

MINUTES OF MONDAY, AUGUST 31, 2020 AT 5:00 PM REGULAR MEETING  
OF THE HYTHE VILLAGE COUNCIL HELD AT THE GLAS HOUSE, HYTHE

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

1. Mayor Peterson called the meeting to order at 5:04 p.m.
2. Adopt Meeting Agenda  
**MOVED** by Councillor Smith to adopt the meeting agenda with the addition of item 10.c. Land sale.  
**CARRIED 08/20/205**
3. Minutes of the August 17, 2020 Regular Council Meeting  
**MOVED** by Councillor Guise to approve the minutes of the August 17, 2020 Regular Council Meeting.  
**CARRIED 08/20/206**
4. Business Arising from the Minutes.  
No business arising from the minutes
5. Delegations –  
Resident Delegate Jerry Third 7:00 PM
6. Operations Update  
CAO Hanson provided the operations report including:
  - a. Operations Update  
Request for Decision: Recommendation to sign the skate sharpening machine over to the Athletic Association  
**MOVED** by Councillor Guise to approve the pay out of the balance owing on the skate sharpening machine and transfer the ownership of the machine to the Athletic Association.  
**CARRIED 08/20/207**
7. Business & Information
  - a. Request for Decision: Borrowing Bylaw 559  
Administration provided the details of the borrowing bylaw for the Fiber Optics Project. Recommended by Administration that Council review Borrowing Bylaw 559.  
**MOVED** by Deputy Mayor Hewitt to approve the first reading of Borrowing Bylaw 559 for \$450,000 for the purpose of Fiber Optic Infrastructure Project.  
**CARRIED 08/20/208**
  - b. Request for Decision: ATCO Electric Franchise Fee review  
ATCO provided correspondence regarding the Distribution Revenue Forecast for 2021 Franchise Fee. On an annual basis, Council reviews the franchise fee charged to ATCO Electric for access to the community. In the last two years there have been increases to the fee in each year and the currently is set at 10%. Administration recommended that the franchise fee for 2021 remains at 10% with no increase or decrease to the rate proposed.  
**MOVED** by Councillor Guise that the current ATCO Electric Franchise Fee for 2020 remain in effect for 2021.  
**CARRIED 08/20/209**
  - c. Request for Decision: Grande Prairie Regional Tourism Board Member Appointment  
The Grande Prairie Regional Tourism Association provided correspondence to the Village of Hythe Council to request the appointment of a representative from the Village to sit as a Board member. On an annual basis the council of the Village of Hythe appoints a member to the board of the Grande Prairie Regional Tourism Association. Administration recommends that Community Development Clerk, Chelsea de Ruitter be re-appointed to the Board as the

representative for the Village.

**MOVED** by Councillor Smith to appoint Community Development Clerk, Chelsea de Ruiters, as the Village of Hythe representative on the Grande Prairie Regional tourism Board.

**CARRIED 08/20/210**

8. Correspondence

- a. 2020 Stars of Alberta Volunteer Awards – provided for information. Deadline to submit is September 15, 2020

9. Meetings Attended and Members' Business

Deputy Mayor Hewitt - No meetings attended.

Administration extended a thank you to Councillor Smith, Councillor Guise and Deputy Mayor Hewitt for taking down the mural on the side of the building so the painting could be done. Directed Administration to provide correspondence to Esso to notify them that as access to their property has not been available caretaking of the lot is no longer to be provided by the Village.

Councillor Guise - No meetings attended. Councillor Guise would like unsightly premises notices to go out to property owners who have garbage collecting on property and lots that need grass to be cut as noted.

Councillor Smith - No meetings attended. Advised administration to add uninhabited properties that are in violation of the unsightly premise bylaw to be added to the list who are receiving notices.

Councillor Miller - Attended the Library meeting, the library is now allowing children 13 and up into the library with compliance of the policies in place.

Mayor Peterson - No meetings attended. Inquired about any additional information pertaining to the Arena Designation. Requested that corresponded be sent to GP Networks to request a weekly update on the progress of construction including when services are active.

10. Closed Session

**MOVED** by Councillor Smith to go into closed session at 7:54 p.m.

**CARRIED UNANIMOUSLY 08/20/211**

- a. Intermunicipal Document review  
b. Contract; Fiber Optic  
c. Land Sale

Deputy Mayor Hewitt left the meeting at 8:06 p.m. for the duration of discussion on item 10. c. as it was declared a conflict of interest.

**MOVED** by Councillor Miller to go out of closed session at 8:25 p.m.

**CARRIED 08/20/212**

**MOVED** by Councillor Miller to accept the offer for the sale of land with a term that the outside is redone within 2 years of the sale.

**CARRIED 08/20/213**

Deputy Mayor Hewitt returned to the meeting at 8.29 p.m.

**MOVED** by Mayor Peterson to approve a request for an extension of the ACP Municipal Development Plan Project for one (1) year to March 2022.

**CARRIED 08/20/214**

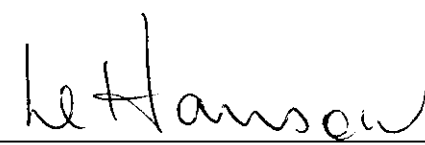
11. Adjournment

**MOVED** by Councillor Smith that the meeting be adjourned.

**CARRIED 08/20/215**

Time of adjournment was 8.34 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

## **Operations Report – August 31, 2020**

### **Public Works**

**Road Improvement Program** – Construction is well underway with multiple sites being repaired. Updated costing to be provided on Wednesday for main street increase.

### **Fiber Optics Program**

#### **Water and Wastewater Update –**

Water House 1 Siding and Windows renovation is complete.

Manhole replacement starting September 1<sup>st</sup>. Second tender came in considerably higher the \$35,000 and the job was awarded to Green Acres.

### **Viability Review**

Consolidated information 75% complete and County's information is also close to completion. CAO's of both communities have a meeting scheduled for September 18<sup>th</sup> to go over the extension of service agreements. At that time, the viability review process and information associated will be discussed.

### **Branding, Logo, Website Launch Event – See Attached**

Date: Thursday, September 3<sup>rd</sup>

Time: 5:00 – 7:00 PM

Location Change: Legion

Activities:

- Logo and Slogan Launch with Story Boards Illustrating the new Brand
- Website – link to be emailed to Council for a preview
- Give-away (hats, water bottles) – See Samples
- Display and Presentation to Photo Contest Winners (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>) (see attached)
- Food Trucks for Celebrating

### **Arena: Skate Sharpening Machine**

- Machine Purchase Price \$3327.74 + Expenses for a total cost of \$5759.37
- Revenue \$4508.30 for a net owing of \$1251.07

**Request Decision:** Recommendation to sign the skate sharpening machined over to the Athletic Association.

**Staff and Operations:** COVID requirements have had an impact on staff and subsequently operations.

*LEONA*  
Leona Hanson  
CAO