

**MINUTES  
VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING  
March 26, 2020  
VILLAGE OF BERWYN COUNCIL CHAMBERS  
7:00 PM**

**PRESENT:**

Ken Montie  
Lisa Johnson  
Kimberly Steeves  
Cindy Hockley  
Brianna Nettelfield

Mayor  
Deputy Mayor  
Councillor  
Councillor  
Councillor

Greg Gayton  
Kristin Dyck

CAO  
Mile Zero News/Banner Post Reporter

Ed Lock - Observed the meeting in the Village Office.

**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. at by Mayor Montie.

**2. ADOPTION OF AGENDA**

**RESOLUTION NO. 01-03-26-20**

**MOVED** by Deputy Mayor Johnson that Council approve the Village of Berwyn regular Council meeting agenda with additions.

**ADDITIONS: 8.1 Alberta Municipal Affairs – Tax deferrals  
9.1 Councillor Nettelfield – PREDA Meeting**

**CARRIED**

**3. ADOPTION OF MINUTES**

**RESOLUTION NO. 02-03-26-20**

**MOVED** by Councillor Steeves that Council adopt the minutes from the March 12, 2020 Regular Council meeting as presented.

**CARRIED**

**4. BUSINESS ARISING FROM MINUTES**

None

**5. PUBLIC HEARINGS**

None

**6. DELEGATIONS**

None

**7. NEW BUSINESS**

**7.1 Municipal Affairs – COVID-19**

Mayor Montie reported on a conference call he had with Mayors and Reeves on Friday, March 20, 2020 with the Minister of Municipal Affairs regarding COVID -19.

**RESOLUTION NO. 03-03-26-20**

**MOVED** by Councillor Nettelfield to accept Mayor Montie's information from the conference call he had with Mayors & Reeves from the Minister of Municipal Affairs regarding COVID -19.

**CARRIED**

**7.2 Central Square – Training Agenda**

Council reviewed the training schedule for the new financial software.

**RESOLUTION NO. 04-03-26-20**

Moved by Councillor Steeves to accept the information regarding the training schedule for the new financial software.

**CARRIED**

**7.3 Emergency Management**

Council reviewed the information regarding: State of Local Emergency. Deputy Mayor Johnson requested information re: First Responders – Fire Department medical calls.

**RESOLUTION NO. 05-03-26-20**

Moved by Deputy Mayor Johnson to have administration talk to the Fire Department regarding their procedures for COVID-19.

**CARRIED**

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**RESOLUTION NO. 06-03-26-20**

Moved by Councillor Steeves to accept the Emergency Management information regarding the declaring a State of Local Emergency. **CARRIED**

**8. CORRESPONDENCE**

**8.1 Alberta Municipal Affairs – Tax Deferrals**

**RESOLUTION NO. 07-03-26-20**

**MOVED** by Councillor Hockley to accept the information from Alberta Municipal Affairs – Tax Deferrals as information. **CARRIED**

**9. COMMITTEE REPORTS**

**9.1 Councillor Nettelfield – PREDA Meeting**

Councillor Nettelfield gave a verbal report on the PREDA meeting she attended.

**RESOLUTION NO. 08-03-26-20**

**MOVED** by Mayor Montie to accept the verbal PREDA meeting report from Councillor Nettelfield as information. **CARRIED**

**10. CHIEF ADMINISTRATIVE OFFICER REPORT**

**10.1 CAO Report**

Autumn Lodge concerns by resident; talked about the capital project for next year; meeting with Acting Fire Chief regarding the fire department budget; State of Local Emergency; Daily updates from province regarding COVID-19; Central Square – new financial program; leak by hot water tank fixed; arrangement for local water operator – Conditional certificate; review of penalties; Discussion about meeting frequency; requirement for Business Contingency Plan.

**RESOLUTION NO. 09-03-26-20**

**MOVED** by Mayor Montie to have administration contact other contractors to get pricing for the capital projects. **CARRIED**

**RESOLUTION NO. 10-03-26-20**

**MOVED** by Councillor Steeves to forgive late payment utility penalties until further notice due to the Coronavirus. **CARRIED**

Some discussion about future Council meetings; CAO Gayton will research the Municipal Government Act regarding Council meetings; Council tabled the discussion until the next Council meeting.

Business Contingency Plan – need a recovery plan as most pandemic plans have a recovery plan.

Municipal Affairs has provided some information, AUMA also has information.

**RESOLUTION NO. 11-03-26-20**

**MOVED** by Councillor Nettelfield to accept the information provided in the CAO Report. **CARRIED**

Ed Lock Kristin Dyck left the meeting at 7:44 p.m.

**11. IN CAMERA**

**11.1 Fire Department**

**11.2 Other matters**

**RESOLUTION NO. 12-03-26-20**

**MOVED** by Deputy Mayor Johnson that Council move into an In-Camera meeting at 7:45 p.m. **CARRIED**

**RESOLUTION NO. 13-03-26-20**

**MOVED** by Councillor Steeves that Council revert to an open session at 8:14 p.m. **CARRIED**

**RESOLUTION NO. 14-03-26-20**

**MOVED** by Mayor Montie to have CAO respond to the letter from the Berwyn Fire Department. **CARRIED**

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**12. ADJOURNMENT**

**RESOLUTION NO. 15-03-26-20**

**MOVED** by Councillor Steeves that the meeting adjourn.

**CARRIED**

The meeting adjourned at 8:18 p.m.



Ken Montie  
Mayor



Greg Gayton  
Chief Administrative Officer