

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, August 21<sup>st</sup>, 2018 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Ryley Andersen, Phil Valleau, Bruce Cummins, Bill Lawson and Oscar Buck. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Zak McLachlan (10:00 a.m. to 10:55 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.

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

302.18 Moved by Clr. Buck that the following items be added or deleted to the agenda:

Delete:

DELEGATIONS

1. 9:30 a.m. – Hon. Kevin Sorenson, MP

Administration & Taxation

- g. RFD – Consultant for Water Act Approvals – 2019 Construction

Add:

Public Works, Transportation, Utilities & Safety

- h. RFD – Consultant for Water Act Approvals – 2019 Construction

Protection to Persons and Property

- b. Edgerton Emergency Services – Purchase ¾ Ton Emergency Truck from Denwood Motors
- c. Edgerton Emergency Service – Equipment Package for the 2018 Pumper Truck

CARRIED UNANIMOUSLY

303.18 Moved by Clr. Valleau that the minutes of the Council Meeting held July 17<sup>th</sup>, 2018 and the minutes of the Special Council Meeting held August 10<sup>th</sup>, 2018 be adopted as presented. CARRIED

## NEW BUSINESS

### Agriculture Service Board

Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:02 a.m. to 9:10 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A Request for Decision form was submitted by the Agricultural Fieldman regarding the hosting of the 2019 Rural Routes Supper.

305.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to proceed with a Rural Routes Supper and Social Event on August 9<sup>th</sup>, 2019 at an approximate cost of \$20,000.00 in the 2019 operating budget. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman to determine whether to extend the catering contract or obtain quotes for the 2019 Rural Routes Supper.

- 306.18 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to negotiate the catering contract with "Thyme for You Catering" for the 2019 Rural Routes Supper. CARRIED

Public Works

The Director of Safety, Pam Charles, the Director of Road Construction, Mark Greibrok and the Director of Transportation, Preston Iverson attended the meeting from 9:10 a.m. to 9:45 a.m. and reported on the activities of their departments for the past month, including the Grader Report for July 2018 and year to date Gravel per Division Report.

- 307.18 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

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

- 309.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize an overage of \$40,000.00 plus applicable taxes from the annual budget of \$150,000.00 for crack sealing in order for Malaco Holdings Ltd. O/A Alberta Pavement Repairs to complete the 2018 Road Crack Repairs. CARRIED

- 310.18 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Director of Road Construction report as presented. CARRIED

A notice was received and distributed to Council from Alberta Public Works Association (APWA) advising that they are currently accepting submissions for their Annual Awards.

- 311.18 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to nominate Shannon LaHaye for the Public Works Award through the Alberta Public Works Association (APWA) and that the submission package be sent prior to September 8<sup>th</sup>, 2018. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the Chauvin Roof.

- 312.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to hire KenLar to replace the Chauvin shop roof in 2018 for a cost of \$59,606.45 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2018/2019 road salt supply.

- 313.18 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to purchase approximately 650 tonnes of road salt for the 2018/2019 supply from NSC Minerals Ltd. at a cost of \$99.59 per tonne plus approximately 11% fuel surcharge plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2018/2019 road salt and sand mixing.

314.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 hire Site Resource Group Inc. to mix approximately 5,000 tonnes of sand with salt (10%) at the rate of \$4.76 per tonne plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2019 Water Act approvals for the 2019 construction schedule and the following proposals were received and handed out to Council for the Consulting Services for Alberta Wetland Assessments and Environmental Permitting relating to 2019 Road Upgrades:

COMPANY	POINTS	BASE PRICE	OPTIONAL SURVEYS	TOTAL
CPP Environmental	96	\$31,383	\$7,776	\$39,159
ROHI Engineering Ltd.	91	\$38,674	\$14,000	\$52,674
Pinchin	85	\$29,000	All inclusive	\$29,000
Klohn Crippen Berger Ltd.	85	\$42,522	\$932	\$43,454
Matrix Solutions Inc.	77	\$37,974	\$11,234	\$49,208
Wood Environment & Infrastructure Solutions	76	\$31,497	\$20,880	\$52,377
X-Terra Environmental Services Ltd.	45	\$37,745	\$53,595	\$91,340
SLR Global Environmental Solutions	-	-	-	Not accepted
Millennium EMS Solutions Ltd.	-	-	-	Not accepted

315.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to hire CPP Environmental to do the Consulting Services for Alberta Wetland Assessments and Environmental Permitting relating to 2019 Road Upgrades for a total cost of \$39,159.00 plus applicable taxes. CARRIED

316.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to obtain engineering quotes for the paving of Twp. Rd. #422. CARRIED

**Recreation & Community Services**

317.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 allow the septic service providers to submit a letter stating that they agree to dispose of the sewage from the M.D. Recreation Areas at a regulated sewage disposal facility instead of providing receipts as there is not a receipt system in place at the Wainwright Lagoon and furthermore that the M.D. of Wainwright require the sewage to be disposed of at a proper facility. CARRIED

### **Finance**

The Municipal Accountant, Karrie Gau attended the meeting from 9:45 a.m. to 10:45 a.m. and reported to Council on the finances for the past month.

318.18 Moved by Clr. Wilkinson that the accounts recorded on the attached list in the amount of \$4,066,598.36 covered by debit memos 2845-2857 and cheques numbered 78056-78322 be approved and paid and that the payroll payments as per the attached list totaling \$536,041.48 covered by EFT's numbered 900032337- 900032599 be ratified. CARRIED

319.18 Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending July 31<sup>st</sup>, 2018 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of July 31<sup>st</sup>, 2018 was received and distributed to Council.

### **Administration & Taxation**

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

320.18 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized under Section 193 (3) of the M.G.A to change the November 20<sup>th</sup>, 2018 Regular Council Meeting to November 16<sup>th</sup>, 2018 due to the RMA Fall Convention. CARRIED

An email was received and distributed to Council advising that the RMA District No. 5 meeting is scheduled for Friday, September 28<sup>th</sup>, 2018 and will be hosted by the County of Minburn.

321.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the attendance of Council and the Municipal Administrator at the RMA District No. 5 meeting on September 28<sup>th</sup>, 2018 at the Innisfree Recreation Centre in the Village of Innisfree hosted by the County of Minburn. CARRIED

A Request for Decision form was submitted by the Computer/Information Analyst regarding CAMS and vehicle monitoring systems.

322.18 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to research for a new vehicle monitoring system that provides a better and more up to date interface and does what we need it to and bring back the costs to a future Council meeting. CARRIED

A copy of the 2018 Business Plan was received and distributed to Council to review and bring back to the next Council meeting for approval.

A copy of the July Budget Report was received and distributed to Council for information purposes.

A Request for Decision form was submitted by the Municipal Administrator regarding the Town of Wainwright's request to support them for the Alberta Community Partnership (ACP) application for the storm water system impact assessment study project.

323.18 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to provide a support letter as the partnering municipality under the ACP grant application for the Town of Wainwright's storm water system impact assessment study project. CARRIED

A copy of a letter from the Minister of Municipal Affairs, Hon. Shaye Anderson was received and distributed to Council in regards to the extension of the Intermunicipal Collaboration Framework (ICF) deadline along with a copy of the Ministerial Order No. MSL: 047/18.

Council discussed the Rural ICF meetings with the consensus of Council being that the Reeve and the Municipal Administrator supply a draft copy of the proposed ICF to Council. Council will decide from this point if a meeting of the entire Council is necessary.

A Request for Decision form was submitted by the Tax Clerk regarding suggested tax write-offs for linear and non-residential rolls cancelled by the Linear Assessment Branch and/or Oil & Gas Registry.

324.18

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized under the MGA 347 (1) (b) to write off the following taxes and furthermore be authorized to apply to the Province of Alberta for the Provincial Education Requisition Credit for the Uncollected Education Property Taxes on these rolls:

<b>Roll Numbers</b>	<b>Amount</b>	<b>Action</b>	<b>Prov. Education (ASF) Credit Amount</b>
2444100	\$ 70,817.33	Write-off	\$ 1,044.63
2523600	\$ 547,501.84	Write-off	\$ 13,090.66
38510003	\$ 13,368.74	Write-off	\$ 237.37
18380001	\$ 13,381.52	Write-off	\$ 295.98
18380002	\$ 98,567.19	Write-off	\$ 325.61
18380003	\$ 29,865.77	Write-off	\$ 326.28
18380006	\$ 10,083.10	Write-off	\$ 178.05
44370004	\$ 23,149.88	Write-off	\$ 235.26
67920031	\$ 35,203.82	Write-off	\$ 234.35
83700002	\$ 578.67	Write-off	\$ 7.24
83700003	\$ 570.89	Write-off	\$ 7.39
97880003	\$ 12,389.56	Write-off	\$ 128.95
97890001	\$ 5,670.16	Write-off	\$ 268.78
<b>TOTAL</b>	<b>\$ 861,148.47</b>		<b>\$ 16,380.55</b>

CARRIED

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

**Protection to Persons and Property**

A copy of a letter from the Village of Irma was received and distributed to Council advising that Doug Emter has been named as the Fire Chief and Robert Larson has been named as Deputy Fire Chief for the Village of Irma's Fire Department.

325.18

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the purchase of a one ton emergency truck for the Edgerton Emergency Services for a cost of \$44,149.00 plus applicable taxes from Denwood Motors and that the truck be funded from the Edgerton Rural Fire Reserve. CARRIED

326.18

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 support Edgerton Emergency Services to purchase an equipment package for a cost of \$45,538.39 plus applicable taxes for the 2018 pumper truck and that the cost be funded from the Edgerton Rural Fire Reserve. CARRIED

**Municipal Property**

**Health & Social Services**

**Environment**

**Bylaws**

**Development**

The Development Officer, Kim Christensen attended the meeting from 9:35 a.m. to 9:38 a.m. and 10:45 a.m. to 11:05 a.m. to report to Council on the activities of the Development Department for the past month.

327.18 Moved by Clr. Lawson that the Development Officer's report be accepted as presented. CARRIED

Copy of MPC meeting minutes for August 10<sup>th</sup>, 2018 was received and distributed to Council.

**PAYSHEETS**

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

**COMMITTEE REPORTS**

329.18 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 Landfill, East Central E911, Community Health Foundation, Northern Lights Library Systems, and Wainwright Economic Development Board. CARRIED

**IN-CAMERA ISSUES**

330.18 Moved by Clr. Wilkinson that Council move to a closed session at 10:55 a.m. to discuss privileged information as per section 27(2), FOIP and as per section 29(1) (a.1), FOIP and as per Section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED

331.18 Moved by Clr. Buck that Council return to the open meeting at 11:14 a.m. CARRIED

332.18 Moved by Clr. Lawson that this meeting be adjourned (11:15 a.m.). CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(1/2 day)