

REGULAR MEETING OF COUNCIL, THURSDAY, MARCH 23RD, 2017

**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, 2017 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, B. R. Tripp and B. Wolfe.

**ALSO
PRESENT**

Also Present: Administrator Tyler Lawrason
Irvin Bethge, Special Projects Coordinator
Len Fossen, Operations Manager
Marty Biro, Operations Manager
Raina Laye, P.W. Administrative Assistant

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Grader Activity Reports
- March 13th, 2017 to March 19th, 2017

4. ADMINISTRATION

- C. Administration Personnel
 - Administrator's Notes
 - Development/Utilities Officer Report

7. NEW BUSINESS

COUNCIL REMUNERATION

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

DECISION ITEMS

- 2017 Reserve Allocations

10. COMMITTEE REPORTS

- 3) West Recreation Committee
 - Thank you letter

11. CORRESPONDENCE

- Alberta Transportation Highway Construction Projects
- Buffalo Trail School Division Route Risk Assessments

AGENDA

17/59. Moved by Cr. Wolfe to accept the agenda with additions as presented. (Carried)

**APPENDIX "A"
PUBLIC WORKS
REPORT**

Appendix "A" – Public Works Report was reviewed.

A discussion relative to truck repairs ensued.

A discussion relative to transfer site maintenance ensued.

A discussion relative to trade show follow-up ensued.

A discussion relative to gravel trailer tenders ensued.

A discussion relative to half ton tenders ensued.

A discussion relative to MFWD tractor tenders ensued.

**ABSENT
9:21 A.M.**

Cr. Wolfe absent.

A discussion relative to gravel crush tenders ensued.

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

Irvin Bethge, Len Fossen, Marty Biro and Raina Laye absent.

MINUTES

17/60. Moved by Cr. Tripp to accept the minutes of the March 9th, 2017 Regular Meeting. (Carried)

**BANK
RECONCILIATION
STATEMENT**

17/61. Moved by Cr. Carson to accept the Bank Reconciliation Statement to February 28th, 2017. (Carried)

**ASSET AND
LIABILITY
REPORT**

17/62. Moved by Cr. Tripp to accept the Asset and Liability Report to December 31st, 2016. (Carried)

**PRESENT
9:26 A.M.**

Cr. Wolfe present.

**STATEMENT OF
ACCUMULATED
SURPLUS**

17/63. Moved by Cr. Kozlinski to accept the Statement of Accumulated Surplus to December 31st, 2016. (Carried)

**PROJECTS
REPORT**

17/64. Moved by Cr. Tripp to accept the Projects Report to December 31st, 2016. (Carried)

**ADMINISTRATOR'S
NOTES**

The Administrator's Notes were reviewed.

**ABSENT
9:54 A.M.**

Cr. Motley absent.

**DEPARTMENT
HEAD REPORTS**

The following Department Head Reports were reviewed:

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

Fines Distribution to February 28th, 2017.

PRESENT
9:56 A.M.

Cr. Motley present.

**COUNCILLOR
REMUNERATION
CLAIMS**

17/65. Moved by Cr. Wolfe to accept the Councillor Remuneration claims for November and December 2016 and January, February and March 2017 as presented. (Carried)

ABSENT
10:00 A.M.

Tyler Lawrason absent.

ABSENT
10:00 A.M.

Cr. Wolfe absent.

PRESENT
10:02 A.M.

Tyler Lawrason and Cr. Wolfe present.

**ACCEPT
TENDER
FORT GARRY
- SUPER B**

17/66. Moved by Cr. Motley to accept the tender received from W. Graham (Fort Garry) for a Midland Cross Dump Super B in the amount of \$99,800.00 plus G.S.T. (Carried)

**ACCEPT
TENDER
MELODY MOTORS
- TRUCKS**

17/67. Moved by Cr. Motley to accept the tender received from Melody Motors for two (2) 4X4 ½ ton pick-up trucks in the amount of \$38,184.26 each, G.S.T. included. (Carried)

**ACCEPT
TENDER
FUTURE INC.
- CASE TRACTOR**

17/68. Moved by Cr. Carson to accept the tender received from Future Inc. for a new 2016 Case IH Maxxum 150 T4B Tractor in the amount of \$131,007.00. (Carried)

**ACCEPT
GRAVEL TENDER
LONE PIT
- KLUCK
& PENMAN**

17/69. Moved by Cr. Motley to accept staff weighting and award the gravel pit crushing tenders on the Penman Pit and Kluck Pit to Lone Pine Crushing Ltd. (Carried)

**ACCEPT 2017
LIBRARY
BOARD BUGET**

17/70. Moved by Cr. Kozlinski to accept the 2017 Library Board budget as presented. (Carried)

**ACCEPT 2017
AIRPORT
BUDGET**

17/71. Moved by Cr. Wolfe to accept the 2017 Airport Budget as presented. (Carried)

PRESENT
10:18 A.M.

Barry Johnstone, Provost Fire Chief, present.

A discussion relative to proposed East fire capital acquisitions ensued.

A discussion relative to grant availability and process ensued.

ABSENT
10:54 A.M.

Cr. Motley absent.

PRESENT
10:56 A.M.

Cr. Motley present.

ABSENT
11:48 A.M.

Barry Johnstone absent.

RECESS
11:51 A.M.

Cr. Murray declared a recess.

BACK TO ORDERS
1:01 P.M.

The regular meeting was called back to order by Reeve Murray at 1:01 p.m.

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

A discussion resumed relative to the East Fire budget.

ABSENT
1:17 P.M.

Cr. Charlton absent.

PRESENT
1:18 P.M.

Cr. Charlton present.

A discussion relative to the East Fire operating budget ensued.

**APPROVE 2017
OPERATIONAL & TWO
COST SHARED CAPITAL
EAST FIRE BUDGET
REJECT ALL OTHER
CAPITAL**

17/72. Moved by Cr. Carson to approve the 2017 operational East Fire budget plus the two shared capital expenditures as recommended by the East Fire committee, and reject all additional capital expenditures as presented. (Carried)

PRESENT
1:42 P.M.

Doug Chambers, Finance Officer, present.

A discussion relative to costing, budget and proposed reserve allocations ensued.

**ACCEPT CHANGES
TO RESERVES**

17/73. Moved by Cr. Kozlinski to accept the changes to reserves as of December 31st, 2016 as recommended. (Carried)

ABSENT
2:09 P.M.

Doug Chambers absent.

APPENDIX "D"

17/74. Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Carried)

**COMMITTEE
REPORTS**

COMMITTEE REPORTS

West Recreation Committee

A letter received from the Hughenden Golf Association was reviewed.

Shorncliffe Lake Association

Cr. Carson and the Administrator gave a verbal supplement to the Shorncliffe report.

Capt Ayre Lake Association

Cr. Tripp and the Administrator gave a verbal supplement to the Capt Ayre Lake report.

Provost Fire Department

The February 2017 Fire Report was reviewed.

Cadogan Fire Department

The March 2017 Fire Reports were reviewed.

Joint M.D./Town Fire Committee

The draft March 20th, 2017 meeting minutes were reviewed.

West End Fire Department

The February 2017 Fire reports were reviewed. The Administrator gave a verbal supplement to the West Fire report.

Waste Management Authority

The minutes of the February 28th, 2017 Regular Meeting were reviewed.

Airport

The draft minutes of the March 14th, 2017 Organizational and Regular Meetings were reviewed.

Provost Cooperative Seed Cleaning Plant

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

ADJOURN

17/75. Moved by Cr. Murray to adjourn. (Carried)

REEVE

ADMINISTRATOR