

REGULAR MEETING OF COUNCIL , THURSDAY, OCTOBER 27TH, 2016

**TO ORDER AT
10:23 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, October 27th, 2016 and was called to order by Reeve Murray at 10:23 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

ABSENT

Absent: Cr. L. D. Kozlinski

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS

- Public Works Report
- Grader Activity Reports
- October 17th, 2016 to October 22nd, 2016

4. ADMINISTRATION

- C. Administration Personnel
- Administrator's Notes

7. NEW BUSINESS

COUNCIL REMUNERATION

- Division 2
- Division 3
- Division 4
- Division 5
- Division 7

DECISION ITEMS

- Approach Consent Fee Waiver
- Tier 1 Water Access Compensation
- Performance Evaluation – Finance Officer

APPENDIX "B"

10. COMMITTEE REPORTS

- 3) Provost & District Regional Recreation Board
 - April 14th, 2016 Minutes
 - June 16th, 2016 Minutes
 - September 9th, 2016 Minutes
 - October 13th, 2016 Minutes

- 8) Hillcrest Lodge
 - October 17th, 2016 Minutes

11. CORRESPONDENCE

- Natural Gas Co-op – Leased Lot – S.E. 7-39-2-W4M
- Battle River REA Newsletter

AGENDA

16/336. Moved by Cr. Wolfe to accept the agenda with additions as presented. (Car. Un.)

**MINUTES
REGULAR
MEETING** 16/337. Moved by Cr. Charlton to accept the minutes of the
October 13th, 2016 Regular Meeting as presented. (Car. Un.)

**MINUTES
M.P.C.
MEETING** 16/338. Moved by Cr. Wolfe to accept the minutes of the October
13th, 2016 M.P.C. Meeting as presented. (Car. Un.)

**ADMINISTRATOR'S
NOTES** The Administrator's Notes were reviewed.

**ABSENT
10:38 A.M.** Cr. Charlton absent.

**PRESENT
10:40 A.M.** Cr. Charlton present.

A discussion relative to tax receivables and liability ensued.

**BANK
RECONCILIATION
STATEMENT** 16/339. Moved by Cr. Wolfe to accept the Bank Reconciliation
Statement to September 30th, 2016. (Car. Un.)

**PROJECTS
REPORT** 16/340. Moved by Cr. Carson to accept the Projects Report to
August 31st, 2016. (Car. Un.)

**PRESENT
10:47 A.M.** Irvin Bethge, Special Projects Coordinator, Len Fossen, Operations
Manager, Marty Biro, Operations Manager, Lucas Vetter, Mechanic and
Raina Laye, P.W. Administrative Assistant present.

**APPENDIX "A"
PUBLIC WORKS
REPORT** Appendix "A" – Public Works Report was reviewed.

A discussion relative to stockpiling and winter gravelling ensued.

A discussion relative to Finning warranty performance ensued.

A discussion relative to full time operator positions ensued.

Cr. Motley posed a question relative to planned construction projects for
2017. A discussion ensued.

**ABSENT
11:04 A.M.** Cr. Wolfe absent.

**PRESENT
11:07 A.M.** Cr. Wolfe present.

A discussion relative to drainage in a Division 2 ditch ensued.

A discussion relative to public works acquisition and disposal ensued.

ABSENT
11:46 A.M.

Irvin Bethge, Special Projects Coordinator, Len Fossen, Operations Manager, Marty Biro, Operations Manager, Lucas Vetter, Mechanic and Raina Laye, P.W. Administrative Assistant absent.

ABSENT
11:47 A.M.

Cr. Motley absent.

**COUNCILLOR
REMUNERATION
CLAIMS**

16/341. Moved by Cr. Tripp to accept the Councillor remuneration claims as presented with one amendment. (Car. Un.)

PRESENT
10:48 A.M.

Cr. Motley present.

**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

Fines Distribution to September 30th, 2016.

**CAPITAL
PURCHASES
LIST**

16/342. Moved by Cr. Wolfe to approve the 2017 Public Works capital purchases list as amended. (Car. Un.)

**WAIVE
APPROACH
FEE**

16/343. Moved by Cr. Motley to waive the fee on the approach consent request on the N.E. 29-40-7-W4M. (Car. Un.)

**COMPENSATION
FOR WATER**

16/344. Moved by Cr. Wolfe to compensate the applicable landowners, as noted, in the amount of \$2,500.00 for access to water compensation for construction projects in 2016. (Car. Un.)

**11:55 A.M.
GO IN CAMERA**

16/345. Moved by Cr. Murray to go in camera to discuss personnel issues. (Car. Un.)

PRESENT
11:58 A.M.

Cr. Kozlinski present.

**12:08 P.M.
COME OUT OF
IN CAMERA**

16/346. Moved by Cr. Murray to come out of in camera. (Car. Un.)

**PERFORMANCE
EVALUATION
FINANCE
OFFICER**

16/347. Moved by Cr. Murray to accept performance evaluation of the Finance Officer and attendant staff recommendations. (Car. Un.)

A discussion relative to the recent Council road tour ensued.

APPENDIX "B"

16/348. Moved by Cr. Motley to approve Appendix "B" according to the recommendations of the Development Officer. (Car. Un.)

**BYLAW
NO. 2261**

16/349. Moved by Cr. Carson that Bylaw No. 2261 to impose fees for issuing permits for overweight and over dimensional commercial vehicles on highways under the direction, control and management of the M.D. of Provost No. 52 be given first reading. (Car. Un.)

16/350. Moved by Cr. Tripp that Bylaw No. 2261 be given second reading. (Car. Un.)

16/351. Moved by Cr. Kozlinski that Bylaw No. 2261 be presented for third reading. (Car. Un.)

16/352. Moved by Cr. Wolfe that Bylaw No. 2261 be given third and final reading. (Car. Un.)

APPENDIX "D"

16/353. Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

**COMMITTEE
REPORTS**

COMMITTEE REPORTS

Provost & District Regional Recreation Board

The minutes of the April 14th, 2016, June 16th, 2016, September 9th, 2016 and October 13th, 2016 meeting were reviewed.

Provost Fire Department

The September 2016 Fire Report was reviewed.

Cadogan Fire Department

The September 2016 Fire Report was reviewed.

Cr. Wolfe gave a verbal update to the East Fire Report.

Joint M.D./Town Fire Committee

The minutes of the October 12th, 2016 meeting were reviewed.

Hillcrest Lodge

The minutes of the October 17th, 2016 meeting were reviewed.

Cr. Motley gave a verbal update to the Hillcrest report.

Library Board

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

Provost Cooperative Seed Cleaning Plant

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

ADJOURN
12:26 P.M.

16/354.

Moved by Cr. Murray to adjourn.

(Car. Un.)

REEVE

ADMINISTRATOR