

REGULAR MEETING OF COUNCIL , THURSDAY, FEBRUARY 11TH, 2016

**TO ORDER AT
8:59 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, February 11th, 2016 and was called to order by Reeve Murray at 8:59 a.m.

PRESENT

PRESENT

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

**ALSO
PRESENT**

Also Present: Administrator Tyler Lawrason
Wayne MacLean, Public Works Director
Raina Laye, P.W. Administrative Assistant
Irvin Bethge, Special Projects Coordinator
Tyler Harris, Mechanic

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Public Works Report
- Grader Activity Report
- February 1st, 2016 to February 7th, 2016

4. ADMINISTRATION

- Administrator's Notes

6. UNFINISHED BUSINESS

- Provost Fire Hall Capital Expense

7. NEW BUSINESS

DECISION ITEMS

- Terracem RFP Award
- Double Graded Chipseal RFP Award
- Tracked Skid Steer Tender

APPENDIX "B"

10. CORRESPONDENCE

- Alberta Municipal Affairs – Gas Tax Fund
- SDAB Decision – February 9th, 2016
- Primary Care Network

AGENDA

16/26. Moved by Cr. Wolfe to accept the agenda with additions as presented. (Car. Un.)

APPENDIX "A"

Appendix "A" – Public Works Report was reviewed.

Cr. Carson posed a question about brushing in Division 7. A discussion ensued.

**PRESENT
9:03 A.M.**

Murray Downing and Lucas Vetter present.

A discussion relative to seasonal employees ensued.

A presentation was given on service truck rationale by the mechanics.
A discussion ensued.

**ABSENT
9:23 A.M.**

Tyler Harris, Murray Downing and Lucas Vetter absent.

A discussion relative to the Terracem bids received ensued.

**ABSENT
9:24 A.M.**

Cr. Wolfe absent.

A discussion relative to receipted chipseal RFP evaluations ensued.

**PRESENT
9:29 A.M.**

Cr. Wolfe present.

A discussion relative to receipted skid steer tenders ensued.

**ABSENT
9:42 A.M.**

Tyler Lawrason absent.

**PRESENT
9:44 A.M.**

Tyler Lawrason present.

**ABSENT
9:45 A.M.**

Raina Laye, Wayne MacLean and Irvin Bethge absent.

**MINUTES
REGULAR
MEETING**

16/27. Moved by Cr. Tripp to accept the minutes of the January
28th, 2016 Regular Meeting. (Car. Un.)

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

16/28. Moved by Cr. Charlton to accept the minutes of the
January 28th, 2016 M.P.C. Meeting. (Car. Un.)

**ADMINISTRATOR'S
NOTES**

The Administrator's Notes were reviewed.

**ABSENT
10:01 A.M.**

Cr. Charlton absent.

**PRESENT
10:02 A.M.**

Cr. Charlton present.

A discussion relative to an east fire capital budget item ensued.

ABSENT
10:13 A.M.

Cr. Motley absent.

PRESENT
10:14 A.M.

Cr. Motley present.

TABLE
EAST FIRE
ITEM

16/29. Moved by Cr. Carson to table the East fire capital agenda item until the joint meeting with the Town of Provost. (Car. Un.)

A discussion relative to Hillcrest capital payments ensued.

APPROVE
HILLCREST
LODGE
INVOICES

16/30. Moved by Cr. Motley to approve the invoices relative to capital improvements at Hillcrest Lodge in the amount of \$109,973.30 as presented. (Car. Un.)

APPROVE
2016 WEST FIRE
BUDGET

16/31. Moved by Cr. Motley to approve the 2016 West Fire Budget as recommended by the West Fire and Rescue Council. (Car. Un.)

A discussion relative to the mechanic's service truck ensued.

ABSENT
10:22 A.M.

Cr. Wolfe absent.

APPROVE QUOTE
FOR SERVICE TRUCK

16/32. Moved by Cr. Carson to approve quotes as recommended relative to the purchase of a mechanic's service truck and incidentals as proposed, in the amount of \$130,750.03. (Car. Un.)

PRESENT
10:30 A.M.

Darren Flynn, Burt Forbes, Tim Smith, Linda Gilbertson, Greg Gilbertson, Dean Holte, Owen Almberg, Cody Lakevold, Rick Hope and Hilson Maull present.

Darren Flynn made a presentation relative to crop and damage compensation. Documentation was presented by Mr. Flynn. A discussion ensued.

Mr. Flynn presented a number of points, concerns, assertions, allegations and general observations to Council concerning his perception of fairness, transparency and various presumed inadequacies in the M.D.'s policies and practices concerning right-of-way acquisition and disturbance compensation. A discussion ensued.

A discussion relative to the lack of policy concerning undisturbed areas isolated by the presence of temporary fencing ensued, with a number of procedural questions being posed by Mr. Flynn and other members of the delegation.

A general discussion ensued between members of the delegation, Council and M.D. staff concerning comparative compensation rates, fairness, transparency and communication regarding same.

A discussion relative to reclamation practices ensued.

A number of questions and suggested improvements were expressed by various members of the delegation concerning the specifics of past and proposed future road projects, and were addressed by Council and staff.

ABSENT
12:21 P.M.

Burt Forbes, Tim Smith, Linda Gilbertson, Greg Gilbertson, Dean Holte, Owen Almborg, Cody Lakevold, Rick Hope and Hilson Maull absent.

ABSENT
12:21 P.M.

Cr. Motley absent.

PRESENT
12:25 P.M.

Cr. Motley present.

ABSENT
12:34 P.M.

Darren Flynn absent.

A discussion relative to personnel policy amendments ensued.

ABSENT
12:41 P.M.

Cr. Kozlinski absent.

PRESENT
12:43 P.M.

Cr. Kozlinski present.

PERSONNEL
POLICY
CHANGES

16/33. Moved by Cr. Wolfe that the following be added to the Personnel Policy:

Section 25 (New) On-Call Policy

a) *All duly certified Utilities Department personnel shall, on a weekly rotating basis to be determined by the Administrator and/or the appropriate Department Head, be designated as the on-call employee responsible for after-hours and statutory emergency response to water and wastewater emergencies.*

b) *The employee duly designated as being on-call shall at all times be in a position to respond legally, safely and promptly to all emergencies for the duration of the on-call rotation.*

c) *The employee in question shall, for the duration of the on-call rotation, remain in sufficient proximity to respond to any legitimate emergency within the scope of this policy within a time of 80 minutes.*

d) *No employee shall be designated as being on-call for consecutive rotations, unless previously approved by the Administrator.*

e) *The employee duly designated as being on-call shall receive a stipend for each on-call rotation, the amount of which shall be determined by the Administrator in consultation with Council.*

A discussion relative to public works policy amendments ensued.

PUBLIC WORKS
POLICY
CHANGES

16/34. Moved by Cr. Wolfe to amend the Public Works Policy – 11. Dust Control Policy changing the dust control application date from May 15th to April 15th. (Car. Un.)

**TABLE
TEMPORARY
FENCE
COMPENSATION
POLICY**

16/35. Moved by Cr. Motley to table the temporary fence compensation policy to the next policy review cycle. (Car. Un.)

Cr. Motley posed a question relative to bereavement leave. A discussion ensued.

Terracem Base Stabilization RFP

Morsky	\$ 884,290.00
Horizon North	\$ 815,000.00
West-Can	\$ 858,480.00
E-Construction	\$1,076,533.75
Top-Grade	\$2,155,057.30

**ACCEPT
TERRACEM
R.F.P.**

16/36. Moved by Cr. Motley to accept staff weighting and declare Morsky Construction as the sole qualified proponent for the 2016 Terracem R.F.P. (Car. Un.)

Fibre Reinforced Chipseal RFP

ACP Applied Products	\$1,290,454.25
West-Can	\$1,343,199.25
Miller	\$1,472,168.75

**ACCEPT
FIBRE
REINFORCED
CHIPSEAL
R.F.P.'S**

16/37. Moved by Cr. Kozlinski to declare both ACP Applied Products and West-Can Seal Coatings qualified proponents for our Fibre Reinforced Seal Coat with Double Chipsealing program with ACP awarded the work from the Village of Czar to TWP 400 on RR71, RR33 from HWY 13 North to TWP 402, and RR24 from TWP 370 to Secondary HWY 899 and West-Can Seal Coatings awarded RR70 from HWY 13 South to Shorncliffe Lake, and the Hamlets of Cadogan and Hayter. (Car. Un.)

Skid Steer Tenders

Redhead, Case, \$73,800.00 plus GST
Used 31 hours, Electric hydraulic, TV 380, 90HP

Redhead, Case \$61,800.00 plus GST
Used 82 hours, Manual

Cervus Equipment, Bobcat \$87,094.04 plus GST
No bucket

Rocky Mountain Equipment, Case \$91,500.00
TV 380, 90HP

Brandt Tractor, John Deere \$93,400.00 plus GST
333E, 100 HP

Future Ag. Inc., Case \$ 88, 900.00 plus GST,
\$ 1265.00 and \$5190.00 for buckets, TV 380, 90 HP

StrongCo, Volvo \$100, 160.00 plus GST
MCT 135C, 74HP

Finning Cat \$ 99,461.00 plus \$990 freight plus GST
279D, 74.9HP

Finning Cat \$103,410.00 plus \$990 freight plus GST
289D, 74.9HP

Agland, Bobcat \$108,232.00 plus GST
99.2HP

Finning Cat \$118,487.00 plus \$990 freight plus GST
299D2, 98HP

ACCEPT
SKID
STEER
TENDER

16/38. Moved by Cr. Charlton to accept the Skid Steer tender received from Redhead Equipment in the amount of \$73,800.00 + G.S.T. (Car. Un.)

APPENDIX "B"

16/39. Moved by Cr. Tripp to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

A discussion relative to ministerial correspondence from Minister Larivee ensued.

Cr. Carson gave an update relative to attendance at a recent A.A.M.D. & C. Zone 5 Meeting, with Cr. Charlton supplementing.

ADJOURN
1:19 P.M.

16/40. Moved by Cr. Murray to adjourn. (Car. Un.)

REEVE

ADMINISTRATOR