

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, November 25th, 2025 commencing at 9:00 a.m.

Present: Reeve Mike Wildeboer, Councillors Oscar Buck, Richard Waddell, Robin Leighton, Bruce Cummins, Garnet MacKay and Shaun Rue. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Neil Loonen, from 9:00 a.m. to end and Director of Finance Tyson Boomhower, from 9:00 a.m. to 10:30 a.m. Sukie Su from the Star Edge from 9:00 a.m. to 11:00 a.m. and Computer and Information Analyst Stephen Atkins, Municipal Intern Blake Jolliffe from 9:00 a.m. to 11:00 a.m. and then from 11:50 a.m. to end.

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.

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

CARRIED

393.25 Moved by Clr. Rue that the agenda be adopted as amended with the following changes:

Additions:

Administration & Taxation:

- i. Alberta Water/Wastewater Partnership
- j. Wainwright and District Chamber of Commerce Santa Clause Parade

CARRIED UNANIMOUSLY

394.25 Moved by Clr. Cummins that the minutes of the Council Meeting held October 21st, 2025 be adopted as presented.

CARRIED

395.25 Moved by Clr. Buck that the minutes of the Organizational Council Meeting held October 28th, 2025 be adopted as presented.

CARRIED

396.25 Moved by Clr. MacKay that the Municipal District of Wainwright No. 61 appoint Kent Erickson as the Irma Fire Board Representative.

CARRIED

397.25 Moved by Clr. Waddell that the minutes of the Special Council Meeting held October 28th, 2025 be adopted as presented.

CARRIED

398.25 Moved by Clr. Rue that the minutes of the Special Council Meeting held November 12th, 2025 be adopted as presented.

CARRIED

NEW BUSINESS

Agriculture Service Department

Agricultural Fieldman, Shelby Oracheski, and Assistant Agricultural Fieldman, Kaitlin Hirsekorn, attended the meeting from 9:03 a.m. to 9:10 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

399.25 Moved by Clr. Cummins 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 2026 ASB Provincial Conference Attendance.

400.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 authorize the attendance of Council members and the Municipal Administrator to the ASB Provincial Conference held January 20th to 23rd, 2026, in Edmonton Alberta.

CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman regarding the vacant ASB Farm Member.

401.25 Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per Access to Information Act (ATIA) Section (20) (4) (d) – Personnel at 9:06 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

Director of Finance, Tyson Boomhower, Agricultural Fieldman, Shelby Oracheski, Assistant Agricultural Fieldman, Kaitlin Hirsekorn, Computer and Information Analyst, Stephen Atkins, Municipal Intern Blake Jolliffe, and Star Edge News Sukie Su left the room for the Closed Session.

- 402.25 Moved by Clr. Waddell that Council reconvene to the open meeting at 9:09 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

- 403.25 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 appoint Bryan Skinner as an ASB Farm Member for a 4-year term ending at the October 2029 Organizational Meeting.

CARRIED

Public Works, Transportation, Utilities & Safety

The Director of Public Works, Preston Iverson, attended the meeting from 9:11 a.m. to 9:32 a.m. Director of Safety, Ray Morrison, attended the meeting from 9:11 a.m. to 10:42 a.m. The Directors reported on the activities of their departments for the past month.

- 404.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 approve the Director of Public Works report as presented.

CARRIED

- 405.25 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Director of Safety's report as presented including the Safety Management Meeting minutes.

CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the Gravel Pit Inventory at NE 16-47-5 W4M.

- 406.25 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to adjust the gravel pit inventory as follows effective December 31, 2025:

Legal	Size	Book (Metric Tonnes)	Write Off (Metric Tonnes)	Cost
NE 16-47-5 W4M	¾"	8,350.96	8,350.96	\$27,808.70

CARRIED

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

- 407.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 proceed with Request for Proposal (RFP) for a two (2) year proposal on the Gravel Crushing Contract with the gravel crush to be used in the Request for Proposal to be the modified spec 4:20.

CARRIED

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

- 408.25 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 proceed with Request for Proposal (RFP) for a two (2) year proposal on the Gravel Hauling Contract.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding CAT Safety Training.

- 409.25 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Municipal Administrator to send the Director of Public Works and the Deputy Director of Public Works to Government Training Days in Chicago, Illinois May 4th to 7th, 2026 utilizing the \$4,000.00 sponsored parts and service credits through Finning.

CARRIED

Recreation & Community Services

DELEGATION

Andrew and Jodi Forster, from the Arm Lake Management Group, attended the Council meeting, from 9:30 a.m. to 9:41 a.m., to provide information to Council about the Arm Lake Recreation 2025 season and to discuss capital purchases.

Finance

- 410.25 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$5,124,467.48 covered by the following be approved and paid and that payroll payments as per the attached list totaling \$365,784.29 covered by EFTs be ratified.

Payment Type	Numbers	Total
Direct Debits	00043-0001 to 00043-0014	\$ 338,089.57
Cheques	89273 to 89333	\$ 187,969.01
EFT's	00041-0001 to 00041-0043, 00042-0001, 00044-0001, and 00045-0001 to 00045-0072	\$ 4,598,408.90

CARRIED

411.25

Moved by Clr. Buck that the financial statement of receipts and disbursements for the month ending October 31st, 2025 be adopted as written and incorporated into these minutes.

CARRIED

A copy of the reserve statement as of October 31st, 2025 was received and distributed to Council.

Administration & Taxation

A copy of the monthly status report was received and distributed to Council.

A copy of the annual website statistics for 2025 were submitted to Council as information. The website saw increased traffic.

A copy of a letter from the Village of Irma was received by Council outlining upcoming expenses.

A copy of a letter from the Village of Edgerton was received by Council outlining upcoming expenses.

A copy of a letter from the Village of Chauvin was received by Council outlining a request for concrete crushing.

A Request for Decision form was submitted by the Municipal Administrator regarding the Upcoming Important Dates.

412.25

Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 set a special council meeting for:

- Policy Review
- Safety Review
- Salary/Wage/Remuneration Review and CAO evaluation
- Three Year Operating Plan
- Five Year Capital Plan
- Capital Purchases and Road Planning
- Pre-Planning Agenda

on December 11th, 2025 at 9:00 a.m. in the Municipal District of Wainwright's Council chambers.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator Regarding the 2026 January, and March Council Meetings.

413.25

Moved by Clr. Rue that the Municipal District of Wainwright No. 61 move the January Council meeting to January 27th, 2026 at 9:00 a.m., and the March Council meeting to March 20th, 2026 at 9:00 a.m.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding Laptops for Council and Staff along with the following prices:

Company	Price for 18 Laptops
Eurocom Blitz Ultra 16"	\$35,532.00
HP EliteBook 6 16"	\$38,676.24
Lenovo ThinkPad T16	\$40,875.48

Company	Price for 2 Laptops
Eurocom Nightsky ARX516	\$8,548.00
HP ZBook X 16"	\$8,615.86
Lenovo ThinkPad P16s	\$8,673.02

414.25

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 purchase 18 Eurocom Blitz Ultra 16" Laptops for a total estimated price of \$35,532.00 plus all applicable taxes and 2 Eurocom Nightsky ARX516 Laptops for a total estimated price of \$8,548.00 plus all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Christmas and New Years Office Hours.

415.25

Moved by Clr. Rue that the Municipal District of Wainwright No. 61 close the Administration office and shops for December 24th, 2025 beginning at noon and January 2nd, 2026.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding Roll Numbers 123200, 132300, 190900, 199500, and 199700 Tax Penalty Cancellation.

416.25

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

- Rolls #123200, #132300, #190900, #199500, and #199700 in the amount of \$62.18

CARRIED

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

DELEGATION

Randy Boychuk attended council from 10:29 a.m. to 10:41 a.m. to discuss power issues at Riverdale.

A Request for Decision form was submitted by the Municipal Administrator regarding the Alberta Water/Wastewater Partnership.

417.25

Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 apply to the Alberta Municipal Water/Wastewater Partnership through Alberta Transportation for the Fabyan and Greenshields water treatment plant upgrades.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Wainwright Santa Clause Parade.

418.25

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize a \$500.00 grant to the Wainwright Santa Clause Parade put on by the Wainwright Chamber of Commerce on December 6th, 2025.

CARRIED

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1720 – A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta, for the placing of a speed limit on certain highways under its jurisdiction and control.

419.25

Moved by Clr. Leighton that Bylaw No. 1720 pass the first reading.

CARRIED

420.25

Moved by Clr. Waddell that Bylaw No. 1720 pass the second reading.

CARRIED

421.25

Moved by Clr. Cummins that Bylaw No. 1720 proceed with the third reading at this meeting.

CARRIED UNANIMOUSLY

422.25 Moved by Clr. Rue that Bylaw No. 1720 pass the third and final reading.
CARRIED

Development

The Director of Development Services, Dana Smith, attended the meeting from 10:52 a.m. to 10:55 a.m. to report to Council on the activities of the Development Department for the past month.

423.25 Moved by Clr. Buck that the Director of Development Services report be approved as presented.
CARRIED

A Request for Decision form was submitted by the Director of Development Services regarding the 2026 Gravel Pit 5-Year Reports.

424.25 Moved by Clr. MacKay that the Municipal District of Wainwright No. 61 authorize the estimated expenditure of \$6,250.00 per pit to undertake the five (5) year reports at N ½ 17-45-07- W4M and NE 26-45-10 W4M.
CARRIED

PAYSHEETS

425.25 Moved by Clr. Waddell that the paysheets be approved as presented.
CARRIED

COMMITTEE REPORTS

426.25 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

**CLOSED
SESSION**

427.25 Moved by Clr. Waddell that Council move to a closed session to discuss privileged information as per the Access to Information Act (ATIA) Section (19) (1) (c) (i) – Land Negotiation, and Section (4) – Personnel at 11:00 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.
CARRIED

428.25 Moved by Clr. Cummins that Council reconvene to the open meeting at 11:50 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

429.25 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 authorize the payment of Invoice number 595109 from Brownlee LLP in the amount of \$1,753.45.

CARRIED

430.25 Moved by Clr. Rue that this meeting be adjourned at 11:51 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)