



TOWN OF MAYERTHORPE
REGULAR MEETING MINUTES OF COUNCIL
April 28, 2025
7:00 p.m.

IN

ATTENDANCE **Mayor:** Janet Jabush
 Deputy Mayor: Sandy Morton
 Councillors: Pat Burns, Anna Greenwood, Kyler Mason, Esther Sonnenberg, Rebecca Wells

 Staff: CAO Chris Leggett
 Delegations: Metrix Group LLP. Curtis Friesen, CPA, CA
 Press:
 Gallery:
 Absent:
 Late:

**CALL TO
ORDER**

Mayor Jabush called the meeting to order at 7:00 p.m.

AGENDA

Council reviewed the April 28, 2025, Agenda.

Additions

New Business

- 7) MPE Cost Estimates – 2025 Watermain Looping Project
- 8) CRA Motion for Access
- 9) Mid Sized Town Mayor Caucus

Closed Session

- 1) Section 17 Personal Privacy - Personnel

C100/2025

Moved by Councillor Wells that Council approve the April 28, 2025, Agenda as amended.

Carried

MINUTES

Council reviewed the minutes of the Regular Council Meeting April 14, 2025.

C101/2025

Moved by Councillor Sonnenberg that Council approve the Regular Council Meeting Minutes for April 14, 2025, as presented.

Carried



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DELEGATIONS

Metrix Group LLP. Curtis Friesen, CPA, CA – 2024 Draft Financial Statements

C102/2025 **Moved** by Councillor Mason that Council approve the 2024 Draft Financial Statements as presented by Metrix Group LLP. Curtis Friesen, CPA, CA.

Carried

Metrix Group LLP. Curtis Friesen, CPA, CA left the meeting at 7:35 p.m.

**COUNCIL
COMMITTEE
REPORTS**

Council Committee Reports

C103/2025 **Moved** by Councillor Mason that Council receive Council Committee Reports as information.

Carried

**STAFF
REPORTS**

None.

**UNFINISHED
BUSINESS**

None.

**NEW
BUSINESS**

Bylaw No. 1204 Procedural Bylaw

C104/2025 **Moved** by Councillor Wells that Council give first reading to Procedural Bylaw No. 1204.

Carried

C105/2025 **Moved** by Councillor Mason that Council give second reading to Procedural Bylaw No. 1204.

Carried

C106/2025 **Moved** by Councillor Burns that Council give unanimous consent to proceed with third reading of Procedural Bylaw No. 1204.

Carried



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C107/2025 **Moved** by Councillor Burns that Council give third reading to Procedural Bylaw No. 1204.

Carried

Bylaw No. 1203 – 2025 Tax Rate Bylaw

C108/2025 **Moved** by Councillor Sonnenberg that Council give Bylaw No. 1203 being the 2025 Tax Rate Bylaw first reading.

Carried

C109/2025 **Moved** by Councillor Sonnenberg that Council recess at 8:31 p.m.

Carried

Meeting reconvened at 8:37 p.m.

**Policy III-001 – Personnel Policy General Guidelines – Schedule “A”
Organizational Chart 2025**

C110/2025 **Moved** by Councillor Sonnenberg that Council approve Policy III-001 - Personnel Policy General Guideline – Schedule A Organizational Chart as amended.

Carried

Letter from Resident – Can an Elected Official be Employed by a Municipality

C111/2025 **Moved** by Councillor Wells that Council direct Deputy Mayor Morton to send a written response to the resident.

Carried

Photocopier Purchase

C112/2025 **Moved** by Councillor Greenwood that Council transfer \$10,854.74 from the Economic Development reserve to fund the purchase of the replacement photocopier for 2025.

Carried

Mower Purchase

C113/2025 **Moved** by Councillor Mason that Council approve the purchase of the replacement mower for a cost of \$20,200 and include the items in the 2025-2029 Capital Plan with funds coming from general revenue in 2025.

Carried



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MPE Cost Estimate – 2025 Watermain Looping

- C114/2025** **Moved** by Councillor Sonnenberg that Council that Council approve the 2025 Watermain Looping Project to In-Line Contracting Ltd. for the amount of \$369,987.81.
Carried

CRA Motion for Access

- C115/2025** **Moved** by Deputy Mayor Morton that Council wishes to change access granted on all accounts associated with Business Number 108128075.
AND That all existing contacts or directors on the account be removed;
AND That the following individuals are added as directors on the account:
a. Janet Jabush, Mayor
b. Chris Leggett, Chief Administrative Officer;
AND That the following individuals are added as contacts on the account:
c. Sandy Stokes, Legislative Coordinator
d. Municipal Accountant-Currently Vacant
e. Darla Morrison, Utility Tax Officer
Carried

Mid-Sized Towns Mayor's Caucus

- C116/2025** **Moved** by Councillor Wells that Council approve Town of Mayerthorpe joining Mid-Sized Town Mayors Caucus.
Carried
- C117/2025** **Moved** by Councillor Sonnenberg that Council direct Administration to update the committee list to reflect the addition of Mid-Sized Towns Mayors Caucus and that Mayor Jabush and Deputy Mayor Morton be approved to attend.
Carried

CORRESPONDENCE

West Fraser – Invitation to Open House

- C118/2025** **Moved** by Councillor Sonnenberg that Council receive correspondence as information.
Carried



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**CLOSED
SESSION**

Section 17 Personal Privacy – Personnel

C119/2025 **Moved** by Councillor Sonnenberg that Council proceed into Closed Session at 10:20 p.m. to discuss Section 17 Personal Privacy – Personnel.

Carried

C120/2025 **Moved** by Councillor Mason that Council come out of Closed Session at 10:43 p.m.

Carried

No public present at 10:45 p.m.

**ADJOUR
NMENT**

Mayor Jabush declared adjournment at 10:45 p.m.

Signed:  Mayor
Janet Jabush

 CAO
Chris Leggett