

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WAINWRIGHT HELD TUESDAY, FEBRUARY 2, 2016 IN THE COUNCIL CHAMBERS OF THE TOWN OFFICE COMMENCING AT 7:00 P.M.

ATTENDANCE:

Mayor Brian Bethune; Councillors Will Challenger, Randy Tizzard, Patrick Moroz, Bob Foley, Trish MacGregor and Bruce Pugh.

Also in attendance were Ed Chow, Chief Administrative Officer; Kathy Franklin, Director of Finance; Jeff Franklin, Director of Public Works; Scott Walker, Director of Recreation; and Scott Flett, Director of Planning and Development

Cliff Bethune, Fire Chief was in attendance to present the Director of Protective Services – Fire Chief's report. After the presentation of the report and the adoption of the motion to approve the report, he left the meeting.

Also in attendance were Zak McLachlan and Meghan Wels of Star News and Jeff Newland of K Rock.

Call to Order Mayor Brian Bethune, presiding in the Chair, called the meeting to order at 7:00 p.m.

Agenda

2016 – 18 Moved by Clr. Tizzard that the Agenda be approved as presented.

MOTION CARRIED

Minutes

2016 – 19 Moved by Clr. Tizzard that the Minutes of the Regular Meeting of the Council of the Town of Wainwright held January 19, 2016 be approved as written.

MOTION CARRIED

PAYMENT OF ACCOUNTS

General

2016 – 20 Moved by Clr. Tizzard that the General Accounts of the Town of Wainwright in the amount of \$253,982.98 be approved for payment.

MOTION CARRIED

Financial Statement

2016 – 21 Moved by Clr. Tizzard that the Financial Statements for the Town of Wainwright as presented by the Director of Finance for the month of December 2015 be approved.

MOTION CARRIED

REPORTS

Director of Protective Services - Fire Chief

2016 - 22 Moved by Clr. MacGregor that the Director of Protective Services - Fire Chief's Report to Town Council for the month of January 2016 be approved and included in the Minutes.

MOTION CARRIED

Planning & Development

2016 – 23 Moved by Clr. Challenger that the Planning & Development Report to Town Council for the month of January 2016 be approved and included in the Minutes.

MOTION CARRIED

Director of Parks & Recreation

2016 – 24 Moved by Clr. Moroz that the Director of Parks & Recreation's Report to Town Council for the month of January 2016 be approved and included in the Minutes.

MOTION CARRIED

Director of Public Works

2016 – 25 Moved by Clr. Foley that the Director of Public Works Report to Town Council for the month of January 2016 be approved and included in the Minutes.

MOTION CARRIED

Chief Administrative Officer

2016 – 26 Moved by Clr. Tizzard that the Chief Administrative Officer Report to Town Council for the month of January 2016 be approved and included in the Minutes.

MOTION CARRIED

NEW BUSINESS

Select Engineering Wastewater Lagoon Expansion Proposal

2016 – 27 Moved by Clr. Foley that the proposal from Select Engineering to complete a pre-design report for the expansion of the existing wastewater lagoon system at an estimated cost of \$61,050.00 be accepted as proposed.

MOTION CARRIED

Policy 2016 – 03; Community Improvement and Consolidation Program

2016 – 28 Moved by Clr. Challenger that Policy 2016-03, Community Improvement and Consolidation program be adopted as presented and placed in the Policy Book.

MOTION CARRIED

Soccer Field Improvement Project

2016 – 29 Moved by Clr. Moroz that the Town of Wainwright be the managing partner on the application to the Alberta Community Partnership grant – regarding the regional soccer field improvement project.

MOTION CARRIED

Partnership Backup Generator Grant

2016 – 30 Moved by Clr. Moroz that Town of Wainwright to be the managing partner on the application to the Alberta Community Partnership grant – regarding the project of purchasing backup generators for the regional emergency operation center and reception center.

MOTION CARRIED

Policy 2016 – 04; Fire and Rescue Department Responding to Medical Emergencies

2016 – 31 Moved by Clr. Pugh that Policy 2016-04, Fire and Rescue Department Responding to Medical Emergencies Policy be adopted as presented and placed in the Policy Book.

MOTION CARRIED

2016 Northern Lights Library System Requisition

2016 – 32 Moved by Clr. Tizzard that the letter from Northern Lights Library System re: 2016 Budget and Requisition be received and that the sum of \$31,885.23 be approved and place in the 2016 budget.

MOTION CARRIED

Integrated Airport Systems Airport Extension Report

2016 – 33 Moved by Clr. MacGregor that the proposal from Integrated Airport Systems Ltd. to complete the airport runway extension report at an estimated cost of \$5,200.00 plus GST be accepted as proposed.

MOTION CARRIED

2016 Gravel Contract

2016 – 34 Moved by Clr. Foley that the 2016 gravel contract be awarded to Holt Transport Inc. based on the following unit prices:

De-icing sand - \$11.11yd³ plus GST
Weeping Tile Rock - \$24.50 yd³ plus GST
1 1/2" Crushed gravel - \$16.53 yd³ plus GST

and that the Mayor and Chief Administrative Officer be authorized to sign the necessary contracts.

MOTION CARRIED

Town Recycling Service Contract

2016 – 35 Moved by Clr. Foley that the contract for the town recycling service be awarded to GFL Environmental Inc. per the attached agreement and that the Mayor and Chief Administrative Officer be authorized to sign the necessary contracts.

MOTION CARRIED

Disposal of Municipal Records

2016 – 36 Moved by Clr. Tizzard that the following Town of Wainwright records be destroyed as per the Town of Wainwright's Preservation of Municipal Records & Disposition Schedule in the Policy Book.

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| 1. 2008 | Receipt Edits |
| 2. 2003 – 2008 | Journal Entry Ledger Books |
| 3. 2005 – 2008 | Cancelled Cheques and Bank Statements |
| 4. 2008 | Accounts Payable Registers, edits, vouchers & invoices |
| 5. 2013 – 2014 | Utility Payment Receipts |
| 6. 2008 | Utility Meter Sheets & Meter Reading Edits |
| 7. 2008 | Utility Levy & Penalty Reports |
| 8. 2008 | Utility Work Order for Finals and Deposit Maintenance |
| 9. 2013 | Payment Remittance Reports |
| 10. 2004 – 2005 | T4 Slips |
| 11. 2002 – 2005 | Employee Time Sheets & Sick/Vacation Sheets |
| 12. 2012 – 2014 | Payroll Deduction Reports |
| 13. 2006 – 2010 | Council Motions |

MOTION CARRIED

Adjourn

2016 – 37

Moved by Clr. Tizzard that this meeting adjourn at 7:53 p.m.

MOTION CARRIED

MAYOR

CHIEF ADMINISTRATIVE OFFICER