

REGULAR MEETING OF COUNCIL, THURSDAY, NOVEMBER 24, 2022

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, November 24, 2022 and was called to order by Reeve Murray at 9:00 a.m.

TO ORDER AT  
9:00 A.M.

**PRESENT**

Present: Councillors L. Almborg, M.R. Angeltvedt, L. D. Kozlinski, D.L. Motley, A.G. Murray, and G. Vetter.

PRESENT

Also Present:

Administrator Tyler Lawrason  
Lauren Grosky-Ford, Director of Legislative Services  
Julianna Lakevold, Executive Assistant to the CAO  
Len Fossen, Operations Manager  
Marty Biro, Operations Manager

ALSO  
PRESENT

Absent: Councillor B.N. Olson

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix “A”
- Weekly Grader Activity Reports
- November 13-19, 2022

**4. ADMINISTRATION**

- A. Financial Statement
  - Project Costing to November 22, 2022
  - Tax Ageing Report
- C. Administration Personnel
  - Administrator Notes
  - Fines Distribution

**7. NEW BUSINESS**

**DECISION ITEMS**

- Cab & Chassis Truck Tender (Gas)
- Cab & Chassis Truck Tender (Diesel)
- Row Crop Tractor Tender
- Highway Plow Truck Tender
- Belly Dump Trailer Tender

**APPENDIX “B”**

**8. BYLAWS**

- Draft Bylaw No. 2313

**10. COMMITTEE REPORTS**

- 3) Shorncliffe Lake Association

- November 1, 2022 Meeting Minutes

**12. MUNICIPAL PLANNING COMMISSION**

- Subdivision Application No. 55/375- SE-10-43-09-W4- (Lori Morrison)
- Subdivision Application No. 55/376- NW-34-40-8-W4- (Rebecca & Jeffrey Holte)

AGENDA

22/339. Moved by Cr. Vetter to accept the agenda with additions as presented. (Carried)

AM  


APPENDIX "A" –  
PUBLIC WORKS  
REPORT

Appendix "A" – Public Works Report

Marty Biro presented the LiDAR data for the proposed Tier 1 Gravel Road Rehabilitation Program. A discussed ensued thereafter.

ABSENT  
9:43 A.M.

Cr. Motley absent.

PRESENT  
9:45 A.M.

Cr. Motley present.

A discussion relative to the slate of tenders on the agenda ensued.

ABSENT  
10:03 A.M.

Brandt Eldering, Mike Ewanchuk, and Len Fossen absent.

MINUTES  
REGULAR MEETING

22/340. Moved by Cr. Angelitved to approve the minutes of the October 27, 2022 Regular Meeting as presented. (Carried)

MINUTES  
ORGANIZATIONAL  
MEETING

22/341. Moved by Cr. Almberg to approve the minutes of the October 27, 2022 Organizational Meeting as presented. (Carried)

BANK  
RECONCILIATION  
STATEMENT TO  
OCT. 31, 2022

22/342. Moved by Cr. Vetter to accept the Bank Reconciliation Statement to October 31, 2022 as presented. (Carried)

ABSENT  
10:04 A.M.

Marty Biro absent.

PRESENT  
10:04 A.M.

Wendy Trenergy, Finance Officer present.

BALANCE SHEET TO  
OCT. 31, 2022

22/343. Moved by Cr. Angelitved to accept the Balance Sheet to October 31, 2022 as presented. (Carried)

STATEMENT OF  
ACCUMULATED  
SURPLUS TO  
OCT. 31, 2022

22/344. Moved by Cr. Vetter to accept the Statement of Accumulated Surplus to October 31, 2022 as presented. (Carried)

PROJECT COSTING  
REPORT TO  
NOV. 22, 2022

22/345. Moved by Cr. Almberg to accept the Project Costing Report to November 22, 2022 as presented. (Carried)

The 2022 Tax Ageing Report was reviewed.

ABSENT  
10:19 A.M.

Lauren Grosky-Ford absent.

PRESENT  
10:22 A.M.

Lauren Grosky-Ford present.

RECESS  
10:24 A.M.

Cr. Murray declared a 5-minute recess.

RECONVENE  
10:30 A.M.

Cr. Murray reconvened the meeting.

AM  
[Signature]

Glenda Farnden with STARS gave a presentation regarding STARS as a charitable air medical service organization and its presence within the M.D. of Provost. Councillors posed a series of questions thereafter.

ABSENT  
10:42 A.M.

Julianna Lakevold absent.

PRESENT  
10:43 A.M.

Julianna Lakevold present.

ABSENT  
11:01 A.M.

Cr. Almberg absent.

PRESENT  
11:03 A.M.

Cr. Almberg present.

ABSENT  
11:06 A.M.

Cr. Motley absent.

ABSENT  
11:07 A.M.

Tyler Lawrason absent.

PRESENT  
11:08 A.M.

Cr. Motley present.

ABSENT  
11:09 A.M.

Tyler Lawrason present.

ABSENT  
11:19 A.M.

Glenda Farnden absent.

ADMINISTRATOR'S  
NOTES

The Administrator's Notes were reviewed.

RECESS  
11:55 A.M.

Cr. Murray recessed the meeting for dinner.

CALL TO ORDER  
1:00 P.M.

Cr. Murray called the Regular Meeting to order.

ABSENT  
1:00 P.M.

Absent: Councillors B.N. Olson and G. Vetter.

ADMINISTRATOR'S  
NOTES

The Administrator's Notes were reviewed.

DEPARTMENT HEAD  
REPORTS

The following Department Head Reports were reviewed:

- ASB Fieldman Report
- Utilities Officer Report
- Development Officer Report
- Asst. Development Officer Report
- Safety Officers Report
- Peace Officer Report
- Fines Distribution



COUNCILLOR REMUNERATION CLAIMS	22/346. Moved by Cr. Motley to accept the Councillor Remuneration Claims from September to November, 2022 as presented with an amendment to the RMA Conference portion which would adjust each Councillor's claim from 3 days to 4 days. (Carried)
ROAD CONSTRUCTION COMPENSATION RATES	22/347. Moved by Cr. Angeltvedt to assign the 2023 rates of compensation for road construction retroactively to 2022 road construction projects. (Carried)
2023 CAPT AYRE AND SHORNCLIFFE LAKE CAPITAL BUDGETS	22/348. Moved by Cr. Kozlinski to approve the 2023 Cap't Ayre and Shorncliffe Lake capital budgets as presented. (Carried)
DOCTOR RECRUITMENT AND RETENTION RESERVE	22/349. Moved by Cr. Angeltvedt to allocate \$25,000 to a reserve for the purposes of doctor retention and recruitment as presented. (Carried)
PRESENT 1:27 P.M.	Cr. Vetter present.
2023 TIER 1 ROAD PROGRAM	22/350. Moved by Cr. Angeltvedt to ratify the proposed 2023-2028 Tier 1 Road Program as presented. (Carried)
2022 CAB & CHASSIS (GAS) TENDER	22/351. Moved by Cr. Kozlinski to accept the tender received from Courtesy Chrysler for a 2023 5500 Crew Cab & Chassis for a total of \$80,217.56, as per their submission. (Carried)
2022 CAB & CHASSIS (DIESEL) TENDER	22/352. Moved by Cr. Almberg to accept the tender received from Courtesy Chrysler for a 2023 5500 Crew Cab & Chassis for a total of \$88,776.82, as per their submission. (Carried)
2022 ROW CROP TENDER	22/353. Moved by Cr. Angeltvedt to accept the tender received from Future Ag for a 2022 Case IH Maxxum 150 for a total of \$178,000, as per their submission. (Carried)
2022 PLOW TRUCK TENDER	22/354. Moved by Cr. Kozlinski to accept the tender received from First Truck for a 2024 Western Star 49x for a total of \$444,933.56, as per their submission. (Carried)
2022 BELLY DUMP TRAILER TENDER	22/355. Moved by Cr. Vetter to accept the tender received from Gerry's Trailers for a 2024 Cross Country Crossgate – 3808BCG for a total of \$98,692.65 and to accept the tender received from Summit for an Advantage Crossgate (Big Mouth) for a total of \$103,635.00 as per their submissions. (Carried)
CLOSE MEETING TO THE PUBLIC S. 17 & 19 F.O.I.P.P. ACT 1:32 P.M.	22/356. Moved by Cr. Murray to close the meeting to the public in accordance with Sections 17 and 19 of the F.O.I.P.P. Act to discuss a personnel issue. (Carried)
ABSENT 1:32 P.M.	Julianna Lakevold absent.
OPEN MEETING TO THE PUBLIC 2:22 P.M.	22/357. Moved by Cr. Murray to open the meeting to the public. (Carried)

PRESENT  
2:22 P.M.

Lauren Grosky-Ford and Julianna Lakevold present.

PERFORMANCE  
EVALUATION –  
EXECUTIVE  
ASSISTANT TO THE  
CAO

22/358. Moved by Cr. Angeltvedt to accept the performance evaluation and attendant recommendations as presented for the Executive Assistant to the C.A.O. (Carried)

ABSENT  
2:24 P.M.

Cr. Motley absent.

PRESENT  
2:26 P.M.

Cr. Motley present.

A discussion relative to the upcoming Provost & District Regional Recreation Board meeting ensued.

APPENDIX "B"

A discussion relative to the 2022 Fall RMA Convention ensued.

BYLAW 2312 –  
CEMETERIES BYLAW

22/359. Moved by Cr. Motley to accept Appendix "B" according to the recommendations of the Development Officer. (Carried)

22/360. Moved by Cr. Kozlinski that Bylaw No. 2312 known as the Cemeteries Bylaw be given first reading. (Carried)

22/361. Moved by Cr. Almberg that Bylaw No. 2312 be given second reading. (Carried)

22/362. Moved by Cr. Angeltvedt that Bylaw No. 2312 be presented for third reading. (Carried)

22/363. Moved by Cr. Vetter that Bylaw No. 2312 be given third reading. (Carried Unanimously)

BYLAW 2313 –  
COUNCILLOR CODE  
OF CONDUCT BYLAW

22/364. Moved by Cr. Almberg that Bylaw No. 2313 known as the Councillor Code of Conduct Bylaw be given first reading. (Carried)

22/365. Moved by Cr. Vetter that Bylaw No. 2313 be given second reading. (Carried)

APPENDIX "D"

22/366. Moved by Cr. Kozlinski that Bylaw No. 2313 be presented for third reading. (Failed)

COMMITTEE REPORTS

22/367. Moved by Cr. Motley to accept the accounts as listed in Appendix "D" for information. (Carried)

COMMITTEE REPORTS

F.C.S.S.

Cr. Kozlinski and the Administrator offered a verbal supplement to the committee report.

Waste Management Authority  
Cr. Motley gave a verbal report for the committee.

Library Board  
Cr. Motley gave a verbal report for the committee.

Dr. Recruitment  
Cr. Murray gave a verbal report for the committee.

ADJOURN  
3:34 P.M.

22/368. Moved by Cr. Murray to adjourn the meeting. (Carried)

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
ADMINISTRATOR