

## REGULAR MEETING OF COUNCIL, THURSDAY, MAY 8, 2008

The Regular Meeting of the Municipal District of Provost No. 52 for the month of May, 2008 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, May 8, 2008 and was called to order by Reeve Murray at 8:50 a.m.

TO ORDER AT  
8:50 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.
    - Grants
      - M.S.I. Capital Grant
      - M.S.I. Operating Grant
4. DELEGATIONS
  - 2:00 p.m. - Recreation Delegation
5. UNFINISHED BUSINESS
  - Re-visit Recreation Facility
6. NEW BUSINESS
  - Mileage Rates
  - Community B.B.Q.
10. COMMITTEE REPORTS
  - 1) Public Works
    - Old Machinery
  - 4) Recreation Boards
    - Provost & District Regional Recreation Board
    - Provost Regional Activity Center
  - 13) Provost & District Health Services Foundation
    - Minutes of April 24, 2008

AGENDA

08/136 Moved by Cr. Crone to approve the agenda with the additions. (Car. Un.)

8:55 A.M.

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

#### Public Works

The gravel testing report that was done by Stewart, Weir & Co. Ltd. on the gravel pit on the SE-13-39-7 W4 was reviewed.

OFFER TO CHARLTON  
RANCHES LTD.

08/137 Moved by Cr. Motley to offer Charlton Ranches Ltd. to purchase the gravel pit located on the SE-13-39-7 W4 with Charlton Ranches paying the subdivision costs and providing access by crossing the S ½-13-39-7 W4 by means of a caveat. (Car. Un.)

The May 2008 Gravel Inventory and the proposed gravel crushing yards for 2008 were reviewed.

**CANCEL ROAD PLAN** 08/138 Moved by Cr. Crone to cancel Road Plan 3665 EU and to consolidate with the original parcels of land. (Car. Un.)

**PUBLIC WORKS REPORT FOR MAY 2008**

- Snowplowing and maintaining are being done as needed.
- Pre-construction meeting has been held with the paving crew for Range Road 95. Project to start the second week in May.
- Hauser Construction has started work on the 2008 road program.
- The 2008 gravel program has been started.
- Stripping at the Joe Heck gravel pit has started.
- Testing has been completed at Charlton Gravel Pit #13.
- The trees Norbert Bedier had marked at Shorncliffe Lake have been cut. He will be marking more.

Curtis recommended tendering for 300 sets more of summer grader blades.

**PURCHASE GRAVEL TRAILER AND DISPOSE OF TRAILER** 08/139 Moved by Cr. Roworth to purchase one 2009 Midland Cross Dump Gravel Trailer from Fort Garry Industries Ltd. (Lloydminster) and to dispose of Unit #44-006 (TR6) S/N 2MFB2S4D13R002663 for a net cost of \$24,108.00 plus GST. (Car. Un.)

**CONSIGN TWO TRAILERS** 08/140 Moved by Cr. Motley to consign to Ritchie Bros. Auctions Unit #44-018 (TR18) S/N 2C92317E041086678 "as is" and Unit #44-021 (TR21) S/N 2C92317E071086877 "as is". (Car. Un.)

**PURCHASE 2 GRAVEL TRAILERS** 08/141 Moved by Cr. Murray to purchase 2 Midland Gravel Trailers at a cost of \$39,700.00 each plus GST from Fort Garry Industries Ltd. (Lloydminster). (Car. Un.)

Old abandoned machinery within the MD was discussed.

**10:03 A.M.** Curtis Hughes and Irvin Bethge absent.

**MINUTES** 08/142 Moved by Cr. Schneider to approve the Regular Meeting Minutes of April 10, 2008. (Car. Un.)

**MINUTES** 08/143 Moved by Cr. Kjos to approve the Municipal Planning Commission Minutes of April 10, 2008. (Car. Un.)

**FINANCIAL STATEMENT**

Net Balance Mar. 31/08	69,823.52	Disbursements	598,333.38
Receipts	1,827,033.74	Terms/Loans	4,098,095.00
Terms	2,959,801.75	Net Balance Apr. 30/08	160,230.63
	4,856,659.01		4,856,659.01
Total Cash & Investments			20,919,032.37

**BANK RECONCILIATION** 08/144 Moved by Cr. Motley to approve the bank reconciliation for the month ending April 30, 2008. (Car. Un.)

**REVENUE & EXPENSE** 08/145 Moved by Cr. Tripp to approve the revenue and expense

**STATEMENT** statement to April 30, 2008. (Car. Un.)

**07 FINANCIAL STATEMENT** **08/146** Moved by Cr. Motley to approve the 2007 audited financial statement. (Car. Un.)

**08 SPECIAL LEVY MILL RATE** **08/147** Moved by Cr. Crone that the 2008 special levy mill rate be set at 2.2063. Carried 6 - 1  
Opposed Cr. Schneider

**10:25 A.M.** Assessor Alan Down was present to discuss the expected 2008 assessment increases to residential, commercial and industrial properties as well as the impact on the 2008 mill rate.

**10:59 A.M.** Alan Down absent.

**11:00 A.M.** Doug Chambers was present to discuss the 2008 Budget.

**11:27 A.M.** Doug Chambers absent.

**SUBMIT MSI APPLICATION** **08/148** Moved by Cr. Motley to submit an application to the Municipal Sustainability Initiative for a portion of the costs on Project #25, 2.5 miles of construction (NNE 24-41-8 W4 to NNE 20-41-7 W4), estimated at \$463,125. (Car. Un.)

**07 & 08 MSI OPERATING FUNDING** **08/149** Moved by Cr. Kjos to apply for the 2007 and 2008 Municipal Sustainability Initiative Operating Funding to be used in Roads and Streets in 2008. (Car. Un.)

The Assistant Administrator position was discussed.

**11:56 A.M.** **08/150** Moved by Cr. Crone to recess for lunch. (Car. Un.)

**12:59 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 Office Assistant II Marilyn Reinhart.

**HIRE FINANCE OFFICER** **08/151** Moved by Cr. Tripp to hire a Finance Officer effective May 12, 2008 with a probationary period of six months. Carried 6 - 1  
Opposed Cr. Schneider

**SIGNING AUTHORITY** **08/152** Moved by Cr. Motley that the Reeve or Deputy Reeve together with the Administrator or the Finance Officer be authorized to sign on behalf of the MD of Provost No. 52. The Administrator or the Finance Officer shall be authorized to sign payroll cheques. (Car. Un.)

**1:08 P.M.** Canadian Forces Base/Area Support Unit Wainwright – Lt. Col. P.A. Duff and Chief Warrant Officer P.J. Whelan, CD and Economic Development Officer Bert Roach were present.

CFB was present to discuss the land acquisition process in the west end of the MD, the Provost Airport and local recreation facilities that may be of interest to the military members.

**2:04 P.M.** CFB and Burt Roach absent.

**2:05 P.M.** Recreation Delegation – Pak Wong, Doug Hall and Dave Nelson present.

The delegation expressed concerns with the proposed Provost Regional Activity Center project. They would like to see more information provided to

the ratepayers on the tax consequences of such a project.

2:50 P.M.

Recreation Delegation absent.

The Peace Officer Report for the month of April, 2008 and the Fines Distribution to March, 2008 were reviewed.

The Annual Meeting will be held in conjunction with the new Hughenden Shop Grand Opening on June 25 at 12 noon.

**ANNUAL MEETING  
AND SHOP GRAND  
OPENING**

08/153 Moved by Cr. Crone that all current MD employees attend the Annual Meeting and Hughenden Shop Grand Opening on June 25 and that the Administration Office will be closed for the afternoon on that day.  
(Car. Un.)

**AGREEMENT WITH  
RCMP FOR POLICING**

08/154 Moved by Cr. Kjos to enter into an agreement with the Royal Canadian Mounted Police to provide an enhanced level of police service at the 2008 Shorncliffe Lake BBQ and the Capt. Ayre Lake Ball Tournament at a cost up to \$6,500.00 per event.  
(Car. Un.)

The Administrator was directed to find out more information about Council Laptops.

**CONTRIBUTION**

08/155 Moved by Cr. Roworth to contribute \$500.00 towards the Region 7 of Wild Rose Agricultural Producers Summer Council Meeting at Hughenden June 22, 2008.  
Carried 5 - 2  
Opposed Cr. Murray  
Cr. Schneider

**AMEND AGREEMENT**

08/156 Moved by Cr. Murray moved to amend the Municipal Sustainability Initiative Capital Project Funding Memorandum of Agreement dated September 13, 2007.  
(Car. Un.)

**APPOINTMENT OF  
DEPUTY DIRECTOR OF  
MEM**

08/157 Moved by Cr. Roworth to appoint the Assessor Alan Down as a Deputy Director of Municipal Emergency Management. (Car. Un.)

**TABLE MILEAGE RATE**

08/158 Moved by Cr. Roworth moved to table mileage rate to the Organizational Meeting.  
Carried 6 - 1  
Opposed Cr. Motley

**CONTRIBUTE TO BBQ**

08/159 Moved by Cr. Murray to contribute to the Town of Provost ½ the cost associated with the Community BBQ to be held June 20, 2008.  
(Car. Un.)

**APPENDIX "A"**

08/160 Moved by Cr. Crone to approve Appendix "A" according to the recommendations of the Utilities/Development Officer. (Car. Un.)

3:50 P.M.

08/161 Moved by Cr. Schneider to adjourn. (Car. Un.)

3:55 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 Office Assistant II Marilyn Reinhart.

**APPROVE SIGN  
APPENDIX**

08/162 Moved by Cr. Kjos to approve the additions to the Yield/Stop Sign Appendix.  
(Car. Un.)

**APPENDIX "D"**

08/163 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.

No report.

### Provost & District Regional Recreation Board

No report.

### M.C.H.A.

No report.

### Shorncliffe Lake Association

#### STEP POSITION

08/164 Moved by Cr. Roworth to authorize to pay the Shorncliffe Lake Improvement Association an additional expense incurred for hiring a STEP position in 2008 once the exact amount is determined when the position concludes. (Car. Un.)

#### TRANSFER LOT

08/165 Moved by Cr. Roworth to transfer Lot 8, Block 3 at Shorncliffe Lake to Clinton Wildman. (Car. Un.)

### Capt. Ayre Lake Association

The minutes of March 26, 2008 were reviewed.

### Provost Fire Department

The Cadogan fire report for April, 2008 was reviewed.

### West End Fire Departments

No report.

### Economic Development

No report.

### Hillcrest Lodge

The minutes of April 16, 2008 were reviewed.

### Waste Management Authority

No report.

### Library Board

The Administrator was directed to write a letter of thanks to the library board members in recognition of their volunteer work.

### Provost & District Health Services Foundation

The minutes of April 24, 2008 was reviewed.

### Ambulance

The minutes of April 30, 2008 were reviewed.

Airport

No report.

E911

The minutes of February 1 and February 29, 2008 as well as the notes from the April 3, 2008 meeting were reviewed.

**MEMBERSHIP  
AGREEMENT WITH  
E911**

4:20 P.M.

08/166 Moved by Cr. Murray that the East Fire District of the Municipal District of Provost No. 52 enter into a membership agreement with East Central 911 Society. (Car. Un.)

08/167 Moved by Cr. Crone to adjourn. (Car. Un.)

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REEVE

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ADMINISTRATOR