

REGULAR MEETING OF COUNCIL , THURSDAY, SEPTEMBER 29TH, 2016

**TO ORDER AT
8:56 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 29th, 2016 and was called to order by Reeve Murray at 8:56 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
Raina Laye, P.W. Administrative Assistant
Len Fossen, Lead Hand
Marty Biro, Lead Hand

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Public Works Report
- Grader Activity Reports
- September 19th, 2016 to September 25th, 2016

4. ADMINISTRATION

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

7. NEW BUSINESS

COUNCIL REMUNERATION

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

DECISION ITEMS

- Shorncliffe Lake Summer Student

APPENDIX "B"

11. CORRESPONDENCE

- A.A.M.D. & C. 2016 Fall Convention Draft Agenda

12. MUNICIPAL PLANNING COMMISSION

- Subdivision #55/335 – N.E. 12-37-2-W4M
- Husky Energy Fire Hall Office – Request for Variance
5-23-42-9-W4M
- USD Terminals Canada – Development Permit –
Operator's Building S.W. 23-42-9-W4M

**AGENDA WITH
ADDITIONS**

16/263. Moved by Cr. Kozlinski to accept the agenda with additions as presented. (Car. Un.)

**APPENDIX "A"
PUBLIC WORKS
REPORT**

Appendix "A" – Public Works Report was reviewed.

Cr. Motley and Cr. Wolfe posed a series of questions relative to gravelling in Division 6 and Division 3, respectively. A discussion ensued.

A discussion relative to grader repair and purchase cost ensued.

Cr. Carson posed a question relative to dust control milling in Division 7. A discussion ensued.

Cr. Carson and Cr. Tripp posed questions relative to gravelling in Division 7 and Division 4, respectively. A discussion ensued.

A discussion relative to the proposed 3-year, Tier 1 Road Program ensued.

A discussion relative to maintenance requirements for enhanced infrastructure ensued.

A discussion relative to grader blade efficacy ensued.

ABSENT
9:52 A.M.

Len Fossen, Marty Biro and Raina Laye absent.

GO IN CAMERA
9:53 A.M.

16/264. Moved by Cr. Murray to go in camera to discuss personnel issues. (Car. Un.)

ABSENT
10:21 A.M.

Irvin Bethge absent.

**COME OUT OF
IN CAMERA**
10:36 A.M.

16/265. Moved by Cr. Murray to come out of in camera. (Car. Un.)

ABSENT
10:36 A.M.

Cr. Kozlinski absent.

**MINUTES
REGULAR
MEETING**

16/266. Moved by Cr. Wolfe to accept the minutes of the September 15th, 2016 Regular Meeting. (Car. Un.)

ABSENT
10:36 A.M.

Cr. Motley absent.

PRESENT
10:38 A.M.

Cr. Motley present.

PRESENT
10:40 A.M.

Cr. Kozlinski present.

A discussion relative to uncollectable taxes ensued.

**BANK
RECONCILIATION
STATEMENT**

16/267. Moved by Cr. Carson to accept the Bank Reconciliation Statement to August 31st, 2016 as presented. (Car. Un.)

PROJECTS REPORTS	16/268. Moved by Cr. Tripp to accept the Projects Report to July 31 st , 2016 as presented. (Car. Un.)
ADMINISTRATOR'S NOTES	<p>The Administrator's Notes were reviewed.</p> <p>A discussion relative to an imminent military exercise ensued.</p>
DEPARTMENT HEAD REPORTS	<p>The following Department Head Reports were reviewed:</p> <ul style="list-style-type: none">• Agricultural Fieldman Report• Development/Utilities Officer Report• Utilities Officer Report• Assistant Development Officer Report• Safety Officer Report• Peace Officer Report <p>Fines Distribution to August 31st, 2016.</p>
COUNCILLOR REMUNERATION CLAIMS	16/269. Moved by Cr. Charlton to accept the Councillor remuneration claims for April, May, June, July, August and September 2016 as presented. (Car. Un.)
PERSONNEL POLICY	16/270. Moved by Cr. Wolfe to approve the Personnel Policy, and attendant schedules, as presented. (Car. Un.)
2017 PARKLAND REGIONAL LIBRARY BUDGET	16/271. Moved by Cr. Kozlinski to approve the 2017 Parkland Regional Library budget as presented. (Car. Un.)
COLLECTIVE BARGAINING UNION	16/272. Moved by Cr. Carson to grant the Administrator, the Executive Assistant to the Administrator and the Public Works Special Projects Coordinator authority to collectively bargain on behalf of the M.D. of Provost No. 52 as per the provisions of the Alberta Labour Relations Code. (Car. Un.)
DENY REQUEST BATTLE RIVER WATERSHED	16/273. Moved by Cr. Wolfe to deny a request for funding as posed by the Battle River Watershed Alliance. (Car. Un.)
SHORNCLIFFE LAKE SUMMER STUDENT	16/274. Moved by Cr. Motley to grant a request from the Shorncliffe Lake Association in the amount of \$5,294.25 to cover the cost of hiring a summer student as presented. (Car. Un.)
GO IN CAMERA 11:19 A.M.	16/275. Moved by Cr. Murray to go in camera to discuss personnel issues. (Car. Un.)
COME OUT OF IN CAMERA 11:26 A.M.	16/276. Moved by Cr. Murray to come out of in camera. (Car. Un.)
PERFORMANCE EVALUATION PEACE OFFICER	16/277. Moved by Cr. Murray to accept performance evaluation of the Community Peace Officer and attendant staff recommendations. (Car. Un.)

APPENDIX "B" 16/278. Moved by Cr. Motley to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

APPENDIX "D" 16/279. Moved by Cr. Wolfe to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

COMMITTEE REPORTS

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F.C.S.S.
The minutes of the September 13th, 2016 Regular Meeting were reviewed.

Provost & District Recreation Board

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

Capt Ayre Lake Association

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

Provost Fire Department

The August 2016 Fire Reports were reviewed.

Cadogan Fire Department

The August and September 2016 Fire Reports were reviewed.

West End Fire Departments

The August 2016 Fire Reports were reviewed.

Cr. Wolfe and the Administrator gave a verbal supplement to the East and West Fire reports, respectively.

Hillcrest Lodge

The minutes of the August 15th, 2016 Regular Meeting were reviewed.

Provost Cooperative Seed Cleaning Plant

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

ADJOURN
11:40 A.M.

16/280. Moved by Cr. Murray to adjourn. (Car. Un.)

REEVE

ADMINISTRATOR