

**REGULAR MEETING OF COUNCIL, THURSDAY, APRIL 9<sup>TH</sup>, 2020**

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, and was called to order by Reeve Murray at 9:01 a.m.

TO ORDER AT  
9:01 A.M.

**PRESENT**

PRESENT

Present: Councillors D. Carson, R. N. Charlton (via teleconference), L. D. Kozlinski, D.L. Motley, A.G. Murray, R. R. Rustad and B. R. Tripp.

ALSO  
PRESENT

Also Present: Administrator Tyler Lawrason  
Lauren Grosky, Director of Legislative Services  
Irvin Bethge, Special Projects Coordinator  
(via teleconference)  
Len Fossen, Operations Manager  
(via teleconference)  
Marty Biro, Operations Manager  
(via teleconference)

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix "A"
- Weekly Grader Activity Reports
- March 30<sup>th</sup>, 2020 to April 5<sup>th</sup>, 2020

**4. ADMINISTRATION**

- Administrator Notes

**7. NEW BUSINESS**

- DECISION ITEMS
- 2020 Seal Coat Tender
- APPENDIX "B"

**9. ACCOUNTS**

- Appendix "D"

**10. COMMITTEE REPORTS**

- 5) Capt. Ayre Lake Association
- New Gazebo AEP Approval

**11. CORRESPONDENCE**

- Municipal Affairs – March 29<sup>th</sup>, 2020 Town Hall Transcript
- Village of Hughenden – April 2020 Newsletter
- RMA – April 9<sup>th</sup>, 2020 Member Virtual Meeting
- Dr. Erasmus Letter of Support
- Government of Canada – COVID-19 Pamphlet

Reeve Murray outlined the E-Meeting Governance Process to those attending the meeting via teleconference.

APPENDIX "A" –  
PUBLIC WORKS  
REPORT

Appendix "A" – Public Works Report was reviewed.



A discussion relative to the 2020 Seal Coat Tender ensued.

ABSENT  
9:10 A.M.

Irvin Bethge, Len Fossen, and Marty Biro absent.

AGENDA

20/92. Moved by Cr. Kozlinski to accept the agenda with additions as presented. (Carried)

MINUTES  
REGULAR MEETING

20/93. Moved by Cr. Tripp to accept the minutes of the March 12<sup>th</sup>, 2020 Regular Meeting as presented. (Carried)

STATEMENT OF  
ACCUMULATED  
SURPLUS TO  
FEBRUARY 29<sup>TH</sup>, 2020

20/94. Moved by Cr. Tripp to accept the Statement of Accumulated Surplus to February 29<sup>th</sup>, 2020 as presented. (Carried)

PROJECT COSTING TO  
FEBRUARY 29<sup>TH</sup>, 2020

20/95. Moved by Cr. Kozlinski to accept the Project Costing to February 29<sup>th</sup>, 2020 as presented. (Carried)

BANK  
RECONCILIATION TO  
MARCH 31<sup>ST</sup>, 2020

20/96. Moved by Cr. Motley to accept the Bank Reconciliation Statement to March 31<sup>st</sup>, 2020 as presented. (Carried)

ADMINISTRATOR'S  
NOTES

The Administrator's Notes were reviewed.

A discussion relative to the 2020 Provost Medical Clinic RFP ensued.

A discussion relative to the Keystone XL pipeline construction ensued.

ABSENT  
9:41 A.M.

Tyler Lawrason absent.

PRESENT  
9:42 A.M.

Tyler Lawrason present.

DEPARTMENT HEAD  
REPORTS

The following Department Head Reports were reviewed:

- ASB Fieldman Report – Jessica Robley
- ASB Fieldman Report – Caitlin Wolf
- Development Officer Report
- Utilities Officer Report
- Asst. Development Officer Report
- Safety Officers Report
- Peace Officer Report
- Fines Distribution

REMUNERATION  
CLAIMS

20/97. Moved by Cr. Charlton to approve the remuneration claims from January to February, 2020 as presented. (Carried)

2020 MG30 TENDER

20/98. Moved by Cr. Motley to accept staff weighting and award the 2020 MG30 Tender to Kortech Calcium Services Ltd. as per their submission. (Carried)

ABSENT  
9:55 A.M.

Cr. Motley absent.

PRESENT  
9:56 A.M.

Cr. Motley present.

CANCEL MARCH 26<sup>TH</sup>,  
2020 REGULAR  
MEETING

20/99. Moved by Cr. Carson to retroactively cancel the March 26<sup>th</sup>, 2020 Regular Meeting of Council due to the public access restriction of the Municipal District of Provost's administrative facilities incited by the COVID-19 pandemic. (Carried)

PRIMARY HIGHWAY  
PEACE OFFICER  
ENFORCEMENT

20/100. Moved by Cr. Rustad to reject a change of appointment to the M.D. Community Peace Officer on request of the Alberta Government to perform enforcement on primary highways, as presented, and revisit the matter in six months' time. (Carried)

GIBSON/USD PIPE  
BRIDGE

20/101. Moved by Cr. Motley to authorize the construction of a pipe bridge across TWP 424 adjacent to the existing Rosyth transloader facility as presented. (Carried)

BUSINESS  
CONTINUITY PLAN  
FOR PANDEMIC

20/102. Moved by Cr. Carson to approve the Business Continuity Plan for Pandemic for the Municipal District of Provost No. 52 as presented. (Carried)

ELECTRONIC MEETING  
ADVERTISING  
REQUIREMENTS

20/103. Moved by Cr. Tripp to establish the advertisement requirements for electronic methods of accessing Regular Meetings of Council to be as follows:

- A notice posted on the Municipal District of Provost No. 52 official website; and
- A physical notice posted on the front door of the Municipal District of Provost No. 52 Administration Office located at 4504 – 53 Avenue Provost, Alberta.

MINOR HOCKEY  
SPONSORSHIP  
MODIFICATION

20/104. Moved by Cr. Kozlinski to deny a request from the Provincial Minor Hockey Team to retain the funds originally granted for the now cancelled 2020 Bantam Tier 1 Provincial Hockey Tournament banquet. (Carried)

ASSET MANAGEMENT  
POLICY

20/105. Moved by Cr. Rustad to adopt the Asset Management Policy as presented. (Carried)

2020 SEAL COAT  
TENDER

20/106. Moved by Cr. Motley to accept staff weighting and award the 2020 Seal Coat Tender to West-Can Seal Coating as per their submission. (Carried)

A discussion relative to the COVID-19 Response, Directives, and Timelines ensued.

A discussion relative to meeting process and scheduling ensued.

RECESS  
10:57 A.M.  
RECONVENE  
11:05 A.M.

Reeve Murray called a recess at 10:57 a.m. until 11:05 a.m.

PRESENT

Present: Councillors D. Carson, R. N. Charlton (via teleconference), L. D. Kozlinski, D.L. Motley, A.G. Murray, R. R. Rustad and B. R. Tripp.

ALSO PRESENT

Also Present: Administrator Tyler Lawrason  
Lauren Grosky, Director of Legislative Services  
Al Kemmere, President, Rural Municipalities of Alberta (via teleconference),  
Gerald Rhodes, Executive Director, Rural Municipalities of Alberta (via teleconference),  
Soren Odegard, District 5 Director, Rural Municipalities of Alberta (via teleconference),

A presentation was given by R.M.A. President Al Kemmere on the current situation of rural and provincial government regarding the current economic situation and the current public health emergency.

A discussion relative to rural healthcare provision and dissonance in doctors' time costing versus upper AHS management costing ensued.

A discussion relative to the challenge brought forth by the lack of engagement on the part of the UCP government before and after the COVID-19 pandemic ensued.

A discussion relative to municipal viability of smaller urban and rural municipalities due to the COVID-19 financial strain and the current economic crisis ensued.

ABSENT  
12:03 P.M.

Al Kemmere, Gerald Rhodes, and Soren Odegard absent.

APPENDIX "B"

20/107. Moved by Cr. Motley to approve Appendix "B" according to the recommendations of the Development Officer. (Carried)

BYLAW NO. 2298 –  
LAND USE BYLAW  
AMENDMENT  
S.E. 21-41-8-W4M  
FROM A.D. TO C.R.

20/108. Moved by Cr. Carson that Bylaw No. 2298 which would amend Bylaw NO. 2157, known as the Land Use Bylaw to rezone 4.558 hectares (11.262 acres) Pt. S.E. 21-41-8-W4M from Agriculture District (AD) to Country Residential (CR) be given first reading. (Car.Un.)

BYLAW NO. 2299 –  
ASSESSMENT REVIEW  
BOARD BYLAW

20/109. Moved by Cr. Motley that Bylaw No. 2299 known as the Assessment Review Board Bylaw be given first reading. (Car.Un.)

20/110. Moved by Cr. Carson that Bylaw No. 2299 be given second reading. (Car.Un.)

20/111. Moved by Cr. Tripp that Bylaw No. 2299 be presented for third reading. (Car.Un.)

20/112. Moved by Cr. Kozlinski that Bylaw No. 2299 be given third reading. (Car.Un.)

BYLAW NO. 2300 –  
DESIGNATED OFFICER  
BYLAW

20/113. Moved by Cr. Motley that Bylaw No. 2300 known as the Designated Officer Bylaw be given first reading. (Car.Un.)

20/114. Moved by Cr. Tripp that Bylaw No. 2300 be given second reading. (Car.Un.)

20/115. Moved by Cr. Kozlinski that Bylaw No. 2300 be presented for third reading. (Car.Un.)

20/116. Moved by Cr. Carson that Bylaw No. 2300 be given third reading. (Car.Un.)

APPENDIX "D"

20/117. Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Carried)

COMMITTEE REPORTS

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Shorncliffe Lake Association

Cr. Carson gave a verbal report on the Association.

West End Fire Department

Cr. Carson provided a verbal supplement to the Fire Reports.

Hillcrest Lodge

Cr. Motley provided a verbal report on the Lodge.

Library Board

Cr. Kozlinski provided a verbal supplement to the Board report.

Provost Cooperative Seed Cleaning Plant

Cr. Tripp provided a verbal report on the Plant.

Dr. Recruitment

Cr. Murray offered a verbal supplement to the Dr. Recruitment report.

A discussion relative to Doctor Recruitment ensued.

ADJOURN  
12:33 P.M.

20/118. Moved by Cr. Murray to adjourn. (Carried)



9137  
APRIL 9<sup>TH</sup>, 2020

*Allan Murray*  
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REEVE

*[Signature]*  
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ADMINISTRATOR