

**VILLAGE OF BERWYN
REGULAR COUNCIL MEETING
MINUTES
January 26, 2023**

The regular meeting of the council of the Municipality of Berwyn was held in council chambers in the municipality office on January 26, 2023, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Steeves
Councillor Bak
Councillor Sawan
Councillor Johnson
Councillor Weber

Chief Administrative Officer - Matthew Norburn
Recording Secretary - Barb Schofield

Kristin Dyck, Mile Zero/Banner Post Reporter, attended the meeting.

CALL TO ORDER

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

Mayor Steeves swore in Dan Weber at 7:01 p.m.

ACCEPTANCE OF AGENDA

RESOLUTION NO. 01-01-26-23

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

ADDITIONS: 9.4 FCSS Agreement with Town of Grimshaw

4.1 Review Letter to the Legion; 4.2 SCADA – Additional Information

CHANGE TO AGENDA: Switch order 7.2 Review Council Appointments to Boards and Committees for 2022 – 2023 to 7.3 and 7.3 to 7.2 RFD -Appointment of New Mayor and Deputy Mayor

RESOLUTION NO. 02-01-26-23

MOVED by Councillor Bak to switch the order of 7.2 Review Council Appointments to Boards and Committees for 2022 – 2023 to 7.3 and 7.3 to 7.2 RFD -Appointment of New Mayor and Deputy Mayor. **CARRIED**

APPROVAL OF MINUTES

RESOLUTION NO. 03-01-26-23

MOVED by Mayor Steeves to accept the agenda amendments to the January 12, 2023 Meeting Minutes. **DEFEATED**

RESOLUTION NO. 04-01-26-23

MOVED by Councillor Johnson that the minutes of the regular meeting of Council Meeting held on January 12, 2023, be adopted as presented. **CARRIED**

BUSINESS ARISING FROM THE MINUTES

4.1 Review Letter to the Legion

RESOLUTION NO. 05-01-26-23

MOVED by Councillor Johnson that Council receive a copy of the apology letter that was sent to the Grimshaw Legion in regards to Remembrance Day. **CARRIED**

4.2 SCADA – Additional Information

No Motion

PUBLIC HEARING

5.1 None

DELEGATIONS

6.1 None

VILLAGE OF BERWYN
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January 26, 2023

COMMITTEE OF THE WHOLE

7.1 Councillor Code of Conduct
RESOLUTION NO. 06-01-26-23

MOVED by Councillor Weber to give First Reading to Bylaw No. 690 Council Code of Conduct. **CARRIED**

RESOLUTION NO. 07-01-26-23

MOVED by Councillor Johnson to give Second Reading to Bylaw No. 690 Council Code of Conduct. **CARRIED**

RESOLUTION NO. 08-01-26-23

Moved by Mayor Steeves to give UNANIMOUS consent to proceed with Third and Final Reading to Bylaw No.690 Council Code of Conduct. **CARRIED**

RESOLUTION NO. 09-01-26-23

MOVED by Councillor Sawan to give Third and Final Reading Bylaw No. 690 Council Code of Conduct. **CARRIED**

7.2 RFD - Appointment of New Mayor and Deputy Mayor
RESOLUTION NO. 10-01-26-23

MOVED by Councillor Bak to call for an Organizational Meeting on February 9, 2023. **CARRIED**

7.3 Review Council Appointments to Boards and Committees for 2022 – 2027

Mayor Steeves tabled Council Appointments to Boards and Committees, it will be reviewed when the Organizational Meeting is held on February 9, 2023.

7.4 New Projects – Councillor Johnson

No motion

BYLAWS

8.1 Review Procedural Bylaw

RESOLUTION NO. 11-01-26-23

MOVED by Mayor Steeves that the Procedural Bylaw 698 be tabled for Council has time to review and provide suggestions for changes. **CARRIED**

8.2 Bylaw Report – October to December 2022

RESOLUTION NO. 12-01-26-23

MOVED by Mayor Steeves to accept the Bylaw Report for October to December 2022 as presented. **CARRIED**

RESOLUTION NO. 13-01-26-23

MOVED by Councillor Johnson to have the administration look into the cost of a full-time and part-time person for animal control. **CARRIED**

NEW BUSINESS

9.1 RFD - Go Paperless

RESOLUTION NO. 14-01-26-23

MOVED by Councillor Weber to move forward with going paperless. **CARRIED**

9.2 RFD – Review Notice of Non-Compliance

RESOLUTION NO. 08-01-26-23

MOVED by Mayor Steeves to have the administration investigate who the water operator was for the 2021 year for the Village of Berwyn and contact the Municipality, or the individual to find out where these waterworks reports are. **CARRIED**

9.3 RFD – Budget Meeting Dates

RESOLUTION NO. 09-01-26-23

MOVED by Mayor Steeves that Council hold the Capital Projects budget on February 8th at 6:00 p.m. and the Operating budget be held at 6:00 p.m. on February 23rd before the Regular Council Meeting. **CARRIED**

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January 26, 2023

9.4 RFD – FCSS Agreement with the Town of Grimshaw
RESOLUTION NO. 10-01-26-23

MOVED by Councillor Johnson that Council approved the agreement with the Town of Grimshaw to provide FCSS services to the Village of Berwyn. **CARRIED**

FINANCIALS

10.1 Cash Position Report
RESOLUTION NO. 11-01-26-23

MOVED by Councillor Weber to accept the Cash Position Report as presented. **CARRIED**

10.2 Cheque Report
RESOLUTION NO. 12-01-26-23

MOVED by Councillor Sawan to move the Cheque Report to a Closed Session rather than an open session due to FOIP issues. **CARRIED**

RESOLUTION NO. 13-01-26-23

MOVED by Councillor Johnson to accept the Cheque Report as presented. **CARRIED**

10.3 Budget Variance Report
RESOLUTION NO. 14-01-26-23

MOVED by Councillor Weber to accept the Budget Variance Report as presented. **CARRIED**

CORRESPONDENCE and INFORMATON

11.1 None

COMMITTEE REPORTS

12.1 None

CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS

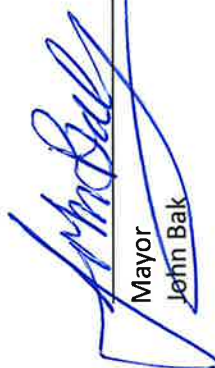
13.1 CAO Report

RESOLUTION NO. 11-01-26-23
MOVED by Councillor Johnson to accept the CAO Report as presented. **CARRIED**


ADJOURNMENT

Being that agenda matters have been concluded the meeting was adjourned by Mayor Steeves at 9:18 p.m.

These minutes approved this 9 day of February, 2023



Mayor
John Bak



Chief Administrative Officer
Matthew Norburn