

REGULAR MEETING OF COUNCIL, THURSDAY, DEC. 11, 2008

The Regular Meeting of the Municipal District of Provost No. 52 for the month of December, 2008 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, December 11, 2008 and was called to order by Reeve Murray at 9:00 a.m.

**TO ORDER 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 Public Works Foreman Irvin Bethge.

ADDITIONS/DELETIONS TO THE AGENDA

2. PUBLIC WORKS REPORT
 - Purchase of Gravel Pit
 - Gravel Specifications

4. ADMINISTRATION
 - C. Administration Personnel
 - GIS Report
 - Computer Quote
 - Development Officer Report
 - Development Permits
 - Area Structure Plan

5. DELEGATIONS
 - 1:00 P.M. - ASSESSOR

8. BYLAWS
 - Fire Bylaw Fines

10. COMMITTEE REPORTS
 - 1) A.S.B.
 - Rat & Rabies Control Agreement
 - Overtime on Weekends

 - 4) Shorncliffe Lake Association
 - Equipment
 - 4-H Building

 - 10) Waste Management Authority
 - Minutes November 25, 2008 Organizational Meeting
 - Minutes November 25, 2008 Regular Meeting

AGENDA

08/430 Moved by Cr. Crone to approve the agenda with the additions. (Car. Un.)

Public Works

**TABLE SIDING
GRADER SHED**

08/431 Moved by Cr. Schneider to table siding of the Bodo Grader Shed until spring. (Car. Un.)

TENDER ROAD WORK

08/432 Moved by Cr. Schneider to authorize Stewart, Weir and Co. Ltd. to tender for granular base course, asphalt concrete pavement and other work on Range Road 14 (Bodo/Hayter Road) north of Twp.

Rd. 380 to south of Twp. Rd. 384. (Car. Un.)

GRAVEL PIT PURCHASE

08/433 Moved by Cr. Roworth to finalize the purchase of the gravel pit area located on the S.E. of 13-39-7 W4 from Charlton Ranches Ltd., XXXXXXXXXXXXXXXXXXXXXXX with Charlton Ranches Ltd. paying subdivision costs and providing access by crossing the S ½ of 13-39-7 W4 by means of an access easement. (Car. Un.)

Gravel specification information was reviewed.

Public Works Report for December 2008

- ✚ Maintaining is continuing as much as possible to keep washboards to a minimum till freeze up.
- ✚ All equipment has been prepared for the upcoming winter season.
- ✚ The gravel crew is continuing to move gravel from the Charlton Gravel Pit to the Cadogan Stockpile.
- ✚ Pro Rock has completed the crush at the Read Gravel Pit.

9:49 A.M. Irvin Bethge absent.

MINUTES 08/434 Moved by Cr. Crone to approve the minutes of the Regular Meeting of Council, November 20, 2008. (Car. Un.)

MINUTES 08/435 Moved by Cr. Schneider to approve the minutes of the Municipal Planning Commission Meeting of November 20, 2008. (Car. Un.)

FINANCIAL STATEMENT

| | | | |
|--------------------------|---------------|------------------------|---------------|
| Net Balance Oct. 31/08 | 11,891,915.68 | Disbursements | 2,791,012.33 |
| Receipts | 511,297.54 | Terms/Loans | 12,000,000.00 |
| Terms | 2,325,000.00 | Net Balance Nov. 30/08 | (\$62,799.11) |
| | 14,728,213.22 | | 14,728,213.22 |
| Total Cash & Investments | | | 23,708,346.00 |

BANK RECONCILIATION 08/436 Moved by Cr. Motley to approve the bank reconciliation for the month ending November 30, 2008. (Car. Un.)

R & E STATEMENT 08/437 Moved by Cr. Crone to approve the revenue and expense statement to November 30, 2008. (Car. Un.)

10:00 A.M. 08/438 Moved by Cr. Kjos to adjourn. (Car. Un.)

10:10 A.M. Reconvened.

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.

10:12 A.M. Tim Nordin, Jackie Almberg and Roxanna Wotschell - MD Library Board were present to discuss additional funding requirements for libraries.

10:50 A.M. MD Library Board absent.

11:13 A.M. Development/Utilities Officer John Degenstien and Utilities Officer Phil

Hansen were present to discuss the Minimum Certified Operator Attendance Guidelines for Waterworks. Council is not expecting the Utilities Officers to be on call on weekends.

- RECLAIM WELLS** 08/439 Moved by Cr. Roworth to reclaim the wells at the Czar Campsite, Hansman Lake Campsite and Hayter Campsite. (Car. Un.)
- 12:08 P.M. 08/440 Moved by Cr. Crone to recess for lunch. (Car. Un.)
- 1:00 P.M. Reconvened.
- 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.
- ADDITIONAL DAY OF REST** 08/441 Moved by Cr. Murray that MD employees be allowed an additional day of rest on Friday, January 2, 2009 weather permitting. Any employee required to work this day an alternate day off will be allowed. (Car. Un.)
- 1:05 P.M. Assessor Alan Down was present to discuss Assessor salary adjustment.
- 1:27 P.M. Alan Down absent.
- TABLE SALARY ADJUSTMENT** 08/442 Moved by Cr. Schneider to table the Assessor salary adjustment request to the January 22, 2009 Regular Meeting of Council. (Car. Un.)
- The Assessor, GIS and Utilities Reports were reviewed. The Rosyth Area Structure Plan was discussed.
- Fines Distribution for the month of November, 2008 and the Peace Officer Report for the month of November, 2008 were reviewed.
- APPOINTMENT TO METISKOW ADV. COM.** 08/443 Moved by Cr. Roworth that Shannon Morrison be appointed to the Metiskow Advisory Committee for a term of one (1) year. (Car. Un.)
- ADOPT PLAN** 08/444 Moved by Cr. Kjos to adopt the 2009 Sustainability & Business Plan. (Car. Un.)
- PURCHASE MAGNETS** 08/445 Moved by Cr. Tripp to purchase 2500 fridge magnets to identify physical addresses in the case of an emergency from MacStitch Promotion Inc. in the amount of \$875.00 plus GST. Carried 5 – 2
Opposed Cr. Roworth
Cr. Schneider
- TABLE COST OF LIVING ALLOWANCE** 08/446 Moved by Cr. Crone to table employee cost of living allowance to the January 22, 2009 Regular Meeting of Council. (Car. Un.)
- MILEAGE RATES** 08/447 Moved by Cr. Motley that mileage rates be paid at \$.50 cents/kilometer effective January 1, 2009. (Car. Un.)
- APPENDIX "A"** 08/448 Moved by Cr. Roworth to approve Appendix "A" according to the recommendations of the Development Officer. (Car. Un.)
- BYLAW 2196 REZONE LOTS** 08/449 Moved by Cr. Tripp that Bylaw No. 2196 which would authorize the amendment of the Land Use Bylaw to rezone Lots 15 & 16, Block 3, Plan 1688 U in the Hamlet of Hayter from Hamlet

Commercial to Hamlet Residential shall be given second reading.
(Car. Un.)

08/450 Moved by Cr. Kjos that Bylaw No. 2196 be presented for third reading at this meeting. (Car. Un.)

08/451 Moved by Cr. Kjos that Bylaw No. 2196 shall be given third reading. (Car. Un.)

Bylaw No. 2196 received third and final reading by Cr. Kjos and was duly passed by Council.

Fire permit fines were discussed and more information is needed from the Peace Officer and the Fire Chiefs.

COMMITTEE REPORTS

A.S.B.

The Ag. Fieldman report was reviewed.

ENTER INTO AGREEMENT

08/452 Moved by Cr. Kjos to enter into an agreement with Alberta Agriculture for the 2009 Alberta Municipal Rat and Rabies Control Program. (Car. Un.)

F.C.S.S.

No report.

APPENDIX "D"

08/453 Moved by Cr. Schneider to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

Provost & District Regional Recreation Board

APPOINTMENTS TO BLDG. COM.

08/454 Moved by Cr. Motley to appoint Cr. Murray and Cr. Schneider to the Provost Regional Activity Building Committee. (Car. Un.)

The minutes of the Joint Meeting of the Activity Centre, November 21, 2008 were reviewed.

REPLY TO TOWN

08/455 Moved by Cr. Schneider to reply to the Town of Provost that the MD is in agreement with the Construction Manager contract between the Town of Provost and Kor Alta Construction Ltd. and the pricing and cost estimates for the Provost Regional Activity Centre project. (Car. Un.)

M.C.H.A.

The minutes of September 9, 2008 were reviewed.

Shorncliffe Lake Association

FIREWOOD, CAMPING FEES & HALL RENTAL RATES

08/456 Moved by Cr. Motley to charge \$10.00 per bundle for firewood and that the following camping fees and hall rental rates for Shorncliffe Lake be set at:

| | |
|-------------------|----------|
| Tenting/Non-Power | \$ 15.00 |
| Power | \$ 20.00 |
| Power & Water | \$ 25.00 |
| Full Service | \$ 30.00 |
| Group MD Lot | \$ 50.00 |

Group Site \$ 90.00
Monthly Rate \$500.00 (non-refundable)

Hall Rental:

Dances: up to \$75.00; Other - \$50.00
Local & Community Meetings: \$20.00

(Car. Un.)

PURCHASES 08/457 Moved by Cr. Kjos to purchase from Wilmar Implement Co. Ltd. a John Deere 3320 tractor complete with loader and auto connect less the trade in of a John Deere Model 870 for \$23,700.00 net plus GST, a John Deere Z810 Z track complete with 54" deck in the amount of \$8,000.00 plus GST and a John Deere 4x2 TX Gator in the amount of \$8,450.00 plus GST for Shorncliffe Lake. Carried 6 – 1
Opposed Cr. Murray

3:34 P.M. Ag. Fieldman Burt Forbes was present to discuss overtime hours paid on weekends and road allowance brushing and spraying.

4:00 P.M. Cr. Crone absent.

4:00 P.M. 08/458 Moved by Cr. Motley to go in camera to discuss ASB staffing. Lost 1 – 6
Cr. Schneider
Cr. Murray
Cr. Kjos
Cr. Tripp
Cr. Roworth
Cr. Crone

4:30 P.M. Burt Forbes absent.

ENTER INTO AGREEMENT 08/459 Moved by Cr. Motley to enter into a 25 year lease agreement with the Provost District 4-H Council for a site to develop a 16 x 120 building at Shorncliffe Lake. (Car. Un.)

Capt. Ayre Lake Association

TABLE WATERWORKS SYSTEM 08/460 Moved by Cr. Roworth to table the Capt. Ayre Lake Waterworks System to the next Regular Meeting of Council. (Car. Un.)

Provost Fire Department

No report.

West End Fire Departments

The fire reports for July to November, 2008 were reviewed.

Economic Development

TABLE APPOINTMENT 08/461 Moved by Cr. Murray to table indefinitely the appointment of a Member at Large to the East Central Community Futures Board. (Car. Un.)

The vacancy on the EDC board was discussed. The minutes of October 28, 2008 were reviewed.

Hillcrest Lodge

The minutes of November 17, 2008 were reviewed.

Waste Management Authority

The minutes of the Organizational Meeting of November 25, 2008 and the minutes of the Regular Meeting of Council, November 25, 2008 were reviewed.

Library Board

No report.

Provost & District Health Services Foundation

No report.

Ambulance

No report.

Airport

No report.

E911

ATTEND MTG.

08/462 Moved by Cr. Motley to authorize Cr. Kjos to attend the East Central 911 Call Answer Society Annual General Meeting on January 8, 2009 in Wainwright. (Car. Un.)

4:55 P.M.

08/463 Moved by Cr. Motley to adjourn. (Car. Un.)

REEVE

ADMINISTRATOR