



TOWN OF MAYERTHORPE
REGULAR MEETING MINUTES OF COUNCIL
January 23, 2023
7:00 p.m.

IN

ATTENDANCE

Mayor: Janet Jabush
Deputy Mayor: Pat Burns
Councillors: Anna Greenwood, Sandy Morton, Esther Sonnenberg,
Rebecca Wells, Councillor Marc Claybrook
Staff: CAO Jennifer Sunderman, Economic
Development/Communications Specialist Sherry Poole via
conference phone
Delegation
Press: Mayerthorpe Freelancer Brad Quarin
Gallery:
Absent:
Late:

**CALL TO
ORDER**

Mayor Jabush called the meeting to order at 7:02 p.m.

AGENDA

Council reviewed the January 23, 2023 Agenda.

C020/2023

Moved by Councillor Morton that Council approve the January 23, 2023 Agenda as presented.

Carried

MINUTES

Council reviewed the minutes of the Regular Meeting January 9, 2023.

C021/2023

Moved by Councillor Sonnenberg that Council approve the Regular Meeting Minutes for January 9, 2023, as presented.

Carried

**COMMITTEE
REPORTS**

Council reviewed Council Committee Reports.

C022/2023

Moved by Deputy Mayor Burns that Council receive Committee Reports as information.

Carried



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**STAFF
REPORTS**

CAO Report
Statement of Revenue & Expenses (Operating) December 31, 2022
Statement of Revenue & Expenses (Project) December 31, 2022
Statement in Financial Position December 31, 2022

C023/2023 **Moved** by Councillor Claybrook that Council receive Staff Reports as information.
Carried

**UNFINISHED
BUSINESS**

None.

**NEW
BUSINESS**

Bylaw No. 1168 – Cancellation of Portion of Plan 762 1823

C024/2023 **Moved** by Deputy Mayor Burns that Council give Bylaw No. 1168 - Cancellation of a Portion of Plan 762 1823 first reading.
Carried

C025/2023 **Moved** by Councillor Greenwood that Council give Bylaw No. 1168 - Cancellation of a Portion of Plan 762 1823 second reading.
Carried

C026/2023 **Moved** by Deputy Mayor Burns that Council unanimously agree to give Bylaw No. 1168 - Cancellation of a Portion of Plan 762 1823 third reading.
Carried Unanimously

C027/2023 **Moved** by Deputy Mayor Burns that Council give Bylaw No. 1168 - Cancellation of a Portion of Plan 762 1823 third reading.
Carried

Policy III-003 – 2023 Salary Grids

C028/2023 **Moved** by Councillor Sonnenberg that Council receive Salary Grid Schedule A and Non-Salary Grid Schedule B for Policy III-003 Employee Compensation and Benefits (effective January 1, 2023 to December 31, 2023) as information.
Carried



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2022 Audit Planning Letter

C029/2023 **Moved** by Councillor Morton that Council direct Administration to prepare a response letter from Council confirming review of the 2022 Audit Planning Letter from Metrix LLP that Administration has informed Council of a fraud case during 2022, however have no knowledge of any other actual, suspected, or alleged fraud.

Carried

Unbudgeted Expenditure – Stormwater Ditching Project

C030/2023 **Moved** by Councillor Wells that Council approve \$10,908.99 Unbudgeted Expenditure – Stormwater Ditching Project (50th-51st Street Alley) as presented.

Carried

C031/2023 **Moved** by Councillor Sonnenberg that Council approve transfer of \$10,908.99 of Municipal Sustainability Grant funds from 2022 Project Plan Projection Project - ERC Solar Project to 2022 Project Plan Projection - 2022 Stormwater Ditching Projects.

Carried

Town of Mayerthorpe Library Board - Member Application

C032/2023 **Moved** by Councillor Morton that Council defer Shelley Bannister to Town of Mayerthorpe Public Library Board for a three-year term pending further information.

Carried

2022 Reserve Transfer

C033/2023 **Moved** by Councillor Sonnenberg that Council approve transfer of carry-forward and surplus project funds from the 2022 Project Budget to the following Reserves:

Emergency Response Centre Reserve	\$ 5800.50
Economic Development Reserve	\$32,828.00
Administration Reserve	<u>\$ 3,000.00</u>
Total	\$41,628.50

Carried



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Elected Officials Education Program – Municipal Corporate Planning and Finance Course

C034/2023 **Moved** by Councillor Morton that Council approve Mayor Jabush's registration in the Elected Officials Education Program Municipal Corporate Planning and Finance Course.

Carried

Lac Ste. Anne County – Emergency Management Preparedness Program – Letter of Support

C035/2023 **Moved** by Councillor Morton that Council direct Administration to send the letter to Lac Ste. Anne as amended.

Carried

**CORRESP
ONDENCE**

**Town of Bon Accord – January 12, 2023, Letter to Minister of Health Re:
Ambulance Crisis
Minister of Intergovernmental Affairs – Approval in Principle – Accessible
Electric Vehicle
Government of Alberta CFEP Grant Approval - Mayerthorpe and District
Diamond Centre Society**

C036/2023 **Moved** by Councillor Sonnenberg that Council receive correspondence as information.

Carried

Mayerthorpe Freelancer Brad Quarin left the meeting at 7:57p.m.

**CLOSED
SESSION**

**Section 21 Intergovernmental Relations & Section 23 Local Public Body
Confidences – 2021 – 2025 Strategic Directives Plan – Updated Strategic Plan
Page 9
Section 16 Business Interest of Third Party and Section 23 Local Public Body
Confidences – SE-22-57-8-W5M
Section 17 – Personal Information and Section 19 Confidential Evaluations –
2023 Chief Administrative Officer Performance Appraisal – Crouse Development
Inc.
Section 16 Business Interest of Third Party and Section 25 Economic/Other
Interests of Public Body Plan 792 1091 Lot 1**



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C037/2023 **Moved** by Councillor Wells that Council proceed into Closed Session at 7:57 p.m. with Economic Development/Communications Specialist Sherry Poole joining via conference phone at 8:20 p.m. to discuss Section 21 Intergovernmental Relations & Section 23 Local Public Body Confidences – 2021 – 2025 Strategic Directives Plan – Updated Strategic Plan Page 9, Section 16 Business Interest of Third Party and Section 23 Local Public Body Confidences – SE-22-57-8-W5M, Section 17 – Personal Information and Section 19 Confidential Evaluations – 2023 Chief Administrative Officer Performance Appraisal – Crouse Development Inc. and Section 16 Business Interest of Third Party and Section 25 Economic/Other Interests of Public Body Plan 792 1091 Lot 1.

Carried

C038/2023 **Moved** by Councillor Sonnenberg that Council come out of Closed Session at 9:14 p.m.

Carried

No public present at 9:16 p.m.

C039/2023 **Moved** by Deputy Mayor Burns that Council approve 2021 to 2025 Strategic Directive Plan Page 9 Confidential Update as amended.

Carried

C040/2023 **Moved** by Councillor Morton that Council direct Administration to proceed with negotiations on an offer to purchase related to SE 22-57-8 W5M based on direction given in Closed Session.

Carried

C041/2023 **Moved** by Councillor Sonnenberg that Council approve Crouse Developments Inc. to complete a Chief Administrative Officer Performance Appraisal in the amount of \$1,175.00 excluding GST.

Carried

Conference call with Economic Development/Communications Specialist Sherry Poole ended at 8:43 p.m.


C042/2023 **Moved** by Councillor Greenwood that Council direct Administration to draft a Memorandum of Understanding with NWST based on direction given in Closed Session.

Carried



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Mayor Jabush declared adjournment at 9:18 p.m.

Signed:  Mayor
Janet Jabush

 CAO
Jennifer Sunderman