

**REGULAR MEETING OF COUNCIL , THURSDAY, JANUARY 27, 2011**

**TO ORDER AT  
8:56 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 27, 2011 and was called to order by Reeve Murray at 8:56 a.m.

**PRESENT**

**PRESENT**

Present: Councillors L.C. Kjos, R. S. Larson, D.L. Motley, A.G. Murray, J.D. Roworth and B. R. Tripp.

**ALSO  
PRESENT**

Also Present: Administrator Tyler Lawrason.  
Curtis Hughes, Public Works Director  
Irvin Bethge, Assistant Public Works Director

**ABSENT**

Absent: Cr. Carson

**ADDITIONS/DELETIONS TO THE AGENDA**

5. DELEGATIONS
  - 10:00 a.m. - Sgt. Vander Zwan
7. NEW BUSINESS  
DISCUSSION ITEMS
  - Economic Development
10. COMMITTEE REPORTS
  - 1) A.S.B.
    - Regular Meeting January 5, 2011
  - 10) Waste Management Authority
    - Regular Meeting January 20, 2011
  - 11) Library Board
    - Bylaws of the Provost Municipal Library
11. CORRESPONDENCE
  - Trail of the Buffalo
  - Village of Hughenden Newsletter
  - Alberta Utilities Commission – Notice of Hearing
  - Change Notification Scott Builders

**AGENDA**

- 11/9. Moved by Cr. Tripp to accept the agenda with additions.  
(Car. Un.)

**PUBLIC  
WORKS REPORT**

The Public Works Report - Appendix "A" - was reviewed.

A discussion on snowplowing ensued.

A discussion on winter gravelling ensued.

Cr. Murray expressed appreciation on behalf of Council to Curtis Hughes and Irvin Bethge for long service in volunteer fire fighting.

**ABSENT  
9:18 A.M.**

Curtis Hughes and Irvin Bethge absent.

<b>MINUTES</b>	11/10. Moved by Cr. Roworth to accept the minutes of the January 13, 2011 Regular Meeting. (Car. Un.)
<b>ADMINISTRATOR'S NOTES</b>	The Administrator's Notes were reviewed.
<b>DEPARTMENT HEAD REPORTS</b>	<p>The following Department Head reports were reviewed:</p> <ul style="list-style-type: none"><li>• ASB Report</li><li>• Assessor Report</li><li>• Utilities Report</li><li>• GIS Report</li><li>• Development Report</li><li>• Economic Development Report</li><li>• Safety Report</li><li>• Peace Officer Report</li><li>• Fines Distribution to November 30, 2010</li></ul> <p>A discussion on paperless agenda package viability ensued.</p>
<b>ABSENT 9:52 A.M.</b>	Cr. Kjos absent.
<b>PRESENT 9:53 A.M.</b>	Cr. Kjos present.
<b>PAPERLESS AGENDAS</b>	<p>Consensus was reached to proceed with the inclusion of necessary hardware and software to facilitate a transition to paperless council agendas in the upcoming capital budget.</p> <p>Councillor remuneration claims were reviewed.</p>
<b>COUNCILLOR REMUNERATION</b>	11/11. Moved by Cr. Kjos to ratify the Councillor Remuneration submissions for December, 2010 and January, 2011. (Car. Un.)
<b>SHORNCLIFFE LAKE CARETAKER REMUNERATION</b>	11/12. Moved by Cr. Motley to increase the remuneration of the caretaker at Shorncliffe Lake by \$100.00 per month. (Car. Un.)
	A discussion on the pending Fireman's Ball ensued.
<b>DONATION FIREMAN'S BALL</b>	11/13. Moved by Cr. Murray to approve the donation of two (2) delivered, 40 cubic yard gravel packages to the silent auction and the purchase of a table for the Fireman's Ball. (Car. Un.)
<b>PRESENT 10:21 A.M.</b>	<p>Sgt. Tom Vander Zwan present.</p> <p>Cr. Murray introduced Sgt. Vander Zwan to Council.</p> <p>A series of questions and responses on policing between Sgt. Vander Zwan and Council ensued.</p>
<b>ABSENT 10:39 A.M.</b>	Sgt. Vander Zwan absent.
<b>ABSENT 10:41 A.M.</b>	Tyler Lawrason, Cr. Larson and Cr. Motley absent.

**PRESENT**  
10:43 A.M.

Tyler Lawrason, Cr. Larson and Cr. Motley present.

**PRESENT**  
10:43 A.M.

Gina Vetter, Carol Penman, Donald Penman and Teresa Motley, representing Shorncliffe Lake Association, present.

A presentation on proposed hall renovations at Shorncliffe Lake and attendant funding requests ensued.

A series of questions relative to the presentation ensued.

**ABSENT**  
11:14 A.M.

Gina Vetter, Carol Penman and Teresa Motley absent.

**ABSENT**  
11:17 A.M.

Donald Penman absent.

A discussion on procurement and inventory control ensued.

**PUBLIC WORKS  
INVENTORY &  
PROCUREMENT  
OFFICER**

11/14. Moved by Cr. Motley to authorize the Administrator to create the position of the Public Works Inventory and Procurement Officer, and provide a detailed job description for Council's approval. (Car. Un.)

**ADJOURN**  
12:08 P.M.

11/15. Moved by Cr. Murray to adjourn for dinner. (Car. Un.)

**RECONVENE**

Reconvene.

**PRESENT**

Present: Councillors L.C. Kjos, R. S. Larson, D.L. Motley, A.G. Murray, J.D. Roworth and B. R. Tripp.

**ALSO PRESENT**

Also Present: Administrator Tyler Lawrason.

**ABSENT**

Absent: Cr. Carson

**APPROACH  
CONSENT  
N.W. 14-38-8-W4M  
APACHE**

11/16. Moved by Cr. Kjos to grant a variance to Apache Canada Ltd. with respect to a request to utilize an existing approach for the purpose of access to N.W. 14-38-8-W4M within 300 feet of an intersection. (Car. Un.)

**EXCAVATE  
PIPELINE R.O.W.  
TWP. 412 &  
N.E. 9-41-7-W4M**

11/17. Moved by Cr. Larson to grant permission to Enbridge to excavate a pipeline within right-of-way in the north ditch of Twp. Rd. 412 at N.E. 9-41-7-W4M. (Car. Un.)

A discussion janitorial contract services ensued.

**JANITORIAL AND  
MAINTENANCE  
SERVICES**

11/18. Moved by Cr. Tripp to accept the proposal for contracted Janitorial and Maintenance services as submitted by Darcy and Terry Laye. (Car. Un.)

A discussion on F.C.S.S. requisitions ensued.

A consensus was reached that Cr. Larson would discuss concerns with the F.C.S.S. requisition at the next F.C.S.S. meeting.

A discussion on a potential joint meeting with the Town of Hardisty ensued.

A discussion on the Waste Management Authority requisition and operations ensued.

A discussion on Economic Development ensued.

**APPENDIX "D"**

11/19. Moved by Cr. Roworth to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

**COMMITTEE REPORTS**

COMMITTEE REPORTS

A.S.B.

The minutes of the January 5, 2011 Regular Meeting were reviewed. Cr. Tripp gave a verbal supplement on the A.S.B. report.

F.C.S.S.

The minutes of the December 14, 2010 Regular Meeting were reviewed.

Recreation Boards

No report.

Shorncliffe Lake Association

The Administrator and Cr. Motley supplemented the Shorncliffe Lake report.

Capt Ayre Lake

Capt Ayre Lake report was supplemented by the Administrator.

Provost Fire Department

The December, 2010 Fire Report was reviewed. Cr. Motley gave a verbal supplement to the East Fire report.

West End Fire Department

The West End Fire Reports were reviewed. Cr. Motley gave a verbal supplement to the West Fire Report.

Economic Development

Cr. Larson gave a verbal supplement to the Economic Development report. A discussion on entrepreneurship and business viability ensued.

Hillcrest Lodge

The minutes of the January 10, 2011 Regular Meeting were reviewed.

Waste Management Authority

The Minutes of the Regular Meeting January 20, 2011 were reviewed.

Library Board

The bylaws of the Provost Municipal Library were reviewed. Cr. Tripp gave a verbal supplement on the Library Board. A discussion ensued.

Provost & District Health Services Foundation

Cr. Roworth and Cr. Murray gave a verbal supplement on the Health Services Foundation. A discussion on physician recruitment ensued.

Ambulance

The Administrator supplemented the Ambulance Society report.

Airport

No report

E911

No report.

**ADJOURN  
4:06 P.M.**

11/20.

Moved by Cr. Murray to adjourn.

(Car. Un.)

---

REEVE

---

ADMINISTRATOR

