

MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, JANUARY 15, 2024
IN THE HAY LAKES VILLAGE RECREATION CENTRE

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

ABSENT: Councillor Levi Blanchard

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Beth Ogilvie and Krystyn Pukanich

DELEGATIONS: Battle River Watershed Alliance – Catherine Peirce, Executive Director

PUBLIC PRESENT: No Public Present

CALL TO ORDER: Mayor These called the meeting to order at 7:03 p.m.

ADOPTION OF THE AGENDA:

RES 001-2024: Moved by Deputy Mayor Heinz to adopt the agenda as amended with the inclusion of the delegation and the Asset Retirement Obligations Policy – 02-2024.

CARRIED

BATTLE RIVER WATERSHED ALLIANCE PRESENTATION:

Ms. Peirce, Executive Director, attended the meeting to ask council to consider sending a councillor to the Community Engagement Summit taking place in Blackfalds at the on Monday, January 26, Krystyn Pukanich has been permission to attend. The second workshop will be taking place on Thursday, February 29 in Heisler and Beth and Shannon will be attending. This workshop is intended for municipalities to identify tools and resources and assess preparedness for drought.

Catherine Peirce left the meeting at 7:23 p.m.

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, DECEMBER 15, 2023:

RES 002-2024: Moved by Deputy Mayor Heinz to adopt the Regular Meeting Minutes of Council held on Monday, December 15, 2023, as amended.

CARRIED

PUBLIC WORKS REPORT: Public Works Manager, Krystyn Pukanich, discussed various issues with council. Regarding issues relating to water Krystyn spoke with council about the 'gun' that public works uses to read the meters for water consumption. This piece of equipment is older

technology and we are beginning to see problems in relation to how long they can take reads as the battery is not holding it's charge. She also related that she had been called out to monitor the fire pump due to the house fire in the village. It ran for just over 3 hours with no problems. After the fire department was finished using the hydrant, she ensured it was pumped out to 8 feet due to the extreme cold weather and ensuring that it would not freeze. The lift station has been disinfected and is in good working condition. The asbestos testing has been completed and council has received copies. Barry Toms has renewed his water certification.

RES 003-2024: Motion to accept the Public Works Report as information made by Councillor Berkholtz.

CARRIED

ADMINISTRATIVE REPORT AND RESOLUTION RECORD:

CAO Yearwood presented her written report to council. Councillor Berkholtz requested clarification regarding sending staff home on Friday, January 12th at noon. The temperature being between -37 and -46 degrees Celsius without the windchill administration sent all those employees driving home early due to possible break downs. She remained at the office until 5:00 p.m.

RES 004-2024: Moved by Mayor These to accept the Administrative Report and the Resolution Record as presented.

CARRIED

FINANCIAL REPORT: Council has received and read the financial report completed by Rod Griffiths.

RES 005-2024: Councillor Berkholtz moved to accept the January 10th financial report as information.

CARRIED

BUSINESS – Matters for Council Discussion:

Lift Station Upgrades: Council was informed that the quote for the Lift Station Upgrades would be forwarded to council as soon as they are received by administration. ISL is confident that this information will be available at the Regular Meeting of Council on February 26, 2024.

Darmac Development Update: Administration spoke about the development being proposed by Mr. Martin for the commercial lots on the corner of Main Street and Railway Avenue. A discussion followed regarding the redistricting and subdividing the land at SE 6 49 21 4 into 3 pieces.

RES 006-2024: Moved by Deputy Mayor Heinz that administration move forward toward the subdivision of the property located at the foot of Main Street. Getting a price on the surveying of both this piece of land and the property at the foot of 3rd Avenue South to redistrict the north side of the drainage ditch from agricultural to parks and recreation.

CARRIED

Development on 3rd Avenue South: Administration reported that the assessor, Tanmar Consulting will be coming into the Village during the week of January 22 through 26. They have asked for information regarding Mr. Severson's development.

Municipal Affairs Training for Elected Officials and Administration: This was just a reminder that this training will be taking place on Tuesday, January 23 at the Recreation Centre and will include councils and administrators from Bawlf and Bittern Lake. The office will be closed that day and reopened on Wednesday, January 24 for the residents of Hay Lakes.

AST – Asset Status Tracker (Silversmith Data): Administration presented this asset management program to Council. Council has asked for comparison with other systems.

The Little Free Pantry: Assistant CAO, Beth Ogilvie asked Council to consider allowing her to set up a small area that residents could come in and be provided with non-perishable and personal hygiene items free of charge and anonymously. She will submit for a grant from Battle River to get some kind of storage for the items and to be able to do an initial stock of items. This will be continued by trying to get donations from individuals and businesses.

RES 007-2024: Motion made by Councillor Berkholtz to approve and endorse this idea of the 'Little Free Pantry' put forward by Deputy CAO, Beth Ogilvie, to provide some additional support and assistance to those families in the community that might require the help from time to time.

CARRIED

Complaints: Krystyn and Beth related to council the different verbal complaints received since the last meeting. No complaints received were in writing.

BYLAWS AND POLICY:

Financial Policy:

Policy 02-2024 – Asset Retirement Obligations Policy: This policy is being brought forward as it a compulsory policy that Municipal Affairs implemented in 2023. Once this policy is approved by Council Administration will be sending the policy to the Village Auditor with the results of the asbestos testing to establish the timeline and rates of replacement for Village Assets.

RES 008-2024: Moved by Deputy Mayor Heinz to approve Policy 02-2024 – the Asset Retirement Obligations Policy as presented.

CARRIED

Bylaws: These 3 bylaws are before Council tonight as Municipal Affairs contacted the office and asked that these particular bylaws be updated to reflect changes made in the *Municipal Government Act*. Because all municipalities are required to have these bylaws in place there was no need to advertise or to have a Public Hearing.

Bylaw 01-2024 – Bylaw Enforcement Officer Bylaw:

RES 009-2024: Moved by Councillor Patterson to complete first reading of Bylaw 01-2024, the Bylaw Enforcement Officer Bylaw.

CARRIED

RES 010-2024: Moved by Deputy Mayor Heinz to complete second reading of Bylaw 01-2024, the Bylaw Enforcement Officer Bylaw.

CARRIED

RES 011-2024: Motion made by Councillor Berkholtz to proceed forward and have Bylaw 01-2024, the Bylaw Enforcement Officer Bylaw move to third and final reading.

UNANOMOUSLY CARRIED

RES 012-2024: Mayor These moved to have Bylaw 01-2024, the Bylaw Enforcement Officer Bylaw receive third and final reading.

CARRIED

This Bylaw has been enacted and is now in effect.

Bylaw 02-2024 – Subdivision and Development Authority Bylaw:

RES 013-2024: Moved by Councillor Berkholtz to complete first reading on Bylaw 02-2024, the Subdivision and Development Authority Bylaw.

CARRIED

RES 014-2024: Moved by Councillor Patterson to complete second reading of Bylaw 02-2024, the Subdivision and Development Authority Bylaw.

CARRIED

RES 015-2024: Motion made by Mayor These to proceed forward and have Bylaw 02-2024, the Subdivision and Development Authority Bylaw move to third and final reading.

UNANOMOUSLY CARRIED

RES 016-2024: Deputy Mayor Heinz moved to have Bylaw 02-2024, the Subdivision and Development Authority Bylaw receive third and final reading.

CARRIED

This bylaw is now in force.

Bylaw 03-2024 – Regional Assessment Review Board Bylaw:

RES 017-2024: Moved by Deputy Mayor Heinz to complete first reading on Bylaw 03-2024, the Regional Assessment Review Board Bylaw.

CARRIED

RES 018-2024: Moved by Councillor Patterson to complete second reading of Bylaw 03-2024, the Regional Assessment Review Board Bylaw.

CARRIED

RES 019-2024: Motion made by Mayor These to proceed forward and have Bylaw 03-2024, the Regional Assessment Review Board Bylaw move to third and final reading.

UNANOMOUSLY CARRIED

RES 020-2024: Deputy Councillor Berkholtz moved to have Bylaw 03-2024, the Regional Assessment Review Board Bylaw receive third and final reading.

CARRIED

The Regional Assessment Review Board Bylaw is now in force.

COMMITTEE REPORTS:

- a) Ag Society: Mayor These reported that the Ag Society continues to meet monthly and are planning fund raisers for 2024. They will be removing the land line telephone currently located in the Ag Building as this is no longer required for insurance purposes.
- b) Assessment Review Board: Nothing to report;
- c) CRSWWSC (Water Commission): The next meeting for the Commission is Thursday, January 18, 2024.
- 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: Nothing to report.
- h) Hay Lakes Drainage District # 11: Nothing to report;
- i) Hay Lakes Fire Department: Councillor Patterson reported that due to illness and weather the meetings will resume in February.
- j) Hay Lakes Municipal Library Board: Councillor Berkholtz reported that the next meeting is scheduled for January 31, 2024.
- k) Hay Lakes School Parent Council Committee: Councillor Heinz reported that the next meeting is scheduled for Tuesday, January 16, 2024.
- l) Intermunicipal Committee: Nothing to report.
- m) OHS Safety Committee: Councillor Patterson reported that this committee is again working on Safety Policy.
- 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 Chairman Rick Dale reports he has not received financials from the office.
- q) Recreation Centre Board: Councillor Berkholtz reported that the AGM will be held on Tuesday, February 27, 2024 starting at 7:30 p.m.
- r) Regional Emergency Management Services Liaison: Nothing to report.
- s) Rural Crime Watch: Nothing to report.
- t) UFA Playground Committee: Nothing to report.

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

- u) Development:
- v) Financial:
- w) Infrastructure: and
- x) Protective Services.

No committee of the Whole Meetings were held since the last regular meeting of Council.

INFORMATION AND CORRESPONDENCE: There was very little in the way of Correspondence to bring forward at this date. But continuing development of staff and council was discussed.

RES 021-2024: Moved by Deputy Mayor Heinz to accept the Information and Correspondence as provided.

CARRIED

RES 022-2024: Because Family Day falls on the third Monday in the month of February, Councillor Berkholtz motioned to move the next Regular Meeting of Council to Monday, February 26, 2024.

CARRIED

RES 024-2024: Moved by Mayor These that the meeting be closed to the public first under section 17.1 and section 27 of the *Freedom of Information and Protection of Privacy Act* at 9:31 p.m.

CARRIED

Beth Ogilvie and Krystyn Pukanich left the meeting at 9:36 p.m.


RES 025-2024: Mayor These motioned to open the meeting back up to the public at 9:48 p.m.

CARRIED


RES 026-2024: Councillor Berkholtz moved to approve the raise for the Recreation Caretaker beginning at the next pay period.

ADJOURNMENT: There being no further business of Council, Mayor These declared the meeting adjourned at 9:50 p.m.

The next Regular Meeting of Council will be held on Monday, February 26, 2024, at the Recreation Centre beginning at 7:00 p.m.



Mayor These



K. Shannon Yearwood
Chief Administrative Officer