

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, September 19<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 and from the Star News, Zak McLachlan (10:00 a.m. to 11:50 a.m.).

## **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.

348.17 Moved by Clr. Buck that the agenda be adopted as presented.  
CARRIED

349.17 Moved by Clr. Lawson that the following items be added to the agenda:

### Public Works

- i. Borrow Pit SW 25-45-5 W4M
- j. Construction Schedule
- k. Borrow Pit NW 13-45-7 W4M

### Development

- k. Town of Wainwright Subdivision – Municipal Reserve

CARRIED UNANIMOUSLY

350.17 Moved by Clr. Wilkinson that the minutes of the Council Meeting held August 15<sup>th</sup>, 2017 be adopted as presented. CARRIED

## **NEW BUSINESS**

### **Agriculture Service Board**

Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:05 a.m. to 9:50 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

Bruce Hamblin and Phil Merrill, Alberta Agriculture attended Council from 9:15 a.m. to 9:40 a.m. to discuss the Rat Control Contract and changes. It was the consensus of Council that they are willing to go a 3 year contract with a grant of \$44,000.00 and noting that the M.D. of Wainwright No. 61 is committed to the Rat Control Program and keep the program alive.

A Request for Decision form was submitted by the Agricultural Fieldman regarding hosting a 2018 Rural Routes Supper.

352.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to proceed with a Rural Routes Supper and Social Event on August 10<sup>th</sup>, 2018. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman to determine whether to extending the catering contract or obtain quotes for the 2018 Rural Routes Supper.

353.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to extend the catering contract with “Thyme for You Catering” for the 2018 Rural Routes Supper for a cost of \$25.00 per plate. CARRIED

Council was advised that the NE Regional ASB Conference will be hosted by the M.D. of Bonnyville at Flat Lake Hall on Thursday November 2<sup>nd</sup>, 2017.

Col. Scott Mackenzie and Major Jill Reiten attended coffee with Council.

Public Hearing Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Ted Wilkinson, Bill Lawson, Phil Valleau, Kelly Buchinski, Bonnie Milton, Kim Christensen and Zak McLachlan.

The purpose of the hearing was to hear public concerns regarding Bylaw No. 1603 - 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 SW 27-44-3 W4M 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.

354.17 Moved by Clr. Cummins that the hearing be adjourned at 10:35 a.m. CARRIED

#### **Public Works**

The Director of Public Works, Shannon LaHaye, the Director or Road Construction, Mark Greibrok, the Director of Safety, Pam Charles and the Director of Transportation, Preston Iverson attended the meeting from 10:35 a.m. to 11:35 a.m. and reported on the activities of their departments for the past month, including the Grader Report for August 2017 and year to date Gravel Per Division Report.

355.17 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

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

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

A Request for Decision form was submitted by the Director of Public Works regarding installing Gratton Coulee direction signs.

358.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Alberta Government Contractor to install the Gratton Coulee direction signs for a cost of \$2,425.50 plus applicable taxes, subject to Gratton Coulee Agri Parts Ltd. agreeing to pay for the signs and installation. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding Drug & Alcohol Testing.

359.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Director of Safety to proceed with developing a detailed, specific and consequence based policy with post incident drug & alcohol testing for the municipality and bring back the drafted policy for Council's consideration. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding Fabyan and Greenshields backup generators.

360.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 proceed with purchasing and installing self-contained generator sets at the Hamlets of Fabyan and Greenshields and utilize the 50% cost sharing grant from the government for this project totaling approximately \$70,000.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Public Works for pavement in front of the Wainwright Salt Shed. No Action

A Request for Decision form was submitted by the Municipal Administrator in regards to upgrading the railway crossing on Range Road 10-1.

361.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize an offer to purchase totaling \$45,000 for a portion of NW 25-45-10 W4M and SW 36-45-10 W4M being approximately 15 acres in size for a road diversion to service the potential moving of CN crossing mile 162.40 along Range Road 10-1. CARRIED

A letter from George Poruchnek was received and distributed to Council in regards to a borrow pit on the S½ 25-45-4 W4M noting erosion in the field along the speed curve and a slough has been created where previously it was dry for seeding.

362.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to negotiate with the landowner to haul and spread the black dirt and manure on the S½ 25-45-5 W4M borrow pit of approximately 16.5 acres in the fall of 2017. CARRIED

Council discussed the 2017 construction schedule and the crew.

363.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the Director of Road Construction to split the construction crew and proceed to LR#3 Haldenby Road as planned and take two scrapers and a contracted dozer to LR#7 Pelican Road to pad the wetland prior to freeze up and after LR#7 Pelican Road move two scrapers to LR#4 Salt Lake, if needed. CARRIED

### **Recreation & Community Services**

A Request for Decision form was submitted by the Director of Public Works in regards to 2018 Riverdale rates.

364.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 increase the 2018 Riverdale camping rates by approximately 10% rounded to the nearest dollar as follows and keep all other rates the same as 2017:

	Non- Service	Power	Power & Water	Full Service
	2018	2018	2018	2018
Daily	13	22	24	27
Weekly	82	139	151	170
Monthly	341	577	630	709
Seasonal	1657	2805	3060	3442

CARRIED

A letter was received and distributed to Council from the Wainwright High School, Wainwright Elementary School and the Blessed Sacrament School requesting to host their annual “Runnin’ Riverdale” event.

365.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Wainwright High School, Wainwright Elementary School and the Blessed Sacrament School to host the “Runnin’ Riverdale” Cross Country Race on September 22<sup>nd</sup>, 2017 and to use the Back 9 of the golf course at Riverdale from 9:00 a.m. to 5:30 p.m. and that we authorize the use of two golf carts, all subject to proper insurance being in place and furthermore that we authorize the closing of the Back 9 for this event. CARRIED

A letter was received and distributed to Council from Wainwright Kidsport Chairman, Scott Walker thanking the M.D. and requesting to run the third annual 9-hole texas scramble style tournament at Riverdale on August 17<sup>th</sup>, 2018.

366.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 sponsor the Kidsport texas scramble at Riverdale Mini Park at no charge for using the course or facilities on August 17<sup>th</sup>, 2018. CARRIED

**Finance**

The Municipal Accountant, Karrie Gau attended the meeting from 11:35 a.m. to 11:45 a.m. and reported to Council on the finances for the past month.

367.17 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$4,479,741.91 covered by debit memos 2696-2707 and cheques numbered 76238-76425 be approved and paid and that the payroll payments as per the attached list totaling \$488,931.40 covered by EFT’s numbered 900030716-900030974 be ratified. CARRIED.

368.17 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending August 31<sup>st</sup>, 2017 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of August 31<sup>st</sup>, 2017 was received and distributed to Council.

**Administration & Taxation**

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

Council.

A thank you letter was received and distributed to Council from the Falcon Enterprises for the transportation assistance grant.

A Request for Decision form was submitted by the Municipal Accountant regarding Sylogist's offer for a fixed price agreement for 3 years for annual maintenance and support fees.

- 369.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Administration to enter into a fixed price agreement with Sylogist for a 3% increase in 2018 of \$1,489.71 plus applicable taxes and no increase for 2019 and 2020. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding a scope change in the Alberta Community Partnership Program – ICP/IDP Grant.

- 370.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the scope change to the 2017 Alberta Community Partnership (ACP) grant to include the preparation of three Municipal Development Plans for the Villages of Irma, Chauvin and Edgerton and apply to Alberta Municipal Affairs for an amendment to the ACP grant to include the excess \$30,000 for this scope change. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding post-election Councillor training.

- 371.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the hiring of Russell Farmer and Associates to conduct the elected official training for a cost of \$2,600 plus applicable taxes to be shared equally by the Town of Wainwright, M.D. of Wainwright and the Villages of Irma, Chauvin and Edgerton. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding constructing an additional office at the administration building.

- 372.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to construct an additional office at the administration building for a cost of approximately \$14,000 plus applicable taxes. CARRIED

An email was received from the Wainwright & District Chamber of Commerce requesting sponsorship for their Small Business Week Gala Awards.

- 373.17 Moved by Clr. Valleau that the M.D. of Wainwright No. 61 support the Wainwright & District Chamber of Commerce 2017 Small Business Week Gala Awards for the sum of \$500.00 (Platinum Sponsor). CARRIED

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

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

#### **Municipal Property**

A Request for Decision form was submitted by the Tax Clerk regarding the grazing lease renewal with Robert & Marilyn Enstrom.

- 374.17 Moved by Clr. Valleau that the Municipal District of Wainwright renew the grazing lease with Robert & Marilyn Enstrom for another five year term with a \$1.00 per acre fee on the SE 28-44-5 W4M. CARRIED

### **Health & Social Services**

#### **Environment**

A Request for Decision form was submitted by the Tax Clerk regarding the recycle collection agreement renewal with the Village of Chauvin.

- 375.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 enter into a one-year agreement with the Village of Chauvin on a 2/3 M.D. of Wainwright share and 1/3 Village of Chauvin cost share basis in a joint recycle bin area at the Chauvin transfer station for 3 - 6 yard bins at a cost of \$450.00 per month. CARRIED

Council recessed for a road tour to look at erosion on S ½ 25-45-4 W4M and the Hogan Hill Paving Project. (1:00 p.m. to 2:00 p.m.)

#### **Bylaws**

Bylaw No. 1603 - 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 SW 27-44-3 W4M from Agricultural District to Country Residential District.

- 376.17 Moved by Clr. Buck that Bylaw No. 1603 pass the second reading. CARRIED

- 377.17 Moved by Clr. Cummins that Bylaw No. 1603 pass the third and final reading. CARRIED

Bylaw No. 1604 - 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 SE 15-44-5 W4M from Agricultural District to Country Residential District.

- 378.17 Moved by Clr. Wilkinson that Bylaw No. 1604 pass the first reading. CARRIED

- 379.17 Moved by Clr. Cummins that a Public Hearing be set for October 17<sup>th</sup>, 2017 for Bylaw No. 1604 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

Bylaw No. 1605 - 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 NW 14-44-6 W4M from Agricultural District to Country Residential District.

- 380.17 Moved by Clr. Valleau that Bylaw No. 1605 pass the first reading. CARRIED

- 381.17 Moved by Clr. Lawson that a Public Hearing be set for October 17<sup>th</sup>, 2017 for Bylaw No. 1605 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 10:30 a.m. to 10:35 a.m. and 2:00 p.m. to 2:35 p.m. and reported to Council on the activities of the Development Department for the past month.

382.17 Moved by Clr. Cummins that the Development Officer's report be accepted as presented which included the following subdivision applications that were supported by the MPC at their September 11<sup>th</sup>, 2017 meeting:

- 17-Q-762 – SW 27-44-3 W4M (23.0 acres)
- 17-Q-765 – SE 15-44-5 W4M (35.49 acres-4 parcels)

CARRIED

A Request for Decision form was submitted by the Development Officer regarding Repsol Surface Lease #707855 renewal.

383.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Development Officer to send the request for annual compensation review for the Surface Lease agreements with Repsol Oil & Gas Canada Inc. on the NE 36-42-3 W4M to Nickerson Roberts Holinski & Mercer to deal with on our behalf. CARRIED

A Request for Decision form was submitted by the Development Officer regarding Repsol Surface Lease #706159 renewal.

384.17 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 agreements with Repsol Oil & Gas Canada Inc. on the NW 7-43-2 W4M to Nickerson Roberts Holinski & Mercer to deal with on our behalf. CARRIED

A Request for Decision form was submitted by the Development Officer regarding DND fence within a road allowance.

385.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Nation Defence Real Property Operations Unit (West) to construct their perimeter fence around the bank of the oxbow as an encroachment on the undeveloped road allowance of RR#91 (SW 36-43-9 W4M). CARRIED

A Request for Decision form was submitted by the Development Officer regarding a request to lease an undeveloped road allowance between SE 19-43-6 W4M & SW 20-43-6 W4M (RR 65).

386.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 enter into a road allowance lease with the landowners for the road allowance between SE 19-43-6 W4M & SW 20-43-6 W4M (RR 65) so that access can be restricted to mitigate the unwanted activities taking place along this portion of undeveloped road allowance. CARRIED

A Request for Decision form was submitted by the Development Officer regarding a recommendation from MPC to consolidate the lots in the Hamlet of Jarrow owned by the MD into blocks to create marketable lots to sell.

387.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to purchase Lot 18 and 19 Block 6 Plan 5621AL for \$500.00 each from Luzzetta M.D. Stenson and furthermore that the Development Officer be authorized to proceed with consolidating the lots in the Hamlet of Jarrow into three larger marketable lots. CARRIED

A Request for Decision form was submitted by the Development Officer regarding cancellation of Road Plan 5480 CL (Road Diversion along Township Road 422) in the NE 10-42-2 W4M.

388.17 Moved by Clr. Buck 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 5480 CL shown as "Schedule A" (0.15 acres) in the NE 10-42-2 W4M excepting thereout all mines and minerals be transferred to and consolidated with Certificate of Title 062100923, and

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

A Request for Decision form was submitted by the Development Officer regarding changing Section 7 of Schedule D1-Road Crossing Agreement for AltaLink.

389.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the following changes to Section 7 of the Road Crossing Agreement – Schedule D1 to accommodate AltaLink and the Alberta Utilities Commission requirements for relocating a transmission line: Section 7 of the Road Crossing Agreement to read: "The Municipality will provide a minimum 12 months' notice to AltaLink if line relocation is required. Upon receipt of notice from the Municipality and the Alberta Utility Commission (AUC) (or Successor) approval, AltaLink shall at its own expense, relocate such part of the Electric Utility Infrastructure to another portion of the Right of Way Lands, or to any other lands under the control and management of the Municipality, as may be reasonably required by the Municipality for road maintenance, construction, the expansion of the Right of Way Lands, drainage ditches, or watercourses. If the line relocation requires structures to be moved to non-Right of Way Lands, AltaLink shall obtain an easement to accommodate the infrastructure move. CARRIED

A Request for Decision form was submitted by the Development Officer regarding granting Surge Energy permission to develop an undeveloped municipal road allowance.

390.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 grant permission to Surge Energy to utilize the undeveloped road allowance located between E½ of 5-45-7 W4M and the W½ of 4-45-7 W4M (Range Road 74) for access to their proposed well sites, and further that if Surge Energy decides to upgrade the road, it will be at their cost. CARRIED

The Development Officer brought forward a request for Council to waive the municipal reserve requirements for the Town of



- 391.17 Wainwright's proposed subdivision.  
Moved by Clr. Buck that the Municipal District of Wainwright No. 61 waive the municipal reserve requirements for the Town of Wainwright's proposed subdivision in the SW 1-45-7 W4M, Subdivision File No. 17-Q-743, as the land being subdivided is for public utilities use. CARRIED

**PAYSHEETS**

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

**COMMITTEE REPORTS**

- 393.17 Moved by Clr. 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

- 394.17 Moved by Clr. Cummins that this meeting be adjourned (2:40 p.m.). CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(1 day)