

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, December 15th, 2020 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Ryley Andersen, Phil Valteau, Bruce Cummins, Bill Lawson, and Oscar Buck. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Neil Loonen 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.

- 413.20 Moved by Clr. Cummins that the agenda be adopted as presented. CARRIED
- 414.20 Moved by Clr. Andersen that the minutes of the Council Meeting held November 17th, 2020 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt, and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting virtually from 9:03 a.m. to 9:06 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

- 415.20 Moved by Clr. Lawson 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 Transportation, Preston Iverson, the Director of Safety, Ray Morrison, and the Director of Road Construction, Mark Greibrok, attended the meeting virtually from 9:07 a.m. to 9:40 a.m. The directors reported on the activities of their departments for the past month, including the year-to-date Gravel per Division Report.

- 416.20 Moved by Clr. Valteau that the Municipal District of Wainwright No. 61 approve the Director of Transportation report as presented. CARRIED
- 417.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Safety report as presented. CARRIED
- 418.20 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 requesting the purchase of two (2) 2021 division graders and one (1) 2021 oiling grader with the results summarized as follows:

Division Graders two (2)

Company	Make	Model	Price	Trade-in Proceeds	Net Cost	Points
Brandt	2021 John Deere	772GP	\$961,200.00	\$370,000.00	\$591,200.00	99/100
Finning	2021 CAT	150	\$970,000.00	\$280,000.00	\$690,000.00	78.5/100

Oiling Grader one (1)

Company	Make	Model	Price	Trade-in Proceeds	Net Cost	Points
Brandt	2021 John Deere	872GP	\$529,600.00	\$180,000.00	\$349,600.00	99/100
Finning	2021 CAT	160	\$549,000.00	\$157,600.00	\$391,400.00	77.5/100

419.20 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the purchase of: two (2) 2021 772GP graders and one (1) 2021 872GP with snow plow equipment and 5-year, 7500 hour, warranty from Brandt Tractor Ltd. for a total cost of \$961,200.00 less total trade-ins of \$370,000.00 for a net cost of \$591,200.00 plus applicable taxes with the trade-in of the 2016 John Deere 772GP grader S/N 1DW772GPPGF674896 and the 2016 John Deere 772GP grader S/N 1DW772GPCGF674894 and further that we purchase one (1) 2021 872GP grader with snow plow equipment and 5-year, 7500 hour, warranty from Brandt Tractor Ltd. for a total cost of \$529,600.00 less total trade-ins of \$180,000.00 for a net cost of \$349,600.00 plus applicable taxes with the trade-in of the 2015 John Deere 872GP grader S/N 1DW772GPCFF666711. CARRIED

A Request for Decision form was submitted by the Director of Transportation requesting the purchase of one (1) 2021 Construction Grader.

420.20 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the purchase of: one (1) 2021 Caterpillar 14 grader with snow plow equipment and 5-year, 7500 hour, warranty from Finning Canada for a total cost of \$676,000.00 less total trade-ins of \$270,000.00 for a net cost of \$406,000.00 plus applicable taxes with the trade-in of the 2016 Caterpillar 14H grader S/N CAT0014MLR9J01803. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the Conditional Construction Completion Certificate of TWP 462.

421.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to release the Conditional Construction Completion Certificate minus a holdback of \$75,000.00 on the TWP 462 Gilt Edge Road project due to unfinished reclamation and that these funds be released upon satisfactory completion in the spring of 2021. CARRIED

Recreation & Community Services

A Request for Decision form was submitted by the Director of Safety regarding Arm Lake Camping Site #97.

422.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 leave site #97 at Arm Lake campsite on the condition of a signed waiver for liability, injury, and damages signed by the site lessee. CARRIED

A Request for Decision form was submitted by the Director of Safety regarding the use of Riverdale for cross country skiing.

423.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to allow the groomer to create cross country ski trails at Riverdale. CARRIED

Finance

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

424.20 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,068,056.69 covered by direct debits and cheques numbered 82638-82843 be approved and paid and that the payroll payments as per the attached list totaling \$290,375.73 covered by EFT numbered 900036466-900036600 be ratified. CARRIED

425.20 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending November 30th, 2020 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of November 30th, 2020 was received and distributed to Council.

A Request for Decision form was submitted by the Director of Finance regarding the Interim Budget for 2021.

426.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 adopt the 2020 Operating and Capital Budget as the Interim Budget for 2021. CARRIED

Copies of letters from Donald L. Isaman Professional Corporation were received and distributed to Council regarding 2020 audit planning and the audit engagement.

Administration & Taxation

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

A Request for Decision form was submitted by the Tax Clerk regarding tax cancellation of the balance of the 2020 Department of National Defense grant.

427.20 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the following tax cancellations:

- Roll #233801 in the amount of \$287.34
- Roll #1000000 in the amount of \$3652.69

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the 2021 Alberta Community Partnership Grant Application.

428.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize administration to submit a letter of support for the 2021 Alberta Community Partnership Grant application with the Town of Wainwright on the condition the Town of Wainwright be the managing partner. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the FCM Asset Management Grant.

429.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to hire Infrastructure Solutions to complete the asset management policy, asset management strategy, and asset management DOT software with a price of \$25,900.00 plus applicable taxes and further that we hire WSP to complete the pavement assessment and rehabilitation strategy with a price of \$38,574.00 plus applicable taxes, both are subject to the approval and conditions of the funding agreement. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Universal Broadband Fund.

430.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize administration to submit a letter for the Universal Broadband Fund Grant Application to MCSnet to install necessary transit fiber and upgrades to its existing fixed wireless network. CARRIED

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

431.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the remaining Municipal Operating Support Transfer funds to be used toward the balance of unpaid taxes for the 2020 tax year as of March 31, 2021. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Returning Officer and Substitute Returning Officer 2021.

432.20 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 appoint Neil Loonen as the Returning Officer and Tyson Boomhower be appointed as the Substitute Returning Officer for the 2021 Municipal Election. CARRIED

433.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the following 2021 Election Official Fees:

- Returning Officer \$1,500.00 plus mileage
- Substitute Returning Officer \$1,500.00 plus mileage

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Election 2021. No Action

A Request for Decision was submitted by the Assistant Municipal Administrator regarding a Joint Election Agreement with Buffalo Trail Public Schools Regional Division #28.

434.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 negotiate a Joint Election Agreement for the 2021 Election with Buffalo Trail Public Schools Regional Division #28. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the use of the Council Chambers and Committee Meeting Room.

- 435.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize administration to close the council chambers and committee room to only Municipal District of Wainwright No. 61 Council meetings, Finance meetings, Management Meetings, and Planning Meetings.

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 in regards to the East Central 911 2020 Budget.

- 436.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 accept the 2021 East Central 911 levy which is being decreased to \$5.40 per capita, previously \$6.40, with a total levy of \$24,186.60 for 2021.

CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Development

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

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

PAYSHEETS

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

COMMITTEE REPORTS

- 439.20 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, Ambulance, Northern Lights Library Systems, and Wainwright Economic Development Board. CARRIED

IN CAMERA All Virtual Staff left the meeting for the In-Camera session at 10:40 a.m.

- 440.20 Moved by Clr. Wilkinson that council move to a closed session to discuss privileged information as per Section 16(1) (c) (i), FOIP at 10:41 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED

441.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to hire ROHI Engineering Ltd. to complete the preliminary engineering, detailed design, tender package preparation, construction supervision, and post construction of the township road 42-2 paving with a price of \$213,733.00 plus applicable taxes. CARRIED

442.20 Moved by Clr. Lawson that Council return to the open meeting at 10:59 a.m. CARRIED

443.20 Moved by Clr. Andersen that this meeting be adjourned at 11:00 a.m. CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)