

NOVEMBER 26, 2018

Present:

Mayor Brian Peterson

Deputy Mayor Craig Hewitt

Councilors: Bill Guise

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 13, 2018 regular Council meeting

MOVED by Councilor Smith that the minutes of November 13, 2018 regular Council meeting be approved. **CARRIED 11/18/198**

3. Business arising from minutes:

Mayor Hewitt inquired as to the status of negotiations regarding the Hythe Pioneer Home, the Alberta Winter Games, and a satellite quote for the arena. Shaw has installed a satellite service on two televisions at the arena. Letters have been sent out to Surerus - a thank you for their support of our community; Mrs. Staggs - to advise that the speed limit for the Willowgrove subdivision has been increased; and Charity Krahn - regarding the light at the Ray Dolemo park. We are waiting on a quote from Atco electric to have a light installed.

A public hearing was held at 5:15 p.m. regarding Bylaw #540. There were no presentations or comments received from the public regarding the Bylaw.

4. Representation:

1. Ms. Carley Friesen was present at the meeting at 5:03 and began her presentation to Council at 5:11 p.m. Ms. Friesen will be representing Hythe and Village of Hythe Council at the Grande Prairie Regional Recreation Committee meeting on Thursday December 6. The purpose of this committee is to identify deficiencies and trends with regards to recreational facilities in the region. Ms. Friesen has been researching the possibility of designation of Heritage sites, specifically the Oakford building. It was determined that the Oakford building does not qualify as Provincial Heritage site. The Village of Hythe can proceed and hire a consultant to conduct a survey to find and identify heritage significant sites. An alternative would be to find other sources of revenue for the Oakford building. Ms. Friesen will get back to Council with an estimated cost to hire a consultant, as well as add a heritage component to the Strategic Plan Meeting. Next, Carley discussed the

CARES grant to supply a community Engagement and Uptake Study and Economic Development Plan to support Fibre Optic service in the Village. Canadian Fibre Optics has provided an estimate of \$60,000. Before the grant application can be considered, the province requires a letter confirming that the Village of Hythe will match the \$30,000 of grant money with \$27,000 and \$3,000 of in-kind contributions. It was decided that Ms. Friesen, Mr. Peterson and Mr. Gayton will have a meeting with Canadian Fibre Optics to go over the details of the project. The \$60,000 would represent a portion of the Village's equity in the project. A letter will be submitted to proceed with the grant process. Ms. Friesen has been working with Mayor Peterson on the Christmas Tree Drop event scheduled for December 1. Video footage of the event can be provided, from the cutting and removing of the tree to placing the tree in the street, and even a camera on the tree itself during the flight. This will be at a cost of \$1500.00 for the fully edited video clip. Council has agreed to this expense and feels that this can be used to advertise and promote the Village of Hythe. On December 21 the Grande Prairie Regional Recreation committee will be touring facilities in the region beginning at the Eastlink Center in Grande Prairie. They plan to tour Hythe's Curling Rink. Mr. Hewitt plans to join the tour. The idea is to explore how recreational facilities are being utilized. A discussion about the curling rink and the Hythe arena continued, exploring ideas how these facilities can be used more fully by people from other communities. Ms. Friesen left the meeting at 6:03 p.m.

2. Mr. Greg Longson joined the meeting at 6:04 p.m. to give council his monthly expense report. A five-foot hydraulic sweeper attachment will average about \$6400.00. Posting truck weight signs and dangerous goods route signs will be done within the Village, as well as the new bus route signs, and new speed limit signs in the Willowgrove subdivision. Mr. Longson noted the importance of every contractor having the proper insurance before they can begin to work within the Village. Mr. Longson left the meeting at 6:38 p.m.

5. Meetings Attended:

Councilor Miller attended a meeting with Peace Library Systems. They are currently working on updating their website. Financials were reviewed and there was a general orientation with everyone present. Ms. Miller noted that there is a certain amount of money that is required to be spent yearly on books and updating the library, and well as a two-year substantial grant to be used as an outreach to the native community.

CAO Gayton attended the following meetings:

- November 20 prospective CAO interviews.
- November 21 insurance renewal meeting with Taylor Rudrum

- November 22 Carley and Greg met with Playworks sales rep regarding a splash park
- November 22 met with Eric Compton of KMSC Law
- November 26 Carley and Greg met with Alberta Transportation re: grant reporting for Gas Tax funds.

6. Correspondence:

a) County of Grande Prairie – subdivision. This was presented as information to council. This subdivision does not impact the Village of Hythe.

7. Other Business & Information:

a) Cheque summary. Council reviewed the payable cheques, number 20180493 to 20180938, from July 11 – November 15 of this year.

b) Bylaws #510 and #522 – Residential use in C-1 Zoning was reviewed.

MOVED by Councilor Miller to table the issue of residential use of commercial buildings, to be considered at a later date. **CARRIED 11/18/199**

c) Bylaw #540 – Cannabis Land use Bylaw amendment.

MOVED by Councilor Guise to give the second reading of Bylaw #540 **CARRIED 11/18/200**

MOVED by Mayor Peterson to consider third reading of Bylaw #540 at this meeting. **CARRIED 11/18/201**

d) Intermunicipal Negotiation committee (INC) letter. Review of the newsletter.

8. Members Business

CAO Report: Verbal

CAO Gayton reported on the following:

- There is a new administrator at Horse Lake. He had stopped in the office to introduce himself.
- Mr. Gayton is doing an insurance review, and it should be done this week.
- Updated accounting has been sent to the Disaster Recovery program for the April floods, amount receivable is \$43,053.
- Community Standards Bylaw has been sent to County Enforcement for comment
- Audit tenders were mailed on Friday.
- Variance report – there was some discussion about regular financial reporting. Staff will bring back some information to the next meeting.

- This coming week Greg has month end payroll, fixing up the budgeted amounts in the expenditure on Muniware and a meeting with the CAO/Economic Development Officer in Fairview.
- Landon Reimer was in and requested to come to the second Council meeting in January.
- Monday, December 24th the Municipal office will be closed for the Christmas holiday.
- Council meetings will begin on January 7 of the new year, and continue every second Monday for the remainder of the year.

Councilor Miller would like the consultants to report to Hythe Village Council on the water wells. It was requested by Council that a meeting be set up. Councilor Miller was concerned about deadlines, contents, and cost control as compared to the quoted price.

Mayor Peterson would like an approved vendors list be set up with vendors who have provided the Village of Hythe with proper insurance. Mr. Peterson would also like to have an Arena survey available to fill out for those attending the tournament. This will give very important feedback as to how the Arena is functioning.

Councilor Hewitt asked about the old legion building. It has a negative value, and council will decide the best option for this property. The seasonal lights have been installed throughout the Village main area and it would be nice to install some on the light posts along the highway. Mr. Hewitt asked about applying for another grant to help cover the costs. He also suggested proceeding with quotes for a very necessary office renovation at the Municipal Office. It was noted many vehicles within the Village are not being moved according to the transportation act, making snow removal very difficult. Council talked about the work of the Bylaw Officers, and the need for a monthly report to be supplied to Council. It was requested to have another meeting with The County of Grande Prairie Bylaw Enforcement at the earliest Council meeting to address a more pro-active strategy to deal with some ongoing issues.

9. In camera

MOVED by Councilor Miller to go in camera at 8:20 p.m. **CARRIED**
11/18/203

While in camera Council discussed a legal matter and a tax recovery situation.

MOVED by Mayor Peterson to go out of camera **CARRIED 11/18/204**

MOVED by Mayor Peterson to adjourn the meeting **CARRIED**
11/18/205

Time of adjournment was 9:18 p.m.