

MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA  
HELD ON TUESDAY, MARCH 18, 2019  
IN THE HAY LAKES VILLAGE OFFICE

PRESENT: Mayor Dawn Pauls; Deputy Mayor Ronald These; Councillor Megan Patten;  
Councillor Faye Leicht; and Councillor Dave Vallee.

ABSENT:

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Public Works Manager, Lance Jones

ORDER: The Meeting was called to order by Mayor Pauls at 7:01 p.m.

RES 031-2019: AGENDA: Moved by Deputy Mayor Ron These to adopt the agenda as amended.

CARRIED

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RES 032-2019: Adoption of Special Meeting Minutes for March 12, 2019 – Motion Required  
Councillor Leicht moved to adopt the Special Meeting Minutes for March 12, 2019.

CARRIED

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DELEGATIONS:

Dale and Gale Laing: Regarding sewer back-up issues: Mr. and Mrs. Laing attended asking that the Village consider assisting with the cost of a sewer repair from the residence to the main line which is located across from their residence. They reported that the line had a “belly” in it under the roadway. This repair would involve digging up the road to access the line and lift the slump. The Public Works Manager will contact other municipalities to ask how they handle such an issue.

The Laing’s left the meeting at 7:36 p.m.

Danielle Duncan: Regarding snow removal issues in back alley: Ms. Duncan related that her fence is being damaged by snow being piled against it in the back alley. She reported that there are flooding issues in the backyard as this snow melts and requested that Council allow her to put up a snow fence which will run along the back of her property between the power poles and about 10 inches away from the fence. This will not impede Public Works ability to plow the back alley.

RES 033-2019: Moved by Councillor Vallee to allow the Duncan residence owners to install a snow fence along the back alley to obstruct snow being pushed against the fence.

Councillor Patten left the meeting at 8:29 p.m.

Ms. Duncan left the meeting at 8:29

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RES: 034-2019: Moved by Mayor Pauls to adopt the February 18, 2019 Council Meeting Minutes as amended.

CARRIED

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PUBLIC WORKS REPORT: Lance Jones presented the Public Works Report.

RES 035-2019: Moved by Councillor Vallee to accept the Public Works Report as presented.

CARRIED

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VILLAGE ADMINISTRATOR'S REPORT : Presented by Shannon Yearwood.

RES 036-2019: Moved by Deputy Mayor These to accept the Manager's Report as presented.

CARRIED

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RES 037-2019: FINANCIAL REPORTS: Moved by Councillor Leicht to accept the Financial Report to as presented.

CARRIED

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BYLAWS/POLICY:

Bylaw 02-2019 – Cannabis Consumption Bylaw:

RES 038-2019: Moved by Mayor Pauls to complete first reading.

CARRIED

Bylaw 03-2019 – Dog Control Bylaw:

RES 039-2019: Moved by Councillor Vallee to complete first reading as amended.

CARRIED

Disposal of Records:

RES 040-2019: Councillor Vallee moved that Administration is authorized, at its discretion, to destroy Municipal files and records after having retained them for at least the number of years specified in the Municipal Affairs "Guide to Disposition & Scheduling of Inactive Municipal Records.

Policy – Administration to develop a Policy regarding the Retention and Scheduling of Municipal Records following the Guidelines provided by Municipal Affairs.

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**BUSINESS:**

**FUELS PLUS AGREEMENT:** Reported that a Title Search has not been completed as Administration is still trying to set up a SPIN 2 Account to access the Land Titles Office.

**CRSWSC :** Mayor Pauls recommended that Council invite a representative from the Water Commission to the May Regular Council Meeting to discuss any future development and Reservoir concerns.

Councillor Patten returned to the meeting at 9:

**HAY LAKES FIRE DEPARTMENT:** Discussion regarding the Fire Department Budget. Administration asked to set up a meeting with Chief Wolfe, Deputy Chief Young, Mike Kuzio and Councillor Leicht to discuss this issue.

**FORTIS:** Administration contacted both Fortis and Armena REA to make the formal notification that the land located at SE 6-49-21-W4 has been purchased and is now owned by the Village of Hay Lakes. A request order to cut power and remove the transformer is now underway. Once completed Fortis will contact administration regarding the salvage of the pole and any costs associated with that.

**2019 BUDGET:** A Special Budget Meeting has been set for April 2, 2019 at 7:00 p.m.

**PROPERTY LOCATED AT LOT 13; BLOCK 3; PLAN 805BI:** Administration asked to send a letter to owner and ask the any structure or vehicle that is impeding on to the lane right of way be removed immediately, as Council is concerned that this could potentially become a liability issue if any emergency situation arises.

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**NEXT MEETING:**

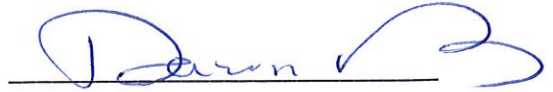
Continuation Council Meeting scheduled for Tuesday, March 19, 2019.

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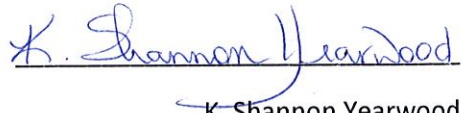
ADJOURNMENT:

RES 041-2019: Moved by Mayor Pauls that the meeting be adjourned at 10:15 p.m.

CARRIED

A handwritten signature in blue ink, appearing to read "Dawn Pauls", written over a horizontal line.

Mayor Dawn Pauls

A handwritten signature in blue ink, appearing to read "K. Shannon Yearwood", written over a horizontal line.

K. Shannon Yearwood

Chief Administrative Officer



MINUTES OF THE CONTINUATION MEETING OF COUNCIL  
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA

HELD ON TUESDAY, MARCH 19, 2019

IN THE HAY LAKES VILLAGE OFFICE

PRESENT: Mayor Dawn Pauls; Deputy Mayor Ronald These; Councillor Megan Patten; Councillor Faye Leicht; and Councillor Dave Vallee.

ABSENT:

MUNICIPAL RECORDER: Shannon Yearwood

ORDER: The Meeting was called to order by Mayor Pauls at 7:20 p.m.

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RES: 042-2019: UFA PROPERTY PURCHASE: Moved by Councillor Leicht that the Village of Hay Lakes accept the proposal set forth by UFA on October 5, 2018. Administration to send a letter to Mr. Nick Harsulla of UFA outlining the conditions and accepting the terms set forth.

CARRIED

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VILLAGE WEBSITE AND SOCIAL MEDIA PLATFORMS: Discussion regarding the Village Website design and updating will become the responsibility of Administration. The Facebook; Twitter and Instagram Accounts will continue to be administered by Councillor Patten.

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RES: 043-2019: MUNICIPAL AFFAIRS ROLES AND RESPONSIBILITIES WORKSHOP: Mayor Pauls moved that Administration contact Municipal Affairs to set up a workshop regarding the Roles and Responsibilities for Council.

CARRIED

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COMMITTEE REPORTS:

- a) Hay Lakes Ag Society: Deputy Mayor These reported that Ag Society has sold the skate board equipment and it will be picked up by the purchaser by the beginning of summer; The Ag has succeeded in getting a \$28,000.00 grant for building maintenance; and on June 15<sup>th</sup> the Ag is hosting fundraising dance with a live band and they will be selling 50/50 tickets at this event.
- b) Library: Councillor Leicht reported that the Library has completed their 2019 Budget and submitted it to Village Administration for consideration

and inclusion into the 2019 Village Budget; the members of the Library Board and Friends of the Library are currently setting up and finishing the planning of the Slip & Bloomer Sale which is being held on May 11<sup>th</sup> at the Ag; and on the June 1<sup>st</sup> weekend the Library is hosting the Fun Run in Telegraph Park.

- c) Rec Centre: Mayor Pauls reported that the Annual General Meeting for the Rec was conducted on February 25<sup>th</sup>. Discussion regarding the Rec Building's condition and budgeting concerns was discussed in detail by all User Groups in attendance. Currently the Rec has had a request from the Senior's to upgrade wiring in the Senior's Centre which would be an approximate cost of \$3,000.00 and also 2 furnaces now need to be replaced. A major concern is the foundation. This issue is being taken very seriously by Village Council and this was conveyed to the user groups. The project cost for cement work around the Rec Building has been estimated at close to \$50,000.00. A CFPE Grant and a County Grant have been applied for and the Village should have an answer sometime in April. If these two grants are approved the Village should be able to start moving on this project sometime around the end of June beginning of July. **All user groups were assured that this is a priority issue for Council and Administration.**
- d) Telegraph Park Committee: Committee has not yet met for this year but the Group Camping Site is being booked with June weekends and most of July weekends now fully booked.
- e) School Parent's Council: Mayor Pauls was unable to attend because Council had to have the Continuation Meeting on the same evening. Mayor Pauls told Council that the Parent's Council is very thankful for the support shown to them by Council.
- f) Rural Crime Watch Committee: Deputy Mayor These related that the last meeting was held in Bashaw and the next meeting is scheduled for April 25<sup>th</sup> at the County of Camrose Offices.
- g) Community Volunteer Bank: Mayor Pauls and Councillor Leicht met with Councillor Beverly Beckett to discuss this idea on February 28<sup>th</sup>. Both were very impressed with this initiative. A community meeting is held to discuss needs within the Community and from that attendees are invited to put down their contact information as well as what it is they would be interested in doing and how much time they are able to give to a project. This has been very successful in the City of Leduc and they have now hired a full-time coordinator for the City.

RES 044-2019: Moved by Councillor Vallee to accept the Committee Reports as information.

CARRIED

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INFORMATION and CORRESPONDENCE:

Correspondence:

Alberta Municipal Affairs – MSI Funding Extension  
Service Canada – Marty West  
Corix Water Products – Invitation to Information Session  
John Lamb – to DEM (Megan)  
Information re: Emergency Preparedness Week & Prepare Your Selfie  
Vital Group – Free Webinar re: Energy Efficiency and Climate Change

Training/Conferences:

**Augustana University**  
**Grant Writing Workshop**  
**May 15, 2019 – 6 hours**  
**Cost: \$300.00 + GST**  
**Shannon and Faye Registered**

RES: 045-2019: Moved by Mayor Pauls to accept the Information and Correspondence as information.

CARRIED

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NEXT MEETING: Regular Council Meeting Monday, April 15, 2019.

RES: 046-2019: ADJOURNMENT: Mayor Pauls adjourned the meeting at 10:00 p.m.

CARRIED

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Mayor Dawn Pauls



K. Shannon Yearwood  
Chief Administrative Officer