

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 19th, 2023 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Mike Wildeboer, Richard Waddell, Robin Leighton, Bruce Cummins, and Bill Lawson. Staff present: Municipal Administrator Kelly Buchinski, from 9:00 a.m. to end, Assistant Municipal Administrator Neil Loonen, Director of Finance, Tyson Boomhower, Computer/Information Analyst Stephen Atkins, from 9:00 a.m. to 11:05 a.m., Jasmine Pelletier from the Edge attended the meeting from 9:00 a.m. to 11:05 a.m.

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.

- 367.23 Moved by Clr. Cummins that the agenda be adopted as presented. CARRIED
- 368.23 Moved by Clr. Wildeboer that the minutes of the Council Meeting held November 21st, 2023 be adopted as presented. CARRIED
- 369.23 Moved by Clr. Waddell that the minutes of the Special Council Meeting held December 11th, 2023 be adopted as presented. CARRIED
- 370.23 Moved by Clr. Cummins that the minutes of the Special Council Meeting held December 14th, 2023 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt, attended the meeting from 9:01 a.m. to 9:05 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A Request for Decision form was submitted by the Assistant Agricultural Fieldman in regards to the RFP for 2024-2025 Roadside Mowing with the following quotes attached:

Company	2024 Price + GST	2025 Price + GST	Score
11787250 AB LTD (A & R) Contracting Vegetation Management	\$90/ mile	\$92/ mile	99
Silver Dirtworks Inc.	\$135/ mile	\$140/ mile	60

372.23 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the price of \$90.00 per mile for 2024 and \$92.00 per mile for the option year of 2025 up to an estimated 950 miles plus applicable taxes to 1787250 Alberta Limited o/a A&R Contracting Vegetation Management for the Roadside Mowing Program and furthermore that these costs be forwarded to the 2024 Budget.

CARRIED

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 9:22 a.m. The Directors reported on the activities of their departments for the past month.

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

CARRIED

374.23 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 was submitted by the Director of Public Works regarding the Gravel Pit Agreement on NW 17-45-7 W4M.

375.23 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize administration to execute a gravel royalty agreement for the Gravel Pit on NW 17-45-7 W4M.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the GBC & Asphalt Pavement Engineering for Secondary Highway 894.

376.23 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 proceed with Request for Proposal (RFP) for Engineering to complete the preliminary engineering, detailed design, tender preparation, construction supervision, and post construction of approximately 13 km of Range Road 43 (Secondary 894) between Highway 14 and Township Road 462.

CARRIED

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

377.23

Moved by Clr. Buck that the 2024 Proposed Road Construction as amended the following projects and appropriate permits be obtained:

Division 2 LR 1	<ul style="list-style-type: none"> RR 33 Between TWP 414 & 422 (4 miles)
Division 5 LR 2 Division 3 LR 2	<ul style="list-style-type: none"> TWP 465 Between RR 60 & 61 (1 mile) RR 60 Between TWP 460 & 470 (1 mile) TWP 470 Between RR 55 & 60 (1 mile)
Division 5 LR 3	<ul style="list-style-type: none"> RR 73 Between TWP 462 & TWP 464 (2 miles)
Division 5 LR 4	<ul style="list-style-type: none"> RR 72 Between TWP 462 and TWP 464 (2 miles)
Division 6 LR 5	<ul style="list-style-type: none"> RR 85-A Between TWP 452 & 453 (0.55 miles)
Division 5 LR 6	<ul style="list-style-type: none"> RR 74 Between TWP 471 & TWP 472 (2 miles)
Division 6 LR 7	<ul style="list-style-type: none"> TWP 464 Between RR 84 & 90 (2 miles)

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the 2024 Cement, Chip Seal, Fog Seal, & Soil Stabilization map as presented.

378.23

Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 approve the 2024 Cement, Chip Seal, Fog Seal, & Soil Stabilization map as presented.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Greenshields Lagoon Field Testing.

379.23

Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize field testing for the Greenshield's Lagoon project to be completed by WSP for an approximate cost of \$5,000.00 plus all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding Range Road 3-0 Porter Lake Road. No Action.

Recreation & Community Services

A Request for Decision form was submitted by the Director of Safety regarding the 2024 Bison Run put on by the Wainwright Runners.

380.23

Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize the Wainwright Runners to host their 2024 Bison Run on the Ascot and Area Recreation Trail (RR #70) on April 21st, 2024 subject to proper insurance being in place and each participant signing a waiver of liability and furthermore that the Municipal District of Wainwright No. 61 authorize the temporary closing of the road for this event.

CARRIED

A Request for Decision form was submitted by the Director of Safety regarding Upgraded Security Systems.

- 381.23 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 authorize the purchase of two new security systems from Telus for Arm Lake Recreation Area and Riverdale Mini-Park at an approximate total cost of \$6,881.00 plus all applicable taxes.

CARRIED

Finance

- 382.23 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$1,514,050.16 covered by direct debits, cheques numbered 88124-88208, and EFT's numbered 113-170 be approved and paid and that the payroll payments as per the attached list totaling \$269,315.27 covered by EFT's numbered 900041752-900041871 be ratified.

CARRIED

- 383.23 Moved by Clr. Cummins that the financial statement of receipts and disbursements for the month ending November 30th, 2023 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of November 30th, 2023 was received and distributed to Council.

Copies of letters from Isaman Chopek LLP were received and distributed to Council regarding the 2023 audit planning and the audit engagement.

A Request for Decision form was submitted by the Director of Finance regarding the Interim Budget for 2024.

- 384.23 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 adopt the 2024 Year of the Financial plan, for both the Operating and Capital, as the Interim Budget for 2024.

CARRIED

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 naming a member for the Irma Recreation Board.

- 385.23 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 appoint Mandy Leskow to the Irma Recreation Board for the 2023/2024 term.

CARRIED

DELEGATION

Jon Koroluk, Director of Emergency Management for the M.D. of Wainwright attended the meeting from 9:35 a.m. until 9:51 a.m. to meet with Council regarding Emergency Management for the M.D. of Wainwright No. 61.

A Request for Decision form was submitted by the Municipal Administrator regarding the RMA District 5 Meeting Attendance.

386.23 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Council and a member of Administration to attend the RMA District 5 Meeting on January 26th, 2024 in Bonnyville, Alberta.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding a request for sponsorship from the Chauvin 4-H Beef Club for the Wainwright District 4-H Show and Sale.

387.23 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 sponsor the Chauvin 4H Beef Club in the amount of \$600.00 for their Wainwright District 4-H Show and Sale.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the Extended Producer Responsibility Program.

Agricultural Fieldman, James Schwindt attended the meeting from 9:56 to 9:58 a.m.

388.23 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize Administration to register into the Extended Producer Responsibility Program.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2024 RMA Conference.

389.23 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Council and relevant staff members to attend the 2024 RMA Conference on March 18-20th, 2024 in Edmonton, Alberta.

CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding the March 2024 Regular Council Meeting.

390.23 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 move the March 19th, 2024 Regular Council Meeting to March 21st, 2024 at 9:00 a.m. at the Municipal District of Wainwright's council chambers due to the RMA Conference.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding 2024 Laptop Purchase.

391.23 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 purchase eight (8) laptops and Microsoft Office 365 for an approximate cost of \$8,620.00 and all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding tax cancellation of the balance of the 2023 Department of National Defense grant.

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

- Roll #1000000 in the amount of \$9,949.20

CARRIED

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

DELEGATION

Grant Dickstra, Machines Sales Representative, and Robb Stewart, Product Support, of Finning and Preston Iverson, Director of Public Works attended the meeting from 10:30 a.m. to 10:51 a.m. to discuss the 627 Scrapers and current options from Finning.

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

A Request for Decision form was submitted by the Municipal Administrator regarding the Waste Collection Contract Amendment.

393.23

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approved the amendment to the Waste Management Contract allowing for the September CPI to be used for pricing annually for the term of the contract.

CARRIED

Bylaws

Development

The Director of Development Services, Dana Smith, attended the meeting from 10:54 a.m. to 10:56 a.m. to report to Council on the activities of the Development Department for the past month.

394.23

Moved by Clr. Waddell that the Director of Development Services report be accepted as presented.

CARRIED

PAYSHEETS

395.23

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

CARRIED

COMMITTEE REPORTS

396.23

Moved by Clr. Wildeboer 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

397.23

Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per Section 16(1) (c) (i) FOIP at 11:05 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

Agricultural Fieldman, James Schwindt, attended the In-Camera session from 11:05 a.m. to 11:20 a.m.

Director of Public Works, Preston Iverson, attended the In-Camera session from 11:20 a.m. to 11:40 a.m.

Assistant Municipal Administrator, Neil Loonen, returned to the In-Camera Session at 11:40 a.m.

Clr. Cummins and Clr. Waddell left the meeting 11:50 a.m. and returned to the meeting at 11:52 a.m.

398.23 Moved by Clr. Wildeboer that Council reconvene to the open meeting at 11:51 a.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

399.23 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 approve the scope changes to the Greenshields Lagoon project up to \$230,000.00 plus all applicable taxes.

CARRIED

400.23 Moved by Clr. Buck that this meeting be adjourned at 11:53 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator
(½ day)