

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 19th, 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 10:22 a.m., and Sukie Su from the Edge attended the meeting from 9:00 a.m. to 10:22 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.

- 370.24

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

CARRIED
- 371.24

Moved by Clr. Buck that the minutes of the Organizational Council Meeting held October 15th, 2024 be adopted as presented.

CARRIED
- 372.24

Moved by Clr. Barss that the minutes of the Council Meeting held October 15th, 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 9:03 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

- 373.24

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

CARRIED

Public Works, Transportation, Utilities & Safety

The Director of Public Works, Preston Iverson, and the Director of Safety, Ray Morrison, attended the meeting from 9:04 a.m. to 9:19 a.m. The Directors reported on the activity of their departments for the past month.

- 374.24

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

CARRIED
- 375.24

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 regarding a Construction Completion Certificate for Secondary Highway 894.

- 376.24 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 be authorized to Issue the Construction Completion Certificate on Secondary Highway 894, project completed by Central City Asphalt Ltd.
CARRIED

Recreation & Community Services

Council received the Riverdale survey results as information.

Finance

- 377.24 Moved by Clr. Cummins that the accounts recorded on the attached list in the amount of \$8,129,627.33 covered by direct debits, cheques numbered 88758-88836, and EFTs numbered 942-0001 – 942-0029/943-001/ 944-0001- 946-0064 be approved and paid and that the payroll payments as per the attached list totaling \$551,002.49 covered by EFTs be ratified.

CARRIED

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

CARRIED

A copy of the reserve statement as of October 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 Christmas Office Hours.

- 379.24 Moved by Clr. Barss that the Municipal District of Wainwright No. 61 authorize all staff to be off for December 27th, 2024 with the same conditions as Christmas Day, and Boxing Day.

CARRIED

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

- 380.24 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 set the Pre-Planning, Policy Review, Salary/Wage/ Remuneration, CAO Evaluation, and Multi Year Plan Presentation meeting for December 16th, 2024 at 9:00 a.m. in the Council Chambers.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator Regarding the 2025 January, March, and November Council Meetings.

- 381.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 move the January Council meeting to January 28th, 2025 at 9:00 a.m., the March Council meeting to March 25th, 2025 at 9:00 a.m., and the November Council meeting to November 25th, 2025 at 9:00 a.m.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Election Alberta Voter List Agreement.

382.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 authorize the Municipal District of Wainwright No. 61 to execute the Election Alberta Voter List Agreement.
CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Returning Officer and Substitute Returning Officer for the 2025 Election.

383.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 appoint Mackenzie Bethune as the Returning Officer and Tara Roggensack as the Substitute Returning Officer for the 2025 Municipal Election with the following 2025 Election Official Fees:

- Returning Officer \$3,500.00 plus mileage
- Substitute Returning Officer \$3,500.00 plus mileage

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Intermunicipal Collaboration Framework with the Municipal District of Provost No. 52.

384.24 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 send a letter to the Municipal District of Provost No. 52 stating the Intermunicipal Collaboration Framework (ICF) has been reviewed as per Section 3.3 of the ICF Document.
CARRIED

A Request for Decision Form was submitted by the Municipal Administrator regarding the 4th Annual Agriculture Industry Forum.

385.24 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 sponsor Battle River Alliance for Economic Development's 4th Annual Agriculture Industry Forum for \$1,000.00 plus all applicable taxes.
CARRIED

A copy of the RMA Contacts and 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 Director of Emergency Management Contract.

386.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 appoint Jonathan Koroluk as both the Director of Emergency Management and Regional Director of Emergency Management for the M.D. of Wainwright effective January 1st, 2025 for a three year term.
CARRIED

387.24 Moved by Clr. Leighton that the Municipal District of Wainwright No. 61 add the Wainwright Economic Development Funding to the agenda.
CARRIED UNANIMOUSLY

A Request for Decision Form was submitted by the Municipal Administrator regarding the Economic Development Funding with the Town of Wainwright.

388.24 Moved by Clr. Cummins that the Municipal District of Wainwright authorize funding for Wainwright Economic Development for \$25,000.00 for the 2024 year.

CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

The Director of Development Services, Dana Smith, attended the meeting from 9:42 a.m. to 9:49 a.m. to report to Council on the activities of the Development Department for the past month.

Bylaw No. 1706 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, for the purpose of authorizing the removal of two (2) Texas Gates across a Municipal Road.

389.24 Moved by Clr. Barss that Bylaw No. 1706 pass the first reading.

CARRIED

390.24 Moved by Clr. Waddell that Bylaw No. 1706 pass the second reading.

CARRIED

391.24 Moved by Clr. Cummins that Bylaw No. 1706 proceed to the third reading at this meeting.

CARRIED UNANIMOUSLY

392.24 Moved by Clr. Buck that Bylaw No. 1706 pass the third reading.

CARRIED

Bylaw No. 1707 – A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta, for the purpose of authorizing the installation of one (1) Texas Gate across a Municipal Road.

393.24 Moved by Clr. Cummins that Bylaw No. 1707 pass the first reading.

CARRIED

394.24 Moved by Clr. Barss that Bylaw No. 1707 pass the second reading.

CARRIED

395.24 Moved by Clr. Waddell that Bylaw No. 1707 proceed to the third reading at this meeting.

CARRIED UNANIMOUSLY

396.24 Moved by Clr. Lawson that Bylaw No. 1707 pass the third reading.

CARRIED

Development

397.24 Moved by Clr. Waddell 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 the 2025 Gravel Pit Five (5) Year Reports.

398.24 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 hire Bear North Consulting Ltd. to complete the five (5) Year Reports for the Gravel Pits on SE 20-44-09 W4M and NE 16-47-05 W4M at an approximate cost of \$12,000.00 plus all applicable taxes.

CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding the Intermunicipal Development Plan with the Municipal District of Provost No. 52.

399.24 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 send a letter to the Municipal District of Provost No. 52 stating the Intermunicipal Development Plan has been reviewed as per Section 13.3 of the document.

CARRIED

PAYSHEETS

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

CARRIED

COMMITTEE REPORTS

401.24 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

**CLOSED
SESSION**

402.24 Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per Section 16(1) (c) of the FOIP at 10:22 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

The Director of Development Services attended the closed session from 10:22 a.m. to 10:49 a.m.

403.24 Moved by Clr. Waddell that Council reconvene to the open meeting at 11:20 a.m. as per Section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

DELEGATION

Dianne Olson attended the meeting.

Reeve Wildeboer took a moment to present a plaque to out going Subdivision Development Appeal Board Member Dianne Olson.

Gillian Adamson attended the meeting.

Reeve Wildeboer took a moment to present a plaque to out going Agriculture Service Board Member Gillian Adamson.

404.24 Moved by Clr. Leighton that this meeting be adjourned at 11:25 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(½ day)