

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, February 19th, 2019 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Ryley Andersen, Bruce Cummins, Bill Lawson and Oscar Buck. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and General Administration Clerk Lacey Zelenika.

Absent: Clr. Phil Valleau

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.

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

36.19 Moved by Clr. Andersen that the following items be amended or added to the agenda:

Amended:

Public Works, Transportation, Utilities & Safety

d. RFD – SW 19-41-4 W4M Gravel Lease Agreement

Added:

Municipal Property

b. Heat at the Handivan Shop

CARRIED UNANIMOUSLY

37.19 Moved by Clr. Lawson that the minutes of the Council Meeting held January 15th, 2019 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:03 a.m. to 9:05 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

38.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Agricultural Fieldman's report as presented. 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 9:05 a.m. to 11:30 a.m. and reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

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

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

41.19 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 Road Construction regarding a renewal of the gravel pit agreement for the SW 19-41-4 W4M.

42.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the new gravel pit agreement with the landowner of the Black Creek Pit located in the SW 19-41-4 W4M with the following conditions:

- *Term: February 19th, 2019 to December 31st, 2023;
- *Royalties: \$3.40 per metric tonne (\$4.25 per cubic yard);
- *Gravel Mining: will begin in 2019 with an annual crush of 31,250 metric tonnes (25,000 cubic yards) and continue at a bi-annual rate of 31,250 metric tonnes (25,000 cubic yards) through the remainder of the term of the agreement up to a total of 93,750 metric tonnes (75,000 cubic yards). Crushes will occur in 2019, 2021 and 2023;
- *Payment Terms: Royalty payments will begin in 2019 with the initial payment of \$106,250.00 due within 90 days of completing the crushing operation. The remainder of the payments will be due upon completion of each bi-annual crush.

CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding a renewal of the gravel pit agreement for the SW 33-41-1 W4M.

43.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the new gravel pit agreement with the landowner of the Hager Pit located in the SW 33-41-1 W4M with the following conditions:

- *Term: February 19th, 2019 to December 31st, 2029 with a royalty rate negotiation in 2024;
- *Royalties: \$3.40 per metric tonne (\$4.25 per cubic yard);
- *Gravel Mining: will begin in 2019 with an annual crush of 61,250 metric tonnes (50,000 cubic yards) and continue at a bi-annual rate of 61,250 metric tonnes (50,000 cubic yards) through the remainder of the term of the agreement up to a total of 367,500 metric tonnes (300,000 cubic yards). Crushes will occur in 2019, 2021, 2023, 2025, 2027 and 2029;
- *Payment Terms: Royalty payments will begin in 2019 with the initial payment of \$208,250.00 due within 90 days of completing the crushing operation. The remainder of the payments will be due upon completion of each bi-annual crush.

CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the purchase of a Gooseneck Trailer.

Company	Price
Bluesky Trailer Sales & Manufacturing Inc.	\$18,195.00 (did not meet specifications)
PJ Trailers	\$18,542.88
Paul's Trailers & Truck Outfitting	\$19,750.00
Brandt Tractor Ltd.	\$23,500.00

44.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase a gooseneck trailer for a cost of \$18,542.88 plus applicable taxes from PJ Trailers. CARRIED

The Director of Transportation handed out a copy of the proposal results for the purchase of four trucks as follows:

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>
Metro Ford Sales Ltd.	Ford	2019 F-350 Chassis, SD Crew Cab w/ Flat Deck	\$56,419.17

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>
Metro Ford Sales Ltd.	Ford	2019 F-350 Chassis SD Reg Cab	\$41,024.17

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>
Metro Ford Sales Ltd.	Ford	2019 F-250 SD Super Cab	\$44,413.17

<u>COMPANY</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE</u>
Metro Ford Sales Ltd.	Ford	2019 F-150 XLT Super Cab	\$38,544.21
Wainalta Motors	Dodge	2019 SLT Quad Cab	\$41,041.78
Denwood Motors	GMC	2019 GMC Sierra 1500	\$42,170.00

45.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase a 2019 F-350 Chassis, SD Crew Cab with Flat Deck for \$56,419.17 plus applicable taxes, a 2019 F-350 Chassis SD Regular Cab for \$41,024.17 plus applicable taxes, a 2019 F-250 SD Super Cab for \$44,413.17 plus applicable taxes and a 2019 F-150 XLT Super Cab for \$38,544.21 plus applicable taxes from Metro Ford Sales Ltd. CARRIED

DELEGATIONS: Paradox Access Solutions attended Council from 9:30 a.m. to 10:20 a.m. to present on Tough Cells, Geocells, and the solution they provide for road building projects.

DELEGATIONS: Glenda Farnden, STARS Senior Municipal Relations Liaison, attended Council at 10:40 a.m. to 11: 05 a.m. to update Council on the STARS Rural Initiative Program and to provide an overview of STARS activity, new developments, stats for the municipality and surrounding areas, and to thank the municipality for their continued funding.

A Request for Decision form was submitted by the Director of Transportation regarding bridge repairs for BF 70228. The results are as follows:

Company	Price
ARDY Rigging Ltd.	\$59,911.00
S & K Structures Ltd.	\$63,700.00
Volker Stevin Highways Ltd.	\$94,270.00

- 46.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to hire ARDY Rigging Ltd. to repair BF 70228 for a cost of \$59,911.00 plus applicable taxes. CARRIED

A copy of the 2019 Paving tender results for Township Road 42-2 was received and distributed to Council as follows:

Company	Schedule A	Schedule B	Schedule C	Amendments	Total
Carmacks Enterprises Ltd.	\$8,833,987.10	\$271,805.80	\$110,100.00		\$9,215,892.90
Ledcor	\$10,016,101.05	\$363,196.66	\$136,783.88		\$10,516,081.59
Border Paving Ltd.	\$8,273,182.00	\$229,819.00	\$84,395.00		\$8,587,396.00
Central City Asphalt	\$8,659,715.53	\$204,567.22	\$81,900.00	-\$660,547.50	\$8,285,635.25
Aecon Transportation	\$8,394,589.00	\$282,732.00	\$94,050.00		\$8,771,371.00
SLA Industries	\$11,289,612.50	\$338,831.25	\$141,000.00		\$11,769,443.75
TBL Construction	\$8,871,272.30	\$276,265.00	\$87,625.00		\$9,235,162.30
E Construction	\$8,927,081.25	\$364,569.50	\$118,330.00		\$9,409,980.75

- 47.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 award the 2019 Paving Contract for Township Road 42-2 to Central City Asphalt for a total cost of \$8,285,635.25 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the sale of two M.D. owned 627H scrapers.

- 48.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize the sale of two Cat 627H scrapers S/N: DBW00228 and DBW00236 through public auction subject to satisfying public procurement. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the Municipal District of Wainwright No. 61 building a road to the columbarium at the Wainwright Cemetery.

- 49.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Director of Road Construction to proceed with building a road to access the columbarium at the Wainwright Cemetery for an approximate cost of \$15,000.00. CARRIED

Recreation & Community Services

A Request for Decision form was submitted by the Director of Safety requesting an environmental survey be completed at Riverdale Mini-Park in order to replace the walking bridge by Group Site C.

- 50.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to hire CPP Environmental to complete an environmental survey on the walking bridge by Group Site C at Riverdale Mini-Park for a cost of \$7,980.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Safety regarding the cook shacks at the Fabyan and Ribstone Campsites.

- 51.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to replace the bottom wall plates on the cook shacks at the Fabyan and Ribstone Campsites for an approximate cost of \$4,000.00. CARRIED

Reeve Barss thanked the Director of Safety, Pam Charles for her service to the municipality and wished her the best in her future endeavors. Pam Charles in turn said that she appreciated the opportunity to work with the municipality.

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 11:30 a.m. to 1:05 p.m. and reported to Council on the finances for the past month.

- 52.19 Moved by Clr. Wilkinson that the accounts recorded on the attached list in the amount of \$1,430,605.39 covered by debit memos 2928-2938 and cheques numbered 79113-79254 be approved and paid and that the payroll payments as per the attached list totaling \$301,701.55 covered by EFT's numbered 900033356-900033505 be ratified. CARRIED

- 53.19 Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending January 31st, 2019 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of January 31st, 2019 was received and distributed to Council.

Administration & Taxation

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

A Request for Decision form was submitted by the Municipal Administrator regarding a request from the Town of Wainwright to increase the funding provided by the Municipal District of Wainwright No. 61 for Economic Development.

- 54.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Town of Wainwright's request to increase the annual funding to the Economic Development Board to \$19,250.00 per year subject to no additional costs being allocated to the municipality throughout the year. CARRIED

A Request for Decision form was submitted by the Municipal Accountant regarding the payment of annual requisitions and levies.

- 55.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to pay annual requisitions and levies to the Battle River Foundation, East Central 911 Call Answer Society, Family & Community Services and Northern Lights Library System as the invoices are received and approved at monthly finance meetings. CARRIED

A Request for Decision form was submitted by the Municipal Administrator requesting an increase in the funding transfer from the DND Payment in Lieu of Taxes to the Wainwright Rural Recreation Board.

- 56.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to increase the funding transfer from the DND Payment in Lieu of Taxes to the Wainwright Rural Recreation Board from \$50,000.00 to \$60,000.00 per year. CARRIED

A Request for Decision form was submitted by the Municipal Accountant in regards to the 2018 reserve allocation.

- 57.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 allocate reserves effective as of December 31st, 2018 as follows:

2018 Reserve Allocation		
Administration	Uncollectible Taxes	\$500,000.00
Public Works	Capital Equipment	\$3,250,000.00
	Bridges	\$200,000.00
	Road Resurfacing	\$2,000,000.00
Agriculture Service Board	Capital Equipment	\$50,000.00
Total		\$6,000,000.00

CARRIED

A letter was received and distributed to council from the Village of Irma inviting council to attend the next ICE meeting that will be held on March 6th, 2019 starting at 7:00 p.m. in the Village of Edgerton.

A Request for Decision form was submitted by the Municipal Administrator in regards to CFB Wainwright's request for funding for the 2019 Canada Day Celebrations.

- 58.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 support the Canadian Forces Base Wainwright 2019 Canada Day Celebration with a grant of \$10,000 and that this amount be forwarded to the 2019 budget. CARRIED

- 59.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 set the annual M.D. Open House for April 16th, 2019 from 4:00 p.m. to 6:00 p.m. at the M.D. Administration Building. CARRIED

A letter was received from the Northern Lights Library System advising the Municipal District of Wainwright No. 61 that the 2019 levy is \$10.30 per capita. The total levy for the Municipal District of Wainwright No. 61 for 2019 will be \$46,133.70.

A letter was received and distributed to Council from the Wainwright Family & Community Services (FCS) thanking the Municipal District of Wainwright No. 61 for the installation of the new flooring in the basement of the FCS building. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2019 FCS allocation.

- 60.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the 2019 requisition to the Wainwright Family & Community Services (FCS) in the amount of \$41,329.00.

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

Protection to Persons and Property

Municipal Property

A Request for Decision form was submitted by the Tax Clerk regarding the renewal of current Grazing/Road Allowance leases.

- 61.19 Moved by Clr. Cummins that the Municipal District of Wainwright renew the grazing and road allowance leases for another five year term with the same financial terms and further the following clause be added to all grazing leases: "The Lessee is responsible for the control of weeds (Prohibited/Noxious) and pests (Richardson Ground Squirrels) in a sustainable manner on the said land." CARRIED

Clr. Cummins advised Council that the Handivan Society no longer has use of the Points West Living facility, which was heated, to store the Handivan. It was suggested to look into the cost of supplying heat to the garage located on M.D. property, which is utilized by the Handivan, and furthermore that the M.D. approach the Town of Wainwright in regards to supplying a gas line to the garage.

62.19 Moved by Clr. Cummins that the Director of Transportation research the cost to install a heater in the Handivan garage located on the Municipal District of Wainwright No. 61's property. CARRIED

Health & Social Services

Council discussed adding a member to the CT Scanner project.

63.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize Reeve Barss to represent the municipality on the CT Scanner project. CARRIED

Environment

A Request for Decision form was submitted by the Tax Clerk regarding a garbage bin update and the spring/fall clean-up program at Ascot Heights, Clear Lake and Fabyan.

64.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to proceed with the 2019 spring/fall clean-up program at Ascot Heights, Clear Lake and the Hamlet of Fabyan with the condition being that the bins are placed there on a long weekend and the lids are open for an approximate cost of \$2,000.00 plus applicable taxes. CARRIED

Quantity	Environmental Metal Works	Universal Handling Equip.
12	3yd – \$1,256.00/bin – \$15,072.00	3yd – \$943.00/bin – \$11,316.00
12	6yd – \$1,545.00/bin – \$18,540.00	6yd – \$1,365.00/bin – \$16,380.00
12	6yd – Lids \$360.00 ea. – \$4,320.00	6yd – Lids \$170.00 ea. – \$2,040.00
Freight	FOB Wainwright	\$900.00
GST	\$1,896.60	\$1,531.80
Total	\$39,828.60	\$32,167.80

65.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase 12 – 3 yard garbage bins, 12 – 6 yard garbage bins and 12 – 6 yard garbage bin lids for a total cost of \$32,167.80 from Universal Handling Equipment. CARRIED

Bylaws

Development

The Development Officer, Kim Christensen attended the meeting from 1:10 p.m. to 1:25 p.m. to report to Council on the activities of the Development Department for the past month.

66.19 Moved by Clr. Lawson that the Development Officer's report be accepted as presented which included the following subdivision applications that were supported by the MPC at their February 11th, 2019 meeting:

- 18-Q-961 (NE 8-44-6 W4M) 2.15 acres
- 19-Q-971 (NW 8-45-6 W4M) 11 acres

CARRIED

A Request for Decision form was submitted by the Development Officer regarding the requirement to have Intermunicipal Development Plans (IDPs) with all surrounding municipalities by April 1, 2021.

67.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to proceed with drafting IDPS with all surrounding municipalities and furthermore that these draft plans be presented to the surrounding municipalities. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Emergency Wetland Damages funding.

68.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to approve the Emergency Wetland Damages application for funding in the amount of \$200,000.00 and that the Municipal District of Wainwright No. 61 commit to proceeding with the wetland restoration project with CPP Environmental as our consultant subject to the application being approved and furthermore that CPP Environmental be paid a \$4,000.00 fee for the preparation of the application. CARRIED

A Request for Decision form was submitted by the Development Officer regarding the extension of the Safety Codes Service Agreement for an additional 6 months.

69.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to extend the Safety Codes Agreement with Superior Safety Codes until June 30, 2019 and proceed to public procurement for a three year contract. CARRIED

PAYSHEETS

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

COMMITTEE REPORTS

71.19 Moved by Clr. Wilkinson 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

72.19 Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per section 16(1) (a) (ii), FOIP at 1:30 p.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED

73.19 Moved by Clr. Lawson that Council return to the open meeting at 1:50 p.m. CARRIED

A Request for Decision form was provided to Council by the Municipal Administrator regarding the cancellation of taxes.

74.19 Moved by Clr. Cummins that the following taxes be cancelled:

- Roll #2047500 in the amount of \$570.01
- Roll #97880004 in the amount of \$21,529.54
- Roll #60850005 in the amount of \$1,123.25
- Roll #60850006 in the amount of \$419.15
- Roll #60850007 in the amount of \$682.83

CARRIED

75.19

Moved by Clr. Cummins that this meeting be adjourned (1:50 p.m.).
CARRIED

Reeve

Municipal Administrator

General Administration Clerk

(1 day)