

## **JANUARY 20, 2020 AT 5:00 PM**

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

1. Mayor Peterson called the meeting to order at 5:04 p.m.
  
2. **MOVED** by Councillor Guise to adopt the meeting agenda with the addition of the following item:  
7e County Connector – Schedule Day – Request for Decision     **CARRIED 01/20/10**
  
3. **MOVED** by Mayor Peterson that the minutes of the January 6, 2020 regular council meeting be approved as presented.     **CARRIED 01/20/11**
  
4. Business Arising from the Minutes. No business arising.
  
5. Delegations
  - a. ATCO Electric – Franchise Agreement Renewal 5:30- 6:20 pm  
Shelley Abram, Customer Sales Representative, Grande Prairie  
Shelley Abram along with Doug Bagget, Operations, provided Council an update on the upcoming Ten-year Franchise Agreement renewal. Through a presentation they provided information on the land area that ATCO provides service to, information about the company and the agreement history between the Village of Hythe and ATCO, which was established in 1940.  
Council was provided details of wording changes throughout the proposed Ten-year Franchise Agreement, which was created in 2012, any further request for changes to the agreement would need to be approved by AUC. Council was provided a copy of the new Ten-year Franchise Agreement to review, discuss, and if they are satisfied to sign.  
Councillor Guise asked if the lines that are in the Village of Hythe that are no longer operational can be removed as it is a safety hazard to the public, the community has been trying to keep the Village clean and safe. However removal of nonoperational lines should not be the Village's responsibilities. ATCO will follow up with line owners to remove their expired equipment.
  
6. Financial Report
  - Financial Report deferred to February 3 Council Meeting
  - Bobcat Lease – Request for Decision  
The Village of Hythe's existing bobcat requires replacement therefore options were explored for new equipment and compared the options of purchasing or leasing. Of the options

available the most favorable was a 3-year lease with Bobcat as the monthly expense was lowest of the three quotes including allotted hours of operation of 1250. This lease included additional attachments that would be beneficial to service the municipality. The existing Skid Steer unit will no longer be required and can be resold upon approval by the Council. Administration recommended Council approve entering into a lease agreement with Bobcat for the acquisition of a new skid steer unit with attachments as outlined. In addition, administration recommended Council approve the sale of the existing equipment.

**MOVED** by Councillor Smith to enter into a lease agreement with Bobcat for the acquisition of a new skid steer unit as presented. **CARRIED 01/20/12**

**MOVED** by Councillor Guise that the existing Volvo Skid Steer Unit be sold. **CARRIED 01/20/13**

## 7. Business & Information

a. Appointment to Grande Prairie Regional Tourism Committee – Request for Decision  
The Village of Hythe, as a member of the Grande Prairie Regional Tourism Association has a representative appointed to the GPRTA Board. Councillor Smith has filled the role for the past two plus years. Councillor Smith is in favor of having Community Development Clerk, Chelsea de Ruitter appointed to the Grande Prairie Regional Tourism Association. Council expressed interest in seeing more marketing and benefits from this membership.

**MOVED** by Councillor Guise that Chelsea de Ruitter be appointed to the Grande Prairie Regional Tourism Association Board. **CARRIED 01/20/14**

b. Hythe Memorial Arena – Historic Designation Update (Verbal)

Communication with the Historical Designation committee regarding the Hythe Memorial Arena continues. The application has been well received and further information is being prepared for the next step of the evaluation process.

c. 2020 – 20 Municipal Education Webinar Series – Request for Decision

The Government Finance Officers Association (GFOA Alberta), in cooperation with Bloom Centre for Municipal Education, has a series of 20 webinars scheduled for 2020. The webinars cover a broad range of topics that are relevant to the ongoing administration/operations of a municipality. The full 20 course program total cost is \$2740.00

**MOVED** by Councillor Guise to approve funding for staff enrollment in the 2020 – 20 - part municipal Education webinar Series. **CARRIED 01/20/15**

d. Spray Park Presentation – Request for Decision

Community Development Clerk Chelsea de Ruitter presented to Council on the potential development of a spray park in the Village of Hythe. The Village of Hythe Strategic plan has indicated the priority to invest in new and existing recreation opportunities that would set Hythe apart in the region. Two locations were discussed, one being the old pool and the other was the campground. Also discussed was the interest in approaching the Hythe Agriculture Society to partner on the project.

**MOVED** by Councillor Guise to direct administration to continue with research on the spray park project at the old pool site, contact the Hythe Agricultural Society to seek their interest as a partner on the project, and put together a project work plan for further review by Council.  
**CARRIED 01/20/16**

e. County Connector – Schedule Day - Request for Decision

The County Connector service is currently available in the Village of Hythe on Wednesdays. In an attempt to increase ridership, the Rural Transportation Advisory Committee proposed changes to the schedule to include a weekend service. The result was a change of service for Beaverlodge and Wembley to reflect service on Wednesdays, Fridays, and Saturdays. The Village of Hythe requested the same service however was not granted due lack of available funding from the pilot project budget.

Unconfirmed communication was provided that the County of Grande Prairie did approve that Saturdays could be added to the Hythe schedule within the project budget available. In addition, it was advised that Hythe could offer a third day of service however this would be at the expense of the municipality. The other municipalities involved in the County Connector Pilot project do not pay for their service as it was included in the original grant application and service to the Village of Hythe was an extension of the original pilot program funding.

Administration recommended Council approve the change of service in the Village of Hythe to have the service date changed from Wednesday to Friday and approve the addition of Saturday service. It was recommended that based on the cost, the third day not be added to the route.

**MOVED** by Councillor Guise to approve the change of service date to Friday along with the addition of Saturday service to the County Connector Transportation Service. **CARRIED 01/20/17**

8. Correspondence

a. Minister of Municipal Affairs – Assessment Models for 2020 Tax Year.  
Provided for information

b. Northern Sports Excellence Awards Nominations

Alberta Sport Excellence Awards nomination period is open until January 31, 2020. The awards night is to honour the achievements of amateur athletes and the coaches, volunteers, sport leaders and corporations that support them. Mayor Peterson will put up the information at the arena.

c. Reading File – to be provided

Communication is received regularly and the size and format of some information makes it challenging to copy or print for Council members. A Reading File Folder with select communications received will be provided and brought to Council for review.

Reading file included:

Pembina – Pipeline Information

Yanmar – Combined Heat and Power System

The Roadrunner – Exploring Green Energy in Canadian Communities

9. Meetings Attended and Members' Business

Councillor Ed Smith

Spoke with a representative from CNRL about setting up a meeting to discuss water usage and water volume. Councillor Smith will provide the phone number for administration to follow up and set up a meeting as soon as possible.

Councillor Miller

The Village of Hythe Council is scheduled to provide the Legion supper on June 26.

Administrative staff are investigating aprons for the cooking team.

No Library meeting to report on.

CAO, Leona Hanson

Discussed the planned Economic Development Workshop scheduled for January 21 at 7:00PM at the Golden Age Centre. The Town of Sexsmith, Town of Wembley, Town of Beaverlodge, Village of Hythe and City of Grande Prairie have come together to create a Regional Economic Development Strategy with the assistance of MDB Insight, a professional economic development research firm. Business owners and community members will be attending.

Emergency Management training information has been sent to the Council to complete. This is an online training session however an in-person session is available in March as well. The Village of Hythe Council is going to arrange to do the online training as a group.

Councillor Guise

Shared that he has had some positive feedback from the community about the Village staff. People expressed their satisfaction with the way they are being treated and the service provided. The Village of Hythe streets are looking very good and gave thanks to the Public Works crew.

Mayor Peterson

No Meetings attended

10. In Camera

**MOVED** by Mayor Peterson to go in-camera at 7:41 PM      **CARRIED 01/20/18**

a. Contracts

i. ICF

ii. Fiber Optics

**MOVED** by to go Out-of-Camera at 8:01 p.m.      **CARRIED 01/20/19**

11. Adjournment

**MOVED** by that the meeting be adjourned.      **CARRIED 01/20/20**

Time of adjournment was 8:03 p.m.