

**REGULAR MEETING OF COUNCIL , THURSDAY, SEPTEMBER 24<sup>TH</sup>,2015**

**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, September 24<sup>th</sup>,2015 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  
Raina Laye, P.W. Administrative Assistant  
Irvin Bethge, Special Projects Coordinator  
Marty Biro, Public Works Lead Hand  
Len Fossen, Public Works Lead Hand  
Burt Forbes, Ag. Fieldman

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS**

- Public Works Report

**4. ADMINISTRATION**

- C. Administration Personnel
  - Administrator's Notes

**7. NEW BUSINESS**

**COUNCIL REMUNERATION**

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

**DECISION ITEMS**

- Safe Grad Approval

**11. CORRESPONDENCE**

- Termination Letter
- Town of Provost Appreciation Night Invitation

**AGENDA**

15/303. Moved by Cr. Charlton to accept the agenda as presented.  
(Car. Un.)

**APPENDIX "A"**

Appendix "A" – Public Works Report was reviewed.

A discussion relative to gravel testing ensued.

Cr. Motley made a comment relative to staff interaction with Council throughout the planning process.

A discussion relative to secondary ditches and crown control ensued with an emphasis on operator training and maintenance technique.

Cr. Charlton posed a concern relative to rocks on Twp. Rd. 392 and the condition of Twp. Rd. 400 between R.R. 71 and R.R. 72.

Cr. Tripp posed a question relative to progress on a project in Division 4.

Cr. Wolfe posed a concern relative to R.R. 24 north of Paul Murray's. A discussion ensued.

Cr. Carson noted a need for gravel on R.R. 85 adjacent to Secondary Highway #608.

A discussion relative to stockpiling vs winter gravelling ensued.

Cr. Wolfe noted a concern relative lack of gravel on R.R. 25.

Cr. Tripp posed a question relative to a number of road issues in Division 4.

Cr. Motley posed a series of observations relative to workforce capacity and the need for secondary contracting budget.

A discussion relative to the proposed stabilization and chipsealing program ensued.

**ABSENT**  
9:38 A.M.

Cr. Motley absent.

A discussion relative to Secondary Highway #608 ensued.

**PRESENT**  
9:41 A.M.

Cr. Motley present.

A discussion relative to chipsealing progress ensued.

**ABSENT**  
9:47 A.M.

Cr. Wolfe absent.

Cr. Motley made a series of observations relative to Tier II projects.

**PRESENT**  
9:49 A.M.

Cr. Wolfe present.

A discussion ensued relative to Tier II criteria and project selection.

A discussion relative to project selection and execution ensued.

Cr. Motley indicated an opinion that the proposed Division 6 Tier II project was not a pressing priority.

Cr. Carson expressed a similar opinion relative to the proposed Tier II project in Division 7.

Cr. Carson indicated a preference for work indicated on R.R. 32, with a series of proposed modifications.

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

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

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

Cr. Kozlinski absent.

<b>MINUTES</b>	15/304. Moved by Cr. Charlton to accept the minutes of the September 10 <sup>th</sup> , 2015 Regular Meeting. (Car. Un.)
<b>PRESENT 10:20 A.M.</b>	Cr. Kozlinski present.
<b>BANK RECONCILIATION STATEMENT</b>	15/305. Moved by Cr. Carson to accept the Bank Reconciliation Statement to August 31, 2015. (Car. Un.)
<b>PROJECTS REPORT</b>	15/306. Moved by Cr. Tripp to accept the Projects Report to July 31, 2015. (Car. Un.)
<b>ADMINISTRATOR'S NOTES</b>	The Administrator's Notes were reviewed.
<b>ABSENT 10:31 A.M.</b>	Cr. Motley absent.
<b>PRESENT 10:32 A.M.</b>	Cr. Motley present.
<b>DEPARTMENT HEAD REPORTS</b>	<p>The following Department Head Reports were reviewed:</p> <ul style="list-style-type: none"><li>• Agricultural Fieldman Report</li><li>• Development/Utilities Officer Report</li><li>• Utilities Officer Report</li><li>• Assistant Development Officer Report</li><li>• Safety Officer Report</li><li>• Peace Officer Report</li></ul> <p>Fines Distribution to August 31, 2015.</p> <p>A discussion resumed relative to road program planning.</p> <p>A discussion relative to Tier II projects resumed.</p> <p>Cr. Murray expressed a preference for resource traffic prioritization.</p> <p>A discussion relative to expenditure vs. program scope ensued.</p>
<b>COUNCILLOR REMUNERATION</b>	15/307. Moved by Cr. Charlton to accept the Councillor remuneration claims for June, July, August and September 2015. (Car. Un.)
<b>SHORNCLIFFE SUMMER STUDENT COST</b>	15/308. Moved by Cr. Motley to grant a request from the Shorncliffe Park Improvement Association to cover the cost for hiring a summer student in the amount of \$4,607.84 as presented. (Car. Un.)
<b>APPROVE HILLCREST LODGE INVOICES</b>	15/309. Moved by Cr. Motley to approve invoices relative to capital improvements at Hillcrest Lodge in the amount of \$71,804.47 plus G.S.T. as presented. (Car. Un.)

APPROVE  
2015 PARKLAND  
REGIONAL  
LIBRARY BUDGET

15/310. Moved by Cr. Carson to approve the 2016 Parkland Regional Library budget as presented. (Car. Un.)

HUGHENDEN  
SAFE GRAD

15/311. Moved by Cr. Motley to accept a request by the Hughenden Safe Grad Committee to utilize the Shorncliffe 4-H facility for the 2016 H.P.S. grad, conditional upon receipt of a \$1,000.00 damage deposit and fulfillment of all existing statutory and policy requirements. (Car. Un.)

APPENDIX "B"

15/312. Moved by Cr. Murray to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

APPENDIX "D"

15/313. Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

ABSENT  
11:26 A.M.

Cr. Kozlinski absent.

COMMITTEE  
REPORTS

#### COMMITTEE REPORTS

##### A.S.B.

The Administrator gave an update relative to A.S.B. items forthcoming.

##### F.C.S.S.

The minutes of the September 8<sup>th</sup>, 2015 Regular Meeting were reviewed. Cr. Tripp and Cr. Charlton gave a verbal update on the F.C.S.S. report. A discussion ensued.

PRESENT  
11:44 A.M.

Cr. Kozlinski present.

##### Shorncliffe Lake and Capt Ayre Lake Associations

The Administrator gave a verbal update to the Shorncliffe and Capt Ayre Lake Association reports.

##### Provost Fire Department

The August, 2015 Fire Report was reviewed.

##### West End Fire Departments

A discussion relative to West Fire ensued.

##### Hillcrest Lodge

The minutes of the September 14<sup>th</sup>, 2015 Regular Meeting were reviewed.

##### Waste Management Authority

The minutes of the September 8<sup>th</sup>, 2015 Meeting were reviewed. Cr. Carson gave a verbal update to the Waste Management meeting. A discussion ensued.

ADJOURN  
11:52 A.M.

15/314.

Moved by Cr. Murray to adjourn.

(Car. Un.)

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REEVE

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ADMINISTRATOR