



**TOWN OF MAYERTHORPE
REGULAR MEETING MINUTES OF COUNCIL**

May 25, 2020

7:00 p.m.

IN

ATTENDANCE

Mayor: Janet Jabush
Deputy Mayor: Sandy Morton
Councillors: Anna Greenwood (via Zoom), Bernie Jogola(via Zoom, Pat Hagman (via Zoom), Clay Davidson, Pat Burns
Staff: CAO Karen St. Martin
Press: Brigette Moore, Mayerthorpe Freelancer (via Zoom)
Gallery:
Absent:
Late:

**CALL TO
ORDER**

Mayor Jabush called the meeting to order at 7:01 p.m.

AGENDA

Council reviewed the May 25, 2020 Agenda.

C182/2020

Moved by Councillor Jogola that Council approve the May 25, 2020 Agenda as presented.

Carried

MINUTES

Council reviewed the minutes of the Regular Meeting May 11, 2020.

C183/2020

Moved by Councillor Burns that Council approve the Regular Meeting minutes of May 11, 2020 as presented.

Carried

**COUNCIL/
COMMITTEE
REPORTS**

Committee/Board/Agency Minutes Distribution

C184/2020

Moved by Deputy Mayor Morton that Council receive Committee/Board/Agency Minutes Distribution as information.

Carried

**STAFF
REPORTS**

CAO Report
Accounts Payable
Statement of Revenue & Expenses (Operating)
Statement of Revenue & Expenses (Project)
Statement in Financial Position as at April 30, 2020



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C185/2020 **Moved** by Councillor Greenwood that Council receive Staff Reports as information.
Carried

**UNFINISHED
BUSINESS**

Supply and Operation of Motor Grader

C186/2020 **Moved** by Councillor Davidson that Council award the 2020/2021 Supply and Operation of Motor Grader to Barsi Enterprises Ltd. based on a rate of \$160.00/hr., excluding GST.

Carried

C187/2020 **Moved** by Councillor Burns that Council approve Public Works Contracted Services unbudgeted expenditure in the amount of \$4,663.73, excluding GST.

Carried

Park Avenue Development (Plan 172 0137 Block 29 Lots 15-22) - Realtor Listing

C188/2020 **Moved** by Councillor Hagman that Council direct Administration to list Plan 172 0137, Block 29, Lots 15 to 22 (Park Avenue Development) with Remax Advantage.

Carried

C189/2020 **Moved** by Councillor Jogola that Council direct Administration to draft a restrictive covenant for Plan 172 0137, Block 29, Lots 15 to 22 (Park Avenue Development) for Council's consideration.

Carried

**NEW
BUSINESS**

Bylaw No. 1121 – 2020 Miscellaneous Rates and Fees

C190/2020 **Moved** by Councillor Burns that Council give Bylaw No.1121 being the 2020 Miscellaneous Rates and Fees Bylaw first reading.

Carried

Bylaw No. 1122– Assessment Sub Classes

C191/2020 **Moved** by Councillor Burns that Council give Bylaw No. 1122 being the Assessment Sub-Class Bylaw first reading.

Carried



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C192/2020 **Moved** by Councillor Burns that Council give Bylaw No. 1122 being the Assessment Sub-Class Bylaw second reading.

Carried

C193/2020 **Moved** by Deputy Mayor Morton that Council unanimously agree to proceed giving Bylaw No. 1122 being the Assessment Sub-Class Bylaw third reading.

Carried Unanimously

C194/2020 **Moved** by Councillor Greenwood that Council give Bylaw No. 1122 being the Assessment Sub-Class Bylaw third reading.

Carried

Legislative Policy Review

C195/2020 **Moved** by Deputy Mayor Morton that Council approve the following:

Policy I-001 Use of Council Chambers;
Policy I-003 Laptop Use Council Chambers;
Policy I-007 Policy on Making Policy;
Policy I-009 Council Committee Reports;
Policy I-011 Council Committees;
Policy I-012 Policy Development and Review;
Policy I-013 Rules of Procedure for Public Hearing;
Policy I-014 Council Governance - CAO Performance Appraisal;

as amended.

Carried

C196/2020 **Moved** by Deputy Mayor Morton that Council delete Policy I-016 Code of Ethics and Conduct for the Council of the Town of Mayerthorpe.

Carried

C197/2020 **Moved** by Deputy Mayor Morton that Council receive the following:

Policy I-002 Council Remuneration;
Policy I-004 Gifts in Kind;
Policy I-005 Substance Abuse Town Representatives;
Policy I-008 Council Orientation for Newly Elected Members;
Policy I-017 Skills Development;
Policy I-020 Flag Protocol;



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Policy I-021 Respectful Conduct;
Policy I-022 Public Participation;

as information.

Carried

Administrative Policy Review

C198/2020 **Moved** by Councillor Jogola that Council approve the following:

Policy II-005 Purchasing;
Policy II-008 Local Improvement Levy;
Policy II-023 Capitalization Policy - Tangible Capital Assets;
Policy II-024 Recognition;

as amended.

Carried

C199/2020 **Moved** by Councillor Davidson that Council renumber:

Policy I-018 to II-009 Freedom of Information and Protection of Privacy (FOIP) -
Personal Information Bank;
Policy II-020 to X-007 Encroachment on Public Lands.

Carried

C200/2020 **Moved** by Councillor Burns that Council receive the following:

Policy II-001 Reserves;
Policy II-002 Expense Reimbursement;
Policy II-003 Logo;
Policy II-004 Financial Controls;
Policy II-006 Service Standards;
Policy II-007 Asset Management;
Policy II-013 Community Group Signage;
Policy II-021 Communication and Advertising;
Policy II-022 Public Hearing Process;

as information.

Carried



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Utility Bill Penalty May 2020

C201/2020 **Moved** by Councillor Jogola that Council approve Utility Bill Penalty of 2.5% for the month of May 2020.

Carried

Senior's Week Declaration

C202/2020 **Moved** by Councillor Burns that Council formally declare Senior's Week 2020 from June 1 – 7, 2020.

Carried

Update Highway Sign Project

C203/2020 **Moved** by Councillor Burns that Council delete Service Clubs Directory sign from the Update Highway Signs Project.

Carried

C204/2020 **Moved** by Councillor Jogola that Council delete Mayerthorpe Directory Sign from the Update Highway Signs project.

Carried

C205/2020 **Moved** by Councillor Jogola that Council approve unbudgeted expenditure for the Update Highway Signs Project in the amount of \$20,000.00 (cost differential & contingency), funds to be transferred from 42nd Ave Paving Project to Update Highway Signs Project.

Carried

**CORRES-
PONDENCE**

**Alberta Municipal Affairs – 2020 MSI Funding Allocation
West Fraser – 2020 Virtual Woodlands Open House**

C206/2020 **Moved** by Councillor Burns that Council receive Correspondence as information.

Carried

**CLOSED
SESSION**

None.



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Mayor Jabush declared adjournment at 9:17 p.m.

Signed:  Mayor
Janet Jabush

 CAO
Karen St. Martin