

**TOWN OF EATONIA
SPECIAL MEETING MINUTES
WEDNESDAY, MARCH 25, 2020**

Minutes of the special meeting of the Council of the Town of Eatonia held the 25th day of March 2020 via Skype due to the COVID-19 Pandemic in order for the council to abide by provincial guidelines for social distancing and public gatherings.

PRESENT:

Mayor Troy Becker, Deputy Mayor Darren Donald, Annette Palmer, Robert (Sam) Somerville, Fritz Eckstein, Matthew McKinnon, Darcy Scott and Administrator Cheryl Bailey

ABSENT:

None

PUBLIC NOTICE:

As per Section 123 of *The Municipalities Act*, 24 hours notice for this meeting was not given to each council member and to the public. All council members waived the notice in writing with respect to this special meeting before its commencement. The notice will form a part of these minutes.

CALL TO ORDER:

A quorum being present, Mayor Becker called the meeting to order at 7:00 p.m.

AGENDA:

A special meeting was called to discuss the following matters:

1. Utility and Tax Penalties for April, 2020
2. Public Hearing Schedule for April 14, 2020
3. Current Staff Workload

Utility and Tax Penalties for April, 2020:

The council discussed waiving the 2% penalty that is to be charged on utility arrears and the 1% penalty that is to be charged on tax arrears on April 1, 2020. They decided to waive the penalty for utility arrears but not the penalty for tax arrears. The tax arrears owing are for taxes levied in 2019 and earlier. Waiving any future penalties past April 1, 2020 will be discussed at the next council meeting.

1/3/20 **Becker/Eckstein**

That the 2% penalty applied on April 1, 2020 to all outstanding utility balances be waived.

Carried.

Public Hearing Scheduled for April 14, 2020:

Due to the COVID-19 Pandemic, the public hearing to be held on April 14, 2020 to hear any person or group who wishes to comment on the proposed bylaw to amend Zoning Bylaw No. 5/16 will not be able to be open to the public. This public hearing was to be held in conjunction with the town council meeting.

Council discussed notifying the public that the public hearing will be held electronically. The public can submit written comments prior to the hearing by mail, email or drop off the in the mail slot on the southwest corner of the town office. If they wish to join the hearing electronically, they are to contact the town office to be included in the electronic meeting.

Public notice will be posted in the newsletter, website and Facebook that the public hearing and April, 2020 town council meeting will be closed to the public.

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Current Staff Workload:

The amount of work that the office staff currently has was discussed due to the office being closed to the public. The Administrative Assistant and Rec Director are not very busy right now. The Administrative Assistant has given her verbal notice that her last day will be April 17, 2020 which is when she will start her maternity leave.

Council discussed continuing on as is for now until the middle of April when the Administrative Assistant is finished work. Council will address this at the next council meeting if the office is still closed to the public due to the COVID-19 Pandemic.

At the February 19, 2020 a resolution was passed to acknowledge Assistant Town Foreman Dean Aldridge's resignation effective February 28, 2020. Dean had to spend some time in March finishing up some town jobs that he was not able to get done in February.

2/3/20 **Donald/Scott**

That resolution # 27/2/20 passed at the February 19, 2020 council meeting to acknowledge Assistant Town Foreman Dean Aldridge's resignation effective February 28, 2020 be amended to effective March 31, 2020 and that he continue on as casual after March 31, 2020 to be called into work if needed and available.


Carried.

ADJOURNMENT:

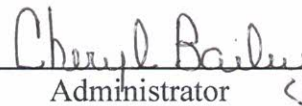
3/3/20 **Donald/Becker**

That this meeting adjourn. (8:09 p.m.)

Carried.



Mayor



Administrator



Mayor



Administrator