

DECEMBER 2, 2019

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

1. Mayor Peterson called the meeting to order at 5:02 p.m.

2. **MOVED** by Deputy Mayor Hewitt to adopt the meeting agenda with the addition of the following items:

8 e CNRL Notification

10 b Athletic Association **CARRIED 12/19/264**

3. **MOVED** by Councillor Smith that the minutes of the November 28th, 2019 regular council meeting be approved as presented. **CARRIED 12/19/265**

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

5. Delegations

a. Soren Poschmann, P.Geo. Lead, Hydrogeology, ISL Engineering and Land Services Ltd. Soren Poschmann with ISL Engineering conducted two studies; a groundwater study in 2018 and a flow test on Well #1 in 2019. A presentation on the findings from each of the activities was provided for Council. It was raised that Well #1 is approximately 30 years old and may require additional attention and/or the potential for a new drill in the immediate future. Council inquired about the need for further investigation on Well #1 to confirm its life-span status as well as what new information could be gathered through a more intensive monitoring of ground water levels. The Village and ISL are working closely with AEP and will put together a plan and costing estimate for Council to review. The forthcoming plan will offer Council information to assist the Village with budget and long-term planning for secure water sourcing.

6. Operations Reports

Operational activities of the Village of Hythe were presented by Staff including the CAO, Public Works Foreman, and Community Development Clerk. Summary operations (staff) report attached.

a. November – Village of Hythe Newsletter

The Village of Hythe Newsletter for December has been sent to all residents who have a Box in the Village of Hythe. Important information about solid waste (garbage) pick up was included along with the municipalities business hours for the holiday season.

Council will be out judging the Christmas Light up Contest on December 17th.

7. Business & Information

a. Request for Decision – County Connector Schedule

The County Connector Transit Bus has been operating as a pilot project in the Village of Hythe and West County for the past 9 months. The schedule initially saw Wednesday service in Hythe (1 day per week) and 3 days per week in Beaverlodge and Wembley. There is a separate transit bus that services the east side of the County. A review of the schedule was undertaken over the last few months and resulted in a recommended change to the schedule moving the Wednesday service to Friday in Hythe. Beaverlodge and Wembley also changed days (remains at 3 per week) to have service on Friday and Saturday. Village Staff requested that Hythe service be extended to Friday and Saturday as well. Reasons for the decline to add Saturday were to do with cost and ridership. With the bus already going as far as Beaverlodge on those dates the cost would be minimal (i.e., fuel). Labor costs are not expected to change with the added day to Hythe as there is a minimum per shift rate that has to be paid. As for ridership, Hythe is trending on a comparable level as Beaverlodge and Wembley communities given that there is only 1 day per week service in Hythe compared to 3 days per week in the other 2 communities.

It is recommended by Administration that Council approve sending correspondence to the Council of the County of Grande Prairie requesting that the Friday & Saturday schedule be offered in Hythe as well. Council discussed the ridership and considered that the data illustrated shows that on a per capita basis ridership is higher in Hythe.

MOVED by Deputy Mayor Hewitt to send a letter to the Council of the County of Grande Prairie requesting that the rural transit bus service be offered on the same days as Beaverlodge and Wembley. The correspondence should further reference the comparable of Village of Hythe ridership usage to the other communities and that the cost to extend the service is minimal given the proximity of last stop service already provided in the West County. **CARRIED 12/19/266**

b. Request for Decision – Municipality Access to MLS Data Agreement

The County Assessors Department that supplies the Village of Hythe with assessment services is asking if Council would be interested in signing a contract to facilitate the integration of the Grande Prairie Real Estate Boards (GPRESB) matrix MLS System to the Municipalities CAMA system. At the time of receiving this request, the County of Grande Prairie and the City of Grande Prairie have signed the contract as well as many municipalities across Alberta. Administration recommends Council approve the CARA Grande Prairie Municipality Agreement and authorize signing of the contract.

MOVED by Mayor Peterson to approve the CARA agreement and signing of the contract. **CARRIED 12/19/267**

c. Request for Decision – Utility Fee Model

Further to Council's direction to review and bring forward an updated utility fee schedule a revised Utility Fee Model was presented to Council. The current utility fees include infrastructure and usage into one fee. The chart (new model) separates the utility fees into

two categories; infrastructure and usage. The separation of infrastructure and usage recognizes that the cost of providing infrastructure is carried by all ratepayers. The usage portion of the fee reflects a charge for specific uses in addition to the infrastructure available for use. Categories for the various customer groupings were also revised providing comparable group categories of use; for example, the identified 'institution' category that applies to schools and care facilities. Infrastructure replacement and maintenance has become a significant cost and funds to help maintain infrastructure is needed. Infrastructure costs also include the Village of Hythe's contribution to maintain the regional landfill. Council reviewed the Village of Hythe Proposed Utility Model/Rates recommended for implementation January 1, 2020.

MOVED by Councillor Smith to approve the Proposed Utility Model/Rates as presented with the addition of infrastructure specific fees for each of the utility rate categories: Water, Sewer, Solid Waste and to provide notice to residents that shows the fee schedule model. Additionally, to implement a \$10 charge per collection of the second or each additional solid waste garbage cart bin. **CARRIED 12/19/268**

d. Request for Decision – PREDA Funding Agreement

PREDA has approved the funding application previously submitted to assist the Village of Hythe with rebranding efforts and web site development. Administration recommended Council approve accepting the funding approval as present and authorize signing of the agreement.

MOVED by Councillor Guise to enter into the agreement with PREDA to receive the funding. **CARRIED 12/19/269**

8. Correspondence

a. Invitation – Hon. Travis Toews, MLA GP Wapiti; Tracy Allard, MLA GP; Chris Warkentin, MP Invitation for Christmas mixer – shared for information. Mayor Peterson, Councilor Smith and CAO Leona Hanson will attend the Christmas Mixer.

b. CN Grade Crossings Communication – shared for information. CN is requesting information about the condition of public crossings. Administration will provide a response to the request.

c. FCM Membership Information

Federation of Canadian Municipalities provided correspondence requesting membership fees for the upcoming year of \$301.92. Mayor Peterson provided information about the benefit of FCM and by being a member can help to get the voice of municipalities heard. CAO Leona Hanson concurred that if the municipality is not actively involved then there is limited benefit to the Village of Hythe.

MOVED by Mayor Peterson to renew the membership. **CARRIED 12/19/270**

d. County of Grande Prairie Newsletter

The Count Connections newsletter was provided for information, Council members confirmed they have not received this by email but would like to in the future. Administration will request that Council emails be added to the distribution list for the electronic newsletter.

e. CNRL Notification – shared for information purposes. No additional action.

9. Meetings Attended and Members' Business

Councillor Smith

Inquired if a potential developer had received a building permit. Administration confirmed that there has not been a development permit request and that the process requires that notification to public and adjacent landowners (advertised) be provided. Further to the development permit, in cases where a building permit is required the permit cannot be approved until a development permit has been approved. The potential developer has been provided with process information.

Attended the Fibre Optics Meeting

Attended the Budget Meeting

Deputy Mayor Hewitt

Attended the Fibre Optics Meeting

Attended the Budget Meeting

Mayor Peterson

Attended a Grand Spirit Foundation Meeting

Attended the Fibre Optics Meeting

Attended the Budget Meeting

Councillor Guise

Raised that Council has met on annual basis with the Weed Inspector and enquired about having a meeting. Administration advised that a meeting was scheduled with the Director of the County Service area and had to be cancelled due to an emerging issue. This meeting is being rescheduled to discuss multiple levels of service including weed inspection, enforcement services and bylaw. Following the meeting an invitation will be extended for the Director to attend a Council meeting in the first quarter of the new year.

Councillor Guise asked for an update on the lot owned by Alberta Health Services.

Administration will send correspondence to the Minister of Infrastructure and cc the Minister of Health.

10. In Camera

MOVED by Mayor Peterson to go In-Camera at 8:11 p.m. **CARRIED 12/19/271**

a. Legal

b. Human Resources

MOVED by Councillor Smith to go Out-of-Camera at 8:55 p.m. **CARRIED 12/19/272**

11. Adjournment

MOVED by Mayor Peterson that the meeting be adjourned. **CARRIED 12/19/273**

Time of adjournment was 8:57 p.m.