



Village of Hughenden
AGENDA
REGULAR COUNCIL MEETING

Tuesday, December 19, 2017

The regular meeting of the council of the Village of Hughenden will be held in the Administration Building, Council Chambers on Tuesday, December 19, 2017, 1:00 pm.

1. CALL TO ORDER:
2. ACCEPTANCE OF AGENDA: ANY ADDITIONS - DELETIONS.
3. ADOPTION OF PREVIOUS MINUTES
 - 3.1 Minutes of Council Meeting on November 21, 2017.
4. BUSINESS ARISING FROM THE MINUTES
 - 4.1
5. DELEGATIONS OR PUBLIC HEARINGS:
 - 5.1 Hughenden Public Library 1:30pm **Melanie Carson 2018 Library Refresher Project**
6. REPORTS:
 - 6.1 FCSS Provost - Regular meeting held 12/12/17. Minutes to follow. Amber Griffith.
 - 6.2 Hughenden Fire Department - Meeting held 29/11/17. Doug Chambers to report. 2018 Volunteer Fire Brigade Group Insurance program renewal VFIS of Canada.
 - 6.3 PSCHF Hillcrest Lodge Bellkirk Villa. Regular meeting minutes 13/11/17, attached. Subsequent regular meeting held 18/12/17. Doug Chambers to report.
 - 6.4 Protective Services Report - Peace Officer - Ian Green. Report 30/11/17. Attached.
 - 6.5 West Fire & Rescue Committee - No meeting held in December. Early Jan 2018.
 - 6.6 E-911 Report - Meeting held 29/11/17. Minutes to follow. Amber Griffith to report.
 - 6.7 Hughenden Public Library - Next meeting 29/01/18. Amber Griffith to report.
 - 6.8 West Recreation Council - Meeting held in Czar 15/12/17. Jeanette Ruud to report.
 - 6.9 Hughenden Ag Society - Financial statement for July 31, 2017 & Proposed Budget For August 1, 2017 to July 31, 2018. Mayor Jeanette Ruud to report.
 - 6.10 Hughenden Cemetery - At the last council meeting, Mayor Jeannette Ruud indicated that she will make contact with the Lakeview Cemetery Society and schedule a meeting in January 2018 to discuss working together on the cemetery plans for 2018.
 - 6.11 M.D. # 52 Waste Management Authority - Organizational meeting minutes dated 09/11/17 & Regular meeting minutes 09/11/17 attached. Doug Chambers to report.
 - 6.12 P.W. WTP Operator's Report - 24/10/17 - 20/11/17. Mark Wight. Discussion.
 - 6.13 CAO Report - December 2017. Richard A Lavoie. Discussion.

7. FINANCIAL REPORTS

- 7.1 Balance Sheet Report dated December 13, 2017. Attached.
- 7.2 Encompass CU Bank balance as at December 13, 2017. Small difference is timing.
- 7.3 Encompass CU Bank balance as at November 30, 2017. Balance with reconciliation
- 7.4 Accounts Payable Bank Reconciliation < O/S Cheques as at November 30, 2017.
- 7.5 Revenue and Expenditures Reported as at December 13, 2017.
- 7.6 Tax Trial Balance Full Listing as at November 30, 2017.
- 7.7 Cheque register listing.

8. CORRESPONDENCE

- 8.1 Fortis Alberta Approved Rates for 2018.
- 8.2 Letter November 12, 2017 Gina Vetter Marriage commissioner, letter of support.

9. OLD BUSINESS

- 9.1 2017 MSI Capital Grant \$152,444 (Proposed projects under administration review).
- 9.2 **2017 Gas Tax Funding (GTF) \$50,000.**
Project 712090 GTF \$50,000 grant filed by CAO 24/11/2017. Application successful. Replace pumps @ Lift station 1 including installation cost. Old pumps installed 1967.
- 9.3 2017 Municipal Inspection Report. Shari-Anne Doolaee. Nothing to report.
- 9.4 2018 Request for Funding from the MD of Provost 52. Mayor Jeanette Ruud update. Last meeting, council decided to meet together to develop a strategy on this topic.
- 9.5 Hughenden Public Library Operating Budget 2018 presented. **Motion required.**
- 9.6 Hughenden Public Library List of directors for 2018. **Motion required.**
- 9.7 Hughenden Public Library Auditor appointed, Jackie Almberg. **Motion required.**
- 9.8 2018 Village of Hughenden Public Works Fee Schedule Review. **Motion required.**
- 9.9 Government Act Amendments - Legislative Checklist.
Public Participation Policy - This policy must be in place July 23, 2018.
Code of Conduct for Elected Officials - This policy must be in place July 23, 2018.
Municipal Corporate Planning - 3-yr Financial plan, 5-yr Capital plan in addition to the annual budget. Email - Kathy CAO Village of Amisk, revised quote from MPS.
Intermunicipal Collaborative Framework - Adopt an agreement with MD Provost 52.

10. NEW BUSINESS

- 10.1 2018 Village of Hughenden RV Parking rates.
- 10.2 Year-End Council Fees - Provide CAO with report on meetings attended.
- 10.3 No Bylaw in place for RV Boat Trailer Storage yard. \$250.00 per year. Discussion.
- 10.4 Dream Creation Invoice Hughenden Cemetery. Discussion. Not in budget.
- 10.5 Bulk Water Station Option. CAO to provide council with a report of recent activities.

11. BY-LAWS - BY-LAWS REVIEW.

- 11.1 Review By-Law No. 480-14/2014 Lakeview Cemetery.
- 11.2 Review By-Law No. 496-17/2017 Water, Sewer, Trash & Landfill Rates.

12. CONFIDENTIAL ITEMS – IN CAMERA

12.1 Protection of Privacy Act RSA 2000 Chapter F-25 Section 27(1) (a)

12.2 Brian King Professional Corporation Letter dated April 13, 2014.

12.3 2016 Village of Hughenden Financial Statements.

12.4

13. ADJOURNMENT

13.1 Call for a Motion for adjournment.

