



Village of Hughenden
Regular Council Meeting

December 21, 2016

**A Regular Council Meeting was held in Council Chambers at 7:00 PM
on Wednesday, December 21, 2016**

PRESENT: Mayor Lee Van Koughnett, Deputy Mayor Marje Swelin and Councillor David Griffith
Elected Officials

STAFF PRESENT: CAO Lawrence Komaransky

OTHERS PRESENT: Fire Chief Brian Cooper, Tammy Sather, Curtis Hughes, Sean Hansen

1.0 CALL TO ORDER

CALL TO ORDER:

Mayor Lee Van Koughnett called the meeting to order at 7:00 pm.

**2.0 AGENDA
RES 570-16**

AGENDA ADDITIONS AND APPROVAL:

Moved by Deputy Mayor Marje Swelin

“THAT the Agenda be approved with the addition of items:

6.18 REPORTS – Centennial Planning Committee

8.8 CORRESPONDENCE – AB Municipal Affairs FGTF Project Approvals

8.9 CORRESPONDENCE – AB Municipal Affairs Changes to Linear Assessment

8.10 CORRESPONDENCE – Alberta Electoral Boundaries Commission

8.11 CORRESPONDENCE – AUMA Vehicle Pink Cards

8.12 CORRESPONDENCE – Alberta Capital Finance Authority 2017 Debenture Schedule

9.1 OLD BUSINESS – Reliance Energy Services Ltd. Final Payment Paving Project

10.2 NEW BUSINESS – Quote from MD of Provost to push old house on burning pile”

CARRIED

**3.0 MINUTES
RES 571-16**

3.1 MINUTES APPROVAL

Moved by Councillor David Griffith

“THAT the minutes of November 15th, 2016 Regular Council Meeting be adopted as presented.”

CARRIED

6.0 REPORTS

6.1 HUGHENDEN FIRE DEPARTMENT

Fire Chief Brian Cooper and Tammy Sather were in attendance and presented the report for the fire department. Since November 15th there they have responded to five calls for medical purposes/ 1. Amisk 1. Rural and 3 Hughenden. In the last two months they have had 2 calls in Hughenden that they had difficulty finding as both places were unfamiliar to the fire department and none of the houses had numbers on them. The fire department request that the Village pass a bylaw requiring numbers to be placed on all houses and businesses in the village in a place that is easily visible. If the house is shrouded with trees then the numbers should be on the gate or post in front of the trees. The house that Pete Sheen lived in can left where it is and the house can be used for fire practice. The old house is too close to 2 power lines to burn where it is and should be bull dozed on the burn pile.

6.2 FCSS PROVOST

They had their meeting on December 6th and the requisitions for 2017 are going up.

6.3 PSCHF – HILLCREST LODGE – BELLKIRK VILLA

The renovations to the lodge are complete and they are putting in a small smoking area for the residents.

6.4 PROTECTIVE SERVICES REPORTS

The protective services reports (Peace Officer and RCMP) were accepted for information.

RES 572-16

6.5 WEST FIRE AND RESCUE COMMITTEE

Council reviewed the Firefighters Code of Ethics and the Inactive Firefighters Policy submitted by the West Fire and Rescue Committee.



Moved by Councillor David Griffith

“THAT the Village of Hughenden adopt the Firefighters Code of Ethics and the Inactive Firefighters Policy as presented by the West Fire and Rescue Committee.”

CARRIED

RES 573-16

6.6 E-911 REPORT

Moved by Mayor Lee Van Koughnett

“THAT the Village of Hughenden approve the 2017 E-911 Budget and Requisition.”

CARRIED

6.7 EMERGENCY MANAGEMENT

CAO noted that the MEP meeting scheduled for December 22nd, had been postponed until January 26th, 2017 and will be in Czar.

6.8 HUGHENDEN PUBLIC LIBRARY

There was nothing to report with regards to the Hughenden Public Library.

6.9 WEST RECREATION COUNCIL

The allocations for 2017 were reviewed by Council.

6.10 HUGHENDEN AG SOCIETY

There was nothing to report regarding the Hughenden Ag Society.

6.11 LAKEVIEW CEMETERY

There was nothing to report with regards to Lakeview Cemetery.

6.12 GRANTS

CAO reported that the village has not received their 2016 FGTF allocation for 2016.

6.13 LGAA

There was nothing to report regarding LGAA.

6.14 MD 52 WASTE MANAGEMENT AUTHORITY

The minutes from the November 28th meeting and notes from the December 3rd Safety Meeting were accepted for information.

6.15 AUMA/AMSC

There was nothing to report on AUMA/AMSC.

6.16 CAO REPORT

The CAO had nothing to add to his written report.

6.17 PW/WTP REPORTS

There were no additions to this report and Council accepted it for information.

6.18 CENTENNIAL PLANNING COMMITTEE

Minutes of the November 17th committee meeting were reviewed and Deputy Mayor Marje Swelin gave a verbal report on the progress to date. Next meeting of the committee will be in January 2017.

**7.0 FINANCIAL
REPORTS
RES 574-16**

7.1, 7.2, 7.3 FINANCIAL REPORTS

Moved by Mayor Lee Van Koughnett

“THAT Council accept the Bank Reconciliation Report for November 30th, 2016 Cheque log as of December 15th, 2016 and the Budget Report as of December 15th, 2016 as presented.”

CARRIED

**8.0
CORRESPONDENCE**

8.0 CORRESPONDENCE

Council accepted the correspondence for information.



9.0 OLD BUSINESS
RES 575-16

9.1 RELIANCE ENERGY SERVICES LTD – PAVING PROJECT INVOICE

Mayor Lee Van Koughnett declared a pecuniary Interest in the matter and excused himself. Lee Van Koughnett left the Council Chambers at 7:15 pm. Deputy Mayor Marje Swelin assumed the chair.

Moved by Councillor David Griffith

“THAT the Village approve the invoice from Reliance Energy Services Ltd. In the amount of \$20,027.36 and that the account be paid.”

CARRIED (2-0)

Lee Van Koughnett entered Council Chambers at 7:20 pm. and assumed the chair.

10.0 2017 INTERIM BUDGET
RES 576-16

10.1 2017 INTERIM BUDGET

Moved by Deputy Mayor Marje Swelin

“THAT Council adopt the 2016 Budget as the Interim Budget for 2017.”

CARRIED

11.0 POLICIES
RES 577-16

11.1 PURCHASING POLICY No. 1000

Moved by Mayor Lee Van Koughnett

“THAT Council-1493il approve Policy No. 1000 Purchasing Policy and that the policy be inserted in the Administration Policies and Procedures Binder.”

CARRIED

RES 578-16

11.2 ORGANIZATIONAL CHART

Moved by Mayor Lee Van Koughnett

“THAT Council approve the Organizational Chart for the Village of Hughenden and have the Organizational Chart inserted in the Administration Policies and Procedures Binder.”

CARRIED

RES 579-16

11.3 CONFIDENTIALLY AGREEMENT

Moved by Deputy Mayor Marje Swelin

“THAT Council approve the Confidentiality Agreement as drafted and that the Confidentiality Agreement be used by employees and Council in accordance with the Administration Policies.”

CARRIED

12.0 BYLAWS
RES 580-16

12.1 BYLAW 493-16 PENALTIES ON UNPAID TAXES

Moved by Mayor Lee Van Koughnett

“THAT Bylaw 493-16, Penalties on Unpaid Taxes be given First reading.”

CARRIED

Moved by Deputy Mayor Marje Swelin

“THAT Bylaw 493-16, Penalties on Unpaid Taxes be given Second reading.”

CARRIED

Moved by Councillor David Griffith

“THAT Bylaw 493-16, Penalties on Unpaid Taxes be introduced for Third reading at this meeting.”

CARRIED UNANIMOUSLY

Moved by Mayor Lee Van Koughnett

“THAT Bylaw 493-16, Penalties on Unpaid Taxes receive Third reading and be finally passed this day in Council and THAT the Mayor and Chief Administrative Officer be authorized and instructed to sign same and affix thereto the corporate seal of the Village of Hughenden.”

CARRIED



**12.2 BYLAWS
RES 581-16**

12.2 BYLAW 494-16 BORROWING MONIES LINE OF CREDIT

Moved by Mayor Lee Van Koughnett

“THAT Bylaw 494-16, Borrowing Monies for Municipal Expenditures and establishing a Line of Credit be given First reading.”

CARRIED

Moved by Councillor David Griffith

“THAT Bylaw 494-16, Borrowing Monies for Municipal Expenditures and establishing a Line of Credit be given Second reading.”

CARRIED

Moved by Mayor Lee Van Koughnett

“THAT Bylaw 494-16, Borrowing Monies for Municipal Expenditures and establishing a Line of Credit be introduced for Third reading at this meeting.”

CARRIED UNANIMOUSLY

Moved by Deputy Mayor Marje Swelin

“THAT Bylaw 494-16, Borrowing Monies for Municipal Expenditures and establishing a Line of Credit receive Third reading and be finally passed this day in Council and THAT the Mayor and Chief Administrative Officer be authorized and instructed to sign same and affix thereto the corporate seal of the Village of Hughenden.”

CARRIED

**GO IN CAMERA
7:30 P.M.
RES 582-16**

Mayor Lee Van Koughnett moved THAT the meeting ***Go In Camera*** to discuss a legal issue. (Freedom of Information and Protection of Privacy Act RSA 2000 Chapter F-25 Section 27(1)(a)) 7:30 pm.

CARRIED

**COME OUT OF IN
CAMERA 7:45 P.M.**

Mayor Lee Van Koughnett moved THAT the meeting ***Come Out of In Camera***. 7:45 pm.

CARRIED

**WAGES & SALARIES
RES 583-16**

WAGES, SALARIES & BONUSES RES 568-16

Moved by Deputy Mayor Marje Swelin

“THAT RES 568-16 regarding wages, salaries and bonuses for 2017 be rescinded in its entirety.”

CARRIED

**WAGES & SALARIES
RES 584-16**

2017 WAGES & SALARIES

Moved by Mayor Lee Van Koughnett

“THAT 2017 Wages and Salaries be discussed at the January 2017 meeting when dealing with the 2017 Budget.”

CARRIED

**BONUSES
RES 585-16**

2016 BONUSES

Moved by Councillor David Griffith

“THAT the Bonuses for 2016 be approved at one half that originally set by RES 568-16.

CAO -	\$100.00
WTP/PW -	\$300.00
WTP/PW Assistant -	\$ 75.00
Admin. Assistant -	\$ 50.00
Janitorial -	\$ 62.50

CARRIED



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ADJOURN
RES 586-16

Moved by Mayor Lee Van Koughnett THAT Council adjourn the meeting at 8:00 pm.
CARRIED

CAO Lawrence Komaransky

CEO Lee Van Koughnett