

MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA  
HELD ON MONDAY, NOVEMBER 21, 2022  
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

ABSENT:

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Public Works Foreperson, Krystyn Pukanich; Deputy CAO, Beth Ogilvie

DELEGATES: CDSS Board Members, Lyndel Kasa, Executive Director & Alison Barker-Jevne, Villages Representative – sent regrets to Council not able to attend due to COVID. Asked to be moved to December Agenda.

PUBLIC PRESENT:

ORDER: The Meeting was called to order by Mayor These at 7:45 p.m. due to the meet and greet session with MLA and Minister of Indigenous Affairs, Rick Wilson and Assistant, Pat.

RES 191-2022: AGENDA: Moved by Councillor Patterson to adopt the agenda as amended.

CARRIED

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The CDSS Board is asking for the annual support of the Village of Hay Lakes by requesting the annual portion from the Village of \$3,225.53 and the provincial grant for the Village of Hay Lakes of \$11,468 for a total of \$14,693.53. As stated above Director Lyndel Kasa and Village Representative Alison Barker-Jevne, were unable to attend the meeting due to health reasons. They are being put on the December agenda and the CAO will contact them to ask them to be prepared to answer regarding the number of people in Hay Lakes using this service and if any direct benefits come back to the Village from contributing to the CDSS Budget?

ADOPTION OF THE MINUTES OF THE ORGANIZATIONAL MEETING AND THE REGULAR MEETING OF COUNCIL HELD ON OCTOBER 17, 2022:

Councillor Berkholtz questioned why the Hay Lakes Drainage Board was not on the Organizational Agenda as a Board that Hay Lakes Council Members are appointed. After a discussion with all Council members, it was decided to add this Board to the official list of the Boards and Committee Appointments on the Annual Organizational Meeting. This committee will be added to this year's Organizational Meeting Minutes held on October 17, 2022 as an amendment.

RES 192-2022: Councillor Blanchard motioned to adopt the Minutes of the October 17, 2022, Organizational Minutes of Council as amended.

CARRIED

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RES 193-2022: Mayor These motioned to adopt the Minutes of the October 17, 2022, Regular Minutes of Council as presented.

CARRIED

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PUBLIC WORKS REPORT: The Public Works Report is presented by Krystyn Pukanich, Public Works Manager.

RES 194-2022: Moved by Deputy Mayor Heinz to accept the Public Works report as information.

CARRIED

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MANAGER'S REPORT AND ACTION LIST: The Manager's Report and Action List is presented by the Chief Administrative Officer.

RES 195-2022: Moved by Councillor Blanchard to accept the Manager's Report and the Action List as information.

CARRIED

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FINANCIAL REPORT: Presented by CAO, Yearwood.

RES 196-2022: Moved by Councillor Patterson to accept the Budgetary Control; the Statement of Financial Position (Balance Sheet); and all memos and reports put forward by Rod Griffiths, as information.

CARRIED

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BYLAWS/POLICIES:

Bylaw 08-2022 – Municipal Borrowing Bylaw

RES 197-2022: Motion to give Bylaw 07-2022 – Municipal Borrowing Bylaw second reading be given by Councillor Blanchard.

CARRIED

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Bylaw 08-2022 – Municipal Borrowing Bylaw

RES 198-2022: Motion to give Bylaw 07-2022 – Municipal Borrowing Bylaw for third and final reading be given by Deputy Mayor Heinz.

CARRIED

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Bylaw 08-2022 – Municipal Borrowing Bylaw is now in force for 2023.

Bylaw 07-2022: Redistricting Bylaw – the Redistricting Bylaw is still being prepared for a Public Hearing.

Bylaw 01-2023 – Animal Control Bylaw: To be presented to Council by March 2023.

Policy 01/2023 – Financial Policy: To be presented to Council by March 2023.

BUSINESS:

- a) UFA Playground: Update given by Councillor Blanchard. The Committee has not yet met as they are awaiting administration to contact UFA again to determine the placement of the playground.
- b) MAP Review: Updated Council on progress to date
- c) CAO Contract: Tabled
- d) CAO Overtime: Tabled
- e) CAO Attendance at the Zone 5 Meeting of the Alberta Municipalities Association Members – Vegreville, November 2, 2022: CAO was not able to attend due to the snowfall and road conditions that day.
- f) Municipal Funding: Information from the meeting with Minister Wilson held at 6:00 p.m. directly before this meeting. There is still no firm commitment from the Government to Municipalities regarding a steady and reliable source of funding.
- g) Christmas Hours for Village Staff: CAO presents Council with the proposed Christmas Hours for the 2022 Holiday Season.

RES 199-2022: Councillor Berkholtz moved to adopt the proposed holiday hours presented by administration from Thursday, December 23 to Tuesday, January 4, 2023, with the addition of Wednesday, December 29 being closed to foot traffic.

CARRIED

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- h) Recording Council Minutes: Administration asked for input on the benefits and detriments of recording the Council Minutes.

RES 200-2022: Moved by Mayor These to allow administration to record the Council Meetings for the purpose of assisting when completing meeting minutes.

CARRIED

- i) Publication of the draft Minutes: Asking for councils' approval to publish the draft minutes of all council meetings before being adopted by council.

RES 201-2022: Motion made by Councillor Berkholtz to allow administration to publish the draft minutes of any meeting minutes before they are adopted by council.

CARRIED

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- j) Snow Removal Signs from Engraving Masters: Administration discusses that 4 brightly colored plastic signs for snow removal have been ordered from Engraving Masters for public works to put out for information to residents through the winter seasons.
  - k) Parkland Regional Library System: Approval of the 2023 Budget put forward by Parkland Regional Library.

RES 202-2022: Motion made by Councillor Patterson to accept the Parkland Regional Library Budget as presented.

CARRIED

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- l) Service Line Warranties of Canada: Request for Decision by Council attached. Council once again discussed this option for Village Residents and have asked administration to contact the CAO from Bawlf to ask if this put any further pressure on the administrative staff as this is the concern for council at this time. This decision has been tabled.
  - m) Greenhouse Business: Administration was approached by Ms. Shelley Phillips about bringing a Greenhouse to the Village. She and her husband are planning to retire and move from Cold Lake where they currently have a large operation on an acreage. They would like to have a smaller operation and manufacture some natural pest deterrent at the same location. The property they are interested in has a commercial building on one lot and is beside a small residence which would be purchased as part of this deal. I discussed this with council, and they have no apparent issues with a greenhouse moving onto the property if it follows the Land Use Bylaw and they have also reported that the manufacturing of the natural pest deterrent is not going to be a problem for them as this is a natural product and no chemicals will be transported on or off the property. Council also does not foresee any problem with transportation to bring supplies into the shop or transport the product off the property. I also spoke about the issue of the possible use of the well as a source of water to water the plants. Council does not have a problem but would like the potential homeowner to contact a well specialist to discuss any technical or quality issues with them. They also have considered allowing a special rate for water but will stand by the Utility Bylaw which states the commercial rate is the same as the residential rate. Administration will speak to Ms. Phillips and pass along this information by way of emailing a Land Use Bylaw and the Utility Bylaw to her for her own information.
  - n) The same property had an inquiry from a bank wanting to issue a mortgage to a potential buyer from Ontario but would need to have the commercial lot redistricted to Residential 2. Council made it clear that they would have no problem considering the request but that in no way would they entertain changing the rezoning before the property was purchased unless it was presented by the current owner. The reasoning

for this is that rezoning takes approximately two to three complete months. It requires a public hearing and input from residents. Even if they considered rezoning after the purchase there could be no guarantee that the request would be accepted.

- o) Complaints: No complaints made to the office in the past month.

Public Works Manager, Krystyn Pukanich, left the meeting at 9:30 p.m.

#### COMMITTEE REPORTS:

- a) Infrastructure: Infrastructure Study continuing awaiting the first draft from engineers.
- b) Protective Services: Nothing to report.
- c) Fire Department Report: Continue to attend call outs for both fire and motor vehicle accidents.
- d) Development: Nothing to report.
- e) HARRB: All money has been dispersed amongst the organizations.
- f) Ag Society: Held the AGM last month saw many changes in the board members.
- g) Library: Toy Bingo was held on Friday, November 18.
- h) Telegraph Park: Nothing to report – CAO to speak to Rod about finishing the financials for the park to base a budget on.
- i) Recreation Committee: Meets on Monday, November 28.
- j) Parent School Council: Next meeting is November 29.
- k) Rural Crime Watch: Nothing to report.
- l) Water Commission: The rates will be going up in 2024 and 2025. The Commission is funding the 21-million-dollar Nisku Booster Station currently being built.
- m) Go-East Regional Rural Meeting: Neither member of the committee was able to attend the AGM held on November 2.
- n) OHS Safety Meeting: Walkie Talkies have been purchased and are in use. Licensing and training to run all public works equipment to be investigated.
- o) UFA Playground Committee: Have not met and are waiting for administration to get a secure site from UFA (either land at bottom of 3<sup>rd</sup> Avenue or Main Street).

RES 202-2022: Moved by Deputy Mayor Heinz to accept the Committee Reports as Information.

CARRIED

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#### INFORMATION AND CORRESPONDENCE:

The Information and Correspondence file was circulated to each Council Member to review on their own.

RES 203-2022: Moved by Councillor Patterson to accept the Information and Correspondence as information.

CARRIED

CONFIDENTIAL ITEMS:

RES 204-2022: Moved by Mayor These to close the session to the public at 10:10 p.m. under section 17 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

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CAO, Shannon Yearwood left the meeting at 10:10 p.m.

CAO Yearwood rejoined the meeting at 10:42

RES 205-2022: Mayor These made a motion to open the session to the public at 10:42 p.m. in accordance with the *Freedom of Information and Protection of Privacy Act*.

CARRIED

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ADJOURNMENT:

There being no further business of Council, Mayor These declared the meeting adjourn at 10:43 p.m.

Next Regular Council Meeting is scheduled for Monday, December 19, 2022, at 7:00 p.m. in the Hay Lakes Recreation Centre.

  
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Mayor These

  
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K. Shannon Yearwood  
Chief Administrative Officer