



**A Regular Council Meeting was held in Council Chambers at 7:00 PM
on Tuesday, November 15, 2016**

PRESENT: Mayor Lee Van Koughnett, Deputy Mayor Marje Swelin and Councillor David
ELECTED OFFICIALS: Griffith

STAFF PRESENT: CAO Lawrence Komaransky, Office Assistant Bailey Vankoughnett, PW/WTP
Foreman Mark Wight

OTHERS PRESENT: Sign in sheet attached: Curtis Hughes, Scott McNeill, Brittany McNeill, Dave
Symington, Aaron Gramlich, Brian Cooper, Tara Boyer, Vince Seeger, Doug
Geddes, Doug Chambers, Susan Reynolds, Kevin Elliott, John Hovde, Ed Reynen,
Darleen Cornforth, Robert Cornforth, Robert Nelson, Heather Nelson, Denise
Wilson

1.0 CALL TO ORDER **CALL TO ORDER:**
Mayor Van Koughnett called the meeting to order at 7:00 pm.

2.0 AGENDA **AGENDA ADDITIONS AND APPROVAL:**
RES 557-16 **Moved by Deputy Mayor Swelin**
“That the Agenda be approved with the addition of items:
1. Correspondence 8.6 Alberta Municipal Affairs – MSI Operating
2. New Business 10.3 Karen Carson Resignation from HPL Board
3. New Business 10.4 Appointment of Kimberly Ruecker to HPL Board
4. New Business 10.5 Ogilvie LLP – ALARIE Asset Distribution

CARRIED

3.0 MINUTES **MINUTES APPROVAL:**
RES 558-16 **Moved by Mayor Van Koughnett**
“That the minutes of October 18, 2016 Regular Council Meeting and the minutes of
the October 18, 2016 Organizational Meeting be adopted as presented.”

CARRIED

**4.0 GUESTS &
DELEGATIONS** **4.1 CURTIS HUGHES – COMMUNICATION TO COUNCIL 2016**
Curtis Hughes was in attendance at 7:05 pm. Mr. Curtis Hughes addressed
Council and the Other people present at the meeting. He read portions of his
Communication to Council 2016. Mayor Van Koughnett replied to question 1 and
spoke regarding the work that he had done for the village was in his opinion of
good value or higher value that the amount billed to the village. Work was done in
the best interests of the village. The money questioned in question 1 was repaid to
the village and he now has to collect from the General Contractor on the project.
The CAO replied to questions 2, 3 and 4. The CAO explained the rationale used
and purpose of the Office Assistant, WTP Plant Assistant and PW Assistant. The
CAO acknowledged that he had made a bad error in judgement when he accepted
the invoice related to a Capital Project and that the matter had been resolved by
repayment of the funds to the Village. The CAO replied to the Village Financial
position and deficit and that a Recovery Plan was in process and that the
Unrestricted Surplus would be budgeted for and replaced until it reached half of
the tax levy. This will take one than one or two years and part of the Recovery Plan
is to prepare Income & Expense statements for future years and see how the mill
rate will be affected in the future. The CAO will also be developing some new
policies and procedures particularly in regards to procurement of goods or
services. The CAO also stated that he and council take the deficit and financial
position very seriously. Although it doesn't appear on the surface the position of



the village is taken seriously as can be evidenced by the 2016 budget and communications with Municipal Affairs. Further discussion ensued as to why the village was installing curbs on Rydberg when sidewalks in Hughenden are in deplorable condition in areas. Mr. Curtis asked Council when they would be calling a “town hall meeting”? There was no definite reply from Council regarding this as November and December are particularly busy months. Mr. Curtis Hughes left council chambers at 7:35 pm.

6.0 REPORTS

6.1 HUGHENDEN FIRE DEPARTMENT

Fire Chief Brian Cooper was in attendance and presented the Fire Report as of November 15th, 2016. There were 2 medical calls 1 in Amisk and 1 in Hughenden, 1 false alarm and 1 MVC.

Some items brought to Council’s attention were that the village should budget for repairs and maintenance to the fire hall as the structure is 27 years old. CAO replied that this would be done beginning with the 2017 budget. The concern was raised whether the reserve of \$34,940.00 for Fire & Rescue still available. The CAO replied that the reserves and unrestricted surplus were used last year but that if there was a project (fire hall expansion) if the village was given sufficient notice of the project that the village was prepared to make application and use MSI Capital funding for the village portion of the project. The village is under its own Uniform Quality Management Plan and needed to provide a contact person for fire investigation in the event that there should be a fire in the village. The Village will look into the matter regarding the appointment of a Fire Safety Codes Officer.

6.2 FCSS PROVOST

Councillor David Griffith reported that FCSS is now taking applications for people that require Christmas Hampers. All applications have to be referred, as self applications will not be considered.

6.3 PSCHF - HILLCREST LODGE – BELLKIRK VILLA

The meeting was on November 10, 2016 there were no minutes received at meeting time.

6.4 PROTECTIVE SERVICES REPORT

The Peace Officers Report was accepted for information.

6.5 WEST FIRE AND RESCUE COMMITTEE

Councillor David Griffith reported that there is a meeting coming up on Wednesday, November 23, 2016 in Czar.

6.6 E-911 REPORT

Councillor David Griffith reported that there is a meeting in Wainwright coming up.

6.7 EMERGENCY MANAGEMENT

There wasn’t anything to report on Emergency Management.

6.8 HUGHENDEN PUBLIC LIBRARY

The library board held their meeting on November 10th, 2016 and the village has not received the minutes at meeting time.

6.9 WEST RECREATION COUNCIL

There hasn’t been a meeting and letters are going out to those parties that have applied for funding before as well as an ad being placed in the newspaper.



6.10 HUGHENDEN AG SOCIETY

Aaron Gramlich was in the gallery and reported that they had replaced the roof on the lobby, new fascia, soffit and lots of other repairs done over the summer. The users are down, but because of lower numbers minor hockey is split with Hardisty.

6.11 LAKEVIEW CEMETERY

There was no news regarding Lakeview Cemetery.

6.12 GRANTS

All the grants have been received for 2016 except for the FGTF. The 2016 FGTF allocation should be here before the end of December.

6.13 LGAA

There was no news from LGAA to report.

6.14 MD 52 WASTE MANAGEMENT AUTHORITY

There is a MD 52 Waste Management Authority meeting scheduled for Monday, November 28th, 2016 and a MD 52 Waste Management Authority Safety Meeting is scheduled for Monday, December 5th, 2016. Both are being held at the MD of Provost Administration Building in Provost.

6.15 AUMA/AMSC

There wasn't anything from AUMA/AMSC to report.

6.16 CAO REPORT

The CAO requested a date that council could meet with MA Advisors. Council agreed on Tuesday November 22nd, 2016 at 2:00 pm if this date was acceptable to the MA Advisors. CAO Report accepted for information.

6.17 PW/WTP OPERATOR REPORT

Curb Stop at 14 Coutts Street requires repairs. WTP/PW Operator will be taking December 24 – 29th, 2016 off and the assistant has also booked vacation on those days the village will require finding a person who can do testing at the Water Treatment Plant. PW/WTP Operator report was accepted for information.

**7.0 FINANCIAL
REPORTS
RES 559-16**

7.1, 7.2, 7.3 FINANCIAL REPORTS

Moved by Mayor Van Koughnett

“That Council accept the Bank Reconciliation Report for October 31st, 2016, Cheque Log as of November 10th, 2016 and Budget Report as of October 31, 2016 as presented.”

CARRIED

**8.0
CORRESPONDENCE**

8.0 CORRESPONDENCE

Council accepted the correspondence for information

**9.0 OLD BUSINESS
RES 560-16**

9.1 PROPERTY TAX REQUEST LEGACY ESTATES

Moved by David Griffith

“That Council confirm the previous decision whereby all the unsold parcels in Legacy Estates would be treated as (1) one parcel in regards the Minimum Municipal Tax for the 2017 tax year. Village Council can review this in November of 2017 for 2018 and future years.”

CARRIED



10.0 NEW BUSINESS
RES 561-16

10.1 RELIANCE ENERGY SERVICES LTD. PAVING INVOICE PAYMENT

Mayor Van Koughnett excused himself from discussing this item and indicated that he would be abstaining from the vote.

Moved by Deputy Mayor Swelin

“That this item be Tabled to the December 20th, 2016 Regular Council Meeting.”

CARRIED

Abstaining Mayor Van Koughnett

10.2 FORTISALBERTA
RES 562-16

10.2 FORTISALBERTA QUOTE POWERLINE MOVE

Moved by Deputy Mayor Swelin

“That the Village of Hughenden accept the quote from FortisAlberta to move power line on Certificate of Title 162 138 730 at no cost to the Village and that the CAO be authorized to sign the authorization.”

CARRIED

10.3 HPL BOARD
RESIGNATION
RES 563-16

10.3 HUGHENDEN PUBLIC LIBRARY BOARD MEMBER RESIGNATION

Moved by Mayor Van Koughnett

“That the Village of Hughenden accept the resignation of Karen Carson as board member on the Hughenden Public Library Board with regret.”

CARRIED

10.4 HPL BOARD
APPOINTMENT
RES 564-16

10.4 LIBRARY BOARD APPOINTMENT – KIMBERLY RUECKER

Moved by Mayor Van Koughnett

“That Kimberly Ruecker be appointed to the Hughenden Public Library Board as a member at large, with the appointment to expire 11/2018.”

CARRIED

10.5 OGILVIE LLP
ALARIE ASSET DIST.
RES 565-16

10.5 OGILVIE LLP – ALARIE ASSET DISTRIBUTION

Moved by David Griffith

“That the Village of Hughenden has no objection to the revised amount of the ALARIE Asset distribution in the amount of \$5,458.55.”

CARRIED

RECESS

Mayor Van Koughnett recessed the meeting at 8:00 pm.

Mayor Van Koughnett resumed the meeting at 8:15 pm

GO IN CAMERA
8:15 P.M.

Mayor Van Koughnett moved the meeting ***Go In Camera*** to discuss land issues. (Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*)

CARRIED

COME OUT OF IN
CAMERA
8:35 P.M.

Mayor Van Koughnett Moved the meeting ***Come out of In Camera.***

CARRIED

5.2 GUESTS
MLA WES TAYLOR

5.2 GUESTS & DELEGATIONS MLA WES TAYLOR

MLA Wes Taylor arrived at 8:35 pm.

Various items of concern to council and MLA Wes Taylor were discussed.

- The STEP program and the way it was administered.
- Cell phone coverage for the area
- Effect that the carbon tax will have on smaller and all jurisdictions.
- The Capital Plan Priorities program announced by Minister Brian Mason.



- Wainwright Hospital and the situation regarding the plans for a new hospital.
- The current state of the economy in Alberta and the effect it's having on smaller centers.
- Wildrose position on Climate Change policies.
- Oil and oil pipelines and the possibility that they may go forward.
- Is MSI Funding going to continue? Municipalities are hearing different versions of the government position on this.
- Because pipeline cross provincial borders Federal Approval takes priority over provincial approvals.
- Council notified MLA Wes Taylor of the Village of Hughenden 100th Anniversary to be celebrated on August 5,6,7, 2017 and requested his presence at the ceremonies. A formal invitation will be sent.

MLA Wes Taylor left Council Chambers at 9:35 pm.

10.1 NEW BUSINESS
RES 566-16

10.1 RELIANCE ENERGY SERVICES LTD. INVOICE

Mayor Van Koughnett excused himself from the discussion and vote declaring a pecuniary interest.

A short discussion ensued.

Moved by Deputy Mayor Marje Swelin

“That payment of Reliance Energy Services Ltd. Invoice be tabled for the December meeting.”

CARRIED
Mayor Van Koughnett Abstained

13.1 OLD SIGN LAND
RES 567-16

13.1 HIGHWAY SIGN PROPERTY LEASE

Moved by Mayor Van Koughnett

“That the Village of Hughenden agrees with the letter dated November 8, 2016 and the Village will remove the contaminated soil and debris and replace with soil approved by Clark’s. Village will pay two years rent at \$500.00 per year. The Clark’s will be responsible for relocating the fence once the Village has reclaimed the ground and seeded it and the seed established. When this is done, the Clark’s will release the Village of all obligations relating to removal of sign, reclaiming ground and debris. The Village will also amend the 2017 and subsequent Tax Rate Bylaws setting the Minimum Municipal Tax at \$150.00 on this parcel of land. Tax Roll 50100.”

CARRIED

GO IN CAMERA
9:40 P.M.

Mayor Van Koughnett moved that the meeting **Go In Camera** to discuss personnel. (Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*)

CARRIED

COME OUT OF IN
CAMERA 9:50 P.M.

Mayor Van Koughnett moved that the meeting come **Out of In Camera**.

CARRIED

13.2 LABOR WAGES & 13.2 WAGES, SALARIES and BONUSES

SALARIES
RES 568-16

Moved by Deputy Mayor Swelin

“That the Wages and Salaries effective January 1, 2017 be approved as follows:

- CAO - \$150.00/month increase
- WTP/PW Operator- \$1.00/hour increase
- WTP/PW Assistant- \$1.00/hour increase
- Admin. Assistant - \$1.00/hour increase



Village of Hughenden
Regular Council Meeting

November 15, 2016

Janitorial - \$1.00/week increase
And That the Staff Bonuses for 2016 be approved as follows:
CAO - \$200.00
WTP/PW - \$600.00
WTP/PW Assistant - \$150.00
Admin. Assistant - \$100.00
Janitorial - \$125.00

CARRIED

ADJOURN
RES 569-16

Moved by Mayor Van Koughnett That Council adjourn the meeting at 10:00 p.m.

CARRIED

CAO Lawrence Komaransky

CEO Lee Van Koughnett