

**MINUTES OF MONDAY, OCTOBER 19, 2020 AT 5:00 PM REGULAR
MEETING OF THE HYTHE VILLAGE COUNCIL HELD AT THE GLAS HOUSE,
HYTHE**

Present: Mayor Brian Peterson (Arrived at 5:20 p.m.)
Deputy Mayor 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 5:08 p.m.
2. Adopt Meeting Agenda
MOVED by Councillor Miller to adopt the meeting agenda with the following additions:
8.c. MLA Travis Toews re: MOST Funding
8.d. Communications County of Grande Prairie
10. b. i. Contract: Fiber Optics
10.b. ii. Contract: Systems

CARRIED 10/20/257
3. Minutes of the October 5, 2020 Regular Council Meeting
MOVED by Councillor Smith to approve the minutes of the October 5, 2020 Regular Council Meeting.

CARRIED 10/20/258
4. Business Arising from the Minutes.
No Business Arising from Minutes.
5. Delegations – Hythe Cemetery Committee, Debbie Balderston 5:09 PM
Debbie Balderston provided information to Council on the plans for a 32 Niche Columbarium to be added to the Hythe Cemetery. The cost of the Columbarium is estimated to be \$34,000 after completion including required cement work and purchase of the columbarium. Plans include the creation of a memorial garden with benches and gravel around the columbarium. The Hythe Cemetery Committee is considering presale of Niches to obtain funds to purchase the columbarium. Additionally, the committee has applied for a County of Grande Prairie Cultural Grant as the Cemetery contains historical burial sites. The Hythe Cemetery Committee is in need of a more structured committee as currently there are only two volunteers who manage the maintenance of the Cemetery. The Volunteers are asking for support from the Village of Hythe to provide more members to form a committee that can plan for expansion and future goals. CAO Leona Hanson advised that there is a Hythe Cemetery Committee under the Village and suggested that focus can be placed on reviving the committee. Debbie Balderston presented a request to Council to include funding in the amount \$10,000 - \$15,000 in the 2021 budget considerations. The funds would be used to help pay for the columbarium and would be paid back to the Village as Niches are sold. She will provide an update after the County of Grande Prairie Grant decisions are completed. Debbie Balderston left the meeting at 5:30 PM
6. Operations Update
CAO Hanson provided an Operations updated – attached
7. Business & Information
 - a. Request for Decision: Application to Alberta Capital Finance for Fiber Optics Borrowing
Council previously passed third and final reading of Bylaw 559 Borrowing Bylaw for the Fiber Optics Projects in the amount of \$450,000 at the October 5, 2020 meeting. Administration requested Council approve submitting an application for borrowing to Alberta Capital Finance Authority.
MOVED by Deputy Mayor Hewitt to approve submitting an application for borrowing to Alberta Capital Finance Authority in the amount of \$450,000 as a blended loan over a 30-year period for the Fiber Optics Project.

CARRIED 10/20/259

- b. Request for Decision: Outdated Bylaws to be Archived
As part of the bylaw review, Council has recently approved archiving several outdated bylaws. Administration presented additional bylaws recommended for archiving.
MOVED by Councillor Miller to approve archiving the referenced bylaws as listed.

CARRIED 10/20/260

- c. Request for Decision: Office Renovation Update
Administration provided information regarding the option of removing a section of the interior wall between the Library and Administration Office to create a free flow area between the functions. This change would improve operational capacity for both the Library and Office. An estimated budget for the wall removal, repairs and relocation of shelving and staff room sink, etc. is between \$5000 and \$7500.
MOVED by Councillor Guise to approve the building renovation as presented.

CARRIED 10/20/261

8. Correspondence

- a. County Enforcement Report – Provided for information

Resident Matt Toni arrived at the meeting at 6:45 and wished to discuss the road improvement project and inquired why the repairs were not done at 106 Street. Council heard the suggestions provided by Mr. Toni including one of reducing the width of main street to reduce costs of pavement. CAO Leona Hanson advised that the intersection of 106 street was in the extra areas roads improvement plan as it had damage due to spring water runoff. It was further shared that the drainage ditch made in the summer will be reassessed in the spring to ensure it has resolved the water runoff issue before repairing the intersection. A drainage study is also currently being completed to help determine the best method to solve drainage issues in the Village. Mr. Toni expressed his dissatisfaction with the decision to pave the wide main street when other areas are in need of repair. Council acknowledged that there are more problem areas than dollars available. They also explained that the cost to reduce the width of main street would have cost more than the repairs, replacement, and repaving completed. The additional cost would have included remove and replace sidewalk, remove and replace curb and gutter, and remove pavement along the length of main street. Mr. Toni referenced the design work and project that was managed for the Village by Beairsto and offered suggestions to further assist Council with future planning. Council thanked Mr. Toni for his interest and the information provided. Mr. Toni left the meeting at 7:02 PM

- b. CN In Your Community – 2020 – Provided for information.
Council requested an invitation be sent to CN to attend a Council Meeting to discuss the rail tracks that go through Hythe.
- c. MLA Travis Toews re MOST Funding – Provided for information
The Village of Hythe will receive up to \$88,741 in Municipal Operating Support Transfer Allocation from the Provincial government to address the financial impacts caused by the COVID-19 pandemic.
- d. Communications County of Grande Prairie – Provided for information

9. Meetings Attended and Members' Business

Councillor Miller – Attended a Library Board Meeting. The library is closed for renovations.

Deputy Mayor Hewitt- Attended a Library Board Meeting. Attended a Community Futures Meeting, it was the first in person meeting they have had in months and went well with lots of good things happening.

Councillor Guise – No meetings attended. Councillor Guise has done some work to clean up the old Fire Hall, removing mud and litter on the outside.

Councillor Smith – No meetings attended. Conversations continue with Minister and MLA Travis Toews office to discuss the AHS laboratory services in Hythe.

Mayor Peterson – No meetings attended. No members' business.

CAO Leona Hanson – received a request from Town and Country News asking for an interview regarding the announcement of the Province offering tax exemptions on new wells and pipelines. They would like to know how this Provincial decision will impact Hythe. Mayor Peterson will follow up with the request.

10. Closed Session

MOVED by Councillor Guise to go into closed session at 7:27p.m.

CARRIED UNANIMOUSLY 10/20/262

- a. Intermunicipal Document review
- b. Contract
 - i. Fiber Optics
 - ii. Systems
- c. Human Resources
 - i. Positions Review

MOVED by Councillor Miller to go out of closed session at 8:55 p.m.


CARRIED 10/20/263

11. Adjournment

MOVED by Councillor Guise that the meeting be adjourned.

CARRIED 10/20/264

Time of adjournment was 8:56 p.m.



Mayor



Chief Administrative Officer