

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, January 18th, 2022 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.

Director of Finance Tyson Boomhower 9:00 a.m. to 10:40 a.m.

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.

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

2.22 Moved by Clr. Wildeboer that the following items be added to the agenda:

Add:

Public Works, Transportation, Utilities & Safety

f. Town of Wainwright – Sand & Salt Mix Request

Administration & Taxation

j. Ratepayer Concern – In – Camera FOIP Section 17 (2) (e)

CARRIED UNANIMOUSLY

3.22 Moved by Clr. Waddell that the minutes of the Council Meeting held December 21st, 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 9:02 a.m. to 9:05 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

CARRIED

A copy of the January 11th, 2022 ASB meeting minutes was received and distributed to Council as information.

Public Works, Transportation, Utilities & Safety

The Director of Transportation, Preston Iverson, and the Director of Safety, Ray Morrison, attended the meeting from 9:06 a.m. to 9:46 a.m. The directors reported on the activities of their departments for the past month, including the year to date Gravel per Division Report.

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

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

A Request for Decision form was submitted by the Director of Transportation regarding the 2022 and 2023 Gravel Crushing Contract.

CONTRACTOR	2022 PRICE	2023 PRICE	TOTAL PRICE WITH ELIMINATION
Fitzgerald Aggregates Inc.	4:20 \$580,424.40 4:40 \$72,000.00 Elim> 20% \$0.50 Jaw \$0.50	4:20 \$698,375.00 4:40 \$37,000.00 Elim> 20% \$0.50 Jaw \$0.50	\$1,545,663.90
Lone Pine Crushing Ltd.	4:20 \$619,119.36 4:40 \$76,800.00 Elim> 20% \$0.10 No Jaw	4:20 \$844,800.00 4:40 \$38,400.00 Elim> 20% \$0.10 No Jaw	\$1,592,167.26
685762 AB Ltd.	4:20 \$601,384.17 4:40 \$74,600.00 Elim> 20% \$0.25 Elim< 20% \$0.03 Jaw \$0.25	4:20 \$864,600.00 4:40 \$39,300.00 Elim> 20% \$0.25 Elim< 20% \$0.03 Jaw \$0.30	\$1,810,553.51
McNabb Construction Ltd.	4:20 \$723,918.21 4:40 \$89,800.00 Elim> 20% \$0.20 Elim< 20% \$0.035 Jaw \$1.75	4:20 \$1,075,800.00 4:40 \$48,900.00 Elim> 20% \$0.15 Elim < 20% \$0.04 Jaw \$2.00	\$2,160,570.88
Mantle Materials Group Ltd.	4:20 \$741,653.45 4:40 \$92,000.00 Elim> 20% \$0.25 Elim< 20% \$0.03 Jaw \$0.20	4:20 \$1,067.00 4:40 \$48,500.00 Elim> 20% \$0.25 Elim< 20% \$0.04 Jaw \$0.25	\$2,213,022.74
Associated Aggregates Inc.	4:20 \$814,206.45 4:40 \$99,000.00 Elim> 20% \$0 Elim< 20% \$0.04 Jaw \$1.30	4:20 \$1,194,600.00 4:40 \$61,000.00 Elim> 20% \$0 Elim< 20% \$0.05 Jaw \$1.30	\$2,531,705.90
Reda Enterprises Ltd.	4:20 \$999,619.80 4:40 \$120,000.00 Elim> 20% \$0.25 Elim< 20% \$0.02 No Jaw	4:20 \$1,419,000.00 4:40 \$62,500.00 Elim> 20% \$0.25 Elim< 20% \$0.02 No Jaw	\$2,705,189.28

7.22 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 award the Gravel Crushing Contract for 2022 and 2023 to Fitzgerald Aggregates Inc with estimated quantities of 181,000 mt of gravel for 2022 and 230,000 mt of gravel for 2023 for a total estimated cost of up to \$1,545,663.90 including elimination, jaw costs, and applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2022 and 2023 Gravel Hauling Contract.

Contractor	2022 Price	2023 Price
Fitzgerald Aggregates Inc.	\$281,242.50	\$281,242.50
Holt Transport Inc.	\$235,777.50	\$235,777.50

- 8.22 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 award a two-year contract to Holt Transportation Inc. for the 2022 and 2023 Gravel Hauling for a cost of up to \$237,777.50 for each year, plus applicable taxes.

CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding the 2022 culvert purchase through the RMA procurement program.

- 9.22 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 purchase the 2022 culverts through the RMA procurements program for a total cost of \$225,000.00 plus applicable taxes and furthermore that this amount be recorded in the 2022 budget.

CARRIED

A Request for Decision form was submitted by the Director of Transportation regarding a request from the Town of Wainwright.

- 10.22 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize the Director of Transportation to give 200 tonnes of sand/salt mix to the Town of Wainwright, with the Town of Wainwright paying for the salt and then returning 200 tonnes of sand to the Municipal District of Wainwright No. 61 in the fall of 2022.

CARRIED

Recreation & Community Services

Finance

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

- 11.22 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,242,949.28 covered by direct debits and cheques numbered 84881-85026 be approved and paid and that the payroll payments as per the attached list totaling \$211,632.00 covered by EFT numbered 900038316-900038417 be ratified.

CARRIED

- 12.22 Moved by Clr. Cummins that the financial statement of receipts and disbursements for the month ending December 31st, 2021 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of December 31st, 2021 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 Assistant Municipal Administrator regarding the 2022 Budget Meeting.

- 13.22 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 set the 2022 Budget Meeting for April 27th, 2022 at 9:00 a.m. at the Administration Office.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding Non-Residential Tax Cancellation Requests.

- 14.22 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the following tax cancellations:

- Roll #56960020 in the amount of \$31,016.45
- Roll #95370069 in the amount of \$4,171.68

CARRIED

A Request for Decision form was submitted by the Computer/Information Analyst regarding cameras for the council chambers.

- 15.22 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 install a 12X Optical Zoom Camera in the council chambers for a total cost of \$1,517.25 plus applicable taxes.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the 2022 Policy Manual and the 2022 Safety Manual.

- 16.22 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 approve the 2022 Policy Manual and the 2022 Safety Manual as presented.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the submission of the Provincial Education Requisition Credit (PERC) and the Designated Industrial Requisition Credit (DIRC) Application.

- 17.22 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 acknowledges the submission of the Provincial Education Requisition Credit (PERC) and the Designated Industrial Requisition Credit (DIRC) Application.

CARRIED

A memo was received and distributed to Council from the Tax Clerk regarding the current tax collection rate for the 2021 Tax Year.

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 Joint Fire Quality Management Plan.

- 18.22 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the presented Joint Fire Quality Management Plan between the Municipal District of Wainwright and the Villages of Chauvin, Edgerton and Irma on the condition that the plan is approved by all parties.

CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1682 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, being a bylaw to amend Bylaw No. 1318, as amended to May 15, 2007 of the Municipal District of Wainwright No. 61.

19.22 Moved by Clr. Cummins that Bylaw No. 1682 pass the first reading.
CARRIED

20.22 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 hold the public hearing for Bylaw No. 1682 by means of written submissions of fax, email, and written notices, also registration to attend must be ahead of time, to ensure staff safety due to the COVID-19 pandemic, and further set the public hearing for the February 15th, 2022 Council meeting at 10:00 a.m.
CARRIED

Development

The Development Officer, Kim Christensen attended the meeting virtually from 10:20 a.m. to 10:25 a.m. to report to Council on the activities of the Development Department for the past month.

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

A Request for Decision form was submitted by the Development Officer regarding a public hearing for Bylaw No. 1682.

Matter dealt with as per motion 20.22.

PAYSHEETS

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

COMMITTEE REPORTS

23.22 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

24.22 Moved by Clr. Wildeboer that Council move to a closed session to discuss privileged information as per section 16(1) (c) (i), FOIP at 10:40 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.
CARRIED

Director of Finance, Tyson Boomhower left the meeting. Assistant Municipal Administrator Neil Loonen, and Computer/Information Analyst Stephen Atkins left the meeting from 10:40 a.m. until 11:14 a.m.

25.22 Moved by Clr. Cummins that Council reconvene to the open meeting at 11:14 a.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

DELEGATIONS

James MacDonald from Northern Lights Library System, and Vicky Lefebure (virtually) presented the 2021 value statement.

Director of Emergency Management, Jon Koroluk, attended the meeting virtually to introduce himself and discuss his role as regional DEM within the MD of Wainwright No. 61.

26.22 Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per section 17(2) (e), FOIP at 11:50 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

Assistant Municipal Administrator Neil Loonen, and Computer/Information Analyst Stephen Atkins left the meeting at 11:50 a.m. until 12:10 p.m.

27.22 Moved by Clr. Cummins that Council reconvene to the open meeting at 12:10 p.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

28.22 Moved by Clr. Waddell that this meeting be adjourned at 12:11 p.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)