

**REGULAR MEETING OF COUNCIL, THURSDAY, FEBRUARY 27<sup>TH</sup>, 2020**

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, February 27<sup>th</sup>, 2020 and was called to order by Reeve Murray at 8:59 a.m.

TO ORDER AT  
8:59 A.M.

**PRESENT**

PRESENT

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

ALSO  
PRESENT

Also Present: Administrator Tyler Lawrason  
Lauren Grosky, Director of Legislative Services  
Irvin Bethge, Special Projects Coordinator  
Len Fossen, Operations Manager  
Marty Biro, Operations Manager  
Julie Jamieson, Inventory and Procurement Control Officer  
Dana Laye, Inventory and Procurement Control Officer

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix "A"
- Weekly Grader Activity Reports
- February 17<sup>th</sup>, 2020 to February 23<sup>rd</sup>, 2020

**4. ADMINISTRATION**

- A. Financial Statement
  - Balance Sheet to December 31<sup>st</sup>, 2019
  - Statement of Accumulated Surplus to December 31<sup>st</sup>, 2019
- C. Administration Personnel
  - Administrator Notes

**7. NEW BUSINESS**

**REMUNERATION CLAIMS**

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

**DECISION ITEMS**

- 2020 Terracem RFP
- 2020 Chip Seal RFP
- Airport Committee Recommendations/Budget

**APPENDIX "B"**

**11. CORRESPONDENCE**

- Flagstaff County – RE: Intermunicipal Collaboration Framework

**12. MUNICIPAL PLANNING COMMISSION**

- News Release

*AM*

AGENDA

20/62. Moved by Cr. Tripp 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 the MG30 Program ensued.

A discussion relative to the Terracem and Chip Seal RFPs ensued.

ABSENT  
9:12 A.M.

Dana Laye, Irvin Bethge, Julie Jamieson, Len Fossen, and Marty Biro absent.

MINUTES  
REGULAR  
MEETING

20/63. Moved by Cr. Rustad to accept the minutes of the February 13<sup>th</sup>, 2020 Regular Meeting as presented. (Carried)

BALANCE SHEET TO  
DECEMBER 31<sup>ST</sup>, 2019

20/64. Moved by Cr. Carson to accept the Balance Sheet to December 31<sup>st</sup>, 2019 as presented. (Carried)

STATEMENT OF  
ACCUMULATED  
SURPLUS TO  
DECEMBER 31<sup>ST</sup>, 2019

20/65. Moved by Cr. Tripp to accept the Statement of Accumulated Surplus to December 31<sup>st</sup>, 2019 as presented. (Carried)

ADMINISTRATOR'S  
NOTES

The Administrator's Notes were reviewed.

DEPARTMENT HEAD  
REPORTS

The following Department Head Reports were reviewed:

- ASB Fieldman Report – Jessica Robley
- ASB Fieldman Report – Caitlin Wolf
- Development Officer Report
- Utilities Officer Report
- Asst. Development Officer Report
- Safety Officer's Report
- Peace Officer Report
- Fines Distribution

ABSENT  
9:48 A.M.

Tyler Lawrason absent.

REMUNERATION  
CLAIMS

20/66. Moved by Cr. Carson to approve the remuneration claims from November, 2019 to February, 2020 as presented. (Carried)

PRESENT  
9:50 A.M.

Tyler Lawrason present.

UPDATED CUSTOM  
WORK AGREEMENT

20/67. Moved by Cr. Kozlinski to approve the updated Custom Work Agreements with the Villages of Amisk, Czar, and Hughenden as presented. (Carried)

ASB POLICY

20/68. Moved by Cr. Carson to accept the ASB Policy as presented. (Carried)

2020 MG30 PROGRAM APPROVAL

20/69. Moved by Cr. Kozlinski to approve the 2020 MG30 Program as presented. (Carried)

2020 TERRACEM RFP AWARD

20/70. Moved by Cr. Motley to declare Morsky Construction Ltd. the sole qualified proponent for the 2020 Terracem RFP. (Carried)

2020 CHIP SEAL RFP AWARD

20/71. Moved by Cr. Motley to award the 2020 Chip Seal RFP to West-Can Seal Coating Inc. (Carried)

2020 AIRPORT BUDGET

20/72. Moved by Cr. Tripp to approve the 2020 Airport budget recommended by the Airport Committee. (Carried)

PRESENT  
10:00 A.M.

Chris Baschuk present.

RECESS  
10:01 A.M.

20/73. Moved by Cr. Murray to recess for the Municipal Planning Commission Meeting. (Carried)

RECONVENED  
10:33 A.M.

Reconvened and called the regular meeting back to order by Reeve Murray at 10:33 a.m.

PRESENT

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

ALSO PRESENT

Also present: Administrator Tyler Lawrason  
Lauren Grosky, Director of Legislative Services

APPENDIX "B"

20/74. Moved by Cr. Kozlinski to approve Appendix "B" according to the recommendation of the Development Officer. (Carried)

APPENDIX "D"

20/75. Moved by Cr. Kozlinski to accept the accounts as listed on Appendix "D" for information. (Carried)

COMMITTEE REPORTS

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F.C.S.S.

The Administrator and Cr. Kozlinski offered verbal supplements to the committee report.

Provost & District Regional Recreation Board

Cr. Murray provided a verbal report to the committee report.

Provost Fire Department

Cr. Carson provided a verbal supplement to the committee report.

Hillcrest Lodge

Cr. Motley provided a verbal supplement to the committee report.

Library Board

Cr. Kozlinski provided a verbal report for the Library Board.

*AW*

Provost Cooperative Seed Cleaning Plant

Cr. Tripp provided a verbal report for the Provost Cooperative Seed Cleaning Plant.

ADJOURN  
11:15 A.M.

20/76.

Moved by Cr. Murray to adjourn.

(Carried)

  
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REEVE

  
\_\_\_\_\_  
ADMINISTRATOR