the meeting with Alberta Environment on November 9th, 2016 in regards to the new Wetland Policy.

PAYSHEETS

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

COMMITTEE REPORTS

- 478.16 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

IN-CAMERA

- 479.16 Moved by Clr. Cummins that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments (11:10 a.m.). CARRIED

- 480.16 Moved by Clr. Valleau that Council reconvene to the regular meeting. (11:20 a.m.). CARRIED

481.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to send a letter to Sequoia Resources Corporation advising that our penalty policy will apply with no exceptions regarding its request to waive penalty. CARRIED

Reeve Barss and Clr. Valleau thanked and presented Neil Pugh with a plaque for his time as a board member on the Agricultural Service Board.

482.16 Moved by Clr. Cummins that this meeting be adjourned (11:50 a.m.).
CARRIED

Reeve

Municipal Administrator

(1/2 day)

Assistant Municipal Administrator