

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 28th, 2025 commencing at 9:00 a.m.

Present: Reeve Mike Wildeboer, Councillors 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 11:39 a.m. and Sukie Su from the Edge news attended the meeting from 9:00 a.m. to 11:39 a.m.

Absent: Councillor Oscar Buck

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.

- 1.25 Moved by Clr. Cummins that the agenda be adopted as presented. CARRIED
- 2.25 Moved by Clr. Leighton that the minutes of the Council Meeting held December 17th, 2024 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Department

Assistant Agricultural Fieldman, Kaitlin Hirsekorn, attended the meeting from 9:01 a.m. to 9:02 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

Council received the January 13th, 2025 ASB minutes 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 9:03 a.m. to 9:39 a.m. The Directors reported on the activities of their departments for the past month.

- 4.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 approve the Director of Public Works report as presented. CARRIED
- 5.25 Moved by Clr. Cummins 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 requesting the purchase of a Dozer with the results summarized as follows:

Company	Model	Price	Trade in	Total Net Price	Score
Brandt Tractor Ltd.	2025 John Deere 950P Dozer	\$1,130,000.00	\$135,000.00	\$995,000.00	100/100
SMS Equipment	2025 D85PX - 18	Does not meet specifications			No Score

6.25

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 proceed with purchasing a 2025 John Deere 950P Dozer from Brandt Tractor Ltd at an approximate cost of \$1,130,000.00 plus applicable taxes.

CARRIED

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

Company	Model	Price	Trade in	Total Net Price	Score
Brandt Tractor Ltd.	1-872 GP AWD John Deere	1-\$708,400.00	1-\$235,000.00	1-\$473,400.00	100/100
	2-872 GP AWD John Deere	2-\$708,400.00	2-\$275,000.00	2-\$433,400.00 Total - \$906,800.00	
Finning CAT	1-160 CAT AWD	1-\$676,700.00	1-\$195,000.00	1-\$481,700.00	100/100
	2-160 CAT AWD	2-\$676,700.00	2-\$225,000.00	2-\$451,700.00 Total - \$933,400.00	

7.25

Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 proceed with purchasing a 2025 160 AWD grader from Finning for a price of \$676,700.00 with a trade in value of \$195,000.00 for a total approximate net cost of \$481,700.00 plus all applicable taxes, with the \$11,700.00 sales credit being applied to the account, further proceed with purchasing a 2025 872GP AWD John Deere grader from Brandt Tractor Ltd. for a price of \$708,400.00 with a trade in value of \$275,000.00 for a total approximate cost of \$433,400.00 plus all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the 2025 Gravel Crushing Contract.

8.25

Moved by Clr. Barss that the Municipal District of Wainwright No. 61 exercise the option year and award the Gravel Crushing Contract for 2025 to Fitzgerald Aggregates Inc. with estimated quantities of 143,705 metric tonnes of gravel for 2025 for an estimated cost of up to \$912812.50 including elimination, jaw costs, and applicable taxes.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding Engineering for the Milling and In-lay Paving for Cadogan Road.

- 9.25 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 proceed with Request for Proposal (RFP) for Engineering to complete the preliminary engineering, and detailed design, tender preparation, construction supervision, and post construction of approximately 26 km of Milling and In-lay Paving of Range Road 41, Range Road 42, and Township Road 420 between Secondary Highway 610 and the Municipal District of Wainwright's South boundary.

CARRIED

A Request for decision form was submitted by the Director of Public Works regarding the Engineer Design for LR6 – Oakwood Road Construction.

- 10.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 proceed with Request for Proposal (RFP) for Engineering to complete the preliminary engineering, detailed design, of approximately 7 km of Road Construction of Township Road 414 between Range Road 20 and Range Road 12, conditional that all road widening and backslope agreements are in place.

CARRIED

DELEGATION

Garth Rowswell, Member of the Legislative Assembly for Vermilion – Lloydminster – Wainwright, attended the meeting from 9:40 a.m. until 10:06 a.m. to update Council and answer any questions.

Recreation & Community Services

Finance

- 11.25 Moved by Clr. Barss that the accounts recorded on the attached list in the amount of \$3,562,368.14 covered by direct debits, cheques numbered 88867-88912, and EFTs numbered 953-0001/955-0001 – 955-0029/1-0001/2-001/3-001 – 3-0015/4-001/5-001 – 5-0053 be approved and paid and that the payroll payments as per the attached list totaling \$263,257.47 covered by EFTs be ratified.

CARRIED

- 12.25 Moved by Clr. Waddell that the financial statement of receipts and disbursements for the month ending December 31st, 2024 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of December 31st, 2024 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 Municipal Administrator regarding the 2025 Canada Day Celebrations – 3 CDSB Edmonton Garrison Wainwright.

- 13.25 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 support the Canadian Forces Base Wainwright 2025 Canada Day Celebration with a grant of \$6,000 and that this amount be forwarded to the 2025 budget.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2025 Planning Meeting.

- 14.25 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize a Planning Workshop for March 26th, 2025 at 9:00 a.m. in the Administration Building Council Chambers.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2025 Budget Meeting.

- 15.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 set the 2025 Budget Meeting for April 17th, 2025 at 9:00 a.m. at the Administration Building Council Chambers.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the 2025 Open House.

- 16.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 set the annual Open House for April 15th, 2025 from 4:00 p.m. to 6:00 p.m. at the Administration Building.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding a request from the Wainwright Runners for permission to use the Ascot and Area Recreation Trail to hold their 2025 Bison Run on April 27th, 2025.

- 17.25 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize the Wainwright Runners to host their 2025 Bison Run on the Ascot and Area Recreation Trail (RR #70) on April 27th, 2025 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 Municipal Administrator regarding the Intermunicipal Collaboration Framework Amending Agreement.

- 18.25 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize extensions for the Intermunicipal Collaboration Frameworks with all neighboring municipalities on the condition that each municipality agrees with the extension as per Ministerial Order MSD:024/23.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding Roll Number 55400 Tax Penalty Cancellation.

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

- Roll #55400 in the amount of \$1,234.42

CARRIED

A Request for Decision form was submitted by the Municipal Administrator Regarding MRF Contract.

20.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 authorize administration to renew the MRF Contract for an additional two years at an approximate cost of \$72,230.80 plus all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Municipal Administration regarding a Joint Election Agreement – BTPS.

21.25 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 offer a shared facility agreement to Buffalo Trail Public Schools for the 2025 election.

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.

22.25 Moved by Clr. Leighton 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 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 Land Rental on PT of SW 30-44-6 W4M and PT of NW 19-44-6 W4M.

23.25 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 table this item to the February 18th, 2025 council meeting.

CARRIED

Municipal Property

Health & Social Services

A Request for Decision form was submitted by the Municipal Administrator regarding the Wainwright Health Foundation Gala Table Sponsorship.

24.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize administration to purchase a table for the Wainwright Health Foundation Gala at an approximate cost of \$900.00 plus all applicable taxes, and furthermore, that the tickets be distributed to Municipal staff by Administration.

CARRIED

Environment

Bylaws

Bylaw No. 1708 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta to Authorize the Borrowing of Money for the Purpose of Financing Operating Expenditures.

25.25 Moved by Clr. Cummins that Bylaw No. 1708 pass the first reading.
CARRIED

26.25 Moved by Clr. Waddell that Bylaw No. 1708 pass the second reading.
CARRIED

27.25 Moved by Clr. Barss that Bylaw No. 1708 proceed to the third reading at this meeting.
CARRIED UNANIMOUSLY

28.25 Moved by Clr. Lawson that Bylaw No. 1708 pass the third reading.
CARRIED

Bylaw No. 1709 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta being a Bylaw to amend Bylaw No. 1695 of the Municipal District of Wainwright No. 61.

29.25 Moved by Clr. Cummins that Bylaw No. 1709 pass the first reading.
CARRIED

30.25 Moved by Clr. Lawson that a Public Hearing be set for February 18th, 2025 for Bylaw No. 1709 at 10:30 a.m. at the Municipal District of Wainwright No. 61 Administration Building Council Chambers.
CARRIED

Development

The Director of Development Services, Dana Smith, attended the meeting from 11:17 a.m. to 11:27 a.m. to report to Council on the activities of the Development Department for the past month.

31.25 Moved by Clr. Cummins that the Director of Development Services report be accepted as presented which included the following subdivision application which was supported at MPC at their January 14th, 2025 meeting:

- PT SE 13-45-7 W4M Plan for 5.65 hectares (13.96 acres).

CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding Road Plan 012 5726.

32.25 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 rescind resolution 286.24 and submit a letter to Alberta Transportation and Economic Corridors stating the action taken by Council.
CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding Clear Lake Shoreline Erosion Barriers.

33.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize administration to proceed with a Department License of Occupation application, including all required assessments, biophysical surveys, and regulatory approvals, with qualified environmental consultants at a total approximate cost of \$25,000.00 plus all applicable taxes.
CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding Commercial Alternate Energy Systems Fee Comparison.

- 34.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 to amend Policy 4.1.13 Development Fees to include the following fees:
- Wind Energy Conversion Systems \$500.00 per tower
 - Solar Energy Conversion Systems \$500.00 and \$50.00 per acre
 - Alternative Energy (Other) \$500.00 each

CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding Plan 242 2138, Lot 2, Block 1 Subdivision of Land.

- 35.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize the subdivision application for Plan 242 2138, Lot 2, Block 1 and consent to the transfer of ownership of the proposed subdivision to the Wainwright Regional Waste to Energy Authority.

CARRIED

- 36.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize the addition of FCM District 5 representative to the agenda.

CARRIED UNANIMOUSLY

- 37.25 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize Reeve Wildeboer to serve as a committee member on the Federation of Canadian Municipalities (FCM) as a representative for a term ending at the close of the Annual General Meeting held in 2025; provided they remain a member of Council; and that if Reeve Wildeboer is appointed to the FCM Board Standing Committees, the per diem costs be authorized by the Municipal District of Wainwright, with the remaining coming from Rural Municipalities of Alberta (RMA) District 5 .

CARRIED

PAYSHEETS

- 38.25 Moved by Clr. Barss that the paysheets be approved as presented.

CARRIED

COMMITTEE REPORTS

- 39.25 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

- 40.25 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 11:39 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

- 41.25 Moved by Clr. Waddell that Council reconvene to the open meeting at 12:25 p.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

- 42.25 Moved by Clr. Cummins that this meeting be adjourned at 12:25 p.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)