

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 17<sup>th</sup>, 2017 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.

## **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.

Reeve Bob Barss asked for a moment of silence in memory of Councillor Myron J. Zajic who passed away on January 14<sup>th</sup>, 2017 after serving as M.D. of Wainwright Councillor for Division 3 from October 2001 to January 2017. Everyone stood and observed a moment of silence.

01.17 Moved by Clr. Lawson that the agenda be adopted as presented. CARRIED

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

Public Works, Transportation, Utilities & Safety

i. Quotes – Compact Tracked Loader

Administration & Taxation

I. By-election

CARRIED UNANIMOUSLY

03.17 Moved by Clr. Valleau that the minutes of the Council Meeting held December 20<sup>th</sup>, 2016 be adopted as presented. CARRIED

## **NEW BUSINESS**

### Agriculture Service Board

The Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath 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.

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

A copy of the January 10<sup>th</sup>, 2017 ASB minutes were received and distributed to Council.

05.17 Moved by Clr. Valleau that the Agricultural Fieldman be authorized to purchase 250 cases of strychnine at an approximate cost of \$245.00 per case plus applicable taxes for sale in in 2017. CARRIED

06.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objections to the ASB 2017-2019 Grant Application in the amount of \$168,359.46 for the Legislative Stream and \$43,000.00 for the Environmental Stream being submitted to Alberta Agriculture & Forestry. CARRIED

A request for decision form was submitted by the Agricultural Fieldman,

James Schwindt regarding the purchase of three laptops for the spray trucks.

- 07.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the purchase of three laptops for the spray trucks for a total approximate cost of \$10,500 plus applicable taxes. CARRIED

A request for decision form was submitted by the Agricultural Fieldman, James Schwindt regarding the 2017 roadside mowing contract option.

- 08.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 accept the final year price of \$90.60 per mile for the 2017 Roadside Mowing Program contract with Round Corner Welding for the for a total cost of up to \$81,600 plus applicable taxes and furthermore that this cost be forwarded to the budget. CARRIED

### Public Works

The Director of Public Works, Shannon LaHaye, the Director of Safety, Dan Schmidt and the Director of Transportation, Preston Iverson attended the meeting from 9:15 a.m. to 10:25 a.m. and reported on the activities of their departments for the past month, including the Grader Report for December 2016.

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

- 10.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Safety report as presented. CARRIED

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

A letter was received from the Village of Irma and distributed to Council requesting the municipality to consider road surfacing work in 2017 for the Village of Irma.

- 12.17 Moved by Clr. Lawson that the Municipal District of Wainwright authorize the Director of Road Construction Mark Greibrok to meet with the Village of Irma to discuss 2017 road surfacing work in the village and to follow policy manual Section 6.3.10 - Upgrading Portions of Streets in Villages in conjunction with the Village of Irma's request for road surfacing and furthermore that the Director of Road Construction bring his recommendation back to Council. CARRIED

A request for decision form was submitted by the Director of Public Works, Shannon LaHaye regarding the extended warranty for 872GP-1-13 S/N 653582 Grader. No Action

A request for decision form was submitted by the Director of Public Works, Shannon LaHaye regarding the extended warranty for 160M-1-12 grader S/N R9T00172.

- 13.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase the extra year or 1500 hours of powertrain/hydraulic warranty for the 160M-1-12 grader S/N R9T00172 for a cost of \$9,820.00 plus applicable taxes. CARRIED

A request for decision form was submitted by the Municipal

Administrator Kelly Buchinski regarding the Edgerton Tower Maintenance (NE 7-45-3 W4M).

- 14.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 hire JWPM Ltd. to complete the maintenance on the Edgerton Tower (NE 7-45-3 W4M) in accordance with the WSP engineering inspection report for a cost of \$17,985 plus applicable taxes. CARRIED

A memo was received from the Director of Road Construction Mark Greibrok regarding gravel pit inventory for the end of 2016.

- 15.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to adjust the gravel pit inventories as follows effective December 31, 2016:

Pit Name & Legal	Size	Book (Metric Tonnes)	Estimated (Metric Tonnes)	Write Off (Metric Tonnes)	Cost
Killarney (NW 33-41-1)	Sand	45,131.82	7,000	38,131.82	\$9,151.64
Larson 2014 (NE 26-45-10)	¾"	7,782.47	500	7,282.47	\$50,977.29
Larson (NE 26-45-10)	2"	2,303.25	1,000	1,303.25	\$5,473.65
McKee 2012 (NE 27-45-10)	¾"	160.92	0	160.92	\$767.59
McKee 2014 (NE 27-45-10)	¾"	13,466.00	3,500	9,966	\$69,164.04
				56,844.46	\$135,534.21

CARRIED

The following quotes were received and handed out to Council for the 2017 Compact Tracked Loader with the trade of the 2012 John Deere Skid Steer S/N 1T0333DMPBD213767:

Company	Make/Model	Price/Warranty	Trade	Net Price
Brandt	2017 John Deere 333E	\$112,900	\$25,000	\$87,900 plus taxes
Finning	2017 Cat 299D2 XHP	\$144,133	\$30,000	\$114,133 plus taxes

- 16.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to purchase the 2017 John Deere 333E Compact Tracked Loader with a trade in of the 2012 John Deere Skid Steer S/N 1T0333DMPBD213767 for a net price \$87,900 plus applicable taxes. CARRIED

**Recreation & Community Services**

A memo was received from the Director of Public Works, Shannon LaHaye regarding playground inspections.

- 17.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Director of Safety to enroll in the playground inspection course for an approximate cost of \$1,770 plus applicable taxes. CARRIED

A copy of a letter from the Lloydminster Cubs (Scouts) was received and distributed to Council requesting permission to use the Arm Lake Clubhouse Recreation Area on February 10 to 12, 2017 for a Scout Camp.

- 18.17 Moved by Clr. Cummins that the Municipal District of Wainwright No.

61 authorize the use of the Arm Lake Clubhouse Recreation Area on February 10 - 12, 2017 for the Lloydminster Cubs (Scouts) subject to insurance confirmation. CARRIED

DELEGATIONS

DEM, Keith Steele attended the meeting from 10:25 a.m. to 10:55 a.m. to update the Council on Emergency Management, upcoming courses and exercises. A copy of the Emergency Management meeting notes was received and distributed to Council.

**Finance**

The Municipal Accountant, Karrie Gau attended the meeting from 10:55 a.m. to 11:25 a.m. and 11:45 a.m. to 12:05 p.m. and reported to Council on the finances for the past month.

19.17

Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,511,930.44 covered by debit memos 2583-2598 and cheques numbered 74871-75050 be approved and paid and furthermore that payroll payments as per the attached list totaling \$244,331.26 covered by EFT's numbered 900029568-900029715 be ratified. CARRIED

20.17

Moved by Clr. Cummins that the financial statement of receipts and disbursements for the month ending December 31<sup>st</sup>, 2016 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of December 31<sup>st</sup>, 2016 was received and distributed to Council.

**Administration & Taxation**

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

A copy of the AAMDC Board Governance Review Questions was received and distributed to Council.

21.17

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Municipal Administrator to submit the AAMDC Board Governance Review Questions that were collectively answered by Council. CARRIED

A copy of a memo from the Computer/Information Analyst Stephen Atkin was received and distributed to Council with the website statistics for 2016.

A copy of a memo from the General Administration Clerk Mackenzie Bethune was received and distributed to Council with the Facebook page statistics for 2016.

A letter was received from AAMDC in regards to the AAMDC Member visit scheduling and new format option.

22.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 request the standard member one hour meeting with the AAMDC representatives in 2017 and confirm dates with the AAMDC preferably in the summer. CARRIED

23.17

Moved by Clr. Wilkinson that the Municipal District of Wainwright No.

61 be authorized under Section 193 (3) of the M.G.A to change the March 21<sup>st</sup>, 2017 regular Council meeting to March 27<sup>th</sup>, 2017 at the same time and place due to the AAMDC Spring Convention.  
CARRIED

A letter was received from Alberta Municipal Affairs in regards to the estimated change (decrease) in the 2017 tax year linear property assessment.

Tax Clerk, Karen Steele advised Council by memo that as of December 31<sup>st</sup>, 2016 the tax collection rate for 2016 was 98.3%.

A copy of a letter was received from the Alberta Electoral Boundaries Commissions advising that the next year will be spent reviewing the boundaries and names of the 87 electoral constituencies in the province.

24.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 reply to the Alberta Electoral Boundaries Commissions requesting electoral boundaries stay at the status of 25%+/- the average population. CARRIED

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

The Municipal Administrator Kelly Buchinski read Section 162 of the M.G.A. in regards to a by-election.

25.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 send a letter to Alberta Municipal Affairs advising that in accordance with Section 162 of the M.G.A. the Municipal District of Wainwright No. 61 will not be proceeding with a by-election for the vacancy in the Council position created by the death of Councillor Myron Zajic.  
CARRIED

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

#### **Municipal Property**

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

#### **Environment**

#### **Bylaws**

Bylaw No. 1593 - 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 Block A, Plan 992 6482 in the S 10-45-7 W4M from Agricultural District to Country Residential District.

26.17 Moved by Clr. Buck that a Public Hearing be set for February 21<sup>st</sup>, 2017 for Bylaw No. 1593 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

#### **Development**

The Development Officer, Kim Christensen attended the meeting from 12:05 p.m. to 12:08 p.m. and reported to Council on the activities of the Development Department for the past month.

27.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No.

61 approve the Development Officer report as presented. CARRIED

**PAYSHEETS**

28.17 Moved by Clr. Lawson that the paysheets be approved as presented.  
CARRIED

**COMMITTEE REPORTS**

29.17 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

30.17 Moved by Clr. Cummins that this meeting be adjourned (12:20 a.m.).  
CARRIED

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Reeve

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Municipal Administrator

(1/2 day)

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Assistant Municipal Administrator