

MINUTES OF MONDAY, MARCH 16, 2020 AT 5:00 PM
REGULAR MEETING OF THE HYTHE VILLAGE COUNCIL HELD AT
THE GLAS HOUSE, HYTHE

Present: Mayor Brian Peterson
Deputy Mayor Hewitt
Councillors: Bill Guise
Sandra Miller
Ed Smith – arrived at 5:09
CAO: Leona Hanson
Recording Secretary: Chelsea de Ruiter

1. Mayor Peterson called the meeting to order at 5:01p.m.
2. Adopt Meeting Agenda
MOVED by Councillor Miller to adopt the meeting agenda. **CARRIED 03/20/56**
3. Minutes of the March 2, 2020 Regular Council Meeting
MOVED by Deputy Mayor Hewitt to approve the minutes of the March 2, 2020 regular council meeting. **CARRIED 03/20/57**
4. Business Arising from the Minutes.
No Business Arising from the Minutes.
5. Delegations
No delegations
6. Operations Update – Budget Update (to be distributed)
CAO Leona Hanson provided a verbal update to Council on Operations. The Provincial budget resulted in an over \$31,000 decrease for the Village of Hythe and a 4% school tax increase. The combination is a 6% tax increase for us. Administration and Public Works Foreman Greg Longson interviewed people for the Foreman Assistant position this week, looking for specialization with water license. In the budget administration is looking for items that can switch to capital and looking for other ways to cut some costs. When another draft of the budget is ready it will be distributed to Council followed by a call to meet. An update on the website was provided by Administration, a grant for \$5,000 was received from PREDA; unfortunately, we were not successful with our application for funding from the CARES grant. Administration has had a first meeting with Image Design, they will be conducting a survey with businesses and will do a residential survey as well. They will attend the Council Meeting on April 14, 2020 to get feedback and input from Council. The website is planned to be ready for July. We would have liked to have had a great website during this information period however we are using Facebook and the website to get information to the public about COVID-19 updates.
7. Business & Information
 - a. GRPEP Update: COVID-19 (attached)
 - i. Village of Hythe Business Continuity Plan (attached)

Administration has been meeting regularly on the Village of Hythe Business Continuity Plan. The information is evolving quickly and the action that is being taken by the government and subsequently what we have to do. Grande Prairie Regional Emergency Partnership has been activated, for the Village of Hythe this is helpful in regards to the Village having limited staff, the County and City of Grande Prairie have more resources to go towards preparing. One of the questions about activating GPREP is not to do with the risk of the virus, at this time there are no cases in the north zone, the problem came from the hoarding and risk to the supply chain. Daycares and schools have closed so activating GPREP has more to do with managing the public. GPREP has a pandemic plan that was drafted in 2009 and has

been updated. Should the Village of Hythe be in a position where we are not able to provide critical resources, we would declare a state of local emergency and we could get assistance with that. Administration asked Council to provide direction on locking the doors to limit public access to the municipal buildings. Council agreed to support what administration feels is in the best interest of the staff and the Village.

- b. Beirsto & Associates Engineering (to be distributed)
 - i. Roads Improvement Program
 - ii. Road Coring Assessment Quote
 - iii. Grading/Drainage Assessment Quote

Beirsto & Associates Engineering provided a proposal for Bore Hole Data and Drainage Survey for Council review.

MOVED by Mayor Peterson that the Beirsto & Associates Engineering for Bore Hole Data Proposal and Drainage Survey Proposal be included in the capital budget.

CARRIED 03/20/58

8. Correspondence

- a. Grande Prairie Regional Recreation Committee – JOINT MEDIA RELEASE (attached) provided for information
- b. Reading File – to be provided

9. Meetings Attended and Members' Business

Councillor Smith – no meetings attended, no new business

Deputy Mayor Hewitt

Attended a Community Futures meeting last week. Lots of discussion about working remotely and how to protect people.

When there is a plan for street repairs, how can we keep the community updated with the process and communicate the financial side of the project, that there is not a lot of funds available and that Council is doing their best to do the project without raising taxes. Let the community know we are working on street repairs and communicate the costs. Administration advised information out be included with the budget to inform about the roads and the capital side of it. Mayor Peterson agreed that the more information the public has is helpful.

Chelsea de Ruiters, Community Development Clerk

Had a meeting with the County Connector Advisory Committee to review ridership. Ridership has not been very good on Route 92 that services the Village of Hythe. This pilot project will end in November and the committee is starting to look at alternative methods to serve the transportation needs of the communities. A survey will be going out to current riders to find out if they will be able to find alternate transportation to reach their destinations.

Councillor Miller

An update on the library was provided, the library will be closed to the public, people may be able to arrange to pick up orders books but that process is not certain. The staff will be working on inventory for this time, this is usually done in the spring and requires the library to be closed.

Mayor Peterson- no meetings attended, no new business.

MOVED by Deputy Mayor Hewitt to go into closed session at 6:22PM

CARRIED 03/20/59

10. Closed Session

- a. Contracts
 - i. ICF
 - ii. Land
 - iii. Fiber
- b. Human Resources

MOVED by Deputy Mayor Hewitt go out of closed session at 8:23p.m.

CARRIED 03/20/60

Mayor Peterson left the meeting at 8:25

MOVED by Councillor Smith to list to Old Fire Hall for sale or lease and investigate terms and conditions to bind development in a set time frame withing the agreement. Further that the listing agreement be entered into a six-month period with Jack Patterson of All Peace Realty.

CARRIED 03/20/61

MOVED by Deputy Mayor Hewitt to discuss with the Hythe Food Bank Volunteers the option of relocating to the Community Centre.

CARRIED 03/20/62

11. Adjournment

MOVED by Councillor Miller that the meeting be adjourned. **CARRIED 03/20/55**

Time of adjournment was 8:32 p.m.

Mayor

Chief Administrative Officer