

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, October 18<sup>th</sup>, 2016 commencing at 10:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Phil Valleau, Bill Lawson, Oscar Buck and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski, General Administration Clerk Mackenzie Bethune and from the Star News, Zak McLachlan (10:38 a.m. to end).

Absent: Clr. Myron Zajic due to illness.

## CALL TO ORDER

The Reeve called the meeting to order at 10:00 a.m.

Reeve Barss in the Chair.

This is the official record for the proceedings.

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

425.16 Moved by Clr. Lawson that the following items be changed, added or removed from the agenda:

Add:

### Public Works, Transportation, Utilities & Safety

- h. Construction Schedule – Airport Runway Extension & Division 5
- i. Gravel Crushing Contract

### Administration & Taxation

- k. Civic Addressing
- l. Larson Letter

Delete:

### Administration & Taxation

- g. Wainwright Minor Hockey Atom Division – Labour Donation for Fundraising

CARRIED UNANIMOUSLY

426.16 Moved by Clr. Buck that the minutes of the Council Meeting held September 20<sup>th</sup>, 2016 be adopted as presented. CARRIED

## NEW BUSINESS

### Agriculture Service Board

The Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 10:05 a.m. to 10:17 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

428.16 Moved by Clr. Valleau that Council, Agricultural Service Board staff and members be authorized to attend the 2016 Regional ASB Conference on November 1<sup>st</sup>, 2016 in Plamondon, Alberta hosted by Lac La Biche County. CARRIED

429.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Battle River Watershed Alliance request for funding of \$2,069.00 and furthermore that it be forwarded to the 2017 budget. CARRIED

**Public Works**

The Director of Public Works, Shannon LaHaye, the Director of Safety, Dan Schmidt, the Director of Transportation, Preston Iverson and the Director of Road Construction, Mark Greibrok attended the meeting from 10:17 a.m. to 10:53 a.m. and reported on the activities of their departments for the past month, including the Grader Report for September 2016.

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

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

432.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Public Works report on Parks & Recreation and Public Works as presented. CARRIED

Copies of letters from Craig & Tracie Mailer and Bryan & Renae Skinner were received and distributed to Council. Both couples are requesting letters of support from Council against the possible loss of yard school bus service within Buffalo Trail School Division in the 2017-18 school year.

433.16 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 administration send a letter to Craig & Tracie Mailer and Bryan & Renae Skinner advising them that this matter is out of the jurisdiction of the M.D. and that they should contact the school board with their concerns. CARRIED

434.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Construction Completion Certificate for Prairie North Construction Ltd. for Contract 15-039 Schedule A & B Hogan Hill Extension and BF 77166 Project. CARRIED

A memo was received from the Director of Public Works, Shannon LaHaye and distributed to Council regarding budget numbers for a new plow and gravel truck combination. No action.

A copy of a memo was received and distributed to Council regarding an interest in purchasing the M.D. of Wainwright's Sand Screener.

435.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to dispose of the 1989 Sand Screener S/N WEL0035 for a price to be negotiated with the potential purchaser. CARRIED

436.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 amend the 2016 Construction Schedule to include work at the Wainwright Airport adjacent to the runway and in Division 5 on Range Roads 7-2 and 7-3 to fill low spots and that this work be completed in the 2016 season if time and weather permits. CARRIED

Administration advised Council of the gravel crushing shortages in the Pfisterer and Cusack pits. Section 1.3 of the 2016 Gravel Crushing Contract was read aloud by the Municipal Administrator providing that additional quantities may be crushed in other pits if mutually agreed with the contractor.

437.16 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize one of the following options to remedy the gravel crushing shortages for 2016:

Option #1: That the M.D. of Wainwright crush the 2017 commitment of 31,250 tonnes at the Sullivan Pit with the use of the big jaw at an additional cost of \$1.00/tonne over and above the 2016 contract price of \$3.65/tonne and that this be conditional to no mobilization cost from the contractor.

Option #2: That the M.D. of Wainwright crush the contract shortfall of 8,243 tonnes at the Pierce Pit to fulfill the 2016 Gravel Crushing.

CARRIED

### **Recreation & Community Services**

#### **Finance**

The Municipal Accountant, Karrie Gau attended the meeting from 10:55 a.m. to 11:21 a.m. and reported to Council on the finances for the past month.

438.16 Moved by Clr. Valleau that the accounts recorded on the attached list in the amount of \$2,912,958.93 covered by debit memos 2537-2554 and cheques numbered 74328-74492 be approved and paid and furthermore that payroll payments as per the attached list totaling \$343,259.63 covered by EFT's numbered 900029093-900029254 be ratified. CARRIED

439.16 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending September 30<sup>th</sup>, 2016 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of September 30<sup>th</sup>, 2016 was received and distributed to Council.

A memo was received from the Municipal Accountant and distributed to Council regarding expense accounts exceeding the 2016 budget. Council requested a monthly update on these accounts for the remainder of 2016.

#### **Administration & Taxation**

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

440.16 Moved by Clr. Cummins that the 2016 Business Plan be approved as presented and attached to these minutes. CARRIED

441.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the 2017 draft budget and levy for the Northern Lights Library System at \$10.14 per capita for a total of \$41,959.32. CARRIED

A memo was received from the Assistant Municipal Administrator and distributed to Council regarding information on insurance. No Action.

A letter from Encompass Credit Union was received and distributed to Council requesting funding for their annual Red Friday Pancake Breakfast. The consensus of Council was to support the event again in 2016 with a \$500 contribution.

A thank you letter was received and distributed to Council from the Wainwright & District Handivan Society for the ongoing support and cooperation of the Municipal District of Wainwright No. 61.

- 442.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize Clr. Zajic to miss this meeting and future Council meetings due to illness until he is able to return as per Section 174 (2) (a) of the Municipal Government Act, Chapter M 26.1, Revised Statutes Of Alberta 2000, as amended. CARRIED

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

A memo was received from Computer Analyst, Stephen Atkins regarding civic addressing within the Hamlets of Fabyan and Greenshields. No Action.

A copy of a letter was received and distributed to Council from Richard and Marlus Larson regarding property taxes on the M.D. operated gravel pit on their land.

- 443.16 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 administration research possible amendments to the current gravel agreements to address these added costs on M.D. operated gravel pits. CARRIED

### **Protection to Persons and Property**

#### **Municipal Property**

#### **Health & Social Services**

#### **Environment**

A letter was received and distributed to Council from the Municipal Administrator and Tax Clerk, Karen Steele regarding Waste Management's proposed contract renewal.

- 444.16 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve an extension of the Waste Management Contract with Waste Management of Canada Corporation for a three year term extension beginning January 1, 2017 and that the first year be subject to a price decrease of 1% and the following two years be subject to a 0% price increase and that this price be applicable to all lines of business (residential collection, commercial collection and roll off collection) and furthermore that this be conditional to the other parties of this agreement, the Town of Wainwright and the Villages of Chauvin, Edgerton and Irma being in agreement as well. CARRIED

#### **Bylaws**

Bylaw No. 1591 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta for the purpose of closing public travel and disposing of portions of a public highway in accordance with Section 22 of the Municipal Government Act, Chapter M 26.1, Revised Statutes Of Alberta 2000, as amended.

- 445.16 Moved by Clr. Lawson that Bylaw No. 1591 pass the first reading. CARRIED

446.16 Moved by Clr. Valleau that a Public Hearing be set for December 20<sup>th</sup>, 2016 for Bylaw No. 1591 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building Council Chambers.  
CARRIED

**Development**

The Development Officer, Kim Christensen attended the meeting from 11:21 a.m. to 11:24 a.m. and reported to Council on the activities of the Development Department for the past month.

447.16 Moved by Clr. Buck that the Development Officer's report be accepted as presented which included the following subdivision applications that were supported by the MPC at their October 11<sup>th</sup>, 2016 meeting:

- 16-Q-574, Division #4, NE 20-44-6 W4M (Lot 1, Block 1, Plan 0427080 - 10 acres (Industrial Parcel)
- 16-Q-577, Division #6, NW 6-45-8 W4M – 14.60 acres (Farm Site)
- 16-Q-580, Division #2, NE 31-44-4 W4M – 11.44 acres (Farm Site)

CARRIED

A copy of a draft Road Crossing Agreement was received and distributed to Council with the recommendation to update Schedule D1 – Road Crossing Agreement from Section 4.0 Development of the 2016 Policy Manual.

448.16 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the presented Schedule D1 – Road Crossing Agreement as attached to these minutes. CARRIED

**PAYSHEETS**

449.16 Moved by Clr. Valleau that the paysheets be approved as presented.  
CARRIED

**COMMITTEE REPORTS**

450.16 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 Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

451.16 Moved by Clr. Cummins that this meeting be adjourned (11:30 a.m.).  
CARRIED

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Reeve

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Municipal Administrator

(1/2 day)

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General Administration Clerk