

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday, May 16th, 2017 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Ted Wilkinson, Phil Valleau, Bill Lawson, Oscar Buck and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Bonnie Milton.

CALL TO ORDER

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

Reeve Barss in the Chair.

This is the official record for the proceedings.

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

180.17 Moved by Clr. Lawson that the following items be added to the agenda:

Agricultural Service Board

d. Polaris Ranger Discussion

Public Works, Transportation, Utilities & Safety

m. Gravel Agreement – Ribstone Hutterites

n. Reduce Speed Limit – Canola Road Walking Trail

Development

h. Town of Wainwright – Proposed Annexation

Bylaws

a. Bylaw #1598

CARRIED UNANIMOUSLY

181.17 Moved by Clr. Buck that the minutes of the Council Meeting held April 18th, 2017 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

Agricultural Fieldman, James Schwindt attended the meeting from 9:10 a.m. to 9:20 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

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

A Request for Decision form and a list of ratepayers who have entered into the 2017 No-Spray and Haying agreements was submitted by the Agricultural Fieldman requesting Council's approval.

183.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the 2017 No-Spray and Haying agreements list as amended. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman requesting Council to allow Battle River Power Co-op to complete vegetation control within municipal road allowances that may interfere with their power lines.

184.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objection to Battle River Power Co-op spraying any ditch vegetation in the Roseberry REA north and west of Irma during the 2017 season that interferes with their power lines subject to the M.D. no spray list being honored. CARRIED

185.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize that the 2008 Polaris Ranger Quad S/N 4XARF68A784727265 be sold to Edgerton Fire Department for \$500.00 and furthermore it be funded out of the Edgerton Rural Fire Reserve once the Sharon Lutheran Road project is completed. CARRIED

Public Works

The Director of Public Works, Shannon LaHaye, the Director of Transportation, Preston Iverson and the Director of Road Construction, Mark Greibrok attended the meeting from 9:20 a.m. to 10:15 a.m. and reported on the activities of their departments for the past month, including the Grader Report for April 2017.

186.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Director of Transportation report on Transportation and Utilities as presented. CARRIED

187.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Safety Minutes of April 27th, 2017 as presented. CARRIED

188.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Public Works report on Parks & Recreation and Public Works as presented. CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the following quotes on the Articulated Hauler/Trucks:

| <u>COMPANY</u> | <u>MAKE</u> | <u>MODEL</u> | <u>PRICE</u> | <u>TRADE IN PRICE</u> | <u>FINAL PRICE</u> |
|---------------------------------|--------------|--------------|--------------------------------|--|--------------------------------|
| Strongco | Volvo | AG30 | \$1,176,612.00 | (\$80,000.00) | \$1,096,612.00 (94.2/100) |
| Brandt Tractor Ltd. | John Deere | 310E | \$1,216,600.00 | (\$100,000.00) | \$1,116,600.00 (93.6/100) |
| SMS Equipment | Kamatsu | HM300-5 | \$1,284,700.00 | (\$240,000.00) | \$1,044,700.00 (88.6/100) |
| Finning (Canada) | Cat | 730C2 | \$1,328,460.00 | (\$100,000.00) | \$1,228,460.00 (80.4/100) |
| Equipment Sales & Service | Terex | TA300 | \$1,300,000.00 | (\$60,000.00) | \$1,240,000.00 (71.1/100) |
| Wajax Equip (2 quotes given) | Bell Bell | B30E B40E | \$989,711.30 \$1,237,666.12 | No Trade Consignment Offered for both | \$989,711.30 \$1,237,666.12 |

189.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to purchase two 2017 6x6 30-Ton Articulated Hauler/Trucks from Wajax Equipment for a total cost of \$989,711.30 plus applicable taxes once conditional to satisfactory scoring. CARRIED

190.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to put the two 2008 Volvo Articulated Hauler/Trucks S/N 17045 and 17046 on consignment with Wajax Equipment. CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the following quotes on the fencing materials for 2017:

| COMPANY | POINTS | PRICE |
|-----------------------|--------|-----------------------|
| Cornerstone Co-op | 98/100 | \$ 55,965.64 plus GST |
| Wainwright Lumber | 98/100 | \$ 56,377.00 plus GST |
| UFA Co-operative Ltd. | 98/100 | \$ 57,881.00 plus GST |

191.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to purchase the 2017 fencing materials from Cornerstone Co-operative for a cost of \$55,965.64 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the following quotes for the 2017 Chip Seal Coat for an approximate total of 19.2 km on Twp. Rd. 464 and Twp. Rd. 452 (Sharon Lutheran Church Road):

| Company | Price Per m ² | Total Price (Excluding GST) |
|----------------------------|--------------------------|--------------------------------|
| Ant Construction Ltd. | \$1.96 | \$753,032.00 |
| ACP Applied Products | \$2.81 | \$1,079,602.00 |
| West-Can Seal Coating Inc. | \$2.365 | \$908,633.00 |

192.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to purchase the chip seal coat of 19.2 km on Twp. Rd. 464 and Twp. Rd. 452 (Sharon Lutheran Church Road) from Ant Construction for a total cost of \$753,032.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the following quotes for the 2017 Cement Supply:

| Company | Total Price (Excluding GST) |
|---------------------|--------------------------------|
| Lafarge Canada Inc. | \$1,405,476.96 |

193.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to purchase the 2017 Cement Supply from Lafarge Canada Inc. for a total cost of \$1,405,476.96 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the following quotes for the gravel truck with sanding and plowing equipment:

| COMPANY | POINTS | PRICE |
|------------------------------|----------|---|
| Glover International Trucks | 88/100 | 2018 International 7600 \$280,898.00 plus GST |
| First Truck Centre | 80/100 | 2018 Western Star 4700 \$302,133.27 plus GST |
| Western Star Trucks North | 79/100 | 2018 Western Star 4700SE \$302,207.02 plus GST |
| Diamond International Trucks | 76.5/100 | 2017 International Workstar 7600 \$302,032.49 plus GST |
| Kenworth Lloydminster | 76/100 | 2018 Kenworth T800 \$302,907.02 plus GST |
| Prairie Hydraulic Equipment | No Score | No Warranty or Service |
| Del Equipment Limited | No Score | Unopened Submitted Late |

194.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase the 2018 International 7600 gravel truck with sanding and plowing equipment from Glover International Trucks for a total cost of \$280,898.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the following quote for the 2017 supply and installation of Micro Surfacing at Ascot Heights SW 18-44-6 W4M for a total of 22,240 square meters:

| Company | Price per m ² | Total Price (Excluding GST) |
|----------------------------|--------------------------|--------------------------------|
| West-Can Seal Coating Inc. | \$7.86 | \$174,806.40 |

195.17

Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to hire West-Can Seal Coating Inc. for the 2017 supply and installation of micro surfacing at Ascot Heights SW 18-44-6 W4M for 22,240 square meters for a total cost of \$174,806.40 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Development Officer regarding the hiring of WSP Canada Inc. to commence the registration process on the gravel pits and allow costs to exceed the budget.

196.17

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to hire WSP Canada Inc. to commence the registration process on the McLean, Sullivan, Pierce, Black Creek and Tondu gravel pits and that it is noted that cost will exceed budget by approximately \$33,874.00 to accommodate the Code of Practice process on these gravel pits. CARRIED

A Request for Decision form was submitted by the Director of Public Works regarding the repairs from the inspection report for Fabyan Bridge (BF70228).

197.17

Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Director of Public Works to obtain pricing for the repairs on Fabyan Bridge from Formula. CARRIED

Council discussed the Gratton Coulee Road and vehicle control. It was the consensus of Council to put up a four-way stop at the intersection and furthermore the stop sign bylaw be brought back to the next Council meeting.

A Request for Decision form was submitted by the Development Officer regarding the Gravel Pit Agreement with Ribstone Hutterite Colony.

198.17

Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the gravel agreement for the NW 24-41-5 W4M (Ribstone Hutterite Pit) with the following conditions:

Gravel Mining Schedule

Gravel mining/crushing will commence in 2017 with the bi-annual crush being 37,500 metric tonnes (30,000 cubic yards) and will continue at this rate through the term of the agreement.

The M. D. will mine a total of 112,500 metric tonnes (90,000 cubic yards) of usable gravel from the parcel. If the supply of usable gravel is exhausted prior to the MD acquiring the agreed upon 112,500 metric tonnes (90,000 cubic yards), the grantor agrees to refund the amount of any overpayment that the grantor has received.

Royalty Payment Schedule

Royalty payments will begin in 2017 with the bi-annual payment of \$127,500.00. Payment is based on a total of 37,500 metric tonnes (30,000 cubic yards) of gravel @ \$ 3.40 per metric tonne (\$4.25/cubic yard) for a total price of \$382,500.00, with payment being made over 5 years. The due date for the payments will be within 90 days of completion of the bi-annual crush.

CARRIED

It was the consensus of Council to bring a sign bylaw to the next council meeting to reduce speed to 50 km/h on RR#70 from Twp Rd #445 south to Twp Rd #442.

Recreation & Community Services

A Request for Decision form was submitted by the Director of Public Works regarding the following quotes for the removal and replacement of roofing materials at the Riverdale Mini Park Clubhouse:

| COMPANY | <u>25 YR. ASPHALT SHINGLES</u> | PRICE |
|------------------------------|--------------------------------------|-----------------------|
| Works 4 You Contracting Ltd. | 98/100 | \$ 17,000.00 plus GST |
| Steinborn Construction Ltd. | 97/100 | \$ 17,500.79 plus GST |
| St. Amands Contracting | 97/100 | \$ 18,149.55 plus GST |
| Top Tier Contracting Ltd. | 90/100 | \$ 20,218.75 plus GST |
| | <u>Metal Roof - Shingles Removed</u> | |
| St. Amands Contracting | 98/100 | \$ 33,006.91 plus GST |
| Top Tier Contracting Ltd. | 96/100 | \$ 33,907.75 plus GST |
| Works 4 You Contracting Ltd. | 92/100 | \$ 36,904.76 plus GST |
| | <u>Metal Roof - Shingles Left On</u> | |
| Top Tier Contracting Ltd. | 98/100 | \$ 28,099.75 plus GST |
| St. Amands Contracting | 97/100 | \$ 28,158.27 plus GST |
| Works 4 You Contracting Ltd. | 91/100 | \$ 32,714.29 plus GST |

199.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to hire Works 4 You Contracting Ltd. to shingle the Riverdale Mini Park Clubhouse roof with 25 year asphalt shingles for a cost of \$17,000.00 plus applicable taxes. CARRIED

A copy of a letter from Alberta Recreation and Parks Association was received and distributed to Council regarding the variety of awards that celebrate leadership and excellence in the province's recreation and parks sector and would like Council to consider nominating deserving members of the community.

A Request for Decision form was submitted by the Director of Public Works regarding selling the merry-go-round that was removed from Riverdale Mini Park. No Action

It was the consensus of Council to have the Director of Public Works call the inspector of the merry-go-round to see what would be required to make the merry-go-round operational.

A Request for Decision form was submitted by the Director of Public Works regarding a request for an oil spill exercise.

200.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Western Canadian Spill Services Ltd. to conduct a training exercise on spill containment at Riverdale Mini Park on August 23th, 2017 subject to proper insurance being in place. CARRIED

Finance

The Municipal Accountant, Karrie Gau attended the meeting from 10:30 a.m. to 11:00 a.m. and reported to Council on the finances for the past month.

201.17 Moved by Clr. Buck that the following item be added to the agenda:

- Construction Van

CARRIED UNANIMOUSLY

202.17 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 authorize the purchase of a 2013 Chev 8 passenger van from Driving Force Inc. for a total cost of \$24,084.90 including applicable taxes. CARRIED

203.17 Moved by Clr. Lawson that the accounts recorded on the attached list in the amount of \$911,891.83 covered by debit memos 2643-2655 and cheques numbered 75463-75609 be approved and paid and furthermore that payroll payments as per the attached list totaling \$231,457.33 covered by EFT's numbered 900030076-900030204 be ratified. CARRIED

204.17 Moved by Clr. Valleau that the financial statement of receipts and disbursements for the month ending April 30th, 2017 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of April 30th, 2017 was received and distributed to Council.

Administration & Taxation

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

A memo was received and distributed to Council from the Assistant Municipal Administrator regarding Jubilee Insurance's response to the question of trapping muskrats on municipal lands.

205.17 Moved by Clr. Lawson that the Tax Sale date be scheduled for June 20th, 2017 at 2:00 p.m. in the Council Chambers if necessary. CARRIED

206.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the amendment as follows to the 2017 Policy Manual:

Reads:

6.4.20 Road Widening

Upon signing an Agreement for Survey and Construction Work (PW 2) and completion of the survey, 100% payment shall be forwarded to the next Council meeting for payment to the landowner and that registration at Alberta Land Titles proceed accordingly.

Amendment:

6.4.20 Road Widening

Upon approval from Council and signed Agreement for Survey and Construction Work (PW2) being received, the Development Officer shall hire a surveyor for all required road widening purchases. Upon completion of the survey, 100% payment shall be forwarded to the next Council meeting for payment to the landowner and that registration at Alberta Land Titles proceeds accordingly. If additional road compensation is required payment shall be forwarded to accounts payable after final surveying has been completed.

Procedure for Road Widening

1. Signed Agreement for Survey and Construction Work (PW2)
2. Council approval
3. Development Officer hire Surveyor that has been approved
4. Assistant Municipal Administrator pay 100% ROW based on survey
5. Once road is completed verify survey or if necessary resurvey constructed road and arrange for any additional payments or corrections

CARRIED

A copy of a letter from the Irma 4-H Beef Club was received and distributed to Council thanking the municipality for its support to their club and requesting sponsorship for their annual beef show and sale on June 14th, 2017.

207.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to sponsor the Irma 4-H Beef Club in the amount of \$500.00 towards prizes. CARRIED

A Request for Decision form was submitted by the Municipal Administrator in regards to a request from the Village of Edgerton inquiring if the M.D. of Wainwright No. 61 would be interested in a joint recycle bin area at the Edgerton Waste Site.

208.17 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 enter into a one-year agreement with the Village of Edgerton on a 50% cost share basis with the M.D.'s share being \$1,200.00 per year in a joint recycle bin project (2- 6 yard bins) at the Edgerton Waste Site as the Village does not have a curbside pick-up. CARRIED

A thank you letter was received and distributed to Council from the Village of Irma for the grant for Core Infrastructure, noting it is being used to upgrade the water plant.

A thank you letter was received and distributed to Council from STARS for the municipality's contribution.

A copy of the AAMDC 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 following quotes for the purchase of an Emergency Pumper Truck for the Edgerton Fire Area:

| Company | Price & Scoring |
|-------------------------|--------------------------|
| Rocky Mountain Phoenix | \$440,739.00 (78 points) |
| Westvac Industries Ltd. | \$427,750.00 (57 points) |
| Fort Garry Industries | \$426,850.00 (51 points) |
| Saftek | \$596,087.00 (48 points) |

209.17

Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the purchase of an Emergency Pumper Truck for the Edgerton Fire Area from Rocky Mountain Phoenix due to the scoring system for a cost of \$440,739.00 plus applicable taxes with the unit being funded by the M.D. of Wainwright with grant funds of \$350,000 from the Alberta Community Partnership (ACP) grant and the balance being funded from the Edgerton Rural Fire Reserve. CARRIED

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1598 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta to authorize entering into a joint agreement between the Municipal District and the Village of Chauvin, for the purpose of fire protection.

210.17

Moved by Clr. Cummins that Bylaw No. 1598 pass the first reading. CARRIED

211.17

Moved by Clr. Buck that Bylaw No. 1598 pass the second reading. CARRIED

212.17

Moved by Clr. Valleau that Bylaw No. 1598 proceed to the third reading at this meeting. CARRIED UNANIMOUSLY

213.17

Moved by Clr. Lawson that Bylaw No. 1598 pass the third and final reading. CARRIED

Development

The Development Officer, Kim Christensen attended the meeting from 11:00 a.m. to 11:55 a.m. and reported to Council on the activities of the Development Department for the past month.

214.17 Moved by Clr. Lawson that the Development Officer's report be accepted as presented along with the MPC minutes of May 8th, 2017. CARRIED

A Request for Decision form was submitted by the Development Officer regarding the Repsol Surface Lease Renewals.

215.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Development Officer to send the request for annual compensation review for the Surface Lease agreements with Repsol Oil & Gas Canada Inc. on the SE 18-43-3 W4M, NE 12-43-2 W4M, NE 12-43-2 W4M, NE 36-42-3 W4M, SE 35-42-3 W4M to Nickerson Roberts Holinski & Mercer to deal with on our behalf. CARRIED

A Request for Decision form was submitted by the Development Officer regarding the Rural Address Signs for New Residents.

216.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 proceed with increasing the fee for Development Permit Applications to \$100.00 to include a rural address sign for new residents and therefore have Administration bring back amendments to Schedules D6, D7 and D10 and repeal Bylaw #1583 and #1587 and create a new bylaw to incorporate these changes to the next Council meeting. CARRIED

A Request for Decision form was submitted by the Development Office regarding the power utility approvals and changing the policy to incorporate a procedure.

217.17 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the following policy amendment:

READS:

4.1.8 Regulations on Power Utilities

- (a) If poles being moved are 1-3 years old, they are moved as is, at M.D. cost.
- (b) If over 3 years, they use "poles wrap" and move them at Fortis' cost.
- (c) If older than 25 years, they are replaced with new poles.
- (d) Line moves must be requested by letter well in advance – this may take up to 6 weeks to complete agreement if pipeline or Telus are involved.
- (e) On R.E.A. lines, the cost is shared by the R.E.A. and the M.D.
- (f) If any R.E.A. line has been taken over by Fortis – Fortis' policy applies. Fortis lines the poles are located 2 feet on road allowance.
- (g) On R.E.A. lines, the poles are located on 2 feet on property.

AMENDMENT:

4.1.8 Regulations on Power Utilities

- (a) If poles being moved are 1-3 years old, they are moved as is, at M.D. cost.
- (b) If over 3 years, they use "poles wrap" and move them at Fortis' cost.
- (c) If older than 25 years, they are replaced with new poles.

- (d) Line moves must be requested by letter well in advance – this may take up to 6 weeks to complete agreement if pipeline or Telus are involved.
- (e) If any R.E.A. line has been taken over by Fortis – Fortis' policy applies. Fortis lines the poles are located 2 feet on road allowance.
- (f) On R.E.A. lines, the poles are located on 2 feet on property.

CARRIED

218.17 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the following policy amendment:

READS:

4.1.23 New Gravel Pits – Pre-disturbance Assessment

- 1. Photos of the site prior to stripping
- 2. Soil Assessment – inches of topsoil/type, inches of subsoil/type
- 3. Site plan showing where the soils are to be stored (Mtn. #304.10)

AMENDMENT:

4.1.23 New Gravel Pits – Pre-disturbance Assessment

- 1. Photos of the site prior to stripping
- 2. Soil Assessment – inches of topsoil/type, inches of subsoil/type
- 3. Site plan showing where the soils are to be stored (Mtn. #304.10)
- 4. Review pit after 1st crush and register if necessary.

A Request for Decision form was submitted by the Development Officer regarding a temporary road allowance lease agreement NW/SW 33-43-5 W4M with Laurence Rutledge.

219.17 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 obtain a copy of all correspondence from Alberta Environment in regards to the NW/SW 33-43-5 W4M (Laurence Rutledge) and furthermore the Director of Road Construction go inspect the road diversion and bring back his report to Council. CARRIED

A Request for Decision form was submitted by the Development Officer regarding the Town of Wainwright's proposed annexation of 6 pieces of land. – No Action

PAYSHEETS

220.17 Moved by Clr. Wilkinson that the paysheets be approved as presented. CARRIED

COMMITTEE REPORTS

221.17 Moved by Clr. Wilkinson that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Regional Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

IN-CAMERA

- 222.17 Moved by Clr. Wilkinson that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments (11:58 a.m.). CARRIED
- 223.17 Moved by Clr. Cummins that Council reconvene to the regular meeting. (12:08 p.m.). CARRIED
- 224.17 Moved by Clr. Cummins that this meeting be adjourned (12:08 p.m.). CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)