

**REGULAR MEETING OF COUNCIL, THURSDAY, OCTOBER 9, 2008**

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

The Regular Meeting of the Municipal District of Provost No. 52 for the month of October, 2008 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, October 9, 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, Finance Officer Doug Chambers, Director of Public Works Curtis Hughes and Public Works Foreman Irvin Bethge.

**ADDITIONS/DELETIONS TO THE AGENDA**

3. ADMINISTRATION
  3. Administration Personnel
    - Administrator Notes
    - Employee Jackets
  
6. NEW BUSINESS
  - Environmental Impairment Liability
  
7. MUNICIPAL PLANNING COMMISSION
  - Subdivision #55/246 - N.E.7-42-9-W4M  
(Revised)
  
10. COMMITTEE REPORTS
  - 1) Public Works
    - Immigrant Workers
    - Surface Damages – Road Construction
  
  - 4) Recreation Boards
    - Provost & District Regional Recreation Board
    - Provost Regional Activity Center
  
11. CORRESPONDENCE
  - Federation of Canadian Municipalities
  - World Urban Forum 4

**AGENDA**

**08/289** Moved by Cr. Tripp to approve the agenda with the additions. (Car. Un.)

Public Works

The Ledcor Grader Maintenance Agreement for Secondary Highway 608 was reviewed and administration was directed to try to negotiate a higher rate per hour for the contract.

**CANCEL INVOICE**

**08/290** Moved by Cr. Crone to cancel Invoice #15170 in the amount of \$10,605.00 to XXXXXXXX for the sale of the 1978 Willock Lowbed S/N 17873A and to re-tender in 2009. (Car. Un.)

Gravel crushing requirements for 2009 were discussed. All gravel pits could be tested for quantities. Notes from the meeting at the Hills of Peace Camp regarding the access road were reviewed. The Municipal Sustainability Plan and Multi-Year Capital Plan will be reviewed at a

future planning meeting.

Immigrant Workers - discussion took place on finding seasonal temporary help. There is a workshop on October 28, 2008 and the Administrator was directed to attend.

**ADHERE TO POLICY**      **08/291**      Moved by Cr. Murray to adhere to existing policy regarding surface damages and fencing after road construction.      (Car. Un.)

**Public Works Report for October 2008**

- + Maintaining and graveling programs are continuing.
- + Precision Surfacing is continuing work on Range Road 14 and Township Road 405.
- + The shoulder pull crew has been moved to Div. 6 to work. Once done with the project north of Amisk they will move to Div. 5.
- + Work on the fence at the Hughenden Shop is underway and should be close to completion by Council meeting.
- + Pro Rock is back and is going to crush until too cold to continue.
- + The seal coat projects that had been washed by rain have been redone.
- + The Cancade gravel pups have been sold and have brought a reasonable price.
- + Concern over the condition of Range Road 11 and Township Road 404.
- + The road to the Bodo Archaeological Dig is rutted out.
- + Township Road 410 west of SH899 has large pot holes.

**10:35 P.M.**      Curtis Hughes and Irvin Bethge absent.

**MINUTES**      **08/292**      Moved by Cr. Motley to approve the minutes of the Regular Meeting of Council, September 11, 2008.      (Car. Un.)

**MINUTES**      **08/293**      Moved by Cr. Roworth to approve the minutes of the Municipal Planning Commission Meeting, September 11, 2008.      (Car. Un.)

**MINUTES**      **08/294**      Moved by Cr. Kjos to approve the minutes of the Special Meeting, September 23, 2008.      (Car. Un.)

**FINANCIAL STATEMENT**

Net Balance Aug. 31/08	93,248.23	Disbursements	2,665,685.50
Receipts	872,452.57	Terms/Loans	4,670,000.00
Terms	6,486,408.00	Net Balance Sept. 30/08	116,423.30
	7,452,108.80		7,452,108.80
Total Cash & Investments			9,562,562.89

**BANK RECONCILIATION**      **08/295**      Moved by Cr. Crone to approve the bank reconciliation for the month ending September 30, 2008.      (Car. Un.)

**R & E STATEMENT**      **08/296**      Moved by Cr. Motley to approve the revenue and expense statement to September 30, 2008.      (Car. Un.)

Fines Distribution for the month of August, 2008 and the Peace Officer

Report for the month of September, 2008 were reviewed.

- 11:07 A.M.** Murray Waring and Darrel Butt – Central Sports Garden and Hughenden Ag. Society was present to discuss funding issues for the Hughenden Arena. There is a need for an ice surfacing machine and they are short of funds for the final payment for the ice plant.
- 12:10 P.M.** **08/297** Moved by Cr. Crone to recess for lunch. (Car. Un.)
- 1:10 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 and Finance Officer Doug Chambers.
- ARENA EXPENSES** **08/298** Moved by Cr. Motley to pay \$176,000.00 to the Central Sports Garden and Hughenden Ag. Society for arena expenses with funding coming from the west recreation reserve. (Car. Un.)
- 1:45 P.M.** Terry Bearden and Steve Chow – Bearden Engineering Consultants Ltd.; Town of Provost – Judy Larson, Wendy Trenerry, Ken Knox, Peggy McFadyen, Betty Varty and Dale Gregory were present to discuss the Provost Regional Activity Centre.
- Bearden Engineering suggested that a design build request for proposal could be put out using the same plans. A construction manager would need to be hired.
- 2:20 P.M.** Bearden Engineering Consultants Ltd. and Town of Provost delegation absent.
- 2:20 P.M.** Economic Development Officer Bert Roach was present to discuss the Broadband Options for high speed internet.
- 2:50 P.M.** Bert Roach absent.
- CONTRACT LIVEN NETWORKS** **08/299** Moved by Cr. Kjos to contract Liven Networks to undertake an Infrastructure Options Review and Economics, Broadband Strategy and Partnerships & Funding Study at a cost of \$22,000.00 plus travel expenses at approximately \$3,250.00 plus GST.  
Carried 5 – 2  
Opposed Cr. Murray  
Cr. Crone
- TABLE INFO.** **08/300** Moved by Cr. Motley to table indefinitely the information put forward by the Town of Provost for a joint JEPP application for an emergency generator. (Car. Un.)
- Discussion took place on the Tangible Capital Assets agreements with other municipalities.
- TABLE INTERAC** **08/301** Moved by Cr. Crone to table indefinitely the use of Interac for credit card payments.  
Carried 5 – 2  
Opposed Cr. Motley  
Cr. Schneider
- NOV. MTG. DATE CHANGE** **08/302** Moved by Cr. Schneider that the Regular Council Meeting for November be changed to November 20, 2008. (Car. Un.)
- ANNUAL DONATIONS** **08/303** Moved by Cr. Kjos to approve the list of annual donations



## COMMITTEE REPORTS

### A.S.B.

No report.

### F.C.S.S.

The minutes of June 10, 2008 were reviewed.

### Provost & District Regional Recreation Board

The minutes of September 9, 2008 regarding the Provost Regional Activity Centre were reviewed.

**TENDER NOT  
ACCEPTED**

**08/316** Moved by Cr. Murray to not accept the tender from Koralta Construction Ltd. and to continue to explore alternate building plans for the Provost Regional Activity Centre. (Car. Un.)

**AMENDED  
RECREATION  
AGREEMENT**

**08/317** Moved by Cr. Murray to enter into an amended recreation agreement between the Town of Provost and Municipal District of Provost effective November 1, 2008 subject to ratification by the Town of Provost. (Car. Un.)

### M.C.H.A.

The minutes of April 8, 2008 were reviewed. A letter from the Hughenden Recreation Board informing Council that the entire Hughenden Recreation Board has dissolved. A motion of the Recreation Board was made on September 23, 2008 to accept the resignation of all the board members.

### Shorncliffe Lake Association

**TRANSFER LOT**

**08/318** Moved by Cr. Motley to transfer Lot 5, Block 6 lease at Shorncliffe Lake to XXXXXXXXX. (Car. Un.)

### Capt. Ayre Association

No report.

### Provost Fire Department

The fire report for the month of August, 2008 was reviewed.

**OVERHEAD DOOR &  
OPERATOR**

**08/319** Moved by Cr. Motley to authorize Bernie's Overhead Door to supply and install an overhead door and operator for the Cadogan Fire Hall at an approximate cost of \$2,480.00 plus GST. (Car. Un.)

### West End Fire Departments

No report.

### Economic Development

No report.

### Hillcrest Lodge

The minutes of September 8, 2008 were reviewed.

Waste Management Authority

No report.

Library Board

**APPROVE BUDGET**      **08/320**      Moved by Cr. Tripp to approve the proposed 2009  
Parkland Regional Library budget.      (Car. Un.)

Provost & District Health Services Foundation

No report.

Ambulance

The minutes of September 10, 2008 were reviewed.

A letter from Pat Perkins, Ambulance Coordinator from the Provost & District Ambulance Society to the Villages of Czar, Hughenden, Amisk and the MD of Provost regarding ambulance coverage provided by the society, in particular to the status of the unit stationed in Czar was reviewed. A letter from Flagstaff County regarding giving official notification of their intent to terminate the ambulance services agreement effective April 1, 2009 was reviewed.

Airport

No report.

E911

No report.

**4:40 P.M.**      Cr. Motley and Crone absent.

**TABLE INFO.**      **08/321**      Moved by Cr. Murray to table indefinitely the information  
provided by Jubilee Insurance regarding additional Environmental  
Impairment Liability from \$1 million to \$2 million coverage.      (Car. Un.)

**4:42 P.M.**      **08/322**      Moved by Cr. Kjos to adjourn.      (Car. Un.)

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REEVE

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ADMINISTRATOR