MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL

OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA

HELD ON MONDAY, OCTOBER 25, 2021

IN THE HAY LAKES RECREATION CENTRE

PRESENT: Councillors Paige Berkholtz; Clifford Heinz; Megan Patten; Paul Patterson; and Ron These

MUNICIPAL RECORDER: Shannon Yearwood

CALL TO ORDER: The Meeting was called to order by the Municipal Administrator at 7:01 p.m.

RES 136-2021: AGENDA: Moved by Councillor These to adopt the Agenda as presented.

CARRIED

Municipal Administrator called for nominations from the floor for the Office of Mayor.

Councillor Berkholtz nominated Councillor These for the Office of Mayor. Councillor These accepted the nomination.

The Municipal Administrator called for further nominations from the floor for the Office of Mayor. No nominations were made.

The Municipal Administrator made a third and final call for the Office of Mayor. No further nominations were made

There being no further nominations, Councillor These was declared Mayor.

OATH OF OFFICE FOR MAYOR

The Official Oath of Councillor These for the Office of Mayor was taken by the Municipal Administrator.

Mayor These chaired the remainder of the meeting.

Mayor These called for a nomination for the Office of Deputy Mayor.

Councillor Patterson nominated Councillor Patten for the Office of Deputy Mayor. Councillor Patten accepted the nomination.

Mayor These made a second call for the Office of Deputy Mayor. No nominations were forthcoming.

Mayor These made a third and final call for the Office of Deputy Mayor. There being no further nominations, Councillor Patten was declared Deputy Mayor.

OATH OF OFFICE OF DEPUTY MAYOR

The Official Oath of Councillor Patten for the Office of Deputy Mayor was taken by the Municipal Administrator.

OATH OF OFFICE OF COUNCILLORS

The official Oath of Office for Councillors Berkholtz, Heinz and Patterson were taken by the Municipal Administrator.

MUNICIPAL OFFICE

RES 137-2021: Moved by Deputy Mayor Patten that the building located at 115 Main Street, Hay Lakes, Alberta T0B 1W0 be named and recognized as the Hay Lakes Municipal Building and Office.

CARRIED

REGULAR MEETINGS

RES 138-2021: Moved by Mayor These that the Regular Meetings of Council be held the third Monday of the month commencing at 7:00 p.m. and adjourning at 10:00 p.m. in the Hay Lakes Recreation Centre for the foreseeable future. Should there be any items to carry forward at 10:00 p.m. Council will meet on or before the first Monday of the following month to complete the agenda.

CARRIED

BANKING

RES 139-2021: Moved by Deputy Mayor Patten that the accounts heretofore opened be continued with the Province of Alberta Treasury Branch in the name of the Village of Hay Lakes hereinafter referred to as the “Corporate Body”. That Mayor These and Administrator Yearwood be and are hereby authorized for and on behalf of the Corporate Body to draw, accept, sign, countersign, make and agree to pay all or any bills of exchange, promissory notes, cheques and orders for the payment of money; to assign and transfer to the said Treasury Branch all or any stock, bonds and other securities; and generally for and in the name and on behalf of the said Corporate Body to transact with said Treasury Branch any business they may think fit.

CARRIED

SIGNING AUTHORITY

RES 140-2021: Moved by Councillor Berkholtz that the Mayor with any one of the following is hereby authorized on behalf of the said corporate body to negotiate with, deposit with or transfer to the said Treasury Branch (but for credit only to the account of the said body) all or any bills of exchange, promissory notes, cheques or orders for the payment of money and other negotiable paper, and for the said purposes to endorse the same or any of them on behalf of the said corporate body, either in writing or by rubber stamp or otherwise; also from time to time arrange, settle, balance and certify all books and accounts between the said corporate body and the Treasury Branch; and to receive all paid orders and vouchers and to sign the Treasury Branch’s form of settlement and release: Mayor Ron These; Deputy Mayor Megan Patten and the Municipal Administrator, K. Shannon Yearwood on the following account number: Business Custom Account - #00930054624. This change will take effect on or before November 15, 2021.

CARRIED

RENUMERATION

RES 141-2021: Moved by Mayor These that the remuneration for attendance at meetings be set as follows:

* + - Remuneration for Mayor be set at $500.00 flat rate per month for all regular and committee/board meetings;
    - Remuneration for Councillors be set at $400.00 per month for all regular and committee/board meetings;
    - Remuneration for Special meetings be set at $100.00 per meeting.
    - Remuneration for Board / Committee meetings held outside the Village of Hay Lakes be set at $100.00 per meeting plus mileage at 0.55/km;
    - Remuneration for Seminars / Courses be set at $250.00 per day plus mileage at 0.55/km.

CARRIED

MUNICIPAL AUDITOR

RES 142-2021: Moved by Councillor Paul Patterson that the Village of Hay Lakes appoint the firm of Gitzel & Company to complete the yearly audit for the Village in accordance with the *Municipal Government Act*.

CARRIED

CDSS VILLAGE REPRESENTATIVE

RES 143-2021: Deputy Mayor Patten moved that Alison Barker-Jevne be reappointed to the CDSS as the Village Representative.

CARRIED

WEBPAGE & FACEBOOK

RES 144-2021: Moved by Mayor These that the development and management of both the webpage and facebook page be given exclusively to administration.

CARRIED

PORTFOLIOS

RES 145-2021: Moved by Councillor Heinz that the following members of Council be assigned the following Portfolios:

* Development: Councillor Paul Patterson
* Infrastructure: Councillor Clifford Heinz
* Finance: Councillor Paige Berkholtz
* Protective Services: Deputy Mayor Megan Patten

CARRIED

RES 146-2021: Moved by Councillor Patterson that the following members of Council be appointed as representatives to the following Boards/Committees:

**CRSWWSC** – Councillors Clifford Heinz and Paul Patterson

Alternate – Mayor Ron These

**ASSESSMENT REVIEW BOARD** – Councillor Paige Berkholtz

Alternate – Councillor Paul Patterson

**HAY LAKES MUNICIPAL LIBRARY BOARD** – Deputy Mayor Megan Patten

Alternate – Councillor Clifford Heinz

**PARKLAND REGIONAL LIBRARY BOARD** – Deputy Mayor Megan Patten

Alternative – Mayor Ron These

**SUBDIVISION AND DEVELOPMENT APPEAL BOARD** – Councillor Paige Berkholtz

Alternate: Councillor Paul Patterson

**HAY LAKES AND DISTRICT RECREATION ASSOCIATION** – Mayor Ron These

Alternate – Councillor Paige Berkholtz

**HAY LAKES AND AREA REGIONAL RECREATION BOARD** – Mayor Ron These

Alternate – Councillor Paige Berkholtz

**DISASTER SERVICES** – Deputy Mayor Megan Patten

Alternate – Mayor Ron These

**HAY LAKES AND DISTRICT AGRICULTURAL SOCIETY** – Mayor Ron These

Alternate – Councillor Paige Berkholtz

**HAY LAKES TELEGRAPH PARK** – Councillor Clifford Heinz

Alternate – Councillor Paige Berkholtz

**SCHOOL COUNCIL** – Councillor Clifford Heinz

Alternate – Mayor Ron These

**FIRE DEPARTMENT** – Deputy Mayor Megan Patten

Alternate – Councillor Paul Patterson

**INTERMUNICIPAL COMMITTEE - (ICF):**

2 representatives – Councillors Clifford Heinz and Paul Patterson

Alternate – Mayor Ron These

**REGIONAL EMERGENCY MANAGEMENT SERVICES LIAISON:**

2 representatives – Deputy Mayor Megan Patten and Councillor Paige Berkholtz

Alternate – Councillor Clifford Heinz

**EMERGENCY MANAGEMENT COMMITTEE**:

2 representatives – Mayor Ron These and Deputy Mayor Megan Patten

Alternates – Councillors Paige Berkholtz; Clifford Heinz; and Paul Patterson

**RURAL CRIME WATCH** – Mayor Ron These

Alternate – Deputy Mayor Megan Patten

**GO-EAST OF EDMONTON REGIONAL TOURISM ORGANIZATION** – Councillor Paige Berkholtz

Alternate – Councillor Paul Patterson

CARRIED

SEATING

RES 147-2021: Moved by Mayor These for Council to seat:

1st chair left of Mayor: Deputy Mayor Megan Patten

2nd chair left of Mayor: Councillor Paige Berkholtz

3rd chair left of Mayor: Councillor Clifford Heinz

4th chair left of Mayor: Councillor Paul Patterson

CARRIED

ADJOURNMENT

RES 148-2021: There being no further business Mayor These moved to adjourned the meeting at 8:00 p.m.

CARRIED

NEXT COUNCIL MEETING:

The Regular Meeting of Council on Monday, October 25, 2021, at the Village of Hay Lakes Recreation Centre immediately following the Organizational Meeting of Council.

Regular Meeting of Council Monday, November 15, 2021, at the Hay Lakes Recreation Centre.

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Mayor Ron These

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K. Shannon Yearwood

Chief Administrative Officer