

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, July 18th, 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 (9:25 a.m. to end).

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.

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

282.17 Moved by Clr. Valleau that the following items be added to the agenda:

DELEGATIONS

3. 9:15 a.m. Wes Taylor, MLA

CARRIED UNANIMOUSLY

283.17 Moved by Clr. Buck that the minutes of the Council Meeting held June 20th, 2017 be adopted as presented. CARRIED

DELEGATIONS

Wes Taylor, MLA attended Council to discuss current issues and the vote in regards to the Wild Rose Party uniting with Progressive Conservative Party. He explained the legalities and process of the vote, noting the vote will be October 28th, 2017.

9:30 a.m. – Sharp Underground - Terry Sharp - Cancelled

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:25 a.m. to 9:40 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

284.17 Moved by Clr. Lawson 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 Assistant Agricultural Fieldman in regards to the 2017 calendar and photo contest.

285.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the 2017 M.D. annual photo contest and the annual M.D. calendar for an estimated cost of \$12,000. CARRIED

Public Works

The Director of Public Works, Shannon LaHaye, the Director of Transportation, Preston Iverson and the Director of Road Construction, Mark Greibrook attended the meeting from 9:40 a.m. to 11:00 a.m. and reported on the activities of their departments for the past month, including the Grader Report for June 2017.

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

287.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Safety Minutes of June 22nd, 2017 as presented. CARRIED

288.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to hire Finning Canada to conduct scheduled valve maintenance on our four 627 CAT scrapers for an approximate total cost of \$30,000. CARRIED

289.17 Moved by Clr. Buck 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 Request for Decision was submitted by the Municipal Accountant in regards to the additional costs for micro-surfacing at Ascot Heights.

290.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the additional costs of \$14,816.10 plus applicable taxes to West-Can Seal Coating Inc. for the micro-surfacing project at Ascot Heights for a total cost of \$189,622.50 plus applicable taxes. CARRIED

Clr. Valleau discussed with Council the request from Greenshields for the small signs in regards to the civic addressing within the Hamlets.

291.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the purchase of civic addressing signs for all hamlets within the municipality with the condition that property owners request them, pick them up and install them and that the total cost of this project be authorized to approximately \$1,000. CARRIED

A Request for Decision was submitted by the Director of Public Works for a memorial bench.

292.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the installation of a memorial bench as per M.D. policy 1.3.6 on behalf of the families of Sherry Bell and Linda King in memory of their spouses (Ralph Edward Bell and David King) at the lookout point on the west side of Clear Lake. CARRIED

Council discussed and reviewed a lease agreement in regards to fencing on municipal property adjacent to Riverdale. It was the consensus of Council to have the Councillor concerned relay the lease agreement conditions in regards to fencing (the Lessee is responsible to erect and maintain a fence).

Municipal Property

Council discussed the possible sale of municipal property adjacent to Riverdale NE 28-46-6 W4M and SE 33-46-6 W4M – No action

Public Works con'd

293.17 Moved by Clr. Buck that the following crop rates be set for 2017:

| | | |
|-------------------|----------|--------------------------|
| • Canola | \$11.00 | Bushel or Contract Price |
| • Wheat | \$8.50 | Bushel or Contract Price |
| • Barley | \$4.50 | Bushel or Contract Price |
| • Oats | \$3.50 | Bushel or Contract Price |
| • Peas | \$9.00 | Bushel or Contract Price |
| • Flax | \$13.00 | Bushel or Contract Price |
| • Greenfeed & Hay | \$100.00 | 1200 lb Bale |
| • Pasture | \$135.00 | Per acre |

CARRIED

A Request for Decision was submitted by the Director of Road Construction for an amendment to the 2017 construction map.

294.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the following amendment to the 2017 construction map:

Reads:

Twp. Rd. 41-4 between RR 4-1 to RR 3-2

Amendment:

Twp. Rd. 41-4 between RR 3-4 to RR 2-5

CARRIED

A letter was received from Alberta Transportation advising that cost-shared grant funding for BF13739 Bridge Maintenance and for BF7269 Bridge Engineering Assessment under the Local Road Bridge Program of Strategic Transportation Infrastructure Program (STIP) was unsuccessful.

A letter was received from Alberta Transportation advising that cost-shared grant funding for Varty Road (RR 41-1) Rehabilitation and for Skinner Road (RR 41-4) Rehabilitation under the Resource Road Component of the Strategic Transportation Infrastructure Program (STIP) was unsuccessful.

A letter was received from Alberta Transportation advising that the New Well-Fabyan project under the Alberta Municipal Water/Wastewater Partnership was successful and the agreements need to be signed, witnessed and returned.

A letter was received from Alberta Infrastructure Transportation advising that the Back Up Generator for the Water System in the Hamlet of Fabyan and the Back Up Generator for the Water System in the Hamlet of Greenshields were approved up to \$17,500 each under the Canada's Clean Water and Wastewater Fund with 50% grant funding.

A Request for Decision was submitted by the Director of Road Construction to add a jaw for gravel crushing to the existing contract with Fitzgerald Aggregates at the McLean and Larson gravel pits. No action

Recreation & Community Services

Gerry Frank attended Council at 10:30 a.m. to discuss the Fabyan utility reconnection/disconnection fees in regards to Lot 23, Block 3, Plan 8821959. He explained his situation and requested Council to use the honor system in regards to charging him for water.

295.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 follow the utility reconnection/disconnection policy in regards to Lot 23, Block 3, Plan 8821959 and furthermore authorize the Director of Transportation to install a lock at the time of water shut off within the hamlets. CARRIED

A Request for Decision was submitted by the Director of Public Works in regards to the used playground equipment that was removed from Riverdale.

296.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to scrap the old playground equipment as recommended by Softline Solutions. CARRIED

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 11:00 a.m. to 11:25 a.m. and reported to Council on the finances for the past month.

297.17 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$4,514,900.24 covered by debit memos 2669-2682 and cheques numbered 75795-75987 be approved and paid and furthermore that payroll payments as per the attached list totaling \$345,149.29 covered by EFT's numbered 900030369-900030547 be ratified. CARRIED

298.17 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending June 30th, 2017 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of June 30th, 2017 was received and distributed to Council.

Administration & Taxation

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

299.17 Moved by Clr. Lawson that the 2017 Business Plan be approved as presented and attached to these minutes. CARRIED

A Request for Decision was submitted by the Municipal Administrator in regards to the Wainwright Association for Community Living (WACL) requesting funding for a project involving renovation to their duplex on 1st Avenue Wainwright.

300.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 send a letter to the Wainwright Association for Community Living (WACL) in regards to their request for funding a renovation project at their duplex on 1st Avenue Wainwright advising that we will not provide funding due to 2017 budget constraints and that we recommend approaching the M.D. with funding requests prior to our budget approval in the future. CARRIED

The following proposals were received and handed out to Council for the Consulting Service for Alberta Wetland Assessments and Environmental Permitting relating to 2018 Road Upgrades:

| COMPANY | TOTAL CURRENT APPROACH PRICE | TOTAL STREAMLINE APPROACH PRICE | SURVEYING | SCORE |
|---|------------------------------|---------------------------------|-------------|---------------------------------------|
| CPP ENVIRONMENTAL CORP | \$58,384.00 | \$28,158.00 | \$11,000.00 | 92 |
| STANTEC | \$100,386.00 | \$45,147.00 | | 75 |
| EARTHMASTER ENVIRONMENTAL SCIENCES | \$59,700.00 | \$22,300.00 | | 75 |
| ROHI | \$128,277.20 | \$109,482.00 | \$25,605.00 | 75 |
| AMEC FOSTER WHEELER | \$101,060.00 | \$52,590.00 | \$82,210.00 | 70 |
| KLOHN CRIPPEN BERGER | \$165,628.00 | \$64,159.00 | | 70 |
| BARR ENGINEERING & ENVIRONMENTAL SCIENCES | \$228,562.00 | \$114,321.00 | | 68 |
| NATURAL RESOURCE SOLUTIONS | \$144,440.00 | \$83,690.00 | | 63 |
| ASSOCIATED ENVIRONMENTAL CONSULTING | | | | NO SCORE Did not meet requirements |
| SOLSTICE | | | | NO SCORE Did not meet requirements |

301.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire CPP Environmental Corp. to do the Consulting Service for Alberta Wetland Assessments and Environmental Permitting Relating to 2018 Road Upgrades for a total cost of \$58,384.00 plus applicable taxes and conditional to verification of any extra fees for additional wetlands discovered through the desktop review and furthermore confirmation that their proposed surveying technique is acceptable under the Alberta Water Act. CARRIED

A thank you letter from the Edgerton Sports Association was received and distributed to Council in regards to the sponsorship for the 2017 Bullarama.

302.17

Moved by Clr. Wilkinson that the following 2017 taxes be cancelled pursuant to Section 347(1)(b) of the M.G.A.:

| Roll # | Legal Description | Amount |
|----------|-------------------|----------|
| • 152401 | NW 33-43-3 W4M | \$416.83 |
| • 480800 | SE 34-45-9 W4M | \$782.17 |

CARRIED

Mill rate/Tax levy breakdown cards were distributed to Council.

A Request for Decision was submitted by the Municipal Administrator in regards to the Asset Management Project.

303.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 support the Village of Irma's recommendation, as managing partner, to hire Urban System to conduct the Asset Management Project for the M.D. of Wainwright No. 61 in conjunction with projects of the Villages of Irma, Chauvin and Edgerton and the Town of Wainwright and that the cost of \$168,000 be funded from the Alberta Community Partnership grant funding of \$200,000. CARRIED

A Request for Decision was submitted by the Municipal Administrator in regards to the ICF/IDP Consultant selection.

304.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61, as managing partner, be authorized to select MNP/MPS to undertake our Intermunicipal Collaboration Framework and Intermunicipal Development Plan (ICF/IDP) projects in conjunction with the Villages of Irma, Chauvin and Edgerton and the Town of Wainwright and that the cost of \$170,000 be funded from the Alberta Community Partnership grant funding of \$200,000. CARRIED

An email was received and distributed to Council advising that the AAMDC District No. 5 meeting is scheduled for Friday, September 22nd, 2017 and will be hosted by Lac La Biche County.

305.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the attendance of Council and the Municipal Administrator at the AAMDC District No. 5 meeting on September 22nd, 2017 at the McArthur Place in the Town of Lac La Biche. CARRIED

Council discussed options in regards to new Council Orientation. It was the consensus of Council to have the Municipal Administrator look into hiring a consultant.

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

Protection to Persons and Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1602 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta to repeal Bylaw No. 1376 (Off-Highway Vehicles).

306.17 Moved by Clr. Buck that Bylaw No. 1602 pass the first reading. CARRIED

307.17 Moved by Clr. Lawson that Bylaw No. 1602 pass the second reading. CARRIED

308.17 Moved by Clr. Cummins that Bylaw No. 1602 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY

309.17 Moved by Clr. Wilkinson that Bylaw No. 1602 pass the third and final reading. CARRIED

Development

The Development Officer, Kim Christensen attended the meeting from 11:25 a.m. to 11:40 a.m. and reported to Council on the activities of the Development Department for the past month.

310.17 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 July 7th meeting along with a copy of the MPC minutes of July 7th, 2017:

- 17-Q-720, Division #4, NW 14-44-6 W4M – 4.77 acres
- 17-Q-728, Division #5, SE 12-46-6 W4M – 80 acres

CARRIED

A letter was received from the Town of Wainwright requesting municipal consent in regards to the purchase of the following lands for the storm water management project:

- 16.4 acres in SW 1-45-7 W4M
- 61.7 acres in NW 2-45-7 W4M (PI 0422457 Blk 2 Lot 1)
- 105.47 acres in SE 2-45-7 W4M
- 59.5 acres in SW 2-45-7 W4M
- 1.46 acres NE 2-45-7 W4M (SE of the CN railroad)
- 154.23 acres in NE 3-45-7 W4M

311.17 Moved by Clr. Buck that as per Section 72 of the Municipal Government Act, we provide our consent for the Town of Wainwright to purchase the following lands located within the boundaries of the Municipal District of Wainwright No. 61 :

- 16.4 acres in SW 1-45-7 W4M
- 61.7 acres in NW 2-45-7 W4M (PI 0422457 Blk 2 Lot 1)
- 105.47 acres in SE 2-45-7 W4M
- 59.5 acres in SW 2-45-7 W4M
- 1.46 acres NE 2-45-7 W4M (SE of the CN railroad)
- 154.23 acres in NE 3-45-7 W4M

CARRIED

A Request for Decision was submitted by the Development Officer in regards to the 5 year Safety Codes Service Agreement renewal.

312.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve a one year extension of the Service Agreement with Superior Safety Codes from January 1st, 2017 to December 31st, 2017 and furthermore request Superior Safety Codes to attend Council for a discussion of services. **CARRIED**

A Request for Decision form was submitted by the Development Officer regarding the engineering assessment report for multi-lot subdivision internal road SW 3-45-7 W4M.

313.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire ROHI Engineering to complete an assessment of the internal subdivision road in the SW 3-45-7 W4M for a cost of approximately \$2,000.00 and that we forward the assessment to Brownlee LLP to proceed with a notice of default on the developer of the subdivision. **CARRIED**

A Request for Decision form was submitted by the Development Officer in regards to the proposed annexation request from the Town of Wainwright.

314.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorize to sign and approve the Annexation Negotiation Report and a letter be sent certifying the annexation agreement between the Town of Wainwright and the M.D. of Wainwright. No. 61 described as follows:

- NE 29-44-6-W4M (155 acres)
- SE 1-45-7-W4M (156.83 acres)
- NW 33-44-6-W4M (125.3 acres)
- NW 5-45-6-W4M (157.81 acres)
- NW 5-45-6-W4M (86.18 acres)
- Lot 2 Block 1 Plan 092 2296, SE 36-44-7 W4M (22.02 acres)
- Lot 9 Block 2 Plan 002 4768, NW 5-45-6 W4M (15.99 acres)
- Lots 1 & 2 Plan 862 0152, NW 5-45-6 W4M (3.00 acres)
- Lots 6 & 7 Plan 002 0589, NW 5-45-6 W4M (2.78 acres)
- Lot 5 Block 1 Plan 952 4690, NW 5-45-6 WM (2.99 acres)
- NW 5-45-6-W4M (2.00 acres)
- Lot 4 Block 1 Plan 952 4690, NW 5-45-6 W4M (2.37 acres)
- Lot 3 Block 1 Plan 922 0826, NW 5-45-6 W4M (1.89 acres)
- Lot 6MR Block 1 Plan 952 4690, NW 5-45-6 W4M (2.25 acres)

TAXES / ASSESSMENT / COMPENSATION

- The Town will collect all taxes from the annexed landowners, and will reimburse the MD according to this agreement. Taxes will include, but are not limited to property, residential school requisitions and E911 services.
- Once the annexation process is complete and approved by the Municipal Government Board, the Town will immediately receive the taxes for the following lands:
 - NW 5-45-6-W4M (157.81 acres)
 - NW 5-45-6-W4M (86.18 acres)
 - Lot 2 Block 1 Plan 092 2296, SE 36-44-7 W4M (22.02 acres)
 - Lot 9 Block 2 Plan 002 4768, NW 5-45-6 W4M (15.99 acres)
 - Lots 1 & 2 Plan 862 0152, NW 5-45-6 W4M (3.00 acres)
 - Lot 5 Block 1 Plan 952 4690, NW 5-45-6 WM (2.99 acres)
 - Lot 3 Block 1 Plan 922 0826, NW 5-45-6 W4M (1.89 acres)
 - Lot 4 Block 1 Plan 952 4690, NW 5-45-6 W4M (2.37 acres)
 - Lot 6MR Block 1 Plan 952 4690, NW 5-45-6 W4M (2.25 acres)
- Landowners of the above described parcels of lands will pay the lower of the two municipal tax rates for a period of 10 years, to be used as a transitional period. After the ten year period, landowners will pay the Town's municipal tax rate. However, if a development permit is approved, change of use or subdivision occurs on a particular parcel of land, the tax rate will default to the Town's municipal rate.

- The MD will continue to receive the taxes for the following lands:
 - NE 29-44-6-W4M (155 acres)
 - SE 1-45-7-W4M (156.83 acres)
 - NW 33-44-6-W4M (125.3 acres)
- The MD will receive the municipal portion of taxes (collected by the Town at the lowest of the two tax rates) on the parcels of land listed above. Taxes will transfer from the MD to the Town once a development permit is approved, change of use or subdivision occurs on the parcel of land. Once transferred, taxes will be collected on the entire parcel at the Town`s municipal rate.

BOUNDARY ROADS

The following roads adjacent to the lands will be included in the annexation:

- 1st Avenue, north of NE 29-77-9-W4, from 23rd Street to Highway 41;
- 14th Avenue West, south of SE 1-45-7-W4, from the west boundary to 1st Street;
- 14 Street, from 23rd Avenue to the north boundary of L.9 B.2 P.002 4768.

STORM WATER / UTILITY SERVICES

- A Storm Water Management plan will be the responsibility of each landowner. The MD and the Town will not be held responsible or liable for any affects caused by storm water runoff. At the time of development permits being issued or application to subdivide, it will be the responsibility of the Town to acquire the proper documents to ensure that all regulations are being adhered to. Applicants and landowners will follow the Town`s Municipal Development Standards.
- All permit applications, change of use, and/or subdivisions will adhere to the bylaws and policies set in place by the Town.
- The annexed lands will not be forced to attach to the Town`s utility services, unless mutually agreed upon between the landowner and the Town. The existing services will be accepted by the Town along with any current developments that do not conform to any of the Town`s bylaws or policies. Once a development permit is approved, change of use or subdivision occurs on a particular parcel of land, the owner will adhere to all current bylaws and policies set out by the Town at that time, including utility servicing.

CARRIED

COMMITTEE REPORTS

315.17

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

PAYSHEETS

316.17 Moved by Clr. Buck that the paysheets be approved as presented.
CARRIED

317.17 Moved by Clr. Cummins that this meeting be adjourned (11:45 a.m.).
CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)