

OCTOBER 21, 2019

Present: Mayor Brian Peterson arrived at 5:12 p.m.
Deputy Mayor Craig Hewitt

Councillors: Bill Guise
Sandra Miller
Ed Smith

CAO: Leona Hanson

Recording Secretary: Chelsea de Ruiter

1. Deputy Mayor Hewitt called the meeting to order at 5:09 p.m.
2. MOVED by Councillor Miller to adopt the meeting agenda with the addition of the following items:
 - 8 g. Request for Decision – Trust Account Arena- Allocation Request
 - 9 c. County of Grande Prairie Media Release
 - 10 c. Agreements CARRIED 10/19/228
3. MOVED by Councillor Guise that the minutes of the October 7, 2019 Organization Council Meeting be approved with the update for the Recreational Board be changed to remove Sandra Miller and add Bill Guise. CARRIED 10/19/229
4. MOVED by Councillor Smith that the minutes of the October 7, 2019 regular council meeting be approved as presented. CARRIED 10/19/230
5. Business Arising from the Minutes. --- No business arising.
6. Delegations --- No Delegations
7. Financial Report
Administration provided an update on the status of reconciliation of MSI contributions/allocations for the period 2011-2018. A financial report generated from the Village of Hythe Muniware system was present to council. Administration offered options for presentation of the information. Feedback was accepted on the layout of this report and what the Council would like to see in the future.
8. Business & Information
 - a. Intermunicipal Meeting – Grande Spirit Foundation Needs Assessment Presentation. The CAO attended a stakeholder session on October 17, 2019 hosted by the Grande Spirit Foundation to discuss the findings from a Needs Assessment with a focus on housing needs in the region.
 - b. Health & Safety Program Councils and CAOs Training – December 13, 2019
An update from OH&S training has indicated a training session has been added to the schedule for December 13, 2019 from 9:00am to 2:00pm for Councils and CAOs. The topic of discussion will be on Workplace Harassment and Violence.
 - c. Janitorial Contract Services – Update
A Request for Proposal for Janitorial Contract Services has been advertised on the Village of Hythe website and the Village has received interest for the service delivery.
 - d. West County Regional Landfill – October 2019 update and review was provided by Councillor Guise.
 - e. Request for Decision – Christmas Season Event – Donation Letter

The Christmas Tree Drop Committee prepared a request for donation letter for Council to review. During the review it was discussed that a partnership with the Hythe Agricultural Society may work for this event. The event planning has started and the Committee has made progress on solidifying the details of the event. More work is going to be required and donations will be needed to keep this a free celebration for the community to enjoy.

MOVED by Deputy Mayor Hewitt to table the decision on the letter and contact the Hythe Agricultural Society to invite them to partner on the Christmas Tree Drop Event through an option to have the Agricultural Society become the host of the event with the Village of Hythe being the major sponsor and support component. CARRIED
10/19/231

f. Request for Decision – Grande Prairie Regional recreation Committee – Administrative Contact Renewal – GPRRC

The Regional Recreation Coordinator contract is expiring December 31, 2019. The Grande Prairie Regional Recreation Committee's Administrative Working Group is requesting a renewal of the contract with an increase to the position from 0.50 FTE increased to 0.75 FTE that would increase the Village of Hythe contribution to \$500. Some positive regional collaboration activities have occurred, and the summer Ice Manager meeting was one that brought exposure for the Hythe Arena. The price modelling formula remains an issue with the GPRRC.

MOVED by Councillor Guise to approve the increase in the budget for the Grande Prairie Regional Recreation Committee – Administrative Contract Renewal to \$500 for the 2020 operating year. CARRIED 10/19/232

g. Request for Decision – Trust Account Arena – Allocation Request

A routine insurance inspection was conducted at the Hythe Arena and as a result it was brought to the Village's attention that there is a need to put in a monitoring system in the Arena. There is currently \$10,670.41 in the "Iceplant" trust account for the arena that could be used to help with this cost. It is being requested that the funds from the Ice plant trust fund be allocated towards the installation of a monitoring system in the arena.

MOVED by Deputy Mayor Hewitt that the funds from the Iceplant Trust Fund be paid to the Hythe Athletic Association to assist in funding the monitoring system and that the account be closed. CARRIED 10/19/233

9. Correspondence

a. Alberta municipal Affairs – Municipal Indicators

The Village of Hythe received a letter from Municipal Affairs regarding Municipal Indicators for the Village of Hythe. The letter stated that the following indicator was triggered for the municipality: I13 – Interest in Municipal Office in 2018. Accepted for information and no action is required.

b. Farm Safety Centre – Request for Support

Farm Safety Centre provides training on Farm Safety across the province, including school aged children. An annual contribution of \$100 was requested to help support this program. MOVED by Deputy Mayor Hewitt to approve the donation amount of \$100 in Support of the Farm Safety Centre programing. CARRIED 10/19/234

c. County of Grande Prairie Media Release- Distributed for information purpose and announced the new appointments within the region. The County of Grande Prairie re-

acclaimed Division 3 Councillor Leanne Beaupre as Reeve and elects Division 6 Councillor Peter Harris new Deputy Reeve

10. Meetings Attended and Members' Business
Councillor Smith: -- No Meetings attended

Councillor Guise:

Attended the West County Regional Landfill meeting in October. Speaking with Public Works Foreman, Greg Longson about the installation of an external provider's Fiber Optic lines that are being installed for a connection to La Glace. Some lines have been placed in areas of concern and need to be moved as soon as possible. A follow up discussion has been planned and maps have been provided to the company that is installing these lines to ensure proper placement. Permits are required for any work within the Village of Hythe limits and that process must be followed. Councillor Guise heard an interesting broadcast on a radio program about ECO Flex and their product using recycled rubber to build sound barriers and sidewalks. The pricing sounded reasonable at about \$40,000 in cost for a sound wall that would cost approx. \$100,000 using traditional materials.

CAO Leona Hanson:

Work has been started on the next release of the Village of Hythe Newsletter and target release is this week. Council was asked for input into the topics raised and/or additions. One addition that was mentioned was a reminder to keep the community garbage free.

Deputy Mayor Hewitt:

Attended the Intermunicipal meeting. There was a presentation from the Regional Landfill about the pros and cons of a plastic ban. The presentation was for information and a discussion starter however no recommendations came out of it. It was noted that in some cases plastic bans in other jurisdictions have been challenged and in others removed due to Provincial regulatory requirements. The County of Grande Prairie also provided an update on advocating for signages on two major highways in the area and an official request for support will be coming forward to the municipalities requested support. The cost issue on tax recovery properties was raised by the Village and there was interest from other municipalities to work together on this item.

Attended the Community Futures meeting. Everything is good there.

Deputy Mayor Hewitt inquired about the absence of the recycle bin outside of the post office. This recycle bin was placed there by the County and they have since removed it and there is no plan to return the bin. Council would like to have communication with Canada Post as the distributor of the recyclables and encourage them to find a solution. The previous (large) bin located adjacent to the main street sidewalk was raised as a concern from an aesthetic and snow removal perspective.

MOVED by Councillor Miller that a letter be written to Canada Post about managing recyclable material at the Post Office. CARRIED 10/19/235

Mayor Peterson:

Attended a meeting with Public Works Foreman, Greg Longson, and Public Works staff from other municipalities in the region. The meeting included a trade show with various suppliers and of note was a pot-hole filler. Some of this product has been ordered to try out in the Village and see how the repairs hold up. Another topic that came up at the meeting was safety programs and how they can have a tendency to grow in paperwork

and not in usefulness. Administration noted that the Village's Public Works Foreman has given some feedback on the processes being developed for the Village resulting in the creation of a checklist system that will put the information onto one page for simplicity and faster processing.

Progress is being made with the Pioneer home with a meeting coming up on November 2nd.

Councillor Miller:

Attended the Library Board meeting. The Friends of the Library raised \$2,500 at the Ag. Fair BBQ they hosted. The Board is waiting to hear when the Friends of the Library casino dates will be and will need volunteers to assist. Administration suggested the request for volunteers could be placed on the Village Facebook once we are advised of the date. Attended 2 Christmas Tree Drop Committee meetings and the planning is progressing.

Chelsea de Ruiter:

Attended GPRRC Administrative Working Group meeting where preparation for the intermunicipal meeting took place. Opportunity to connect with Sports Connect and youth curling were also discussed. Attended a Rural Transportation Pilot Program Advisory Committee meeting and discussed the results of the Survey that was out previously, minimal feedback was provided by Hythe residents. Looking into alternate route days as an option to increase ridership. An interagency meeting was attended by multiple groups that support the community to discuss how the agencies are benefiting the community and where they could use some support, attendance is low in many of the drop in day time groups and this trend is being felt throughout the area. Village Staff are working with other service providers to investigate ways to increase participation and a joint survey tool will be used to gain information from the public.

11. In Camera

MOVED by Councillor Miller to go In-Camera at 7:22 p.m. CARRIED 10/19/236

- a. Contracts
 - i. Landfill (attached)
 - ii. Fiber Project
- b. Human Resources
- c. Agreements

MOVED by Deputy Mayor Hewitt to go Out-of-Camera at 8:31 p.m. CARRIED 10/19/237

MOVED by Deputy Mayor Hewitt to Award the Fiber Optics Project Subject to Negotiations to GP Networks. CARRIED 10/19/238

MOVED by Mayor Peterson to take steps to form a Controlled Corporation for Hythe Fiber Optics CARRIED 10/19/239

MOVED by Mayor Peterson to instruct Administration to take steps to prepare the necessary instruments for borrowing for the Hythe Fiber Optics Project. CARRIED 10/19/240

12. Adjournment

MOVED by Mayor Peterson that the meeting be adjourned. CARRIED 10/19/241

Time of adjournment was 8:36 p.m.