



**A Regular Council Meeting was held in Council Chambers at 7:00 PM
on Tuesday, January 24, 2017**

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

STAFF PRESENT: Lawrence Komaransky CAO, Swana Pelletier WTP Assistant Operator

OTHERS PRESENT: Fire Chief Brian Cooper, Susan Reynolds, Heather Nelson, Curtis Hughes, Tammy Sather, Aaron Gramlich, Curtis Hughes

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

2.0 AGENDA **2.0 AGENDA ADDITIONS AND APPROVAL:**
RES 487-17 **Moved by Deputy Mayor Marje Swelin**
"THAT the Agenda with the addition of the following items be approved:
6.5 West Fire and Rescue – 2017 Budget
6.8 Parkland Regional Library – 2017 Requisition
8.6 Alberta Workforce Information – STEP 2017
8.7 Alberta Municipal Affairs – Re: Petition for Inquiry
10.2 FCSS Budget and 2017 Requisition
13.1 Confidential – Labour Issues

CARRIED

3.0 MINUTES **3.1 MINUTES APPROVAL**
RES 588-17 **Moved by Mayor Lee Van Koughnett**
"THAT the minutes of the December 21st, 2016 Regular Council Meeting be adopted as presented."

CARRIED

5.0 GUESTS & DELEGATIONS **5.1 SUSAN REYNOLDS**
Susan Reynolds presentation to Council began at 7:10 p.m.
➤ Could there be a reminder in the Newsletter about the minutes and agendas being posted on the website.
➤ Can there be public input into Capital Projects and possibly a survey in the newsletter for project ideas and priority status.
➤ Wages and Salaries policy – there is no policy in place perhaps there should be one.
➤ Mayor Lee Van Koughnett replied regarding transparency.
➤ Deputy Mayor Marje Swelin debated the priority status of Capital Projects such as a public restroom facility within the village.
Presentation ended at 7:25 p.m.

5.2 HEATHER NELSON
Heather Nelson's letter regarding the fire on December 29, 2016 began at 7:25 p.m.
➤ The fire on December 29, 2016 burned for 10-12 hours causing considerable smoke.
➤ If she had been notified there was going to be a fire she would have stayed elsewhere for the day and night.
➤ January 8, 2017 a lump was found on her back. Possible a herniated lung.
➤ She would like Environment Enhancement and Protection being called and asked to investigate if there were any materials that could emit carcinogens in the fire.
➤ Council has not respected or protected her safety.
➤ Medication drastically increased after the fire.
➤ Village CAO to call Environment Enhancement and Protection.
Presentation ended at 7:40 p.m.



5.3 CURTIS HUGHES – PROCEDURAL BYLAW 447

Curtis Hughes stated he had not received the correspondence he was expecting and had nothing to present. 7:40 p.m.

6.0 REPORTS

6.1 HUGHENDEN FIRE DEPARTMENT

Fire Chief Brian Cooper gave a written and verbal report to Council. Since the December meeting the fire department responded to 2 medical calls, 1 MVC and 1 for a large fire burning in the Village of Hughenden. The fire within the Village of Hughenden had a permit but the conditions were not followed. The Fire Chief listed some suggestions regarding policies in regards to Fire Permits in the Village.

- The only person permitted to have an open fire on a property is the owner of the property or the resident, providing the resident has a letter of consent signed by the owner of the property at the time of application for a permit.
- Open fires must be of a size easily extinguished by the owner or resident by use of a garden hose.
- No materials may be burned in an open fire that will cause embers to be emitted and carried by the wind.
- Due to proximity to adjacent properties no open fires shall be allowed even with a permit if the wind is of a speed over 8 kilometers per hour or of a direction that will cause smoke to bother and neighboring person(s) or property.
- All conditions in the Village of Hughenden Fire Bylaw must be adhered to.
- Any person wishing to have a fire permit must have insurance coverage to cover any and all subsequent damage to their own or other properties that may become effected.
- Fire Bylaw should be amended whereby a penalty be added billing back the costs of firefighting to any property owner that has an open fire without a permit or fails to comply with the conditions of a permit.

6.2 FCSS PROVOST

There was no FCSS meeting and nothing new to report.

6.3 PSCHF - HILLCREST LODGE –BELLKIRK VILLA

There was no meeting and nothing new to report.

6.4 PROTECTIVE SERVICES REPORT

The protective services report was accepted for information.

**WEST FIRE and
RESCUE
RES 589-17**

6.5 WEST FIRE and RESCUE COMMITTEE

Moved by Deputy Mayor Marje Swelin

“THAT the Village of Hughenden approve the West Fire and Rescue Budget for 2017.”

CARRIED

6.6 E-911 REPORT

There was no meeting and nothing new to report.

6.7 EMERGENCY MANAGEMENT

There is a Scribes course in Provost on February 15, 2017 and a MEP meeting in Czar on Thursday January 26, 2017.

**LIBRARY
RES 590-17**

6.8 LIBRARY

Moved by Mayor Lee Van Koughnett

“THAT the Village of Hughenden approve the requisition of \$2,074.32 from Parkland Regional Library.”

CARRIED

6.9 WEST RECREATION COUNCIL

There was no news from the West Recreation Council

6.10 HUGHENDEN AG SOCIETY

There are some problems with the score board. Problems are moisture related.



6.11 LAKEVIEW CEMETERY

There was nothing to report in regards to Lakeview Cemetery.

6.12 GRANTS

The provincial STEP Program is in again for 2017.

6.13 LGAA

There was no news to report on LGAA.

6.14 MD 52 WASTE MANAGEMENT AUTHORITY

There was no news regarding MD 52 Waste Management Authority.

6.15 AUMA/AMSC

There was nothing to report on AUMA/AMSC.

6.16 CAO REPORT

The Canada 150 Grant was briefly discussed.

6.17 PW/WTP REPORT

The PW/WTP report was accepted as information.

6.18 CENTENNIAL PLANNING COMMITTEE

The next meeting of the Centennial Planning Committee is on Thursday, January 26, 2017 at 6:30 p.m. Items discussed at 1st meeting was the parade and notification being sent to surrounding areas. Show and Shine, Beer garden, food truck, dinner at the hall on Saturday August 5, 2017.

Susan Reynolds left Council Chambers at 8:00 p.m.

**7.0 FINANCIAL
REPORTS
RES 591-17**

7.1, 7.2, 7.3 FINANCIAL REPORTS

Moved by Mayor Lee Van Koughnett

“THAT Council accept the Bank Reconciliation Report for December 31, 2016, Cheque Log as of January 12th, 2017 and the Budget Report as of December 31st, 2016 as presented.”

CARRIED

Aaron Gramlich and Curtis Hughes left Council chambers at 8:10 p.m.

Tammy Sather left Council chambers at 8:12 p.m.

Lee Van Koughnett left Council chambers at 8:15 p.m.

Lee Van Koughnett returned to Council Chambers at 8:17p.m.

**8.0
CORRESPONDENCE
RES 592-17**

8.6 STEP Program 2017

Moved by Mayor Lee Van Koughnett

“THAT the Village of Hughenden apply for the STEP Program 2017.”

CARRIED

10.0 NEW BUSINESS

10.1 MUNICIPAL CENSUS TRAINING SESSIONS

Village of Hughenden will not be conducting its own census this year. CAO was to check with Statistics Canada as to what figure their census had for Hughenden.

**FCSS REQUISITION
RES 593-17**

10.2 FCSS 2017 BUDGET AND REQUISITION

Moved by Councillor David Griffith

“THAT the Village of Hughenden approve the FCSS 2017 Budget and Requisition in the amount of \$2,138.19.”

CARRIED

**10.3 2017 BUDGET
RES 594-17**

10.3 2017 BUDGET

Short discussion on the budget ensued. Wages and salaries make up a major portion of the municipal tax portion.



Village of Hughenden
Regular Council Meeting

January 24, 2017

ADMINISTRATIVE ASSISTANT

Moved by Mayor Lee Van Koughnett

“THAT the administrative assistant be laid off with two weeks’ notice.”

CARRIED

RES 595-17

Water revenue and expenditures as well as public works were briefly discussed.

WATER TREATMENT and PUBLIC WORKS

Moved by Mayor Lee Van Koughnett

“THAT the Public Works Foreman work week be reduced to 30 hours a week with any extra hours over 30 required for snow removal, being approved by the CAO prior to being worked and that the WTP/PW assistant be reduced to 15 hours a week with these hours including 6 hours a week at the water treatment plant on weekends and the remainder in public works with 4 hours on Wednesdays assisting with garbage pickup.”

CARRIED

RES 596-17

CHIEF ADMINISTRATIVE OFFICER

Moved by Deputy Mayor Marje Swelin

“THAT the Chief Administrative Officer work day be reduced by one hour per day (9-5) and that the salary be adjusted accordingly to reflect the hour’s reduction.”

CARRIED

RES 597-17

COUNCIL FEES

Moved by Councillor Griffith

“THAT Council Fees for 2017 be reduced by (25%) twenty five percent to \$75.00 per meeting. Travel expenses to remain the same.”

CARRIED

Brian Cooper left Council chambers at 8:55 p.m.

Swana Pelletier left Council chambers at 8:55 p.m.

IN CAMERA 9:00 p.m.
RES 598-17

Moved by Mayor Lee Van Koughnett

“THAT the meeting go ‘*In Camera*’ to discuss labour issues at 9:00 p.m.”

CARRIED

OUT-OF-CAMERA 9:40
p.m. **RES 599-17**

Moved by Mayor Lee Van Koughnett

“THAT the meeting come ‘*Out-of-Camera*’ at 9:40 p.m.”

CARRIED

ADJOURN
RES 600-17

Moved by Mayor Lee Van Koughnett

“THAT this Council Meeting adjourn at 9:45 p.m.”

CARRIED

CAO Lawrence Komaransky

CEO Lee Van Koughnett