

REGULAR MEETING OF COUNCIL, THURSDAY, JANUARY 12TH, 2017

**TO ORDER AT
9:01 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, January 12th 2017 and was called to order by Reeve Murray at 9:01 a.m.

PRESENT

PRESENT

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

**ALSO
PRESENT**

Also Present: Administrator Tyler Lawrason
Irvin Bethge, Special Projects Coordinator
Len Fossen, Operations Manager
Marty Biro, Operations Manager
Raina Laye, P.W. Administrative Assistant

ABSENT

Absent: Cr. L. D. Kozlinski

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Public Works Report
- Grader Activity Reports
 - January 2nd, 2017 to January 8th, 2017

4. ADMINISTRATION

- C. Administration Personnel
 - Administrator's Notes
 - Development/Utilities Officer Report
 - Utilities Officer Report
 - Assistant Development Officer Report
 - Safety Officer Report
 - Peace Officer Report
 - November 2016
 - December 2016
 - 2016 Year End Report
 - Fines Distribution
 - November 2016
 - December 2016

7. NEW BUSINESS

COUNCIL REMUNERATION

- Division 1
- Division 2
- Division 3
- Division 5
- Division 6

DECISION ITEMS

- West Fire Policy

APPENDIX "B"

11. CORRESPONDENCE

- Battle River Power Coop Newsletter
- Village of Hughenden January 2017 Newsletter
- District 5 Meeting – Friday January 13th, 2017

- AGENDA** 17/01. Moved by Cr. Wolfe to accept the agenda with additions as presented.
(Carried)
- APPENDIX "A"**
Appendix "A" – Public Works Report was reviewed.

A discussion relative to a proposed fifth wheel trailer ensued.

A discussion relative to the proposed stabilization and chip seal program ensued.
- PRESENT**
9:25 A.M.

Cr. Kozlinski present.
- ABSENT**
9:26 A.M.

Irvin Bethge, Len Fossen, Marty Biro and Raina Laye absent.
- MINUTES**
REGULAR
MEETING 17/02. Moved by Cr. Kozlinski to accept the minutes of the December 8th, 2016 Regular Meeting. (Carried)
- MINUTES**
M.P.C.
MEETING 17/03. Moved by Cr. Wolfe to accept the minutes of the December 8th, 2017 M.P.C. Meeting. (Carried)
- BANK**
RECONCILIATION
STATEMENT 17/04. Moved by Cr. Tripp to accept the Bank Reconciliation Statement to December 31st, 2016. (Carried)
- PROJECTS**
REPORT 17/05. Moved by Cr. Wolfe to accept the Projects Report to November 30th, 2016. (Carried)
- ADMINISTRATOR'S**
NOTES

The Administrator's Notes were reviewed.
- DEPARTMENT**
HEAD
REPORTS

The following Department Head Reports were reviewed:
- Agricultural Fieldman Report
 - Development/Utilities Officer Report
 - Utilities Officer Report
 - Assistant Development Officer Report
 - Safety Officer Report
 - Peace Officer Report
 - November 2016
 - December 2016
 - 2016 Year End Report
 - Fines Distribution
 - November 2016
 - December 2016
- REMUNERATION**
CLAIMS 17/06. Moved by Cr. Carson to accept the remuneration claims for September, October, November and December, 2016 as presented. (Carried)
- 2017 – 2020**
STABILIZATION
AND CHIPSEAL
PROGRAM 17/07. Moved by Cr. Motley to accept the 2017 – 2020 Stabilization and Chipseal program as presented. (Carried)

**CANCEL
JANUARY 26, 2017
MEETING**

17/08. Moved by Cr. Wolfe to cancel the January 26th, 2017 Regular Meeting of Council. (Carried)

**ACCEPT
QUOTE
GOOSENECK
TRAILER**

17/09. Moved by Cr. Motley to accept a quote from Double A Trailers in the amount of \$28,525.00 plus G.S.T. for a 30-foot full tilt tandem gooseneck trailer as quoted. (Carried)

**RATIFY
WEST FIRE
POLICIES**

17/10. Moved by Cr. Tripp to accept the ratify the West Fire policies as presented and recommended by the West Fire and Rescue Council.

**10:03 A.M.
GO IN CAMERA**

(Carried)

**10:35 A.M.
COME OUT OF
IN CAMERA**

17/11. Moved by Cr. Murray to go in camera to discuss personnel issues. (Carried)

**PRESENT
10:35 A.M.**

17/12. Moved by Cr. Murray to come out of in camera. (Carried)

**ABSENT
11:09 A.M.**

Provost R.C.M.P. - Sgt. Viers and Constable Pettinger present.

**11:09 A.M.
GO IN CAMERA**

A presentation on community policing statistics and initiatives ensued.

Sgt. Viers and Constable Pettinger absent.

**11:25 A.M.
COME OUT OF
IN CAMERA**

17/13. Moved by Cr. Murray to go in camera to discuss personnel issues. (Carried)

**PERFORMANCE
EVALUATION
P.W. ADMIN. ASST.**

17/14. Moved by Cr. Murray to come out of in camera. (Carried)

APPENDIX "B"

APPENDIX "D"

17/15. Moved by Cr. Murray to accept the performance evaluation of the Public Works Administrative Assistant and attendant staff recommendations. (Carried)

**COMMITTEE
REPORTS**

17/16. Moved by Cr. Carson to approve Appendix "B" according to the recommendations of the Development Officer. (Carried)

17/17. Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Carried)

COMMITTEE REPORTS

F.C.S.S.

The December 13th, 2016 Regular Meeting minutes were reviewed as was the 2017 Municipal Grants report.

Provost & District Regional Recreation Board

The December 8th, 2016 Regular Meeting minutes were reviewed.

West Recreation Committee

The December 7th, 2016 Organizational Meeting and Regular Meeting minutes were reviewed. The 2017 Allocations were discussed.

Provost Fire Department

The November 2016 and December 2016 Fire Reports were reviewed.

Cadogan Fire Department

The November 2016 Fire Reports and a letter of appreciation to the Cadogan Fire Department were reviewed.

West End Fire Departments

The November and December 2016 Fire Reports were reviewed. The minutes of the November 23rd, 2016 Organizational Meeting and Regular Meeting were reviewed.

Hillcrest Lodge

The December 6th, 2016 Regular Meeting minutes were reviewed. Cr. Motley gave a verbal update to the Hillcrest report.

Waste Management Authority

The November 28th, 2016 Organizational and Regular Meeting minutes were reviewed. The December 3rd, 2016 Safety Meeting minutes were reviewed.

Library Board

Cr. Kozlinski gave a verbal update to the Library Board report. A discussion ensued.

ADJOURN
11:47 A.M.

Provost & District Health Services Foundation

The November 24th, 2016 Organizational and Regular Meeting minutes were reviewed.

Provost Cooperative Seed Cleaning Plant

Cr. Tripp gave a verbal update to the Seed Cleaning Plant report. A discussion ensued.

17/18. Moved by Cr. Murray to adjourn.
(Carried)

ADMINISTRATOR