

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, June 20th, 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.

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

231.17 Moved by Clr. Valleau that the following items be added to and moved on the agenda:

DELEGATIONS

2. 9:30 a.m. Sharp Underground – Terry Sharp

Public Works

g. Line Painting Quote

h. Truck Turning Sign – Terminal Road RR#23

In-Camera

1. Alvin Valleau request NW 20-44-6 W4M

CARRIED UNANIMOUSLY

232.17 Moved by Clr. Buck that the minutes of the Council Meeting held May 16th, 2017 be adopted as presented. CARRIED

233.17 Moved by Clr. Lawson that the minutes of the Special Meeting held June 12th, 2017 be adopted as presented. CARRIED

DELEGATION

2. 9:30 a.m. Sharp Underground – Terry Sharp – Reschedule for July Council Meeting.

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:05 a.m. to 9:20 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A Request for Decision was submitted by the Agricultural Fieldman in regards to skunk sampling for rabies in the Rat Control Zone as requested by Alberta Agriculture.

235.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 approve the skunk sampling for rabies in the Rat Control Zone and have the Agricultural Fieldman discuss and finalize suitable options and details regarding the gassing chamber and carcass disposal.
CARRIED

Public Works

The Director of Public Works, Shannon LaHaye, the Director of Transportation, Preston Iverson and the Director of Road Construction, Mark Greibrok attended the meeting from 9:20 a.m. to 10:35 a.m. and reported on the activities of their departments for the past month, including the Grader Report for May 2017.

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

237.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Safety Minutes of May 23rd, 2017 as presented. CARRIED

238.17 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

A memo was received from the Municipal Administrator and distributed to Council regarding Off Highway Vehicles (OHV) and Bylaw No. 1376. It was the consensus of Council to have Administration draft a bylaw to repeal the Off Highway Vehicles (OHV) Bylaw as the Traffic Safety Act deals with these issues affecting the M.D.

A Request for Decision was submitted by the Municipal Administrator in regards to the Alberta Wetland Rapid Evaluation Tool – Actual (ABWRET-A) Guide.

239.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to proceed with a Request for Proposal to hire a consultant to undertake the assessments required by the Alberta Wetlands Code of Practice through the Alberta Wetland Rapid Evaluation Tool – Actual Guide for the 2018 approved construction schedule with field assessments being a deletable. CARRIED

A Request for Decision was submitted by the Director of Transportation in regards to a Road Use Agreement for access to the McLean Pit with the County of Vermilion River.

240.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Road Use Agreement for access to the McLean Pit with the County of Vermilion River with an approximate cost of \$5,000. CARRIED

A quote was received from Lafrentz Road Marking for a cost of \$615.00 per kilometer for line painting of 104 kilometers directional dividing and 2 edge lines for a total cost of \$63,960.00 plus applicable taxes.

241.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize hiring Lafrentz Road Marking for 2017 line painting for a cost of \$615.00 per kilometer as quoted for 104 kilometers of directional dividing and 2 edge lines for a total cost of \$63,960.00 plus applicable taxes. CARRIED

Council discussed blinking lights at Talisman Terminal on the Talisman Road. It was the consensus of Council to have Public Works install truck turning signs on Talisman Terminal.

- 242.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Public Works to erect caution truck turning signs at Terminal Road and RR#23. CARRIED

Recreation & Community Services

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 10:35 a.m. to 11:05 a.m. and reported to Council on the finances for the past month.

- 243.17 Moved by Clr. Wilkinson that the accounts recorded on the attached list in the amount of \$1,311,016.91 covered by debit memos 2656-2668 and cheques numbered 75610-75794 be approved and paid and furthermore that payroll payments as per the attached list totaling \$300,140.57 covered by EFT's numbered 900030205-900030368 be ratified. CARRIED

- 244.17 Moved by Clr. Valleau that the financial statement of receipts and disbursements for the month ending May 31st, 2017 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of May 31st, 2017 was received and distributed to Council.

Administration & Taxation

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

The Returning Officer , Mackenzie Bethune attended the meeting from 10:40 a.m. to 10:50 a.m. to address election issues.

A Request for Decision was submitted by the Returning Officer in regards to a Joint Election Agreement with Buffalo Trail Public Schools Regional Division #28.

- 245.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 enter into a Joint Election Agreement for the 2017 Election with Buffalo Trail Public Schools Regional Division #28. CARRIED

A Request for Decision was submitted by the Returning Officer in regards to a Joint Election Agreement with East Central Alberta Catholic SSRD#16.

- 246.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 enter into a Joint Election Agreement for the 2017 Election with East Central Alberta Catholic SSRD#16. CARRIED

- 247.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to hold an advance vote pursuant to Section 73 of the Local Authorities Election Act on October 5th, 2017 from 10:00 a.m. to 6:00 p.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

A Request for Decision was submitted by the Returning Officer in regards to amending voting stations in Division #3.

248.17 Moved by Clr. Wilkinson that the voting stations for Division 3 for the upcoming 2017 Municipal Election be amended as follows:

Delete: SW 10-45-2-W4M

Add: Edgerton Agricultural Hall

CARRIED

A copy of the 2017 Business Plan was handed out to Council for them to review prior to the July 18th, 2017 Council meeting, as the 2017 Business Plan will be brought back for approval once reviewed.

A Request for Decision was submitted by the Computer/Information Analyst in regards to the M.D. supply and installation of New Rural Address Signs, noting the Schedules D6 and D7 will have to be amended in the M.D. of Wainwright's policy manual.

249.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to amend Schedule D6 and Schedule D7 in the M.D. of Wainwright policy manual as follows:

Schedule D6 – Application for Development – Urban Zoning District

Reads:

A \$50.00 Application fee is payable with the completed application.

Amendment:

A \$100.00 Application fee is payable with the completed application.

Schedule D7 – Application for Development – All Other Zoning Districts

Reads:

A \$50.00 Application fee is payable with the completed application.

Amendment:

A \$100.00 Application fee is payable with the completed application.

CARRIED

A Request for Decision was submitted by the Computer/Information Analyst in regards to implementing the rural addressing noting that to keep track and inform ratepayers of rural addressing an additional policy and forms will have to be added to the M.D. of Wainwright's policy manual.

250.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to add the following policy and Schedule D10 and D11 to the M.D. of Wainwright's policy manual as follows:

Add:

4.1.24 Rural Address

The Development Officer shall administer the creation of all rural addresses according to the Bylaw #1601. The Development Officer shall use "Schedule D11 – Rural Address Application" to submit the updated addresses for the Tax system and GIS. This application should be kept with the development application. A copy of "Schedule D10 – Rural Address Information" should be handed out with the development permit application.

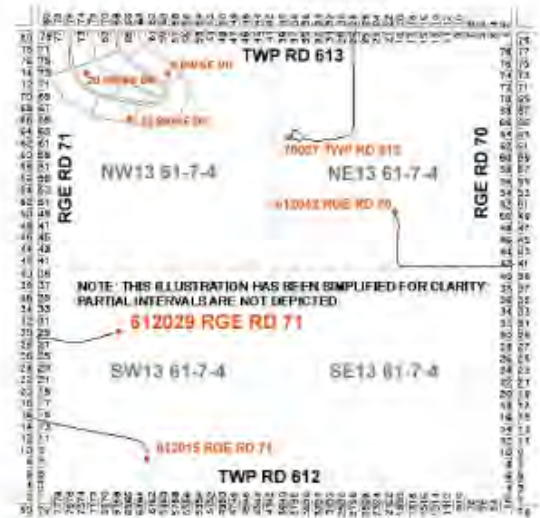
Schedule D10 – Rural Address Information

The addressing being used is standard throughout the province and will benefit ratepayers with improved emergency service response, rural deliveries and overall directions getting to destinations.

Reading Rural Addresses

Rural addresses are based on the location of the primary access to a residence or business along a road allowance. Each mile of road is divided into intervals of 40 meters, with numbers increasing from south to north and east to west. Even number addresses are placed along the north and west sides of a road allowance and odd number addresses are placed along the south and east sides of a road allowance.

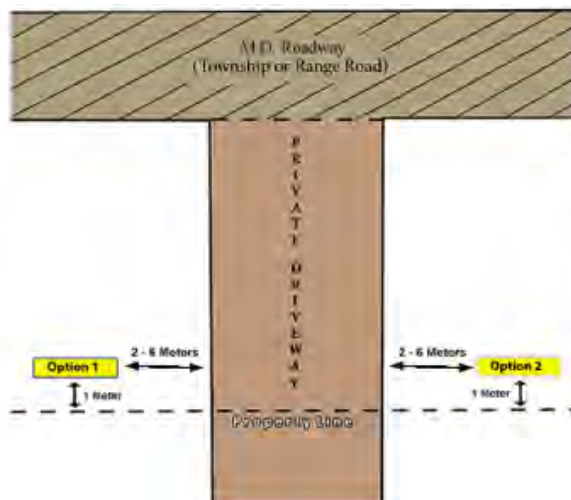
Reference the road to the east if the primary access is off a township road or to the south if the primary access is off a range road. For the purposes of addressing, virtual township roads exist between all sections, whether an actual road allowance exists or not.



| | | |
|-----------------------------|----------------------------------|--|
| 612 | 029 | RGE RD 71 |
| The number of Township Road | Interval 29 of the 40 metre grid | The property's driveway is located along Range Road 71 |



Residential Lot Signs
Numbered signs will be placed within subdivisions to indicate individual properties.



Sign Placement

There are standards for the way rural addressing signs are to be placed in the M.D. This is required to ensure emergency services can easily find the main entrance to your property from the roadway when they are called.

Where can I get my sign?

The M.D. of Wainwright will have rural address signs made approximately twice a year. Once in the spring and again in the fall depending on quantities needed. Once signs have been delivered we will make the Alberta One-Call for each location and install the sign when Alberta One-Call says all utilities have been marked.



Schedule D11 - Rural Address Application

Rural Address: _____

Development Permit #: _____

Date Submitted: _____

LSD/Quarter Sec Twp Rge W4M

Land Location: _____

If there is more than one residence or commercial building being accessed, please enter the information below:

Is there an existing residence or commercial building? Yes/No

If yes does the residence or commercial building have a rural address? Yes/No

If yes what is the current address. List all addresses assigned:

GPS Location of primary access: _____ N

_____ W

(E.g. 52.785184 N, 110.855164 W or 52° 47' 6.6624" N, 110° 51' 18.5904" W)

If this is a residence, enter the GPS location of the house: _____ N

_____ W

Roll #: _____

Tax System Update Date: _____ GIS System Update Date: _____

Updated By (Initials): _____ Updated By (Initials): _____

CARRIED

A thank you letter was received and distributed to Council from the Village of Edgerton for the grant for Core Infrastructure, for municipal support and for good working relationships with M.D. Councillors.

251.17

Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 ratify proclaiming June 5th to 11th, 2017 as Seniors' Week. **CARRIED**

A Request for Decision was submitted by the Municipal Administrator in regards to the Village of Edgerton requesting to purchase property with the municipality.

252.17

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objections to the Village of Edgerton purchasing the property at 5020 – 54 Avenue Lot 1 Block 1 Plan 0940754. **CARRIED**

A Request for Decision was submitted by the Municipal Administrator in regards to the Town of Wainwright receiving a grant to update the runway lighting at the Wainwright Airport and requesting the M.D. to support the additional costs 50/50 with the Town of Wainwright.

253.17

Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 support the Town of Wainwright with the runway lighting at the Wainwright Airport for a cost of up to \$35,564.00. **CARRIED**

Protection to Persons and Property

A Request for Decision was submitted by the Municipal Administrator in regards to extension of the Edgerton Fire Truck Alberta Community Partnership (ACP) Grant.

- 254.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize a request for extension of the Alberta Community Partnership (ACP) Grant deadline from June 30th, 2017 to July 31st, 2018 for the purchase of an emergency response fire truck due to the timing of the truck being manufactured and the anticipated delivery in mid-2018. CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1599 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta to provide for the placing of a speed limit on Range Road 70 between Township Road 442-445.

- 255.17 Moved by Clr. Valleau that Bylaw No. 1599 pass the first reading. CARRIED
- 256.17 Moved by Clr. Cummins that Bylaw No. 1599 pass the second reading. CARRIED
- 257.17 Moved by Clr. Buck that Bylaw No. 1599 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY
- 258.17 Moved by Clr. Wilkinson that Bylaw No. 1599 pass the third and final reading. CARRIED

Bylaw No. 1600 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta to authorize the erection or removal of "Stop" signs for traffic control at Twp Rd 452 & RR 91 (Gratton Coulee Road).

- 259.17 Moved by Clr. Lawson that Bylaw No. 1600 pass the first reading. CARRIED
- 260.17 Moved by Clr. Buck that Bylaw No. 1600 pass the second reading. CARRIED
- 261.17 Moved by Clr. Cummins that Bylaw No. 1600 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY
- 262.17 Moved by Clr. Wilkinson that Bylaw No. 1600 pass the third and final reading. CARRIED

Bylaw No. 1601 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta to provide and implement a Municipal Rural Addressing System and repeal Bylaw No. 1583 and Bylaw No. 1587.

- 263.17 Moved by Clr. Lawson that Bylaw No. 1601 pass the first reading. CARRIED

- 264.17 Moved by Clr. Buck that Bylaw No. 1601 pass the second reading. CARRIED
- 265.17 Moved by Clr. Cummins that Bylaw No. 1601 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY
- 266.17 Moved by Clr. Lawson that Bylaw No. 1601 pass the third and final reading. CARRIED

Development

The Development Officer, Kim Christensen attended the meeting from 11:05 a.m. to 11:30 a.m. and reported to Council on the activities of the Development Department for the past month.

- 267.17 Moved by Clr. Lawson that the Development Officer's report be accepted as presented along with the MPC minutes of June 12th, 2017. CARRIED

A Request for Decision was submitted by the Development Officer in regards to the Village of Edgerton's annexation of Lot 1, Block 1, Plan 0940754 (NW 1-44-4 W4M) and appointing members to the Village of Edgerton Intermunicipal Planning Committee.

- 268.17 Moved by Clr. Buck that Clr. Cummins and Clr. Wilkinson be appointed as members to the Village of Edgerton Intermunicipal Planning Committee. CARRIED

- 269.17 Moved by Clr. Lawson that the Development Officer arrange an Intermunicipal Planning Committee Meeting with the Village of Edgerton to discuss the proposed annexation of Lot 1, Block 1, Plan 0940754 in the NW 1-44-4 W4M. CARRIED

A Request for Decision was submitted by the Development Officer in regards to a change in the Multi-Lot Subdivision Procedures Manual.

- 270.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the internal subdivision road requirements in the Multi-Lot Subdivision Procedures Manual as follows:

Reads:

Internal Roads within a Subdivision:

The developer shall construct all internal roads and approaches to the standards as described in the attached Schedule A. Where the Municipal District's road that provides access to the subdivision has a paved surface-the internal road in the subdivision shall also be paved; where the Municipal District's road that provides access to the subdivision has a gravel surface the internal road shall be an oiled surface. The developer shall consult with the Director of Transportation throughout the construction stage to ensure that all standards are being met. All road allowances within a country residential subdivision are required to be 100 ft. wide and the developer is required to construct an approach for each lot.

Amendment:

Internal Roads within a Subdivision:

The developer shall construct all internal roads and approaches to the standards as described in the attached Schedule A. Where the Municipal District's road that provides access to the subdivision has a paved surface, the internal road in the subdivision shall also be paved; where the Municipal District's road that provides access to the subdivision

is any other surface than pavement the internal road shall be a cement stabilization surface. The developer shall consult with the Director of Road Construction throughout the construction stage to ensure that all standards are being met. All road allowances within a country residential subdivision are required to be 100 ft. wide and the developer is required to construct an approach for each lot.

Amendment Schedule "A":

ROAD CONSTRUCTION

The road grade shall be constructed as per the latest edition of A.I.T. specifications.

Top Soil/Organic Material

All topsoil and organic matter on the roadway shall be removed and preserved for use in finishing ditches and back slopes.

Subgrade Preparation

Prior to placing granular base course, the completed subgrade shall be scarified to a minimum depth of 150 mm (6 inches). The loosened material shall be windrowed to the side and the exposed surface shall be thoroughly compacted, the windrowed material shall then be uniformly mixed and compacted to obtain 100% SPD at optimum moisture content. The subgrade is also to be proof-rolled with a representative of the MD-Road Construction Department to ensure no deflections.

Granular Base Course

All granular base course material shall be placed in lifts not exceeding 150 mm (6 inches) and compacted to 100% SPD. The Base course is also to be proof-rolled with a representative of the MD-Road Construction Department to ensure no deflections.

Pavement Structure

A geotechnical report with recommended pavement designs shall be prepared by a recognized engineering agency, employed by the Developer and/or Developer's Engineer, submitted to the MD for review.

Addition:

Cement Stabilization Application Rate

Standard mix design for quoting purposes will be 6% cement. Based on the project, quantity required will be 298 tonne/km. This calculation is based on the following formula with the assumption of a soil density of 1950kg/m³.

Assumption:

Soil density 1950kg/m³

Road dimension

width 8.5 m

depth 300 mm

length 1 km

Based on an application rate at 6 % (typical range from 5 to 7%)

$1950\text{kg/m}^3 \times 8.5 \text{ m} \times 300 \text{ mm} \times 1 \text{ km} \times 6\% = 298 \text{ tonne/km}$

CARRIED

A Request for Decision form was submitted by the Development Officer regarding the Repsol Surface Lease Renewal.

271.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Development Officer to send the request for annual compensation review for the Surface Lease agreement with Repsol Oil & Gas Canada Inc. on the N ½ 30-42-3 W4M to Nickerson Roberts Holinski & Mercer to deal with on our behalf. CARRIED

PAYSHEETS

272.17 Moved by Clr. Cummins that the paysheets be approved as presented. CARRIED

COMMITTEE REPORTS

273.17 Moved by Clr. Wilkinson that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Regional Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

IN-CAMERA

Clr. Valleau declared an interest in the next agenda item and left the Council Chambers at 11:42 a.m.

A letter was received from Alvin Valleau regarding a culvert issue on RR#65 causing flooding issues on his property – NW 20-44-6 W4M.

274.17 Moved by Clr. Buck that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments (11:43 a.m.). CARRIED

275.17 Moved by Clr. Lawson that Council reconvene to the regular meeting. (11:50 a.m.). CARRIED

276.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to contact Alberta Environment in regards to diverting water from a culvert located on the NW 20-44-6 W4M. CARRIED

Clr. Valleau returned to the Council Chambers at 11:52 a.m.

277.17 Moved by Clr. Valleau that the Council meeting recess until 2:00 p.m. to await the tax sale auction. CARRIED

278.17 Moved by Clr. Wilkinson that the Council reconvene at 1:20 p.m. CARRIED

279.17 Moved by Clr. Cummins that the tax sale auction be cancelled due to payment being received. CARRIED

280.17 Moved by Clr. Lawson that this meeting be adjourned (1:21 a.m.). CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)