

**REGULAR MEETING OF COUNCIL , THURSDAY, AUGUST 28<sup>TH</sup>, 2014**

**TO ORDER AT  
9:00 A.M.**

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, August 28<sup>th</sup>, 2014 and was called to order by Reeve Murray at 9:00 a.m.

**PRESENT**

**PRESENT**

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

**ALSO  
PRESENT**

Also Present: Administrator Tyler Lawrason  
Wayne MacLean, Public Works Director  
Raina Laye, P.W. Administrative Assistant

**ABSENT**

Absent: Cr. B. Wolfe

**ADDITIONS/DELETIONS TO THE AGENDA**

**. PUBLIC WORKS**

- Public Works Report

**4. ADMINISTRATION**

- Administrator's Notes

**7. NEW BUSINESS  
REMUNERATION CLAIMS**

- Division 2
- Division 3
- Division 6
- Division 7

**DECISION ITEMS**

- Administration Building Sidewalk Replacement

**DISCUSSION ITEMS**

- Medical Centre Commitment

**10. COMMITTEE REPORTS**

- 3) West Recreation Committee
  - Hughenden Arena and Bowling Alley
- 8) Hillcrest Lodge
  - August 11<sup>th</sup>, 2014 Regular Meeting Minutes

**11. CORRESPONDENCE**

- Town of Provost – Surge Energy Request to drill
- Town of Hardisty – CAO

**AGENDA**

14/254. Moved by Cr. Carson to accept the agenda with additions as presented. (Car. Un.)

Appendix "A" – Public Works Report was reviewed.

A discussion relative to agricultural access in Division 2 ensued.

A discussion relative to Guardian Chemical application near Hughenden ensued.

A discussion relative to A.C.P. quality control concerns and mitigation measures ensued.

A discussion relative to traffic counts and the status of Township Road 394 in Division 5 ensued.

A discussion relative to gravel application progress and testing ensued.

A discussion relative to gravel hauling efficiency ensued.

A discussion relative to the Amisk transfer site ensued.

A discussion relative to rental cat progress ensued, in addition to a discussion relative to dozer procurement.

A discussion relative to grader training and operator level ensued.

Cr. Charlton posed a question relative to road appearance and product application on Range Road 71. A discussion ensued.

Cr. Carson posed a concern about Range Road 90 north and south of the Highway.

Cr. Murray posed a concern relative to semi-developed road allowance access and maintenance. A discussion ensued.

A further discussion ensued about maintenance schedules, frequency and prioritization.

A discussion relative to establishment of ditch vegetation ensued.

A discussion relative to Stephen Large Contracting ensued.

**10:03 A.M.  
ABSENT**

Wayne MacLean and Raina Laye absent.

**MINUTES  
REGULAR  
MEETING**

14/255. Moved by Cr. Charlton to accept the minutes of the August 14<sup>th</sup>, 2014 Regular Meeting. (Car. Un.)

**PUBLIC  
HEARING  
MINUTES**

14/256. Moved by Cr. Kozlinski to accept the minutes of the August 14<sup>th</sup>, 2014 Public Hearing. (Car. Un.)

**MINUTES  
M.P.C. MEETING**

14/257. Moved by Cr. Kozlinski to accept the minutes of the August 14<sup>th</sup>, 2014 M.P.C. Meeting. (Car. Un.)

**BANK  
RECONCILIATION**

14/258. Moved by Cr. Carson to accept the Bank Reconciliation Statement to July 31, 2014. (Car. Un.)

**ASSET & LIABILITY  
REPORT**

14/259. Moved by Cr. Tripp to accept the Asset and Liability Report to May 31, 2014. (Car. Un.)

<b>PROJECTS REPORT</b>	14/260. 31, 2014.	Moved by Cr. Tripp to accept the Projects Report to May (Car. Un.)
<b>ADMINISTRATOR'S NOTES</b>	The Administrator's Notes were reviewed.  A discussion relative to mechanic wage and recruitment ensued.  A discussion relative to gravel crushing ensued.  A discussion relative to an airplane incident at the Provost airport ensued.  A discussion relative to laptop purchases ensued.  The following Department Head Reports were reviewed: <ul style="list-style-type: none"><li>• Agricultural Fieldman Report</li><li>• Development/Utilities Officer Report</li><li>• Utilities Officer Report</li><li>• Assistant Development Officer Report</li><li>• Safety Officer Report</li><li>• Peace Officer Report</li></ul> Fines Distribution to July 31, 2014.  Cr. Tripp expressed a concern relative to ditch mowing process. A discussion ensued.  A discussion relative to campsite structure movement ensued.	
<b>COUNCILLOR REMUNERATION</b>	14/261.	Moved by Cr. Charlton to accept the July, 2014 and August, 2014 Councillor Remuneration statements. (Car. Un.)
<b>CRACK SEALING PROVOST AIRPORT</b>	14/262.	Moved by Cr. Motley to authorize the performance of crack sealing at the Provost Airport by Marshall Line Painting as an additional budgetary capital item at an approximate cost of \$5,000.00. (Car. Un.)  A discussion relative to the revised organizational chart ensued.
<b>ORGANIZATIONAL CHART</b>	14/263.	Moved by Cr. Charlton to approve the amended Organizational Chart as presented. (Car. Un.)
<b>10:47 A.M. GO IN CAMERA</b>	14/264.	Moved by Cr. Murray to go in camera to discuss personnel issues. (Car Un.)
<b>10:59 A.M. COME OUT OF IN CAMERA</b>	14/265.	Moved by Cr. Murray to come out of in camera. (Car. Un.)
<b>PERFORMANCE EVALUATIONS</b>	14/266.	Moved by Cr. Murray to accept the performance evaluations and recommendations of the Accounts Coordinator and the Assistant Development Officer. (Car. Un.)

**RULAM  
CONTRACTING  
SIDEWALKS**

14/267. Moved by Cr. Motley to accept a quote from Rulam Contracting Ltd. for the replacement of sidewalks adjacent to the tenant's side of the M.D. Administration Building in the amount of \$20,000.00. (Car. Un.)

A series of discussion relative to M.G.A. review consultation results ensued.

**ABSENT  
11:29 A.M.**

Cr. Carson absent.

**PRESENT  
11:32 A.M.**

Cr. Carson present.

A discussion resumed.

A discussion relative to a potential partnership with the Town of Provost regarding the construction of a new medical centre ensued.

A discussion about scope, application and end use ensued.

A discussion relative to commitment going forward on the noted project ensued, with a consensus that such was desirable in the form of establishing a joint investigatory committee.

**JOINT  
EXPLORATORY  
COMMITTEE  
MEDICAL  
CENTER**

14/268. Moved by Cr. Charlton to ratify a consensus of Council to establish a joint exploratory committee with the Town of Provost for the purpose of providing definition for the construction of a new medical centre. (Car. Un.)

**APPOINT  
MEMBERS**

14/269. Moved by Cr. Carson to appoint Cr. Motley, Cr. Murray and Cr. Kozlinski along with the Administrator to the Joint Exploratory Committee. (Car. Un.)

**APPENDIX "B"**

14/270. Moved by Cr. Tripp to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

**APPENDIX "D"**

14/271. Moved by Cr. Kozlinski to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

**COMMITTEE  
REPORTS**

**COMMITTEE REPORTS**

A.S.B.  
No report.

F.C.S.S.  
No report.

West Recreation Committee  
The Hughenden Arena and Bowling Alley correspondence was reviewed.

Shorncliffe Lake Association

The minutes of the July 31<sup>st</sup>, 2014 meeting were reviewed. Cr. Carson and the Administrator gave an update to the Shorncliffe Lake Association report.

Capt Ayre Lake

The Administrator gave a verbal update to the Capt Ayre Lake report.

Provost Fire Department

The July 2014 Fire Report was reviewed. Cr. Carson and Cr. Kozlinski gave a verbal update to the Provost Fire report.

Cadogan Fire Report

The July 2014 and August 2014 Fire reports were reviewed.

West End Fire Department

The July 2014 Fire reports were reviewed. Cr. Carson and the Administrator gave a verbal update to the West Fire Report. A discussion ensued.

Joint Development

The unapproved minutes of the August 14<sup>th</sup>, 2014 meeting were reviewed. The Administrator gave a verbal update to the Joint Development Report.

Hillcrest Lodge

The courtyard suite renovation correspondence was discussed. The minutes of the August 11<sup>th</sup>, 2014 Regular Meeting were reviewed. Cr. Motley and Cr. Charlton gave an update to the Hillcrest report. A discussion ensued.

Waste Management Authority

The minutes of the August 18<sup>th</sup>, 2014 meeting were reviewed. Cr. Carson updated the Waste Management report. A discussion ensued.

Library Board

No report.

Provost & District Health Services Foundation

The minutes of the July 24<sup>th</sup>, 2014 Regular Meeting, the 2013 Financial Statement and the minutes of the July 24<sup>th</sup>, 2014 Medical Centre Meeting were reviewed. Cr. Murray gave a verbal update to the health Foundation report. A discussion ensued.

Ambulance

No report.

Airport

The unapproved minutes of the August 19<sup>th</sup>, 2014 Meeting were reviewed. The Administrator and Cr. Tripp gave an update on the Airport report.

Provost Cooperative Seed Cleaning Plant  
No report.

Dr. Recruitment

Cr. Murray gave an update to the Doctor Recruitment Committee. A discussion ensued.

ADJOURN  
12:42 P.M.

14/272.

Moved by Cr. Murray to adjourn.

(Car. Un.)

---

REEVE

---

ADMINISTRATOR