

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Thursday, March 21<sup>st</sup>, 2024 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 10:48 a.m., and Jasmine Pelletier from the Edge attended the meeting from 9:00 a.m. to 10:48 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.

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

89.24 Moved by Clr. Waddell that the agenda be adopted as amended with the following changes:

Deletion:

### Public Works and Safety

g. RFD – Township 480 Hard Surfacing

Additions:

### Administration

k. RFD – Road Lease Name Change

l. RFD – Road Lease Name Change

CARRIED UNANIMOUSLY

90.24 Moved by Clr. Wildeboer that the minutes of the Council Meeting held February 20<sup>th</sup>, 2024 be adopted as presented.

CARRIED

## NEW BUSINESS

### Agriculture Service Board

Agricultural Fieldman, James Schwindt, attended the meeting from 9:04 a.m. to 9:17 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

CARRIED

92.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 have ASB send out an application for a farm family award to the next relevant Ag Society and have the M.D. of Wainwright sponsor the award with a plaque, including presenting the award at the Rural Routes supper in 2024.

CARRIED

A copy of the ASB meeting minutes held on March 7<sup>th</sup>, 2024 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 9:18 a.m. to 9:40 a.m. The Directors reported on the activities of their departments for the past month.

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

CARRIED

94.24 Moved by Clr. Waddell 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 2024 Culvert Supply.

Company	Total Price
Armtec	\$142,389.35
Frontier Construction and Products	\$160,285.00
Bridge Creek Culverts	\$174,236.38

95.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 proceed with the 2024 Culvert Purchase for an estimated price of approximately \$142,389.35 plus applicable taxes.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding a Pilot Paving Program.

96.24 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 be authorized to complete a one mile 80 mm paving lift of asphalt on Township Road 462 connecting to Secondary Highway 894.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Corral Replacement – Land Purchase Along Range Road 10-1.

97.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Public Works to purchase and install the new corral system on SW 36-45-10 W4M at an approximate cost of \$5,680.00 plus all applicable taxes with the landowner paying half the cost of moving the corrals.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding Unit 102.

98.24 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 accept the offer of \$7,500.00 from the Village of Edgerton for Unit 102 on the condition that the unit is sold as is, and delivered to the Village of Edgerton once the replacement truck is fully operational for M.D. use.  
**CARRIED**

**Recreation & Community Services**

A Request for Decision form was submitted by the Director of Safety regarding Arm Lake Camping Rates 2024.

99.24 Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 approve the rate increase (including GST) presented for Arm Lake.

No Services	Serviced (Power Only)	Power & Water	Full Service
\$17.00 per day	\$28.00 per day	\$30.00 per day	\$35.00 per day
\$102.00 per week	\$168.00 per week	\$180.00 per week	\$210.00 per week
\$391.00 per month	\$644.00 per month	\$690.00 per month	\$805.00 per month
\$2,100.00 per season (2025)	\$3,500.00 per season (2025)	\$3,760.00 per season (2025)	\$4,200.00 per season (2025)

**CARRIED**

**Finance**

**DELEGATION**

Don Isaman from Isaman Chopek LLP Chartered Professional Accountants attended Council from 9:40 a.m. to 9:51 a.m. and presented the 2023 Audited Financial Statements.

100.24 Moved by Clr. Waddell that the accounts recorded on the attached list in the amount of \$1,350,183.07 covered by direct debits, cheques numbered 88314-88356, and EFTs numbered 330-406 be approved and paid and that the payroll payments as per the attached list totaling \$221,347.42 covered by EFTs numbered 900042108-900042205 be ratified.  
**CARRIED**

101.24 Moved by Clr. Wildeboer that the financial statement of receipts and disbursements for the month ending February 29<sup>th</sup>, 2024 be adopted as written and incorporated into these minutes.  
**CARRIED**

A copy of the reserve statement as of February 29<sup>th</sup>, 2024 was received and distributed to Council.

102.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Municipal District of Wainwright No. 61 2023 Audited Financial Statements as presented.  
**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 Municipal Administrator regarding the RFP results for the 2024 Property Assessment Services.

Wainwright Assessment Group Ltd.	Annual Cost
2024 Assessment Year (2025 Taxation Year)	\$117,480.00
2025 Assessment Year (2026 Taxation Year)	\$119,832.00
2026 Assessment Year (2027 Taxation Year)	\$122,232.00
2027 Assessment Year (2028 Taxation Year)	\$124,680.00
Total Bid	\$484,224.00

103.24

Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 award the assessment services contract to Wainwright Assessment Group Ltd. for the 2024, 2025, 2026 and 2027 assessment years for a total price of \$484,224.00 plus applicable taxes and \$100.00 per hour for extra work not covered under this contract.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the RFP results on the Enterprise Resource Planning System 2024.

Company	Annual Cost	Implementation Cost	Total Price	Score
Central Square Canada Software Inc.	\$49,850.00	\$107,325.00	\$157,175.00	86.0
MNP Digital Inc.	\$41,936.00	\$320,950.00	\$362,886.00	58.5

104.24

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 award the Enterprise Resource Planning System contract to Central Square Canada Software Inc., for 2024, 2025, 2026, 2027, 2028, and an optional year in 2029, at the M.D. of Wainwright's discretion, for a total price of \$382,778.00 plus applicable taxes and \$225.00 per hour for extra work not covered under this contract.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Edgerton Bullarama.

105.24

Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 sponsor the Edgerton Bullarama held July 5<sup>th</sup>, 2024 in the amount of \$1,000.00.

CARRIED

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

106.24

Moved by Clr. Wildeboer that the Municipal District of Wainwright No. 61 sponsor the Irma 4H Club in the amount of \$500.00 for their Irma Beef Show and Sale.

CARRIED

A letter from the Wainwright Regional Waste to Energy Authority regarding the Supervisory Assistance Contract Termination clause in the current agreement was received and distributed to Council.

A thank you letter from STARS regarding the M.D. of Wainwright's donation was received and distributed to Council.

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

A Request for Decision form was submitted by Administration regarding a name change for a Road Allowance lease.

- 107.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 amend the road allowance lease from Reinhardt Ranching Ltd. to Pare Farms 1917 Inc., with all other terms remaining the same. CARRIED

A Request for Decision form was submitted by Administration regarding a name change for a Road Allowance lease.

- 108.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 amend the road allowance lease from Chelsey Macdonald to Ashley and Nathan Henry, with all other terms remaining the same. CARRIED

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

#### **Municipal Property**

#### **Health & Social Services**

#### **Environment**

#### **Bylaws**

#### **Development**

The Director of Development Services, Dana Smith, attended the meeting from 10:23 a.m. to 10:27 a.m. to report to Council on the activities of the Development Department for the past month.

- 109.24 Moved by Clr. Buck that the Director of Development Services report be accepted as presented. CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding Gravel Pit Activity Expansion – SE 13-46-04 W4M.

- 110.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 hire Bear North Consulting Ltd. to complete and submit the application for the Gravel Pit Expansion at SE 13-46-04 W4M including the Hydrotechnical Assessment at an approximate cost of \$22,000.00 plus all applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding the Speed Curve at NE 30-45-07 W4M.

- 111.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 rescind motion 322.23 and close the speed curve at NE 30-45-07 W4M whereby the M.D. of Wainwright revert the land to the title from which it was excepted. CARRIED

**PAYSHEETS**

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

**COMMITTEE REPORTS**

113.24 Moved by Clr. Buck 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**

114.24 Moved by Clr. Lawson that Council move to a closed session to discuss privileged information as per Section 16(1) (c) (i) FOIP at 10:48 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.  
CARRIED

115.24 Moved by Clr. Wildeboer that Council reconvene to the open meeting at 11:35 a.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.  
CARRIED

116.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 add Culvert Dips and Capital Funding Agreement for Secondary Highway 894 to the meeting agenda.  
CARRIED

117.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 proceed with up to 68 culvert dips and 5 approaches during the next accepted paving project in the M.D. of Wainwright, at an approximate cost of \$850,000.00 plus all applicable taxes.  
CARRIED UNANIMOUSLY

118.24 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61. authorize administration to enter into an agreement with the Province of Alberta regarding a Capital Funding Agreement for Secondary Highway 894.  
CARRIED

119.24 Moved by Clr. Wildeboer that this meeting be adjourned at 11:39 a.m.  
CARRIED

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Reeve

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Municipal Administrator

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Assistant Municipal Administrator

(½ day)

