

MINUTES OF MONDAY, SEPTEMBER 21, 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  
CAO: Leona Hanson  
Recording Secretary: Chelsea de Ruiter

Regrets: Ed Smith

1. Mayor Peterson called the meeting to order at 4:59 p.m.

County of Grande Prairie Economic Development Officer Chris King joined the meeting at 5:00 p.m.

**MOVED** by Councillor Miller to go in to Closed Session at 5:00 p.m.

**CARRIED 09/20/216**

**MOVED** by Deputy Mayor Hewitt to go out of Closed Session at 5:40 p.m.

**CARRIED 09/20/217**

2. Adopt Meeting Agenda

**MOVED** by Councillor Guise to adopt the meeting agenda with the following additions:

8. b. Award Letter
8. c. Peace Library System – Board Meeting Highlights
8. d. County Enforcement Report

**CARRIED 09/20/218**

3. Minutes of the August 31, 2020 Regular Council Meeting

**MOVED** by Councillor Miller to approve the minutes of the August 31, 2020 Regular Council Meeting.

**CARRIED 09/20/219**

4. Business Arising from the Minutes.

Councillor Miller asked for confirmation that no property is missed for the opportunity to connect Fiber Optic to the resident or business. Administration will be confirming with GPNetworks and using a cross-comparative method to verify.

An update was provided on the Hythe Memorial Arena Historical designation progress. The arena is still being considered for historical designation with the application being reviewed by senior management. There are still a number of steps to occur and a decision may not be made until into the new year.

5. Delegations –

County of Grande Prairie, Economic Development Officer, Chris King at 5:00 pm

6. Operations Update

CAO Hanson provided an update on the following:

- Progress of the Road Improvement Program and the Fiber Optic Program.
- A second Public Works staff member passed their small community water exam and is ready to start training in the Village's water systems.
- The Branding Launch event was a great success and training for staff to maintain the website is scheduled.
- The grant application to Makadiff Grassroutes Community Sport Initiative was approved for the Crokicurl project and development has begun.
- An Intermunicipal Meeting is being planned for the fall with two date options, the last intermunicipal meeting was hosted by the City and held on October 16, 2019.
- The Tree Drop Festival planning is well underway and scheduled for Saturday, November 28<sup>th</sup>.
- Council and staff have traditionally attended the annual community Christmas Dine and Dance that is hosted by the Community Center, unfortunately, the event has been cancelled for 2020.

**MOVED** by Deputy Mayor Hewitt to approve a Christmas celebration for Council, Staff, and Spouses to celebrate the season as well as a year of many accomplishments with a budget of \$2000 based on cost from previous years.

**CARRIED 09/20/220**

7. Business & Information

- a. Request for Decision: Grande Prairie Regional Tourism Membership  
The Village of Hythe annually contributes to the Grande Prairie Regional Tourism Association through a membership and a position on the Board. The association focuses on capturing the pride and passion of the region through marketing initiatives. The Village of Hythe contributions for 2020 were \$1,860.75 and staff time commitments with monthly board meetings. It is recognized that Council is reviewing committee appointments and involvement to organizations that bear a time and/or budget line item. Administration requested Council consider the value that the Grande Prairie Regional Tourism Association membership brings to the Village of Hythe and further direct administration.

**MOVED** by Councillor Miller to not renew the Grande Prairie Regional Tourism Membership for 2021 and advise the organization accordingly.

**CARRIED 09/20/221**

- b. Request for Decision: Declared Value Endorsement re: Old Pool Insurance  
Administration has requested further information for this item.

**MOVED** by Deputy Mayor Hewitt to table this item pending further information.

**CARRIED 09/20/222**

- c. Request for Decision: Public Auction  
The property taxes for Roll Number 17350000 remain unpaid with all steps taken to collect. The Village is in a position to place the property under Public Auction. A Realtor Evaluation had been received and provided to Council for review. Administration recommended Council approve selling the property identified under Public Auction with options for conditions of sale reviewed.

**MOVED** by Mayor Peterson to put the property of Roll Number 17350000 under Public Auction with the following conditions:

- 1) A reserve bid established;
- 2) As is where is;
- 3) Require to remove the existing structure within 1 year of purchase or the property can be purchased back by the Village of Hythe for the same price as purchased under Public Auction.

**CARRIED 09/20/223**

- d. Request for Decision: Occupational Health & Safety Program  
The Village of Hythe as the lead organization and working collaboratively with the Towns of Beaverlodge, Sexsmith, and Wembley commissioned an Occupational health & Safety consultant, DAVG Consulting to assist the municipalities with the development of a comprehensive OH&S program. Administration recommended Council approve the Occupational Health & Safety Program Policies as presented.

**MOVED** by Deputy Mayor Hewitt that the Occupational Health & Safety manual be approved as presented.

**CARRIED 09/20/224**

8. Correspondence

- a. Alberta Counsel – Open Letter re Stollery Children’s Hospital  
Correspondence was received from the Alberta Council requesting support in lobbying the Government of Alberta to invest in Children’s Health Care.

**MOVED** by Deputy Mayor Hewitt that the Village of Hythe provide a letter of support for the Stollery Children’s Hospital in pursuit of improved Children’s Health Care.

**CARRIED 09/20/225**

b. AUMA Convention – Virtual 2020 – Award Letter

Administration advised Council that the AUMA Convention is scheduled for Thursday September 24<sup>th</sup> and 25<sup>th</sup>. Mayor Peterson and CAO Leona Hanson will be attending. Notification was received from AUMA that the Village of Hythe will be recognized as the recipient of the 'AUMA Sustainability in Action Award – Municipalities with populations of under 2,500' for their role as lead in the Occupational Health & Safety Project that was a collaboration with the towns of Beaverlodge, Sexsmith, and Wembley.

c. Peace Library System – Board Meeting Highlights

Councillor Miller provided an update on the Peace Library System Board meeting. Council was advised that some small libraries are still feeling the impact of COVID and some have yet to open because they are in schools so public is not allowed in the buildings. Discussion about the level of clients that use the library took place, Councillor Miller will inquire about 2019-2020 information on usership and report back to Council at the next regular Council Meeting. Councillor Miller indicated that the Library Board was still short one Board Member and that they had been recruiting for some time. Deputy Mayor Hewitt expressed interest in joining the Library Board.

**MOVED** by Councillor Guise that Deputy Mayor Hewitt be appointed to the Library Board.

**CARRIED 09/20/226**

d. County Enforcement Report

The Monthly report from Enforcement Services was provided for information. Village Administration has been advised that a complaint is required in order for the Bylaw Officer to issue a ticket. Councillor Guise witnessed an incident of litter with an overfull garbage bin and bylaw was present and did not issue a ticket, this incident is against the Community Standards Bylaw. Administration will open conversation with County Enforcement to discuss the incident and request assistance by enforcement of the littering bylaw.

9. Meetings Attended and Members' Business

Councillor Miller

Attended the Library Board meeting as per update in Correspondence, further to that information, Councillor Miller advised that lots of programming has been cancelled because of COVID restrictions, funds not used will be put into reserves for later.

Councillor Guise

No meetings attended. Councillor Guise met with a resident about c-cans in residential yards. The resident was told by staff that they are not allowed to have them in the yard however they have been seen in other properties. Administration will review bylaws to confirm if they are allowable, there may be a requirement for a development permit based on size similar to an accessory building. Councillor Guise inquired about the lots owned by AHS, Administration has not received any further information on the lots. Councillor Guise would like information to be shared with Council regarding the Camp attendant rates and responsibilities. Information will be provided to Council.

Deputy Mayor Hewitt -

No meetings attended. Deputy Mayor Hewitt inquired if there were any grant opportunities to access funds to be used towards adding more full-service sites to the campground. Grant funding programs will be looked for and Administration also offered that pending financial outcomes from the season that net income from the season may be another option to match grant programs or from other sources.

Mayor Peterson –

No meetings attended.

10. Closed Session

**MOVED** by Mayor Peterson to go into closed session at 8:05 p.m.

**CARRIED UNANIMOUSLY 09/20/227**

- a. Intermunicipal Document review
- b. Contract; Fiber Optic
- c. Human Resources

**MOVED** by Councillor Miller to go out of closed session at 9:23 p.m.

**CARRIED 09/20/228**

11. Adjournment

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

**CARRIED 09/20/229**

Time of adjournment was 9:24 p.m.

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