

**REGULAR MEETING OF COUNCIL, THURSDAY, APRIL 10, 2008**

**TO ORDER AT  
9:00 A.M.**

The Regular Meeting of the Municipal District of Provost No. 52 for the month of April, 2008 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, April 10, 2008 and was called to order by Reeve Murray at 9:00 a.m.

**PRESENT**

**PRESENT**

Present: Councillors F. Crone, L.C. Kjos, D.L. Motley, A.G. Murray, J.D. Roworth, T. Schneider and B.R. Tripp.

**ALSO PRESENT**

Also Present: Administrator Iris Larson and Office Assistant II Marilyn Reinhart.

**ADDITIONS/DELETIONS TO THE AGENDA**

3. ADMINISTRATION
  1. Financial Statement.
    - 2007 Surplus
  3. Administration Personnel
    - Alberta Municipal Enforcement Association Annual Conference
6. NEW BUSINESS
  - Council Remuneration
10. COMMITTEE REPORTS
  - 1) Public Works
    - New Deal for Cities & Communities
  - 4) Recreation Boards
    - Provost & District Regional Recreation Board
      - 2008 Budget
  - M.C.H.A.
    - Minutes of March 8, 2008
  - 5) Shorncliffe Lake Association
    - Minutes of March 12, 2008
    - Lot 5, Block 5
    - Letter regarding Plan of Survey
  - 6) Capt Ayre Lake Association
    - Environment Letter Re: Arsenic
  - 7) Provost Fire Department
    - March Fire Report
  - 9) Economic Development
    - 2008 Budget
11. CORRESPONDENCE
  - Invitation to Rural Palliative/End of Life Care Conference

**AGENDA**

**08/104** Moved by Cr. Roworth to accept the additions to the agenda. (Car. Un.)

**9:02 A.M.**

Director of Public Works Curtis Hughes and Public Works Foreman Irvin

Bethge present.

Public Works

**CAPITAL EQUIPMENT  
BUDGET**

08/105 Moved by Cr. Kjos to accept the 2008 capital equipment purchases and disposals budget totaling \$516,350.00. (Car. Un.)

Discussion took place on gravel pits.

9:55 A.M.

Dan Fyculak – Stewart, Weir & Co. Ltd. was present to discuss the tenders for the Shorncliffe Lake and Capt. Ayre Lake Access Roads and Township Road 405 and Range Road 20.

**LAKE ACCESS ROADS  
TENDER**

08/106 Moved by Cr. Motley to accept the modified tender amount from TBL Construction Ltd. in the amount of \$2,213,700.00 plus 10% contingency, plus GST for the granular base course, asphalt concrete pavement and other work on the Shorncliffe Lake and Capt Ayre Lake Access Roads. (Car. Un.)

**ROAD TENDER**

08/107 Moved by Cr. Motley to accept the modified tender amount from Pidherney's Trucking Ltd. in the amount of \$1,230,987.40 plus 10% contingency, plus GST for grading, culverts, gravel surfacing and other work on the 3 ½ miles construction project on Township Road 405 and Range Road 20. (Car. Un.)

10:22 A.M.

On phone with Bernie Kolkman – Alberta Infrastructure & Transportation regarding the joint purchase of gravel pits.

10:28 A.M.

Phone call ended.

10:37 A.M.

Alberta Infrastructure & Transportation – Red Deer – Tony Chelick; Alberta Infrastructure & Transportation – Vermilion – Bill Heaslip; Cadogan Residents: Ken Curtis and Bill Wolfe present.

Alberta Infrastructure & Transportation were present to discuss the rationale for asking for Traffic Impact Assessments and the intersection at Range Road 41 and Secondary Highway 600 at Cadogan.

10:40 A.M.

Utilities & Development Officer John Degenstien present.

The MD is concerned with the new Alberta Infrastructure & Transportation policy "Who pays for Highway Improvements Caused by Single Developments, Multiple Developments, or in support of New Developments identified by the Department as Future Work.

Safety concerns were discussed in regards to intersections and roads. Larger stop signs are needed at the intersection of Range Road 14 and Highway 13.

11:20 A.M.

Tony Chelick, Bill Heaslip, Dan Fyculak, Ken Curtis and Bill Wolfe absent.

11:22 A.M.

Charlton Ranches – Daryl Charlton was present to discuss the proposed sale of the gravel pit on the SE-13-39-7 W4 (Pit #13) and the pit on Section 26-40-7 W4 (Pit #26). A 5 year agreement has been signed between Charlton Ranches and the MD for the gravel pit on the NE-12-39-7 W4.

11:45 A.M.

Daryl Charlton absent.

**GRAVEL TESTING**

08/108 Moved by Cr. Crone to contract Stewart, Weir & Co. Ltd. to do gravel testing on the SE-13-39-7 W4 to determine available gravel

quantity and quality. (Car. Un.)

**PUBLIC WORKS REPORT FOR APRIL 2008**

- + The graders are out maintaining roads where ever possible.
- + PW will be starting summer hours next week, Monday April 7.
- + We will be starting to call in the seasonal staff as soon as the weather begins to stabilize and there is work for them to do.
- + Work is progressing well on the shop at Hughenden. The doors have been installed and work has started on the base for the floor.
- + The water truck for West Fire has been taken to Edmonton to be fitted with the water tank.
- + Certifications of all trucks including the fire trucks are under way.
- + Planning and organization are ongoing for the upcoming season.

**JUMPING COMPACTOR** 08/109 Moved by Cr. Roworth to purchase a hand held jumping jack compactor from Western Rentals at a cost of \$3,950.00 + GST. (Car. Un.)

11:58 A.M. 08/110 Moved by Cr. Crone to recess for lunch. (Car. Un.)

1:08 P.M. Reconvened.

**PRESENT** Present: Councillors L.C. Kjos, D.L. Motley, A.G. Murray, J.D. Roworth, T. Schneider and B.R. Tripp.

**ALSO PRESENT** Also Present: Administrator Iris Larson and Office Assistant II Marilyn Reinhart.

**ABSENT** Absent: Councillor F. Crone.

1:09 P.M. Assessor Alan Down was present to discuss linear property assessment changes for pipelines and the outlook for assessment in the future.

1:40 P.M. Alan Down absent.

1:41 P.M. Cr. Kjos absent.

**MINUTES** 08/111 Moved by Cr. Roworth to accept the minutes of the Regular Meeting of Council, March 13, 2008. (Car. Un.)

1:42 P.M. Cr. Kjos present.

**FINANCIAL STATEMENT**

Net Balance Feb. 29/08	127,163.08	Disbursements	2,527,170.52
Receipts	1,225,008.69	Terms/Loans	3,082,000.00
Terms	4,326,822.27	Net Balance Mar. 31/08	69,823.52
	5,678,994.04		5,678,994.04
Total Cash & Investments			19,690,307.72

**BANK RECONCILIATION** 08/112 Moved by Cr. Tripp to approve the bank reconciliation for the month ending March 31, 2008. (Car. Un.)

**REVENUE & EXPENSE STATEMENT** 08/113 Moved by Cr. Motley to approve the revenue & expense statement to March 31, 2008. (Car. Un.)

Overview of grants was discussed.

**TRANSFER 2007 SURPLUS** 08/114 Moved by Cr. Schneider to transfer the entire 2007 surplus except for \$288.27 to the Miscellaneous Operating Reserve. (Car. Un.)

- SEMINAR** 08/115 Moved by Cr. Kjos to authorize the Pest Control Officer to attend the Saskatchewan Pest Control Officers Association Seminar in Moose Jaw June 10 and 11, 2008. (Car. Un.)
- SEMINAR** 08/116 Moved by Cr. Schneider to authorize the Peace Officer to attend the Alberta Municipal Enforcement Association Annual Conference and Training Seminar May 12 – 16, 2008 in Red Deer. (Car. Un.)  
Fines distribution to February 29, 2008 and the Peace Officer's report for the month of March 31, 2008 were reviewed.  
Discussed holding the Annual Meeting in conjunction with the shop opening in Hughenden.  
Tenders for the sale of SE-18-41-7 W4 between the former Hughenden Airstrip and Highway 13 (approximately 40 acres), with a reserve bid of \$50,000.00, were opened as follows:  
Vince Lehne \$24,000.00  
Vince Lehne also made an offer of \$18,000.00 for a smaller parcel southwest of the former Hughenden Airstrip.
- TO NOT ACCEPT THE TENDER OF THE SE-18-41-7** 08/117 Moved by Cr. Tripp to not accept the tender for the portion of SE-18-41-7 W4 Carried 5 – 1  
Opposed Cr. Motley
- CONFERENCE** 08/118 Moved by Cr. Kjos to authorize Council to attend the Vitalize 2008 Conference in Edmonton June 12 – 14, 2008. Carried 4 – 2  
Opposed Cr. Roworth  
Cr. Schneider
- INVITATION REGARDING GIS** 08/119 Moved by Cr. Schneider to invite ESRI Canada to meet with staff and to a future Council meeting to help refine the requirements to help the MD achieve a successful GIS solution. (Car. Un.)
- HARDISTY TERMINAL INTERMUNICIPAL DEV. STRATEGY** 08/120 Moved by Cr. Murray to support moving forward with the Hardisty Terminal Intermunicipal Development Strategy as set out in the Terms of Reference for the Municipal District of Provost, County of Flagstaff and the Town of Hardisty Intermunicipal Committee. (Car. Un.)
- APPOINTMENTS TO INTERMUNICIPAL DEV. COMMITTEE** 08/121 Moved by Cr. Murray to appoint Councillor Crone and Councillor Motley to the Hardisty Terminal Intermunicipal Development Committee to develop an Intermunicipal Development Strategy. (Car. Un.)
- DENY OFFER FOR INDUSTRIAL LOT** 08/122 Moved by Cr. Murray to deny the offer for the airport industrial lot (Lot 2, Block 2). (Car. Un.)
- 2:56 P.M. Cr. Kjos absent.
- APPENDIX "A"** 08/123 Moved by Cr. Tripp to approve Appendix "A" according to the recommendations of the Utilities/Development Officer. (Car. Un.)  
There was no Appendix "B" or "C".
- 2:58 P.M. 08/124 Moved by Cr. Motley adjourn the meeting. (Car. Un.)
- 3:02 P.M. Reconvened.

- PRESENT** Present: Councillors L.C. Kjos, D.L. Motley, A.G. Murray, J.D. Roworth, T. Schneider and B.R. Tripp.
- ALSO PRESENT** Also Present: Administrator Iris Larson and Office Assistant II Marilyn Reinhart.
- ABSENT** Absent: Councillor F. Crone.
- APPENDIX "D"** 08/125 Moved by Cr. Kjos to accept the accounts as listed on Appendix "D" for information. (Car. Un.)
- APPLY FOR FUNDING** 08/126 Moved by Cr. Schneider to apply for the full five year funding under the New Deal for Cities and Communities program for the 3 ½ miles construction project on Township Road 405 and Range Road 20. (Car. Un.)

### COMMITTEE REPORTS

#### A.S.B.

- DEVELOP CLUBROOT POLICY** 08/127 Moved by Cr. Murray to request the Ag. Fieldman to develop a Club Root Policy for the MD of Provost. (Car. Un.)

#### F.C.S.S.

The minutes of February 12, 2008 were reviewed.

#### Provost & District Regional Recreation Board

- CONTRIBUTION TO ACTIVITY CENTRE** 08/128 Moved by Cr. Murray to contribute up to an additional \$2 million dollars more towards the Provost Regional Activity Centre to be levied in 2008 and 2009 through the east recreation mill rate.  
Carried 5 – 1  
Opposed Cr. Kjos

- APPROVE BUDGET** 08/129 Moved by Cr. Schneider to approve the Provost & District Regional Recreation Board 2008 budget.  
Carried 5 – 1  
Opposed Cr. Kjos

#### M.C.H.A.

The minutes of March 8, 2008 were reviewed.

#### Shorncliffe Lake Association

The minutes of March 12, 2008 were reviewed as well as a letter of objection to leaseholders paying for the Plan of Survey.

- TRANSFER LOT** 08/130 Moved by Cr. Roworth to transfer Lot 5, Block 5 at Shorncliffe Lake. (Car. Un.)

#### Capt. Ayre Lake Association

Notes on meeting with Alberta Environment, the 2007 financial statement and the letter from Alberta Environment regarding the arsenic issue were reviewed.

#### Provost Fire Department

The March, 2008 fire report was reviewed.

West End Fire Departments

No report.

Economic Development

**APPROVE BUDGET**      08/131      Moved by Cr. Schneider to approve the Economic Development and Visitor Information 2008 budget.      (Car. Un.)

Hillcrest Lodge

No report.

Waste Management Authority

No report.

Library Board

No report.

Provost & District Health Services Foundation

No report.

Ambulance

A new ambulance unit is being brought down for the board to look at next week.

Airport

**TRANSFER LEASE**      08/132      Moved by Cr. Kjos to transfer the lease of Lot 5, Block 3 at the Provost Airport.      (Car. Un.)

**4:30 P.M.**      Marilyn Reinhart absent.

**POLICY CHANGES**      08/133      Moved by Cr. Motley to approve the policy changes as listed on Appendix "E" effective April 10, 2008.      (Car. Un.)

**SIGNING AUTHORITY**      08/134      Moved by Cr. Roworth that the Reeve or Deputy Reeve together with the Administrator Iris Larson or Office Assistant II Marilyn Reinhart or Office Assistant III Anna Grocock be authorized to sign on behalf of the MD of Provost No. 52. The Administrator Iris Larson or Office Assistant II Marilyn Reinhart or Office Assistant III Anna Grocock shall be authorized to sign payroll cheques.      (Car. Un.)

**5:30 P.M.**      08/135      Moved by Cr. Tripp to adjourn.      (Car. Un.)

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REEVE

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ADMINISTRATOR

