

MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, JUNE 15, 2020
IN THE HAY LAKES VILLAGE RECREATION CENTRE

PRESENT: Mayor Dawn Pauls; Deputy Mayor Ron These; Councillor Megan Patten;
Councillor Faye Leicht; Councillor Dave Vallee

ABSENT:

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Stacie Arellano

MEMBERS OF THE PUBLIC: Hay Lakes Fire Department representatives: Lieutenant Greene; and
Secretary Lindsay Wolfe

DELEGATES: Residents, Alex & Dinorah Eelhart; and Resident Yvonne Ripplinger & Jim Fradette
of Dynamic Homes Red Deer.

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

RES 129-2020: AGENDA: Moved by Deputy Mayor These to adopt the Agenda as amended with the following
additions: **adding the date of the next Telegraph Park Committee Meeting.**

CARRIED

DELEGATIONS:

1. Mr. Jim Fradette presents to Council on Ms. Ripplinger's behalf.

RES 130-2020: Moved by Councillor Vallee to allow the modular home as presented to be moved to property
located at Lot 9; Block 10; Plan 5806 HW owned by Ms. Ripplinger as this home falls within the
Land Use Bylaw.

CARRIED

Ms. Ripplinger & Jim Fradette left the meeting at 7:10 p.m.

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2. Mr. Alex Eelhart presents proposal to Council asking to extend his fence 2 meters onto
Village property.

RES 131-2020: Moved by Councillor These to deny this request for a variance as this does not fall within the
current Land Use Bylaw for the Village of Hay Lakes.

CARRIED

Alex & Dinorah Eelhart left the meeting at 7:25 p.m.

PUBLIC MEETING:

Mayor Pauls opened the Public Hearing for Bylaw 02-2020 – Rates; Fees and Fines Bylaw at 7:28 p.m. and explained the public hearing process.

Mayor Pauls asked if any written submissions had been received regarding Bylaw 02-2020.

CAO Yearwood confirmed that no written submissions were received at this time.

Mayor Pauls invited anyone present to speak in favour of Bylaw 02-2020.

Mayor Pauls invited anyone present to speak in favour of proposed Bylaw 02-2020 for a second time, and a third time. No further speakers came forward.

Mayor Pauls invited anyone present to speak against Bylaw 02-2020.

Mayor Pauls invited anyone present to speak against proposed Bylaw 02-2020 for a second time, and a third time. No speakers came forward.

The Public Hearing is required under Section 230 of the *Municipal Government Act* and provides the public with the opportunity to make presentations regarding the proposed Bylaw. Notice of the Public Hearing was provided to the residents of the Village of Hay Lakes in accordance with the *MGA* s. 606.

At 7:29 p.m. Mayor Pauls declared the Public Hearing closed.

RES 132-2020: Moved by Mayor Pauls to adopt the Minutes of the May 19, 2020 Regular Minutes of Council as amended to exchange the word *passing* to *adopting* and in Resolution 123-2020 from *passed* to *adopted*.

CARRIED

RES 133-2020: Mayor Pauls moved to accept the Special Meeting Minutes of Council held Thursday, May 28, 2020 as presented

CARRIED

PUBLIC WORKS REPORT: Presented by Stacie Arellano

RES 134-2020: Councillor Patten moved to accept the Report given by Public Works Manager Arellano as information.

CARRIED

Stacie Arellano left the meeting at 7:45 p.m.

MANAGER'S REPORT AND ACTION LIST: Presented by Administration.

RES 135-2020: Deputy Mayor These moves to accept the Manager's Report and Action List update as information.

CARRIED

FINANCIAL REPORT: Presented by Administration.

RES 136-2020: Councillor Leicht moved to accept the Financial Report as Information.

CARRIED

BY-LAWS/POLICY:

Land Use Bylaw – Review of Part 6 – Deferred

02-2020 - Rates; Fees & Fines Bylaw – Presented for second and third readings.

RES 137-2020: Moved by Deputy Mayor These to complete second reading of Bylaw 02-2020 – Rates; Fees & Fines Bylaw and to have administration make the following amendments: remove Schedule 'E' – Fire Department Cost Recovery Fee completely; add fines from Nuisance Bylaw; Noise Bylaw and Unsightly Properties Bylaw; and finally to check with Municipal Affairs to determine if third and final reading of Bylaw 02-2020 can be made via an electronic vote.

CARRIED

BUSINESS:

Coronavirus Update: Councillor Patten reported that Edmonton and Camrose have lifted the states of emergency and are proceeding to open in accordance with Phase 2 of the Provincial Guidelines.

FCM – Municipal Asset Management Program:

RES 138-2020: Moved by Councillor Patten to direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Consultation and Contracting services regarding the Software Upgrades to both the Hay Lakes Lift Station and the Water Plant. Be it therefore resolved that the Municipality of Hay Lakes commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Set up compatible software program within our financial software package.
- Programming; engineering & drawings for the Water Plant and Lift Station.
- Labor/commissioning for VFD Scope for Water Plant and Lift Station.

Be it further resolved that the Municipality of Hay Lakes commits \$30,000.00 from its budget toward the costs of this initiative.

CARRIED

Shredding Documents: No date determined with Engraving Masters yet.

Taxservice: Council concerned that Administration not taking on this responsibility. Spoke with Donna Zinkiew of Taxservice to answer numerous questions posed by council.

RES 139-2020: Moved by Councillor Vallee to have Administration engage Taxservice Ltd. to handle the Property Reclamation Program going forward and to ensure that administration find an appropriate general ledger number from the current budget to expense against.

CARRIED

Utility Arrears: Administration asks Council to allow utility accounts in arrears to put on the tax role during the month of June each year.

RES 140-2020: Moved by Councillor Leicht to deny this implementing this change this year as we are too close in the process of issuing property taxes. Administration instructed to send letters to residents having utility arrears to contact the office within 7 days to begin setting up a repayment schedule.

CARRIED

OHS Committee Formation:

RES 141-2020: Moved by Deputy Mayor These to form the OHS Committee now mandated by the Provincial Government and appoint the following as members:

Deputy Mayor These
Stacy Arellano, Public Works Manager
Barry Toms, Public Works Assistant
Shannon Yearwood, Chief Administrative Officer
Sherry Krozser, Assistant CAO
Safety Officer Len Raymond

CARRIED

Implementation of Late Fee on Utilities: Administration request that Council impose a 5% (five percent) late fee on outstanding utility charges 30 days after the utility bills are sent to resident.

Unsightly Premises: Update

Re-Opening Office: Administration reported that they are relaxing restrictions in the office but still maintaining and social distancing; number of people allowed at once and other measures to keep staff and residents safe. The office will continue to ask people needing assistance to make an appointment before coming into the building.

Council Meetings at the Recreation Centre for the months of July; August; and September:

Council agrees to facilitate any further council meetings at the Hay Lakes Recreation Centre for the months of July; August and September.

COMMITTEE REPORTS:

- a) Infrastructure:
- b) Protective Services:
- c) Fire Department: Presented by Secretary Wolfe and Lieutenant Greene – fire department will be offering a “Skip the Dishes Night” by offering a hamburger dinner being cooked at the Ag and delivered throughout the community by department members.
- d) Development:
- e) HARRB: Meeting in October.
- f) Ag: 50/50 draw being held on August 22; Skatepark equipment being donated to Edmonton Group expressing a willingness to use it for youth programs in their community.
- g) Library: moving towards opening with restrictions.
- h) Telegraph Park: Has opened as of June 12th with restrictions in place. Councillor Vallee has completed a grant application with Cargill for park funding and it is currently being reviewed by Rick Dale.
- i) Rec:
- j) School Council: Nothing to Report
- k) Rural Crime Watch: Nothing to report.

RES 142-2020: Moved by Councillor Leicht to accept the Committee Reports be accepted as Information.

CARRIED

INFORMATION AND CORRESPONDENCE:

RES 143-2020: Moved by Mayor Pauls to accept the Information and Correspondence as presented.

CARRIED

Confidential Items: *Human Resources Freedom of Information and Protection of Privacy Act* (s. 17) (In-Camera).

Mayor Pauls moves to go 'in-camera' at 9:56 p.m.

Mayor Pauls moves to come 'out of camera' at 10:07 p.m.

Council asks Administration to contact legal representative and pass along instructions.

ADJOURNMENT:

RES 144-2020: There being no further business of Council it was moved by Mayor Pauls that the meeting be adjourned at 10:08 p.m.

CARRIED

Next Regular Council Meeting is scheduled for Monday, July 20, 2020.



Mayor Dawn Pauls



K. Shannon Yearwood
Chief Administrative Officer