

**VILLAGE OF HUGHENDEN  
REGULAR MEETING  
ADMINISTRATIVE OFFICE  
November 19, 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, October 16, 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 David Griffith

**Also Present:** CAO Lawrence Komaransky,

**ADDITIONS/DELETIONS TO THE AGENDA**

**NEW BUSINESS**

9g) Consider Administration Building Insulation Wrap and New Siding in 2014

Budget

9h) New Shop Plans

9i) Rescue Vehicle

9j) Snow Removal on sidewalks in residential areas

**Agenda  
M.B. # 13/273**

Moved by Deputy Mayor Marje Swelin, **THAT** the Agenda with the addition of item

9g) Consider insulation wrap and new siding for Administration Building in 2014

Budget

9h) New Shop Plans

9i) Rescue Vehicle

9j) Snow removal on sidewalks in residential areas

under New Business be approved.

**-Carried-**

**Minutes  
M.B. # 13/274**

Moved by Mayor Lee Van Koughnett, **THAT** the Minutes of the Regular Meeting of October 15, 2013 **AND** the Organizational Meeting of October 15, 2013 be approved as presented.

**-Carried-**

**Reports**

**FCSS PROVOST** – FCSS is again distributing Christmas baskets to needy families.

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

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

**E911** – There was nothing new to report on E-911.

**EMERGENCY MANAGEMENT** – There is a DEM meeting in Amisk on Wednesday, December 4, 2013 at 1:30 p.m. Councils and Fire Chiefs are asked to attend.

**LIBRARY** – The library board has cut all honorariums from their budget and are looking at ways of getting their donations back up.

**WEST RECREATION COUNCIL** – There was nothing new to report for West Recreation Council.

**HUGHENDEN AG SOCIETY** – There was nothing new to report on the Hughenden Ag Society.

**CEMETERY** - There was nothing new to report regarding the cemetery.

**WASTE MANAGEMENT AUTHORITY** – There was nothing new to report on Waste Management Authority.

**GRANTS** – CAO is waiting to hear on current applications and when payout of approved projects is going to happen.

**LGAA** – There was nothing new to report on LGAA.

**AUMA/AMSC** – There was nothing new to report regarding the insurance.

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

**CAO REPORT** – The CAO report was accepted as presented.

**P.W. / WTP OPERATORS REPORT** – The PW/WTP Operator’s report was accepted as presented.

**Reports, Financial &  
Other M.B. # 13/275**

Moved by Clr. David Griffith, **THAT** all reports including the Financial Reports, Budget Comparison Report, Cheque Log, CAO Report and PW/WTP Operator’s Report be accepted as presented.

**-Carried-**

**Munix Agreement  
M.B. # 13/276**

Moved by Clr. David Griffith, **THAT** the Mayor and Chief Administrative Officer be authorized to sign and execute the Amended Munix Agreement with AMSC.

**-Carried-**

**Chambers of  
Commerce Group  
Benefit Plan  
M.B. # 13/277**

Moved by Mayor Lee Van Koughnett, **THAT** the village approve the Chambers of Commerce Group Insurance Benefit Plan for the P.W. / WTP employee effective January 1, 2014.

**-Carried-**

**Christmas Lights  
Contest 2013  
M.B. # 13/278**

Moved by Deputy Mayor Marje Swelin, **THAT** the Village of Hughenden hold a 2013 Christmas Lights Contest with judging to take place on Monday evening December 16, 2013 and **THAT** the prizes be:

1<sup>st</sup> Place - \$100.00 Gift Certificate to Hughenden General Store,

2<sup>nd</sup> Place - \$75.00 Gift Certificate to Hughenden General Store.

3<sup>rd</sup> Place - \$50.00 Gift Certificate to Hughenden General Store.

CAO to make posters and post same in Post Office and General Store.

**-Carried-**

**Lions Community  
Christmas Party  
M.B. # 13/279**

Moved by Mayor Lee Van Koughnett, **THAT** the Village of Hughenden purchase tickets to the Hughenden Lions Community Christmas Party on Friday, December 6, 2013 for those council members, staff and their escorts who will attend.

**-Carried-**

**Bellkirk Villa Snow  
Removal Contract  
M.B. # 13/280**

Moved by Mayor Lee Van Koughnett, **THAT** the Village of Hughenden ratify the hiring of Tracey Prosser by the Bellkirk Villa Board to remove snow and do general janitorial duties at Bellkirk Villa.

**-Carried-**

**FCSS Provost  
Board Member**

Changes to the Board member appointments are as follows:  
Primary Appointment FCSS Provost – David Griffith Alternate: Marje Swelin  
Hughenden Ag Society – Marje Swelin

**Administration  
Building Insulation  
& Siding**

The insulation and new siding for the administration building is to be looked at in the 2014 budget.

**New Public Works  
Shop**

The new public works shop was tabled until the January 2014 meeting.

**Rescue Vehicle**

The CAO was to put the figures together on the costs of the rescue vehicle for the January meeting.

**Residential Snow  
Removal**

The CAO was to check on whether the village has a bylaw specifying the snow removal requirements in front of residences.

CAO was to write letter to Buffalo Trails School Division indicating that they are required to keep the sidewalk by the school clear of snow and ice.

**Adjournment**

Deputy Mayor Marje Swelin moved the meeting adjourn at 8:30 p.m.

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**CHIEF ELECTED OFFICIAL**

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**CHIEF ADMINISTRATIVE OFFICER**