

**REGULAR MEETING OF COUNCIL, THURSDAY, MAY 23, 2024**

**TO ORDER AT  
9:00 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, May 23, 2024, and was called to order by Reeve Murray at 9:00 a.m.

**PRESENT**

**PRESENT**

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

**ALSO  
PRESENT**

Also Present: Administrator Tyler Lawrason  
Carly Wilkes, Legislative Assistant  
Len Fossen, Operations Manager  
Marty Biro, Operations Manager

**ABSENT**

Absent: Councillor L.D. Kozlinski

**ADDITIONS/DELETIONS TO THE AGENDA  
2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix “A”
  - Gravel Reports
  - Weekly Grader Activity Reports  
May 12-18, 2024

**4. ADMINISTRATION**

- C. Administration Personnel
  - Administrator Notes

**7. NEW BUSINESS  
REMUNERATION CLAIMS**

- Division 2
  - Division 6
  - Division 7
- DECISION ITEMS**
- 2024 Equipment Disposal Tender
  - Pest and Weed Inspector Appointments

**11. CORRESPONDENCE**

- Letter Re: ABO Wind Energy- Fox Meadows Wind Project
- Town/MD of Provost BBQ- June 14
- Town of Provost Golf Tournament- June 21
- Letter RE: Damien Kurek- Battle River- Crowfoot

**AGENDA**

24/124. Moved by Cr. Almberg to accept the agenda with additions as presented. (Carried)

**APPENDIX “A” –  
PUBLIC WORKS  
REPORT**

Appendix “A” – Public Works Report was reviewed.

**ABSENT  
9:17 A.M.**

Marty Biro and Len Fossen absent.

**MINUTES  
REGULAR MEETING**

24/125. Moved by Cr. Olson to approve the minutes of the May 9, 2024 Regular Meeting as presented. (Carried)



STATEMENT OF ACCUMULATED SURPLUS TO MARCH 31, 2024

24/126. Moved by Cr. Vetter to accept the Statement of Accumulated Surplus to March 31, 2024 as presented. (Carried)

STATEMENT OF ACCUMULATED SURPLUS TO APRIL 30, 2024

24/127. Moved by Cr. Angelthvedt to accept the Statement of Accumulated Surplus to April 30, 2024 as presented. (Carried)

BALANCE SHEET TO APRIL 30, 2024

24/128. Moved by Cr. Almberg to accept the Balance Sheet to April 30, 2024 as presented. (Carried)

ADMINISTRATOR'S NOTES

The Administrator's Notes were reviewed.

DEPARTMENT HEAD REPORTS

The following Department Head Reports were reviewed:

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

COUNCILLOR REMUNERATION CLAIMS

24/129. Moved by Cr. Almberg to approve the Councillor Remuneration Claims from April to May 2024. (Carried)

PUBLIC HEARING SCHEDULING

24/130. Moved by Cr. Motley to set the public hearing date for Bylaw 2323 and 2324 for June 13<sup>th</sup>, 2024, at 10:30 a.m. (Carried)

2024 DISPOSAL EQUIPMENT TENDER

24/131. Moved by Cr. Angelthvedt to accept staff recommendations and accept the high bids for the 2024 Equipment Disposal Tender as presented. (Carried)

ABSENT 9:59 A.M.

Tyler Lawrason absent.

PRESENT 10:01 A.M.

Tyler Lawrason present.

WEED INSPECTOR APPOINTMENTS

24/132. Moved by Cr. Vetter to appoint Austin Klein, Ashton Penman, Jill de Koning, and McKenna Brouwer as weed inspectors under the *Weed Control Act*. (Carried)

PEST INSPECTOR APPOINTMENTS

24/133. Moved by Cr. Vetter to appoint Austin Klein, Ashton Penman, Jill de Koning, and McKenna Brouwer as pest inspectors under the *Agricultural Pests Act*. (Carried)

CLOSE MEETING TO PUBLIC S. 17 & S. 19 F.O.I.P.P. ACT 10:02 A.M.

24/134. Moved by Cr. Murray to close the meeting to the public in accordance with Section 17 and Section 19 of the F.O.I.P.P. Act to discuss a personnel issue. (Carried)

ABSENT 10:02 A.M.

Carly Wilkes absent.





ABSENT  
10:13 A.M.

Tyler Lawrason absent.

PRESENT  
10:36 A.M.

Tyler Lawrason present.

PRESENT  
10:47 A.M.

Carly Wilkes present.

OPEN MEETING TO  
THE PUBLIC  
10:47 A.M.

24/135. Moved by Cr. Murray to open the meeting to the public.  
(Carried)

INVENTORY AND  
PROCUREMENT  
CONTROL OFFICER  
STAFF PERFORMANCE  
EVALUATION

24/136. Moved by Cr. Murray to accept the performance  
evaluation and attendant recommendations as presented for the  
Inventory and Procurement Control Officer. (Carried)

CHIEF  
ADMINISTRATIVE  
OFFICER STAFF  
PERFORMANCE  
EVALUATION

24/137. Moved by Cr. Murray to acknowledge the performance  
evaluation for the Chief Administrative Officer and award a 3%  
salary increase. (Carried)

APPENDIX "B"

24/138. Moved by Cr. Vetter to accept Appendix "B" according  
to the recommendations of the Development Officer. (Carried)

ABSENT  
10:48 A.M.

Carly Wilkes absent

PRESENT  
10:50 A.M.

Carly Wilkes and Wendy Trenerry, Finance Officer, present.

ABSENT  
10:53 A.M.

Carly Wilkes absent.

PRESENT  
10:55 A.M.

Carly Wilkes present.

BYLAW NO. 2325  
2024 MILL RATE  
BYLAW

24/139. Moved by Cr. Angelvedt that Bylaw No. 2325 known  
as the 2024 Mill Rate Bylaw be given first reading. (Carried)

24/140. Moved by Cr. Vetter that Bylaw No. 2325 be given  
second reading. (Carried)

24/141. Moved by Cr. Almberg that Bylaw No. 2325 be  
presented for third reading. (Car.Un.)

24/142. Moved by Cr. Olson that Bylaw No. 2325 be given third  
reading. (Carried)

ABSENT  
10:56 A.M.

Wendy Trenerry absent.

APPENDIX "D"

24/143. Moved by Cr. Angelvedt to accept the accounts as  
listed on Appendix "D" for information. (Carried)



COMMITTEE REPORTS

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Shorncliffe Lake Association  
Cr. Vetter and the Administrator provided a verbal update for the committee.

Capt Ayre Lake Association  
Cr. Almberg and the Administrator provided a verbal update for the committee.

West Fire  
The Administrator provided a verbal update for the committee.

East Fire  
The Administrator provided a verbal update for the committee.

Hillcrest Lodge  
Cr. Motley provided a verbal update for the committee.

Waste Management Authority  
The Administrator provided a verbal update for the committee.

Library Board  
Cr. Motley provided a verbal update for the committee.

Airport  
The Administrator provided a verbal update for the committee.

Provost Medical Clinic Governance Board  
The Administrator provided a verbal update for the committee.

24/144. Moved by Cr. Murray to adjourn the meeting. (Carried)

ADJOURN  
11:17 A.M.

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
ADMINISTRATOR