

**ORGANIZATIONAL MEETING OF COUNCIL, THURSDAY, OCTOBER 27,
2022**

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, 2022 and was called to order by Administrator Tyler Lawrason at 8:59 a.m.

**TO ORDER AT
8:59 A.M.**

PRESENT

PRESENT

Present: Councillors L. Almborg, M.R. Angeltvedt, 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
Julianna Lakevold- Executive Assistant to the Administrator
Wendy Trenerry- Finance Officer

AGENDA

22/269. 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**

22/270. Moved by Cr. Almborg 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 Oath of Office for the position of Reeve were administered.

**PROCEDURAL
BYLAW**

22/271. Moved by Cr. Almborg to accept the procedural bylaw. (Carried)

**ELECTION OF
DEPUTY REEVE**

Reeve Murray called for nominations for the position of Deputy Reeve
Cr. Motley nominated Cr. Olson for the position of Deputy Reeve.

Second call for nominations

Third call for nominations.

**NOMINATIONS
CEASE**

22/272. Moved by Cr. Almberg that nominations cease.
(Carried)

**OATHS OF
OFFICE**

Cr. Olson was declared Deputy Reeve of the Municipal District of Provost No. 52 by acclamation for a term of one (1) year.

Oaths of Office were administered.

**REGULAR MEETING
SCHEDULE**

22/273. 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**

22/274 Moved by Cr. Vetter 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**

22/275. Moved by Cr. Olson that the Councillor and A.S.B. remuneration rate maintain the same for each regularly scheduled meeting of Council for which they are present for the entirety of the meeting at \$350.00 and the hourly rate for officially sanctioned and/or approved M.D. business in which Councillors participate, including committee meetings, supervision activities, at \$40.00/hour
(Carried)

**COUNCILLOR
MILEAGE RATE**

22/276. Moved by Cr. Olson to set mileage rate at \$0.61 per kilometer, as per Canada Revenue Agency's established mileage rate.
(Carried)

**ASSESSMENT REVIEW
BOARD**

22/277. Moved by Cr. Kozlinski that the Director of Legislative Services, Lauren Grosky-Ford, be appointed as primary secretary and that both the Administrator and his Executive Assistant, Julianna Lakevold be appointed as alternate secretaries.
(Carried)

**ADMINISTRATION
BUILDING**

22/278. 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**

22/279. Moved by Cr. Vetter 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**

22/280. Moved by Cr. Kozlinski to appoint Cr. Almberg, Cr. Kozlinski, and Cr Vetter to the West Fire Committee for a term of one (1) year.
(Carried)

**AIRPORT
COMMITTEE**

22/281. 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

22/282. Moved by Cr. Almberg 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

22/283. Moved by Cr. Olson 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

22/285. Moved by Cr. Vetter 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

22/286. 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

22/287. Moved by Cr. Vetter 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

22/288. 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

22/289. Moved by Cr. Motley 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

22/290. Moved by Cr. Kozlinski 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

22/291. 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)

ABSENT
9:30 A.M.

Wendy Trenergy Absent

GRAVEL COMMITTEE

22/292. Moved by Cr. Vetter 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

22/293. Moved by Cr. Motley 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

22/294. Moved by Cr. Vetter 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	22/295. 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	22/296. 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	22/297. 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 PLANNING COMMITTEE	22/298. Moved by Cr. Olson 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	22/299. Moved by Cr. Vetter to appoint Cr. Murray and Cr. Olson and Civilian Members Myron Ganser and Lori Schreck to the Provost Medical Centre Governance Board for a term of one (1) year (Carried)
SOIL CONSERVATION/ LAND RECLAMATION OFFICERS & WEED CONTROL INSPECTORS	22/300. Moved by Cr. Vetter that Brian Carter, and Caitlin Wolf and Lisa Stang be appointed as Soil Conservation/Land Reclamation Officers for a term of one (1) year (Carried) 22/301. Moved by Cr. Vetter and that Brian Carter, Caitlin Wolf, Michelle Holte, and Lisa Stang be appointed as Weed Control Inspectors for a term of one (1) year. (Carried)
FIRE PERMITS	22/302. Moved by Cr. Almberg 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	22/303. Moved by Cr. Almberg 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. Murray, Cr. Vetter, and Cr. Almberg to the Emergency Management Committee for a term of one (1) year. (Carried)
SUBDIVISION AND DEVELOPMENT APPEAL BOARD APPOINTMENTS	22/304. Moved by Cr. Kozlinski to appoint Terry Lee Degenhardt and Owen Almberg for a term of three (2) 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 SECRETARIES	22/305. Moved by Cr. Motley that that Council appoint Lauren Grosky-Ford as Secretary on a primary basis and to appoint himself and his Executive Assistant, Julianna Lakevold, as alternate Secretaries. (Carried)

**AGRICULTURAL
SERVICE BOARD &
SECRETARY**

22/306. Moved by Cr. Vetter 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**

22/307. Moved by Cr. Vetter that Cr. Almberg, Cr. Angeltvedt, 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**

22/308. Moved by Cr. Vetter to appoint Administrator Tyler Lawrason as Secretary of the Weed Control Act Appeal Board Committee for a term of one (1) year. (Carried)

**M.D. #52 LIBRARY
BOARD COUNCIL
MEMBER**

22/309. Moved by Cr. Murray that Cr. Motley be appointed to the M.D. #52 Library Board for a term of one (1) year. (Carried)

BANKING BUSINESS

22/310. Moved by Cr. Kozlinski that the banking business remain with ATB Financial for 2023 with the exception of investments being let to the discretion of the Administrator/Finance Officer. (Carried)

**TAX RECOVERY SALE
DATE**

22/311. Moved by Cr. Vetter to set a tax recovery sale date for Thursday, October 12th, 2023. (Carried)

**LAND USE BYLAW
AMENDMENT RATE**

22/312. Moved by Cr. Almberg to set the Land Use Bylaw Amendment fee at \$375.00 per application. (Carried)

**INTEREST RATES,
NSF CHEQUES**

22/313. 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

22/314. 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**

22/315. Moved by Cr. Kozlinski to set the fee for Certificate of Compliance letters at \$25.00. (Carried)

TAX CERTIFICATES

22/316. Moved by Cr. Kozlinski to set the fee for Tax Certificates at \$25.00. (Carried)

**2023 SHORNCLIFFE
LEASE RATES**

22/317. Moved by Cr. Vetter to set the 2023 lease rate for Shorncliffe Lake lots at \$6.00 per front foot per year. (Carried)

**2023 BOAT HOUSE
LEASE RATES**

22/318. Moved by Cr. Angeltvedt that the 2023 lease rate for the boat house leases at Shorncliffe Lake be set at \$6.00 per front foot per year. (Carried)

**2023 PROVOST
AIRPORT LEASE
RATES**

22/319. Moved by Cr. Kozlinski to set the 2023 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**

22/320. Moved by Cr. Almberg 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)

A discussion relative to utility rates ensued.

**UTILITY
RATES**

22/321. 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**

22/322. Moved by Cr. Angeltvedt to set Machinery, Equipment and Trucking rates for 2023 in accordance with the 2022 Alberta Roadbuilders and Heavy Construction Association Rental Rates Guide and Membership Roster. (Carried)

**ABSENT
9:58 A.M.**

Cr. Vetter declared a pecuniary interest, related to owning a gravel pit, and left the meeting.

**PRESENT
10:03 A.M.**

Marty Biro, Len Fossen Present

**PRESENT
10:04 A.M.**

Caitlin Wolf Present

**GRAVEL ROYALTY
RATES**

22/323. Moved by Cr. Angeltvedt that the 2023 gravel royalty rate be set at \$3.25 per cubic yard. (Carried)

**PRESENT
10:04 A.M.**

Cr. Vetter present.

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

Cr. Kozlinski absent.

**PRESENT
10:14 A.M.**

Cr. Kozlinski present.

A discussion relative to baseline disturbance compensation rates ensued.

**COMPENSATION
RATES**

22/324. Moved by Cr. Angeltvedt to set the compensation rates as follows:

- Baseline disturbance compensation rate for all areas subject to backslowing, 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 - \$800.00 per acre; canola at \$1000 per acre; corn at \$900.00 per acre; peas at \$700.00 per acre; green lentils at \$950.00; pedigreed seed at 1.5 times and hayfields and native grass older than 5 years at \$350.00 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 \$450 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)

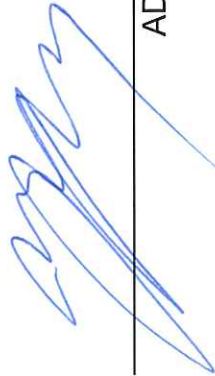
ADJOURN
10:28 A.M.

22/324.
Meeting.

Moved by Cr. Murray to adjourn the Organizational
(Carried)



REEVE



ADMINISTRATOR