

SEPTEMBER 11, 2017

Present: Mayor Gary Burgess
Councillors: Gordon Nicholson
Nadine Adolf
Lyle Sipe
CAO: Greg Gayton

1. Mayor Burgess called the meeting to order at 5:16 p.m.
2. Minutes of the August 14, 2017 regular Council meeting.

MOVED by Councillor Nicholson that the minutes of the August 14, 2017 regular Council meeting be approved as presented. **CARRIED**
09/17/102

Public Works Supervisor, Steve Rawlyk joined the meeting at 5:18 p.m. Mr. Rawlyk reported that the lagoon excavation of the two anaerobic ponds had been completed. The truck route signs have been ordered and will be here late this week. Staff have done some line painting in town. The street sweeper from Beaverlodge, did come into town in late August. However, it is having mechanical problems and has not yet returned to finish the street sweeping. Councillor Sipe suggested that we should inquire as to whether the County has a street sweeper. Steve Rawlyk will look into that. Steve Rawlyk left the meeting at 5:30 p.m.

3. Business arising from the Minutes: No business arising from the minutes.

4. Representation:
 - a) Steve Rawlyk – Public Works Report

5. Meetings Attended: Council reviewed the meeting that they had attended from August 14, 2017 to September 11, 2017. Councillor Adolf reported that she and Renay Morgan had done a job description of duties for the janitor at the arena. Councillor Nicholson noted that he had helped with the parade judging on August 20, 2017 and had attended a library board meeting on August 6, 2017.

6. Correspondence
 - a) Alberta Municipal Affairs – grant approvals – received for information.
 - b) Public Library Services – appointment of new auditor
CAO advised that the Alberta Government is now requiring that Council

provide a formal resolution to appoint the auditor for the Hythe Municipal Library.

MOVED by Councillor Adolf to have Duarte Valerio, of Valerio and Associates appointed as the library auditor for the 2017 fiscal year. **CARRIED 09/17/103**

c) Grande Spirit Foundation – fundraiser – received for information.

d) Atco Power – 2018 franchise fee

Council reviewed a letter from Atco Power regarding the Municipal Franchise Fee for electrical power. Presently the franchise fee is 6%. CAO advised that this percentage would be sufficient for the 2018 budget and recommended that there be no increase.

MOVED by Councillor Sipe to have the Electrical Franchise Fee remain at 6% for the 2018 fiscal year. **CARRIED 09/17/104**

7. Other Business & Information:

a) Hommy Property

Council reviewed a matter that had been discussed at the August 14, 2017 regular Council meeting regarding some requested improvements on private property.

The CAO had provided a memo covering some of the major matters noted at the August meeting. CAO recommended that the Public Works staff be allowed to clear snow on the driveway south of 103rd street to the south end of Lynette Majewski's lot.

CAO recommended that, that driveway be graveled from 103rd street to the south end of Majewski's lot. Cost of the graveling would be approximately \$6,500.00 plus grader costs. CAO recommended that identification signs be placed where the driveway comes off 103rd street and also further down at the two residences. Another recommendation is there should be some long-term planning developed on this area, prior to the construction of a proper road. Planning should also look at the area adjoining the Hommy property, and have a proper plan established for the entire area.

MOVED by Councillor Sipe to accept the recommendations noted in the CAO's memo. **CARRIED 09/17/105**

b) Policy re: capital assets

CAO advised that our auditors had requested the Village take a position on what a proper evaluation of capital assets should be. This will aid in differentiating assets from operational supplies. The proposed policy suggested that any single item with a purchase value of \$5,000.00 or more be deemed a capital asset.

MOVED by Councillor Adolf that the Capital Assets Policy be approved as presented. **CARRIED 09/17/106**

c) Regional Recreation Board – commitment

CAO advised that he had attended a meeting regarding the Regional Recreation Board. An administrative body is being set up to look after implementation of the items arising from the Regional Recreation Master Plan. It was noted that Hythe's share for the first two years of the administrative body's existence will be \$335.00 per year.

MOVED by Councillor Sipe to commit to participation in the Regional Recreation Board. **CARRIED 09/17/107**

d) Bylaw #534 – Atco Gas franchise renewal

Bylaw #534 dealt with the renewal of the franchise agreement with Atco Gas to provide natural gas to customers in the Village of Hythe. The agreement would be renewed for ten years. The major changes that the municipality would receive property taxes revenue as well as franchise revenue as part of the arrangement. CAO noted that the majority of municipalities in Alberta now have the type of arrangement that is being proposed. Once the bylaw is given first reading it will be sent to the Alberta Utility Commission for review. If the commission approved the proposed agreement, it would be sent back to the Village of second and third reading of the bylaw. The bylaw will be advertised by Atco Gas prior to consideration by the Alberta Utility Commission.

MOVED by Councillor Sipe to give first reading to Bylaw #534 regarding the Atco Gas Franchise. **CARRIED 09/17/108**

e) Cheque summary – cheques #20170479 – 20170717 – received for information.

8. Other matters (members' business): No other matters.

MOVED by Councillor Adolf to go into camera. **CARRIED 09/17/109**

While in camera Council discussed a confidential business proposal and a proposed change to the personnel policy.

9. In Camera

a) ISL Engineering – ground water levels

b) Change to personnel policy - OT

MOVED by Councillor Nicholson to go back into open session. **CARRIED 09/17/110**

10. Adjournment

MOVED by Councillor Adolf that the meeting be adjourned.
09/17/111

CARRIED

Time of adjournment was 6:38 p.m.