

**MINUTES**  
**VILLAGE OF BERWYN**  
**REGULAR COUNCIL MEETING**  
**July 23, 2020**  
**VILLAGE OF BERWYN COUNCIL CHAMBERS**  
**7:00 PM**

**PRESENT:**

Ken Montie  
Kimberly Steeves  
Cindy Hockley  
Brienne Nettelfield

Mayor  
Councillor  
Councillor  
Councillor

Greg Gayton  
Barb Schofield  
Kristin Dyck

CAO  
Recorder  
Mile Zero News/Banner Post Reporter

John McLeod delegation, attended by speaker phone  
Komiete Tetteh attended  
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 7:02 p.m. in the Village Council Chambers by Mayor Montie.

**2. ADOPTION OF AGENDA**

**RESOLUTION NO. 01-07-23-20**

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

**ADDITIONS: Item 7.8 Possible Dates for Public Meeting**  
**Item 10.2 Utility Penalty Charges**  
**Item 11.3 RDF – Arena Land Issue**

**CARRIED**

**3. ADOPTION OF MINUTES**

**RESOLUTION NO. 02-07-23-20**

**MOVED** by Councillor Nettelfield that Council adopt the minutes from the June 25, 2020 Regular Council meeting with amendment. *Removal of the word historical in 6.1 - Donna Amos, sewer matter.*

**CARRIED**

**4. BUSINESS ARISING FROM MINUTES**

None

**5. PUBLIC HEARINGS**

None

**6. DELEGATIONS**

**6.1 Jonathan McLeod**

Jonathan joined the meeting by speaker phone. Council asked when the arena would be opening for the 2020/2021 season. He hopes to open the beginning of October and stay open until April of 2021. Minor Hockey has been unable to commit to renting it yet due to Covid. If Minor Hockey is unable to commit the arena may have to open at a later date, it was suggested possibly not opening until Decembers Super Saturday. Jonathan will look at his records and see what the attendance was for last season and get back to Council with a proposed opening date. He will get back to Council with this information for the September 10, 2020 meeting.

**RESOLUTION NO. 03-07-23-20**

**MOVED** by Councillor Hockley to table the arena matters until the September 10, 2020 Council meeting.

**CARRIED**

John McLeod ended speaker phone conversation at 7:18 p.m.

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**6.2 Komiete Tetteh from MMSA**

Komiete reported that the sidewalk assessment would not be ready until the August 27, 2020 Council Meeting. Komiete also provided Council with a memo regarding Bylaw #675.

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

**MOVED** by Councillor Hockley to table the sidewalk assessment until the August 27, 2020 meeting.

**CARRIED**

Komiete Tetteh left Council Chambers at 7:29 p.m.

**7. NEW BUSINESS**

**7.1 Bylaw #673 Procedural Bylaw Amendment**

Following the review of Procedural Bylaw #607 at the June 25, 2020 Council meeting, two major changes were made to the bylaw. When making changes to a bylaw an amending bylaw must be written.

**RESOLUTION NO. 05-07-23-20**

**MOVED** by Mayor Montie to pass the first reading of Bylaw # 673 Procedural Bylaw Amendment.

**CARRIED**

**7.2 ATB Line of Credit – Borrowing Bylaw #674**

As part of the account arrangement with ATB, the Village has a line of credit arrangement which has not been used in the last four or five years. ATB's legal counsel requires that a new bylaw be passed every year.

**RESOLUTION NO. 09-07-23-20**

**MOVED** by Councillor Nettelfield to pass the first reading of Bylaw # 674 ATB Line of Credit.

**CARRIED**

**RESOLUTION NO. 10-07-23-20**

**MOVED** by Councillor Hockley to pass the second reading of Bylaw # 674 ATB Line of Credit.

**CARRIED**

**RESOLUTION NO. 11-07-23-20**

**MOVED** by Councillor Steeves to consider for third reading Bylaw # 674 ATB Line of Credit.

**CARRIED UNANIMOUSLY**

**RESOLUTION NO. 12-07-23-20**

**MOVED** by Mayor Montie to pass the third and final reading of Bylaw # 674 ATB Line of Credit.

**CARRIED**

**7.3 Budget Variance Report**

Council reviewed and discussed the budget variance report. The new iCity program has had a few problems which CAO Gayton explained to Council.

**RESOLUTION NO. 13-07-23-20**

**MOVED** by Councillor Nettelfield accepted the Budget Variance Report as information.

**CARRIED**

**7.4 Public Works Report**

A couple of the Councillors brought forward resident concerns regarding Public Works, one concern was they are over mowing. Council noted that safety is a concern when they are using the equipment, using roll bars and proper protective equipment. An industrial area lot is being used as a dumping ground for concrete, administration will talk to public works about moving the debris.

**RESOLUTION NO. 14-07-23-20**

**MOVED** by Councillor Steeves to accept the Public Works report as presented.

**CARRIED**

**7.5 Fire Department Report**

Council reviewed the report from the Fire Department. It noted that:

The Fire Department responded to 13 calls for service in the second quarter. In the Village: two medical calls; one alarm call caused by cooking; one structure call. MD of Peace: mutually responded to two vehicle fires; two wildland/brush fires; three alarm calls and a motor vehicle collision; Other: Berwyn assisted with manpower to the MD of Fairview with a wildland fire.

In house training resumed on June 2, 2020; two new members joined the department; a contest open to the community for a new fire department crest; will be putting out flyers to try and boost recruitment.

Due to COVID-19 cancelling a lot of summer amongst other things the Fire Department is unofficially looking at doing something for the community.

**RESOLUTION NO. 15-07-23-20**

**MOVED** by Mayor Montie to accept the Fire Department report as presented.

**CARRIED**

**7.6 Cheque Report**

Council had no questions regarding the cheque report.

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**RESOLUTION NO. 16-07-23-20**

MOVED by Councillor Hockley to accept the Accounts Payable Cheque List as presented.

**CARRIED**

**7.7 Land Use Bylaw Amendment Bylaw #675**

Komiette Tetteh from MMSA updated Council on the requested bylaw amendment to Land Use Bylaw 601. Bylaw No. 675 will improve housing choice within the Village by allowing the Development Authority to consider applications for older manufactured homes, but also introduces safeguards, where Necessary, to ensure that such homes are safe, structurally sound and in visually acceptable condition, in order to maintain good housing standards within the Village.

**RESOLUTION NO. 17-07-23-20**

MOVED by Councillor Hockley to pass the first reading of Bylaw # 675 Land Use Bylaw Amendment.

**CARRIED**

**RESOLUTION NO. 18-07-23-20**

MOVED by Councillor Steeves to pass the second reading of Bylaw # 675 Land Use Bylaw Amendment.

**CARRIED**

**RESOLUTION NO. 19-07-23-20**

MOVED by Mayor Montie to consider for third reading Bylaw # 675 Land Use Bylaw Amendment.

**CARRIED UNANIMOUSLY**

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

MOVED by Councillor Nettelfield to pass the third and final reading of Bylaw # 675 Land Use Bylaw Amendment.

**CARRIED**

**7.8 Possible Dates for Public Meeting**

Council discussed possible dates for a Public meeting regarding taxes. Councillors would all be available on August 25, 2020, the Elks Hall has certain days it's not available due to COVID-19 and cleaning after rentals. An alternate date was chosen for August 24<sup>th</sup> if things do not work for August 25<sup>th</sup>.

**RESOLUTION NO. 21-07-23-20**

MOVED by Mayor Montie to direct administration to contact the Ag Hall (Legion Hall) to see if it would be available on August 25<sup>th</sup> for the Public Meeting.

**CARRIED**

**8. CORRESPONDENCE**

Berwyn Municipal Library provided their 2020 Budget for Council to review.

**8.1 Berwyn Municipal Library – 2020 Budget**

**RESOLUTION NO. 22-07-23-20**

MOVED by Mayor Montie to approve the 2020 Budget from the Berwyn Municipal Library.

**CARRIED**

Councillor Hockley informed Council that the library is going to do a marketing campaign to help the Community, they are going to be doing backpacks filled with school supplies and any child who takes out a book from the library will have their name entered into a draw to win a backpack.

**8.2 Northern Alberta Elected Leaders**

Northern Alberta Elected Leaders sent the Village their Meeting Minutes from their June 5, 2020 WebEx/Teleconference.

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

MOVED by Councillor Hockley to accept the meeting minutes from the Northern Alberta Elected Leaders as information.

**CARRIED**

**8.3 AUMA – President's Visit to Berwyn – July 28, 2020**

The Village is hosting a lunch for AUMA's President, Barry Morishita who is on his 2020 Summer Tour of Alberta municipalities. MD of Peace will have about three people attending and the Town of Grimshaw have some of their Council attend, their will be about 15 people attending. It is an informal meeting with no agenda. Councillors suggested showing him the Community Garden.

**RESOLUTION NO. 24-07-23-20**

MOVED by Mayor Montie to approve the hosting of the AUMA's President, Barry Morishita in the Village of Berwyn.

**CARRIED**

**9. COMMITTEE REPORTS**

**9.1 Councillor Hockley Lac Cardinal Economic Development**

**9.2 Councillor Hockley RCMP Advisory Committee**

Councillor Hockley gave her reports from her meetings:

**Lac Cardinal Economic Development** - Continuing research into co-operative formation and possible interest in a project in the area; **New Tap House** is under construction in the Grimshaw Business Center,

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proposed opening early August; Survey for businesses responses in the wake of COVID-19 had been delayed but will be sending them out in the to us for our use in the future and then the survey will be sent out to the businesses.

**RCMP Advisory Committee** – Speed board trailer is available for borrowing by municipalities or organizations, would like communities to advertise this on their websites; RCMP online Townhall, hope to start in July. A media campaign will promote an email address that citizens can send their concerns to, the top ten will be addressed online; Division office (Peace River) will be reopening once their plan has been approved by senior levels of the RCMP; Province talking about possibility of separate court to specialize in property crimes; In response to a question about the new gun ownership laws -most guns in our area seem to be legally owned; Northern Sunrise County will host the Provincial Rural Crime Watch Meetings in 2021.

**RESOLUTION NO. 25-07-23-20**

**MOVED** by Councillor Nettelfield to accept the Lac Cardinal Economic Development and RCMP Advisory Committee reports from Councillor Hockley. **CARRIED**

Councillor Hockley asked who was responsible for the road by the water tower, approximately 10 feet from the stop line there is a hole that needs to be filled, it is the responsibility of LaPrairie.

**10. CHIEF ADMINISTRATIVE OFFICER REPORT**

**10.1 CAO Report**

**10.2 Utility Penalty Charges**

CAO Report - Arrangements were finalized for the lunch with Alberta Urban Municipalities Association President Morishita in Berwyn on July 28, 2020; Telus installed internet service today, July 23, 2020; A break-in at the arena on July 1<sup>st</sup>, the amount of damage was less than our deductible; Three properties going up for tax sale are being advertised in the Alberta Gazette on Wednesday, September 16, 2020; Operating budget variance report was prepared for Council using the new Central Square software. CAO gave a verbal update on the water meters; We did a couple things, we established a partnership for its own consulting agreement with a company called Meter Master, they do a lot of assistance with water meters in terms of advice, a annual membership was done with them; Merv and Kyle have taken some training with McKay Waterworks in terms of doing some upgrading on the water meters; Talked with Slim's Plumbing to get help with replacement of water meters, he will only be used if required.

**RESOLUTION NO. 26-07-23-20**

**MOVED** by Councillor Steeves to request administration to put a schedule in place for repairs to the non-operational water meters and utilize public works to do the work unless a contractor is required for assistance. **CARRIED**

Discussion held about the SCADA System, a grant application still needs to be submitted, Mayor Montie explained to Council how the SCADA System will help with Village water system; update on Kyle, he has applied to write the exam again for the Water System but has not heard back from Alberta Environment.

The motion was deferred for the SCADA System until more information is provided.

Discussion held regarding the Amos property sewer line freezing at 5130-50 Avenue.

**RESOLUTION NO. 27-07-23-20**

**MOVED** by Councillor Hockley that the Village pay the expenses regarding Donna Amos' sewer line due to unusual circumstances. **CARRIED**

**RESOLUTION NO. 28-07-23-20**

**MOVED** by Councillor Hockley to accept the CAO report as presented. **CARRIED**

**Utility Penalty Charges**

In the spring, Council voted to waive the 10% utility penalty charges for water, sewer, and solid waste due to the Pandemic. Councillor Steeves would like a note put on this month's utility bills to make residents aware that the penalty charges will be back in effect on your September bill.

**RESOLUTION NO. 29-07-23-20**

**MOVED** by Councillor Nettelfield to reinstated penalty charges on utility bills as of September 20th, 2020. **CARRIED**

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Kristin Dyck, Reporter from the Mile Zero News/Banner Post Reporter had a couple of questions for Council which were answered by the CAO.

Barb Schofield and Kristin Dyck left the meeting at 9:04 p.m.

**11. IN CAMERA**

**11.2 Land Proposal**

**11.3 Arena Land Issue - RFD**

**RESOLUTION NO. 30-07-23-20**

**MOVED** by Councillor Steeves that Council revert to an open session at 9:25 p.m. **CARRIED**

**RESOLUTION NO. 31-07-23-20**

**MOVED** by Mayor Montie that administration enter into negotiations on Lot 23, Block 4, Plan 8132 ET as discussed, subject to removal of the mobile home at the buyer's cost, and consolidation of the lots to comply with our land use bylaw before development commences. **CARRIED**

Council briefly discussed the upcoming public meeting. The CAO was asked to have an agenda item on our tax recovery mobile home.

Moved by Councillor Steeves to adjourn the Council meeting at 10:00 p.m. **CARRIED**



Ken Montie  
Mayor



Greg Gayton  
Chief Administrative Officer