

MINUTES OF THE REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, SEPTEMBER 17, 2018 IN THE
HAY LAKES VILLAGE OFFICE

Present COUNCILORS: Mayor Dawn Pauls, Deputy Mayor Faye Leicht and Councilor Ron These

MUNICIPAL RECORDER: Stacie Arellano

Absent Councilor Megan Patten and Councilor Dave Vallee
Interim CAO – Marty West

Order Mayor Pauls called the meeting to order at 7:00 p.m.

RES 114-2018 AGENDA
Moved by Mayor Pauls to adopt the agenda dated September 17, 2018
CARRIED

MINUTES
The minutes of the Regular Council Meeting of September 4, 2018 having been previously circulated were discussed.

RES 115-2018 Moved by Deputy Mayor Leicht to adopt the previous minutes of the regular council meeting of September 4, 2018
CARRIED

BYLAWS/POLICIES

Bylaw 04-2018 – Designated Officer
Item Tabled to October 15, 2018 meeting

MDP – Template
Item Tabled to October 15, 2018 meeting

LUB – Draft
Item Tabled to October 15, 2018 meeting

Cannabis - Draft Bylaw
Item Tabled to October 15, 2018 Meeting

Staff Policy
Council discussed the policy with Public works and agree on amendments. Policy will be amended and sent out for review.
Council to review at October 15, 2018 Council meeting.

Business
Financial Software - Council requires information to move forward with financial

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PA

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software..

RES 116 - 2018 Moved by Mayor Pauls that Administration contact Roseland CAO for the report on Munisoft financial program and to Notify Council prior to next meeting.

CARRIED

UFA Properties

Deputy Mayor Leicht presented the report on her conversation with UFA. UFA agrees that they will donate lots 1,2,3 and 4 located on Mainstreet for a park if the Village were to purchase the remaining lots at a reduced rate. UFA will send Deputy Mayor Leicht a proposal letter to present to council at October 15,2018 Council meeting.

Fuels Plus

Deputy Mayor Leicht will contact Nancy Buchko located in Tofield for a quote on an agreement letter with Fuels Plus.

TABLED

Lot 21, Block 4, Plan 805 BI Removal of Trees on Boulevard

Councilor Patten not present to present information on fine process.
Item tabled for October 15,2018 council meeting.

TABLED

IDP/ICF Sage Analytics

Open House September 20,2018 at 7:00 pm.
Council discussed providing Coffee, tea and ice water for the open house.

Remembrance Day

Deputy Mayor Leicht has contacted Pastor Ron who has agreed to officiate. Rec has the hall available for the Luncheon. More information to follow at October 15,2018 Council meeting.

Discussion Water Meter Cost

Public works supplied cost on replacement water meters at \$150.00 each.
Council discussed whether the amount in the current Utility Bylaw for replacement of water meter, which includes the Plumbers charges to install, is sufficient to cover the cost. Public works said it is.

RES 117 - 2018 Moved by Deputy Mayor Leicht to sent resident at #3 Railway Ave South a letter stating that a relocation of the water meter to a heated location is required to protect from freezing.

CARRIED

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Phantom Winter compost program

Council discussed whether Phantom has been spoken to about suspending the compost pick up for winter months.

RES 118 - 2018 Moved by Mayor Pauls that Administration contact Phantom to suspend compost pick up for the winter months.

CARRIED

RES 119 - 2018 Moved by Deputy Mayor Leicht for Administration to supply stats for the compost costs of 2017.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

Council discussed contacting MasterCard to change name on the card to Village of Hay Lakes, remove prior employee and change authorizing persons to include more than one. Mayor Pauls will go in next week to assist with this as needed.

Council discussed missing MSI paperwork and land titles transfers still waiting to be completed.

RES 120 - 2018 Moved by Mayor Pauls that Administration complete and submit the 2017 MSI forms immediately.

CARRIED

RES 121 - 2018 Moved by Deputy Mayor Leicht that Administration complete land title transfers.

CARRIED

FINANCIAL REPORTS

Trial Balance to September 13, 2018

Council reviewed and discussed the September trial balance.

RES 122 - 2018 Moved by Deputy Mayor to accept the Trial Balance report as information.

CARRIED

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COMMITTEE REPORTS

Public Works

Lance Jones appeared before Council to present August/September 2018 Public Work report.

Heavy Trucks Signage - Council discussed with Lance Jones if there is a price available on the signage required. Lance will look at what other Municipalities have done with signage on this issue and report back to Council at October 15,2018 meeting.

Protective Services

No Report

Development

Deputy Mayor Leicht and Councilor These discussed meeting with DecAlta of September 10,2018. Further discussion to follow going forward

HAARB

Next Meeting Oct 9, 2018

Hay Lakes AG

Market to be held September 22,2018

Hay Lakes Library

No Report

Telegraph Park

Held year end BBQ for committee members

Recreation Center

Next Meeting September 24, 2018

School Council

No Report - Next Meeting September 18, 2018

Human Resources


Council reviewed and discussed concerns.

RES 123 - 2018 Moved by Mayor Pauls for administration to provide an up to date list of Vacation days and sick days in 2018.

CARRIED

RES 124 - 2018 Moved by Deputy Mayor Leicht that a severance account be added to payroll so an ROE can be issued .

CARRIED

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RES 125 – 2018 Moved by Mayor Pauls to accept Committee Reports as presented. CARRIED

INFORMATION AND CORRESPONDENCE

RES 126 – 2018 Motion by Mayor Pauls to accept information and correspondence as presented. CARRIED

CONFIDENTIAL ITEMS

FOIP s27 Privileged Information
FOIP s24 Personnel Management

RES 127 – 2018 Moved by Mayor Pauls to go into camera and ask Stacie Arellano to step out for council to discuss FOIP related items. 9:42 p.m. CARRIED

RES 128 – 2018 Moved by Mayor Pauls to come out of camera at 10:14 pm CARRIED

NEXT MEETING

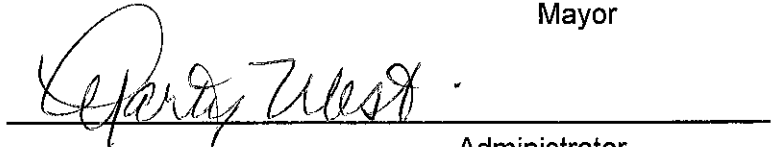
The next Regular Council Meeting will be Monday, October 15, 2018 at 7:00 p.m.

Mayor Pauls adjourned the meeting at 10:15 p.m.

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Mayor



Administrator