

**VILLAGE OF BERWYN
REGULAR COUNCIL MEETING
MINUTES
Thursday, July 28, 2022**

The regular meeting of the council of the Municipality of Berwyn was held in council chambers in the municipality office on July 28, 2022, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Cindy Hockley
Councillor John Bak
Councillor Steeves
Councillor Nettelfield

Chief Administrative Officer - Matthew Norburn
Recording Secretary - Barb Schofield

Councillor Montie did not attend the meeting.
Kristin Dyck, Mile Zero/Banner Post Reporter, attended the meeting.

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

ACCEPTANCE OF AGENDA

RESOLUTION NO. 01-07-28-22

MOVED by Councillor Bak that the agenda be adopted as amended. **CARRIED**

Additions: 9.1 RFD – Agreement for Regional Assessment Review Services Board and Agreement
11.5 Funding for Alberta Municipal Water/Wastewater Partnership – SCADA System Upgrade
12.2 Peace Regional Mental Health Taskforce – Report from Councillor Nettelfield – No attachment
12.3 Public Works Report – Joel Fraser

APPROVAL OF MINUTES

RESOLUTION NO. 02-07-28-22

MOVED by Councillor Steeves that the minutes of the regular meeting of council held on June 23, 2022, be approved as presented. **CARRIED**

BUSINESS ARISING FROM THE MINUTES

None

PUBLIC HEARING

None

DELEGATIONS

None

COMMITTEE OF THE WHOLE

7.1 Waste to Energy Study

RESOLUTION NO. 03-07-28-22

MOVED by Councillor Steeves to enter Committee of the Whole at 7:02 p.m.

CARRIED

RESOLUTION NO. 04-07-28-22

MOVED by Councillor Nettelfield to leave Committee of the Whole at 7:18 p.m.

CARRIED

BYLAWS

8.1 Rescind Bylaw No. 611 - Rescinding Bylaw No. 693 – Replace with new CAO Bylaw No. 694

RESOLUTION NO. 05-07-28-22

MOVED by Councillor Steeves give First Reading to Bylaw No. 693 to rescind

Bylaw No. 611 CAO Bylaw.

CARRIED

RESOLUTION NO. 06-07-28-22

MOVED by Councillor Nettelfield give Second Reading to Bylaw No. 693 to rescind

Bylaw No. 611 CAO Bylaw.

CARRIED

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RESOLUTION NO. 07-07-28-22

MOVED by all Council present to give UNANIMOUS consent to proceed with Third and Final Reading to Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw. **CARRIED**

RESOLUTION NO. 08-07-28-22

MOVED by Mayor Hockley to give Third and Final Reading to Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw. **CARRIED**

RESOLUTION NO. 09-07-28-22

MOVED by Councillor Steeves to pass the first reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer, with an amendment to 3.3.2 C, which reads: Monitor and report on the operating and capital budgets approved by Council and include the following amendment: provided to Council on a quarterly basis. **CARRIED**

RESOLUTION NO. 10-07-28-22

MOVED by Councillor Nettelfield to pass the second reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer, with an amendment to 3.3.2 C, which reads: Monitor and report on the operating and capital budgets approved by Council and include the following amendment: provided to Council on a quarterly basis. **CARRIED**

RESOLUTION NO. 11-07-28-22

MOVED by Council to give UNANIMOUS consent to proceed with Third and Final Reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer, with an amendment to 3.3.2 C, which reads: Monitor and report on the operating and capital budgets approved by Council, and include the following amendment: provided to Council on a quarterly basis. **CARRIED**

RESOLUTION NO. 12-07-28-22

MOVED by Councillor Steeves to pass the third and final reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer, with an amendment to 3.3.2 C, which reads: Monitor and report on the operating and capital budgets approved by Council and include the following amendment: provided to Council on a quarterly basis. **CARRIED**

8.2 Bylaw No. 695 Business License Bylaw

RESOLUTION NO. 13-07-28-22

MOVED by Councillor Nettelfield give First Reading to Bylaw No. 695 Business License Bylaw. **CARRIED**

Bylaw 695 is tabled until changes are made.

8.3 Bylaw No. 696 Bylaw Assessment Classes

RESOLUTION NO. 14-07-28-22

MOVED by Councillor Nettelfield give First Reading to Bylaw No. 696 Assessment Classes Bylaw. **CARRIED**

RESOLUTION NO. 15-07-28-22

MOVED by Councillor Steeves give Second Reading to Bylaw No. 696 Assessment Classes Bylaw. **CARRIED**

RESOLUTION NO. 16-07-28-22

MOVED by all Council present to give UNANIMOUS consent to proceed with Third and Final Reading to Bylaw No. 696 Assessment Classes Bylaw. **CARRIED**

RESOLUTION NO. 17-07-28-22

MOVED by Mayor Hockley to give Third and Final Reading to Bylaw No. 696 Assessment Classes Bylaw. **CARRIED**

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NEW BUSINESS

9.1 Agreement for Regional Assessment Review Services Board and Agreement
RESOLUTION NO. 18-07-28-22
MOVED by Councillor Steeves to enter into the agreement for the Regional
Assessment Services. **CARRIED**

FINANCIALS

10.1 Updated Cash Position Report
RESOLUTION NO. 19-07-28-22
MOVED by Councillor Steeves to accept the Updated Cash Position Report as
presented. **CARRIED**

10.2 Budget Variance Report
RESOLUTION NO. 20-07-28-22
MOVED by Councillor Nettelfield to accept the Budget Variance Report as information.
CARRIED

10.3 Cheque Report
RESOLUTION NO. 21-07-28-22
MOVED by Councillor Steeves to accept the Cheque Report as information.
CARRIED

10.4 Cash Position Report
RESOLUTION NO. 22-07-28-22
MOVED by Councillor Nettelfield to accept the Cash Position Report as information.
CARRIED

10.5 Budget Tracking
RESOLUTION NO. 23-07-28-22
MOVED by Councillor Steeves to create a Community Gardens reserve account
and have all remaining funds moved into the reserve from the remaining balance
of the Nutrition Grant. **CARRIED**

RESOLUTION NO. 24-07-28-22
MOVED by Councillor Steeves to table the draft document budget. **CARRIED**

CORRESPONDENCE and INFORMATION

11.1 The Weekly – Alberta Municipalities
RESOLUTION NO. 25-07-28-22
MOVED by Mayor Hockley to have one person attend the 2022 ABmunis
Convention & Trade Show virtually. **CARRIED**

11.2 Minutes – Healthcare Attraction and Retention Committee
RESOLUTION NO. 26-07-28-22
MOVED by Councillor Steeves to accept the minutes from the Healthcare Attraction
and Retention Committee as information. **CARRIED**

11.3 Bylaw Report – April to June 2022
RESOLUTION NO. 27-07-28-22
MOVED by Councillor Nettelfield to accept the Bylaw Report dated April to
June 2022 as information. **CARRIED**

11.4 North Peace Housing Regional Water Needs
RESOLUTION NO. 28-07-28-22
MOVED by Councillor Nettelfield that administration contact the Lac Cardinal
Economic Development Board regarding regional housing assessment option for
Berwyn and contact North Peace Housing for more information on their regional
needs assessment. **CARRIED**

11.5 Northern Woods & Water Highway
RESOLUTION NO. 29-07-28-22
MOVED by Councillor Steeves to accept the information provided by Northern
Woods & Water Highway as information. **CARRIED**

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11.6 Funding for Alberta Municipal Water/Wastewater Partnership – SCADA System upgrade
RESOLUTION NO. 30-07-28-22
MOVED by Mayor Hockley to have administration contact the engineers to update
the quote on the SCADA system. **CARRIED**

COMMITTEE REPORTS

12.1 Economic Development for Elected Officials – Councillor Bak Certificate of Completion
RESOLUTION NO. 31-07-28-22
MOVED by Councillor Nettelfield to accept the Economic Development for Elected
Officials congratulations letter and certificate of completion to Councillor Bak as
information. **CARRIED**

12.2 Public Works Report from Joel Fraser
RESOLUTION NO. 32-07-28-22
MOVED by Councillor Steeves to accept the written report from public works, Joel
Fraser as information. **CARRIED**

CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS

13.1 CAO Report
RESOLUTION NO. 33-07-28-22
MOVED by Councillor Nettelfield to accept the CAO report as information. **CARRIED**

CLOSED SESSION

14.1

ADJOURNMENT

Being that agenda matters have been concluded Mayor Hockley adjourned the meeting at 9:15 p.m.

These minutes approved this 28th day of August, 2022



Mayor
Cindy Hockley



Chief Administrative Officer
Matthew Norburn