

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, September 17<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: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Neil Loonen, and Municipal Accountant Karrie Gau (left the meeting at 10:57 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.

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

360.19 Moved by Clr. Wilkinson that the following items be added to the agenda:

Added:

Public Works, Transportation, Utilities & Safety

i. Localized Pavement Repairs

Protection to Persons and Property

a. Edgerton Wildland Truck Upgrade

CARRIED UNANIMOUSLY

361.19 Moved by Clr. Andersen that the minutes of the Council Meeting held August 20<sup>th</sup>, 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 9:00 a.m. to 9:20 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

362.19 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 Agricultural Fieldman regarding the hosting of the 2020 Rural Routes Supper.

363.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to proceed with a Rural Routes Supper and Social Event on August 7<sup>th</sup>, 2020 at an approximate cost of \$20,000.00 plus applicable taxes in the 2020 operating budget. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman to determine whether to extend the catering contract or obtain quotes for the 2020 Rural Routes Supper.

364.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to request catering quotes for the 2020 Rural Routes Supper and Social Event to be held August 7<sup>th</sup>, 2020. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman in regards to a possible extension of the Contracted Roadside Mowing Contract for 2020.

- 365.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Agricultural Fieldman to advertise for Roadside Mowing Proposals (up to 900 miles) with an option to negotiate an extension. CARRIED

**Public Works, Transportation, Utilities & Safety**

The Director of Safety, Ray Morrison, and the Director of Transportation, Preston Iverson, attended the meeting from 9:21 a.m. to 10:16 a.m. The Director of Road Construction, Mark Greibrok, attended the meeting from 9:21 a.m. to the end of the meeting. The directors reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

- 366.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 approve the Director of Transportation report as presented. CARRIED

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

- 368.19 Moved by Clr. Valleau 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 for the gravel pit agreement for the SE 31-46-6 W4M.

- 369.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize the new gravel pit agreement with the landowner of the Cusack Pit located in the SE 31-46-6 W4M with the following conditions:

\*Term: September 17, 2019 to December 31, 2023;

\*Royalties: \$3.40 per metric tonne (\$4.25 per cubic yard);

\*Gravel Mining: will begin in 2019 with a crush of 31,250 metric tonnes (25,000 cubic yards) if gravel supply is present another crush may be scheduled; and

\*Payment Terms: Royalty payments will be due within 90 days of completion of the crush at an approximate cost of \$106,250.00.

CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding an approach improvement on Range Road 3-2 at CN crossing 115.5.

- 370.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to proceed with improvements to the North and South approaches on Range Road 3-2 at CN crossing 115.5. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the 2019 Line Painting.

- 371.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire Lafrentz Road Marking for the 2019 line painting for a cost of \$674.00 per kilometer as quoted for 103 kilometers of directional dividing and 2 edge lines for a total cost of \$69,422.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2019/2020 road salt and sand mixing.

- 372.19 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 hire Site Resource Group Inc. to mix approximately 3,500 tonnes of sand with salt (10%) at the rate of \$5.00 per tonne plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2019/2020 road salt supply.

- 373.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to purchase approximately 650 tonnes of road salt for the 2019/2020 supply from NSC Minerals Ltd. at a cost of \$105.71 per tonne plus approximately 6.5% fuel surcharge plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding localized pavement repairs.

- 374.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 Authorize public works to proceed with 5 pavement repairs on the Salteau road, Ribstone Colony road, and the Hogan Hill road for a cost of \$9,000.00 per pavement repair, totaling \$45,000.00 plus applicable taxes. CARRIED

### Recreation & Community Services

#### Finance

The Municipal Accountant, Karrie Gau, reported to Council on the finances for the past month.

- 375.19 Moved by Clr. Wilkinson that the accounts recorded on the attached list in the amount of \$5,363,284.80 covered by cheques numbered 80312-80469, and direct debits be approved and paid and that the payroll payments as per the attached list totaling \$343,575.54 covered by EFT numbered 900034389-900034562 be ratified. CARRIED

- 376.19 Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending August 31<sup>st</sup>, 2019 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of August 31<sup>st</sup>, 2019 was received and distributed to Council.

A Request for Decision form was submitted by the Municipal Accountant regarding the Military Family Resource Centre Transportation Assistance Grant.

- 377.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 allow the Military Family Resource Centre to retain the 2019 Transportation Assistance Grant on the condition that they notify the Municipal District of Wainwright No. 61 on how the funds are spent. CARRIED

### Administration & Taxation

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

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding Signing Authority.

- 378.19 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize that the Signing Officials for the Municipal District of Wainwright No. 61 be the Reeve or Deputy Reeve, together with the Municipal Administrator Kelly Buchinski or the Assistant Municipal Administrator Neil Loonen. CARRIED
- 379.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized under Section 192(1) of the M.G.A to set the Organizational Meeting for October 15<sup>th</sup>, 2019 at 9:00 a.m. in the Council Chambers, with the regular meeting of Council on October 15<sup>th</sup>, 2019 being moved to 10:00 a.m. CARRIED
- A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Intermunicipal Development Plans and Intermunicipal Collaboration Framework.
- 380.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to submit a joint request letter to the Minister of Municipal Affairs with the County of Flagstaff and Beaver County to request an extension from April 1, 2020 to April 1, 2021 on the requirement to have the Intermunicipal Development Plans and Intermunicipal Collaboration Framework in place with surrounding municipalities and counties. CARRIED
- A Request for Decision form was submitted by the Tax Clerk regarding Recycle Collection Agreement Renewals for the Villages of Irma, Edgerton and Chauvin.
- 381.19 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to renew the Recycle Collection Agreements with the Villages of Irma, Edgerton and Chauvin for one (1) year from October 1<sup>st</sup>, 2019 to September 30<sup>th</sup>, 2020. CARRIED
- A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the 5<sup>th</sup> Annual Kidsport golf tournament at Riverdale Mini Park on August 14<sup>th</sup> 2020.
- 382.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 sponsor the 5<sup>th</sup> Annual Kidsport golf tournament at Riverdale Mini Park at no charge for using the course or facilities on August 14<sup>th</sup>, 2020. CARRIED
- A copy of a letter from the Edgerton and District Seed Cleaning Co-op was distributed to council, as information, thanking the municipality for the financial assistance.
- A copy of a letter from Northern Lights Library System was distributed to council regarding funding for rural services for the 2019 year.
- A Request for Decision form was submitted by the Assistant Municipal Administrator regarding Helipad detailed site assessment funding.
- 383.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to share the cost of the detailed site assessment for the helipad relocation portion of the Helipad relocation project with the Town of Wainwright and that the Municipal District of Wainwright No. 61's share being approximately \$5,000.00 plus applicable taxes. 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 Assistant Municipal Administrator regarding the Edgerton Wildland Truck Upgrade.

- 384.19 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to purchase the Edgerton Wildland Fire Truck upgrades at a cost of \$71,187.88 plus applicable taxes and that it be funded by the Edgerton Rural Fire Reserve. CARRIED

**Municipal Property**

**Health & Social Services**

**Environment**

**Bylaws**

Bylaw No. 1642 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta authorizing the amendment of Bylaw No. 1611 and the repeal of Bylaw No. 1623 as it relates to the legal description used to describe a portion of road that is to be closed.

- 385.19 Moved by Clr. Andersen that Bylaw No. 1642 pass the first reading. CARRIED
- 386.19 Moved by Clr. Cummins that Bylaw No. 1642 pass the second reading. CARRIED
- 387.19 Moved by Clr. Valleau that Bylaw No. 1642 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY
- 388.19 Moved by Clr. Wilkinson that Bylaw No. 1642 pass the third and final reading. CARRIED

**Development**

The Development Officer, Kim Christensen attended the meeting from 10:41 a.m. to the end of the meeting to report to Council on the activities of the Development Department for the past month.

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

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

A Request for Decision form was submitted by the Development Officer regarding consulting services for the Alberta Wetland Assessments and Environmental Permitting for the 2020 road upgrades:

- 390.19 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to hire CPP Environmental to complete the consulting services for Alberta Wetland Assessments and Environmental Permitting relating to 2020 Road Upgrades for an approximate cost of \$32,038.00 plus applicable taxes. CARRIED

**PAYSHEETS**

- 391.19 Moved by Clr. Lawson that the paysheets be approved as presented. CARRIED

**COMMITTEE REPORTS**

- 392.19 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, Wainwright Economic Development Board, and Police Webinar Report. CARRIED
- IN CAMERA Municipal Accountant, Karrie Gau left the meeting for the In-Camera session at 10:57 a.m.
- 393.19 Moved by Clr. Lawson that council move to a closed session to discuss privileged information as per Section 16(1) (c) (i), FOIP at 10:57 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED
- 394.19 Moved by Clr. Buck that Council return to the open meeting at 11:14 a.m. CARRIED
- 395.19 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 Council authorize the proposed gravel lease agreement for NW 18-46-6 W4M. DEFEATED
- 396.19 Moved by Clr. Cummins that this meeting be adjourned at 11:15 a.m. CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(½ day)