

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, December 18th, 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 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.

462.18 Moved by Clr. Lawson that the agenda be adopted as presented. CARRIED

463.18 Moved by Clr. Cummins that the minutes of the Council Meeting held November 16th, 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 9:14 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

464.18 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 Assistant Agricultural Fieldman regarding attending the 2019 Provincial ASB Conference in Calgary January 21st to 24th, 2019.

465.18 Moved by Clr. Buck that the Council, Agricultural Service Board staff and Farm members be authorized to attend the 2019 Provincial ASB Conference from January 21st to 24th, 2019 in Calgary. CARRIED

A Request for Decision form was submitted by the Assistant Agricultural Fieldman regarding attending the 2019 FarmTech Conference from January 29th to 31st, 2019 in Edmonton at Northland's Expo Center.

466.18 Moved by Clr. Valleau that Clr. Andersen, Reeve Barss, the Agricultural Service Board staff and Farm members be authorized to attend the 2019 FarmTech Conference on January 29th to 31st, 2019 in Edmonton at Northland's Expo Center. CARRIED

Public Works, Transportation, Utilities & Safety

The Director of Safety, Pam Charles, the Director of Road Construction, Mark Greibrok and the Director of Transportation, Preston Iverson attended the meeting from 9:15 a.m. to 9:55 a.m. and reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

467.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Transportation report on Transportation as presented. CARRIED

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

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

A Request for Decision form was submitted by the Director of Transportation regarding ratifying the cost of change orders on the Edgerton Storage Shop.

470.18 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 ratify additional costs of \$24,664.90 plus applicable taxes for change orders on the Edgerton Storage Shop. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding high load damage to Bridge File #70228 Fabyan Bridge.

471.18 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to hire WSP Canada Inc. to proceed with the RFQ process to repair damages from a high load collision at the Fabyan Bridge – Bridge File #70228 on November 27th, 2018 with damages estimated at \$94,000 and that we attempt to recuperate the cost of \$94,000 from the truck operator’s insurance company. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding street lights along 53rd Avenue Irma and TWP Rd. #455. No Action

A Request for Decision form was submitted by the Director of Transportation regarding Bridge File #9666 – Gibb’s Bridge.

472.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire Bridgemen Services to repair the abutment cap timbers deterioration on Bridge File #9666 – Gibb’s Bridge in 2019 for an approximate cost of \$28,000.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the pricing results for the 2019 1-Ton truck with flat deck.

<u>Company</u>	<u>Make</u>	<u>Model</u>	<u>Price + GST</u>
Norris Ford	Ford	3500 Series Crew Cab w/Flat Deck	\$54,198.00

473.18 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase the 2019 1-Ton 3500 Series Crew Cab truck with flat deck from Norris Ford for a cost of \$54,198.00 plus applicable taxes. CARRIED

Recreation & Community Services

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 10:20 a.m. to 10:35 a.m. and reported to Council on the finances for the past month.

474.18 Moved by Clr. Andersen that the accounts recorded on the attached list in the amount of \$26,490,012.72 covered by debit memos 2900-2911 and cheques numbered 78809-78939 be approved and paid and that the payroll payments as per the attached list totaling \$262,531.36 covered by EFT’s numbered 900033070-900033203 be ratified. CARRIED

475.18 Moved by Clr. Lawson that the financial statement of receipts and disbursements for the month ending November 30th, 2018 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of November 30th, 2018 was received and distributed to Council.

476.18 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 adopt the 2018 Operating and Capital Budget as the Interim Budget for 2019. CARRIED

A copy of a letter from Donald L. Isaman Professional Corporation was received and distributed to Council regarding 2018 audit planning and the engagement letter for the audit.

Administration & Taxation

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

Tax Clerk, Karen Steele, advised Council that as of December 18th, 2018 the tax collection rate of current taxes was 95.62%.

A Request for Decision form was submitted by the Tax Clerk regarding tax cancellation of the balance of the 2018 Department of National Defense grant.

477.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the following tax cancellation:

- Roll #1000000 in the amount of \$3,551.47

CARRIED

A thank you letter was received and distributed to Council from the Village of Chauvin for the grant for Core Infrastructure, noting it is being used towards their curb and gutter project.

A letter was received from the Northern Lights Library System proposing a levy increase for the 2019 budget.

478.18 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 advise the Northern Lights Library System that the municipality is in favor of the 2019 proposed levy increase from \$10.14 per capita to \$10.30 per capita. CARRIED

479.18 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize Council and the Municipal Administrator to attend the Rural Municipalities of Alberta (RMA) District No. 5 Organizational and Regular meeting on January 11th, 2019 at the Czar Cultural and Recreation Centre hosted by the M.D. of Provost. CARRIED

480.18 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized under Section 193 (3) of the M.G.A to change the March 19th, 2019 Regular Council meeting to March 15th, 2019 due to the RMA Spring Convention. CARRIED

A Request for Decision form was submitted by the Tax Clerk regarding the option to divide the municipal non-residential class into sub-classes. The consensus of Council was for Administration to research the assessment for municipal non-residential class and what amount of assessment would qualify to be broken into sub-classes.

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

Protection to Persons and Property

A Request for Decision form was submitted by the Municipal Administrator regarding hiring a Director of Emergency Management (DEM).

481.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the appointment of Duncan Campbell as the Director of Emergency Management for the M.D. of Wainwright and Kelly Buchinski as the Deputy effective January 1st, 2019. CARRIED

482.18 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to purchase a trailer for an approximate cost of \$9,500.00 plus applicable taxes from the Edgerton fire reserve and that the trailer be owned, registered and insured by the Edgerton Fire Department. CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1623 – A Bylaw to amend Bylaw No. 1611 to correct the legal description shown for the closure of a portion of Range Road 72.

483.18 Moved by Clr. Buck that Bylaw No. 1623 pass the first reading. CARRIED

484.18 Moved by Clr. Andersen that Bylaw No. 1623 pass the second reading. CARRIED

485.18 Moved by Clr. Cummins that Bylaw No. 1623 proceed with the third reading at this meeting. CARRIED UNANIMOUSLY

486.18 Moved by Clr. Valleau that Bylaw No. 1623 pass the third and final reading. CARRIED

Development

The Development Officer, Kim Christensen attended the meeting from 10:40 a.m. to 10:45 a.m. to report to Council on the activities of the Development Department for the past month.

487.18 Moved by Clr. Lawson that the Development Officer's report be accepted as presented which included the following subdivision application that was supported by the MPC at their December 10th, 2018 meeting:

- 18-Q-956 Village of Edgerton

CARRIED

A copy of the order in Council No. 357/2018 dated November 27th, 2018 which approves the application for annexation of certain lands to the Town of Wainwright was received and distributed to Council.

PAYSHEETS

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

COMMITTEE REPORTS

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

490.18 Moved by Clr. Cummins that this meeting be adjourned (11:00 a.m.).
CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)