

**MINUTES**  
**VILLAGE OF BERWYN**  
**REGULAR COUNCIL MEETING**  
**April 23, 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

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 7:04 p.m. by Mayor Montie.

**2. ADOPTION OF AGENDA**

**RESOLUTION NO. 01-04-23-20**

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

**ADDITIONS: Item 7.4 Interim Deputy Mayor**

**Item 11.2 Water Operator Issues**

**Item 11.3 Internal Issues**

**CARRIED**

**3. ADOPTION OF MINUTES**

**RESOLUTION NO. 02-04-23-20**

**MOVED** by Councillor Nettelfield that Council adopt the minutes from the April 9, 2020 Regular Council meeting as amended.

**Amendments: Item 7.2 added, Joint Meeting with MD of Peace**

**Resolution No. 07-04-09-20 – added more information to resolution**

**CARRIED**

**4. BUSINESS ARISING FROM MINUTES**

**4.1 Public Works: COVID Procedures**

Some procedures were drafted for public works staff to deal with the COVID crisis.

Public works have posted signs letting public know “no visitors”; Phoning the office rather than stopping in; Avoid riding in the same vehicle; A previous procedure for remote reporting could be reinstated to Hines Creek if our operator fell ill. Public Works Foreman could do onsite work for the remote reporting. Chlorine stockpiles need checked regularly, presently we have six month stock; Masks should be worn for Tuesdays water tests; Alberta Environment previously wanted weekly water testing done at various residence and business in the Village, they have now relaxed the requirement due to the pandemic.

**RESOLUTION NO. 03-04-23-20**

**MOVED** by Mayor Montie to accept the Public Works procedures for dealing with COVID 19 as information.

**CARRIED**

**5. PUBLIC HEARINGS**

None

**6. DELEGATIONS**

**6.1 Joey Sutton – MNP – 2019 Financial Statement**

The 2019 annual financial statement was not available yet for review, due to technical problems.

Presentation of the 2019 Financial statement from MNP was tabled until the May 14, 2020 Council meeting.

**7. NEW BUSINESS**

ATCO Power sent the Village of Berwyn a franchise report showing how the 2019 fees are distributed. Council discussed the franchise fees and taxes and noticed the streetlights inventory summary showing

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the Village has 98 streetlights, but another area of the report said we had 103. Administration was asked to check into it and get back to them.

**7.1 ATCO Power – Franchise Report**

**RESOLUTION NO. 04-04-23-20**

MOVED Councillor Steeves to accept the franchise report outlining information relevant to the Village of Berwyn for the 2019 year. **CARRIED**

**7.2 AMSC Energy - Aggregation**

Through the Alberta Municipal Services Commission (AMSC), we have an existing arrangement to bulk buy our power requirements for the municipal facilities. Our existing contract expires in December. AMSC is requesting that municipalities participate in a Request for Proposals to get a rate for a three-year contract.

**RESOLUTION NO. 05-04-23-20**

MOVED by Councillor Hockley that we participate in the AMSC Aggregation Program for electricity. **CARRIED**

**7.3 Municipal Affairs – Deferral of Property Taxes**

In order to alleviate acute liquidity concerns anticipated as a result of COVID-19, government has asked municipalities to provide a six-month deferral of non-residential education property tax or a combined municipal and education property tax deferral that is effectively equivalent to a six month deferral of education property tax. Creating liquidity for non-residential property owners will help keep more businesses viable, able to meet payroll obligations, and to continue to employ as many Albertans as possible.

**RESOLUTION NO. 06-04-23-20**

MOVED by Councillor Hockley to direct administration to analyze the cash flow implications of property tax deferral. **CARRIED**

A report will be brought back to the May 14, 2020 Council meeting.

**7.4 Interim Deputy Mayor**

**RESOLUTION NO. 07-04-23-20**

MOVED by Mayor Montie to appoint Councillor Hockley in as Deputy Mayor until Deputy Mayor Johnson returns to Council. **CARRIED**

**8. CORRESPONDENCE**

None

**9. COMMITTEE REPORTS**

None

**10. CHIEF ADMINISTRATIVE OFFICER REPORT**

CAO sat in on an AUMA teleconference meeting for Villages on April 15, 2020, some of the highlights from that: AUMA is looking for deferral of the new RCMP program for a year; possible extension of Canada Summer Jobs program; mandate for FCSS has been expanded to allow it to help out with the COVID crisis; AUMA's Small Communities committee has built an Elected Officials Facebook page targeted for councillors from smaller communities; presently, all thrift stores in the province are closed; Garage sales and yard sales will be strongly discouraged this summer; in terms of our activities, compiling some information on staff working from home; the new software setup and training starts again on April 27<sup>th</sup> and 28<sup>th</sup>; Barb Schofield has been reviewing the mapping information that MMSA administers on our behalf.

**10.1 CAO Report**

**RESOLUTION NO. 08-04-23-20**

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

CAO informed Council that a replacement for a public at large person is needed for the Lac Cardinal Regional Economic Development Board, council said it should be advertised. Council discussed the Village put a notice in the next newsletter discouraging residents from having Garage & Yard Sales.

Barb Schofield and Kristin Dyck left the meeting at 7:40 p.m.

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**11. IN CAMERA**

**11.1 AUMA – Confidential Report**

**11.2 Water Operator Issues**

**11.3 Internal Issues**

**RESOLUTION NO. 09-04-23-20**

**MOVED** by Councillor Hockley that Council move into an In-Camera meeting at 7:41 p.m.

**CARRIED**

**RESOLUTION NO. 10-04-23-20**

**MOVED** by Mayor Montie that Council revert to an open session at 8:33 p.m.

**CARRIED**

**RESOLUTION NO. 11-04-23-20**

**MOVED** by Mayor Montie to approve the arrangement with our water operator subject to a written contract being drafted.

**CARRIED**

Mayor Montie adjourned the meeting at 8:38 p.m.



Ken Montie  
Mayor



Greg Gayton  
Chief Administrative Officer