

**MINUTES  
VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING  
May 14, 2020  
VILLAGE OF BERWYN COUNCIL CHAMBERS  
7:00 PM**

**PRESENT:**

Ken Montie  
Kimberly Steeves  
Cindy Hockley  
Brienne Nettelfield

Mayor  
Councillor  
Acting Deputy Mayor  
Councillor

Greg Gayton  
Barb Schofield  
Kristin Dyck

CAO  
Recorder  
Mile Zero News/Banner Post Reporter

Lisa Johnson, Deputy Mayor did not attend the meeting.

**1. CALL MEETING TO ORDER**

The regular meeting of the Berwyn Village Council was held electronically with video conferencing software. The meeting was called to order at 7:00 p.m. by Mayor Montie.

**2. ADOPTION OF AGENDA**

**RESOLUTION NO. 01-05-14-20**

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

**ADDITIONS:**

**Item Re: 8.4 Guidance for Farmers' Markets and Public Markets  
Item 10.2 Bylaw Report  
Item 10.3 Public Works Report  
Item 10.4 Re-opening Status**

**CARRIED**

**3. ADOPTION OF MINUTES**

**RESOLUTION NO. 02-05-14-20**

**MOVED** by Councillor Nettelfield that Council adopt the minutes from the April 23, 2020 Regular Council meeting as presented.

**CARRIED**

**4. BUSINESS ARISING FROM MINUTES**

**None**

**5. PUBLIC HEARINGS**

**None**

**6. DELEGATIONS**

**6.1 Joey Sutton and Cherie Peterson – MNP – 2019 Financial Statement**

Joey Sutton & Cherie Peterson joined the Council meeting electronically with video conferencing to discuss the Village of Berwyn's Financial Statements for the Fiscal year ending December 31, 2019. The MNP representatives reviewed the financial statement in detail.

**RESOLUTION NO. 03-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley to accept the 2019 Financial statement from MNP.

**CARRIED**

Joey Sutton and Cherie Peterson left the meeting at 7:30 p.m.

**7. NEW BUSINESS**

**7.1 Bylaw #671 Mill Rate Bylaw – First Reading**

**RESOLUTION NO. 04-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley to give the first reading of the 2020 Taxation Bylaw #671.

**CARRIED**

**7.2 Deferral of Commercial/Industrial Taxes**

Municipal Affairs has requested that municipalities look into deferring commercial and industrial property taxes. The CAO had calculated that the amount that would be deferred would be approximately

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\$92,500. Traditionally property taxes are due in late July or early August but, it was recommended that this be collection date be deferred to October 15, 2020.

**RESOLUTION NO. 05-05-14-20**

**MOVED** by Councillor Steeves that Council defer the collection of non-residential municipal, school, NPF taxes to October 15, 2020. And that a penalty bylaw be drafted to reflect the new late payment penalty deadlines in 2020. **CARRIED**

**7.3 M.D. of Peace – Ratepayer Notice**

Information was forwarded to Council for discussion as to whether the Village wanted to use a similar format for a mailer with our property taxes. A recreation user survey was also sent with the ratepayer notice from the M.D. of Peace for council to see and, decide if they would like to something similar.

**RESOLUTION NO. 06-05-14-20**

**MOVED** by Mayor Montie to have administration prepare a rate payers package to inform residents of the 2020 budget and taxation situation. **CARRIED**

**RESOLUTION NO. 07-05-14-20**

**MOVED** by Mayor Montie to have administration prepare an information notice as to the mill rate increase. **CARRIED**

**8. CORRESPONDENCE**

**8.1 ATCO Power – Streetlights**

**RESOLUTION NO. 08-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley to accept the ATCO Street light overview for the Village of Berwyn as information. **CARRIED**

**8.2 Berwyn Fiesta Association – Sale of Assets**

Due to years of inactivity, the Berwyn Fiesta Association executive members voted to disband and donate the small amount of monies left to a Berwyn Club. They have some assets they have offered to sell to the Village/FCSS.

**RESOLUTION NO. 09-05-14-20**

**MOVED** by Councillor Steeves to have administration respond to the Berwyn Fiesta Society letter and advise them that this would be better suited for another community organization.

**CARRIED**

**8.3 Neil Sandboe – Walking Trail**

Mr. Sandboe emailed a letter to Council suggesting ideas for beautification of the easement between the BERDS Hall and the previous Longtin residence.

**RESOLUTION NO. 10-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley to have administration respond to Mr. Sandboe regarding the area of land and let him know we are considering different options for the property. **CARRIED**

**8.4 Marta Nettelfield – Outdoor Farmers Market**

**8.(4) Guidance for Farmers' Markets and Public Markets**

Berwyn Ag Society is asking to move the Farmers Market outside for the summer months, holding it either on a weekday evening or a Sunday. The Ag Society feel social distancing should not be an issue by doing it outside. It was noted that the Public Works Department should be notified as they have to place the barricades to close off the street.

**RESOLUTION NO. 11-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley to authorize the Berwyn Ag Society that they can hold the Farmers Markets on main street as long as they don't hinder the Fire Department and give the Village notice in advance. **CARRIED**

Councillor Nettelfield abstained from the vote.

**8.5 Municipal Affairs – MSI Capital**

Municipal Affairs are encouraging municipalities to use their MSI Capital Grant Funds soon as part of the effort to stimulate the economy.

The CAO will prepare information for the May 28, 2020 Council meeting regarding use of the Capital grant.

Mayor Montie commented that the direction from Municipal Affairs regarding our Capital plan must still be complied with.

**RESOLUTION NO. 12-05-14-20**

**MOVED** by Councillor Nettelfield to accept the email informing the Village of the changes to the

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**8.6 Dan Dibbelt – Creating Connections Workshop**

**RESOLUTION NO. 13-05-14-20**

MOVED by Councillor Steeves to accept the email information on the upcoming Creating Connections Workshop that is being held online May 26, 2020. **CARRIED**

**8.7 Cheque List – April/May 2020**

**RESOLUTION NO. 14-05-14-20**

MOVED by Councillor Nettelfield to accept the Accounts Payable Cheque List for April/May 2020. **CARRIED**

**9. COMMITTEE REPORTS**

None

**10. CHIEF ADMINISTRATIVE OFFICER REPORT**

**10.1 CAO Report**

The CAO asked about the video Conferencing, Council decided to continue for the meetings of May 28 and June 11, 2020 and will review the matter after that. Council identified the preferable land option for the Tiny Houses initiative. Councillors Hockley and Nettelfield indicated they would attend the May 26 th webinar.

**RESOLUTION NO. 15-05-14-20**

MOVED by Acting Deputy Mayor Hockley to accept the CAO Report. **CARRIED**

Council has decided to continue video conferencing the Council meetings for the next two meetings. CAO Gayton explained to Council what land was available for use of the Tiny Home proposal, the CN land would have the space that would be appropriate. Council is open to selling the fuel tank and pumps but have decided to wait until fall before making any decision.

**10.2 Bylaw Report**

The Village Bylaw Officer emailed a report for January to April 2020 to CAO Gayton noting complaints that have been brought to her attention or issues she has found when doing her weekly visits.

**RESOLUTION NO. 16-05-14-20**

MOVED by Councillor Steeves to accept the Bylaw Report as presented. **CARRIED**

**10.3 Public Works Report**

The Public Works Foreman gave his report for the month of April and from May 1 -13. Public Works give a report to inform CAO and Council what they have been doing to maintain the Village.

**RESOLUTION NO. 17-05-14-20**

MOVED by Councillor Nettelfield to accept the Public Works Report as presented. **CARRIED**

**10.4 Re-opening Status**

Office staff prepared a report after talking to a few Towns and Villages in the area, regarding their procedure for re-opening their offices.

Council had a discussion about re-opening the campground, and the playgrounds

**RESOLUTION NO. 18-05-14-20**

MOVED by Councillor Steeves to request administration to put protective measures and protective procedures in place before reopening. **CARRIED**

Barb Schofield and Kristin Dyck left the meeting at 9:23 p.m.

**11. IN CAMERA**

**11.1 Management letter - MNP**

**11.2 Legal Advice**

**11.3 2020 Municipal Budget**

**RESOLUTION NO. 19-05-14-20**

MOVED by Mayor Montie that Council move into an In-Camera meeting at 9:24 p.m.

**CARRIED**

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**RESOLUTION NO. 20-05-14-20**

**MOVED** by Acting Deputy Mayor Hockley that Council revert to an open session. **CARRIED**

While in camera, Council had discussed an incident regarding sewer line blockage. Some other work had been done in the area which caused the issue.

**RESOLUTION NO. 21-05-14-20**

**MOVED** by Councillor Steeves that due to the unique circumstances, that the landowner be reimbursed for costs incurred. **CARRIED**

Council requested that the utility policy be reviewed at the next Council meeting.

Mayor Montie adjourned the meeting at 10:23 p.m.



Ken Montie  
Mayor



Greg Gayton  
Chief Administrative Officer