

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 20th, 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, Director of Finance Tyson Boomhower, Computer/Information Analyst Stephen Atkins, Assistant Municipal Administrator Neil Loonen 9:00 a.m. to end, and Zak McLachlan from the Edge attended the meeting from 9:00 a.m. until 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.

364.22 Moved by Clr. Waddell that the agenda be adopted as amended with the following items deleted from the agenda:

Delegations

Jade Eggen and Jennifer Klemchuk

CARRIED

365.22 Moved by Clr. Cummins that the minutes of the Council Meeting held November 15th, 2022 be adopted as presented.

CARRIED

366.22 Moved by Clr. Wildeboer that the minutes of the Council Meeting held December 13th, 2022 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.

367.22 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 November 24th, 2022 ASB meeting minutes was received and distributed to Council as information.

Public Works, Transportation, Utilities & Safety

The Director of Public Works, Preston Iverson and the Director of Safety, Ray Morrison attended the meeting from 9:06 a.m. to 9:31 a.m. The Directors reported on the activities of their departments for the past month, including the year-to-date Gravel per Division Report.

368.22 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 approve the Director of Public Works report as presented.

CARRIED

369.22 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 Road Construction regarding the 2023 Proposed Road Construction Map.

370.22 Moved by Clr. Leighton that the 2023 Proposed Road Construction map and the following projects be approved as follows and appropriate permits be obtained:

Division 1 LR 1	<ul style="list-style-type: none"> • TWP 434 between RR 22 & RR 23 • RR 22 between TWP 434 & 435.25 (2.25 miles)
Division 1 LR 2	<ul style="list-style-type: none"> • TWP 420 between Hwy 899 & RR 20 • Intersection upgrade @ RR 21 (5 miles)
Division 2 LR 3	<ul style="list-style-type: none"> • RR 33 between TWP 414 & TWP 422 (4 miles) •
Division 4 LR 4	<ul style="list-style-type: none"> • RR 60 between TWP 440 and TWP 442 (2 miles)
Division 5 LR 5-A Division 6 LR 5-B	<ul style="list-style-type: none"> • RR 74 between TWP 471.5 & TWP 472 (0.5 mile) • RR 85-A between TWP 452.25 & 452.75 (0.5 mile)
Division 5 LR 6	<ul style="list-style-type: none"> • RR 72 between TWP 462 & TWP 464 (2 miles) • RR 73 between TWP 462 & TWP 463 (1 mile)

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding replacing scrapers for 2024.

371.22 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase two 2024 Caterpillar 627K Wheel Tractor Scrapers from Finning (Canada) for an approximate cost of \$1,825,000.00 each plus applicable taxes with the standard 5-year warranty.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Gravel Pit Inventory for NE 26-45-10 W4M. No Action.

A Request for Decision form was submitted by the Director of Public Works regarding the Greenshields Lagoon Engineering scope change proposal from WSP.

372.22 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the scope change request from WSP for the Greenshields Lagoon Engineering project in the amount of \$11,833.00 and furthermore the additional 20 site days of supervision in the amount of \$40,000.00 plus applicable taxes.

CARRIED

Finance

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

373.22 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$1,985,698.34 covered by direct debits and cheques numbered 86527-86688 be approved and paid and that the payroll payments as per the attached list totaling \$ \$377,229.11 covered by EFT's numbered 900039834-900040004 be ratified.

CARRIED

374.22 Moved by Clr. Waddell that the financial statement of receipts and disbursements for the month ending November 30th, 2022 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of November 30th, 2022 was received and distributed to Council.

A Request for Decision form was submitted by the Director of Finance regarding the Interim Budget for 2023.

375.22 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 adopt the 2023 Year of the Financial plan, for both the Operating and Capital, as the Interim Budget for 2023.

CARRIED

Copies of letters from Isaman Chopek LLP were received and distributed to Council regarding the 2022 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 2022 Department of National Defense grant.

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

- Roll #1000000 in the amount of \$4,509.20

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the January and March Council Meetings.

377.22 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 change the January 17th, 2023 Regular Council Meeting to 9:00 a.m. on January 16th, 2023 and in addition, change the March 21st, 2023 Regular Council Meeting to 9:00 a.m. on March 23rd, 2023.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding ASB Council Member Attendance at the Provincial ASB Conference.

378.22 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize the remaining council to attend the Provincial ASB Conference from January 17th – 20th, 2023 in Grande Prairie, AB.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding naming a member for the Joint Subdivision and Development Appeal Board Clerk.

379.22 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 appoint Mackenzie Bethune as the Clerk to the Joint Subdivision and Development Appeal Board.

CARRIED

A Request for Decision form was submitted by the Computer Information Analyst regarding a Vehicle Tracking Provider for the Municipal District of Wainwright No. 61.

380.22 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 sign a two-year agreement with MRF for the vehicle monitoring and spray program for an approximate cost of \$65,735.30 plus all applicable taxes

CARRIED

A memo was received and distributed to Council from the Tax Clerk regarding the tax collection rate for the 2022 Tax year.

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

Development

The Development Officer, Kim Christensen attended the meeting in person from 9:47 a.m. to 9:48 a.m. to report to Council on the activities of the Development Department for the past month.

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

CARRIED

PAYSHEETS

382.22 Moved by Clr. Wildeboer that the paysheets be approved as presented.

CARRIED

COMMITTEE REPORTS

383.22 Moved by Clr. Waddell 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

384.22 Moved by Clr. Wildeboer that this meeting be adjourned at 10:00 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)