

**REGULAR MEETING OF COUNCIL, THURSDAY, JANUARY 29, 2026**

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

A Regular Meeting of the Municipal District of Provost No. 52 was held in the Council Chambers of the Municipal Administration Building, 4504 – 53 Avenue, Provost, Alberta on Thursday, January 29, 2026, and was called to order by Reeve Motley at 9:00 a.m.

**PRESENT**

**PRESENT**

Present: Councillors D.L. Motley, L. Almberg, L.D. Kozlinski, G. Vetter, M.R. Angeltvedt (via video-conference), A. Greenwood and B.N. Olson.

**ALSO  
PRESENT**

Also Present: Administrator, Tyler Lawrason  
Carly Wilkes, Director of Legislative Services  
Len Fossen, Operations Manager  
Marty Biro, Operations Manager  
Lucas Vetter, Mechanical and Fleet Supervisor

**ADDITIONS/DELETIONS TO THE AGENDA**

**2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix "A"
- Gravel Reports
- Culvert Estimate for BF 71489
- Weekly Grader Activity Reports  
January 18-24, 2026

**4. ADMINISTRATION**

- A. Financial Statement
  - Project Costing to December 31, 2025
- C. Administration Personnel
  - Administrator Notes

**7. NEW BUSINESS  
REMUNERATION CLAIMS**

- Division 7
  - DECISION ITEMS
    - Transfer to Reserves
    - 2026 Fencing RFP
    - 2026 Packer Tender
    - 2026 Pickup Truck Tender
    - 2026 Rotary Cutter Tender
    - 2026 Row Crop Tractor with Cab (Cange Quotes)
    - 2026 Heavy-Duty Breaking Disc (Canoe Quotes)
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**9. ACCOUNTS**

- Appendix "D"

**10. COMMITTEE REPORTS**

- 8) Waste Management Authority
  - November 24, 2025 Organizational Minutes
  - November 24, 2025 Regular Minutes

**11. CORRESPONDENCE**

- Killam/Forestburg RCMP Re: Community Priorities Plan Leadership Invitation Letter
- Provost RCMP Re: Community Priorities Plan Leadership Invitation Letter

AGENDA

26/24. Moved by Cr. Kozlinski to accept the agenda with additions as presented. (Carried)

APPENDIX "A" – PUBLIC WORKS REPORT

Appendix "A" – Public Works Report was reviewed.

A discussion relative to the 2026 Heavy-Duty Breaking Disc ensued.

PUBLIC WORKS REPORT

26/25. Moved by Cr. Greenwood to accept the Public Works Report as information. (Carried)

MINUTES REGULAR MEETING

26/26. Moved by Cr. Almberg to approve the minutes of the January 8, 2026 Regular Meeting as presented. (Carried)

PROJECT COSTING REPORT TO DECEMBER 31, 2025

26/27. Moved by Cr. Angelvtedt to accept the Project Costing Report to December 31, 2025, as presented. (Carried)

ADMIN NOTES

The Administrator's Notes were reviewed.

A discussion relative to the 2026 Fencing RFP ensued.

A discussion relative to the 2026 Packer Tender ensued.

A discussion relative to the 2026 Pick-up Truck Tender ensued.

A discussion relative to the 2026 Rotary Cutter Tender ensued.

A discussion relative to the 2026 Row Crop Tractor Quotes ensued.

A discussion relative to the Heavy-Duty Breaking Disc Quotes ensued.

ABSENT  
9:43 A.M.

Marty Biro, Len Fossen, and Lucas Vetter absent.

DEPARTMENT HEAD REPORTS

The following Department Head Reports were reviewed:



- ASB Report
- Development Officer Report
- Utilities Officer Report
- Asst. Development Officer Report
- Safety Officer Report
- Peace Officer Report
- Fines Distribution

REMUNERATION CLAIMS

26/28. Moved by Cr. Kozlinski approve the Councillor Remuneration Claims, as presented. (Carried)

A discussion relative to the M.D. Library Board ensued.

ABSENT  
9:56 A.M.

Carly Wilkes absent.

PRESENT  
9:57 A.M.

Carly Wilkes present.

2026 LIBRARY BOARD  
BUDGET

26/29. Moved by Cr. Kozlinski to approve the 2026 Library Board budget, as presented. (Carried)

RANGE ROAD 80  
CLOSURE REQUEST

26/30. Moved by Cr. Vetter to authorize Administration to proceed with the closure of Range Road 80, as requested.

ABSENT  
10:01 A.M.

Carly Wilkes absent.

PRESENT  
10:02 A.M.

Carly Wilkes, Marty Biro, and Wendy Trenerry present.

A discussion relative to the Scope of Work for the new Hughenden Public Works Shop ensued.

ABSENT  
10:13 A.M.

Carly Wilkes absent.

PRESENT  
10:13 A.M.

Carly Wilkes present.

NEW PUBLIC WORKS  
SHOP – SCOPE  
APPROVAL

26/31. Moved by Cr. Kozlinski to authorize the scope, drawings and associated additions, and attendant cost estimate for the new Hughenden Public Works Shop, as presented and recommended by the Shop Design Committee. (Carried)

ABSENT  
10:20 A.M.

Marty Biro absent.

AXIOM PAYMENT  
PLAN REQUEST

26/32. Moved by Cr. Olson to accept the payment agreement proposal from Axiom as presented. (Carried)

TRANSFER TO  
RESERVES

26/33. Moved by Cr. Vetter to approve the allocation of \$1,572,550.00 to reserves. (Carried)

ABSENT  
10:26 A.M.

Wendy Trenerry absent.

2026 FENCING RFP

26/34. Moved by Cr. Kozlinski to accept staff recommendations and name Intime Fencing the sole qualified proponent to the 2026 Fencing RFP to as per their proposal. (Carried)

2026 PACKER TENDER

26/35. Moved by Cr. Almberg to accept staff recommendations and award the 2026 Packer Tender to Empire Welding & Machining Ltd., as per their submission. (Carried)

2026 PICK UP TRUCK  
TENDER

26/36. Moved by Cr. Motley to accept staff recommendations and award the 2026 Pickup Truck Tender to Wainata Motor, as per their submission.  
(Carried)

2026 ROTARY CUTTER  
TENDER

26/37. Moved by Cr. Olson to accept staff recommendations and award the Rotary Cutter Tender to RedHead Equipment, as per their submission.  
(Carried)

2026 ROW CROP  
TRACTOR WITH CAB  
TENDER

26/38. Moved by Cr. Olson to accept staff recommendations and award the 2026 Row Crop Tractor with Cab Tender to Battle River Implements, as per their submission.  
(Carried)

2026 HEAVY-DUTY  
BREAKING DISC  
QUOTES

26/39. Moved by Cr. Greenwood to accept staff evaluation and accept the quote from Battle River Implements for the Heavy-Duty Breaking Disc, as per their submission.  
(Carried)

CLOSE MEETING TO  
THE PUBLIC S. 20, S.  
22, and S. 29 A.T./A.  
10:49 A.M.

26/40. Moved by Cr. Motley to close the meeting to the public in accordance with Section 20, Section 22, and Section 29 of the *Access to Information Act* to discuss a personnel issue and to receive advice from officials.  
(Carried)

OPEN MEETING TO  
THE PUBLIC  
11:26 A.M.

26/41. Moved by Cr. Motley to open the meeting to the public.  
(Carried)

AG FIELDMAN  
APPOINTMENT

26/42. Moved by Cr. Vetter that Murray Downing be appointed as the Agricultural Fieldman.  
(Carried)

NRCB APPLICATION

26/43. Moved by Cr. Olson to declare the proposed NRCB application has an equivalent Category 1 or 2 confined feeding operation and assign a 1.0 mile setback, as per the Municipal Development Plan.  
(Carried)

A discussion relative to the upcoming Buffalo Trail Public School meeting with the Board ensued.

A discussion relative to the Police Funding Model ensued.

A discussion relative to SDAB Member solicitation ensued.

APPENDIX "B"

26/44. Moved by Cr. Olson to accept Appendix "B" according to the recommendations of the Development Officer.  
(Carried)

BYLAW 2340

26/45. Moved by Cr. Almberg that Bylaw 2340, which would amend the Land Use Bylaw (BY2323) to rezone 5.64 hectares (13.94 acres) Pt. N.E. 35-39-7-W4M from Agricultural District (AD) to Rural Small Holding (RSH) District, be given second reading.  
(Carried)

26/46. Moved by Cr. Vetter that Bylaw 2340, which would amend the Land Use Bylaw (BY2323) to rezone 5.64 hectares (13.94 acres) Pt. N.E. 35-39-7-W4M from Agricultural District (AD) to Rural Small Holding (RSH) District, be given third reading.  
(Carried)

APPENDIX "D"  
26/47. Moved by Cr. Kozlinski to accept Appendix "D" as information.  
(Carried)

COMMITTEE REPORTS

A.S.B.  
A discussion relative to the recent ASB Convention ensued.

Provost & District Regional Recreation Board  
Cr. Angeltvedt and Cr. Olson provided an update for the committee.

ABSENT  
11:50 A.M.  
Cr. Angeltvedt absent.

West Recreation Committee  
Cr. Motley provided an update for the committee.

Hillcrest Lodge  
Cr. Vetter provided an update for the committee.

Waste Management Authority  
The Administrator provided an update for the committee.

Provost & District Health Services Foundation  
Cr. Vetter provided an update for the committee.


Airport  
The Administrator provided an update for the committee.

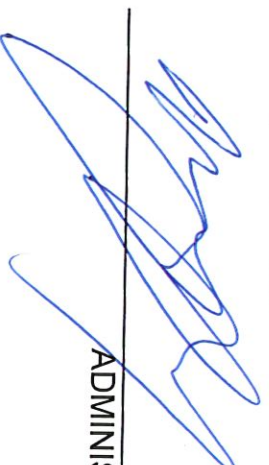
Health Professionals Recruitment & Retention Committee  
The Administrator provided an update for the committee.

Provost Medical Centre Governance Board  
The Administrator provided an update for the committee.

ADJOURN  
12:05 P.M.

26/48. Moved by Cr. Motley to adjourn the meeting. (Carried)

  
REEVE

  
ADMINISTRATOR