

REGULAR MEETING OF COUNCIL , THURSDAY, OCTOBER 22ND, 2015

**TO ORDER AT
10:05 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, October 22nd, 2015 and was called to order by Reeve Murray at 10:05 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

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Public Works Report
- Grader Beats

4. ADMINISTRATION

- C. Administration Personnel
 - Administrator's Notes

7. NEW BUSINESS

COUNCIL REMUNERATION

- Division 4
- Division 5
- Division 6

DECISION ITEMS

- Grazing Lease Bids
- Used Equipment Bids

APPENDIX "B"

11. CORRESPONDENCE

- Alberta Municipal Affairs – 2014 Conditional Operating Funding SFE
- TransCanada – Energy East Pipeline
- Town of Provost Food Bank

AGENDA

15/375. Moved by Cr. Charlton to accept the agenda as presented.
(Car. Un.)

Appendix "A" – Public Works Report was reviewed.

A discussion relative to ditch remediation vis a vis a landowner concern on Twp. Rd. 400 ensued.

Cr. Motley noted a concern relative to a truck trail in Division 6.

A discussion relative to public works employee evaluations ensued.

A discussion relative to equipment purchase ensued.

Cr. Carson noted a need for gravel on Range Road 95 in Division 7.

Cr. Wolfe noted a road issue requiring remediation in Division 3.

Cr. Tripp noted a grading concern relative to approach humps.

**ABSENT
10:36 A.M.**

Cr. Motley absent.

**PRESENT
10:38 A.M.**

Cr. Motley present.

Cr. Tripp made a series of observations relative to a road repair in Division 4.

Cr. Tripp posed a question relative to ditch condition on Twp. Rd. 410.

**ABSENT
10:44 A.M.**

Cr. Kozlinski absent.

**10:47 A.M.
ABSENT**

Wayne MacLean, Irvin Bethge and Raina Laye absent.

**REGULAR
MEETING
MINUTES**

15/376. Moved by Cr. Wolfe to accept the minutes of the October 8th, 2015 Regular Meeting. (Car. Un.)

**TAX
SALE
MINUTES**

15/377. Moved by Cr. Carson to accept the minutes of the October 8th, 2015 Tax Sale. (Car. Un.)

The Financial Statements were reviewed.

**BANK
RECONCILIATION
STATEMENT**

15/378. Moved by Cr. Tripp to accept the Bank Reconciliation Statement to September 30th, 2015. (Car. Un.)

**PROJECTS
REPORT**

15/379. Moved by Cr. Wolfe to accept the Projects Report to August 31, 2015. (Car. Un.)

**ADMINISTRATOR'S
NOTES**

The Administrator's Notes were reviewed.

**PRESENT
10:53 A.M.**

Cr. Kozlinski present.

A discussion relative to new provincial cabinet appointments ensued.

**DEPARTMENT
HEAD
REPORTS**

The following Department Head Reports were reviewed:

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

Fines Distribution to September 30th, 2015.

**COUNCILLOR
REMUNERATION**

15/380. Moved by Cr. Wolfe to accept the Councillor remuneration claims for September and October 2015 as presented. (Car. Un.)

**DENY
DONATION
REQUEST**

15/381. Moved by Cr. Carson to deny a request for donation to the Provost Food Bank as posed by the Town of Provost Economic Development Officer. (Car. Un.)

**HIRING
CONTRACTORS
INFRASTRUTURE
REPAIR**

15/382. Moved by Cr. Wolfe to approve, for the 2016 budget year, an allocation of \$250,000.00 to be used in a discretionary fashion for the purpose of hiring contractors – whom are either pre-qualified by open procurement process or whose fee schedules are within 10% of the current ARCHA rate guide – to undertake or assist Pubic Works with emergent infrastructure repair not encompassed within the scope of approved infrastructure projects. (Car. Un.)

**GRAZING
LEASE
N ½ 35-36-2W4**

15/383. Moved by Cr. Motley to accept the bid from Garry Scheck for lease rights for four (4) years on N.E. 35-36-2-W4M and N.W. 35-36-2-W4M, based on a carrying capacity of 16 animal units. (Car. Un.)

**USED
EQUIPMENT
TENDERS
RECEIVED**

A discussion ensued on the 2015 Used Equipment Tenders received.

#1 - Unit #52-057 – 1981 Mack – S.N. 2M2N187YXBC001385

Lazy Haven Land & Cattle Co.Ltd.	\$6,100.00 + G.S.T.
Ben Meier	\$2,300.00
Murray Downing	\$1,550.00 + G.S.T.

2. Unit #56-045 – Chev. 1500 ½ Ton Truck S.N.GCEK14R1WE214618

Ben Meier	\$ 660.00
Jacque Northam	\$ 550.00
John Degenstien	\$ 327.47

3. Unit #53-031 – 2007 Ford F-150 S.N. 1FTRF14V57KD54726

Kelly Sayer	\$ 960.00 + G.S.T.
Lucas Vetter	\$ 327.62
Bethge Contracting	\$ 200.00 + G.S.T.

4. Unit #46-053 – 12' Krause Disc

Ben Meier	\$1,200.00
Ed Perkins	\$ 700.00 + G.S.T.
Murray Downing	\$ 550.00 + G.S.T.
Margaret Kvigstad	\$ 300.00 + G.S.T.

- USED EQUIPMENT TENDERS ACCEPTED** 15/384. Moved by Cr. Carson to accept the following bids on the 2015 Used Equipment Tenders received:
1. \$6,100.00 + G.S.T.
2. \$ 600.00 G.S.T Included
3. \$ 960.00 + G.S.T.
4. \$1,200.00 G.S.T Included (Car. Un.)
- GO IN CAMERA** 15/385. Moved by Cr. Murray to go in camera. (Car. Un.)
- COME OUT OF IN CAMERA 11:52 A.M.** 15/386. Moved by Cr. Murray to come out of in camera. (Car. Un.)
- PW DIRECTOR PERF. EVALUATION** 15/387. Moved by Cr. Murray to accept the performance evaluation and staff recommendations for the Director of Public Works. (Car. Un.)
- PW ADMIN ASST. PERF. EVALUATION** 15/388. Moved by Cr. Murray to accept the performance evaluation and staff recommendations for the Public Works Administrative Assistant. (Car. Un.)
- ASST. DEV. OFFICER PERF. EVALUATION** 15/389. Moved by Cr. Murray to accept the performance evaluation and staff recommendations for the Assistant Development Officer. (Car. Un.)
- RECESS 11:53 A.M.** 15/390. Moved by Cr. Murray to recess for dinner. (Car. Un.)
- RECONVENE 1:10 P.M.** Reconvened and called the regular meeting back to order by Reeve Murray at 1:10 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 relative to movement of a tax deadline date ensued.
- A discussion relative to proposed hamlet street improvement proposals ensued.
- APPENDIX "B"** 15/391. Moved by Cr. Carson to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)
- APPENDIX "D"** 15/392. 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.

Cr. Tripp gave a verbal supplement to the F.C.S.S. report.

Provost & District Recreation Board

Cr. Tripp gave a verbal supplement to the Provost & District Recreation Board report. A discussion ensued.

Shorncliffe Lake & Capt Ayre Lake Associations

The Administrator gave an update relative to the Shorncliffe and Capt Ayre Lake reports.

Provost Fire Department

The September, 2015 Fire report was reviewed.

Cadogan Fire Department

The September 2015 Fire report was reviewed.

West End Fire Department

The September 2015 Fire reports were reviewed. The Administrator gave an update relative to West Fire.

**ADJOURN
1:47 P.M.**

15/393.

Moved by Cr. Murray to adjourn.

(Car. Un.)

REEVE

ADMINISTRATOR