

MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, DECEMBER 18, 2023
IN THE HAY LAKES VILLAGE RECREATION CENTRE

PRESENT: Mayor Ron These; Deputy Mayor Cliff Heinz; Councillor Paige Berkholtz; Councillor Levi Blanchard; and Councillor Paul Patterson

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Rod Griffiths and Krystyn Pukanich

DELEGATIONS: FCSS Budget Presentation – No appearance from any members of FCSS

PUBLIC PRESENT: No Public Present

CALL TO ORDER: Mayor These called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA:

RES 234-2023: Moved by Councillor Patterson to adopt the agenda as amended with the inclusion of new Provincial Funding to Alberta Municipalities.

CARRIED

FCSS BUDGET PRESENTATION:

RES 235-2023: Motion made by Councillor Berkholtz to approve the FCSS 2024 Budget and provide the amount of \$3,370.67 along with the Village provincial FCSS grant of \$11,984.06 for a combined total of \$15, 354.73.

CARRIED

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, NOVEMBER 20, 2023:

RES 236-2023: Moved by Deputy Mayor Heinz to adopt the Regular Meeting Minutes of Council held on Monday, November 20, 2023, as amended.

CARRIED

ADOPTION OF THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON MONDAY, DECEMBER 11, 2023:

RES 237-2023: Councillor Patterson moved to adopt the Financial Committee of the Whole Meeting Minutes held on December 11, 2023.

CARRIED

PUBLIC WORKS REPORT: Public Works Manager Krystyn Pukanich presented the Public Works Report to Council. Ms. Pukanich had provided Council with five (5) choices for best lit house this year. The house located at #9 2nd Avenue North was voted the winner this year. Ms. Pukanich also provided Council with information regarding the asbestos testing being completed as per the Asset Retirement Obligation Policy implemented by Municipal Affairs. Finally, Ms. Pukanich reported that the culvert at the lagoon has been replaced.

RES 238-2023: Motion to accept the Public Works Report as information made by Mayor These.

CARRIED

ADMINISTRATIVE REPORT AND RESOLUTION RECORD:

RES 239-2023: Moved by Councillor Blanchard to accept the Administrative Report, the Resolution Record and the Administrative & Financial Action Lists as presented.

CARRIED

FINANCIAL REPORT: Rod Griffiths presented the financial reports to council.

RES 240-2023: Mayor These moved to accept the complete financial report from January 1, 2023, up to November 30, 2023, including the Balance Sheet; Capital Finances Acquired and Applied; and the Budgetary Control.

CARRIED

2024 – 2026 3-YEAR OPERATING BUDGET:

RES 241-2023: Having reviewed and being satisfied with changes made, Councillor Berkholtz motions to approve the 2024 – 2026 3-Year Operating Budget.

CARRIED

2024 INTERIM OPERATING BUDGET:

RES 242-2023: Councillor Patterson moves to adopt the 2024 Interim Operating Budget.

CARRIED

2024 – 2028 5-YEAR CAPITAL BUDGET: The 5-Year Capital Budget has been approved by Council previously. Now that we are sure of the new funding through the Local Government Fiscal Framework (LGFF) this budget will be updated and presented to council.

Rod Griffiths left the meeting at 8:05 p.m.

BUSINESS – Matters for Council Discussion:

Lift Station Upgrades: Council has accepted the quote from TnT Engineering and has asked administration to continue and get formal quotes from ISL Engineering and SureForm Construction.

Quality Management Plan Agreement: Administration explained this agreement to Council and recommended that we accept and sign the new agreement.

RES 243-2023: Council Member Blanchard moves to sign the Joint Quality Management Plan with the City of Camrose.

CARRIED

Camrose & District FCSS Municipal Agreement:

RES 244-2023: Moved by Mayor These that the Village of Hay Lakes enters with Camrose County, The City of Camrose, Villages of Bawlf, Bittern Lake, Edberg, and Rosalind and sign the Camrose and District FCSS Municipal Agreement.

CARRIED

Utility Safety Partner Agreement: Ms. Pukanich explained to council the reasoning for this agreement. If there is a locate requested by anyone in the municipality, public works would be notified and able to inspect and locate village water and sewer infrastructure at the same time.

RES 245-2023: Mayor These moves to join with the Utility Safety Partnership and sign the Agreement for an estimated \$200.00 per year.

CARRIED

Update regarding DarMac Developments: Administration has spoken with Mr. Martin. He is anxious to purchase land for a residential development off Main Street and bringing 5th Avenue South through. We are still awaiting the report from the appraisers. He is hoping to start the residential project in the spring of 2025. He also informed administration that he is planning to begin construction of the commercial lot on the corner of Main Street and Railway Avenue in May of 2024. He has had drawings done of the building and is going to have space for six separate businesses on the main floor and above have four apartments for rentals. He has gone ahead and ordered the soil testing on both areas.

Development on 3rd Avenue South: Council discussed this issue and has asked administration to write a letter to the residents reiterating the Village position. The need to host a special meeting was also discussed and council asked the CAO to state in the letter that if the neighbours have any new concerns, they are welcome to come to a regular meeting of council.

Municipal Affairs Training for Elected Officials and Administrators:

RES 246-2023: Mayor These moved to have the Municipal Training in Hay Lakes on Tuesday, January 23, 2024 for the day at the Recreation Centre.

CARRIED

Grant Funding: Council discussed the new provincial model for grants being forwarded to municipalities. This is now called the Local Government Fiscal Framework Program. This is the

funding that allows municipalities both capital and operating funds. This is the only guaranteed funding received from the government. The operating funding granted to Hay Lakes for 2024 is \$81,508. The capital allocation for 2024 is \$231,656. and for 2025 is \$247,641. Additional grant funding was discussed, and administration will continue searching for grants and inquiring with other municipalities if they might want to partner for having a dedicated grant writer.

Christmas Tree Light the Night: This event was organized and hosted by Beth Ogilvie and Krystyn Pukanich. They reported that the event was held this year on Thursday, December 7, 2023 and that 35 people attended. It was very much appreciated by those that attended.

Sewer Back-Up at Lot 7; Block 12; Plan 6517RS: Administration let council know that a letter was sent to the homeowner explaining that because this problem is occurring on his property the village will not be paying for any cost incurred for the repair.

Complaints: The complaints received at the office were about snow removal and where public works were piling the snow. These complaints were addressed by public works.

OHS Policy:

Policy 28-2023 – Fire Prevention and Fire Protection Preparedness Policy:

Policy 29-2023 – Preventative Maintenance Program Policy:

Policy 27-2023 – Rescue Coordination Policy:

RES 247-2023: After having been made aware that the Policies being the Fire Prevention and Fire Protection Preparedness Policy; Preventative Maintenance Program Policy; and the Rescue Coordination Policy have all been approved by resolution of council in Meeting held on October 16, 2023, it is therefore resolved that the motions made at the November Regular Meeting of Council to approve these same policies shall be revoked. Councillor Patterson makes the motion to revoke Resolution Numbers 226-2023; 227-2023 and 228-2023.

CARRIED

Policy 31-2023 – Village Safety Policy:

RES 248-2023: Moved by Councillor Blanchard to approve Policy 31-2023 – Village Safety Policy as presented.

CARRIED

Policy 32-2023 – Emergency Policy:

RES 249-2023: Policy 32-2023 – Emergency Policy is moved by Councillor Berkholtz to be accepted as presented.

CARRIED

COMMITTEE REPORTS:

- a) Ag Society: Mayor These reported that the Ag Society continues to meet monthly and are planning fund raisers for 2024.
- b) Assessment Review Board: Nothing to report;
- c) CRSWWSC (Water Commission): The next meeting for the Commission is in January.
- d) Disaster Services: Nothing to report.
- e) Emergency Management Committee: Nothing to report.
- f) Go-East Regional Rural Tourism Committee: Nothing to report.
- g) HARRB: Councillor Berkholtz reported that the funding has been distributed to each of the applicants.
- h) Hay Lakes Drainage District # 11: Nothing to report;
- i) Hay Lakes Fire Department: the last business meeting was cancelled due to illness.
- j) Hay Lakes Municipal Library Board: Councillor Berkholtz reported that the last meeting took place just before the Christmas Market and that they are still awaiting the results of how much money was raised.
- k) Hay Lakes School Parent Council Committee: Councillor Heinz asked why the Village only bought 8 turkeys as last year we bought 10. This was because of how the resolution was made.
- l) Intermunicipal Committee: Nothing to report.
- m) OHS Safety Committee: Councillor Patterson reported that both Krystyn Pukanich and Barry Toms completed First Aid Training with the Fire Department on December 2, 2023. Rod Griffiths and Beth Ogilvie are still going to attend once a class is found for them to register.
- n) Parkland Regional Library Board: Nothing to report.
- o) Subdivision and Development Review Board: No appeals registered.
- p) Telegraph Park Committee: Councillor Heinz reported that this committee has not met since July.
- q) Recreation Centre Board: Councillor Berkholtz reported that the new area in the Recreation Centre is being rented out more than in the past. They are pleased with this look forward to advertising and attempting to attract new users.
- r) Regional Emergency Management Services Liaison: Nothing to report.
- s) Rural Crime Watch: Nothing to report.
- t) UFA Playground Committee: Councillor Blanchard reports that the committee will meet again in January to discuss fund raising opportunities.

Committee of the Whole Meetings: All Council Members are on these Committees.

- u) Development:
- v) Financial: Meeting held on December 11, 2023 to discuss budgets.
- w) Infrastructure: and
- x) Protective Services.

INFORMATION AND CORRESPONDENCE: The information and Correspondence folder was brought forward for Council's review.

RES 250-2023: Moved by Deputy Mayor Heinz to accept the Information and Correspondence as provided.

CARRIED

Mayor These asked if anyone present wanted to go to a closed meeting at this time.

RES 251-2023: Moved by Mayor These that the meeting be closed to the public first under section 17 of the *Freedom of Information and Protection of Privacy Act* at 9:11 p.m.


CARRIED

RES 252-2023: Mayor These motioned to open the meeting back up to the public at 9:26 p.m.

CARRIED

ADJOURNMENT: There being no further business of Council, Mayor These declared the meeting adjourned at 9:31 p.m.

The next Regular Meeting of Council will be held on Monday, January 15, 2024, at the Recreation Centre beginning at 7:00 p.m.



Mayor These



K. Shannon Yearwood
Chief Administrative Officer