

**REGULAR MEETING OF COUNCIL , THURSDAY, FEBRUARY 25<sup>TH</sup>, 2016**

**TO ORDER AT  
8:55 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 25<sup>th</sup>, 2016 and was called to order by Reeve Murray at 8:55 a.m.

**PRESENT**

**PRESENT**

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

**ALSO  
PRESENT**

Also Present: Administrator Tyler Lawrason

**ABSENT**

Absent: Cr. D.L. Motley

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS**

- Public Works Report
- Grader Activity Reports
- February 15<sup>th</sup>, 2016 to February 21<sup>st</sup>, 2016

**4. ADMINISTRATION**

- C. Administration Personnel
  - Administrator's Notes
  - Alberta Safety Codes
  - Development/Utilities Officer Report
  - Fines Distribution

**7. NEW BUSINESS**

**COUNCIL REMUNERATION**

- Division 1
- Division 2
- Division 3
- Division 4
- Division 5
- Division 6

**DECISION ITEMS**

- Gravel Crush Tenders – Penman Pit
- Volunteer Week Declaration

**DISCUSSION ITEMS**

- Public Works Maintenance Best Practices

**11. CORRESPONDENCE**

- Wainwright & District Business Partnership Breakfast
- Town of Provost Community Bulletin

**AGENDA**

16/41. Moved by Cr. Tripp to accept the agenda with additions as presented. (Car. Un.)

**PRESENT  
8:55 A.M.**

Wayne MacLean and Irvin Bethge present.

**PRESENT  
8:56 A.M.**

Raina Laye and Jessica Robley present.

**APPENDIX "A"**

Appendix "A" – Public Works Report was reviewed.

Cr. Murray posed a question relative to brushing progress to date and anticipated projects. A discussion ensued.

Cr. Tripp posed a question relative to mulching on Range Road 35. A discussion ensued.

A discussion relative to gravel crushing tenders receipted ensued.

A discussion relative to trackhoe purchase ensued.

A discussion relative to a maintenance best practices presentation documentation ensued.

Cr. Murray posed a question relative to grader route assignment. A discussion ensued.

A discussion relative to training and supervision ensued.

**ABSENT  
9:32 A.M.**

Cr. Wolfe absent.

**PRESENT  
9:35 A.M.**

Cr. Wolfe present.

**ABSENT  
9:39 A.M.**

Wayne MacLean, Irvin Bethge, Raina Laye and Jessica Robley absent.

**MINUTES  
REGULAR  
MEETING**

16/42. Moved by Cr. Carson to accept the minutes of the February 11<sup>th</sup>, 2016 Regular Meeting with corrections. (Car. Un.)

**BANK  
RECONCILIATION  
STATEMENT**

16/43. Moved by Cr. Carson to approve the Bank Reconciliation Statement to January 31<sup>st</sup>, 2016. (Car. Un.)

**ADMINISTRATOR'S  
NOTES**

The Administrator's Notes were reviewed.

A discussion relative to the M.G.A. review ensued.

**DEPARTMENT  
HEAD REPORTS**

The following Department Head Reports were reviewed:

- Development/Utilities Officer Report
- Utilities Officer Report
- Safety Officer Report
- Peace Officer Report

Fines Distribution to January 31<sup>st</sup>, 2016.

A discussion relative to the Metiskow water treatment plant ensued.

A discussion relative to incident reporting ensued.

**COUNCILLOR  
REMUNERATION  
CLAIMS**

16/44. Moved by Cr. Carson to accept the Councillor remuneration claims for December, 2015, January, 2016 and February, 2016. (Car. Un.)

A discussion relative to traffic signage on Range Road 30 and Twp. Road 372 ensued.

**CHANGE  
SIGNAGE  
RR30 &  
TWP. RD.372**

16/45. Moved by Cr. Kozlinski to change the existing yield signage at the intersection of Range Road 30 and Township Road 372 to force the north-south traffic on Range Road 30 to yield the right-of-way to east-west traffic on Township Road 372. (Car. Un.)

**RECESS  
10:48 A.M.**

Reeve Murray called a three (3) minute recess.

**RECONVENE  
10:51 A.M.**

Reconvened and called back to order by Reeve Murray at 10:51 a.m.

**PRESENT**

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

**ALSO  
PRESENT**

Also Present: Administrator Tyler Lawrason

**ABSENT**

Absent: Cr. D.L. Motley

A discussion relative to a potential gravel purchase ensued.

**GRAVEL  
RIGHTS  
PURCHASE**

16/46. Moved by Cr. Carson to accept the recommendations of the Gravel Committee concerning a tentative acceptance of gravel rights purchase on the S.E. 26, N.E. 23 and S.E. 23-40-9-W4M. (Car. Un.)

A discussion relative to a proposed backhoe purchase ensued.

**ABSENT  
11:18 A.M.**

Cr. Carson absent.

**PRESENT  
11:22 A.M.**

Cr. Carson present.

**PURCHASE  
TRACKHOE**

16/47. Moved by Cr. Wolfe to authorize the purchase of a 2014 John Deere 201 GXC Trackhoe from Reliance Energy Services for \$174,000.00 as presented. (Car. Un.)

**ABSENT  
11:31 A.M.**

Cr. Kozlinski absent.

**GRAVEL  
CRUSHING  
AWARD  
PENMAN  
PIT**

16/48. Moved by Cr. Tripp Moved to accept the staff weighting and award the Penman Pit – S.W. 27-39-8-W4M gravel crushing tender to Lone Pine Crushing as per their bid. (Car. Un.)

**VOLUNTEER  
WEEK**

16/49. Moved by Cr. Tripp to declare the week of April 10<sup>th</sup> to the 16<sup>th</sup>, 2016 as Volunteer Week in the M.D. of Provost No. 52. (Car. Un.)

**APPENDIX "B"**

16/50. Moved by Cr. Wolfe to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

**PRESENT  
11:39 A.M.**

Cr. Kozlinski present.

**BYLAW  
NO. 2254**

16/51. Moved by Cr. Carson that Bylaw No. 2254 known as the Borrowing Bylaw be given first reading. (Car. Un.)

16/52. Moved by Cr. Wolfe that Bylaw No. 2254 be given second reading. (Car. Un.)

16/53. Moved by Cr. Tripp that Bylaw No. 2254 be considered for third reading. (Car. Un.)

16/54. Moved by Cr. Charlton that Bylaw No. 2254 be given third and final reading. (Car. Un.)

16/55. Moved by Cr. Wolfe to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

**COMMITTEE  
REPORTS**

COMMITTEE REPORTS

F.C.S.S.

The February 9<sup>th</sup>, 2016 Regular Meeting minutes were reviewed. A discussion relative to F.C.S.S. ensued.

Provost & District Regional Recreation Board

Cr. Murray gave a verbal supplement to the East Recreation Board.

Provost Fire Department

The January 2016 Fire Report was reviewed.

Cadogan Fire Department

The February 2016 Fire Reports were reviewed.

Hillcrest Lodge

Cr. Charlton gave a verbal supplement to the Hillcrest report.

Waste Management Authority

The February 4<sup>th</sup>, 2016 Regular Meeting minutes were reviewed. A discussion relative to the Waste Management report and the 2016 budget and requisition ensued.

Library Board

Cr. Kozlinski gave a verbal supplement to the Library Board report.

Airport

The Administrator gave a verbal update on the Airport.

Provost Cooperative Seed Cleaning Plant

Cr. Tripp gave a verbal update to the Seed Cleaning Plant report.

Dr. Recruitment

A discussion ensued relative to doctor recruitment.

ADJOURN  
12:06 P.M.

16/56.

Moved by Cr. Murray to adjourn.

(Car. Un.)

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REEVE

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ADMINISTRATOR