

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Tuesday April 21<sup>st</sup>, 2020 commencing at 9:00 a.m.

Present Via video conference: Reeve Bob Barss, Councillors Ted Wilkinson, Ryley Andersen, Phil Valteau, Bruce Cummins, Bill Lawson and Oscar Buck. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Neil Loonen, and from the Star News Roger Holmes 9:00 a.m. to end.

## CALL TO ORDER

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

Reeve Barss in the Chair.

This is the official record for the proceedings.

118.20 Moved by Clr. Valteau that the agenda be adopted as presented. CARRIED

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

Added:

### Administration & Taxation

h. Virtual Council Meetings

i. Assessment Inspections

CARRIED UNANIMOUSLY

120.20 Moved by Clr. Wilkinson that the minutes of the Council Meeting held March 20<sup>th</sup>, 2020 be adopted as presented. CARRIED

## NEW BUSINESS

### Agriculture Service Board

Agricultural Fieldman, James Schwindt, and Assistant Agricultural Fieldman, Tanis Ponath attended the meeting virtually from 9:00 a.m. to 9:23 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

121.20 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 2020 Herbicide Purchase.

122.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 authorize the Agricultural Fieldman to purchase the 2020 Herbicide order for an approximate cost of \$251,777.15 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman regarding the ASB 2020 – 2024 Grant Application.

123.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 have no objections to the ASB 2020-2024 Grant Application in the amount of \$122,060.28 for the Legislative Stream and \$43,000.00 for the Resource Management Funding Stream being submitted to Alberta Agriculture & Forestry. CARRIED

A Request for Decision form was submitted by the Agricultural Fieldman regarding a 2020 Fire Ban.

124.20 Moved by Clr. Buck that due to the dry conditions the Municipal District of Wainwright No. 61, as per Section 5.3.2. (of the 2020 Municipal District of Wainwright No. 61 policy manual), issue no new fire permits for the Chauvin fire area until further notice. CARRIED

**Public Works, Transportation, Utilities & Safety**

The Director of Transportation, Preston Iverson the Director of Safety, Ray Morrison, and the Director of Road Construction, Mark Greibrook attended the meeting virtually from 9:00 a.m. to 10:20 a.m. The directors reported on the activities of their departments for the past month.

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

126.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Safety report as presented. CARRIED

DELEGATION Duncan Campbell, Director of Emergency Management for the Municipal District of Wainwright No. 61 attended the meeting virtually from 9:30 a.m. to 9:45 a.m. and updated Council on the recent situation in regards to the COVID-19 pandemic.

127.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Road Construction report as presented. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the 2020 Road Cement, Oil, Gravelock & Chip Seal map.

128.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the 2020 Proposed Cement, Oil, Gravelock and Chip Seal map as presented. CARRIED

129.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 approve the 2020 Construction schedule. CARRIED

A Request for Decision form was submitted by the Director of Road Construction regarding the 2021 Proposed Construction map.

130.20 Moved by Clr. Cummins that the 2021 Proposed Road Construction map be approved as follows and appropriate permits be obtained

Division 1	<ul style="list-style-type: none"> <li>• TWP RD 414 between RR 20 to RR12: S ½ 27, 28, 29 &amp; 30, N ½ 19, 20, 21 &amp; 22-41-1 W4M (4 miles)</li> <li>• RR 11 between TWP RD 445 to 450: E ½ 35 &amp; W ½ 36-44-1 W4M (1/2 mile)</li> <li>• RR 30 between TWP RD 434 to 440: E ½ 36 &amp; E ½ 25-43-3 W4M &amp; W ½ 31 &amp; W ½ 30-43-2 W4M (2 miles)</li> </ul>
Division 2	<ul style="list-style-type: none"> <li>• RR 41 between TWP RD 420 to 422: E ½ 11, W ½ 12, E ½ 2 &amp; W ½ 1-42-4 W4M (2 miles)</li> </ul>

Division 3	<ul style="list-style-type: none"> <li>• RR 52 between TWP RD 454.5 to 455: NE 27/NW 26-45-5 W4M (1/2 mile)</li> <li>• RR 34 between TWP RD 453 to 453.5: SE 20/SW 21-45-3 W4M (1/2 mile)</li> </ul>
Division 4	<ul style="list-style-type: none"> <li>• Greenshields Road between RR 61 to TWP RD 442.75: SE 14/NW 14-44-6 W4M (3/4 mile)</li> </ul>
Division 5	<ul style="list-style-type: none"> <li>• TWP RD 450 &amp; RR 73: SE 4/SW 3-45-7 W4M (/2 mile)</li> </ul>

CARRIED

**Recreation & Community Services**

A Request for Decision form was submitted by the Director of Safety regarding the replacement of the grounds crew utility vehicle at Riverdale Mini Park.

131.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 authorize the Director of Safety to purchase a 2020 Yamaha Viking 700 utility vehicle from O.J.'s Leisure Products for a total of \$15,432.80 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Safety regarding the replacement mower at Riverdale Mini – Park.

132.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize the Director of Safety to purchase a John Deere Z950R 72" deck mower from Battle River Implements for a total of \$13,800.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Director of Safety regarding the opening of Riverdale/Arm Lake Campgrounds.

133.20 Moved by Clr. Buck that due to the COVID-19 pandemic the Municipal District of Wainwright No. 61 authorize administration to send all seasonal campsite payments back to their owners, and further that there be a delayed opening of all municipal campgrounds including; Riverdale, Arm Lake, Ambler Lake, Ribstone, Fabyan, and Salt Lake, until further notice. CARRIED

134.20 Moved by Clr. Lawson that administration update Council every two (2) weeks on potentially opening the municipal campgrounds in the M.D. of Wainwright No. 61. CARRIED

A Request for Decision form was submitted by the Director of Safety regarding the Riverdale/Arm Lake secondary disinfection system upgrades.

135.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the Director of Safety to move forward with purchasing and installing the chlorination system and buildings for both Riverdale and Arm Lake, and furthermore hire WSP for engineering support for an estimated price of \$45,000.00 per system. CARRIED

**Finance**

The Municipal Administrator, Kelly Buchinski, reported to Council on the finances for the past month.

136.20 Moved by Clr. Valleau that the accounts recorded on the attached list in the amount of \$2,003,600.72 covered by cheques numbered 81361-81477, and direct debits be approved and paid and that the payroll payments as per the attached list totaling \$173,686.08 covered by EFT numbered 900035317-900035403 be ratified. CARRIED

137.20 Moved by Clr. Andersen that the financial statement of receipts and disbursements for the month ending March 31, 2020 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of March 31, 2020 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 2019 RCMP Annual Report was received and distributed to Council as information.

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding a request for sponsorship from the Irma 4-H Beef Club for their annual Beef Show and Sale on June 8<sup>th</sup>, 2020.

138.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize administration to sponsor the Irma 4-H Beef Club in the amount of \$500.00 for their annual Beef Show and Sale. CARRIED

A Request for Decision form was submitted by the Computer/ Information Analyst regarding the purchase of Aerials for both GIS and Development.

139.20 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize the purchase of a 30cm GSD in RGB (colour) Aerials from Geodesy for a total of \$53,500.00 plus applicable taxes. CARRIED

A Request for Decision form was submitted by the Tax Clerk regarding the RFP results on the 2020 Property Assessment Services.

Wainwright Assessment Group Ltd.

2020 Assessment Year (2021 Taxation Year)	\$105,440.00
2021 Assessment Year (2022 Taxation Year)	\$107,550.00
2022 Assessment Year (2023 Taxation Year)	\$109,700.00
2023 Assessment Year (2024 Taxation Year)	\$111,890.00
G.S.T.	\$ 21,729.00
Total Bid	\$456,309.00

140.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 award the assessment services contract to Wainwright Assessment Group Ltd. for 2020, 2021, 2022 and 2023 assessment years for a total price of \$456,309.00 plus applicable taxes and \$85.00 per hour for extra work not covered under this contract. CARRIED

A Request for Decision form was submitted by the Assistant Municipal Administrator regarding holding Virtual Council meetings due to the COVID-19 pandemic.

141.20 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to hold future council meetings virtually until further notice. CARRIED

A Request for Decision form was submitted by the Municipal Administrator regarding a request by the Assessor that due to the COVID-19 Pandemic, the yearly inspections schedule be performed using mail out forms, interviews, and electronic communications.

- 142.20 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to allow the municipal assessor, Wainwright Assessment Group Ltd, to conduct inspections using survey forms, phone calls, and interviews necessary to accommodate physical distancing and meet current legislation due to the COVID-19 pandemic. CARRIED

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

### **Protection to Persons and Property**

#### **Municipal Property**

#### **Health & Social Services**

#### **Environment**

#### **Bylaws**

#### **Development**

The Development Officer, Kim Christensen attended the meeting virtually from 9:00 a.m. to 11:39 a.m. to report to Council on the activities of the Development Department for the past month.

- 143.20 Moved by Clr. Lawson that the Development Officer's report be accepted as presented which included the following subdivision applications that were supported by the MPC at their April 18<sup>th</sup>, 2020 meeting:
- 20 – R – 121 (NW 6-44-6 W4M) 2 - 10 acre parcels
  - 20 – R – 122 (SW 6-44-6 W4M) 80 acre split. CARRIED

A copy of the April 8<sup>th</sup>, 2020 MPC meeting minutes was received and distributed to Council.

A Request for Decision form was submitted by the Development Officer regarding a request to hold a public hearing for Bylaw #1659 with the new legislation regarding meeting procedures due to the COVID-19 pandemic.

- 144.20 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to hold the public hearing for Bylaw No. 1659 by means of written submissions only with fax, email, and written notices, ahead of time, to ensure staff safety due to the COVID-19 pandemic, and further set the public hearing for the May 19<sup>th</sup>, 2020 Council meeting at 10:30 a.m. CARRIED

### **PAYSHEETS**

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

### **COMMITTEE REPORTS**

- 146.20 Moved by Clr. Cummins 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, Northern Lights Library Systems, and Wainwright Economic Development Board. CARRIED

DELEGATION Gerald Rhodes, Executive Director, Al Kemmere, President, and Soren Odegard District 5 Director from Rural Municipalities of Alberta attended the meeting virtually from 11:00 a.m. to 11:52 a.m. to discuss current issues regarding the COVID-19 pandemic, Designated Industrial Property assessment, rural physicians, new policing model, and all other issues.

147.20 The chair adjourned the meeting at 11:52 a.m. CARRIED

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Municipal Administrator

(1/2 day) \_\_\_\_\_  
Assistant Municipal Administrator