

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, January 15<sup>th</sup>, 2019 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: Assistant Municipal Administrator Bonnie Milton and General Administration Clerk Lacey Zelenika.

## **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.

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

02.19 Moved by Clr. Andersen that the following items be added to the agenda:

Additions:

### Administration & Taxation

- i. Letter from Darcy Haun re: Permission to sell Fireworks
- j. CN Crossing 131.70 re: Letters from Jesse Guy & Jesse Campbell

### Protections to Persons and Property

- c. Chauvin Fire re: SCBA

CARRIED UNANIMOUSLY

03.19 Moved by Clr. Buck that the minutes of the Special Meeting held December 17<sup>th</sup>, 2018 be adopted as presented. CARRIED

04.19 Moved by Clr. Andersen that the minutes of the Council Meeting held December 18<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 9:04 a.m. to 9:11 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A copy of the January 9<sup>th</sup>, 2019 ASB meeting minutes was received and distributed to Council.

06.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the Agriculture Fieldman to send a letter on behalf of council to Alberta Environment and Parks, CN Rail and Alberta Agriculture and Forestry informing them of the Phragmites location in the Municipal District of Wainwright No. 61 and the urgency for control measures to be put in place. CARRIED

Council was made aware that ASB will acquire the 2013 Ford F-350 truck S/N 1FDRF3H67DEA77551 from Public Works to replace the 1994 Ford truck S/N 2FDLF47KXRCA19070 (can-hauler truck).

**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 9:12 a.m. to 9:31 a.m. and reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

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

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

09.19 Moved by Clr. Lawson 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 requesting to purchase four (4) new trucks and one (1) trailer and sell six (6) trucks.

10.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to advertise a Request for Proposals (RFP) for the purchase of two (2) 1 tons, one (1) ½ ton, one (1) ¾ ton and one (1) tandem gooseneck trailer and to bring the proposals back to a future council meeting, and furthermore that the Director of Transportation be authorized to sell the 2009 Ford S/N 1FTSX215X9EA52357, the 2009 Ford S/N 1FTSX21539EA52359, the 2009 Dodge S/N 3D6WH46T99G532894, the 2007 GMC S/N 1GTHK29KX7E540272 (sell to Wainwright Regional Waste to Energy), the 1994 Ford S/N 2FDLF47KXRCA19070 (removal of deck) and the 2009 Dodge S/N 3D6WH48T39G533469. CARRIED

A letter was received from the Village of Edgerton requesting the Municipal District of Wainwright No. 61 consider oiling the roadway to the waste site and turn around area as well as 54<sup>th</sup> Avenue from 51<sup>st</sup> Street to S.H. #894.

11.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Director of Road Construction to proceed with 2019 oiling in the Village of Edgerton only in conjunction with other municipal work in that area and to follow policy manual section 6.3.10 – Upgrading Portions of Streets in Villages. CARRIED

DELEGATIONS: Jason Dahlgren attended Council from 9:33 a.m. to 9:43 a.m. to discuss concerns regarding his property taxes.

12.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to send a letter to Jason Dahlgren informing him that the appeal period regarding his property taxes has passed. CARRIED

**Recreation & Community Services**

A Request for Decision form was submitted by the Computer/Information Analyst regarding the approval of the Riverdale Groundskeeper and the Riverdale Campground Monitor job descriptions for the 2019 Policy Manual.

- 13.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 ratify the updates for the Riverdale Groundskeeper and the Riverdale Campground Monitor job descriptions in the 2019 Policy Manual. CARRIED

### **Finance**

The Municipal Accountant, Karrie Gau attended the meeting from 10:21 a.m. to 10:41 a.m. and reported to Council on the finances for the past month.

- 14.19 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,782,446.15 covered by debit memos 2912-2927 and cheques numbered 78940-79112 be approved and paid and that the payroll payments as per the attached list totaling \$247,055.99 covered by EFT's numbered 900033204-900033355 be ratified. CARRIED

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

A copy of the reserve statement as of December 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.

A copy of a report from the Computer/Information Analyst, Stephen Atkins was received and distributed to Council with the website and Facebook statistics for 2018.

- 16.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 set the Planning Meeting for March 29<sup>th</sup>, 2019 at the Ramada Inn in Wainwright starting at 9:00 a.m. CARRIED

- 17.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 set the 2019 budget meeting for April 29<sup>th</sup>, 2019 at 9:00 a.m. in the Administration Office. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator requesting sponsorship of the Edgerton Sports Days & Fair Bullarama.

- 18.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 support the Edgerton Sports Association and sponsor the 2019 Edgerton Bullarama as a gold sponsor in the amount of \$1,000.00. CARRIED

A letter was received and distributed to Council from Alberta Municipal Affairs providing 180 days' notice for the termination of the Hybrid Contract LGS01813 for Designated Industrial Property.

A Request for Decision form was submitted by Administration regarding the option to divide the municipal non-residential class into sub-classes. No Action

Tax Clerk, Karen Steele advised Council by memo that as of December 31<sup>st</sup>, 2018 the tax collection rate of current taxes in 2018 was 95.85%.

A letter was received and distributed to Council from Darcy Haun requesting permission to sell fireworks.

- 19.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to send a letter to Darcy Haun to notify him that the M.D. has no objection to him selling fireworks. CARRIED

Letters were received and distributed to Council from Jesse Guy and Jesse Campbell regarding concerns that they have for the proposed permanent closing of CN crossing 131.70.

- 20.19 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the Municipal Administrator to send a letter to Jesse Guy and Jesse Campbell advising the Municipal District of Wainwright No. 61 supports in principle Canadian National Railway closing CN Mile 131.70 subject to negotiating concessions with Canadian National Railway. CARRIED

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 requesting that the Municipal District of Wainwright No. 61 enter into an agreement with Kenneth Kendall Consulting as well as apply for funding under the Canadian Agricultural Partnership Grant Program.

- 21.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize the Municipal Administrator to enter into an agreement with Kenneth Kendall Consulting to conduct training, exercises and the establishment of a Livestock Management Plan for the municipality and furthermore prepare a grant application for funding under the Canadian Agricultural Partnership Grant Program. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding a request from the Town of Wainwright to share in the relocation costs of the helipad from the Wainwright High School to a location near the Wainwright Health Centre.

- 22.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to share the cost of the helipad relocation project including the preliminary engineering costs, with the Town of Wainwright, with the Municipal District of Wainwright No. 61's share being approximately \$5,000.00. CARRIED

Clr. Buck made Council aware that the Chauvin Fire Department plans to purchase new self-contained breathing apparatus.

### **Municipal Property**

### **Health & Social Services**

### **Environment**

### **Bylaws**

Bylaw No. 1624 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, authorizing the erection of “Stop” signs for traffic control at designated locations.

- 23.19 Moved by Clr. Wilkinson that Bylaw No. 1624 pass the first reading. CARRIED
- 24.19 Moved by Clr. Valleau that Bylaw No. 1624 pass the second reading. CARRIED
- 25.19 Moved by Clr. Lawson that Bylaw No. 1624 proceed with the third reading at this meeting. CARRIED UNANIMOUSLY
- 26.19 Moved by Clr. Cummins that Bylaw No. 1624 pass the third and final reading. CARRIED
- Bylaw No. 1625 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, to authorize entering into a joint agreement between the Municipal District and the Village of Edgerton, for the purpose of fire protection
- 27.19 Moved by Clr. Wilkinson that Bylaw No. 1625 pass the first reading. CARRIED
- 28.19 Moved by Clr. Andersen that Bylaw No. 1625 pass the second reading. CARRIED
- 29.19 Moved by Clr. Buck that Bylaw No. 1625 proceed with the third reading at this meeting. CARRIED UNANIMOUSLY
- 30.19 Moved by Clr. Valleau that Bylaw No. 1625 pass the third and final reading. CARRIED

#### Development

The Development Officer, Kim Christensen attended the meeting from 10:42 a.m. to 10:53 a.m. to report to Council on the activities of the Development Department for the past month.

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

A copy of the January 9<sup>th</sup>, 2019 MPC meeting minutes was received and distributed to Council.

#### **PAYSHEETS**

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

#### **COMMITTEE REPORTS**

- 33.19 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

34.19

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

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Reeve

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Assistant Municipal Administrator

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General Administration Clerk

(½ day)