

**REGULAR MEETING OF COUNCIL, THURSDAY, APRIL 23, 2026**

**TO ORDER AT  
8:58 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, April 23, 2026, and was called to order by Reeve Motley at 8:58 a.m.

**PRESENT**

**PRESENT**

Present: Councillors D.L. Motley, L. Almberg, G. Vetter, M.R. Angeltvedt 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

**ABSENT**

Absent: Councillors A. Greenwood and L.D. Kozlinski

**ADDITIONS/DELETIONS TO THE AGENDA  
2. PUBLIC WORKS REPORT**

- Public Works Report – Appendix “A”
  - Gravel Reports
  - Weekly Grader Activity Reports
    - April 12-18, 2026
    - Hughenden Shop Progress
      - April 8, 2026 Meeting Follow-up
      - Correspondence – Brytex Deposit
      - Correspondence – Conflict Areas
      - Correspondence – Cranes & Doors

**4. ADMINISTRATION**

- A. Financial Statement
  - Balance Sheet to January 31, 2026
  - Balance Sheet to February 28, 2026
  - Balance Sheet to March 31, 2026
  - Project Costing Report April 21, 2026
  - Statement of Accumulated Surplus to March 31, 2026

- C. Administration Personnel
  - Administration Personnel Administrator Notes

**7. NEW BUSINESS**

**REMUNERATION CLAIMS**

- Division 2
- Division 6

**DECISION ITEMS**

- Hughenden Arena Ice Plant Replacement
- M.D. of Wainwright ICF Termination
- AUC Standardized Setbacks – Written Response

**9. ACCOUNTS**

- Appendix “D”

**10. COMMITTEE REPORTS**

- 4) Shorncliffe Lake Association

**11. CORRESPONDENCE**

- April 21, 2026 Minutes
- Rising Sun Solar Project – AUC STIP
- Assessment Model Review – RMA Update
- Town of Provost – May/June Newsletter



AGENDA

26/125. Moved by Cr. Vetter to accept the agenda with additions as presented. (Carried)

APPENDIX "A" – PUBLIC WORKS REPORT

Appendix "A" – Public Works Report was reviewed.

ABSENT  
9:16 A.M.

Marty Biro and Len Fossen absent.

REGULAR MEETING  
MINUTES  
APRIL 9, 2026

26/126. Moved by Cr. Almberg to approve the minutes of the April 9, 2026 Regular Meeting as presented. (Carried)

BALANCE SHEET TO  
JANUARY 31, 2026

26/127. Moved by Cr. Olson to accept the Balance Sheet to January 31, 2026, as presented. (Carried)

BALANCE SHEET TO  
FEBRUARY 28, 2026

26/128. Moved by Cr. Angelvedt to accept the Balance Sheet to February 28, 2026, as presented. (Carried)

BALANCE SHEET TO  
MARCH 31, 2026

26/129. Moved by Cr. Vetter to accept the Balance Sheet to March 31, 2026, as presented. (Carried)

PROJECT COSTING  
REPORT TO  
APRIL 21, 2026

26/130. Moved by Cr. Almberg to accept the Project Costing Report to April 21, 2026, as presented. (Carried)

STATEMENT OF  
ACCUMULATED  
SURPLUS TO MARCH  
31, 2026

26/131. Moved by Cr. Angelvedt to accept the Statement of Accumulated Surplus to March 31, 2026, as presented. (Carried)

ADMIN NOTES

The Administrator's Notes were reviewed.

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

26/132. Moved by Cr. Angelvedt approved the Councillor Remuneration Claims, as presented. (Carried)

WEED INSPECTORS

26/133. Moved by Cr. Vetter to appoint Garrett Trenerry, Amber Helle, Victoria Putz, Grady Gillies, Emma Tuftin, Ashton Penman, Brian Carter, and Gabe Sortland as weed inspectors under the Weed Control Act. (Carried)



PEST INSPECTORS

26/134. Moved by Cr. Vetter to appoint Garrett Trenerry, Amber Helle, Victoria Putz, Grady Gillies, Emma Tuffin, Ashton Penman, Brian Carter, and Gabe Sortland as pest inspectors under the Agricultural Pests Act. (Carried)

SUPPORT/  
REMEMBRANCE AD

26/135. Moved by Cr. Angelvedt to purchase a half page Support/Remembrance Ad in the Royal Canadian Legion book, at a cost of \$1,140.00 GST inclusive. (Carried)

ABSENT  
9:51 A.M.

Carly Wilkes absent.

ICF TERMINATION

26/136. Moved by Cr. Olson to terminate the ICF with the M.D. of Wainwright, as requested. (Carried)

PRESENT  
9:52 A.M.

Carly Wilkes present.

RECESS  
9:53 A.M.

Cr. Motley called the meeting to recess.

BACK TO ORDER  
9:59 A.M.

Cr. Motley called the meeting back to order.

PRESENT  
10:00 A.M.

Wendy Trenerry, Financial Officer, present.

PRESENT  
10:01 A.M.

Richard Zhao, Metrix Group LLP, present.

DELEGATION  
10:02 A.M.

Richard Zhao provided an update and presentation regarding the Audited Financial Statements.

ABSENT  
10:18 A.M.

Wendy Trenerry absent.

ABSENT  
10:18 A.M.

Wendy Trenerry present.

ABSENT  
10:35 A.M.

Richard Zhao absent.

AUDITED FINANCIAL  
STATEMENTS  
APPROVAL

26/137. Moved by Cr. Angelvedt to approve the Audited Financial Statements, as presented. (Carried)

HUGHENDEN ICE  
PLANT REPLACEMENT

26/138. Moved by Cr. Vetter to accept the quote from Canadian Climate Refrigeration & HVAC, in accordance with option four, to complete a full refrigeration plant and header replacement and the Hughenden Central Sports Garden at a cost of \$1,043,450.00 plus GST and authorize administration to approach the management group regarding financial contributions for items excluded in the quote. (Carried)

AUC WRITTEN  
RESPONSE

26/139. Moved by Cr. Almberg to authorize Administration to submit a written response concerning proposed renewable energy setback ranges to the AUC. (Carried)

CLOSE MEETING TO  
THE PUBLIC S. 20 AND  
S. 22 A.T.I.A.  
11:11 A.M.

26/140. Moved by Cr. Motley to close the meeting to the public in accordance with Section 20 and Section 22 of the Access to Information Act to discuss a personnel issue. (Carried)

OPEN MEETING TO  
THE PUBLIC  
11:21 A.M.

26/141. Moved by Cr. Motley to open the meeting to the public. (Carried)

PERFORMANCE  
EVALUATIONS -  
ASSISTANT AG  
FIELDMAN

26/142. Moved by Cr. Motley to accept the performance evaluation and attendant recommendations as presented for the Assistant Ag. Fieldman. (Carried)

PERFORMANCE  
EVALUATIONS -  
INVENTORY AND  
PROCUREMENT  
CONTROL OFFICER

26/143. Moved by Cr. Motley to accept the performance evaluation and attendant recommendations as presented for the Inventory and Procurement Control Officer. (Carried)

A discussion relative to the upcoming joint meeting with the Town of Provost ensued.

APPENDIX "B"

26/144. Moved by Cr. Angeltvedt to accept Appendix "B" according to the recommendations of the Development Officer. (Carried)

APPENDIX "D"

26/145. Moved by Cr. Motley to accept Appendix "D" as information. (Carried)

COMMITTEE REPORTS

COMMITTEE REPORTS

Provost & District Regional Recreation Board  
A discussion relative to rental income from the building ensued.

Shorncliffe Lake Association  
Cr. Vetter provided an update for the committee.

West Fire Committee  
The Administrator provided an update for the committee.

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

Waste Management Authority  
Cr. Angeltvedt provided an update for the committee.

Library Board  
Cr. Motley provided an update for the committee.

Airport  
The Administrator provided an update for the committee.

Provost Cooperative Seed Cleaning Plant  
The Administrator provided an update for the committee.




Health Professionals Recruitment & Retention  
The Administrator provided an update for the committee.  
Provost Medical Centre Governance Board  
The Administrator provided an update for the committee.

ADJOURN  
11:45A.M.

26/146. Moved by Cr. Motley to adjourn the meeting. (Carried)

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
ADMINISTRATOR