

## DECEMBER 16, 2019

Present: Mayor Brian Peterson arrived at 5:29 pm  
Deputy Mayor Craig Hewitt  
Councillors: Sandra Miller  
Ed Smith  
CAO: Leona Hanson  
Recording Secretary: Chelsea de Ruiter  
Regrets: Councillor Bill Guise

1. Deputy Mayor Hewitt called the meeting to order at 5:13 p.m.
2. **MOVED** by Deputy Mayor Hewitt to adopt the meeting agenda with the addition of the following items:

8e County of Grande Prairie Media Release

10a iii A3

10b Human Resources

**CARRIED 12/19/274**

3. **MOVED** by Councillor Smith that the minutes of the December 2, 2019 regular council meeting be approved as presented. **CARRIED 12/19/275**

4. Business Arising from the Minutes.  
No business arising.

### 5. Delegations

a. Leanne Chartrand, Veresen Midstream 5:14 pm

Pembina representative Leanne Chartrand presented to Council to inform about current activity at the Veresen Midstream's Hythe Brainard Gas Plant that is operated by Pembina. An expansion project includes a new inlet separation and compressor capacity as well as a new sour gas line scheduled for the 2020 year. The expansion of this plant will reduce the need for a new plant to be built. Preparation for new pipe to connect to Brainard has begun with tree clearing and the anticipated completion of the construction is the end of 2020. Veresen Midstream has a presence in the Village of Hythe and hopes to continue to provide support to the community through community engagement, volunteering, and community investment. In 2019 Veresen Midstream was a supporter of the following groups in the region: Talk To Me Fun Run, Rio Grande Rodeo, Hythe Regional School, Beaverlodge Pony Club, Beaverlodge Barracudas, Beaverlodge Blades & Amp; Minor Hockey, Hythe Speedway, Hythe Memorial Arena, Hythe Minor Hockey, Hythe Community Christmas Tree Drop, and Demmit Community Playground.

### 6. Financial Report

Council was provided a breakdown of project fund allocations for review. The cost of repairs to Water Well #1 was included on the report. Year-end expenses are still being received for projects and general operations. Administration recommended that Council approve the allocation under MSI and the Gas Tax fund to cover capital project expenses identified on the report.

**MOVED** by Councillor Miller to allocate funds from MSI and Gas tax to the projects as required. **CARRIED 12/19/276**

## 7. Business & Information

### a. Follow Up Information for Council Request

Provided for information, ride and share apps are available for people interested in carpooling for their commutes. There are multiple apps on the market at this time for people interested.

### b. Grant Programs Announced:

i. Cultural Awareness, Inclusion – The deadline to apply for this grant is January 7 and it is open to non-profit organizations for initiatives that support Training and Education to increase cultural awareness, and/or help Albertans understand the impact of discrimination as a barrier to full participation of individuals in society. Capacity-building in community through various activities and Enhancing Cultural Awareness. Information will be shared with community groups.

ii. Alberta Community Partnership – provided for information, this grant requires collaboration with other municipalities and can be used over several years. Currently there are several collaborative projects in progress. Administration will be meeting with COAs from the region and will discuss any further opportunities that can be pursued at this time.

c. Water System Update – Well #1 – A recent flow test was completed and subsequent information with licensing approval received. Additional information and long-term use planning are being developed.

d. Snow Clearing Policy – A policy has been developed to detail the effective and efficient provision of snow and ice removal control in the Village of Hythe. This policy has been prepared to define the objectives and standards by which snow and ice control will be undertaken.

**MOVED** by Councillor Smith to implement the Snow & Ice Control Policy with the edit to remove “Snow clearing of Village sidewalks” under 5. Sidewalk Clearing. **CARRIED 12/19/277**

e. Phone Policy – Administration advised Council that office staff and the public works foreman use personal cell phones to conduct work duties including responding to communication for regular and outside of regular work hours. Staff are expected to have e-mail, caller ID and voice mail. The Phone Policy presented to Council states the Village of Hythe will pay \$60 per month as a blanket expense reimbursement.

**MOVED** by Mayor Peterson to approve the Phone Policy. **CARRIED 12/19/278**

## 8. Correspondence

a. Canadian Natural Resources Limited – The Knopcik Area Emergency response Plan was shared with Council for information purposes. This notice has also been added to the Village of Hythe Website on the bulletins page and the Village of Hythe Facebook page.

b. Police Costing Model Billing – Update. The bill for the Government of Alberta police funding model will be distributed to municipalities in January 2021 for services provided between April 2020 and March 2021. This clarification was provided to alleviate concerns regarding the police funding model's impact on 2020 municipal budget planning.

c. Growing the North Conference February 18 to 20, 2020 – provided for information.

d. Minister of Municipal Affairs – Municipal Sustainability Initiative (MSI)

Correspondence was received from Alberta Municipal Affairs to confirm MSI funding

provided to The Village of Hythe for 2019 year. Total capital funding totals \$204,306, operating funding remains at \$93,489.

e. County of Grande Prairie Media Release: County Council approves \$2.7 million in grants for local organizations. Provided for information. Grant recipients for the Hythe community include: \$40,000 to the Hythe & District Recreational Society for gym floor repairs, \$22,000 to the Hythe Athletic Association to purchase and install dressing room flooring, \$10,000 to the Friends of Hythe Community Playground for an early childhood playground, \$5,000 to the Hythe & District Recreational Society to purchase and install new furnaces, \$1,000 to the Hythe Agricultural Fair.

## 9. Meetings Attended and Members' Business

Councillor Miller

Attended the Library Board meeting, a budget will be ready to present to Council at the next Regular Council Meeting on January 6, 2019.

Councillor Miller brought to the meeting the plan to promote the Village of Hythe in the Region through fairs and parades. Mayor Peterson would like to see the promotion bring a new image for the Village of Hythe to promote the Village as it is now and not what represents the past, for example; grain elevators that are no longer present.

Councillor Smith

Was not able to attend the recent Agriculture Society meeting but will be joining the group going forward.

Deputy Mayor Hewitt

No Meetings or new business

Mayor Peterson

Attended a regional meeting, there was discussion about working cooperatively with the regional municipalities at this meeting.

CAO, Leona Hanson

New Business – information was provided regarding neighbouring municipality's closing for the full day on December 24th , administration asked Council if they want to change operational hours to reflect similar business hours for the Village of Hythe.

**MOVED** by Deputy Mayor Hewitt that the office be closed on December 24th .

**CARRIED 12/19/279**

10. In Camera

**MOVED** by Councillor Miller to go In-Camera at 7:20 p.m. **CARRIED 12/19/280**

a. Contracts

i. ICF

ii. Fiber Optics

iii. A3

b. Human Resources

Mayor Peterson left the meeting at 8:10 p.m.

**MOVED** by to go Councillor Miller Out-of-Camera at 8:25 p.m. **CARRIED**

**12/19/281**

11. Adjournment

**MOVED** by Councillor Smith that the meeting be adjourned. **CARRIED 12/19/282**

Time of adjournment was 8:26 p.m.