

MARCH 12, 2018

Present: Mayor Brian Peterson Councillors: Ed Smith

Craig Hewitt

CAO: Greg Gayton

Steve Rawlyk – Public Works Supervisor

Nick Lapp – Director of Planning and Development for the County of Grand Prairie

Rob Renschier – Safety Codes Manager for the County of Grande Prairie

1. Mayor Peterson called the meeting to order at 5:59 p.m.

Council met first with Mr. Lapp and Mr. Renschier, they were there to discuss the renewal of the five-year agreement for Safety Codes Services with the County of Grande Prairie. The agreement had expired in December of 2017.

When Council had reviewed the matter earlier there was some discussion about the \$85.00 per square foot charge for modular development. Councillor Smith noted that he had many discussions with the County about the building permit charges for basement development. Rob Renschier explained that building permit charges are an ongoing issue of discussion between the County and developers. Developers tend to understate the value of what they are building in order to qualify for a lower building permit fee, so the County has set a set of standards for building permit fees in order to standardizes the system. However, the County does provide an appeal process so that if private citizens and developers can prove that they have built a building for less than the standardized rates prescribe, then the building permit rates will be adjusted to reflect the actual cost of construction.

Councillor Smith commented that it was appreciated that the County had this flexibility to adjust their permit rates. He felt that applicants should be advised of this process before hand and it should be well known that the County rates have some flexibility.

Council then discussed the building permit fees. CAO advised that the permit fees revenue had been approximately \$1,000.00 per year.

Council will review the matter for renewing the agreement at the next regular Council meeting, March 26, 2018.

Nick Lapp and Rob Renschier left the meeting at 6:20 p.m.

Council then met with Public Works Supervisor, Steve Rawlyk.

Mr. Rawlyk reviewed the water analysis reports and other issues arising from the annual inspection, which had been held on March 7, 2018. Travis Peterson had been scheduled to attend this Council meeting but was unable to make it.

There was some discussion about the chemicals in our water as noted in the annual analysis. Council and staff discussed doing the drinking water test more than once per year.

The CAO will forward Alberta Environment's written inspection to council when that report is received.

Council and Mr. Rawlyk then discussed some routine Public Works matters.

Steve Rawlyk left the meeting at 6:44 p.m. Jacob Elias joined the meeting at this time.

Council discussed the lease arrangement with Mr. Elias, a six month lease he is presently operating under expires on March 31, 2018.

There was some discussion about the way the power and gas were presently set up in the old fire hall. Council reviewed the insurance requirements on the property. Mr. Elias provided evidence that he had contents coverage in the building. However, there was no liability insurance noted in the policy.

Mayor Peterson advised Mr. Elias that Council was looking into other options for the use of the building.

Jacob Elias left the meeting at 7:04 p.m. Fire Chief Ed Woloszyn joined the meeting at this time.

Chief Woloszyn noted that he was still working on the radio project.

Following some discussion at the Fire Chief's meeting, there was a change in plans. The Fire Chiefs decided that it would make more sense to lease radios from Vector, rather than purchasing them. They are looking at twelve hand held, two for the units and one at the base for a total of fifteen radios.

The annual cost for the lease is \$17,000.00 per year. Chief Woloszyn requested that the Village consider a contribution of \$10,000.00 for the radios.

There was some discussion about other fundraising options. Council inquired about fundraising from the oil companies. Traditionally companies like Encana and Alliance Pipeline have been supportive of community initiatives.

Ed Woloszyn left the meeting at 7:30 p.m.

There was a brief recess and the meeting was called back to order at 7:35 p.m.

MOVED by Mayor Peterson to give Jacob Elias two months' notice to vacate the old fire hall. **CARRIED 03/18/37**

As Mr. Elias lease expires on March 31, 2018, two months' notice would require that he vacate the premises by June 1, 2018

Council discussed the request from the Fire Chief, regarding the radios. The CAO was given some direction on that matter and will talk to the Fire Chief further.

Having finished with representation, staff and Council reported on meetings attended.

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

MOVED by Councillor Hewitt that the minutes of the February 26, 2018 regular Council meeting be approved as presented. **CARRIED**
03/18/38

3. Business arising from the Minutes:

4. Representation:

- a) Travis Peterson/Steve Rawlyk – water/sewer presentation – 5:30 p.m. – See above.
- b) Ed Woloszyn – Fire Department Radios – 6:00 p.m. – See above.
- c) Jacob Elias – old firehall lease – 6:30 p.m. (in camera) – See above.

5. Meeting Attended:

Council reviewed the meeting they had attended from February 26, 2018 – March 12, 2018.

6. Correspondence:

- a) Shannon Holland – request to keep chickens
Council reviewed a letter from Shannon Holland regarding a request to keep chickens on her property.

MOVED by Mayor Peterson that Shannon Holland be permitted to keep a limit of five chickens with no roosters. Council reserves the right to revoke the approval of the chickens if there are complaints from the neighbors. **CARRIED 03/18/39**

7. Other Business & Information:

a) General Ledger – 2017-year end trial balances

CAO reviewed some information on the 2017 financial year. This included actual year end expenditures and revenues as compared to budget. It was noted that there were still some difficulties in the format in Muniware for reviewing this. Staff will work on that.

b) Minimum tax bylaws – staff memo

Council reviewed some minimum tax bylaws from other communities. Council requested that staff prepare some detailed reporting for the next meeting on how varying rates of minimum tax would affect the households and businesses in Hythe.

c) Progress report – transit study – received for information

d) Bylaw #527 Arena loan – received for information

e) South Peace Rural Community Learning – received for information

f) Plotbox software – received for information

g) Community Standards Bylaw – staff memo

Council reviewed some Community Standards Bylaws from other communities.

h) Beairsto and Associates Asset Management

Council reviewed a proposal from Beairsto and Associates regarding Asset Management programs.

Asset Management programs may be an important component in obtaining federal capital funding in the future. Council was advised that Beairsto would like to meet with Council on this matter. Council advised that they will accept a delegation at the next meeting on March 26, 2018.

8. Other matters (members' business):

MOVED by Mayor Peterson to go into camera.

CARRIED 03/18/40

9. In Camera

a) Lease agreement – old firehall

b) Warmax agreement

c) Beaverlodge Hospital meeting – no attachment

While in camera, Council discussed reviewed an existing agreement with Warmax regarding a property tax concession and discussed an upcoming meeting regarding the Beaverlodge Hospital.

MOVED by Councillor Smith to go back into open session.

CARRIED 03/18/41

10. Adjournment

MOVED by Councilor Hewitt that the meeting be adjourned.
03/18/42

CARRIED

Time of adjournment was 11:03 p.m.