

**REGULAR MEETING OF COUNCIL, THURSDAY, APRIL 12, 2007**

TO ORDER AT  
9:00 A.M.

The Regular Meeting of the Municipal District of Provost No. 52 for the month of April, 2007 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, April 12, 2007 and was called to order by Reeve Murray at 9:00 a.m.

**PRESENT**

PRESENT

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

ALSO PRESENT

Also Present: Administrator Iris Larson and Assistant Administrator Judy Larson.

**ADDITIONS TO THE AGENDA**

6. NEW BUSINESS

- Enhanced Police Service
- Senior's Week
- Amend Motion #07/64
- Historic Sites

10. COMMITTEE REPORTS

- 5) Shorncliffe Lake Association
- Tree Trimming

- 13) Provost & District Health Services Foundation
- Minutes March 29, 2007

- 14) Ambulance
- Minutes April 4, 2007

AGENDA

07/89 Moved by Cr. Kjos to approve the agenda with the additions. (Car. Un.)

9:05 A.M.

Director of Public Works Curtis Hughes and Public Works Foreman Irvin Bethge present.

Public Works

2007 Used Equipment Tenders were reviewed as follows:

CPA Industrial Auctioneers' tender is as follows:

PROPOSAL "A" - OUTRIGHT PURCHASE ON BOTH: \$ 300,000.00 + G.S.T.

PROPOSAL "B" - GROSS GUARANTEE ON BOTH: \$ 299,000.00 + G.S.T. -  
Less 10% Commission

(Sales exceeding \$299,000.00 to be split - Municipal District of Provost No. 52 - 90%; CPA - 10%)

PROPOSAL "C" - STRAIGHT COMMISSION ON BOTH: 8%

11G - 2002 Caterpillar 160H M.G. S/N 9EJ01270 with attachments

Finning	\$ 193,000.00 + G.S.T.
River Valley Equipment Sales	\$ 180,000.00 + G.S.T.
Ritchie Bros. Auctioneers	\$ 172,001.00 + G.S.T.
Dry Plains Earthmoving	\$ 133,000.00 + G.S.T.

**12G – 2002 Caterpillar 160H M.G. S/N 9EJ01272 with attachments**

Finning	\$ 170,000.00 + G.S.T
Ritchie Bros. Auctioneers	\$ 166,601.00 + G.S.T.
River Valley Equipment Sales	\$ 165,000.00 + G.S.T.
Dry Plains Earthmoving	\$ 127,000.00 + G.S.T.

**ACCEPT FINNING TENDER**      **07/90**      Moved by Cr. Crone to accept the tender from Finning to purchase Unit #11G, 2002 Cat 160H MG, S/N 9EJ01270 with attachments for \$193,000.00 plus GST and Unit #12G, 2002 Cat 160H MG, S/N 9EJ01272 with attachments for \$170,000.00 plus GST.  
(Car. Un.)

**APPROVE ENGINEERING RATES**      **07/91**      Moved by Cr. Kjos to approve the Stewart, Weir & Co. Ltd. 2007 Engineering Rates effective April 12, 2007.      (Car. Un.)

A letter from Alberta Infrastructure and Transportation was reviewed advising the municipality that they are eligible to receive resource road funding on Range Road 95 and Range Road 14/20.

**TENDER FOR ROAD WORK**      **07/92**      Moved by Cr. Crone to authorize Stewart, Weir & Co. Ltd. to tender for granular base course, asphalt concrete pavement and other work on Range Road 95, from the junction of Highway 13 to Township Road 422.      (Car. Un.)

**9:33 A.M.**      Greg Nyberg and Mel Tetz – Andrukow Group Solutions Inc. were present. They were requesting the municipality to build two access approaches off of Range Road 22 onto the SW-23-39-2 W4 and to upgrade a portion of Range Road 22 north of Highway 13.

**9:48 A.M.**      Andrukow Group Solutions Inc. absent.

**DEVELOP ROAD & PROVIDE APPROACH**      **07/93**      Moved by Cr. Murray to develop Range Road 22 approximately ¼ mile north of Highway 13 and to provide one approach to the subdivision located on the SW-23-39-2 W4 with the landowner supplying the approach culvert.      (Car. Un.)

**TENDER FOR ROAD WORK**      **07/94**      Moved by Cr. Murray to authorize Stewart, Weir & Co. Ltd. to tender for minor grading, granular base course, asphalt concrete pavement and other work on Range Road 14, Township Road 405 and Range Road 20 with two options, one a distance of 9.75 kms and another of distance of 5.45 kms.      (Car. Un.)

**10:00 A.M.**      **07/95**      Moved by Cr. Kjos to adjourn.      (Car. Un.)

**10:05 A.M.**      Reconvened.

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

**ALSO PRESENT**      Also Present: Administrator Iris Larson, Assistant Administrator Judy Larson, Director of Public Works Curtis Hughes and Public Works Foreman Irvin Bethge.

**PUBLIC WORKS REPORT for APRIL 2007**

- **Road bans were put on March 28, 2007 until further notice**

- **Equipment is being readied for spring work**
- **Spring runoff was a problem in some areas and several culverts had to be thawed out**
- **Pro Rock has put up 10,000 yds. at the Read Gravel Pit and will return after breakup to continue crushing**
- **The new Case Backhoe was delivered March 2, 2007**
- **The new Hyundai Loader will be at CEM Equipment in 2 weeks with delivery date to follow**
- **The new gravel trucks are on schedule  
Delivery date: Tractor unit 2<sup>nd</sup> week of May and the End Dump unit by the end of May**
- **Two graders 11G & 12G have been put up for tender**
- **The new graders are in Edmonton and ready for delivery**
- **We have been in contact with several landowners in Div. 2 & 4 and are in the process of signing them up to test for gravel**
- **We have started traffic counts on TWP Road 390 between SH 899 and SH 600  
When done there we will continue in other key areas**

A few individuals are interested in the Mechanic Apprentice position.

10:15 A.M.

Curtis Hughes and Irvin Bethge absent.

10:15 A.M.

Town of Hardisty – Diane Fossum, Sinclair Piller and CAO Anthony Kulbisky were present. The Town of Hardisty discussed revenue sharing in four areas that would impact their municipality; ambulance service, airport, recreation and surface road damage.

11:07 A.M.

Town of Hardisty absent.

MINUTES

07/96 Moved by Cr. Roworth to approve the minutes of the Regular Meeting of March 8, 2007. (Car. Un.)

MINUTES

07/97 Moved by Cr. Tripp to approve the minutes of the Public Hearing, March 8, 2007. (Car. Un.)

MINUTES

07/98 Moved by Cr. Schneider to approve the minutes of the Municipal Planning Commission, March 8, 2007. (Car. Un.)

### FINANCIAL STATEMENT

Net Balance Feb. 28/07	51,415.64	Disbursements	2,021,387.06
Receipts	186,180.13	Terms/Loans	1,805,840.68
Terms	3,617,222.25	Net Balance Mar. 31/07	27,590.28
	3,854,818.02		3,854,818.02
Total Cash & Investments			14,498,523.80

BANK RECONCILIATION

07/99 Moved by Cr. Kjos to approve the bank reconciliation for the month ending March 31, 2007. (Car. Un.)

- R & E STATEMENT**      **07/100**      Moved by Cr. Swanson to approve the revenue and expense statement to March 31, 2007.      (Car. Un.)
- Administration Building – Cr. Schneider reported that Alberta Infrastructure will be sending an individual down to inspect the Administration Building regarding insulation.
- TRAINING**      **07/101**      Moved by Cr. Tripp to authorize the Special Constable to attend the Commercial Vehicle Safety Alliance Training in Stettler, March 6-9, 2007.      (Car. Un.)
- SEMINAR**      **07/102**      Moved by Cr. Kjos to authorize the Special Constable to attend the Alberta Municipal Enforcement Association Annual Conference and Training Seminar in Red Deer, May 14-18, 2007.      (Car. Un.)
- Fines distribution to March, 2007 and the bylaw enforcement report for March, 2007 were reviewed.
- Cr. Roworth reported on the Czar Lagoon. The Village of Czar is waiting until the frost comes out to determine costs and also looking for possible revenue sources to repair the lagoon.
- 11:45 A.M.**      Pest Control Officer/Asst. Utilities/Development Officer Oscar Long present.
- MAINTENANCE CONTRACT**      **07/103**      Moved by Cr. Tripp to enter into a maintenance contract with 2<sup>nd</sup> Floor Computers Inc. for server maintenance for Windows 2003 Small Business Server.      (Car. Un.)
- 11:56 A.M.**      **07/104**      Moved by Cr. Crone to adjourn.      (Car. Un.)
- 1:05 P.M.**      Reconvened.
- PRESENT**      Present: Councillors F. Crone, L.C. Kjos, A.G. Murray, J.D. Roworth, T. Schneider, L.G. Swanson and B.R. Tripp.
- ALSO PRESENT**      Also Present: Administrator Iris Larson, Assistant Administrator Judy Larson and Pest Control Officer/Asst. Utilities/Development Officer Oscar Long.
- COMPUTER WORKSTATIONS**      **07/105**      Moved by Cr. Kjos to purchase 8 new computer workstations from 2<sup>nd</sup> Floor Computers Inc.      (Car. Un.)
- PROJECTOR & SCREEN**      **07/106**      Moved by Cr. Swanson to purchase a BenQ MP770 projector and remote projection screen from 2<sup>nd</sup> Floor Computers Inc.      (Car. Un.)
- LAP TOP COMPUTER**      **07/107**      Moved by Cr. Tripp to purchase an Acer Aspire Lap Top Computer from 2<sup>nd</sup> Floor Computers Inc.      (Car. Un.)
- 1:19 P.M.**      Oscar Long absent.
- DONATION OF SAFE**      **07/108**      Moved by Cr. Swanson to donate the old safe that has been left in the MD building to the Provost & District Museum Society.      (Car. Un.)
- TABLE GRAZING LEASE**      **07/109**      Moved by Cr. Tripp to table the grazing lease on the SW-30-40-6 W4 until the lease period expires on April 1, 2010.      (Car. Un.)
- TABLE INFO.**      **07/110**      Moved by Cr. Swanson to table indefinitely the information regarding Assessment Review Board Training.      (Car. Un.)

- LETTER OF SUPPORT** 07/111 Moved by Cr. Crone to send a letter of support to the Hughenden Agricultural Society for them to include in their application to the Community Facility Enhancement Program for the repair and upgrade to the ice plant in the Hughenden Central Sports Gardens. (Car. Un.)
- CONTRIBUTION** 07/112 Moved by Cr. Roworth to contribute up to \$65,000.00 to the Hughenden Agricultural Society from the west end recreation area for the repair and upgrade to the ice plant in the Hughenden Central Sports Gardens. (Car. Un.)
- CONFERENCE** 07/113 Moved by Cr. Murray to authorize Council and administration to attend the Vitalize 2007 Conference, June 7-9, 2007 in Calgary. (Car. Un.)
- POLICY CHANGES** 07/114 Moved by Cr. Kjos to approve the policy changes as listed in Appendix "E" effective April 12, 2007. (Car. Un.)
- AGREEMENT WITH RCMP** 07/115 Moved by Cr. Crone to enter into an agreement with the Royal Canadian Mounted Police to provide an enhanced level of police service at the 2007 Shorncliffe Lake BBQ and the Capt. Ayre Lake Ball Tournament at a cost up to \$6,500.00 per event. Carried 5 – 2  
Opposed Cr. Schneider  
Cr. Murray
- SENIORS' WEEK** 07/116 Moved by Cr. Kjos to proclaim June 4-10, 2007 to be "Seniors' Week" in the Municipal District of Provost No. 52. (Car. Un.)
- SEMINAR** 07/117 Moved by Cr. Crone to authorize the Office Assistant II to attend the Jubilee Insurance Pro Risk Seminar in Nisku, April 20, 2007. (Car. Un.)
- Historic Sites – Cr. Roworth reported that he had attended a meeting regarding historic sites. There are provincial and federal grant programs available to preserve a historic site. They will contribute 50% funding up to \$65,000.00 if the municipality designates them as a historic site. It was decided to invite someone from the Municipal Heritage Partnership Program to attend the annual meeting in June to provide information to the public regarding this program.
- AMEND MOTION #07/64** 07/118 Moved by Cr. Crone to amend Motion #07/64 to read as follows: to enter into a contract for the 2007 maintenance season at Shorncliffe Lake at a rate of \$2,850.00 per month and to enter into an agreement for the 2007 maintenance season at Hansman Lake and Hayter Campsites at a rate of \$450.00 each per month. (Car. Un.)
- APPENDIX "A"** 07/119 Moved by Cr. Schneider to approve Appendix "A" according to the recommendations of the Utilities/Development Officer. (Car. Un.)
- There was no Appendix "B" or "C".
- 3:24 P.M.** 07/120 Moved by Cr. Kjos to adjourn. (Car. Un.)
- 3:26 P.M.** Reconvened.
- PRESENT** Present: Councillors F. Crone, L.C. Kjos, A.G. Murray, J.D. Roworth, T. Schneider, L.G. Swanson and B.R. Tripp.
- ALSO PRESENT** Also Present: Administrator Iris Larson and Assistant Administrator Judy Larson.

- BYLAW NO. 2182**      07/121      Moved by Cr. Kjos that Bylaw No. 2182, which would authorize the amendment of the Land Use Bylaw to rezone Lots 3 & 4, Plan 9723457 in the Hamlet of Hayter from Hamlet Commercial to Hamlet Residential shall be given second reading.      (Car. Un.)
- 07/122      Moved by Cr. Swanson that Bylaw No. 2182 be presented for third reading at this meeting.      (Car. Un.)
- 07/123      Moved by Cr. Swanson that Bylaw No. 2182 shall be given third reading.      (Car. Un.)
- Bylaw No. 2182 received third and final reading by Cr. Swanson and was duly passed by Council.
- APPROVE SIGN APPENDIX**      07/124      Moved by Cr. Kjos to approve the addition to the Yield/Stop Sign Appendix.      (Car. Un.)
- APPENDIX "D"**      07/125      Moved by Cr. Crone to accept the accounts as listed on Appendix "D" for information.      (Car. Un.)

### COMMITTEE REPORTS

#### A.S.B.

No report.

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

The minutes of March 13, 2007 were reviewed. The provincial government has cut funding for the Counselor position.

#### Provost and District Regional Recreation Board

- APPROVE BUDGET**      07/126      Moved by Cr. Tripp to approve the Provost & District Regional Recreation Board 2007 budget.      Carried 5 – 2  
Opposed Cr. Kjos  
Cr. Schneider

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

The minutes of January 9, 2007 were reviewed.

#### Shorncliffe Lake Association

- SHINGLE TRAILER**      07/127      Moved by Cr. Swanson to contract DT Contracting to shingle the trailer at Shorncliffe Lake.      (Car. Un.)
- REPLACE PORCH**      07/128      Moved by Cr. Roworth to contract Norbert Bedier to replace the porch including materials and electrical work on the trailer at Shorncliffe Lake.      (Car. Un.)
- TRANSFER LOT**      07/129      Moved by Cr. Roworth to transfer Lot 8, Block 4 at Shorncliffe Lake.      (Car. Un.)
- ALLOW LOT TO BE SPLIT**      07/130      Moved by Cr. Murray to allow Lot 8, Block 4 to be split between Lot 7, Block 4 and Lot 9, Block 4 at Shorncliffe Lake.      (Car. Un.)
- TREE TRIMMING**      07/131      Moved by Cr. Roworth to contract Tom's Tree Trimming to do tree trimming at Shorncliffe Lake.      (Car. Un.)

Capt. Ayre Lake Association

No report.

Provost Fire Department

APPROVE BUDGET 07/132 Moved by Cr. Murray to approve the 2007 Provost Fire and Rescue Unit operating budget. (Car. Un.)

APPROVE BUDGET 07/133 Moved by Cr. Murray to table the 2007 Provost Fire and Rescue Unit capital budget. Carried 6 – 1  
Opposed Cr. Schneider

APPROVE BUDGET 07/134 Moved by Cr. Kjos to approve the 2007 budget of \$1,150.00 for equipment for the Cadogan Fire Department. (Car. Un.)

West End Fire Departments

TABLE FIREHALL 07/135 Moved by Cr. Crone to table the Amisk Firehall to the next Regular Meeting of Council. (Car. Un.)

TABLE WATER TANK 07/136 Moved by Cr. Swanson to table the water tank to the next Regular Meeting of Council. (Car. Un.)

Economic Development

No report.

Hillcrest Lodge

The minutes of March 12, 2007 were reviewed.

Waste Management Authority

The minutes of March 28, 2007 were reviewed.

Library Board

No report.

Provost & District Health Services Foundation

The minutes of March 29, 2007 were reviewed.

Ambulance

Information regarding the provincial conditional grant was reviewed and the minutes of April 4, 2007 were reviewed.

Hardisty Hospital

No report.

E911

A letter from the East Central 911 Call Answer Society regarding digital text messaging and GPS was reviewed.

Airport

No report.

4:31 P.M.

07/137

Moved by Cr. Kjos to adjourn.

(Car. Un.)

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REEVE

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ADMINISTRATOR