

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 21<sup>st</sup>, 2021 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Michael Wildeboer, Richard Waddell, Robin Leighton, Bruce Cummins, and Bill Lawson. Staff present: Municipal Administrator Kelly Buchinski, Computer/Information Analyst Stephen Atkins, and Assistant Municipal Administrator Neil Loonen 9:00 a.m. to end.

Via video conference: Development Officer Kim Christensen 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.

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

404.21 Moved by Clr. Waddell that the following items be added to the agenda:

Add:

### Recreation & Community Services

- a. Riverdale Cross Country Skiing

### Administration & Taxation

- n. Alberta Community Partnership Grant Application

CARRIED UNANIMOUSLY

Reeve Barss presented the following council and staff with service pins and thanked them for their dedication and service:

- Councillor Buck twenty (20) years of service
- Councillor Cummins ten (10) years of service
- Municipal Administrator Kelly Buchinski twenty-five (25) years of service
- Agricultural Fieldman James Schwindt thirty (30) years of service
- Director of Transportation Preston Iverson fifteen (15) years of service

Deputy Reeve Buck presented Reeve Barss with a service pin of twenty five (25) years of service, and thanked him for his dedication and service.

405.21 Moved by Clr. Wildeboer that the minutes of the following Council Meetings held November 16<sup>th</sup>, 2021, December 13<sup>th</sup>, 2021, and December 15<sup>th</sup>, 2021 be adopted as presented.

CARRIED

**NEW BUSINESS**

**Agriculture Service Board**

Agricultural Fieldman, James Schwindt, and Assistant Agricultural Fieldman, Shelby Oracheski, attended the meeting in person from 9:05 a.m. to 9:08 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A copy of the December 2<sup>nd</sup>, 2021 ASB meeting minutes was received and distributed to Council as information.

A Request for Decision form was submitted by the Agricultural Fieldman in regard to the 100 Year Farm Family Award Pamphlet.

407.21 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 accept the new 100 Year Farm Family Award pamphlet with specified revisions for the Municipal District of Wainwright's use. CARRIED

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

The Director of Transportation, Preston Iverson, and the Director of Safety, Ray Morrison, attended the meeting from 9:08 a.m. to 9:19 a.m. The directors reported on the activities of their departments for the past month, including the year-to-date Gravel per Division Report.

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

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

A Request for Decision form along with the following bids were submitted by the Director of Transportation regarding the Greenshields Lagoon.

<b>Company</b>	<b>Total Price (Excluding GST)</b>
PME Inc.	\$1,682,269.60
Secure Energy	\$2,106,300.0
MCL Group	\$3,081,790.12

410.21 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 award the Greenshields Lagoon project to PME Inc. for a total price of \$1,682,269.60 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the Village of Chauvin – Oiling Request.

411.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 add the Village of Chauvin – Oiling Request project to the 2022 Cement, Oil, Stabilization & Chip Seal Map as per policy 6.3.10. CARRIED

**Recreation & Community Services**

A Request for Decision form was submitted by the Director of Safety regarding Riverdale.

- 412.21 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 have the Director of Safety meet with the Wainwright Runners Club to go through proper safety procedures regarding them building and maintaining the cross-country ski trails at Riverdale for Community use.  
CARRIED

**Finance**

The Municipal Administrator, Kelly, Buchinski, reported to Council on the finances for the past month.

- 413.21 Moved by Clr. Waddell that the accounts recorded on the attached list in the amount of \$1,995,760.84 covered by direct debits and cheques numbered 84711-84880 be approved and paid and that the payroll payments as per the attached list totaling \$368,920.97 covered by EFT numbered 900038125-900038315 be ratified.  
CARRIED

- 414.21 Moved by Clr. Leighton that the financial statement of receipts and disbursements for the month ending November 30<sup>th</sup>, 2021 be adopted as written and incorporated into these minutes.  
CARRIED

A copy of the reserve statement as of November 30<sup>th</sup>, 2021 was received and distributed to Council.

A Request for Decision form was submitted by the Director of Finance regarding the Interim Budget for 2022.

- 415.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 adopt the 2022 Year of the Financial plan, for both the Operating and Capital, as the Interim Budget for 2022.  
CARRIED

Copies of letters from Isaman Chopek LLP were received and distributed to Council regarding the 2021 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 Assistant Municipal Administrator regarding the Policy Manual and Safety Manual Meeting.

- 416.21 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 hold a meeting for the Policy Manual and the Safety Manual on January 6<sup>th</sup>, 2022 at 1:00 p.m. in the Council Chambers.  
CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Planning Workshop.

- 417.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize a Planning Workshop for March 23, 2022 at 9:00 a.m. in the Council Chambers.  
CARRIED

A Request for Decision form was submitted by the Tax Clerk regarding Linear Tax Cancellation Requests.

- 418.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the following tax cancellations:
- Roll #2358400 in the amount of \$20,713.99
  - Roll #2611600 in the amount of \$1,800.95
  - Roll #2785000 in the amount of \$1,229.64
- CARRIED

A Request for Decision form was submitted by the Tax Clerk regarding tax cancellation of the balance of the 2021 Department of National Defense grant.

- 419.21 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 authorize the following tax cancellation:
- Roll #1000000 in the amount of \$3,586.99
- CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding a Board Member Appointment.

- 420.21 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 appoint Holly James to the Joint Subdivision and Development Appeal Board.
- CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Regional Communicable Disease Emergency Plan Approval.

- 421.21 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 approve the presented Regional Communicable Disease Emergency Plan.
- CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the following Memorandum of Understanding Documents Approval.

- 422.21 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 approve the presented Memorandum of Understanding with Buffalo Trail Public School Division.
- CARRIED

- 423.21 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the presented Memorandum of Understanding with the Region of Provost and Provost & District Family & Community Support Services.
- CARRIED

- 424.21 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 approve the presented the following template Memorandums of Understandings with Transportation School Bus Contractor as needed, and Transportation Contractor as needed.
- CARRIED

- 425.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the presented Memorandum of Understanding with Repsol Oil & Gas Canada.
- CARRIED

426.21 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the presented Memorandum of Understanding with the Sask Alta Radio Club.

CARRIED

A letter was received and distributed to Council from the Battle River – Crowfoot Member of Parliament Damien Kurek congratulating the Council of the Municipal District of Wainwright No. 61 on their election.

A letter was received and distributed to Council from Cornerstone Co-op congratulating the Council of the Municipal District of Wainwright No. 61 on their election.

A letter was received and distributed to Council from Enbridge Pipelines congratulating the Council of the Municipal District of Wainwright No. 61 on their election.

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

A Request for Decision form was submitted by the Municipal Administrator regarding the 2022 Alberta Community Partnership Grant Application.

427.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 submit a letter of support for the 2022 Alberta Community Partnership Grant application with the Town of Wainwright for a traffic analysis, along highways 14 and 41, on the condition the Town of Wainwright be the managing partner.

CARRIED

### **Protection to Persons and Property**

A Request for Decision form was submitted by the Municipal Administrator regarding hiring a Director of Emergency Management (DEM) and Regional Director of Emergency Management (RDEM).

428.21 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 appoint Jonathan Koroluk as both the Director of Emergency Management and Regional Director of Emergency Management for the M.D. of Wainwright effective January 1<sup>st</sup>, 2022 for the term of the contract.

CARRIED

### **Municipal Property**

### **Health & Social Services**

### **Environment**

### **Bylaws**

Bylaw No. 1681 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, authorizing the erection of “STOP” signs for traffic controls at designated locations.

429.21 Moved by Clr. Cummins that Bylaw No. 1681 pass the first reading.

CARRIED

430.21 Moved by Clr. Lawson that Bylaw No. 1681 pass the second reading.

CARRIED

431.21 Moved by Clr. Waddell that Bylaw No. 1681 proceed to the third reading at this meeting.

CARRIED UNANIMOUSLY

432.21 Moved by Clr. Waddell that Bylaw No. 1681 pass the third reading.

CARRIED

### Development

The Development Officer, Kim Christensen attended the meeting in person from 9:57 a.m. to 10:01 a.m. to report to Council on the activities of the Development Department for the past month.

433.21 Moved by Clr. Buck that the Development Officer's report be accepted as presented which included the following subdivision applications that were supported by the MPC at their December 13<sup>th</sup>, 2021 meeting:

- 21-R-444 (SE 32-43-6 W4M) 10.28 acres
- 21-R-455 (NW 28-44-6 W4M) 17 acres & 10 acres

CARRIED

### **PAYSHEETS**

434.21 Moved by Clr. Waddell that the paysheets be approved as presented.

CARRIED

### **COMMITTEE REPORTS**

435.21 Moved by Clr. Cummins 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**

436.21 Moved by Clr. Lawson that Council move to a closed session to discuss privileged information as per section 16(1) (c) (i), FOIP at 10:08 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

Computer/Information Analyst Stephen Atkins left the room at 10:08 a.m. till 10:53 a.m.

Director of Safety Ray Morrison entered the room from 10:08 a.m. till 10:39 a.m.

437.21 Moved by Clr. Wildeboer that Council reconvene to the open meeting at 10:53 a.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

438.21 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve a tax agreement for all listed roll numbers under owner #10139.

CARRIED

### **DELEGATION**

Reeve Barss thanked Bob Dickson and presented him with a plaque for his time as a board member on the Agricultural Service Board.

439.21

Moved by Clr. Lawson that this meeting be adjourned at 10:54 a.m.

CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(½ day)