Regular Council Meeting was held in Council Chambers at 5:00 PM on Tuesday, November 19, 2019 for the Village of Hughenden.

PRESENT:  
Mayor          Douglas Chambers.  
Deputy Mayor  Jeanette Ruud  
Councillor    Edward Reynen.

ABSENT:  
STAFF PRESENT:  
Chief Administration Officer  Richard Lavoie.  
Public Works Foreman  Brent Lumayko.  

1.0 CALL TO ORDER  
1.0 MEETING CALL TO ORDER:  
Mayor Chambers called the meeting to order at 5:03 p.m.

2.0 AGENDA  
2.0 CONSIDERATION OF AGENDA  ADDITIONS OR DELETIONS:  
Delegation at 5:30 p.m. Angela Hanson cannot attend tonight.  
Meeting item - 6.1 added. Borrowing Bylaw.  
Meeting item - 7.5 added. Provost RCMP Report.  
Meeting item 11.1 added. Email from Library consultant.  
New Meeting item 11.13 added. Tin Roof complaint.  
New Meeting item 11.14 added. Hughenden Hall.  
New Meeting item 12.1 "In Camera" session added.

Moved by Deputy Mayor Ruud.  
"THAT the Agenda be approved as amended."

RES 112-19  
CARRIED

3.0 MINUTES  
3.0 ADOPTION OF PREVIOUS MINUTES:  
3.1 Minutes of the Organizational Meeting held on October 15, 2019.

Moved by Mayor Chambers.  
"THAT the Minutes of the Organizational Meeting be approved as presented."

RES 113-19  
CARRIED

4.0 BUSINESS  
3.2 Minutes of the Regular Council Meeting held on October 15, 2019.  

Moved by Deputy Mayor Ruud.  
"THAT the Minutes of the Regular Meeting be approved as presented."

RES 114-19  
CARRIED

3.3 Minutes of the Special Council Meeting held on November 8, 2019.  

Moved by Councillor Reynen.  
"THAT the Minutes of the Special Council Meeting be approved as presented."

RES 115-19  
CARRIED
4.0 BUSINESS ARISING FROM THE MINUTES:
None

5.0 DELEGATION PUBLIC HEARINGS
5.1 Legacy Estates.
Patricia Mackie & Pamela Mackie addressed council on 2020 Tax Forfeiture.

5.2 Angela Hanson H.P.S. School Bus concerns.
Mrs. Hanson could not attend however would like to come to council in December.

5.3 Hughenden Fire Department.
Hughenden Fire department provided council with an update on local call outs. Discussions ensued on the building and improvements requested in 2020.

Sgt. Russell reviewed the local stats for the area.

6.0 BYLAWS
6.1 Borrowing Bylaw Proposal
C.A.O. Richard Lavoie addressed council on the auditor’s email on our current financial position and potential borrowing requirements. More research is needed.

7.0 COUNCIL REPORTS
7.1 - 7.2 - 7.3. REPORTS:

7.1 Mayor Chambers.
F.C.S.S. Provost.
Hughenden Public Library.
Parkland Regional Library.
Hughenden Agricultural Society.
Central Sports Gardens.
West Recreation Council.

7.2 Deputy Mayor Ruud.
Lakeview Cemetery Society Board.

7.3 Councillor Reynen.
Provost Senior Citizens’ Home Foundation.
East Central 911.
M.D. # 52 Waste Management Authority.
Hughenden Fire Department.
West Fire & Rescue Committee.

Moved by Deputy Mayor Ruud.
"To accept the reports from Councillors as information"
CARRIED

RES 116-19

7.0 ADMINISTRATION REPORTS


7.7 Water Treatment Plant Operator - Paul Dyck - 10/15/2019 - 11/19/2019.

7.8 Chief Administration Officer - Richard Lavoie - 10/15/2019-11/19/2019.
Moved by Deputy Mayor Ruud.
"To accept the Administration reports as information"

RES 117-19
8.0 FINANCIAL REPORTS

8.1 Balance Sheet.

8.2 Encompass Credit Union Bank Statement.

8.3 Cheque Listing for Council.

8.4 Tax Trial Balance Full Listing.

8.5 Utility Trial Balance All Balances.

8.7 Accounts Payable Bank Reconciliation plus O/S Cheques.

8.8 Revenue & Expenditures by Department.
Council reviewed the financial reports for period ending October 31, 2019.

Moved by Deputy Mayor Ruud.
"THAT Council for the Village of Hughenden accept the Bank Financial Reports for October 2019 as presented."

RES 118-19
9.0 CORRESPONDENCE

9.1 Alberta Municipal Affairs - Alberta Emergency Management Agency.

Council reviewed the Village of Hughenden results.

9.3 2020 Muniware Software Agreement.
Council reviewed the renewal agreement. 2% increase in monthly services.

Moved by Deputy Mayor Ruud.
"THAT Council for the Village of Hughenden approve the renewal agreement with our software provider, Muniware, which includes the 2.00% increase for 2020."

RES 119-19

9.4 East Central 911 Member's Letter.

10.0 OLD BUSINESS

10.1 1949 Ford Fire Truck.
C.A.O. reported to council that insurance is in place and the unit is ready to be relocated. Tami Sather from the Hughenden Fire Department has been notified.

10.2 Municipal Development Plan Projected Timeline Report Update.

10.3 Conditional Approval on Subdivision Plan Sheen Property.
Council was informed that this file has been assigned to Kevin Beatty for completion of the new residential lots.
11.0 NEW BUSINESS

11.1 Hughenden Public Library - Board Chair Melanie Carson - Letter.
Council reviewed the letter and asked the C.A.O. to respond to the board chair.

11.2 2019 Christmas Residential Decoration Contest
Council discussed this annual contest.

Moved by Deputy Mayor Ruud.
"THAT the Council for the Village of Hughenden instruct the C.A.O. to formally run a 2019 Christmas Residential Decorating Contest with the following prizes to be awarded. First Place $100.00, Second Place $75.00, Third Place $ 50.00."

RES 120-19 CARRIED

11.3 2020 Family Day Fun Day in Hughenden.
Council was provided with a report from Deputy Mayor Ruud on a new committee being set up to run a “Fun day in Hughenden."

Moved by Mayor Chambers.
"THAT the Mayor for the Village of Hughenden officially declare Monday February 17, 2020, as " 1st Annual Family Day Fun Day in Hughenden".

RES 121-19 CARRIED

11.4 2020 Public Works Rate Sheet.
Council reviewed the proposed rates for the upcoming year.

Moved by Deputy Mayor Ruud.
"THAT the Council for the Village of Hughenden approve the 2020 Public Works Rate sheet as presented".

RES 122-19 CARRIED

11.5 2019 Christmas Administration Office & Public Works Hours.
Council reviewed the calendar and days which the holidays fall on this season.

Moved by Mayor Chambers.
"THAT the Council for the Village of Hughenden approve the following Christmas Administration Office Hours. CLOSED December 23, 2019 to December 30, 2019 inclusive. Administration Office will re-open Tuesday December 31, 2019. No garbage pick up on December 25 & January 1, 2020. Special garbage pick-up will take place Thursday January 2, 2020."

RES 123-19 CARRIED

11.6 BYLAW 504-18 Utility Rate Bylaw.
Council discussed late penalty fees applied on the 20th of the month.

Moved by Deputy Mayor Ruud.
"THAT the Council for the Village of Hughenden authorize the C.A.O. to waive any late penalties from the Utility Penalty Posting Report up to a maximum of $25.00 at the C.A.O.’s discretion."

RES 124-19 CARRIED

11.8 Village People - Pizza Party.
Council discussed last year's event and debated if it would be warranted to ask Amisk & Czar to partake again this year, complete a small agenda.

Moved by Mayor Chambers.
"THAT the Council for the Village of Hughenden authorize the C.A.O. to discuss &/or establish a date & time for 2019 Village People Pizza Party in conjunction with Amisk & Czar Councillors & C.A.O."

RES 125-19 CARRIED

11.9 Alberta Purchasing Connection M.S.I. 10996 Rydberg Street Paving.
Council was provided an update that tenders closed October 31, 2019.

11.10 Near Miss/Accident/Incident Report Worker's Compensation Board.
Council was provided an update on the incident which occurred October 23, 2019.

Council was provided with an update on the usage Y.T.D. from F.C.S.S.

11.12 I.D.P. Email from C.A.O. of the M.D. Provost # 52.
Council reviewed the email update on the I.D.P. process.

11.13 Complaint Letter on Tin Roof Commercial Building Down Town.
Council was advised that a Protective Services Complaint was issued in September 2019 and this case is still pending resolution.

11.14 Hughenden Community Hall pavement/sidewalk concerns.
Council discussed this concern and decided not to pursue any action at this time.
12.0
CONFIDENTIAL ITEMS IN CAMERA. FOIP ACT SECTION.


Letter to Mayor - Formal Staff Complaint.

Moved by Mayor Chambers. “THAT the Council for the Village of Hughenden go into Camera.” 7:40 p.m.

Moved by Mayor Chambers. “THAT the Council for the Village of Hughenden move out of Camera.” 7:44 p.m. p.m.

Mayor Chambers adjourned the meeting at 7:45 p.m.

November 19, 2019. 

RICHARD A LAVOIE C.A.O.

November 19, 2019.

DOUGLAS CHAMBERS MAYOR.