

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE VILLAGE OF HINES CREEK, held in
Council Chambers, January 23, 2020 at 7:00 p.m.**

Present: Mayor Reintjes
Deputy Mayor Zavisha
Councillor Bjornson

Attending: Chief Administrative Officer Walmsley
Executive Assistant Lund

CALL TO ORDER

Mayor Reintjes called the meeting to order at 7:04 p.m.

AGENDA

Additions to the agenda
New Business
h. Grande Prairie Regional College Convocation

C-001-20 RESOLUTION by Councillor Bjornson to adopt the agenda with the addition for the January 23, 2019 Special Meeting of Council. CARRIED.

MINUTES

b. Minutes of the Regular Meeting of Council December 18, 2019

**C-002-20 RESOLUTION by Councillor Bjornson to adopt the minutes of the Regular Meeting of Council December 18, 2019 with corrections as presented.
Present: Mayor Reintjes
Deputy Mayor Zavisha
Councillor Bjornson
C-451-19 report for the period
C-454-19 council table discussions receive for information forgiving
CARRIED.**

UNFINISHED BUSINESS

a. Intermunicipal Collaborative Frameworks and Intermunicipal Development Plans

C-003-20 RESOLUTION by Deputy Mayor Zavisha that council resolve to approve an exemption for an IDP (Intermunicipal Development Plan) as per Bill 25, Red Tape Reduction Implementation Act, between Clear Hills County and the Village of Hines Creek as both Municipalities are in mutual agreement that we have a strong working relationship and consider an Intermunicipal Development Plan not necessary. CARRIED.

C-004-20 RESOLUTION by Deputy Mayor Zavisha that council resolves to approve the existing ICF (Intermunicipal Collaboration Framework) under Bills 25, Red Tape Reduction Implementation Act; as the ICF contains all current Intermunicipal services and agreements between Clear Hills County and the Village of Hines Creek. CARRIED.

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b. Cell Phone Policy

- C-005-20 RESOLUTION by Councillor Bjornson that council accepts amended Policy #1100-26 with the addition that the password/device lockout of each cell phone should be reported to the Chief Administrator Officer. CARRIED.**

c. Municipal Accountability Program Review

- C-006-20 RESOLUTION by Councillor Bjornson to establish the Municipal Centre on 212-10th Street Hines Creek, Alberta as The Village of Hines Creek's place of business. CARRIED.**
- C-007-20 RESOLUTION by Deputy Mayor Zavisha that council receives the Municipal Accountability Program (MAP) review as information. CARRIED.**

d. Non Investment Rate to Investment Rate Street Light Rate Conversion

- C-008-20 RESOLUTION by Councillor Bjornson that Council authorize ATCO Electric to proceed with the conversion of 55 street lights to the Investment Option, and acknowledge that we have reviewed this proposal for Electric Service in its entirety and understand these Terms and Conditions, Additional Terms of Agreement, Project Scope and Commercial Terms and agree to be bound by them. CARRIED.**

REPORTS

a. Chief Administrative Officer Report

- C-009-20 RESOLUTION by Councillor Bjornson that this Council receives Chief Administrative Officer Walmsley's Report as information. CARRIED.**
- C-010-20 RESOLUTION by Deputy Mayor Zavisha that council authorizes Councillor Bjornson and Chief Administrator Officer Walmsley to attend the meeting with the Health Ministry in Edmonton on February 24, 2020. CARRIED**

FINANCIAL

a. Peace Library System 2020 Requisition

- C-011-20 RESOLUTION by Deputy Mayor Zavisha that Council receive the Peace Library Systems 2020 Requisition as information and defer its contents to the 2020 Operating Budget. CARRIED**
- b. Hines Creek 7 District Recreation Board and Fitness Center December, 2019 Income/Expense
- C-012-20 RESOLUTION by Deputy Mayor Zavisha that Council receive the Hines Creek & District Recreation Board and the Fitness Center Income/Expense**

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**Report and the Capital Grant Income/Expense for the Fitness Center, for
December 2019 as information. CARRIED.**

c. Bank Reconciliation Month Ending December 31, 2019

**C-013-20 RESOLUTION by Deputy Mayor Zavisha that council receives the Bank
Reconciliation as information, for the month of Decemeber, 2019 as
presented. CARRIED.**

Council recessed at 7:45pm.

Council reconvened at 7:53 pm

d. Financial Statement December 31, 2019

**C-014-20 RESOLUTION by Deputy Mayor Zavisha that Council receives the
December 31, 2019 Financial Statement as information. CARRIED.**

ACCOUNTS PAYABLE

a. Cheque Listing for Council

**C-015-20 RESOLUTION by Deputy Mayor Zavisha that Council receives for
information the Accounts Payable report for the period of December 18,
2019 to January 23, 2020 Cheques 2020001 to 2020044, in the amount of
\$104, 828.15 (one hundred and four thousand, eight hundred twenty eight
dollars and fifteen cents). CARRIED.**

NEW BUSINESS

a. Alberta Community Crime Prevention Association Conference

**C-016-20 RESOLUTION by Councillor Bjornson to receive the Alberta Community
Crime Prevention Conference item as information. CARRIED.**

b. Assessment Review Board Training Dates 2020

**C-017-20 RESOLUTION by Deputy Mayor Zavisha that Council appoint Delayna
Lund to the Assessment Review board as the Village of Hines Creek's Clerk
and authorize her attendance at the Assessment Review Board training
scheduled for March 31, 2020 in Grande Prairie. CARRIED.**

c. Municipal Emergency Bylaw 591-20

Bylaw No. 591-20

A Bylaw of the Village of Hines Creek, in the Province of Alberta, Being the Municipal
Emergency Management Bylaw.

**C-018-20 RESOLUTION by Councillor Bjornson that this Council give first reading
of Bylaw 591-20 A Bylaw of the Village of Hines Creek, in the Province of
Alberta, Being the Municipal Emergency Management Bylaw. CARRIED.**

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- C-019-20 RESOLUTION by Deputy Mayor Zavisha that this Council give second reading of Bylaw 591-20 A Bylaw of the Village of Hines Creek, in the Province of Alberta, Being the Municipal Emergency Management Bylaw. CARRIED.**
- C-020-20 RESOLUTION by Councillor Bjornson that this Council proceed with third reading of Bylaw No. 591-20 A Bylaw of the Village of Hines Creek, in the Province of Alberta, Being the Municipal Emergency Management Bylaw. CARRIED. UNANIMOUSLY.**
- C-021-20 RESOLUTION by Deputy Mayor Zavisha that this Council give third reading of Bylaw 591-20 A Bylaw of the Village of Hines Creek, in the Province of Alberta, Being the Municipal Emergency Management Bylaw. CARRIED.**
- d. 2019-2020 Emergency Management Preparedness Program
- C-022-20 RESOLUTION by Councillor Bjornson that this Council authorizes administration to contact surrounding Municipalities to see if they would like to collaborate on submitting a written project proposal for funding by February 14, 2020 for Emergency Management Preparedness. CARRIED.**
- e. GFOA Alberta – Bloom Centre for Municipal Education
- C-023-20 RESOLUTION by Councillor Bjornson that Council authorize administration to determine which webinars-on-demand are most important, and to authorize administration and/or council to attend. CARRIED.**
- f. Livestock Evacuation Planning Workshop
- C-024-20 RESOLUTION by Deputy Mayor Zavisha that council authorizes 2 administration to attend the Livestock Evacuation Planning Workshop in Falher on February 11, 2020. CARRIED.**
- g. Fluent Administrator Change
- C-025-20 RESOLUTION by Councillor Bjornson that council accepts the attached letter with the additions of Bylaw 532-19 outlining the Chief Administrator responsibilities and duties, and if Fluent does not agree to our request we will terminate the contract and hire another company to supply our security needs. CARRIED.**
- h. Grande Prairie Regional College Convocation
- C-026-20 RESOLUTION by Deputy Mayor Zavisha that council receive Grande Prairie Regional College's invitation to attend the 2020 convocation as information. CARRIED.**

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ITEMS FOR INFORMATION

- a. What's Old is New Again
- b. Alberta's Helicopter Emergency Review
- c. Municipal Affairs Assessment Model Review
- d. Alberta Capital Finance Authority
- e. Alberta Emergency Management Agency Northwest Region Newsletter
- f. Legalization of Edibles, Extracts, and Tropicals

C-027-20 RESOLUTION by Deputy Mayor Zavisha that this Council receives items a to f as information. CARRIED.

CLOSED SESSION

C-028-20 RESOLUTION by Councillor Bjornson that this Council close the meeting to the public at 8:19 p.m. as per FOIP Section 27 Legal, and Section 17 Personnel. CARRIED.

Chief Administrative Officer Walmsley and Executive Assistant Lund was present during the closed session.

C-029-20 RESOLUTION by Councillor Bjornson that this Council open the meeting to the public at 8:50 p.m. CARRIED.

C-030-20 RESOLUTION by Deputy Mayor Zavisha that this council advertise Village owned properties that are for sale for tender to be sold, and to advertise that properties may be sold under Section 70 and 606 of the MGA Revised Statutes of Alberta 2000 at less than the assessed value. Sealed tender deadline is February 24, 2020 at 4:30 pm at the Village office at 212 10th Street Hines Creek, Alberta.

C-031-20 RESOLUTION by Deputy Mayor Zavisha that this council offer to extend a six month contract with the Village of Berwyn for relief Water Treatment Plant Operator coverage. CARRIED.

ADJOURNMENT

Mayor Reintjes adjourned the meeting at 8:52 p.m.

Hazel Reintjes, Mayor

Leanne Walmsley, Chief Administrative Officer