

**REGULAR MEETING OF COUNCIL , THURSDAY, MARCH 27<sup>TH</sup>, 2014**

**TO ORDER AT  
8:58 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, March 27<sup>th</sup>, 2014 and was called to order by Reeve Murray at 8:58 a.m.

**PRESENT**

**PRESENT**

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

Also Present: Administrator Tyler Lawrason  
Wayne MacLean, Public Works Director  
Irvin Bethge, Assistant Public Works Director

Absent: Cr. L. D. Kozlinski

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS**

- Public Works Report
- G.P.S. Report
- Bullock Sieve Tests March 21, 22, 24, 2014

**4. ADMINISTRATION**

- Administrator's Notes

**5. DELEGATIONS**

- 10:30 A.M. – Cpl. Nutbrown, Provost R.C.M.P.

**7. NEW BUSINESS**

**REMUNERATIONS CLAIMS**

- Division 1
- Division 2
- Division 3
- Division 4
- Division 5
- Division 6
- Division 7

**DECISION ITEMS**

- Reserve Allocations (Doug Chambers)
- Hughenden Tanker Pumper Specifications
- Shorncliffe Lake Septic Service RFP
- 2014 Fencing Requirements RFP
- Skid Steer & Mulching Attachment Tenders

**APPENDIX "B" – attachments**

**10. COMMITTEE REPORTS**

**2. F.C.S.S.**

- March 11, 2014 Regular Meeting

**11. CORRESPONDENCE**

- Shorncliffe Lake Park
- National Day of Mourning – April 28<sup>th</sup>
- Kinder Morgan Awareness Advisory

**AGENDA** 14/78. Moved by Cr. Carson to accept the agenda as presented.  
(Car. Un.)

**APPENDIX "A"  
PUBLIC WORKS**

Appendix "A" – Public Works Report was reviewed.

A discussion relative to G.P.S. cellular coverage between Rogers and TELUS ensued.

A discussion relative to gravel crushing at the Bullock Pit ensued.

A discussion relative to gravel tenders at the Arneson and Crone pits ensued.

A discussion relative to gravelling and the Hutterite Pit ensued.

A discussion relative to road bans ensued.

A discussion relative to seasonal staff ensued.

Wayne MacLean gave a presentation relative to his observations at the A.M.H.S.A. conference. A discussion ensued.

A discussion relative to Village dissolution and infrastructure deficits ensued.

A discussion relative to soil stabilization product demonstration ensued.

A discussion relative to borrow agreements ensued.

**ABSENT  
9:15 A.M.**

Wayne MacLean and Irvin Bethge absent.

**MINUTES  
REGULAR  
MEETING**

14/79. Moved by Cr. Tripp to accept the minutes of the March 13<sup>th</sup>, 2014 Regular Meeting. (Car. Un.)

**FINANCIAL  
STATEMENTS**

The Financial Statements were reviewed.

**BANK  
RECONCILIATION**

14/80. Moved by Cr. Tripp to accept the Bank Reconciliation Statement to December 31, 2013. (Car. Un.)

**ASSET & LIABILITY  
REPORT**

14/81. Moved by Cr. Carson to accept the Asset and Liability Report to December 31, 2013. (Car. Un.)

**ABSENT  
9:35 A.M.**

Cr. Wolfe absent.

**ACCUMULATED  
SURPLUS**

14/82. Moved by Cr. Tripp to accept the Accumulated Surplus Report to December 31, 2013. (Car. Un.)

**PRESENT**

Cr. Wolfe present.

**PROJECTS  
REPORT**

14/83. Moved by Cr. Wolfe to accept the Projects Report to December 31, 2013. (Car. Un.)

**ADMINISTRATOR'S  
NOTES**

The Administrator's Notes were reviewed.

**ABSENT  
9:43 A.M.**

Cr. Charlton absent.

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

Cr. Charlton present.

A discussion relative to the TRAVIS MJ system ensued.

A discussion relative to the pending joint meeting with the Town of Provost ensued.

A discussion relative to healthcare funding and the logistics of a new medical centre ensued.

**ABSENT**  
10:11 A.M.

Cr. Wolfe absent.

A discussion relative to employee retention and retirement ensued.

**PRESENT**  
10:13 A.M.

Cr. Wolfe present.

**DEPARTMENT**  
**HEAD REPORTS**

The following Department Head Reports were reviewed:

- Agricultural Fieldman Report
- Development/Utilities Officer Report
- Utilities Officer Report
- Assistant Development Officer Report
- Economic Development Report
- Safety Officer Report
- Peace Officer Report

Fines Distribution to March 31, 2014.

**ABSENT**  
10:19 A.M.

Cr. Carson absent.

**PRESENT**  
10:21 A.M.

Cr. Carson present.

The Councillor remuneration claims submitted were reviewed.

**COUNCILLOR**  
**REMUNERATION**  
**CLAIMS**

14/84. Moved by Cr. Charlton to accept the December, 2013, January, February, and March, 2014 Councillor remuneration claims as presented. (Car. Un.)

**RECESS**  
10:23 A.M.

Cr. Murray called a ten minute recess.

**RECONVENE**  
10:26 A.M.

Reconvened.

**PRESENT**

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

Also present: Tyler Lawrason

**ABSENT**

Absent: Cr. L.D. Kozlinski

**ALSO**  
**PRESENT**

Cpl. Nutbrown present.

Cpl. Nutbrown gave a status update with respect to the state of the Provost detachment.

A discussion relative to community policing priorities ensued, with a number of topics resulting in dialogue between Cpl. Nutbrown and members of Council.

ABSENT  
11:07 A.M.

Cr. Motley absent.

PRESENT  
11:09 A.M.

Cr. Motley present.

ABSENT  
11:22 A.M.

Cpl. Nutbrown absent.

PRESENT  
11:25 A.M.

Doug Chambers present.

A discussion relative to the 2014 F.C.S.S. budget ensued.

REJECT  
2014 F.C.S.S.  
BUDGET

14/85. Moved by Cr. Motley to reject the 2014 F.C.S.S. Budget as presented. (Car. Un.)

Doug Chambers gave a presentation relative to reserve status and allocations.

A number of questions were posed by members of Council and answered by Doug Chambers.

A discussion relative to linear tax recovery ensued.

ACCEPT RESERVE  
TRANSFER

14/86. Moved by Cr. Motley to accept the reserve transfer as proposed by the Finance Officer. (Car. Un.)

ADJOURN  
12:23 P.M.

14/87. Moved by Cr. Murray to adjourn for dinner. (Car. Un.)

RECONVENED  
1:23 P.M.

Reconvened.

PRESENT

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

ALSO PRESENT

Also present: Tyler Lawrason

ABSENT

Absent: Cr. L.D. Kozlinski

A discussion relative to the East Fire Capital budget ensued.

APPROVE  
2014 EAST FIRE  
CAPITAL BUDGET

14/88. Moved by Cr. Wolfe to accept the 2014 East Fire Capital Budget as presented. (Car. 4 – 2)

Opposed: Cr. Carson  
Cr. Motley

ACCEPT  
CADOGAN  
FIRE BUDGET

14/89. Moved by Cr. Motley to accept the Cadogan Fire Budget as presented. (Car. Un.)

PURCHASE MOWERS

14/90. Moved by Cr. Carson to approve the purchase of one (1) Toro Z Master 25HP mower and one (1) John Deere Z915B Mid-Z 60' mower at a cost of \$7,800.00 and \$7,450.00, respectively, as per the presented quotes. (Car. Un.)

APPROVE  
HUGHENDEN  
TANKER SPECS

14/91. Moved by Cr. Carson to approve the Hughenden Tanker Pumper specifications as presented and authorize the release of an R.F.P. relative to same. (Car. Un.)

ACCEPT F-5  
SHORNCLIFFE  
LAKE SEPTIC

14/92. Moved by Cr. Motley to accept the proposal for F-5 Services and award them the 2014 Shorncliffe Lake Septic Services Contract. (Car. Un.)

ACCEPT AGLAND  
BOBCAT & MULCHING  
ATTACHMENT

14/93. Moved by Cr. Motley to accept the bid from Agland – Lloydminster for one (1) Bobcat Skid Steer in the amount of \$68,001.00 + G.S.T. and for one (1) Mulching Attachment in the amount of \$40,543.00 + G.S.T. for a grand total of \$108,544.00 + G.S.T. (Car. Un.)

PRESENT  
2:13 P.M.

Burt Forbes present.

A discussion relative to rationale on the 2014 fencing R.F.P. ensued, with Burt Forbes answering a series of questions from members of Council.

A discussion relative to compact track loader and mulcher attachment efficacy ensued.

ABSENT  
2:34 P.M.

Burt Forbes absent.

2:34 P.M.  
GO IN CAMERA

14/94. Moved by Cr. Murray to go in camera to discuss personnel issues. (Car. Un.)

2:41 P.M.  
COME OUT OF  
IN CAMERA

14/95. Moved by Cr. Murray to come out of in camera. (Car. Un.)

PERFORMANCE  
EVAULATION  
UTILITIES/  
DEVELOPMENT  
OFFICER

14/96. Moved by Cr. Murray to accept the performance evaluation and attendant recommendations of the Utilities/Development Officer. (Car. 5 – 1)  
Opposed: Cr. Tripp

ABSENT  
2:42 P.M.

Cr. Motley absent.

ACCEPT  
KEVIN WALTERS  
FENCING

14/97. Moved by Cr. Tripp to accept the proposal submitted by Kevin Walters Fencing for the 2014 M.D. of Provost No. 52 Fencing requirements. (Car. Un.)

PRESENT

2:43 P.M.

Cr. Motley present.

A discussion relative to the A.A.M.D. & C. Spring Convention resumed.

Shorncliffe Lake Policy and Bylaws were reviewed and discussed.

APPENDIX "B"

14/98. Moved by Cr. Tripp to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

APPENDIX "D"

14/99. Moved by Cr. Motley to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

COMMITTEE REPORTS

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A.S.B.

No report.

F.C.S.S.

The minutes of the March 11, 2014 Regular Meeting were reviewed. Cr. Tripp gave a verbal supplement to the F.C.S.S. report.

East Recreation Board

Cr. Tripp gave a verbal supplement to the East Recreation Board report.

Shorncliffe Lake Committee

The March 11, 2014 Regular Meeting minutes were reviewed. Cr. Carson gave a verbal supplement to the Shorncliffe Improvement Association report.

Capt Ayre Lake Association

The minutes of the February 26, 2014 Regular Meeting were reviewed.

Fire Departments

Provost

The February 2014 Fire Report was reviewed.

Cadogan

The March 2014 Fire Report was reviewed. Cr. Wolfe gave a verbal update on East Fire.

Joint M.D./Town Fire Committee

The approved February 19<sup>th</sup>, 2014 Regular Meeting minutes were reviewed.

West End Fire Departments

The February 2014 Fire Reports were reviewed.

Hillcrest Lodge

The minutes of the March 10, 2014 Regular Meeting were reviewed. Cr. Motley gave a verbal update to the Hillcrest Lodge report.

Waste Management Authority

Cr. Carson gave a verbal update to the Waste Management report.

Library Board  
No report.

Provost & District health Services Foundation  
No report.

Ambulance  
No report.

Airport  
The Administrator and Cr. Tripp gave a verbal update to the Airport Committee.

Provost Cooperative Seed Cleaning Plant  
No report.

Dr. Recruitment  
Cr. Murray gave a verbal update to the Doctor Recruitment Committee.

ADJOURN  
3:09 P.M.

14/100.

Moved by Cr. Murray to adjourn.

(Car. Un.)

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REEVE

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ADMINISTRATOR