

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

PRESENT: Mayor Dawn Pauls, Deputy Mayor Ron These, Councilor Faye Leicht, Councilor Dave Vallee and Councillor Megan Patten

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Administrative Assistant, Marty West; Public Works Manager, Lance Jones and Assistant, Stacie Arellano

ORDER: The Meeting was called to order by Mayor Pauls at 7:00 p.m.

RES 147-2018 AGENDA: Moved by Councillor Patten to adopt the agenda as amended with added business items, Village Christmas Light Contest and Interim Budget.

CARRIED

DELEGATIONS: Ralph Meyers attended the Meeting to address council's concern regarding the removal of the boulevard trees in the front of his property. He had found the trees to be in poor condition. Mr. Meyers contracted Davey Tree Service to cut down the three trees in question. Council was concerned that they were not contacted during this process as the trees were on Village property. Mr. Meyers understood council's concerns and has agreed to pay for the stump removal and the replanting of 3 different species of boulevard trees.

RES 148-2018 Moved by Councillor Patten to accept Mr. Meyers suggestion to remove the stumps and replacement of 3 new species of boulevard trees in the spring at a cost of \$1,140.00.

CARRIED

Ralph Meyers left the meeting at 7:25 p.m.

CDSS DELEGATES, Margaret Holliston, Executive Director, Hastings presented the CDSS Budget for 2019. The FCSS combined funding has not increased from 2018; therefore, Hay Lakes portion of the funding will remain at \$2,867.00. Clarence Hastings described his role as Rural Community Program Director and reported that the Summer in the Park Program was a success again this year. Mr. Hastings also outlined a program call "Men's Shed". This program is a peer run group that aims to address social, physical and emotional health. Mr. Hastings has also offered his support and assistance as a resource for accessing Rural Innovation Grants.

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RES 149-2018 Moved by Councillor Leicht to accept the CDSS 2019 Budget and to pay CDSS Hay Lakes portion of \$2,867.00.

CARRIED

Margaret Holliston and Clarence Hastings left the meeting at 8:00 p.m.

RES 150-2018: Moved by Councillor Dave Vallee to adopt the November 19, 2018 Council Meeting Minutes.

CARRIED

RES 151-2018: Moved by Deputy Mayor These to adopt the November 29, 2018 Continuation Council Meeting Minutes.

CARRIED

Councillor Megan Patten left the meeting at 8:10 p.m.

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

RES 152-2018: Moved by Councillor Vallee to accept the Public Works Report as Information.

CARRIED

VILLAGE ADMINISTRATOR'S REPORT: Presented by Shannon Yearwood.

RES 153-2018: Moved by Mayor Pauls to accept the Manager's Report as Information.

CARRIED

FINANCIAL REPORTS:

RES 154-2018: Moved by Mayor Pauls to accept the Financial Report to December 15, 2018 as Information.

CARRIED

Council discussed the 2019 Interim Budget.

RES 155-2018: Moved by Councillor Leicht to adopt the 2019 Interim Budget.

CARRIED

Marty West left the meeting at 9:00 p.m.

BYLAWS/POLICY:

Bylaw 04-2018 Designated Officer Bylaw – Tabled to January 21, 2019 Regular Council Meeting;

MDP - Tabled to January 21, 2019 Regular Council Meeting.

LUB – Tabled to January 21, 2019 Regular Council Meeting to discuss first three sections of the Draft Bylaw.

Bylaw 06-2018 IDP – Intermunicipal Development Plan.

RES 156-2018: Moved by Deputy Mayor These that Bylaw 06-2018 be given second reading.

CARRIED UNANOMOUSLY

RES 157-2018: Moved by Councillor Leicht that Bylaw 06-2018 be given third and final reading.

CARRIED UNANOMOUSLY

Bylaw 07-2018 ICF – Intermunicipal Collaboration Framework

RES 158-2018: Moved by Mayor Pauls that Bylaw 07-2018 be given second reading.

CARRIED UNANOMOUSLY

RES 159-2018: Moved by Deputy Mayor These that Bylaw 07-2018 be given third and final reading.

CARRIED UNANOMOUSLY

Bylaw 06-2007 – Dog Bylaw: To replace with new bylaw 12-2018 (Tabled)

Bylaw 09-2018 – Cannabis Draft (Tabled)

Bylaw 10-2018 – Emergency Management Draft (Tabled)

RES 160-2018: Bylaw 11-2018 – Operating Loan Bylaw

Moved by Mayor Pauls that Bylaw 11-2018 be given first reading.

CARRIED

RES 161-2018: Moved by Deputy Mayor These that Bylaw 11-2018 be given second reading.

CARRIED

RES 162-2018: Moved by Councilor Vallee that Bylaw 11-2018 be given third and final reading.

CARRIED

BUSINESS:

Financial Software – MuniSoft final quote presented.

RES 163-2018: Moved by Councilor Vallee that the MuniSoft quote be accepted as presented.

CARRIED

UFA Properties: Waiting for a reply for from UFA to provide access to home for a formal inspection.

Fuels Plus Legal Agreement: Agreed that Shannon Yearwood and Councilor Leicht will meet with owner and attempt to draft an Agreement regarding the parking area south of the service station early in the New Year.

Water Meter Follow-up: Administration will provide report as two properties that have required water meter installation. Follow up with resident regarding purchase of meter and installation date.

Signage regarding no parking of Heavy Trucks in Residential Areas. Follow-up with Public Works on cost of signs.

RES 164-2018: Moved by Councilor Leicht that Public Works place the order for signs that prohibit the parking in Residential Areas of Heavy Trucks.

CARRIED

CRSWSC – Water Commission Report

Mayor Pauls reported that Epcor water rates have increased over the past three years an average of .13 cents per year. These increases have not been reflected in the billing of water rates by Hay Lakes. Also reported that the Hay Lakes Reservoir has a deficiency as per the CRSWSC Bylaw. The flow rate and fire-fighting capacity is low. Administration to contact the commission and have them put in writing the deficiencies plus find out the insurance currently carried and the required amount to carry.

SIGNING AUTHORITY:

RES 165-2018: Moved by Mayor Pauls that Shannon Yearwood is hereby authorized on behalf of the Village of Hay Lakes (hereinafter called 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 the said purposes to endorse the same of 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.

CARRIED

RES 166-2018: Moved by Councillor Vallee to rescind the signing authority of Marty West, who acted as Interim CAO for the Village of Hay Lakes until December 10, 2018.

CARRIED

RES 167-2018: Moved by Deputy Mayor These to change the Mastercard authorization and main contact person to be that of Shannon Yearwood CAO for the Village of Hay Lakes as of December 10, 2018.

CARRIED

RES 168-2018: Moved by Councillor Leicht to accept the Renewal of Contract proposal from Jill Tinson Bookkeeping.

CARRIED

RES 169-2018: Moved by Councillor Leicht to accept Brian King's quote of \$8,200.00 to do the 2018 year end audit.

CARRIED

RES 170-2018: Moved by Deputy Mayor These that the Christmas Light Contest continue this year and that Public Works will choose the winning light display. The winning household will have the first utility bill in the new year paid by the Village.

CARRIED

COMMITTEE REPORTS:

Development: Subdivision Expansion moving forward. Map of conceptual plan 2 is in Council Chambers.

Ag: Committee wants to have people prepay for their tables at the Spring and Fall Markets as too many people book and then don't show up. The ice has been really challenging this winter with such mild temperatures.

Library: Discussed possible expansion of the Library and the possibility of asking Clarence Hastings of CDSS to assist with the reconfiguration of the space.

Rec: Have requested the budgeted amount of \$3,000.00 for 2019.

RES 171 -2018 Moved by Mayor Pauls to accept the committee reports as information.

CARRIED

INFORMATION and CORRESPONDENCE:

RES 172-2018: Moved by Councillor Vallee to accept the Information and Correspondence as presented.

CARRIED

CONFIDENTIAL ITEMS: Human Resources FOIP (In-Camera):

RES 173-2018: Moved by Mayor Pauls to go in camera ask all to step out but Council and CAO at 10:39 p.m.

RES 174-2018: Moved by Mayor Pauls to come out of camera at 11:10 p.m.


RES 175-2018: Moved by Councillor Leicht to reduce Administrative Assistant's wage from the wage paid as Acting CAO to the role of Administrative Assistant following Brownlee LLP advice.

CARRIED

NEXT MEETING: Regular Council Meeting scheduled for Monday, January 21, 2019 at 7:00 p.m.

ADJOURNMENT:

Moved by Mayor Pauls that the meeting be adjourned at 11:15 p.m.

X 

Mayor Dawn Pauls

X 

K. Shannon Yearwood
Chief Administrative Officer

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