

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, November 21st, 2017 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Phil Valleau, Bill Lawson, Oscar Buck, Ryley Andersen and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Bonnie Milton and from the Star News Zak McLachlan (9:50 a.m. to noon).

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.

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

452.17 Moved by Clr. Buck that the following items be added to the agenda:

Administration & Taxation

n. Letter Buffalo Trails re: Thank You Joint Election

Public Works, Transportation, Utilities & Safety

i. Discussion – SH 614

j. TWP #42-2

CARRIED UNANIMOUSLY

453.17 Moved by Clr. Cummins that the minutes of the Council Meeting held October 17th, 2017 be adopted as presented. CARRIED

454.17 Moved by Clr. Valleau that the minutes of the Organizational Meeting held October 23rd, 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 9:03 a.m. to 9:17 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A memo was received from the Agricultural Fieldman clarifying the process required for obtaining a position as a board member in one of the two Municipal Government slots on the Battle River Watershed Alliance BOD, noting that if there are interested candidates then an election would be held.

A Request for Decision form was submitted by the Assistant Agricultural Fieldman regarding the County of Vermilion River Wetland Restoration Program.

456.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the County of Vermilion River to advertise and work with M.D. of Wainwright producers and the M.D. of Wainwright No. 61 staff for the purpose of their Wetlands Restoration Program at no cost to the M.D. of Wainwright No. 61. CARRIED

Public Works

The Director of Public Works, Shannon LaHaye, the Director of Road Construction, Mark Greibrok, the Director of Safety, Pam Charles and the Director of Transportation, Preston Iverson attended the meeting from 9:18 a.m. to 10:30 a.m. and reported on the activities of their departments for the past month, including the Grader Report for October 2017 and year to date Gravel Per Division Report.

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

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

459.17 Moved by Clr. Buck 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 Municipal Administrator regarding the Gravel Crushing and Hauling Procurement.

460.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to proceed with Request for Proposals (RFP) on the Gravel Crushing Contract and the Gravel Hauling Contract for 2018/19. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Irma Oiling Project invoice.

461.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to invoice the Village of Irma \$100,000.00 plus applicable taxes which was the quoted cost for the oiling project completed in the Village of Irma. CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Alberta Recycling Management Authority 2018 Municipal Demonstration Grant. No Action

A Request for Decision form was submitted by the Director of Public Works regarding the streetlight at TWP #44-2 and Rge. Rd. 6-5 (Ascot Intersection).

462.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to install a streetlight at TWP #44-2 and Rge. Rd. 6-5 (Ascot Intersection) for a municipal cost of \$1,708.42 plus applicable taxes and monthly service charges, energy consumption costs, riders, local fees and applicable taxes. MOTION DEFEATED

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.

463.17 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 for 2018 with an approximate cost of \$5,000.00 plus applicable taxes. CARRIED

Council discussed options presented by Alberta Transportation at the AAMDC Fall Convention in regard to 14 miles along SH 614. It was the consensus of Council to advise Alberta Transportation that we would like to set up preliminary discussions in regards to them rebuilding the road and the M.D. of Wainwright No. 61 entering into an agreement to cement the 14 miles and provide maintenance in the future. Council also advised the Municipal Administrator to invite Alberta Transportation in order to show them the municipality's cement projects.

- 464.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to strip and prepare 4 miles of TWP #42-2 (LR#3 Haldenby Road) in 2017. CARRIED

Recreation & Community Services

A letter from Lapierre Holdings Ltd. was received and distributed to Council advising that they will be resigning as the caretakers at Arm Lake Recreation Area at the end of their contract (April 30th, 2019). They would like to work with the M.D. of Wainwright No. 61 to develop a manual and they have requested a meeting to discuss the original equipment list and future operation of the campground.

- 465.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to prepare and proceed with a RFP for Caretakers for Arm Lake Recreation Area for 2019. CARRIED

Denwood Ski Club Request - It was the consensus of Council that if an organization wants a planned event a letter must be forwarded to Council with details.

- DELEGATION Laural Sheeler, Contract Relations Manager and Raymond Hajjar, VP of Operations from Superior Safety Codes attended the Council meeting from 10:50 a.m. to 11:25 a.m. to discuss what their company provides as well as the process and their fees.

- 466.17 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to proceed with entering into a three year service agreement contract for the accredited services and disciplines in accordance with the Safety Codes Act with Superior Safety Codes for the term of January 1st, 2018 to December 31st, 2020. CARRIED

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 11:25 a.m. to 11:50 a.m. and reported to Council on the finances for the past month.

- 467.17 Moved by Clr. Wilkinson that the accounts recorded on the attached list in the amount of \$2,376,703.53 covered by debit memos 2724-2736 and cheques numbered 76627-76806 be approved and paid and that the payroll payments as per the attached list totaling \$305,080.43 covered by EFT's numbered 900031128-900031261 be ratified. CARRIED.

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

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

Administration & Taxation

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

Council was advised that a group picture of Council will be taken at the next Council meeting on December 19th, 2017.

A letter from Cornerstone Co-operative was received and distributed to Council congratulating the elected officials on their recent election and also advising they are looking forward to working together and developing a true partnership to making life better in the communities we live, work and play in.

469.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 have a special meeting for pre-planning agenda review, policy review, and salary/wage review and conduct the Municipal Administrator's evaluation on December 15th, 2017 at 9:00 a.m. at the Administration Office. CARRIED

470.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61's Administration office and shops be closed Wednesday, December 27th, 2017 during the Christmas Holidays. CARRIED

Planning Meeting Date – No Action

A Request for Decision form was submitted by the Computer/Information Analyst with regards to replacing the laptops of Council and the Municipal Administrator with new ultra-portable laptops and appropriate software.

471.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the purchase of 8 new ultra-portable laptops for Council and the Municipal Administrator for a cost of up to \$11,000 plus applicable taxes and the old laptops be put up for sale to employees in accordance with Policy 1.3.32. CARRIED

A copy of the Buffalo Bulletin Fall 2017 Volume 18, Issue 2 was received and distributed to Council advising of the abandonment of the Buffalo Park Centre Project Downtown Wainwright.

A letter from the Northern Lights Library System was received and distributed to Council giving an overview of the Northern Lights Library System (NLLS).

A notice was received that the AAMDC District No. 5 Organizational and Regular meeting scheduled for January 12th, 2018 has been re-scheduled for January 11th, 2018 at Moscow Hall hosted by Lamont County.

472.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorized Council and the Municipal Administrator to attend the AAMDC District No. 5 organizational and regular meeting on January 11th, 2018 at Moscow Hall hosted by Lamont County. CARRIED

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

A letter from Buffalo Trail Public Schools was received and read aloud thanking the M.D. of Wainwright and Returning Officer, Mackenzie Bethune for holding a joint election with the school.

DELEGATION Reeve Barss and Clr. Wilkinson thanked and presented Grant Rathwell with a plaque for his time as a board member on the Agricultural Service Board.

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Clr. Wilkinson left the meeting at 1:00 p.m.

PAYSHEETS

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

**COMMITTEE
REPORTS**

474.17 Moved by Clr. Valleau 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**

Development

The Development Officer, Kim Christensen attended the meeting from 10:50 a.m. to 11:25 a.m. and 1:05 p.m. to 1:10 p.m. and reported to Council on the activities of the Development Department for the past month.

475.17 Moved by Clr. Cummins that the Development Officer's report be accepted as presented which included the following subdivision application that was not supported by the MPC at their November 6th, 2017 meeting:

- 17-Q-794 – Pt. NW 2-45-7 W4M (23.00 acres)

CARRIED

A Request for Decision form was submitted by the Development Officer to recommend the purchase of Lots 18 and 19 Block 6 Plan 5621AL for \$1,000.00 each from Luzzetta M.B. 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.

476.17 Moved by Clr. Buck that the Municipal District of Wainwright be authorized to purchase Lots 18 and 19 Block 6 Plan 5621AL for \$1,000.00 each from Luzzetta M.B. Stenson for a total cost of \$2,000.00 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 Repsol Surface Lease #706194 renewal.

- 477.17 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 SE 12-43-3 W4M Lease #706194 to Nickerson Roberts Holinski & Mercer to deal with on our behalf. CARRIED
- 478.17 Moved by Clr. Buck that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments (1:10 p.m.) to deal with a legal issue and the gravel crushing contract of 2017. CARRIED
- 479.17 Moved by Clr. Cummins that Council reconvene to the regular meeting. (1:20 p.m.). CARRIED
- 480.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to extend the 2017 gravel crushing contract with Fitzgerald Aggregates Inc. to December 31st, 2017. CARRIED
- 481.17 Moved by Clr. Cummins that this meeting be adjourned (1:27 p.m.). CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)