

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, OCTOBER 17, 2022
IN THE HAY LAKES RECREATION CENTRE

PRESENT: Councillors Paige Berkholtz; Levi Blanchard; Clifford Heinz; Paul Patterson;
and Ron These

MUNICIPAL RECORDER: Shannon Yearwood

CALL TO ORDER: The Meeting was called to order by the Municipal Administrator at 6:58 p.m.

RES 160-2022: AGENDA: Moved by Councillor Patterson to adopt the agenda as presented.

CARRIED

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

Councillor Heinz 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 Heinz for the Office of Deputy Mayor. Councillor Heinz 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 Heinz was declared Deputy Mayor.

OATH OF OFFICE OF DEPUTY MAYOR

The Official Oath of Councillor Heinz 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, Blanchard and Patterson were taken by the Municipal Administrator.

MUNICIPAL OFFICE

RES 161-2022: Moved by Councillor Patterson 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 162-2022: Moved by Councillor Blanchard that the Regular Meetings of Council be held the third Monday of the month commencing at 7:00 p.m. and adjourning at 11:00 p.m. in the Hay Lakes Recreation Centre located at 106 – 110 Main Street, Hay Lakes. Should there be any items to carry forward at 11:00 p.m. Council will meet on or before the first Monday of the following month to complete the agenda.

CARRIED

MUNICIPAL ASSESSOR:

RES 163-2022: Moved by Councillor Berkholtz that the Village of Hay Lakes confirm the appointment of Mike Krim, of Tanmar Consulting Inc. as the Village of Hay Lakes Municipal Assessor and Designated Officer for the period November 1, 2022 to October 31, 2023.

CARRIED

MUNICIPAL AUDITOR

RES 164-2022: Moved by Councillor Berkholtz 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 165-2022: Councillor Blanchard moved that Alison Barker-Jevne be reappointed to the CDSS Board of Directors as the Villages Representative.

CARRIED

DEVELOPMENT AND MANAGEMENT OF VILLAGE SOCIAL MEDIA

RES 166-2022: Moved by Deputy Mayor Heinz that the Village social media remain the responsibility of Administration staff.

CARRIED

BANKING

RES 167-2022: Moved by Mayor These 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 Chief Administrative Officer 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 168-2022: Moved by Mayor These 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 These; Councillor Patterson and Chief Administrative Officer, K. Shannon Yearwood on the following account number: Business Custom Account - #00930054624. This change will take effect on or before November 15, 2022.

CARRIED

RENUMERATION:

RES 169-2022: Moved by Mayor These that the remuneration for attendance at meetings be set as follows:

- Remuneration for Mayor be set at \$550.00 flat rate per month for all regular and committee/board meetings;
- Remuneration for Councillors be set at \$450.00 per month for all regular 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 0.61/km;
- Remuneration for Seminars / Courses be set at \$250.00 per day plus mileage at 0.61/km.

CARRIED

RES 170-2022: Moved by Councillor Patterson that the following members of Council be appointed as representatives to the following Boards/Committees:

CRSWWSC – Deputy Mayor & Councillor Patterson

Alternate – Mayor These

ASSESSMENT REVIEW BOARD – Mayor These

Alternate – Councillor Patterson

HAY LAKES MUNICIPAL LIBRARY BOARD – Councillor Berkholtz

PARKLAND REGIONAL LIBRARY BOARD – Mayor These

Alternative – Councillor Patterson

SUBDIVISION AND DEVELOPMENT APPEAL BOARD – Mayor These & Dawn Pauls

Alternate: Councillor Patterson

HAY LAKES AND DISTRICT RECREATION ASSOCIATION – Councillor Berkholtz

Alternate – Deputy Mayor Heinz

HAY LAKES AND AREA REGIONAL RECREATION BOARD – Mayor These

Alternate – Councillor Berkholtz

DISASTER SERVICES – Councillor Blanchard

Alternate – Councillor Patterson

HAY LAKES AND DISTRICT AGRICULTURAL SOCIETY – Mayor These

Alternate – Councillor Berkholtz

HAY LAKES TELEGRAPH PARK – Deputy Mayor Heinz
Alternate – Councillor Berkholtz

SCHOOL COUNCIL – Deputy Mayor Heinz
Alternate – Councillor Berkholtz

FIRE DEPARTMENT – Councillor Patterson
Alternate – Deputy Mayor Heinz

INTERMUNICIPAL COMMITTEE - (ICF):
2 representatives – Deputy Mayor Heinz and Councillor Patterson
Alternate – Mayor These

REGIONAL EMERGENCY MANAGEMENT SERVICES LIAISON:
2 representatives – Deputy Mayor Heinz and Councillor Blanchard
Alternate – Councillor Patterson

EMERGENCY MANAGEMENT COMMITTEE:
2 representatives – Deputy Mayor Heinz and Councillor Blanchard
Alternates – Mayor These; Councillor Berkholtz and Councillor Patterson

RURAL CRIME WATCH – Mayor These
Alternate – Councillor Blanchard

GO-EAST OF EDMONTON REGIONAL TOURISM ORGANIZATION – Councillor Berkholtz
Alternate – Councillor Patterson

OHS COMMITTEE – Councillor Patterson
Alternate – Mayor These

UFA PLAYGROUND COMMITTEE – Councillor Blanchard
Alternate – Mayor These

HAY LAKES DRAINAGE DISTRICT #11 – Mayor These
Alternate – Councillor Berkholtz

CARRIED

Appointment of members to hear appeals on the Regional Assessment Review Board.

RES 171-2022: Moved by Councillor Berkholtz that the Village of Hay Lakes Council appoint Cindy Trautman, Roland Marchand, Diane Szumlas, Peter Bodnar, Angela Lorente, Dawn Pauls, Terry Daykin, and Frank Hegholz as members to hear appeals on the Regional Assessment Review Board.

CARRIED

SEATING

RES 172-2022: Moved by Mayor These for Council to seat:

1st chair left of Mayor: Deputy Mayor Heinz

2nd chair left of Mayor: Councillor Berkholtz

3rd chair left of Mayor: Councillor Blanchard

4th chair left of Mayor: Councillor Patterson

CARRIED

ADJOURNMENT

RES 173-2022: There being no further business Mayor These moved to adjourn the meeting at 7:43 p.m.

CARRIED

NEXT COUNCIL MEETING:

The Regular Meeting of Council on Monday, October 17, 2022, at the Village of Hay Lakes Recreation Centre immediately following the Organizational Meeting of Council.

Regular Meeting of Council Monday, November 21, 2022, at the Hay Lakes Recreation Centre.



Mayor These



K. Shannon Yearwood

Chief Administrative Officer