

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 17th, 2024 commencing at 9:00 a.m.

Present: Reeve Mike Wildeboer, Councillors Oscar Buck, Richard Waddell, Robin Leighton, Bruce Cummins, Bill Lawson, and Bob Barss. Staff present: Municipal Administrator Kelly Buchinski, from 9:00 a.m. to end, Assistant Municipal Administrator Neil Loonen, Director of Finance Tyson Boomhower, Computer and Information Analyst Stephen Atkins, from 9:00 a.m. to 10:57 a.m.

The public is in attendance via virtual means.

CALL TO ORDER

Reeve Wildeboer called the meeting to order at 9:00 a.m.

Reeve Wildeboer is in the Chair

This is the official record for the proceedings.

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

417.24 Moved by Clr. Cummins that the agenda be adopted as amended with the following changes:

Additions:

Recreation & Community Services

3. a. Arm Lake Contract

Protection to Persons and Property

6. a. Wainwright Fire Area Agreements

In Camera

Section 16 1 (a) (ii) – Personnel

Section 16 1 (c) (i) – Contract

CARRIED UNANIMOUSLY

418.24 Moved by Clr. Lawson that the minutes of the Council Meeting held November 19th, 2024 be adopted as presented.

CARRIED

NEW BUSINESS

Agriculture Service Department

Agricultural Fieldman, Shelby Oracheski, and Assistant Agricultural Fieldman, Kaitlin Hirsekorn, 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.

419.24 Moved by Clr. Barss 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 Agricultural Fieldman regarding the 2025 ASB Conference Attendance.

420.24 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the attendance of council members to the ASB Provincial Conference held January 20th – 22nd, 2025 in Edmonton Alberta.
CARRIED

Council received the December 9th, 2024 ASB minutes as information.

A Request for Decision form was submitted by the Agricultural Fieldman regarding the Remediation Financial Obligations for the Financial Statement regarding the Wainwright and Edgerton Container Sites.

421.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 accept the ROHI Engineering Phase II Environmental Site Assessment Executive Summaries as information for the Wainwright and Edgerton Container Sites.
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 9:35 a.m. The Directors reported on the activities of their departments for the past month.

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

423.24 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 Public Works regarding warranty for the 627K Scrapers.

424.24 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 proceed with extending the warranty on Units 627K-1-20 & 627K-2-20 for one year at a total approximate cost of \$91,000.00 plus applicable taxes.
CARRIED

A Request for Decision form was submitted by the Director of Public Works requesting the purchase of two Divisional Graders with the results summarized as follows:

Company	Model	Price	Trade in	Total Net Price	Score
Finning CAT	595- 600 2025 150 AWD CAT	1. \$601,100.00	1. \$198,000.00	1. \$403,100.00	98/10 0
		2. \$601,100.00	2. \$225,280.00	2. \$375,820.00	
		Total \$1,202,200.00	Total \$423,280.00	Total \$778,920.00	
Brandt Tractor Ltd.	772 AWD John Deere	1. \$631,000.00	1. \$230,000.00	1. \$401,000.00	97.5/1 00
		2. \$631,000.00	2. \$240,000.00	2. \$391,000.00	
		Total \$1,262,000.00	Total \$470,000.00	Total \$792,000.00	

425.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 proceed with purchasing two 2025 150 AWD graders from Finning for a price of \$1,202,200.00 with a trade in value of \$423,280.00 for a total approximate net cost of \$778,920.00 plus all applicable taxes.
CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding warranty for RM 500B.

426.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 proceed with extending the warranty on unit RM500B-15-19 for one year or 500 hours at an approximate cost of \$14,240.00 plus applicable taxes.
CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the disposal of two 627K scrapers.

427.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 dispose of units 627K18-19 and 627K-19-19 to Camrose County at a price of \$775,00.00 each for a total price of \$1,550,000.00 plus all applicable taxes.
CARRIED

A Request for decision form was submitted by the Director of Public Works regarding the Service Truck and a potential change order.

428.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 proceed with the change order for an independent engine to run the air system at an approximate cost of \$28,000.00 plus all applicable taxes.
CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the 2025 Proposed Construction.

429.24 Moved by Clr. Barss that the 2025 Proposed Road Construction as presented with the following projects and all appropriate permits or provincial requirements be obtained:

Division 7 LR 1	<ul style="list-style-type: none"> • TWP 474 Between RR 100 & RR 103 (3 miles)
Division 7 LR 2	<ul style="list-style-type: none"> • RR 93 from Sec. HWY 619 South (1.5 miles)
Division 3 LR 3	<ul style="list-style-type: none"> • TWP 454 from Sec HWY 897 East to RR 32 (1 mile)
Division 2 LR 4	<ul style="list-style-type: none"> • TWP 444 from Sec HWY 894 East to RR 40 (1.5 miles)
Division 2 LR 5	<ul style="list-style-type: none"> • TWP442 from Sec HWY 894 East to RR 40 (1 mile) • TWP442 from Sec HWY 894 West (0.25 miles)
Division 1 LR 6	<ul style="list-style-type: none"> • TWP 414 from RR 12 to RR 20 (4 miles) • RR 13 from TWP 414 North (0.25 miles)

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Larson Gravel Pit Inventory.

430.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to adjust the gravel pit inventory as follows effective December 31, 2024:

Legal	Size	Book (Metric Tonnes)	Write Off (Metric Tonnes)	Cost
NE 26-45-10 W4M	¾"	7,704.61	7,704.61	\$50,696.34
				<u>CARRIED</u>

Recreation & Community Services

A Request for Decision form was submitted by the Municipal Administrator regarding the Arm Lake Contract.

431.24 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 accept the Arm Lake Recreation Area Management proposal from Lake Life Management group beginning January 1st, 2025 until December 31st, 2027.

CARRIED

Finance

432.24 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$2,007,148.37 covered by direct debits, cheques numbered 88837-88866, and EFTs numbered 947-0001 – 947-0024/948-001/ 948-0008/949-001/950-001- 950-0013/951-001-9510073 be approved and paid and that the payroll payments as per the attached list totaling \$338,270.75 covered by EFTs be ratified.

CARRIED

433.24 Moved by Clr. Waddell that the financial statement of receipts and disbursements for the month ending November 30th, 2024 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of November 30th, 2024 was received and distributed to Council.

Copies of letters from Isaman Chopek LLP were received and distributed to Council regarding the 2024 audit planning and the audit engagement.

A Request for Decision form was submitted by the Director of Finance regarding the Interim Budget for 2025.

434.24 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 adopt the 2025 Year of the Financial plan, for both the Operating and Capital, as the Interim Budget for 2025.

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 2025 Wainwright and District 4H Show and Sale.

435.24 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 sponsor the Greenshields 4H Club in the amount of \$600.00 for their Wainwright District 4H Show and Sale.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding tax cancellation of the balance of the 2024 Department of National Defense grant.

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

- Roll #1000000 in the amount of \$101.62

CARRIED

A Request for Decision form was submitted by the Municipal Administrator Regarding Elector List Management Software.

437.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize administration to purchase the DataFix cloud based election management solution module for the 2025 General Election at an approximate cost of \$5,000.00 plus all applicable taxes.

CARRIED

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

Protection to Persons and Property

A Request for Decision form was submitted by the Municipal Administrator regarding the Wainwright Fire Area Agreements.

438.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 accept the Town of Wainwright Fires Service Agreement and the Joint Fire Board Agreement for the term of January 1st, 2025 through December 31st, 2029.

CARRIED

Municipal Property

A Request for Decision form was submitted by the Municipal Administrator regarding the Clear Lake Land Lease - .25 acres on Lot 4MR, Block 2, Plan 8122917.

439.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 be authorized to renew the Clear Lake Lease Agreement with Betty Shaw for a three-year term at a cost of the residential land taxes along with \$1,500 plus applicable taxes per year described as Lot 4MR, Block 2, Plan 8122917.

CARRIED

Health & Social Services

Environment

Bylaws

Development

The Director of Development Services, Dana Smith, attended the meeting from 9:48 a.m. to 9:49 a.m. to report to Council on the activities of the Development Department for the past month.

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

CARRIED

PAYSHEETS

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

CARRIED

COMMITTEE REPORTS

442.24 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

CLOSED SESSION

443.24 Moved by Clr. Lawson that Council move to a closed session to discuss privileged information as per Section 16 1 (a) (ii) – Personnel and Section 16(1) (c) of the FOIP at 10:17 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

The Municipal Administrator attended the closed session from 10:17 a.m. to 10:41 a.m.

The Assistant Municipal Administrator attended the closed session from 10:41 a.m. to 10:55 a.m.

444.24 Moved by Clr. Barss that Council reconvene to the open meeting at 10:55 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

445.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize payment to Sylogist in the amount of approximately \$14,504.54 plus all applicable taxes for a six-month service contract.

CARRIED

446.24 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 authorize administration to offer rent subsidy to the Municipal Intern in the amount of \$600.00 per month for the duration of employment.

CARRIED

447.24 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 give employee #61 a \$4,000.00 increase.

CARRIED

448.24 Moved by Clr. Lawson that this meeting be adjourned at 10:57 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)