

MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF HAY LAKES IN THE PROVINCE OF ALBERTA
HELD ON MONDAY, APRIL 17, 2023
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

MUNICIPAL RECORDER: Shannon Yearwood

VILLAGE EMPLOYEES: Beth Oglivie, Deputy CAO; Krystyn Pukanich, Public Works Manager; and Rod Griffiths, Financial Officer.

DELEGATES: Minister Rick Wilson, Minister of Indigenous Relations and MLA for Maskwacis/Wetaskiwin and his Assistant, Pat Godkin.

PUBLIC PRESENT: Faye Leicht; Jennifer and Kendal Grahn; Sandra Howald; and Judy Wilson.

CALL TO ORDER: Mayor These called the meeting to order at 6:27 p.m.

RES 059-2023: AGENDA: Moved by Councillor Patterson to adopt the agenda as presented.

CARRIED

DELEGATIONS: We were able to visit with Minister Rick Wilson, Minister of Indigenous Relations and MLA for Maskwacis/Wetaskiwin, and his Assistant Pat Godkin. Minister Wilson and Ms. Godkin arrived for the meeting just before 6:00 p.m. Members of the public had also been invited to attend and share in light refreshments and conversation. Minister Wilson spoke about all the work being completed by the current sitting government. He gave information regarding the campaign and what his party the United Conservative Party of Alberta could offer to Albertans. Mr. Wilson also discussed what he described as miscommunications in the media regarding health care and education.

Beth Oglivie left the meeting at 6:55 p.m.

After Minister Wilson had completed his talk and answered questions. Council and Administration presented a request for funding from his office. Mr. Wilson visited our office in May 2022 and again in October 2022 at which time he asked that administration write a request for two (2) million dollars in funding to assist with our water and wastewater deficiencies. These letters were written and sent. As our MLA and given that the residents of Hay Lakes have always been supportive of the United Conservative Party, we respectfully ask for this financial assistance in the wake of the Infrastructure Study findings. He explained that he is aware of the requests made and will attempt to assist after the election depending on those results. After the election on May 29, 2023, Administration will follow-up on this request if MLA Wilson and the UCP is re-elected.

Minister Rick Wilson and Pat Godkin left the meeting at 7:35 p.m.

Fay Leicht, Judy Wilson, Jennifer & Kendal Grahn and Sandra Howald left the meeting at 7:40 p.m.

The Regular Meeting of Council resumed with a Public Hearing to pass the Animals Control Bylaw.

PUBLIC HEARING: Mayor These opened the Public Hearing for Bylaw 03-2023 – Animal Control Bylaw 7:42 p.m.

Mayor These asked if any written submissions had been received regarding Bylaw 03-2023 – Animal Control Bylaw.

CAO Yearwood confirmed that no further written submissions were received before the start of this hearing and no resident had confirmed that they would attend personally to address council.

Mayor These invited anyone present to speak in favour of Bylaw 03-2023 – Animal Control Bylaw;

Mayor These invited anyone present to speak in favour of proposed Bylaw 03-2023 – Animal Bylaw for a second time, and a third time. No speakers came forward.

Mayor These invited anyone present to speak against Bylaw 03-2023 – Animal Control Bylaw;

Mayor These invited anyone present to speak against proposed Bylaw 03-2023 – Animal Control Bylaw for a second time, and a third time. No speakers came forward.

Mayor These closed the Public Hearing at 7:55 p.m.

After some discussion Council moved on to pass this bylaw. The first reading of this bylaw was given at the Regular Council meeting held on February 23, 2023.

RES 060-2023: Moved by Councillor Berkholtz that Bylaw 03-2023 – Animal Control Bylaw be given second reading.

CARRIED

RES 061-2023: Moved by Mayor These to have Bylaw 03-2023 – Animal Control Bylaw be given third and final reading.

CARRIED

Bylaw 03-2023 – Animal Control Bylaw in now is full force and effect.

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, APRIL 3, 2023: The minutes of the Regular Meeting of Council held on Monday, April 3, 2023, were discussed by Council.

RES 062-2023: Moved by Councillor Patterson to adopt the Regular Minutes of Council held on Monday, April 3, 2023, as presented.

CARRIED

PUBLIC WORKS REPORT: Krystyn Pukanich presented the public works report to Council. During this presentation Ms. Pukanich reported that it has come to the attention of Administration that the building at 301 Main Street currently owned by the County of Camrose is being put up for public sale. Ms. Pukanich suggested to Council that looking into this purchase might be a good alternative to building a new Public Works Building. Council asked that when this building is listed that administration request a walk through of the building with an independent realtor to gauge the viability of using this building for Public Works.

RES 063-2023: Councillor Berkholtz moves to have administration investigate the purchase of the Camrose County Building on Main Street when it is put on the market by a realtor for the County. Administration will have an independent realtor attend a walk through with the CAO and the Public Works Manager to determine viability of this idea and convey information to council in a timely manner.

CARRIED

RES 064-2023: Councillor Patterson moved to accept the Public Works Report as information.

CARRIED

FINANCIAL REPORT: Financial Officer, Rod Griffiths, presented the financial report to council. Mr. Griffiths went through a report in which he presented to Council an overall Financial Picture dating from 2016 through 2022. He then went through a Municipal Comparative Report that showed the Villages throughout the Province that were comparable in population to Hay Lakes. This report went through the following comparatives: Residential Tax Rate; Non-Residential Tax Rates; Municipal Tax Levy; Composition of Assessment; Debt Per Capita; Long-Term Debt Limit Ratio; Revenue and Expenses Per Capita; and Accumulated Surplus Per Capita.

RES 065-2023: Councillor Patterson moved to accept the financial report as Information.

CARRIED

Rod Griffiths left the meeting at 8:32 p.m.

MANAGER'S REPORT AND RESOLUTION LIST: The Manager's Report is presented by the Chief Administrative Officer with the Resolution and Action Lists.

RES 066-2022: Moved by Councillor Blanchard to accept the Manager's Report, Resolution and Action Lists as Information.

CARRIED

BYLAWS/POLICIES: Administration explained to Council that these bylaws were on the Agenda because they will be brought forward in the next months for rewriting; revision and review: *Strategic Plan & Intermunicipal Collaboration Framework; Land Use Bylaw; Tangible Capital Asset Policy; and Financial Policies*. Councillor Berkholtz asked that Administration set up a separate folder in Teams to drop in the draft copies of these bylaws and policies for Council to be able to have access to these drafts and be able to review these at their leisure.

BUSINESS:

1. MuniSoft Training for CAO: The CAO reported that she is set up and enrolled for all MuniSoft training beginning at the end of June and ending in the later part of July. This training is inclusive of 7 different modules.
2. Office Remodel and Update: Council was updated on the continuing remodel of the office. A comprehensive budget will be submitted once the remodel is completed.
3. MAP Review and Update: the CAO updated Council on this review and the completed indicators.
4. Encroachment Land Agreement between Fuels Plus and the Village: Administration will be contacting Andreassen Borth to speak with a lawyer to draw up this agreement before the next Council Meeting.
5. Creamery Demolition Update: We have the quotes for the demolition of the creamery and the survey of land. We are awaiting word from the owner of the property, Keith Kezama, to determine when he will have cleared the property and we can go ahead with the demolition. A lawyer will need to be brought into this scenario to establish an Agreement for this plan.
6. Budget Update: The CAO reported that she and Rod Griffiths have met and discussed the Budget for 2023. On Monday, April 24 she and Mr. Griffiths have set aside the day to discuss and prepare the required SFE's for Municipal Affairs and completing the Operating Budget.
7. Telegraph Park Financials: Deputy Mayor Heinz reported on the Telegraph Park financials during the Committee Reports (see explanation below).
8. Expansion of existing Raw Water Storage Tank: On Friday, April 14 both Krystyn Pukanich and Shannon Yearwood met with Ming from ISL Engineering. This was discussing the questions surrounding the use of the raw storage cell for storage of water therefore increasing the capacity. We can use the Raw Storage Cell (which will add an additional sixty-six (66) cubic meters) and the estimated capacity from the engineered drawings we could potentially have a total of close to 700 cubic meters storage. Although this amount is still slightly short for the water commission bylaw, but we are far closer to the needed capacity than originally thought. Administration will contact Aquatech to come in and measure the current cells and finally determine the true capacity. Once done Ming will be able to author a letter to the resident's to give to their insurers.
9. Election Shredding of Ballots: This is a Municipal Accountability Program requirement and on April 6 Mayor These, Krystyn Pukanich, and Shannon Yearwood met to shred the

ballots and complete the final paperwork to prove to Municipal Affairs that this has been completed.

10. Vacation Request for CAO: CAO Yearwood has put in a vacation request for May 20 to May 28 inclusive.
11. Complaints: Complaints received for the past month mainly revolved around snow removal and the use of Public Works equipment. None of the complaints received were in written format (they were either by telephone or in-person at the office). All the complaints were dealt with and followed up on.

COMMITTEE REPORTS:

- a) Ag Society – Mayor These reported that an emergency meeting was being held at the Ag tonight regarding the money that went missing from the bank account and ATB's decision regarding their replacement of the funds.
- b) Assessment Review Board – Nothing to Report
- c) CRSWWSC (Water Commission) – Councillor Patterson and Deputy Mayor Heinz are attending the next meeting in Leduc on Thursday, April 20, 2023, which is the Annual General Meeting.
- d) Disaster Services – Nothing to Report
- e) Emergency Management Committee – Nothing to Report
- f) Go-East Regional Rural Tourism Committee – Nothing further to report.
- g) HARRB – Nothing to report until October.
- h) Hay Lakes Drainage District # 11 – AGM will be held at the Agriplex on April 19 at 7:30 p.m. Mayor These will be attending on behalf of the Village.
- i) Hay Lakes Fire Department – Councillor Patterson reports that the department volunteers continue to meet twice per month, once at a business meeting and once for practice. He also related that the department is continually being called to various incidents and responding.
- j) Hay Lakes Municipal Library Board – The Spring Market 2023 is scheduled for Saturday, May 13th.
- k) Hay Lakes School Parent Council Committee – Nothing new to be reported.
- l) Intermunicipal Committee – No meetings have been called.
- m) OHS Safety Committee – Councillor Patterson reported to council that the committee continues to meet and that over the next few meetings we will be working on updating all policies. Councillor Patterson also commented that the fire department is setting up first aid certification and the Village employees will be invited to partake at that time.
- n) Parkland Regional Library Board – In-person meeting to be held on May 18, 2023 in Lacombe at 10:00 a.m. Mayor These to attend.
- o) Subdivision and Development Review Board – No appeals have been filed.
- p) Telegraph Park Committee – Deputy Mayor Heinz reported that the Chairman is not happy that he can't see an actual bank type statement at each meeting.

Therefore, after speaking to Rod Griffiths and the CAO it is recommended that Administration set up two accounts for Telegraph Park and run all the Park financials through those accounts. One chequing account and one savings account. The park will be responsible for all banking fees charged.

RES 067-2023: Councillor Blanchard moved to direct administration to open a second chequing account for Telegraph Park with their own cheques. The signing authority for this account will remain Mayor These, Councillor Patterson, and CAO Yearwood. The current savings account will remain, and the park can use this account as their 'reserve' account. The chequing account will be used as an 'operating' account and both current bank statements will be presented at the Telegraph Park Meetings. The finances of the park will run through the Village and will remain in the MuniSoft program and be part of the financial statements and audit each year.

CARRIED

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- q) Recreation Centre Board – Next meeting scheduled for Friday, May 26, 2023, at 7:00 p.m.
 - r) Regional Emergency Management Services Liaison – Nothing to be reported.
 - s) Rural Crime Watch – No meetings have been scheduled since March 2020.
 - t) UFA Playground Committee – Councillor Blanchard reported that he currently has seven (7) members willing to sit on this board and he will be setting a meeting once he can connect with Beth Ogilvie to set a date and time to meet in the library.

COMMITTEE OF THE WHOLE MEETINGS: Please see above information reported in the March Quarterly Report to Council section.

- u) Development: No Meetings scheduled.
- v) Financial: Budget meetings will be scheduled soon
- w) Infrastructure: Nothing further to report.
- x) Protective Services: Nothing to Report

INFORMATION AND CORRESPONDENCE: The Information and Correspondence was discussed by Mayor These. He has expressed interest in putting forward names for the Alberta Parks Association and Alberta Government Awards acknowledging outstanding contributions in Hay Lakes.

RES 068-2023: Councillor Berkholtz moved to accept the Information and Correspondence as Information.

CARRIED

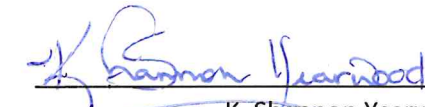
CONFIDENTIAL ITEMS: *Freedom of Information and Protection of Privacy Act* (s. 16 through 29)
No Confidential matters brought forward at this meeting.

ADJOURNMENT: There being no further business of Council, Mayor These declared the meeting adjourned at 9:45 p.m.

The next Regular Meeting of Council is scheduled for Monday, May 15, 2023, at 7:00 p.m. in the Hay Lakes Recreation Centre.



Mayor These



K. Shannon Yearwood
Chief Administrative Officer

