

REGULAR MEETING OF COUNCIL, THURSDAY, JANUARY 25TH, 2018

A Regular Meeting of the Municipal District of Provost No. 52 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, and was called to order by Reeve Murray at 9:00 a.m.

TO ORDER AT
9:00 A.M.

PRESENT

PRESENT

Present: Councillors D. Carson, R. N. Charlton, D.L. Motley, A.G. Murray, R. R. Rustad and B. R. Tripp.

ALSO
PRESENT

Also Present: Administrator Tyler Lawrason
Marty Biro, Operations Manager
Julie Jamieson, Inventory and Procurement
Control Officer

ABSENT

Absent: Cr. L. D. Kozlinski

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Appendix "A" – Public Works Report
- Weekly Grader Activity Reports
 - January 15th, 2018 to January 21st, 2018

4. ADMINISTRATION

- Administrator's Notes

7. NEW BUSINESS

- Remuneration Claims
 - Division 2
 - Division 3
 - Division 4
 - Division 5
 - Division 6
 - Division 7
- Decision Items
 - West Fire Budget
 - Cadogan Fire Budget
 - 2018 Strategic Plan
 - MRF Service Renewal

8. COMMITTEE REPORTS

- 1) A.S.B.
 - Alberta Government "Climate Change"

11. CORRESPONDENCE

- Letter from Bryan and Maureen Melin
- Participant Report – Compensation Benchmark Survey

AGENDA

18/12. Moved by Cr. Carson to accept the agenda with additions as presented. (Carried)

APPENDIX "A"

Appendix "A" – Public Works Report was reviewed.

FM

**PRESENT
9:05 A.M.**

Cr. Kozlinski present.

A discussion relative to ditch mowing and maintenance ensued.

**ABSENT
9:18 A.M.**

Marty Biro and Julie Jamieson absent.

**REGULAR
MEETING
MINUTES**

18/13. Moved by Cr. Tripp to accept the minutes of the January 11th, 2018 Regular Meeting. (Carried)

**BANK
RECONCILIATION
STATEMENTS**

18/14. Moved by Cr. Tripp to accept the Bank Reconciliation Statements for November 30th, 2017 and December 31st, 2017. (Carried)

**PROJECTS
REPORT**

18/15. Moved by Cr. Kozlinski to accept the Projects Report to October 31st, 2017. (Carried)

**ADMINISTRATOR'S
NOTES**

The Administrator's Notes were reviewed.

**DEPARTMENT
HEAD REPORTS**

The following Department Head Reports were reviewed:

- A.S.B. Fieldman
- Utilities Officer
- Development Officer
- Asst. Development Officer
- Safety Officer
- Peace Officer
 - November 2017 Report
 - December 2017 Report
 - 2017 Year End Report
- Fines Distribution
 - November 2017
 - December 2017

Remuneration claims were reviewed. A discussion relative to eligibility of claim submission ensued.

**COUNCILLOR
REMUNERATION
CLAIMS**

18/16. Moved by Cr. Tripp to accept the Councillor remuneration claims for November and December 2017, and for January 2018 as presented. (Carried)

**ACCEPT 2018
M.D. LIBRARY
BOARD BUDGET**

18/17. Moved by Cr. Kozlinski to accept the 2018 M.D. Library Board budget as presented. (Carried)

**APPROVE
SHORNCLIFFE LAKE &
BULLARAMA
PLANS**

18/18. Moved by Cr. Tripp to approve in principle the three (3) year plan for the Shorncliffe Lake Improvement Association and the five (5) year plans for the Czar Lake Bullarama. (Carried)

AM

ACCEPT
JOHNSON
CONTROLS
SERVICE CONTRACT

18/19. Moved by Cr. Carson to accept the three (3) year service contract with Johnson Controls for the HVAC system in the administration building. (Carried)

TEXAS GATE
APPROVAL
SURGE ENERGY

18/20. Moved by Cr. Motley to approve the installation of a Texas gate on Range Road 31 at 5-24-37-3-W4M by Surge Energy Inc. as presented. (Carried)

A discussion relative to the west fire capital budget ensued.

APPROVE
WEST FIRE
OPERATIONAL
BUDGET

18/21. Moved by Cr. Motley to approve the operational West Fire and Rescue budget as presented. (Carried)

APPROVE
CZAR BRUSH
TRUCK

18/22. Moved by Cr Carson to approve the modifications to the Czar brush truck as presented. (Carried)

TABLE
WEST FIRE
CAPITAL
BUDGET

18/23. Moved by Cr. Motley to table the capital item of an additional pumper truck to replace the existing Amisk pumper until consideration in conjunction with the East Fire budget. (Carried)

A discussion relative to the Cadogan Fire budget ensued.

APPROVE
CADOGAN FIRE
2018 BUDGET

18/24. Moved by Cr. Tripp to approve the 2018 Cadogan Fire budget as presented. (Carried)

ABSENT
10:56 A.M.

Cr. Motley absent.

PRESENT
10:58 A.M.

Cr. Motley present.

A discussion relative to the 2018 Strategic plan ensued.

ACCEPT
2018 STRATEGIC
PLAN

18/25. Moved by Cr Rustad to accept the 2018 Strategic Plan as presented. (Carried)

APPROVE
QUOTE FROM
MRF GEOSYSTEMS
AVL REPLACEMENT

18/26. Moved by Cr. Kozlinski to approve the quote from MRF Geosystems for AVL replacement/service in the amount of \$28,611.00/annum as presented. (Carried)

ABSENT
11:30 A.M.

Cr. Charlton absent.

PRESENT
11:32 A.M.

Cr. Charlton present.

A discussion relative to the pending joint meeting with the Villages ensued.

APPENDIX "B"

18/27. Moved by Cr. Charlton to approve Appendix "B" according to the recommendations of the Development Officer.
(Carried)

APPENDIX "D"

18/28. Moved by Cr. Carson to approve the accounts as listed on Appendix "D" for information.
(Carried)

COMMITTEE REPORTS

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A.S.B.

The minutes of the December 14th, 2017 Organizational and Regular Meetings were reviewed.
Cr. Rustad gave a verbal supplement to the A.S.B. report.

ABSENT
11:39 A.M.

Tyler Lawrason absent.

PRESENT
11:40 A.M.

Tyler Lawrason present.

F.C.S.S.

The minutes of the December 14th, 2017 Regular Meeting were reviewed.
Cr. Charlton gave a verbal supplement to the F.C.S.S. report.

Provost & District Regional Recreation Board

The minutes of the December 14th, 2017 and January 18th, 2018 Regular Meetings were reviewed.
Cr. Tripp gave a verbal supplement to the East Recreation budget.

Provost Fire Department

The November and December 2017 Fire Reports were reviewed.

Cadogan Fire Department

The November and December 2017 Fire Reports were reviewed.

West End Fire Departments

The November and December 2017 Fire Reports were reviewed.
The minutes of the January 15th, 2018 Organizational and Regular Meetings were reviewed.

Hillcrest Lodge

The minutes of the January 15th, 2018 Regular Meeting were reviewed.
Cr. Motley gave a verbal supplement to the Hillcrest Lodge report.

Waste Management Authority

The minutes of the November 27th, 2017 Regular Meeting were reviewed.
Cr. Motley and Cr. Rustad gave a verbal supplement to the Waste Management report.

tlm

Provost & District Health Services Foundation

The minutes of the December 12th, 2017 Organizational and Regular Meetings were reviewed.

Provost Cooperative Seed Cleaning Plant

Cr. Tripp gave a verbal supplement to the Provost Cooperative Seed Cleaning Plant report.

ADJOURN
12:12 P.M.

18/29.

Moved by Cr. Murray to adjourn.

(Carried)



REEVE

ADMINISTRATOR