

REGULAR MEETING OF COUNCIL, THURSDAY, JANUARY 10, 2008

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

The Regular Meeting of the Municipal District of Provost No. 52 for the month of January, 2008 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, January 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 Assistant Administrator Judy Larson.

ADDITIONS TO THE AGENDA

3. ADMINISTRATION
 1. Financial Statement
 - 2008 Budget
 3. Administration Personnel
 - Tangible Capital Assets Workshop
 - Filter Surveillance Course
4. DELEGATIONS
 - 1:00 p.m. – Vercomm Wireless
6. NEW BUSINESS
 - Tangible Capital Assets
 - Agreement & Policy
 - Additional Staff
 - Communications Network
 - Subdivision & Development Appeal Board Workshop
10. COMMITTEE REPORTS
 - 1) Public Works
 - Resource Road Projects
 - 2) A.S.B.
 - Bio-digester
 - 4) Recreation Boards
 - M.C.H.A.
 - M.C.H.A. Agreement
 - 7) Provost Fire Department
 - December Fire Report
11. CORRESPONDENCE
 - A.A.M.D. & C.
 - EOEP Communications Course
 - Fuel Prices

AGENDA

08/01 Moved by Cr. Tripp to approve the agenda with the additions. (Car. Un.)

9:05 A.M.

Public Works Foreman Irvin Bethge present.

Public Works

Discussion took place on Resource Road Projects, Range Road 14, Township Road 405 and Range Road 20.

RATIFY AMENDED CHANGE ORDER **08/02** Moved by Cr. Roworth to ratify amended Change Order #1, \$7,209.00 additional costs with Seko Construction Ltd. for the construction of the Public Works Shop in Hughenden. (Car. Un.)

ENTER INTO CONTRACT WITH PRO ROCK **08/03** Moved by Cr. Motley to enter into a contract with Pro Rock Specialized Aggregate Inc. for the 2008 gravel crushing requirements. (Car. Un.)

Public Works Report for January 2008

- Snowplowing and sanding are being done as needed
- Stockpiling has been started at the Charlton's Gravel Pit
- Work as been started on the 2008 Road Program
- Work has started on the safety certification of the gravel trucks
- Ready to start cutting brush at some intersections for vision and some cleanup at the lakes
- Still accepting applications for the full-time position until a suitable applicant is found

Reviewed the proposed 2008 Public Works Projects.

10:40 A.M. Pest Control Officer/Asst. Utilities/Development Officer Oscar Long and Ag. Fieldman Burt Forbes were present to discuss GPS and GIS.

11:25 A.M. Irvin Bethge, Oscar Long and Burt Forbes absent.

MINUTES **08/04** Moved by Cr. Crone to approve the minutes of the Regular Meeting of Council, December 13, 2007. (Car. Un.)

MINUTES **08/05** Moved by Cr. Kjos to approve the minutes of the Municipal Planning Commission Meeting of December 13, 2007. (Car. Un.)

APPROVE PRELIMINARY BUDGET **08/06** Moved by Cr. Crone to approve the 2008 Preliminary Budget at \$15,375,432.00. (Car. Un.)

12:11 P.M. **08/07** Moved by Cr. Murray 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 Assistant Administrator Judy Larson.

1:11 P.M. Peace Officer Ian Green, Pest Control Officer/Asst. Utilities/Development Officer Oscar Long, Ag. Fieldman Burt Forbes, Provost Fire Department Fire Chief Barry Johnstone and Vercomm Wireless – Jamie McPhee were present.

2:25 P.M. Jamie McPhee was present to explain Digital Paging and GPS quote. Ian Green, Oscar Long, Burt Forbes, Barry Johnstone and Jamie McPhee absent.

FINANCIAL STATEMENT

Net Balance Nov. 30/07	100,053.24	Disbursements	2,266,987.25
Receipts	254,413.17	Terms/Loans	1,526,822.27
Terms	3,502,328.60	Net Balance Dec. 31/07	62,985.49
	3,856,795.01		3,856,795.01
Total Cash & Investments			21,707,292.60

- BANK RECONCILIATION** **08/08** Moved by Cr. Kjos to approve the bank reconciliation for the month ending December 31, 2007. (Car. Un.)
- REVENUE & EXPENSE STATEMENT** **08/09** Moved by Cr. Tripp to approve the revenue and expense statement to December 31, 2007. (Car. Un.)
- WORKSHOP** **08/10** Moved by Cr. Kjos to authorize the Asst. Administrator to attend the Tangible Capital Assets Workshop, January 25, 2008 in Edmonton. (Car. Un.)
- COURSE** **08/11** Moved by Cr. Kjos to authorize the Utilities/Development Officer and the Pest Control Officer/Asst. Utilities Development Officer to attend the Alberta Water and Wastewater Operators Association Filter Surveillance Course January 15 and 16, 2008 in Red Deer. (Car. Un.)
- Fines distribution to November, 2007 and the Peace Officers Report for the month of December, 2007 were reviewed.
- RESCIND MOTION #06/240** **08/12** Moved by Cr. Murray to rescind Motion #06/240 and to table indefinitely the replacement of old school signs along Highway 41. (Car. Un.)
- TABLE EXH PROPOSAL** **08/13** Moved by Cr. Motley to table the EXH Engineering Services Ltd. proposal regarding Tangible Capital Assets to the February Regular Meeting of Council. (Car. Un.)
- ADVERTISE FOR ADDITIONAL STAFF** **08/14** Moved by Cr. Motley to advertise for additional staff to help with the implementation of Tangible Capital Assets. (Car. Un.)
- TABLE INFO.** **08/15** Moved by Cr. Murray to table indefinitely the information on the fire calls billing policy. (Car. Un.)
- CONTRACT VERCOMM WIRELESS** **08/16** Moved by Cr. Kjos to contract Vercomm Wireless for the installation of equipment in the EC911 Centre in the amount of \$13,000.15; equipment on the Edgerton or Fabyan Tower in the amount of \$17,356.10 and Provost East Tower in the amount of \$35,933.00 for the implementation of digital paging for the Provost Fire Department and Provost Ambulance. (Car. Un.)
- WORKSHOP** **08/17** Moved by Cr. Schneider to authorize the Subdivision and Development Appeal Board members to attend the Subdivision and Development Appeal Board Workshop, February 7, 2008 in Wainwright. (Car. Un.)
- APPENDIX "A"** **08/18** Moved by Cr. Murray to approve Appendix "A" according to the recommendations of the Utilities/Development Officer. (Car. Un.)
- There was no Appendix "B" or "C".
- APPENDIX "D"** **08/19** Moved by Cr. Tripp to accept the accounts as listed on Appendix "D" for information. (Car. Un.)

COMMITTEE REPORTS

A.S.B.

**BIO-DIGESTER
COMMITTEE MEMBER**

08/20 Moved by Cr. Crone to appoint Cr. Schneider in place of
Cr. Crone on the Bio-digester Committee. (Car. Un.)

F.C.S.S.

The minutes of December 11, 2007 were reviewed.

Provost & District Regional Recreation Board

No report.

M.C.H.A.

Information regarding the MCHA agreement and the funding formula
were reviewed.

Shorncliffe Lake Association

TRANSFER LEASE

08/21 Moved by Cr. Roworth to transfer the lease of Lot 5, Block
3 at Shorncliffe Lake from Thomas Flynn Estate to Randy and Kelly
Flynn. (Car. Un.)

Capt. Ayre Lake Association

No report.

Provost Fire Department

The December, 2007 fire report was reviewed.

West End Fire Departments

The Czar Fire Department fire report for December, 2007 and the West
End Fire Department fire report for October, 2007 were reviewed.

Economic Development

No report.

Hillcrest Lodge

The minutes of December 17, 2007 were reviewed.

Waste Management Authority

No report.

Library Board

No report.

Provost & District Health Services Foundation

No report.

Ambulance

No report.

E911

No report.

Airport

No report.

**AMEND MOTION
#07/435**

08/22 Moved by Cr. Kjos to amend Motion #07/435 to read as follows: to table indefinitely the information regarding selling the Peace Officers vehicle to the Provost Fire Department. (Car. Un.)

5:00 P.M.

08/23 Moved by Cr. Kjos to adjourn. (Car. Un.)

REEVE

ADMINISTRATOR