



**TOWN OF MAYERTHORPE
REGULAR MEETING MINUTES OF COUNCIL
November 27, 2023
7:00 p.m.**

IN

ATTENDANCE

Mayor: Janet Jabush
Deputy Mayor: Sandy Morton
Councillors: Pat Burns, Anna Greenwood, Esther Sonnenberg,
Rebecca Wells, Marc Claybrook
Staff: CAO Karen St. Martin
Press: Mayerthorpe Freelancer Brad Quarin
Absent:
Late:

**CALL TO
ORDER**

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

AGENDA

Council reviewed the November 27, 2023 Agenda.

Addition

Roll Call

Louise Kormos ACAO/FM (via Zoom)

C407/2023

Moved by Deputy Mayor Morton that Council approve the November 27, 2023 Agenda as amended.

Carried

MINUTES

Council reviewed the minutes of the Special Council Meeting November 10, 2023.

C408/2023

Moved by Councillor Burns that Council approve the Special Council Meeting Minutes for November 10, 2023, as presented.

Carried

Council reviewed the minutes of the Special Council Meeting November 14, 2023.

C409/2023

Moved by Councillor Burns that Council approve the Regular Council Meeting Minutes for November 14, 2023, as presented.

Carried

Council reviewed the minutes of the Special Council Meeting November 20, 2023.

C410/2023

Moved by Councillor Burns that Council approve the Special Council Meeting Minutes for November 20, 2023, as presented.

Carried



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**COMMITTEE
REPORTS**

Council reviewed Council Committee Reports.

C411/2023

Moved by Councillor Wells that Council receive Committee Reports as information.
Carried

**STAFF
REPORTS**

CAO Report
Statement of Revenue & Expenses (Operating) October 31, 2023
Statement of Revenue & Expenses (Project) October 31, 2023
Statement in Financial Position October 31, 2023

C412/2023

Moved by Councillor Claybrook that Council receive Staff Reports as information.
Carried

**UNFINISHED
BUSINESS**

None.

**NEW
BUSINESS**

Bylaw No. 1177 Amending Land Use Bylaw No. 1066

C413/2023

Moved by Councillor Sonnenberg that Council give Bylaw No. 1177 Amending Land Use Bylaw No. 1066 first reading.
Carried

Policy I-011 Council Committees – Chief Administrative Officer Selection Committee (Ad Hoc)

C414/2023

Moved by Deputy Mayor Morton that Council approve Policy I-011 Council Committees Schedule "N" Chief Administrative Officer Selection Committee Terms of Reference as presented.
Carried

C415/2023

Moved by Councillor Sonnenberg that Council approve the appointment of the following to the Chief Administrative Officer Selection Committee:
Janet Jabush
Anna Greenwood
Rebecca Wells

Carried



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Rescind Motion C081/2022

C416/2023 **Moved** by Councillor Sonnenberg that Council rescind Motion C081/2022.
Carried

2021 – 2025 Strategic Planning Review Workshop

C417/2023 **Moved** by Councillor Claybrook that Council approve the 2021 to 2025 Strategic Plan Review Workshop on December 13, 2023, at Emergency Response Centre, facilitated by Nolan Crouse, Crouse Developments Inc.
Carried

2023 Council Evaluation

C418/2023 **Moved** by Councillor Sonnenberg that Council direct Administration to prepare the 2023 Council Evaluation Cumulative Results for the December 11, 2023 regular Council meeting.
Carried

2023 Reserve Transfers

C419/2023 **Moved** by Councillor Wells that Council approve transfer of project funds from the 2023 Project (Capital) Budget to the following Reserves:

Emergency Response Centre Reserve	\$ 65,000.00
Economic Development Reserve	\$ 60,753.00
Administration Reserve	\$ 5,761.29
Public Transit Reserve	\$ 50,647.00
Recreation Reserve	\$ 15,217.00
Total	\$197,378.29

Carried

2024 – 2027 Interim Operating Budget

C420/2023 **Moved** by Councillor Greenwood that Council adopt the Town of Mayerthorpe 2023 - 2025 Operating Budget as interim budget for 2024.
Carried



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Mayerthorpe Freelancer Brad Quarin left the meeting at 7:47 p.m.

Special Council Meeting Dates – 2024 – 2027 Operating Budget Review

C421/2023 **Moved** by Councillor Sonnenberg that Council schedule Special Council Meetings on February 15, 2024 commencing at 6:00 pm, on February 22, 2024 commencing at 6:00 pm, in Council Chambers at the Town Administration Building for the purpose of 2024 to 2027 Operating Budget deliberations.

Carried

Rescind Motion 367/2023

C422/2023 **Moved** by Councillor Wells that Council rescind Motion C367/2023.

Carried

Federation of Canadian Municipalities (FCM)

C423/2023 **Moved** by Councillor Greenwood that Council direct Administration to include 2024 Federation of Canadian Municipalities Conference and Tradeshow in Calgary to 2024 Operating Budget for 2 members of Council.

Carried

**CORRESP
ONDENCE**

None.

**CLOSED
SESSION**

1) Section 19 Confidential Evaluations – Local Authorities Election Act (LAEA) and Municipal Government Act (MGA) Councillor Accountability Review
2) Section 16 Disclosure Harmful to Business Interests of Third Party and Section 23 Local Public Body Confidences – Contracted Services – Ronny St. Contracting Ltd.

C424/2023 **Moved** by Deputy Mayor Morton that Council proceed into Closed Session at 8:02 p.m. to prevent disclosure of information, in accordance with the *Freedom of Information and Privacy Act* (FOIP):

1) Section 19 Confidential Evaluations – Local Authorities Election Act (LAEA) and Municipal Government Act (MGA) Councillor Accountability Review



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C425/2023 **Moved** by Councillor Sonnenberg that Council come out of Closed Session at 8:07 p.m.

Carried

No public present at 8:09 p.m.

C426/2023 **Moved** by Councillor Sonnenberg that Council that Council approve the response to the Local Authorities Election Act (LAEA) and the Municipal Government Act (MGA) Councillor Accountability Review Survey as completed collectively.

Carried

Interim CAO Karen St. Martin left the meeting at 8:31 p.m.

C427/2023 **Moved** by Councillor Sonnenberg that Council recess at 8:32 p.m.

Carried

The meeting reconvened at 8:36 p.m.

C428/2023 **Moved** by Councillor Greenwood that Council proceed into Closed Session at 8:36 p.m. to prevent disclosure of information, in accordance with the Freedom of Information and Privacy Act (FOIP):

- 2) Section 16 Disclosure Harmful to Business Interests of Third Party and Section 23 Local Public Body Confidences – Contracted Services – Ronny St. Contracting Ltd.

C429/2023 **Moved** by Councillor Greenwood that Council come out of Closed Session at 9:16 p.m.

Carried

No public present at 9:18 p.m.

C430/2023 **Moved** by Councillor Sonnenberg that Council approve entering into an agreement with Karen St. Martin, Ronny St. Contracting Ltd. for the purpose of Acting Chief Administrative Officer effective November 20, 2023.

Carried

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



AGENDA
REGULAR MEETING OF COUNCIL
December 11, 2023
7:00 p.m.

ROLL CALL

Mayor: Janet Jabush __,
Deputy Mayor: Sandy Morton __,
Councillors: Anna Greenwood __, Pat Burns __, Esther Sonnenberg __,
Rebecca Wells __,
Staff: CAO Karen St. Martin via Zoom __, A CAO/FM Louise Kormos

AGENDA

Additions/Deletions to Agenda

MINUTES

November 27, 2023 Regular Meeting Minutes
November 29, 2023 Special Meeting Minutes
December 4, 2023 Special Meeting Minutes

**COUNCIL/
COMMITTEE
REPORTS**

1) Council Committee Reports

**STAFF
REPORTS**

1) Staff Reports

**UNFINISHED
BUSINESS**

1) Plan 762 1312, Block 8, Lot 7G – Unsightly Premises Order Appeal

NEW BUSINESS


- 1) Bylaw No. 1189 Borrowing Bylaw for Land Purchase for Future Lagoon Expansion
- 2) 2024 Municipal Law Seminars
- 3) Chief Administrative Officer Employment Opportunity Advertisement (DRAFT)
- 4) Notice of Motion – Number of Councillors
- 5) Add Amounts to Tax Roll – Property Maintenance
- 6) Letter of Inquiry – Recycle Program
- 7) Councillor Resignation
- 8) 2023 Council Evaluation
- 9) Recreation External Grants
- 10) Regular Council Meeting Cancellation
- 11) Vitalization Grant Application
- 12) Reallocation of Funds to Purchase Fire Hydrants

CORRESPONDENCE

1)



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Signed:  Mayor
Janet Jabush

 CAO
Karen St. Martin