

**MINUTES**  
**VILLAGE OF BERWYN**  
**REGULAR COUNCIL MEETING**  
**June 25, 2020**  
**VILLAGE OF BERWYN COUNCIL CHAMBERS**  
**7:00 PM**

**PRESENT:**

Ken Montie  
Kimberly Steeves  
Cindy Hockley  
Brianna Nettelfield

Mayor  
Councillor  
Councillor  
Councillor

Greg Gayton  
Barb Schofield  
Kristin Dyck

CAO  
Recorder  
Mile Zero News/Banner Post Reporter

Donnas Amos attended as a delegation  
Councillor Johnson did not attend the meeting.

**1. CALL MEETING TO ORDER**

The regular meeting of the Berwyn Village Council was called to order at 7:04 p.m. in the Village Council Chambers by Mayor Montie.

**2. ADOPTION OF AGENDA**

**RESOLUTION NO. 01-06-25-20**

**MOVED** by Councillor Hockley that Council approve the Village of Berwyn regular Council meeting agenda with additions.

**ADDITIONS:**

Item 7.4 Yard Waste Pick Up Policy

Item 7.5 Arena Power and Gas

Item 7.6 Bylaw #672 Utility Charge for Non-Functioning Water Meters

Item 9.1 Mayor Montie Committee Report

11.1 Sidewalk Quote

**CARRIED**

**3. ADOPTION OF MINUTES**

Some amendments to the minutes were discussed.

**RESOLUTION NO. 02-06-25-20**

**MOVED** by Councillor Steeves that Council adopt the minutes from the June 11, 2020 Regular Council meeting with amendments.

**CARRIED**

**4. BUSINESS ARISING FROM MINUTES**

None

**5. PUBLIC HEARINGS**

None

**6. DELEGATIONS**

**6.1 Donna Amos – Sewer matter**

Donna Amos talked with Council about the ongoing issue with the sewer line freezing at her rental property 5130-50<sup>th</sup> Avenue. She told Council that the sewer main is not deep enough and this is why the service line freezes. She reviewed the history of the ongoing problem with the sewer main. She is asking Council for reimbursement for repairs they have had to pay in the amount of \$368.10.

**RESOLUTION NO. 05-06-25-20**

**MOVED** by Mayor Montie to table this motion until more information is obtained on the depth of the sewer main and to consult with Public Works Foreman.

**CARRIED**

Donna Amos left Council Chambers at 7:25 p.m.

**7. NEW BUSINESS**

**7.1 Bylaw #607 Procedural Bylaw – For review**

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Council reviewed the Bylaw #607, Procedural Bylaw, some changes were made regarding the amount of time allocated for delegations.

**RESOLUTION NO. 06-06-25-20**

**MOVED** by Councillor Hockley that Delegates shall be granted a maximum of thirty (30) minutes to present the matter outlined in the letter. The chairman may, with consent of the majority of the members present, extend the time. The number of delegations per meeting be at the discretion of the CAO. **CARRIED**

**RESOLUTION NO. 07-06-25-20**

**MOVED** by Mayor Montie to make the changes as recommended by the CAO and as discussed by Council. **CARRIED**  
An amending Bylaw will be drafted.

**7.2 KCL Consulting – Assessment Contract**

CAO informed Council that the contract with KCL Consulting was up for renewal. CAO said we could research if there are other municipal assessment firms out there but he was not aware of any at this point in time. After council discussions, it was decided to continue with KCL Consulting.

**RESOLUTION NO. 08-06-25-20**

**MOVED** by Councillor Nettelfield to renew the five- year contract with KCL Consulting Inc. for assessment services. **CARRIED**

**7.3 Council Meeting Dates for July and August**

Council discussed holding one meeting per month in July and August, they decided to hold meetings on July 23<sup>rd</sup> and August 27, 2020.

**RESOLUTION NO. 09-06-25-20**

**MOVED** by Councillor Hockley to cancel the July 9<sup>th</sup> and August 13<sup>th</sup> Council meetings. **CARRIED**

**7.4 Yard Waste Pick Up Policy**

Council discussed the amount of debris that is picked up each year by public works employees and the amount of time it takes. They decided to make some changes that will be added in the yard waste pick up policy.

**RESOLUTION NO. 10-06-25-20**

**MOVED** by Councillor Nettelfield that during spring clean-up we limit the amount of yard waste per residential household to half a trailer load. **CARRIED**

**RESOLUTION NO. 11-06-25-20**

**MOVED** by Mayor Montie to accept the yard waste pick up policy with the amendment of: The amount of yard waste left out on each property should not exceed a half a trailer load. **CARRIED**

**7.5 Arena Power and Gas Policy**

Council discussed the yearly opening and closing dates of the arena and the significant impact it has on associated costs with the power and gas.

**RESOLUTION NO. 12-06-25-20**

**MOVED** by Mayor Montie to table the Arena Power and Gas Policy until the July 23<sup>rd</sup>, 2020 meeting and request that an arena society representative be present at that meeting. **CARRIED**

**7.6 Bylaw #672 Utility Charge for Non-Functioning Water Meters**

Discussions were held regarding issues with installing the new meters as issues may arise with plumbing, such as curb cocks. They will have a plumber assist with the process in case of any plumbing issues.

**RESOLUTION NO. 13-06-25-20**

**MOVED** by Councillor Steeves to pass the 1<sup>st</sup> reading of Bylaw # 672 Utility Charge for Non-Functioning Water Meters. **CARRIED**

**RESOLUTION NO. 14-06-25-20**

**MOVED** by Mayor Montie to pass the 2<sup>nd</sup> reading of Bylaw # 672 Utility Charge for Non-Functioning Water Meters. **CARRIED**

**RESOLUTION NO. 15-06-25-20**

**MOVED** by Councillor Nettelfield to consider for 3<sup>rd</sup> reading at this meeting for Bylaw # 672 Utility Charge for Non-Functioning Water Meters. **CARRIED UNANIMOUSLY**

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**RESOLUTION NO. 16-06-25-20**

MOVED by Councillor Hockley to pass the 3<sup>rd</sup> and final reading of Bylaw # 672 Utility Charge for Non-Functioning Water Meters. **CARRIED**

**8. CORRESPONDENCE**

Berwyn Municipal Library sent a letter to the Village of Berwyn thanking them for their financial support.

**8.1 Berwyn Municipal Library**

**RESOLUTION NO. 17-06-25-20**

MOVED by Councillor Hockley to accept the letter of thanks from the Berwyn Municipal Library as Information. **CARRIED**

**8.2 MD of Peace – Funding Assistance**

The Municipal District of Peace sent the Village of Berwyn their annual funding. The MD had sent a recreation survey out with their taxes and sent us some comments that were sent back to them regarding recreation, comments: more maintenance on the Berwyn walking trail; Berwyn rec facilities are under used.

**RESOLUTION NO. 18-06-25-20**

MOVED by Councillor Hockley to accept the letter from the Municipal District of Peace as information. **CARRIED**

**8.3 Linda Higginson – Sidewalk Repair**

Linda Higginson sent a letter to Council voicing her concerns about sidewalk maintenance and the condition of some of the buildings on Main street.

**RESOLUTION NO. 19-06-25-20**

MOVED by Mayor Montie to have administration respond to the letter from Linda Higginson and inform her that we are waiting on a sidewalk assessment from MMSA and we will pass on the rest of her concerns to our Bylaw Officer. **CARRIED**

**9. COMMITTEE REPORTS**

**9.1 Mayor Montie Committee Report**

Ken gave a written report to Council on the meetings he attended.

Long Lake Regional Waste Management Services Commission; a letter was provided stating that MD 135 will be joining the Regional Landfill in 2022; there may be no grain bag storage in the future as Fairview is having a pilot project for recycling.

Doctor Retention Committee: Dr. Botha has retired, Grimshaw council presented him with a plaque and thank you card for his years of service; a new rowing machine for the fitness center will be purchased to honor Dr. Botha's years of service in the community.

**10. CHIEF ADMINISTRATIVE OFFICER REPORT**

All assessment and tax notices were mailed out on June 18, 2020; Administrations first time using Central City software for that and it worked well; deadline for assessment appeals is August 17, 2020. KCL Consulting has an inquiry form on their website for people who have questions; CAO Gayton and Heather Fawcett are continuing with a lot of training with the new software program and should be done sometime in July; the internet at the office has been slow lately which has been frustrating for staff; The Community Garden project is going well; Osmond Tree Service has finished the tree project; street sweeping was completed by LaPrairie.

**10.1 CAO Report**

**RESOLUTION NO. 20-06-25-20**

MOVED by Councillor Nettelfield to accept the CAO report. **CARRIED**

Councillor Steeves asked if the new software would allow us to email the utility bills, CAO explained we are not ready at this time but will be looking into it when we become a little more familiar with the software.

**10.2 Mill Rate Summary – 2014 – 2020**

CAO presented Council with a Mill Rate summary for 2014 to 2020, they have not changed much from 2014 to 2020.

**RESOLUTION NO. 21-06-25-20**

MOVED by Councillor Steeves to accept the Mill Rate Summary for 2014-2020. **CARRIED**

Barb Schofield and Kristin Dyck left the meeting at 8:35 p.m.

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11. IN CAMERA

11.1 Sidewalk Quote

RESOLUTION NO. 22-06-25-20

MOVED by Councillor Hockley that Council revert to an open session at 8:55 p.m. **CARRIED**

RESOLUTION NO. 23-06-25-20

MOVED by Councillor Hockley to approve the street crack filling program as per quote. **CARRIED**

RESOLUTION NO. 24-06-25-20

MOVED by Councillor Steeves to provide the sidewalk assessment to the preferred contractor so he can provide a quote for critical areas. **CARRIED**

Councillor Nettelfield adjourned the Council meeting at 8:58 p.m.



Ken Montie  
Mayor



Greg Gayton  
Chief Administrative Officer