

**VILLAGE OF HUGHENDEN
REGULAR MEETING
ADMINISTRATIVE OFFICE
January 15, 2013**

Call to Order: The Regular Meeting of the Village of Hughenden was held in Council Chambers at the Administration Office, Hughenden, Alberta on Tuesday, January 15, 2013 and was called to order by Mayor Lee Van Koughnett at 7:00 p.m.

Present: Mayor Lee Van Koughnett, Deputy Mayor Marje Swelin, Councilor Aaron Gramlich

Also Present: CAO Lawrence Komaransky, Fire Chief Brian Cooper

ADDITIONS/DELETIONS TO THE AGENDA

NEW BUSINESS

9a) Synopsis of West Fire Meeting of January 9, 2013.

9b) Approval of application for STEP Student for 2013.

9c) Access and security of village property.

**Agenda
M.B. # 13/195** Moved by Deputy Mayor Marje Swelin, **THAT** the Agenda with the addition under NEW BUSINESS of items 9a) Synopsis of West Fire Meeting of January 9, 2013 9b) Approval of application for STEP Student for 2013 and 9c) Access and Security of village property be approved.

-Carried-

**Minutes
M.B. # 13/196** Moved by Cr. Aaron Gramlich, **THAT** the Minutes of the Regular Meeting of December 18, 2012 be approved as presented.

-Carried-

**Fire Chief's
Report** The fire department is looking into an on demand water heater for the fire hall. They have received quotes from Bill Rock but feel that the quotes might be high and will be soliciting further quotes. Fire department is making a request that monies received from call outs of the rescue unit be put into a reserve and that this policy can continue from one council to another. The fire trucks should be tested and rated every year. CAO is to look into bylaw to transfer surplus from rescue truck into reserve. Brian Cooper left council chambers at 7:25 p.m.

**Delegation
Bellkirk Villa** Anna Marie Hamilton, Alberta Municipal Affairs Housing Advisor Denis Beesley, Bethany Group and Janice Sayer CAO Bellkirk Villa entered council chambers at 7:30 p.m.

Alberta Municipal Affairs Housing Division is in the process of setting up HAL (Housing Access Link) which would provide real time reporting of all matters related to seniors housing. Bethany Group is expected to be awarded the group that would file all reports electronically to Alberta Housing. Bellkirk Villa would still remain with Alberta Housing and it is expected that the village council would retain the management of Bellkirk Villa under Bethany Group. There are meetings scheduled in Red Deer for January 30 & 31 with Housing Information Session on day 1 and HAL team mock up on day 2. Tentatively there is a meeting scheduled for Amisk on January 25, 2013 at 10:00 am.

Anna Marie Hamilton, Denis Beesley and Janice Sayer left council chambers at 8:35 p.m.

Reports **FCSS PROVOST** – There was nothing to report on FCSS Provost.

HILLCREST LODGE – There was nothing new to report on Hillcrest Lodge.

PROTECTIVE SERVICES REPORT – The Protective Services Report for December was accepted for information.

E-911 – There was nothing new to report on E-911.

EMERGENCY MANAGEMENT – There was nothing to report on Emergency Management.

LIBRARY – There was nothing to report on the Library.

WEST RECREATION BOARD – There was nothing new to report on West Recreation Board.

HUGHENDEN AG SOCIETY - There was nothing to report on Hughenden Ag Society.

CEMETERY – There was nothing to report on the Cemetery.

GRANTS – There was nothing new to report on Grants.

LGAA – There was nothing to report on LGAA.

AUMA/AMSC – There was nothing to report on insurance.

BELLKIRK VILLA – There was nothing new to report on Bellkirk Villa.

CAO & TOWN FORMAN'S REPORT – Council suggested that the CAO look into possibilities on how to lower operating costs for the next meeting.

**Reports, Financial
& Other M.B. #
13/197**

Moved by Cr. Aaron Gramlich, **THAT** all reports including the Financial Reports, Budget Report, Cheque Log and CAO/Town Forman's Reports be accepted as presented.

-Carried-

**West Fire
Synopsis
Summer STEP
Student 2013
M.B. # 13/198**

The West Fire Synopsis was accepted as information.

Moved by Cr. Aaron Gramlich, **THAT** the CAO be authorized to submit an application for a 2013 Summer STEP Student.

-Carried-

**Access & Security
Village Buildings**

A discussion ensued about the security of village properties and buildings. It was felt that some of the buildings can be very easily accessed even without a key. The water treatment plant was particularly vulnerable to being able to gain access with a screwdriver. The CAO was instructed to contact door suppliers and obtain the costs of new double doors for the facility. The CAO was also to look into the possibility of installing a security cam system at the water treatment plant, The locks if possible should remain as keyed systems and be keyed to use the same keys as at present and a key supplied to the Fire Department.

**Water Treatment
Plant Hours**

Councils feelings were that the hours for the water treatment plant were adequate at 4 hours per day and 6 hours on Wednesdays for garbage collection.

Adjournment

Mayor Lee Van Koughnett declared the meeting adjourned at 9:05 p.m.

Chief Elected Official

Chief Administrative Officer