

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, November 17th, 2020 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 and General Administration Clerk Lacey Zelenika 9:00 a.m. to end.

Via video conference: Development Officer Kim Christensen and Director of Finance Tyson Boomhower 9:00 a.m. to end.

The public is in attendance via virtual means.

CALL TO ORDER

Reeve Barss called the meeting to order at 9:00 a.m.

Reeve Barss is in the Chair.

This is the official record for the proceedings.

375.20 Moved by Clr. Valleau that the agenda be adopted as presented. CARRIED

376.20 Moved by Clr. Lawson that the following items be added to the agenda:

Added:

Public Works, Transportation, Utilities & Safety

- f. Road Salt
- g. Road Sanding
- h. Gravel

CARRIED UNANIMOUSLY

377.20 Moved by Clr. Cummins that the minutes of the Organizational Meeting held October 20th, 2020 be adopted as presented. CARRIED

378.20 Moved by Clr. Andersen that the minutes of the Council Meeting held October 20th, 2020 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt, and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting from 9:02 a.m. to 9:09 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A copy of the October 27th, 2020 ASB meeting minutes was received and distributed to Council as information.

A Request for Decision form was submitted by the Agricultural Fieldman regarding the issuance of fire permits in the Chauvin Fire Area.

380.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 re-instate the issuance of fire permits for the Chauvin Fire Area, as per Section 5.3.2. (of the 2020 Municipal District of Wainwright No. 61 policy manual), effective immediately. CARRIED

Public Works, Transportation, Utilities & Safety

The Director of Transportation, Preston Iverson, the Director of Safety, Ray Morrison, and the Director of Road Construction, Mark Greibrok, attended the meeting from 9:09 a.m. to 9:39 a.m. The directors reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

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

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

383.20 Moved by Clr. Wilkinson 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 and the Director of Road Construction requesting a personal cell phone allowance for employee 631.

384.20 Moved by Clr. Valleau that in reference to Policy 1.1.19, employee 631 be authorized to receive the personal cell phone allowance of \$30.00 per month effective December 1st, 2020. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the site occupation penalty for the Gilt Edge road grading under contract 19-027.

385.20 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 waive the site occupation penalty of \$32,000.00 for Contract 19-027 on Gilt Edge road grading. CARRIED

Council discussed stocking salt and sand in the Chauvin shed.

386.20 Moved by Clr. Buck that the sand and salt mixture stock piles be maintained at all M.D. shops during the winter season and that a contractor be used to haul this product if M.D. crews are not available. CARRIED

Recreation & Community Services

A Request for Decision form was submitted by the Director of Safety requesting to create a social media platform for Riverdale Mini-Park.

387.20 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to create a social media platform for Riverdale Mini-Park. CARRIED

Finance

The Director of Finance, Tyson Boomhower, attended the meeting to report to Council on the finances for the past month.

388.20 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$2,282,027.44 covered by direct debits and cheques numbered 82496-82637 be approved and paid and that the payroll payments as per the attached list totaling \$302,485.67 covered by EFT numbered 900036327-900036465 be ratified. CARRIED

389.20 Moved by Clr. Andersen that the financial statement of receipts and disbursements for the month ending October 31st, 2020 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of October 31st, 2020 was received and distributed to Council.

A Request for Decision form was submitted by the Director of Finance regarding the Military Family Resource Centre (MFRC) annual Transportation Assistance Grant. No Action.

Administration & Taxation

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

390.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 conduct the Municipal Administrator’s evaluation on December 14th, 2020 at 9:00 a.m. at the Administration Office. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Christmas office hours.

391.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61’s Administration office and shops be closed December 24th and December 28th, 2020 during the Christmas Holidays. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding upcoming important meeting dates for the Municipal District of Wainwright No. 61.

392.20 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 hold a special meeting for pre-planning, multi-year budget review, policy review, safety policy review and salary/wage review on December 14th, 2020 at 9:00 a.m. at the Administration Office. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Municipal Operating Support Transfer grant.

393.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the following projects under the Municipal Operating Support Transfer:

<p>1) Portable Work Stations</p>	<p>This would allow staff to be set up to work at the office or from home with the same station. It requires upgraded laptops, some dual monitors, some licenses for programs. The Computer/Information Analyst recommends we look at amending the computer disposal policy so we can attempt to recover more funds from existing computers.</p>	<p>Approximately \$40,000.00</p>
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	These stations would also be extremely beneficial for the Emergency Command Centre. Currently we have 13 staff that are trained to work for an Emergency, this would allow staff to take their contacts, documents, etc. and work with them on an event regardless of the location.	
2) Cloud Server - Bandwidth Improvement	This would allow access to the server through the internet for working from home with the laptops. This will remove the bandwidth problem, as we cannot pay for any more bandwidth. Our current internet contract already provides more bandwidth than the Supernet and costs less.	Approximately \$23,000.00

CARRIED

394.20

Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 approve the following projects under the Municipal Operating Support Transfer:

3) Current COVID 19 Costs	Current Costs of pandemic.	Currently approximately \$14,000.00
4) Riverdale Revenue lost	We can recover loss revenue of the campground in 2020.	Approximately \$41,000.00

CARRIED

395.20

Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the following projects under the Municipal Operating Support Transfer:

5) Extra Emergency Management Costs	35% of these costs are ours. Our portion is to the right.	Approximately \$5,000.00
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CARRIED

396.20

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the following projects under the Municipal Operating Support Transfer:

7) Council Chamber Furniture	New furniture that would allow for better distancing of council. The new furniture would also cater towards the audio-visual system.	Approximately \$25,000.00
8) Council Chamber Reno	A renovation to allow for more spacing in chambers, and potentially a seating area for the public to attend in person.	Approximately \$25,000.00

CARRIED

A letter was received and distributed to council from Aprile Buck regarding concerns in the area.

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

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Reeve Barss left the meeting at 10:42 a.m. as per Section 184 (a) abstention from voting on matter discussed at public hearing of which he was absent. Deputy Reeve Wilkinson assumed the Chair.

Bylaw No. 1658 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw for the adoption of an off-site levy for the purpose of covering the costs associated with the upgrades to the intersection of Township Road 444 and Highway 41 and Township Road 442 and Highway 41 when these upgrades are called for by Alberta Transportation.

Moved by Clr. Wilkinson that Bylaw No. 1658 pass the second reading.
DEFEATED

Reeve Barss returned to the meeting at 10:44 a.m. and re-assumed the Chair.

Bylaw No. 1664 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta authorizing the erection of “Yield” signs for traffic control at designated locations.

397.20 Moved by Clr. Buck that Bylaw No. 1664 pass the first reading.
CARRIED

398.20 Moved by Clr. Wilkinson that Bylaw No. 1664 pass the second reading.
CARRIED

399.20 Moved by Clr. Valleau that Bylaw No. 1664 proceed to the third reading at this meeting. **CARRIED UNANIMOUSLY**

400.20 Moved by Clr. Andersen that Bylaw No. 1664 pass the third and final reading. **CARRIED**

Development

The Development Officer, Kim Christensen attended the meeting to report to Council on the activities of the Development Department for the past month.

401.20 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 November 2nd, 2020 meeting:

- 20 – R – 246 (SE 2-44-4 W4M) 9.8 acres
- 20 – R – 247 (SW 2-44-4 W4M) 7.85 acres

CARRIED

A copy of the November 2nd, 2020 MPC meeting minutes was received and distributed to Council.

PAYSHEETS

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

COMMITTEE REPORTS

403.20 Moved by Clr. Andersen 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

404.20 Moved by Clr. Lawson that this meeting be adjourned at 10:53 a.m.
CARRIED

Reeve

Municipal Administrator

General Administration Clerk

(½ day)