

**ORGANIZATIONAL MEETING OF COUNCIL, THURSDAY, OCTOBER 28,
2021**

**TO ORDER AT
8:58 A.M.**

The Organizational 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 28, 2021 and was called to order by Administrator Tyler Lawrason at 8:58 a.m.

PRESENT

PRESENT

Present: Councillors L. Almberg, M.R. Angelvedt, L. D. Kozlinski, D.L. Motley, A.G. Murray, B.N. Olson and G. Vetter.

**ALSO
PRESENT**

Also Present: Administrator Tyler Lawrason
Lauren Grosky-Ford, Director of Legislative
Services

AGENDA

21/271. Moved by Cr. Motley to accept the agenda with additions as presented. (Carried)

**ELECTION OF
REEVE**

In accordance with Section 150(2) of the Municipal Government Act the Administrator called for nominations for the position of Reeve who would serve a term for one (1) year.

Cr. Motley nominated Cr. Murray for Reeve.

Second call for nominations.

Third call for nominations.

**NOMINATIONS
CEASE**

21/272. Moved by Cr. Kozlinski that nominations cease. (Carried)

Cr. Murray was declared Reeve of the Municipal District of Provost No. 52 for a term of one (1) year by acclamation and assumed the chair.

**OATHS OF
OFFICE**

The Oaths of Office for the position of Reeve were administered.

Reeve Murray called for nominations for the position of Deputy Reeve.

**ELECTION OF
DEPUTY REEVE**

Cr. Motley nominated Cr. Kozlinski for the position of Deputy Reeve.

Second call for nominations

Third call for nominations.



NOMINATIONS
CEASE

211273. Moved by Cr. Vetter that nominations cease. (Carried)
Cr. Kozlinski was declared Deputy Reeve of the Municipal District of
Provost No. 52 by acclamation for a term of one (1) year.

OATHS OF
OFFICE

Oaths of Office were administered.

PRESENT
9:10 A.M.

Jill Sherring present.

ABSENT
9:12 A.M.

Jill Sherring absent.

Seating assignments were established.

REGULAR MEETING
SCHEDULE

211274. Moved by Cr. Vetter to continue the practice of holding
regular meetings on the second and fourth Thursday of each month,
to commence at 9:00 a.m. (Carried)

ACCOUNTS
PAYABLE

211275. Moved by Cr. Almberg to appoint the standing Deputy
Reeve to monitor, oversee, and provide signatory verification as
required of the Account Payable cycle on or about the 20th of each
month. (Carried)

COUNCILLOR
REMUNERATION
POLICY

211276. Moved by Cr. Motley to increase the Councillor and
A.S.B. remuneration rate for each regularly scheduled meeting of
Council for which they are present for the entirety of the meeting
from \$325.00 to \$350.00 and to increase the hourly rate for officially
sanctioned and/or approved M.D. business in which Councillors
participate, including committee meetings, supervision activities,
etc. from \$35.00/hour to \$40.00/hour, and to maintain all other
remuneration rates as presented. (Carried)

COUNCILLOR
MILEAGE RATE

211277. Moved by Cr. Angeltvedt to maintain the mileage
compensation rate as established by Canada Revenue Agency as
presented, with the option to revisit the rate if necessary. (Carried)

ASSESSMENT REVIEW
BOARD

211278. Moved by Cr. Murray to table the Assessment Review
Board appointment to December, 2021. (Carried)

ADMINISTRATION
BUILDING

211279. Moved by Cr. Angeltvedt to appoint Cr. Almberg and
Cr. Angeltvedt to the Administration Building Committee for a term
of one (1) year. (Carried)

EAST FIRE
COMMITTEE

211280. Moved by Cr. Motley to appoint Cr. Motley, Cr
Angeltvedt, and Cr. Olson to the East Fire Committee for a term of
one (1) year. (Carried)

WEST FIRE
COMMITTEE

211281. Moved by Cr. Vetter to appoint Cr. Almberg, Cr.
Kozlinski, and Cr Vetter to the West Fire Committee for a term of
one (1) year. (Carried)



AIRPORT COMMITTEE
21/282. Moved by Cr. Kozlinski to appoint Cr. Angeltvedt and Cr. Kozlinski to the Provost Airport Committee and Don Twa as civilian member for a term of one (1) year. (Carried)

DOCTOR RECRUITMENT & DOCTOR'S HOUSE COMMITTEE
21/283. Moved by Cr. Motley to appoint Cr. Murray and the Administrator as members to the Doctor Recruitment Committee and to the Management Committee for the Joint Ownership of the Doctor's House for a term of one (1) year. (Carried)

F.C.S.S. BOARD
21/284. Moved by Cr. Angeltvedt to appoint Cr. Angeltvedt and Cr. Kozlinski to the Family and Community Support Services Foundation for a term of one (1) year. (Carried)

PROVOST & DISTRICT HEALTH SERVICES
21/285. Moved by Cr. Murray to appoint Cr. Murray and Cr. Vetter to the Provost and District Health Services Foundation for a term of one (1) year. (Carried)

PROVOST JOINT DEVELOPMENT COMMITTEE
21/286. Moved by Cr. Olson that Cr. Angeltvedt and Cr. Olson be appointed to the Provost Joint Development Committee for a term of one (1) year. (Carried)

PROVOST COOPERATIVE SEED CLEANING PLANT
21/287. Moved by Cr. Murray that Cr. Murray be appointed to the Provost Cooperative Seed Cleaning Plant for a term of one (1) year. (Carried)

PROVOST SENIOR CITIZENS HOME FOUNDATION
21/288. Moved by Cr. Motley that Cr. Motley and Cr. Vetter be appointed to the Provost Senior Citizens Home Foundation for a term of one (1) year. (Carried)

PROVOST & DISTRICT RECREATION BOARD
21/289. Moved by Cr. Murray that Cr. Angeltvedt and Cr. Olson be appointed to the Provost and District Recreation Board for a term of one (1) year. (Carried)

CAPT AYRE LAKE ASSOCIATION
21/290. Moved by Cr. Almberg that Cr. Almberg and Cr. Kozlinski be appointed to the Capt Ayre Lake Association for a term of one (1) year. (Carried)

SHORNCLIFFE LAKE ASSOCIATION
21/291. Moved by Cr. Motley that Cr. Almberg and Cr. Vetter be appointed to the Shorncliffe Lake Association for a term of one (1) year. (Carried)

GRAVEL COMMITTEE
21/292. Moved by Cr. Angeltvedt that Cr. Angeltvedt, Cr. Motley and Cr. Olson be appointed to the Gravel Committee for a term of one (1) year. (Carried)

M.D. #52 WASTE MANAGEMENT AUTHORITY
21/293. Moved by Cr. Kozlinski that Cr. Kozlinski and Cr. Motley be appointed to the M.D. #52 Waste Management Authority for a term of one (1) year. (Carried)

M.D. OF PROVOST /
PAINTEARTH COUNTY
INTERMUNICIPAL
PLANNING
COMMITTEE

21/294. Moved by Cr. Almberg to appoint Cr. Almberg and Cr. Vetter to the M.D. of Provost / County of Paintearth Intermunicipal Planning Committee. (Carried)

M.D. OF PROVOST /
TOWN OF PROVOST
INTERMUNICIPAL
PLANNING
COMMITTEE

21/295. Moved by Cr. Angeltvedt to appoint Cr. Angeltvedt and Cr. Olson to the M.D. of Provost / Town of Provost Intermunicipal Planning Committee. (Carried)

M.D. OF PROVOST /
M.D. OF WAINWRIGHT
INTERMUNICIPAL
PLANNING
COMMITTEE

21/296. Moved by Cr. Almberg to appoint Cr. Murray and Cr. Motley to the M.D. of Provost / M.D. of Wainwright No. 61 Intermunicipal Planning Committee. (Carried)

M.D. OF PROVOST /
FLAGSTAFF COUNTY
INTERMUNICIPAL
PLANNING
COMMITTEE

21/297. Moved by Cr. Vetter to appoint Cr. Kozlinski and Cr. Vetter to the M.D. of Provost / Flagstaff County Intermunicipal Planning Committee. (Carried)

M.D. OF PROVOST /
SPECIAL AREAS
BOARD
INTERMUNICIPAL
PLANNING
COMMITTEE

21/298. Moved by Cr. Kozlinski to appoint Cr. Kozlinski and the Administrator to the M.D. of Provost / Special Areas Board Intermunicipal Planning Committee. (Carried)

PROVOST MEDICAL
CENTRE
GOVERNANCE BOARD

21/299. Moved by Cr. Murray to appoint Cr. Murray and Cr. Olson to the Provost Medical Centre Governance Board for a term of one (1) year. (Carried)

SOIL CONSERVATION/
LAND RECLAMATION
OFFICERS & WEED
CONTROL
INSPECTORS

21/300. Moved by Cr. Motley that Brian Carter, and Caitlin Wolf be appointed as Soil Conservation/Land Reclamation Officers for a term of one (1) year and that Brian Carter, Caitlin Wolf, and Michelle Holte be appointed as Weed Control Inspectors for a term of one (1) year. (Carried)

FIRE
PERMITS

21/301. Moved by Cr. Vetter that Barry Johnstone, Hugh Baier, Lee Roworth, Rick Damberger, Roger Waring, Orrin Ford, Jason Manning, Jeff Redekop, Tammy Sather, and Cory Lefebvre be appointed to issue fire permits within the M.D. of Provost No. 52 for a term of one (1) year. (Carried)

EMERGENCY
MANAGEMENT
COMMITTEE

21/302. Moved by Cr. Vetter that Administrator Tyler Lawrason be appointed as the Director of Emergency Management, Marty Biro be appointed as Deputy Director and Administrator Tyler Lawrason and Lauren Grosky-Ford be appointed as Public Information Officers for a term of one (1) year and to appoint Cr. Kozlinski, Cr. Motley and Cr. Murray to the Emergency Management Committee for a term of one (1) year. (Carried)

SUBDIVISION AND
DEVELOPMENT
APPEAL BOARD
APPOINTMENTS

21/303. Moved by Cr. Kozlinski to appoint Terry Lee Degenhardt and Owen Almberg for a term of three (3) years and to appoint Jamie Rennie and Fred Klein for a term of one (1) year to the Subdivision and Development Appeal Board. (Carried)

SUBDIVISION AND
DEVELOPMENT
APPEAL BOARD
SECRETERIES

21/304. Moved by Cr. Motley that Lauren Grosky-Ford be appointed as primary secretary of the Subdivision and Development Appeal Board with Tyler Lawrason serving as an alternate secretary for a term of one (1) year. (Carried)

SUBDIVISION AND
DEVELOPMENT
APPEAL BOARD
COMPENSATION RATE

21/305. Moved by Cr. Almberg to align the compensation rate for members of the Subdivision and Development Appeal Board with the Councilor remuneration rates as presented. (Carried)

AGRICULTURAL
SERVICE BOARD &
SECRETARY

21/306. Moved by Cr. Motley that Council in its entirety be appointed to the Agricultural Service Board for a term of one (1) year and that Marilyn Reinhart be appointed as secretary of the Agricultural Service Board for a term of one (1) year. (Carried)

WEST RECREATION
COUNCIL

21/307. Moved by Cr. Kozlinski that Cr. Almberg, Cr. Angelvedt, Cr. Motley and Cr. Vetter be appointed to the West Recreation Council for a term of one (1) year. (Carried)

WEED CONTROL ACT
APPEAL BOARD
APPOINTEES AND
SECRETARY

21/308. Moved by Cr. Kozlinski that Owen Almberg, Terry Lee Degenhardt, Lee Walz, and Warren Heisler be appointed to the Weed Control Act Appeal Board for a term of four (4) years and to appoint Administrator Tyler Lawason as Secretary of the Weed Control Act Appeal Board Committee for a term of one (1) year. (Carried)

M.D. #52 LIBRARY
BOARD MEMBERS

21/309. Moved by Cr. Kozlinski that Deb Nelson, Terry Lynn Paulgaard, Roxanna Wotschell, Sandra Johnson, Jackie Almberg, and Tim Nordin be appointed to the M.D. #52 Library Board for a term of two (2) years. (Carried)

M.D. #52 LIBRARY
BOARD COUNCIL
MEMBER

21/310. Moved by Cr. Motley that Cr. Olson be appointed to the M.D. #52 Library Board Committee for a term of one (1) year. (Carried)

AUDITOR
APPOINTMENT

21/311. Moved by Cr. Angelvedt to renew the audit engagement with Metrix Group for a term of three years, as presented. (Carried)

BANKING BUSINESS

21/312. Moved by Cr. Vetter that the banking business remain with ATB Financial for 2022 with the exception of investments being let to the discretion of the Administrator/Finance Officer. (Carried)

TAX RECOVERY SALE
DATE

21/313. Moved by Cr. Kozlinski to set a tax recovery sale date for Thursday, October 13th, 2022. (Carried)

ABSENT
10:44 A.M.

Cr. Motley absent.

LAND USE BYLAW
AMENDMENT RATE

21/314. Moved by Cr. Angelvedt to set the Land Use Bylaw Amendment fee at \$375.00 per application. (Carried)

INTEREST RATES,
NSF CHEQUES

21/315. Moved by Cr. Kozlinski to set interest rates on accounts receivable at 1.5% per month after 60 days with a minimum interest charge of \$2.50 to cover administration costs, with \$25.00 to be charged on all N.S.F. cheques. (Carried)

M.D. MAPS

21/316. Moved by Cr. Vetter to set the fee for M.D. maps and digital maps at \$25.00 (GST inclusive) to be picked up at the M.D. office and \$25.00 (GST inclusive, plus shipping and handling) to be mailed.
(Carried)

CERTIFICATE OF COMPLIANCE LETTERS

21/317. Moved by Cr. Olson to set the fee for Certificate of Compliance letters at \$25.00.
(Carried)

TAX CERTIFICATES

21/318. Moved by Cr. Almberg to set the fee for Tax Certificates at \$25.00.
(Carried)

PRESENT
10:45 A.M.

Cr. Motley present.

2021 SHORNCLIFFE LEASE RATES

21/319. Moved by Cr. Motley to set the 2022 lease rate for Shorncliffe Lake lots at \$6.00 per front foot per year.
(Carried)

2021 BOAT HOUSE LEASE RATES

21/320. Moved by Cr. Vetter that the 2022 lease rate for the boat house leases at Shorncliffe Lake be set at \$6.00 per front foot per year.
(Carried)

2021 PROVOST AIRPORT LEASE RATES

21/321. Moved by Cr. Motley to set the 2022 Provost Airport lease rates at \$6.00 per lineal foot plus \$.08 per square foot commercial and \$6.00 per lineal foot and \$.04 per square foot for private.
(Carried)

FIREWOOD & CAMPING FEES

21/322. Moved by Cr. Motley that firewood be sold for \$7.00 per bundle and that the following camping fees for Shorncliffe Lake and Capt Ayre Lake be set at:

- Tenting/Non-Power \$17.00/day
 - Power \$25.00/day
 - Power and Water \$27.50/day
 - Full Service \$32.00/day
 - Group M.D. Lot \$50.00/day
 - Group Site \$90.00/day
- (Carried)

UTILITY RATES

21/323. Moved by Cr. Vetter that the utility rates be maintained at \$55.00 per month for water and \$25.00 per month for sewer.
(Carried)

MACHINERY & EQUIPMENT RATES

21/324. Moved by Cr. Angeltvedt to set Machinery, Equipment and Trucking rates for 2022 in accordance with the 2021 Alberta Roadbuilders and Heavy Construction Association Rental Rates Guide and Membership Roster.
(Carried)

Cr. Vetter declared a pecuniary interest and left the meeting.

ABSENT
10:54 A.M.

GRAVEL ROYALTY RATES

21/325. Moved by Cr. Kozlinski that the 2022 gravel royalty rate be set at \$3.25 per cubic yard.
(Carried)



ABSENT
10:55 A.M.

Tyler Lawrason absent.

PRESENT
10:56 A.M.

Cr. Vetter and Tyler Lawrason present.

A discussion relative to borrow and backslipping agreements/crop compensation rates ensued.

COMPENSATION
RATES

21/326. Moved by Cr. Motley to set the compensation rates as follows:

- Baseline disturbance compensation rate for all areas subject to backslipping, soil borrow or other activities associated with road rehabilitation be paid at \$200.00 per acre, to be paid for the year in which the construction takes place and the two (2) years immediately following.
- Crop compensation cereals - \$500.00 per acre; canola at \$775.00 per acre; corn at \$600.00 per acre; peas at \$450.00 per acre; green lentils at \$700.00; pedigreed seed at 1.5 times and hayfields and native grass older than 5 years at \$200.00 per acre to be paid only in the year in which the construction takes place and hayfields or native grass less than five (5) years old at \$300 per acre.
- Deeded land, which must be acquired for road widening shall be purchased at \$350.00 per acre or 15 times the assessed value of the land not including improvements, whichever the greater.

The exceptions to the above noted policy come into play when the following criteria are met; namely:

1. That the area in question is smaller than two (2) acres is relatively small in scope *and* is deemed to warrant, either by Motion of Council or actuality to not fit within the parameters of existing policy otherwise.
2. In circumstances fitting #1 above, clay is compensated at the rate of \$12.00 per tonne.
3. In accordance with the above policy, whereby compensation is set on the basis of an individual determination by Council. (Carried)

ADJOURN
11:13 A.M.

21/327. Moved by Cr. Murray to adjourn the Organizational Meeting. (Carried)



MURRAY
MAYOR



REEVE
ADMINISTRATOR