

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, May 21st, 2013 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Myron Zajic, Phil Valleau, Bruce Cummins and Shelly Andersen. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Kelly Clemmer (9:45 a.m. to 11:42 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.

183.13 Moved by Clr. Zajic that the agenda be adopted as presented. CARRIED

184.13 Moved by Clr. Cummins that the following items be added to the agenda:

### Public Works

- k. South Chauvin Pavement Repairs
- l. Discussion NW 13-43-3 W4M
- m. Edgerton Tower Contractor Confirmation

CARRIED UNANIMOUSLY

185.13 Moved by Clr. Valleau that the minutes of the Council Meeting held April 16th, 2013 be adopted as presented. CARRIED

186.13 Moved by Clr. Cummins that the minutes of the Special Meeting held April 22nd, 2013 be adopted as presented. CARRIED

## **NEW BUSINESS**

### Agriculture Service Board

The Agricultural Fieldman, James Schwindt, attended the meeting from 9:05 a.m. to 9:15 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

187.13 Moved by Clr. Wilkinson that the Agricultural Fieldman's report be accepted as presented. CARRIED

The Agricultural Fieldman distributed to Council a list of ratepayers who have entered into the 2013 No-Spray and Haying agreement.

188.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the 2013 No-Spray and Haying agreement list. CARRIED

A copy of the Battle River Watershed Alliance Staff and Board Members was received and distributed to Council. Council was also advised that the Battle River Watershed Alliance AGM and Elections will be held in Pigeon Lake on June 20<sup>th</sup>, 2013.

189.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to put Clr. Cummins' name forward for consideration for the upcoming nominations for the Battle River Watershed Alliance Board of Directors Elections. CARRIED

### Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:15 a.m. to 9:30 a.m. and reported on the activities of his department for the past month.

A memo was received from the Safety & Utilities Manager requesting Council to consider the Greenshields Lift Station for infrastructure funding in 2014.

190.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to delay the Greenshields Lift Station project until 2014, if it remains functional, in anticipation of funding through the recently announced Building Canada Fund. CARRIED

191.13 Moved by Clr. Wilkinson that the Safety & Utilities Manager's report be accepted as presented. CARRIED

### **Recreation & Community Services**

Clr. Wilkinson extended thanks from the Clear Lake residents to the different departments for the work on Clear Lake Road, signs and trails.

### **Public Works**

The Director of Transportation, Mark Greibrok, and the Director of Public Works, Shannon LaHaye attended the meeting from 9:30 a.m. to 11:02 a.m. and reported on the activities of their departments for the past month.

192.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 approve the Director of Transportation's report as presented. CARRIED

193.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 approve the Director of Public Work's report as presented. CARRIED

A request from Twin Butte Energy Ltd. to upgrade the NE 11-47-5 W4M east side ½ mile of road allowance to access their leases was received.

194.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 has no objections to Twin Butte upgrading the road allowance on the east side for ½ mile of the NE 11-47-5 W4M subject to the third party road agreement. CARRIED

A copy of a letter from Alberta Transportation was received and distributed to Council summarizing the meeting held with Transportation at the 2013 AAMDC Convention.

The following RFPs for 2013 road oil were received and distributed to Council:

Contractor	Price
Western Asphalt Products	\$1,045.00 MT

195.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase SC 250 (approximately 500 MT) from Western Asphalt Products for a total cost of \$1,045.00 per MT plus applicable tax. CARRIED

Clr. Andersen declared an interest in the next agenda item and left the Council Chambers at 10:23 a.m.

The following RFP's for the Contract Motor Scraper Opportunity were received and distributed to Council:

	Contractor	Year/Model	Price (per hour)
	Powell Cats Ltd.		\$210.00
	Sharp Underground Inc.		\$290.00
	B. Andersen Construction Ltd.	1980 TS-B Motor Scraper	\$195.00
196.13	Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to hire B. Andersen Construction Ltd. 1980 TS-B Motor Scraper if necessary for \$195.00 per hour. <u>CARRIED</u>		
	Clr. Andersen returned to the Council Chambers at 10:30 a.m.		
197.13	Moved by Clr. Buck that the Municipal Administrator be authorized to advertise for engineering and design proposals on North Gilt Edge Road Paving Project and Talisman Road Widening and Paving Project for 2014 projects. <u>CARRIED</u>		
198.13	Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to hire J.W. Project Management Ltd. and proceed with the Edgerton Tower repairs for a cost of \$14,875.00 plus applicable taxes. <u>CARRIED</u>		
Public Hearing	Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Phil Valleau, Myron Zajic, Ted Wilkinson, Shelly Andersen, Kelly Buchinski, Bonnie Milton, Mark Greibrok and Shannon LaHaye.		
	Bylaw No. 1538 - 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 Lot 2, Block 1, Plan 092 2296 Pt. of SE 36-44-7 W4M from Agricultural District to Industrial District.		
	Reeve Barss called the meeting 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.		
199.13	Moved by Clr. Andersen that the hearing be adjourned at 10:35 a.m. <u>CARRIED</u>		
	A copy of a memo was received and distributed to Council advising about the new GPS units for M.D. vehicles and cost.		
200.13	Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to proceed with the new Cellular VLM/Voice 2 Way Radio system in all new municipal vehicles for a cost of approximately \$1,143.00 per unit to be phased in as GPS units require replacing. <u>CARRIED</u>		
	Equipment quotes of Excavator, Crawler Tractor, Water/Oil Trucks, Self Propelled Packer, Motor Scraper, and Crawler Tractor with a 6 way Dozer & Ripper were received and distributed to Council.		
201.13	Moved by Clr. Wilkinson that the Director of Transportation be authorized to hire the lowest quote per piece of equipment if available. <u>CARRIED</u>		
202.13	Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire ASL Paving Ltd. to do repairs on the South Chauvin Road for a cost of \$26,886.39 plus applicable taxes. <u>CARRIED</u>		

Clr. Wilkinson advised Council of the situation on the NW 13-43-3 W4M with Cresthill Grazing Association. It was the consensus of Council that the NW

13-43-3 W4M be considered for advertising once the Cresthill Grazing Association lease is up in the spring of 2014.

**Finance**

The Municipal Accountant, Karrie Gau, attended the meeting from 11:00 a.m. to 11:15 a.m. and reported to Council on the finances for the past month.

203.11 Moved by Clr. Andersen that the accounts recorded on the attached list in the amount of \$1,430,737.69 covered by debit memos 1919 to 1933 and cheques numbered 66993-67184 be approved and paid and furthermore that payroll payments as per the attached list totaling \$317,044.81 covered by EFT's numbered 900022597-900022781 be ratified. CARRIED

204.11 Moved by Clr. Zajic that the financial statement of receipts and disbursements for the month ending April 30th, 2013 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of April 30th, 2013 was received and distributed to Council.

**Administration & Taxation**

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

Federal Gas Tax Fund (FGTF) – no action

205.13 Moved by Clr. Valleau that Council and the Municipal Administrator be authorized to attend the AAMDC District 5 Zone meeting on July 2<sup>nd</sup>, 2013 at Boscombe Hall hosted by the County of St. Paul. CARRIED

A memo was received and distributed to Council advising of the website to view the Spring 2013 Advocacy Report Card from the AAMDC.

206.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 support the 2013 Edgerton Bullarama as a gold sponsor in the amount of \$1,000.00. CARRIED

207.13 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 support the 2013 Irma Curling Club Summerspiel as a major sponsor in the amount of \$500.00. CARRIED

A letter was received and distributed to Council from Wainwright Association for Community Living requesting funding assistance for a building project.

208.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to support the Wainwright Association for Community Living duplex construction project for the disabled in the amount of \$5,000.00. CARRIED

209.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to sign the proclamation to designate June 3<sup>rd</sup> to 9<sup>th</sup>, 2013 as Seniors' Week. CARRIED

The following RFP was received and distributed to Council for the Property Assessment Services:

	<b>Company</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Total</b>
	Wainwright Assessment Group Ltd.	\$141,720	\$148,860	\$156,240	\$469,161
210.13	Moved by Clr. Buck that the Municipal District of Wainwright No. 61 award the assessment services contract to Wainwright Assessment Group Ltd. for				

2014, 2015 and 2016 for a total price of \$469,161.00 including G.S.T.  
CARRIED

211.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to sign the MCSNet Tower & Equipment Purchasing agreement with Lemalu Holding Ltd., for the wireless internet project under the Final Mile Program, as presented. CARRIED

212.13 Moved by Clr. Cummins that the following policy changes be approved and forwarded to the policy manual along with schedules PW14, D1, D2, D3, D4 and D5 being amended in accordance with this change:

Policy As is:

6.4 Local Road Construction - Operational Guidelines

6.4.23 Liability Insurance

All contractors hired by the M.D. are required to carry commercial general liability insurance of at least \$5,000,000. Contractors are also required to name the M.D. as an additional insured on the contractor's insurance policy. Proof of insurance must be provided to the M.D. of Wainwright No. 61 and must be filed with the M.D. Payroll Clerk before any work for the M.D. is undertaken.

6.6 Gravel

6.6.6 Liability Insurance

All Gravel Hauling Contractors hired by the M.D. are required to carry commercial general liability insurance of at least \$5,000,000. Contractors are also required to name the M.D. as an additional insured on the contractor's insurance policy. Proof of insurance must be provided to the Director of Transportation and must be filed with the M.D. Payroll Clerk before any work for the M.D. is undertaken. Contractors will be required to sign a form (PW 14) ensuring that the insurance coverage is valid for the entire graveling season and that the M.D. shall be notified immediately of cancellation or changes to the insurance policy. Contractors are also required to have their own WCB coverage as stated in the WCB Act. Coverage must be kept in good standing with WCB or a hold back will be kept to cover any liability incurred by the M.D. on the contractors' behalf. The payroll clerk shall notify the Director of Transportation of any gravel contractors that are not in compliance with this section by March 31 of each year. Gravel Hauling Contractors will not be eligible to work for the M.D. without proof of insurance and WCB clearance as per this section.

TEXAS GATES

The applicant shall be responsible for the entire construction and installation costs of the Texas gate. They also shall carry at least \$5,000,000 in liability insurance that will hold harmless and indemnify at all times the M.D. of Wainwright No. 61 against all claims for damages or other claims which may arise attributable to the existence and use of the Texas gate on the municipal road. The M.D. shall be specifically named as an additional insured on the policy.

**Change as follows:**

6.4 Local Road Construction - Operational Guidelines

6.4.23 Liability Insurance

All contractors hired by the M.D. are required to carry commercial general liability limits of not less than \$5,000,000. Contractors are also required to name the M.D. as an additional insured on the contractor's insurance policy. Proof of insurance must be provided to the M.D. of Wainwright No. 61 and must be filed with the M.D. Payroll Clerk before any work for the M.D. is undertaken.

6.7 Gravel

6.6.6 Liability Insurance

All Gravel Hauling Contractors hired by the M.D. are required to carry commercial general liability limits of not less than \$5,000,000. Contractors are also required to name the M.D. as an additional insured on the contractor's insurance policy. Proof of insurance must be provided to the Director of Transportation and must be filed with the M.D. Payroll Clerk before any work for the M.D. is undertaken. Contractors will be required to sign a form (PW 14) ensuring that the insurance coverage is valid for the entire graveling season and that the M.D. shall be notified immediately of cancellation or changes to the insurance policy. Contractors are also required to have their own WCB coverage as stated in the WCB Act. Coverage must be kept in good standing with WCB or a hold back will be kept to cover any liability incurred by the M.D. on the contractors' behalf. The payroll clerk shall notify the Director of Transportation of any gravel contractors that are not in compliance with this section by March 31 of each year. Gravel Hauling Contractors will not be eligible to work for the M.D. without proof of insurance and WCB clearance as per this section.

TEXAS GATES

The applicant shall be responsible for the entire construction and installation costs of the Texas gate. They also shall carry commercial general liability limits of not less than \$5,000,000 that will hold harmless and indemnify at all times the M.D. of Wainwright No. 61 against all claims for damages or other claims which may arise attributable to the existence and use of the Texas gate on the municipal road. The M.D. shall be specifically named as an additional insured on the policy. CARRIED

A copy of the AAMDC Member Bulletins, Contacts, Minister Meeting Highlights and Executive Highlights were received and distributed to Council.

Protection to Persons and Property

213.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to enter into an agreement with the County of Vermilion River for Mutual Fire Aid. CARRIED

214.13 Moved by Clr. Andersen that in accordance to the Village of Irma and the M.D. of Wainwright's fire agreement under Section 6 the municipality agrees

that the Irma Fire Department be authorized to purchase a new Rapid Response Fire Truck in the amount of \$44,000. CARRIED

- 215.13 Moved by Clr. Buck that the Level of Service for the Chauvin, Edgerton, Wainwright and Irma Fire Departments be approved as presented and attached to these minutes. CARRIED

### Municipal Property

### Health & Social Services

### Environment

### Bylaws

Bylaw No. 1538 - 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 Lot 2, Block 1, Plan 092 2296 Pt. of SE 36-44-7 W4M from Agricultural District to Industrial District.

- 216.13 Moved by Clr. Cummins that Bylaw No. 1538 pass the second reading. CARRIED

- 217.13 Moved by Clr. Zajic that Bylaw No. 1538 pass the third and final reading. CARRIED UNANIMOUSLY

Bylaw No. 1542 - 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 NE 6-45-7 W4M from Agricultural District to Country Residential District.

- 218.13 Moved by Clr. Wilkinson that Bylaw No. 1542 pass the first reading. CARRIED

- 219.13 Moved by Clr. Valleau that a Public Hearing be set for June 18<sup>th</sup>, 2013 for Bylaw No. 1542 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

Bylaw No. 1543 - 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 PT. of NW 5-45-6 W4M from Agricultural District to Industrial District.

- 220.13 Moved by Clr. Valleau that Bylaw No. 1543 pass the first reading. CARRIED

- 221.13 Moved by Clr. Zajic that a Public Hearing be set for June 18<sup>th</sup>, 2013 for Bylaw No. 1543 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building. CARRIED

### Development

The Development Officer, Jim Klasson, was absent due to illness.

- 222.13 Moved by Clr. Wilkinson that the Development Officer's report be accepted as presented. CARRIED

A copy of the May 13<sup>th</sup>, 2013 MPC minutes were received and distributed to Council.

- 223.13 Moved by Reeve Barss that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the NE 8-47-8 W4M.

CARRIED

224.13 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the NW4-45-10 W4M subject to 17' road widening. CARRIED

225.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the NW 25-46-6 W4M. CARRIED

226.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the Pt. NE 6-45-7 W4M subject to 17' road widening and rezoning. CARRIED

A copy of a letter from Alberta Utilities Commission was received and distributed to Council with the updated proceeding schedule for Bluearth Wind Project.

A copy of a letter from ATCO Electric was received and distributed to Council advising that the Lloydminster to Edgerton transmission project will not be proceeding at this time.

A letter was received from the Town of Wainwright serving notice of annexation of Pt. of LSD 11 5-45-6 W4M from the Municipal District of Wainwright No. 61 as required by the Municipal Government Act.

Clr. Valleau declared an interest in the next agenda item and left the Council Chambers at 11:30 a.m.

227.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the annexation of Pt. of LSD 11 5-45-6 W4M from the Town of Wainwright. CARRIED

Clr. Valleau returned to the Council Chambers at 11:31 a.m.

A copy of the Ports-to-Plains workshop agenda to be held in Wainwright on June 20-21, 2013 was received and distributed to Council.

A letter was received from Doug Jackson requesting permission to locate a water well on M.D. property for Cabin 100 at Clear Lake.

228.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 have no objection to a water well encroaching on the edge of municipal road allowance for Clear Lake 100 Cabin owner (Doug Jackson) at Clear Lake with a third party liability form in place. CARRIED

**PAYSHEETS**

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

**COMMITTEE REPORTS**

230.13 Moved by Clr. Zajic that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

231.13 Moved by Clr. Cummins that this meeting be adjourned. (11:42 a.m.) CARRIED



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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(1/2 day)