

DECEMBER 10, 2018

Present:

Mayor Brian Peterson

Deputy Mayor Craig Hewitt

Councilors: Sandra Miller

Ed Smith

CAO: Greg Gayton

Recording Secretary: Tina Tollefson

1. The meeting was called to order by Mayor Brian Peterson at 5:03 p.m.

2. Minutes of the November 26, 2018 regular Council meeting

MOVED by Councilor Miller that the minutes of November 26, 2018 regular Council meeting be approved. **CARRIED 12/18/2016**

3. Business arising from minutes; Councilor Hewitt asked to have a specific meeting with Bylaw Enforcement Services to go over issues within the Village of Hythe. This will be discussed later on in the meeting.

4. Representation:

1. Coree Ladwig and Steve Harvard were present at the start of the meeting at 5:04 p.m. to give their presentation for the Rural Transportation Pilot Program. This is a transit system that will provide public transportation to the rural communities surrounding the City of Grande Prairie. This pilot program includes Clairmont, Sexsmith, Wembley, Beaverlodge and Hythe. The proposed schedule is open to changes and input from residents and municipalities to achieve the best service possible for these communities. Hythe will be serviced weekly, starting in February, with a 24-seat bus that has 2-wheel chair spaces. Ms. Ladwig and Mr. Harvard left the meeting at 5:30 p.m.
2. Candace Bates arrived at 5:44 p.m. to speak with Council regarding the Hythe Library budget. Ms. Bates and the library board are looking not necessarily for financial aid, but for help in other ways. Perhaps with help to research and utilize grants that can provide funding and ways to expand the use of the library. Serious consideration has been given to the budget. The current deficit in the projected budget is due to inflation. It has been requested that the Village of Hythe provide the numbers for the amount of money that it contributes to the library in rent, utilities, maintenance and forgiven taxes so that the library can ask for additional operational funding. Also, the library board is in need of one or two additional members to serve on the board. Staff will put an ad in the newsletter for vacancies. Ms. Bates left the meeting at 6:06 p.m.

3. Public Works supervisor Greg Longson was in at 6:07 p.m. to give his public works report to Council. Public Works has been doing maintenance at the sewage lagoon lift station. Mr. Longson discussed with Council snow removal strategy, and future equipment purchasing. Maintenance at the community center was also addressed since Public Works has been looking after the snow removal and salting and sanding the sidewalks.

MOVED by Councilor Miller to offer maintenance services to the community center for \$500 per month. **CARRIED 12/18/207**

Mr. Longson left the meeting at 6:38 p.m.

4. Rod Pittman and Eva Chatelain came to the meeting at 7:00 p.m. to discuss with council the tax sale of Mr. Pittman's property in the Village of Hythe. Mr. Pittman was incapacitated and gave permission to Eva to speak on his behalf. The home is in dire need of repair in order to bring it up to proper living standards. It was agreed upon that by the next council meeting on January 7, they will present to council a full plan on what repairs will be done on the mobile home and by whom. A payment plan can then be set up to cover the tax arrears. Mr. Pittman and Ms. Chatelain left the meeting at 7:10 p.m.

5. Meetings Attended:

Councilor Miller attended a meeting with the Hythe Library Board. The budget is a main focus right now since the library is at a deficit. They would like to explore options to receive more grant money for the operating costs. The Library Board is also reading sections of the library act every meeting to be familiar with policies and keeping these policies current. The Library Board is also looking to recruit new members to the existing board of five members.

CAO Gayton attended the following meetings:

- November 29 – met with Alec at the Grand Marshall Inn regarding their bus stop
- December 1 – Carley, Cindy and Greg helped with the Tree Drop
- December 4 – Canadian Fibre Optics phone meeting
- December 5 – Cameron Sandboe with the campground website. We need to provide an overhead photo of the campground, dimensions of the stalls and pictures of 4 stalls. There will be totally new software this year.
- December 5 – Meeting with Greg Longson regarding sewer blockage on 103rd street row housing
- December 6 – Bill Guise and Greg attended a doctor recruitment committee meeting at the County Administration Office

- December 10 – Greg attended a Grand Opening of the County Connector system and the meeting after with the Transportation Minister Brian Mason regarding Transportation priorities.

Councilor Smith attended a meeting with the Tourism Board. This Wednesday, the board will be visiting the Village of Hythe at 10 a.m. The group will visit the Christmas Tree on Main Street, the Museum next to the Tac Shop and the Hythe Arena.

Mayor Peterson advised that the Pioneer Home is awaiting a Government meeting that may not happen until sometime in the new year before new information will be available. He held a review meeting regarding the Tree Drop event and discussed ways to make it better for next year. He has addressed the need to have music and a speaker system so everyone in attendance can hear announcements, as well as the tree stand will need modifications to better fit the tree and hold it in place. Mayor Peterson has also explored the building on the corner by the arena and is looking at options to utilize this building.

6. Correspondence:

- a) Peace Library system – 2019 budget for information purposes
- b) Hythe Library 2019 budget for information purposes
- c) AUMA – gas and power contracts. An extension for this can be requested until some comparable numbers are received. CAO will provide current rates we are paying for power and gas.

7. Other Business & Information:

- a) Regional Transit Service agreement.

MOVED by Councilor Hewitt to enter into contracts with the County of Grande Prairie and the City of Grande Prairie to administer the Rural Transportation Pilot Project. **CARRIED 12/18/208**

MOVED by Mayor Peterson to nominate Carley Friesen to the Advisory Committee for the Rural Transportation Project. **CARRIED 12/18/209**

MOVED by Councilor Smith to use the Village of Hythe Office to sell super pass cards for the bus fare. **CARRIED 12/18/210**

- b) Monthly Peace Officer reports – September, October and November. Council looked through these monthly reports and would like to request a meeting with Stuart Rempel and Dan Lemieux to address Enforcement Services within the Village of Hythe. This meeting would address specific ongoing issues and promote proactive policing. The CAO will send a letter to outline our position prior to the meeting
- c) Wayne Drysdale open house, for information purposes.

- d) Staff memo, financial reporting. Council reviewed the budget and questioned expenditure and revenue amounts. There was concern about the Village's financial position at year end.
- e) Town of Beaverlodge, street sweeping. Council reviewed a past invoice.
- f) Small water systems operations training. This was provided as information and it was decided that this training would be beneficial for our Public Works staff.
- g) Memo re: ground water levels investigation. Information in the form of graphs was provided to Council regarding ground water levels. This matter will continue to be discussed as more information becomes available.
- h) Community Development Officer report.
 - 1. CARES grant and meeting with Fibre Optics
 - 2. Grande Prairie Regional Recreation Committee
 - 3. Strategic Plan meeting will take place December 18.
 - 4. Christmas Tree Drop media coverage from newspapers, to radio and television as well as an online presence.

8. Members Business

CAO Report: Verbal

CAO Gayton reported on the following:

- The Village of Hythe Facebook page has been a success with the Tree Drop video reaching over 47,000 views. This page currently has 197 followers.
- The newsletter will be sent out shortly with some adjustments
- Lots of street lights going out all over the Village. Please forward complaints to the Village Office and we can have Atco continue to look after this.
- Christmas Lighting contest. Councilors Hewitt and Smith have volunteered to judge seasonal decorations in the Village of Hythe. First place will receive \$100, second will receive \$50 and third place will receive \$25.
- Council meeting minutes will be sent out staff as soon as they are typed
- The insurance premium for the Arena Manager, Mr. Evaskevich, was an additional \$1300

MOVED Councilor Hewitt to pay half the insurance cost for the Hythe Arena manager. **CARRIED 12/18/21**

Councilor Hewitt would like to express appreciation to Soups and Scoops for staying open during the Tree Drop event. He inquired regarding communications between Mayor Peterson and the new Horse Lake admin, and the City of Grande Prairie regarding the Arctic Winter Games. Councilor Hewitt commented about a current vendor list for everyone doing contract work within the Village. Before work can commence contractors need to provide their safety program, rates, WCB and proper insurance. He has also

asked if a survey was given to those in attendance at the Hythe Arena. He would like to see an appraisal value for the old Hythe Legion. Councilor Hewitt inquired about having drawings made and a plan in place for some office renovations and to obtain a minimum of three quotes for this project. He has also asked if we can have a study done to estimate how many people from the west county use services here within the Village of Hythe. Having an understanding of these numbers can help with receiving Grants for things such as the Library.

Mayor Peterson inquired as to the status of the Alberta Community Partnership Grant for employee safety training. The CAO responded that he is working with Lori Parker from Wembley to revise the invitation for quotations.

9. In camera

MOVED by Councilor Miller to go in camera at 9:15 p.m. **CARRIED**
12/18/212

While in camera Council discussed personnel matters.

MOVED by Mayor Peterson to go out of camera **CARRIED 12/18/213**

MOVED by Councilor Smith to adjourn the meeting **CARRIED**
12/18/214

Time of adjournment was 10:12 p.m.