

**AGENDA FOR THE REGULAR MEETING OF THE TOWN OF KERROBERT
COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL
OFFICE ON WEDNESDAY, October 24, 2018 AT 6:30 PM**

1.	CALL TO ORDER	
2.	ADDITIONS TO THE AGENDA	
3.	APPROVAL OF MINUTES	
	a. Regular Council Meeting October 10, 2018	1
4.	DELEGATION – 7:00 p.m.	
5.	MANAGEMENT REPORTS	
	a. Administration – October 10, 2018	4
6.	APPROVALS	
	a. List of proposed payments as of October 17, 2018.....	8
	b. Authorization to start proceedings for title	11
	c. Email dated October 16, 2018 from Lonny Darroch - Stars agreement	12
	d. Email dated October 16, 2018 from X-Callber – Enbridge approach request.....	25
	e. Mileage report dated September 30, 2018.....	30
	f. Letter dated October 11, 2018 from Kerrobert Legion Branch #88 – Wreath purchase....	32
	g. Tax Enforcement	32a
	h. Proceed with title acquisitions	32b
	i. Email dated October 23, 2018 from Darrell Corkal – Holdback change, Columbia Ave.....	32c
	j. Email from Terry Dunn dated October 22, 2018 – SWRC Workshop	32d
	k. Kerrobert Sand & Gravel request from Councillor Murphy	n/a
	l. REV Energy taxation – verbal report by Michele Schmidt	n/a
	m. Introduction to Public Works workshop	32e
	n. 13 Ways to Kill Your Community	n/a
7.	COMMITTEE / OUTSIDE BOARDS – REPORTS AND MINUTES	
	a. Recreation board minutes dated October 15, 2018.....	33
	b. PCC board minutes dated September 18, 2018	35
	c. Fairground meeting minutes dated September 26, 2018	38
	d. RCMP policing report for the month of September.....	43
8.	CORRESPONDENCE	
	a. Email dated October 18, 2018 for 13 Ways to Kill Your Community.....	47
9.	BYLAWS	
10.	NEW BUSINESS	
	a. Call for submissions for SUMA convention 2019	48
	b. Call for resolutions for SUMA convention 2019	51
	c. Motion to go into a Closed Meeting, subject to Section 120 of <i>The Municipalities Act</i>	
	i. Local Authority Freedom of Information and Protection of Privacy Part III Sec .18(1)(b)	
11.	ROUND TABLE DISCUSSION	
12.	ADJOURNMENT	

**TOWN OF KERROBERT REGULAR COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS
OF THE TOWN OFFICE ON WEDNESDAY October 10, 2018 AT 6:30 PM**

PRESENT:

Mayor: Wayne Mock
Councillors: Brad Murphy, Del-Marie Kissick (arrived at 7:07 pm), Heather Wack, Brandon Zerr
Staff: Heidi Frank, Administrator; Jason Englot, Utilities Acting Foreman (partial)
Student Councillor:
ABSENT: Terry Dunn, Chad Tetzlaff

CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 6:33 pm.

ADDITIONS TO AGENDA:

MINUTES:

326/2018

Zerr:

That the minutes of the regular meeting of the Council of the Town of Kerrobert held on September 26, 2018 be approved as circulated.

Carried

DELEGATION: None

MANAGEMENT REPORTS:

327/2018

Murphy:

That the Administration report dated September 26, 2018 be accepted as presented by Heidi Frank, Administrator, further that the request to close the office December 24th, 2018 be approved.

Carried

328/2018

Zerr:

That the utilities report dated October 10, 2018 be accepted as presented by Jason Englot, Utilities Acting Foreman.

Carried

APPROVALS:

329/2018

Wack:

That the List of Proposed Payments as of October 3, 2018 in the amount of \$111,668.72 be approved as presented and circulated.

Carried

330/2018

Kissick:

That the Payroll Report for dated September 1 - 28, 2018 in the amount of \$35,571.93 be approved as presented and circulated.

Carried

331/2018

Kissick:

That the Town of Kerrobert Bank Reconciliation for the period ending September 30, 2018 accepted as presented and circulated.

Carried

- 332/2018 Kissick:
That the bank reconciliation for period ending September 30, 2018 be approved as presented and circulated.
Carried
- 333/2018 Kissick:
That the statement of financial activities for the period ending September 30, 2018 be accepted as presented and circulated.
Carried
- 334/2018 Murphy:
That we hereby acknowledge receipt of the Town of Kerrobert 2018 Certificate of Confirmation dated August 23rd, 2018 in the amount of \$125,352,200.00 from Saskatchewan Assessment Management Agency.
Carried
- 335/2018 Murphy:
That the in accordance with Section 274(1) of the Municipalities Act the Council of the Town of Kerrobert hereby approve the 2018 Municipal Tax Concession for the period September 1-30, 2018 be approved as presented and attached to these minutes.
Carried
- 336/2018 Murphy:
That the application to add the Town's name on Lots 13-14 Block 17 and Lots 31-32 Block 17 be approved to proceed.
Carried
- 337/2018 Kissick:
That the email dated September 27, 2018 from Darrell Corkal be received, further that the Sveer invoice for materials testing be approved for \$1102.45 for payment.
Carried
- 338/2018 Zerr:
That the email dated September 25, 2018 from Jim Melville for WWTP progress payment # 11 be denied while the WWTP is under investigation by the insurance companies and further that payment be withheld until resolution by all parties of WWTP malfunctions.
Carried
- 339/2018 Murphy:
That the email dated October 3, 2018 from Anthony Schoenroth regarding SaskTel contribution bill be received and further that the Town of Kerrobert be authorized to enter into the agreement with SaskTel to relocate lines for the Columbia Street project as attached.
Carried
- 340/2018 Kissick:
That the application for a development permit from Jordan & Rebecca Simonson be approved, subject to conforming with Official Community Plan and Zoning Bylaw and all other Town of Kerrobert bylaws.
Carried
- 341/2018 Murphy:

That the Town Urban Highway Policy 2018-2019 not be authorized subject to ongoing meetings with Ministry of Highways regarding highway maintenance and transportation routes.

Carried

342/2018 Kissick:
That the letter from D'Lux Archery dated October 1, 2018 requesting one handicap parking spot and two customer parking spots Monday to Saturday, 9:00 am to 5:30 pm be received and approved.

Carried

343/2018 Murphy:
That the request from Joanne Schell for sidewalk repair to alleviate run off in front of Headquarters Salon be received and further that staff be directed to investigate solutions on Town property.

344/2018 Kissick:
That the application for a demolition permit for 142 Pacific Ave. be approved, subject to conforming with Official Community Plan and Zoning Bylaw and all other Town of Kerrobert bylaws.

Carried

COMMITTEES & OUTSIDE BOARDS: None

CORRESPONDENCE: None

BYLAWS: None

NEW BUSINESS:

345/2018 Murphy:
That Council go into a Closed Meeting, subject to Section 120 of *The Municipalities Act* Local Authority Freedom of Information and Protection of Privacy Part III Sec .14(1)(d); Local Authority Freedom of Information and Protection of Privacy Part III Sec .18(1)(b).

Carried

346/2018 Zerr:
That Council approve the request from Brad Murphy to extend his land lease agreement: NE ¼ 14-34-23-W3rd and SE ¼ 13-34-23-W3rd for \$6100.00 per year until January 2024.

ADJORNMENT:

347/2018 Zerr:
That the meeting adjourn at 9:55 PM.

Carried

Mayor

Administrator

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RESOLUTION TRACKER

from October 10, 2018 Council Meeting

**italics indicates items carried forward*

DATE	RESOLUTION	ASSIGN	COMPLETED	COMMENTS
<i>May 2</i>				
	<i>Sign MoU with communities in bloom</i>	<i>H/B/M ayor</i>		<i>Put on hold until budget time</i>
<i>May 23</i>	<i>Apply to Highways for sign corridor</i>	<i>H</i>	<i>Resolution rescinded</i>	
	<i>Inform Chamber it is appointed as administrators of the sign corridor</i>	<i>H</i>		<i>Waiting for reply on email from CofC</i>
	<i>Amend sewer bylaw to reflect precedence and town pays for street portion of sewer lines.</i>	<i>H</i>		
<i>June 27</i>	<i>Get clarification on SaskTel easement on what the service provides</i>	<i>H</i>	<i>In progress</i>	<i>Have discussed with council</i>
<i>Aug 15</i>	<i>Water and sewer arrears on 219 Atlantic consult with legal for collection of previous owner</i>	<i>H</i>		<i>Send to collections</i>
	<i>Amend zoning bylaw from C2 to Mu for selected properties</i>	<i>H</i>		
	<i>Research alternative security cameras</i>	<i>V</i>	<i>ongoing</i>	
	<i>Consult legal for incentive options for purchases of town property</i>	<i>H</i>	<i>done</i>	<i>Recommend tax incentive</i>
<i>Sept 10</i>				
	<i>WP contract amended to demobilize (change order)</i>	<i>H</i>	<i>In progress</i>	
<i>Sept 26</i>				
	<i>Christmas office closure – skeleton staff</i>	<i>H</i>	<i>done</i>	<i>Dec. 24 - approved</i>
	<i>Refund Jenna Johnson for sewer blockage</i>	<i>A</i>		
	<i>Pursue heritage grants for courthouse and library</i>	<i>V</i>	<i>Ongoing</i>	<i>This will be over time</i>
	<i>Send Marilyn Tobbaccojuice overdue water bill to collections</i>	<i>H&T</i>		
	<i>Let Kinnette club know they can the haunted lantern tour</i>	<i>V</i>	<i>done</i>	
	<i>Send Kyle Forsyth overdue water bill to collections</i>	<i>H&T</i>		
<i>Oct 10</i>	<i>Lots 13 & 31 approved</i>	<i>T</i>		
	<i>Tax concession approved</i>	<i>T</i>		
	<i>Sveer Invoice: \$1102.45 approved</i>	<i>T</i>		
	<i>Progress payment 11 denied</i>	<i>H</i>		
	<i>SaskTel contribution approved</i>	<i>H</i>		
	<i>Simonson development permit</i>	<i>A</i>		
	<i>Urban Highway Policy</i>	<i>H</i>		

	D'Lux Archery handicap parking approved	V	Done	
	Headquarters sidewalk repair	PW		
	Demolition permit 142 Pacific	A		
	Extend Brad Murphy's lease to Jan. 2024	H		

ACTION ITEMS

from October 10, 2018 Council Meetings

**italics indicates items carried forward*

DATE	ACTION	ASSIGN	COMPLETED	COMMENTS
<i>May 2</i>	<i>Do Prairie Moon exemption</i>	<i>HF</i>		
<i>May 23</i>				
	<i>Kerrobot sand and gravel lease, subdivide cost</i>	<i>H & T</i>	<i>ongoing</i>	
	<i>File insurance claim WWTP</i>	<i>H</i>	<i>In progress</i>	<i>filed</i>
	<i>Resolve heating/warranty issues at WWTP.</i>	<i>H & K</i>	<i>In progress</i>	
<i>June 13</i>				
	<i>Where do we put handi-bus?</i>	<i>Council</i>		<i>All summer equip goes in "cold storage"</i>
	<i>can we tender without engineers (apples to oranges)</i>	<i>H</i>		
<i>June 27</i>				
	<i>Herb Matrella's house. Monica started public nuisance – where are we at, and need to continue</i>	<i>H</i>	<i>Ongoing</i>	<i>In tax enforcement process</i>
<i>July 18</i>				
	<i>Discuss with Brian O'neill property clean up for town</i>	<i>H&J</i>		<i>Have discussed, zoning bylaw an issue</i>
	<i>Develop plan on how to use the water tanks that were donated</i>	<i>H&J&K</i>		<i>How do we deal with bill</i>
	<i>Schedule sewer meeting</i>	<i>H&K&J ason</i>		<i>When Kerry returns</i>
	<i>Prairie Moon agreement to figure out what was "promised"</i>	<i>H</i>		<i>With the lawyer</i>
<i>Aug 15</i>				
	<i>How was sewer billing split on 433 columbia</i>	<i>A</i>		<i>Will discuss with Kerry</i>
	<i>How much to set up photo radar, what are ticket returns to ToK, how much do we contribute to physical station</i>	<i>H&T</i>		
	<i>Locate policing agreement and inform council</i>	<i>Kim&H</i>		
	<i>Appoint Heather/Brandon to rec board</i>	<i>B</i>		<i>In October</i>
<i>Sept 26</i>	<i>Internet connection for wireless cameras "mobile data package" at WWTP, Access</i>	<i>V</i>	<i>ongoing</i>	
	<i>Is there an air quality legislation for heat exchange at WWTP</i>	<i>Jason</i>		
	<i>Extension on contribution agreement with SaskTel</i>	<i>H</i>		
	<i>Put Jody Shell on next agenda to Give Council a</i>	<i>H</i>		

DATE	ACTION	ASSIGN	COMPLETED	COMMENTS
	<i>chance to look at it</i>			
	<i>Is there a bylaw that utilities can't be put in renter's name?</i>	H		<i>To be ammended</i>
	<i>Put story In paper about utilities in renters name</i>	H		
	<i>How to declare a house a hazard?</i>	<i>By Law</i>		
	<i>Gravel Columbia</i>	Jerry	Done	<i>Oct. 11/18</i>
	<i>Get PW etc appraised</i>	H		<i>Email sent</i>
	<i>Yellow curb at old office building paint over</i>	Jerry	Done	
	<i>Discuss fence with Brian O'Neill</i>	H/Jerry		
	<i>Turn on big tree with Christmas lights for Dec. 1</i>	Jerry		
	<i>OH&S meeting for October (send public nuisance letters to Brandon)</i>	V		
	<i>Meet with Motel 6 driveway paving and poor drainage</i>	H&Jerry	<i>Discussions In progress</i>	
	<i>Liquor license for art gallery for Dec 1</i>	B		<i>Gallery to arrange for own permit</i>
	<i>"file" email for Kim/By Law</i>	V	<i>In progress</i>	<i>Sent Email to SaskTel</i>
Oct. 10	<i>13 Ways to Kill your Community</i>	H	Done	
	<i>Bakery/Siebens – Potholes filling</i>	H		
	<i>Are there lead pipes under Atlantic?</i>	J		
	<i>Dump snow at the golf course</i>	Jerry		
	<i>Work Order: Grade behind Quinton Murphy's from student parking lot to Bulling.</i>	V	Done	<i>Jerry took copy of Action Items</i>
	<i>Look for backfill procedure policy</i>	K		
	<i>Email student councillor info to Del</i>	H	Done	
	<i>Find info on permission for Simons on Pacific to build the tall fence.</i>	K		
	<i>Work Oder: Mayor Mock's alley needs to be graded and gravelled.</i>	V	Done	<i>Jerry took copy of Action items</i>
	<i>No on PW appraisals</i>	H		
STAFF NOTES:				
	<i>Mortar on courthouse</i>			
	<i>Eaves need fixing</i>			

Report Date
2018-10-17 5:18 PM

TOWN OF KERROBERT
List of Proposed Payments
As of 2018-10-17
Payments due on or before 2018-10-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
BAH001	Bahn's Auto Service & Supply Sept Stmt 2018	Sept Statement	2018-10-31	552.68	552.68
BIC001	Bick's Drugs Sept Stmt	various charges to account	2018-10-31	66.38	66.38
CAN002	Canada Post Corporation Sept stmt-01	Water Analysis Postage	2018-10-31	97.41	97.41
CLE001	Cleartech Industries Inc 759738	drum of hydro acid	2018-10-31	502.56	502.56
DOE001	Doetzel, Leon Tax acct credit	PAD pymts on tax house sold	2018-10-31	360.00	360.00
ENV001	Enviroway Detergent Mfg Inc. 031317	free refill vial	2018-10-31	108.71	108.71
FRANK001	Heidl Frank oct 2018	cell phone subsidy	2018-10-31	35.00	35.00
HEB001	Hebron, Bobbi oct 2018	cell phone subsidy	2018-10-31	35.00	35.00
INF001	Information Services Corp INV0093295	Geo Dis Ctre- updated map	2018-10-31	285.41	285.41
J&J001	J&J Air Conditioning 26719	ice paint	2018-10-31	319.68	319.68
JOH007	Johnson, Kyle 71134182	Gasoline trip meadow lake	2018-10-31	39.96	39.96
JOHN01	Johnson, Jenna oct 2018	cell phone subsidy	2018-10-31	91.83	91.83
KER001	ByLaw 970-11 Kerrobot Backhoe Service 0423	partial cost cover per bylaw 327 SK/damaged service valve	2018-10-31	35.00	126.83
KER060	Kerrobot Shop Easy Sept stmt	Sept Stmt	2018-10-31	240.00	240.00
KER075	Kerrobot Museum echo books-02	Sept Stmt	2018-10-31	971.25	971.25
KIN003	180358-004 Kindersely Chamber of Commerce 14387	sold echos in tower book echoes 1 2 13-Way -seats	2018-10-31	20.00	20.00
KISJ001	14387 Kieslck, Jaira oct 2018	fire hall caretaking	2018-10-31	140.00	140.00
KON002	254222588 Konica Minolta Buen Solutions 9278bw & 395colour		2018-10-31	50.00	50.00
MIT004	Mitchell Entertainment Service Deposit	deposit on xmas entertainment	2018-10-09	147.45	147.45
MUR005	Murlin Electronics AVU 245399	PC Clean up x 2	2018-10-31	1,750.00	1,750.00
PEPS001	Pepsico Canada 58273501	339 pacific ave/ booth drinks	2018-10-31	262.94	262.94
PIO001	Pioneers Haven Co. Inc. 180358-002	driveway cement donation	2018-10-31	556.34	556.34
PRE009	Precision Instrumentation &		2018-10-31	2,000.00	2,000.00

TOWN OF KERROBERT
List of Proposed Payments
As of 2018-10-17
Payments due on or before 2018-10-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
REC003	160437 Receiver General	ice plant repair	2018-10-31	278.30	278.30
SAS020	Rev16596/16590 Saskatchewan Research Council	Garnish Rev Invs	2018-10-31	971.25	971.25
SCH020	1173966 1174274 Schmidt, Michele	Water Analysis Water Analysis	2018-10-31 2018-10-31	27.56 27.56	55.12
SVEE001	oct/2018-01 Sveer Maintenance Ltd	oct mentoring fees	2018-10-31	600.00	600.00
TOW001	6525726ADJ Town Of Kerrobert	Material testing Services	2018-10-31	1,102.45	1,102.45
TOW001	\$2.628 Stamp 10 Town Of Kerrobert	\$2.628M - Stamping Fee #10	2018-10-31	3,828.84	3,828.84
TOW001	\$2.628 Swap #10 Town Of Kerrobert	\$2.628M-Interest Rate Swap 10	2018-10-31	11,309.80	11,309.80
TOW001	\$1.092 Stamp10 Town Of Kerrobert	\$1.092M - Stamping Fee #10	2018-10-31	2,140.45	2,140.45
TOW001	\$1.092 Swap #10 Town Of Kerrobert	\$1.092M-Interest Rate Swap 10	2018-10-31	4,207.93	4,207.93
TOW001	oct 2018 Town Of Kerrobert	Roll #132-Voykin Tax Payment	2018-10-31	126.00	126.00
TOW001	oct 2018-01 Town Of Kerrobert	29of 31 Loan Payments 1001502	2018-10-31	9,065.00	9,065.00
TRI001	180356-025 304 Columbia Av Triod Supply 2011 Ltd.	pool water 304 Columbia Oven Fire	2018-10-31 2018-10-31	8,689.37 837.68	9,527.05
VOL0010	000-119873 000-119741 Vollman, Jerry	complete sheild blades/scraper parts	2018-10-31 2018-10-31	248.31 279.93	528.24
WALPOO1	oct 2018 Walker Projects	cell phone subsidy	2018-10-31	35.00	35.00
WAR003	000000006811 Ward, Kerry	columbia scope change #3	2018-10-31	5,729.17	5,729.17
ZER004	oct2018-03 Zerr, Brandon	cell phone subsidy	2018-10-31	35.00	35.00
	Foullards	deposit on carpet office rm	2018-10-31	500.00	500.00
Other:					
CUE001	CUETS Financial Sept Stmt	(Paid 20181009) small file cabinet/stapler/mis	2018-10-31	575.54	
IMP001	Sept stmt/Mayor Imperial Oil	Wayne's M/C charges	2018-10-31	2,744.58	3,320.12
POU002	Sept/Oc stmt-01 Poulin's Pest Control	Transit Fuel	2018-10-09	523.53	523.53
SAS004	1088712 SaskEnergy	Monthly pest control	2018-10-31	84.21	84.21
SAS007	Sep/2018-09 SaskPower	Aug-Sept/18	2018-10-09	2,238.67	2,238.67
SAS007	Sept Bill SaskPower	Power Bills to Sept 13,2018	2018-10-31	14,012.59	14,012.59
	swimming pool-0	Sept/oct power	2018-10-31	1,000.57	1,000.57

Report Date
2018-10-17 5:18 PM

TOWN OF KERROBERT
List of Proposed Payments
As of 2018-10-17
Payments due on or before 2018-10-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
SAS011	SaskTel Cmr Sept-2018-09	(Paid 20181009) Sept 2018 Cell Phones	2018-10-09	229.90	229.90
SASK001	Sask Provincial Sales Tax Sept 2018-08	(Paid 20181009) Pst Remittance Sept 2018	2018-10-09	89.61	89.61
Total To Be Paid:					58,921.55
Paid Items:					0.00
Manual Cheques and Other:					21,499.20
Grand Total for AP:					80,420.75

SUMMARY

	Number	Amount
Cheques:	39	58,921.55
EFT's:	0	0.00
Total Proposed Payments:	39	58,921.55

Next step – Proceeding to Request Title:

1. Council passes a resolution to authorize proceedings to request title to a parcel of land.

Six months after the tax lien has been registered the council may authorize the treasurer, by resolution, to start proceedings for title. Council now has discretionary authority to delay authorization of proceedings until such time as council deems it appropriate to begin.

That we hereby authorize the Administrator to proceed under The Tax Enforcement Act regarding the following property:

**Roll No. 1074; Lot 8 – 10, Block 22, Plan G162; 135 Atlantic Avenue
Roll No. 36; Lots 29 – 32, Block 3, Plan G64; 304 Atlantic Avenue
Roll No. 40.1; Lot 41 – 43, Block 3, Plan G64; 326 Atlantic Avenue
Roll No. 40; Lot 44 – 46, Block 3, Plan G4; 328 Atlantic Avenue
Roll No. 41; Lot 1 – 2, Block 4, Plan G64; 3 McInnis Street
Roll No. 193; Lot 5 – 6, Block 17, Plan G64; 539 Saskatchewan Avenue
Roll No. 196; Lot 11 – 12, Block 17, Plan G64; 527 Saskatchewan Avenue
Roll No. 408; Lot 1 – 2, Block 32, Plan G162; 647 Manitoba Avenue
Roll No. 434; Lot 17 – 18, Block 33, Plan G162; 613 Pacific Avenue
Roll No. 447; Lot 1 – 5, Block 72, Plan G162; 648 Manitoba Avenue
Roll No. 495; Lot 16 – 25 & 41, Block 38, Plan G162; 211 McPherson
Roll No. 1046; Lot 1 – 5, Block 72, Plan 101837583; Industrial Park (Man Camp)
Roll No. 66; Lot 1 – 4 & 47 – 52, Block 6, Plan G64; 107 Bosworth Street
Roll No. 214, Lot 21 – 23, Block 18, Plan G64; 428 Alberta Avenue
Roll No. 371, Lot 25 – 26, Block 29, Plan G162; 434 Columbia Avenue**

Once we have the motion from council to proceed – we will need to issue the six (6) month notice for each property.

Administrator Town of Kerrobert

From: Lonny Darroch <lonny.darroch@lskysd.ca>
Sent: Tuesday, October 16, 2018 3:57 PM
To: Administrator Town of Kerrobert
Cc: Wayne Mock; Quinton ST.Pierre,
Subject: FW: Kerrobert STARS
Attachments: Agreement for Sale-Board of Education and Town of Kerrobert-Changes Highlighted.docx; Draft Sale Agreement-Town of Kerrobert-2018-10-16.pdf

Importance: High

Good afternoon,

Attached are the revised agreement and document highlighting the changes. Thanks for your patience!

Lonny R. Darroch, B.A, B. Comm
Chief Financial Officer
Living Sky School Division No. 202
509 Pioneer Avenue
North Battelford, SK S9A 4A5
Phone: 306-937-7702 Fax: 306-937-7721
Email: lonny.darroch@lskysd.ca

From: Jeff Baldwin <jeff@dbf-law.ca>
Sent: Tuesday, October 16, 2018 3:19 PM
To: Lonny Darroch <lonny.darroch@lskysd.ca>
Subject: Kerrobert STARS

Hi Lonny,

Please find attached a clean copy of the Agreement with the changes we discussed. I suggest also sending them the more recent colour coded version so they can easily see the changes we made. The only other change is in paragraph 13 where we removed "as best as possible" for the land reclamation when it is returned to us.

Regards,
Jeff Baldwin



Dennis Baldwin Friedman Frank
Barristers & Solicitors

#201-1291-102nd Street (Box 905)
North Battelford, SK S9A 2Z3
P 306-445-6177
F 306-445-7376
E jeff@dbf-law.ca

AGREEMENT FOR SALE AND RESTRICTIVE COVENANT

Between:

**The Board of Education of the Living Sky School Division No. 202 of Saskatchewan,
(hereinafter referred to as "the Board")**

- and -

**The Town of Kerrobert, Saskatchewan,
(hereinafter referred to as "the Town")**

WHEREAS the Board is the legal and beneficial owner of a school located on properties in the Town of Kerrobert, Saskatchewan, legally described as Blk/Par Y Plan 101937089 in SE 13-34-23-3 and SW 13-34-23-3 (the "Kerrobert School Site");

WHEREAS the Town seeks to purchase a part of the Kerrobert School Site to be subdivided as shown in the attached Proposed Plan of Subdivision and marked as Schedule 1 and identified thereon in red as "YY" (hereinafter referred to as "Parcel YY") for the purposes of facilitating air ambulance operations by the Shock Trauma Air Rescue Service ("STARS") air ambulance in close proximity to the Kerrobert Health Care Facility;

AND WHEREAS the Board is authorized to sell Parcel YY by entering into an agreement with the Town for the purposes of facilitating community planning pursuant to section 347(4.1)(a) of *The Education Act, 1995*;

NOW THEREFORE in consideration of the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties covenant as follows:

1. The consideration for this Agreement is \$1.00 paid upon execution of this Agreement the receipt of which is hereby acknowledged by the Board and other good and valuable consideration for the sale by the Board to the Town of Parcel YY. ~~In addition, the Town agrees that the Board's remaining lands on Blk/Par Y Plan 101937089 in SE 13-34-23-3 and SW 13-34-23-3 shall hereafter be exempt from any and all municipal taxes, including but not limited to Local Improvement Assessments, Special Taxes, and Property Taxes.~~
2. The sale of this land to the Town is subject to the following conditions precedent of the Town providing to the Board by _____, 2018 written approvals for the Town to use Parcel YY for air ambulance service:
 - a) Authorization from the Department of Transportation for Canada ("Transport Canada") approving the site for helicopter ambulance operations;
 - b) Approval from STARS;
 - c) Approval from the Saskatchewan Department of Health;

d) Approval from any other governmental authority required to operate a heliport;

and confirming that in the opinion of the authors in paragraph 2. a), b), c) and d) that the safety features required for the site shall be sufficient to protect all students, staff or others having business with the school located on the Board's land, and including all public who attend any school function, and furthermore any public using the recreational facilities on the Board's property, whether in conjunction with a school activity or not.

3. The sale of this land to the Town is subject to the following conditions precedent being completed to the satisfaction of the Board by December 1, 2019, unless waived by the Board in writing, at its sole discretion:
 - a) The Town, at its expense, obtaining an approved plan of subdivision for Parcel YY in registerable form.
 - b) The Board obtaining written approval of its insurer to provide continued insurance coverage of the Kerrobert School site as per its current terms.
 - c) The Board obtaining written approval from the Department of Education for Saskatchewan for the Board to sell the Parcel to the Town for the intended use listed herein.
4. The date of possession of Parcel YY by the Town shall be 1:00 p.m. ~~_____~~, 2018, the date in which title to Parcel YY transfers to the Town and only after all conditions have been met as specified in paragraphs 2 and 3 unless waived in writing by the Board. Adjustment of all taxes, insurance, utilities, expenses, rents and other incoming and outgoing levied against all of the lands shall be as of the date of possession.
5. This sale shall include only Parcel YY. It is understood that the Town has inspected Parcel YY to its satisfaction. The Board makes no representations whatsoever as to the condition of Parcel YY and is not aware of any concealed or hidden defects to the Parcel. Any hidden defects or hazards shall become the sole responsibility of the Town, and therefore the Town agrees that this Parcel is being transferred to it in its "as is" condition and can and will be operated safely for all persons using the school site.
6. The parties agree that:
 - a) The Town shall be solely and exclusively responsible for all costs associated with site development, upkeep and maintenance of Parcel YY including obtaining any approvals required and implementing all safety features as hereinafter provided;
 - b) The Town shall erect and maintain security fencing as stipulated by Transport Canada on the property lines of Parcel YY at the Town's expense that will separate Parcel YY from the remaining Kerrobert School Site.
 - c) Between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday inclusive, and at any other time that the Board notifies the Town that there will be a school function outside the set hours, the Town shall provide the Principal or Vice-Principal of the

Kerrobot School with ~~60 minutes advance notice~~ with as much advance notice as possible once stars has been dispatched by telephone, if STARS will be landing on or taking off from Parcel YY. If the Principal or Vice-Principal cannot be reached by that telephone call, then the Town shall send a text message to a number designated by the Board. At all other times the Town shall make its best efforts to notify the Principal or Vice-Principal of the Kerrobot School with 60 minutes advance notice that STARS will be landing on, or taking off from Parcel YY using the same method(s) listed above.

- d) The Town will ensure that four adults from the Kerrobot Fire Department and/or members of the Kerrobot Ambulance Service, which shall include a landing zone officer trained and certified by STARS, will supply safety watch on the Kerrobot School Site adjacent to Parcel YY beginning at least 60 15 minutes prior to, during and immediately after STARS will be taking off or landing on Parcel YY. The Town will ensure that it will take all reasonable steps to ensure that all users of the school grounds on Kerrobot School Site are kept ~~at a safe distance from~~ off Parcel YY. ~~The Board may take whatever additional steps are needed in their opinion to keep users of Board property away from Site YY during landing, loading and takeoff operations.~~
 - e) The Town agrees that at all times Parcel YY shall be kept free of any loose impediments or debris and to shield moveable objects stored on the Parcel so as to prevent flying debris, objects or particles during helicopter operations.
 - f) The Town will maintain signage along the property lines shared with the Kerrobot School Site warning the public to not approach Parcel YY during helicopter operations.
 - ~~g) The Town will use spot lights sufficient to illuminate the site during helicopter operations.~~
 - h) The Town will implement all safety procedures required or suggested by any of the authorities listed in 2 a), b), c), ~~d)~~, 3 b) and c).
 - i) The Town agrees to consult with the Board as may be reasonably practicable with respect to the development and usage of subdivision YY and to allow the Board access at all reasonable times to inspect the site for compliance with the Town's covenants.
7. The Board warrants that it is the lawful owner of Parcel YY and that it is sold free of liens and encumbrances.
 8. The Town agrees to pay to the Board any additional insurance premiums incurred by the Board resulting from the Town using *Parcel YY* for occasional emergency helicopter operations.
 9. The Town further agrees that its intended use of Parcel YY may create a hazard to users of the Kerrobot School Site and in particular agrees that at all times compliance with all safety covenants in this agreement is paramount for ensuring the safety of children and other users,

whether during school hours or after-school hours, and that it is incumbent upon the Town to follow all of its covenants in this agreement and all conditions imposed or recommended by any regulatory body listed in paragraphs 2 and 3. The Town further agrees that it shall hereby, release, remise, waive and forever discharge the Board, its Directors, officers, members, employees, volunteers and assigns of and from any and all claims, actions, causes of actions and demands arising from the condition, fitness for purpose, use or otherwise of Parcel YY, and further agrees to hereby indemnify and hold harmless the Board, its Directors, officers, members, employees, volunteers, and assigns from any and all actions or claims or costs brought against the Board, its Directors, officers, members, employees, volunteers, and assigns as a result of or in respect of the condition, fitness for purpose, or activities occurring upon or otherwise of Parcel YY and whether such injury occurs on the Kerrobert School Site adjacent to Parcel YY, and the Town shall also reimburse the Board for any legal costs included in defending against such claims, to be paid within 30 days of notice to the Town.

10. The Town shall at its expense:

- a) Acquire and maintain Commercial General Liability and Aviation Premises Liability insurance coverage in the amount no less than \$5,000,000.00 per occurrence, including an endorsement evidencing Additional Insured status and 30 Days Notice of Cancellation by the insurer to indemnify and hold harmless the Board, its Directors, officers, members, employees, volunteers and assigns. The Town shall provide to the Board evidence of such insurance with a Certificate of Insurance at any time requested by the Board; and
- b) Obtain the written commitment from Shock Trauma Air Rescue Service (STARS) to acquire and maintain Commercial General Liability and Aviation Premises Liability insurance coverage in the amount no less than \$5,000,000.00 per occurrence including Additional Insured status and 30 Days Notice of Cancellation for the Town and the Board.

11. Subject to paragraphs 13 and 14, the Town further agrees it shall not assign, transfer or lease Parcel YY to any third party.

12. The Town covenants and agrees with the Board that its use of Parcel YY for helicopter operations shall only be used for STARS Air Ambulance and only for transporting patients to and from the Kerrobert Hospital and for no other purpose, except that it may be used for training of its first responders. The Town agrees the Board may register this restrictive covenant against title to Parcel YY.

~~13. In consideration of the premises and of the sum of \$1.00 paid by the Board to the Town, the receipt of which is hereby acknowledged, the Town hereby grants to the Board the exclusive right and option of purchasing Parcel YY upon the terms and conditions hereinafter set forth. It is understood and agreed that this option is to be exercised upon the following terms and conditions:~~

- ~~a) This option may be exercised on or before January 1, 2030 at 12:00 o'clock noon or at any time prior to that date and time, and all rights and privileges hereunder will expire as of that date and time.~~
- ~~b) This option is to be exercised by the Board giving to the Town a written notice on or before the date in subparagraph (a) hereof, signed by the Board to be delivered within the times set forth herein for the exercise of this option.~~
- ~~c) The total purchase price of the lands and premises shall be \$2.00 less the sum of \$1.00 paid for the option as described herein, and with any adjustments for taxes, incomings, and outgoings on the first day of the month next following the date of exercising the option.~~
- ~~d) Upon exercise of the within option, this agreement shall be a binding contract of purchase and sale of Parcel YY and the Town shall deliver to the Board a registrable transfer of title of Parcel YY within 30 days of the date of the Board exercising the option sufficient to transfer title to the Board. The Town warrants the title to the land and premises will be free and clear of all encumbrances and the Board will have the right to vacant possession of subdivision YY within 30 days of the Board exercising the within option. The Town further agrees that within 30 days of receiving notice to exercise this option it shall, at its expense, restore the land to the same condition as it was in, as near as possible, prior to the date of this agreement.~~
14. The Town agrees that in the event that the Board does not exercise the option as set forth in paragraph 13, from the date after which the option can no longer be exercised then if the Town decides to sell or otherwise transfer Parcel YY to any other party, it shall first give to the Board 30 days notice of its intention to do so specifying the terms of the offer. If the Board does not accept the offer on the terms as specified in the Notice then the Town may sell or otherwise transfer the property but only on the same terms and conditions as in the Notice of the offer to the Board.
15. Should the Town decide that it will no longer need Parcel YY as a helicopter landing site, the Town shall restore the property as best as possible to its original condition and transfer clear title back to the Board, or to the Board's successor in title, all at the Town's expense.
16. The Town agrees that the Board may register this agreement against the title to Parcel YY upon the title transferring to the Town to protect the Board's rights under this agreement. ~~the restrictive covenant granted herein, the Board's option to purchase as granted herein and the Board's right of first refusal as granted herein.~~
17. The parties shall execute any other documentation required in order to carry out the terms of this agreement.
18. This agreement shall be binding upon the parties and their respective successors and assigns.
19. Time shall be of the essence of this agreement.
20. This agreement may only be amended in writing and executed by both parties.

Signed and sealed by its proper signing officers this _____ day of _____, 2018.

Board of Education of the Living Sky School Division No. 202 of Saskatchewan

Per: _____

SEAL

Per: _____

Signed and sealed by its proper signing officers this _____ day of _____, 2018.

Town of Kerrobert

Per: _____

SEAL

Per: _____

AGREEMENT FOR SALE AND RESTRICTIVE COVENANT

Between:

**The Board of Education of the Living Sky School Division No. 202 of Saskatchewan,
(hereinafter referred to as "the Board")**

- and -

**The Town of Kerrobert, Saskatchewan,
(hereinafter referred to as "the Town")**

WHEREAS the Board is the legal and beneficial owner of a school located on properties in the Town of Kerrobert, Saskatchewan, legally described as Blk/Par Y Plan 101937089 in SE 13-34-23-3 and SW 13-34-23-3 (the "Kerrobert School Site");

WHEREAS the Town seeks to purchase a part of the Kerrobert School Site to be subdivided as shown in the attached Proposed Plan of Subdivision and marked as Schedule 1 and identified thereon in red as "YY" (hereinafter referred to as "Parcel YY") for the purposes of facilitating air ambulance operations by the Shock Trauma Air Rescue Service ("STARS") air ambulance in close proximity to the Kerrobert Health Care Facility;

AND WHEREAS the Board is authorized to sell Parcel YY by entering into an agreement with the Town for the purposes of facilitating community planning pursuant to section 347(4.1)(a) of *The Education Act, 1995*;

NOW THEREFORE in consideration of the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties covenant as follows:

1. The consideration for this Agreement is \$1.00 paid upon execution of this Agreement the receipt of which is hereby acknowledged by the Board and other good and valuable consideration for the sale by the Board to the Town of Parcel YY.
2. The sale of this land to the Town is subject to the following conditions precedent of the Town providing to the Board by December 1, 2019, or sooner as agreed upon, written approvals for the Town to use Parcel YY for air ambulance service:
 - a) Authorization from the Department of Transportation for Canada ("Transport Canada") approving the site for helicopter ambulance operations;
 - b) Approval from STARS;
 - c) Approval from the Saskatchewan Department of Health;
 - d) Approval from any other governmental authority required to operate a heliport;

and confirming that in the opinion of the authors in paragraph 2. a), b), c) and d) that the safety features required for the site shall be sufficient to protect all students, staff or others having business with the school located on the Board's land, and including all public who attend any school function, and furthermore any public using the recreational facilities on the Board's property, whether in conjunction with a school activity or not.

3. The sale of this land to the Town is subject to the following conditions precedent being completed to the satisfaction of the Board by December 1, 2019, or sooner as agreed upon, unless waived by the Board in writing, at its sole discretion:
 - a) The Town, at its expense, obtaining an approved plan of subdivision for Parcel YY in registerable form.
 - b) The Board obtaining written approval of its insurer to provide continued insurance coverage of the Kerrobert School site as per its current terms.
 - c) The Board obtaining written approval from the Department of Education for Saskatchewan for the Board to sell the Parcel to the Town for the intended use listed herein.
4. The date of possession of Parcel YY by the Town shall be the date in which title to Parcel YY transfers to the Town and only after all conditions have been met as specified in paragraphs 2 and 3 unless waived in writing by the Board. Adjustment of all taxes, insurance, utilities, expenses, rents and other incoming and outgoing levied against all of the lands shall be as of the date of possession.
5. This sale shall include only Parcel YY. It is understood that the Town has inspected Parcel YY to its satisfaction. The Board makes no representations whatsoever as to the condition of Parcel YY and is not aware of any concealed or hidden defects to the Parcel. Any hidden defects or hazards shall become the sole responsibility of the Town, and therefore the Town agrees that this Parcel is being transferred to it in its "as is" condition and can and will be operated safely for all persons using the school site.
6. The parties agree that:
 - a) The Town shall be solely and exclusively responsible for all costs associated with site development, upkeep and maintenance of Parcel YY including obtaining any approvals required and implementing all safety features as hereinafter provided;
 - b) The Town shall erect and maintain security fencing as stipulated by Transport Canada on the property lines of Parcel YY at the Town's expense that will separate Parcel YY from the remaining Kerrobert School Site.
 - c) Between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday inclusive, and at any other time that the Board notifies the Town that there will be a school function outside the set hours, the Town shall provide the Principal or Vice-Principal of the Kerrobert School with as much advance notice as possible once stars has been dispatched by telephone, if STARS will be landing on or taking off from Parcel YY. If

the Principal or Vice-Principal cannot be reached by that telephone call, then the Town shall send a text message to a number designated by the Board. At all other times the Town shall make its best efforts to notify the Principal or Vice-Principal of the Kerrobert School with 60 minutes advance notice that STARS will be landing on, or taking off from Parcel YY using the same method(s) listed above.

- d) The Town will ensure that four adults from the Kerrobert Fire Department and/or members of the Kerrobert Ambulance Service, which shall include a landing zone officer trained and certified by STARS, will supply safety watch on the Kerrobert School Site adjacent to Parcel YY beginning at least 15 minutes prior to, during and immediately after STARS will be taking off or landing on Parcel YY. The Town will ensure that it will take all reasonable steps to ensure that all users of the school grounds on Kerrobert School Site are kept off Parcel YY.
 - e) The Town agrees that at all times Parcel YY shall be kept free of any loose impediments or debris and to shield moveable objects stored on the Parcel so as to prevent flying debris, objects or particles during helicopter operations.
 - f) The Town will maintain signage along the property lines shared with the Kerrobert School Site warning the public to not approach Parcel YY during helicopter operations.
 - g) The Town will implement all safety procedures required or suggested by any of the authorities listed in 2 a), b), c), d), 3 b) and c).
 - h) The Town agrees to consult with the Board as may be reasonably practicable with respect to the development and usage of subdivision YY and to allow the Board access at all reasonable times to inspect the site for compliance with the Town's covenants.
7. The Board warrants that it is the lawful owner of Parcel YY and that it is sold free of liens and encumbrances.
 8. The Town agrees to pay to the Board any additional insurance premiums incurred by the Board resulting from the Town using Parcel YY for occasional emergency helicopter operations.
 9. The Town further agrees that its intended use of Parcel YY may create a hazard to users of the Kerrobert School Site and in particular agrees that at all times compliance with all safety covenants in this agreement is paramount for ensuring the safety of children and other users, whether during school hours or after-school hours, and that it is incumbent upon the Town to follow all of its covenants in this agreement and all conditions imposed or recommended by any regulatory body listed in paragraphs 2 and 3. The Town further agrees that it shall hereby, release, remise, waive and forever discharge the Board, its Directors, officers, members, employees, volunteers and assigns of and from any and all claims, actions, causes of actions and demands arising from the condition, fitness for purpose, use or otherwise of Parcel YY, and further agrees to hereby indemnify and hold harmless the Board, its Directors, officers, members, employees, volunteers, and assigns from any and all actions or claims or costs brought against the Board, its Directors, officers, members, employees, volunteers, and assigns as a result of or in respect of the condition, fitness for purpose, or activities occurring

upon or otherwise of Parcel YY and whether such injury occurs on the Kerrobert School Site adjacent to Parcel YY, and the Town shall also reimburse the Board for any legal costs included in defending against such claims, to be paid within 30 days of notice to the Town.

10. The Town shall at its expense:
- a) Acquire and maintain Commercial General Liability and Aviation Premises Liability insurance coverage in the amount no less than \$5,000,000.00 per occurrence, including an endorsement evidencing Additional Insured status and 30 Days Notice of Cancellation by the insurer to indemnify and hold harmless the Board, its Directors, officers, members, employees, volunteers and assigns. The Town shall provide to the Board evidence of such insurance with a Certificate of Insurance at any time requested by the Board; and
 - b) Obtain the written commitment from Shock Trauma Air Rescue Service (STARS) to acquire and maintain Commercial General Liability and Aviation Premises Liability insurance coverage in the amount no less than \$5,000,000.00 per occurrence including Additional Insured status and 30 Days Notice of Cancellation for the Town and the Board.
11. Subject to paragraphs 13 and 14, the Town further agrees it shall not assign, transfer or lease Parcel YY to any third party.
12. The Town covenants and agrees with the Board that its use of Parcel YY for helicopter operations shall only be used for STARS Air Ambulance and only for transporting patients to and from the Kerrobert Hospital and for no other purpose, except that it may be used for training of its first responders. The Town agrees the Board may register this restrictive covenant against title to Parcel YY.
13. Should the Town decide that it will no longer need Parcel YY as a helicopter landing site, the Town shall restore the property to its original condition and transfer clear title back to the Board, or to the Board's successor in title, all at the Town's expense.
14. The Town agrees that the Board may register this agreement against the title to Parcel YY upon the title transferring to the Town to protect the Board's rights under this agreement. The parties shall execute any other documentation required in order to carry out the terms of this agreement.
15. This agreement shall be binding upon the parties and their respective successors and assigns.
16. Time shall be of the essence of this agreement.
17. This agreement may only be amended in writing and executed by both parties.

Signed and sealed by its proper signing officers this _____ day of _____, 2018.

Board of Education of the Living Sky School Division No. 202 of Saskatchewan

Per: _____

SEAL

Per: _____

Signed and sealed by its proper signing officers this _____ day of _____, 2018.

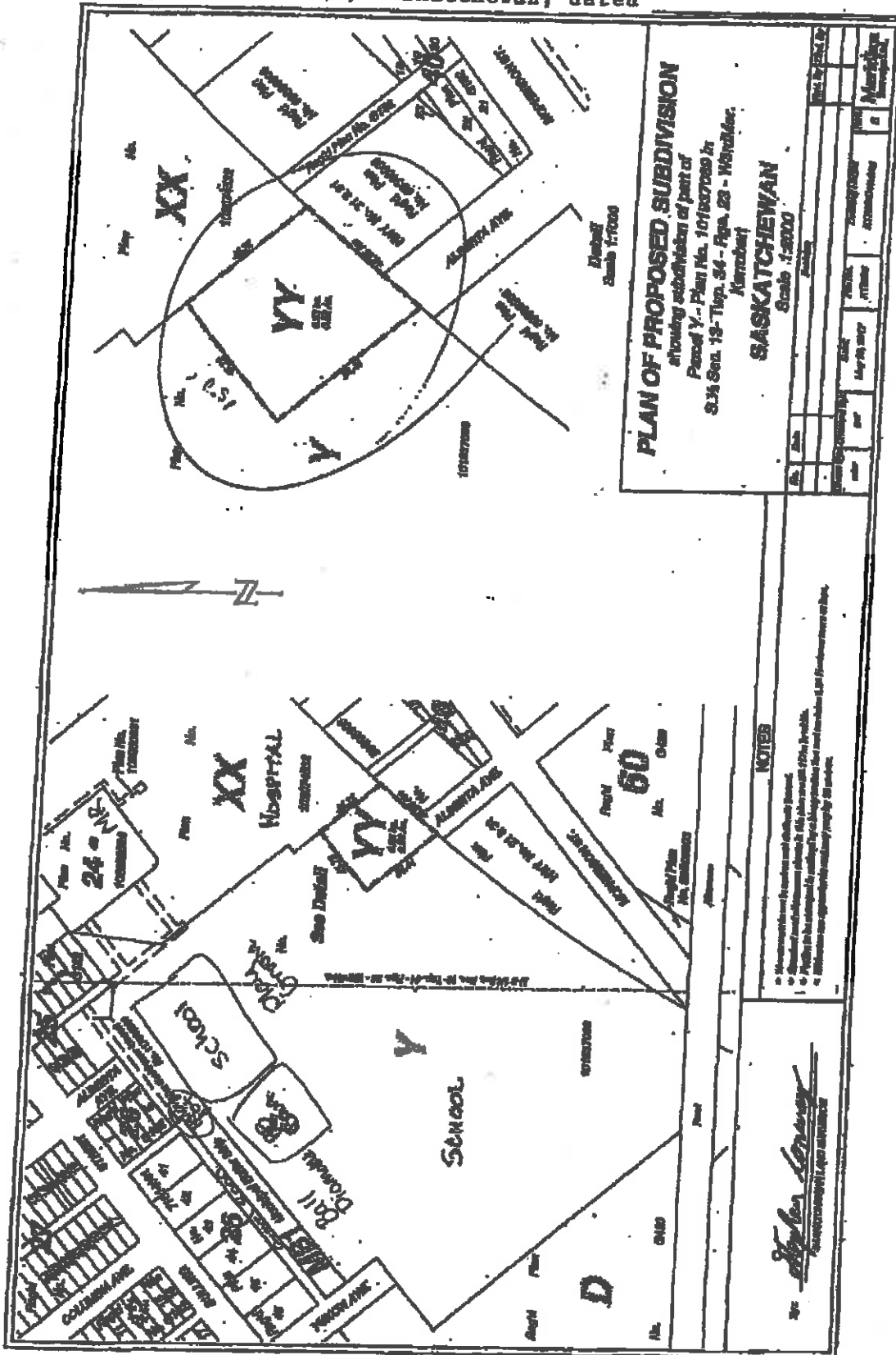
Town of Kerrobert

Per: _____

SEAL

Per: _____

Attached as Schedule 1 to the Agreement For Sale between The Board of Education of the Living Sky School Division No. 202 of Saskatchewan and The Town of Kerrobert, Saskatchewan, dated 2018.



Administrator Town of Kerrobert

From: Shannon Madden <SMadden@X-calibur.ca>
Sent: Tuesday, October 16, 2018 10:25 AM
To: Administrator Town of Kerrobert
Subject: Enbridge Pipelines Inc. - Integrity - Town of Kerrobert AP Request - NE-12-34-23-W3M
Attachments: Town of Kerrobert AP Request - NE-12-34-23-W3M.PDF

Good Morning Agreement Administrators,

Please see the attached **Approach Request** sent on behalf of **Enbridge Pipelines Inc.** for your review. Enbridge is proposing:

Legal Description	Disposition #	Application Type	Description/Comments
NE-12-34-23-W3M	Snell Road	APPROACH	Requesting to create a Temporary Approach on the East side

Enbridge would like to start this project as soon as all agreements are received. Due to the timing of this dig, in order to expedite matters, if at all possible, please forward your agreement(s) via email to smadden@x-calibur.ca or lquinta@x-calibur.ca, and forward original by mail to the address provided in the letterhead on the attached if an original is required.

Note: If the requested location is not clearly marked on the attached map please advise and I will send you a scanned version as some companies do not have the compatible version of Adobe in order to view.

If you have any questions please do not hesitate to contact me anytime.

Cheers and have a great day!
Shannon



Shannon Madden
Surface Land Administrator
Office: 403-844-8662
Direct: 403-418-7327
Fax: 403-844-8663
Toll Free: 1-866-877-4567
smadden@X-calibur.ca

This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email. Please notify the sender immediately by email if you have received this email by mistake and delete this email from your system. Email transmission cannot be guaranteed to be secure or error-free, as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender, therefore, does not accept liability for any errors or omissions in the contents of this message which arise as a result of email transmission. If verification is required, please request a hard-copy version.



Box 1567 P: 403-871-1011
Rocky Mtn. House, Alberta T4T 1B6 F: 403-871-1015
E-mail: lquintal@x-calibur.ca
E-mail: smadden@x-calibur.ca

October 16, 2018

VIA EMAIL: kerrobert.admin@sasktel.net
File Number: ENBRIDGE INVESTIGATIVE DIGS

TOWN OF KERROBERT
Box 668
433 Manitoba Avenue
Kerrobert, Saskatchewan S0L 1R0

ATTENTION: Agreement Administrators

RE: ENBRIDGE PIPELINES INC.
ENBRIDGE INVESTIGATIVE DIGS
Third Party Request: APPROACH

On behalf of our client, ENBRIDGE PIPELINES INC., we hereby request your consent for the proposed APPROACH, as identified on the attached crossing request schedule, and on the attached plan(s).

Kindly note the following:

- Pipelines operate under the jurisdiction of the National Energy Board (NEB)
- Work on the proposed project is scheduled to commence ASAP and will span over a period of 2 years (THIS WILL INCLUDE CERTAIN RECLAMATION) It therefore would be greatly appreciated if you would issue your agreement(s) for two years to cover the entire term in order to avoid agreement expirations and the need for additional paperwork during imminent reclamation.
- Please ensure clauses defining mirror liability and indemnity for both Grantor and Grantee are contained within the agreement where Encroachments are involved
- Equipment List is attached for your reference
- Scope of Work is attached for your reference
- The Enbridge Field Representative is:

Jamie Mowbray
Phone: (780) 888-5259
Email: Jamie.mowbray@enbridge.com

If you have no objections to this request, kindly issue your agreement(s)/consent(s) in the name of:

ENBRIDGE PIPELINES INC.
10175 101 St NW
Edmonton, AB T5J 0H3

Attention: Tyler Sewlal
Phone: (780) 508-6763
Email: Tyler.Sewlal@enbridge.com

Please forward your agreement(s)/consent(s) to the undersigned at your earliest convenience. Should you require any additional information to expedite this agreement, please do not hesitate to contact me.

Sincerely,

SHANNON MADDEN
on behalf of ENBRIDGE PIPELINES INC.
Project Land Administrator
Enclosure(s)

CROSSING REQUEST SCHEDULE

**ENBRIDGE PIPELINES INC.
ENBRIDGE INVESTIGATIVE DIGS**

TOWN OF KERROBERT

Legal Description	Disposition #	Application Type	Description/Comments
NE-12-34-23-W3M	Snell Road	APPROACH	Requesting to create a Temporary Approach on the East side

PROJECT INFORMATION

**ENBRIDGE PIPELINES INC.
ENBRIDGE INVESTIGATIVE DIGS**

SCOPE OF WORK:

ENBRIDGE PIPELINES INC. has conducted their annual investigative program for their pipeline system. After analysis of their results they will be proceeding to investigate the possible anomalies.

In order to verify these points, Enbridge will be excavating and exposing one or more pipelines at the above noted locations.

PROCEDURE:

1. Survey and Mark Location (Pre-Ground Disturbance)
2. Excavate to expose the pipeline
3. Abrasive Blasting (Enbridge will use all reasonable efforts to protect site personnel and collect spent media). Product name: Green Diamond
4. NDE testing
5. Maintenance of site as necessary
6. Recoat pipe
7. Backfill and reclamation

Please Note: ENBRIDGE PIPELINES INC. proposes to use rig mats/swamp mats to cross your facility to eliminate soil ramps while still protecting the buried facility as required.

EQUIPMENT:

- XLS200 tracked Gradall or Excavator, or similar equipment
- Hydrovac Unit
- 1/2, 3/4, 1, and 3 ton trucks for welding, sand blast and coating.
- Small reclamation and snow clearing equipment

SCHEDULE:

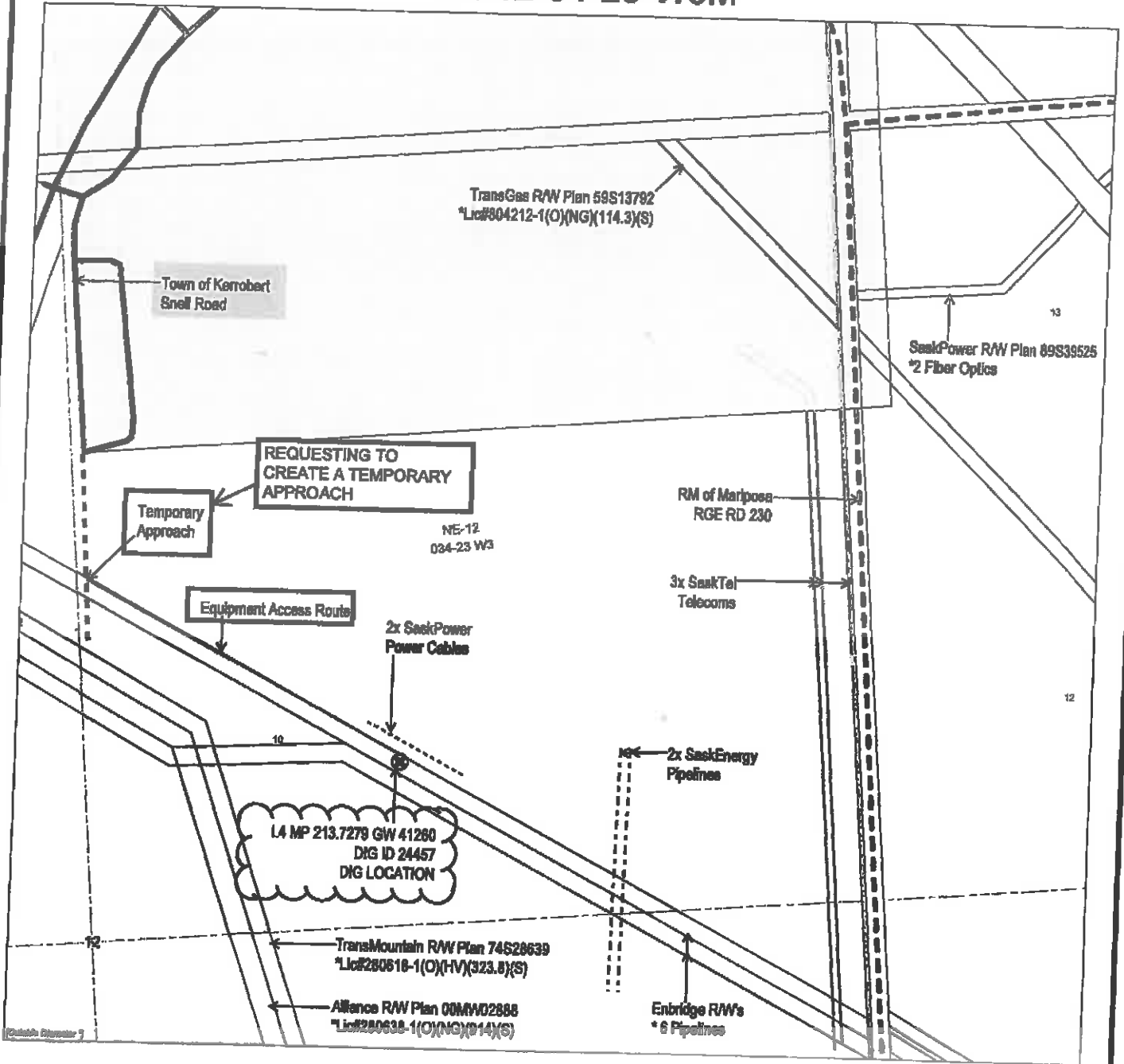
Enbridge's integrity program will continue through 2019. Enbridge would like to create access as soon as possible. Therefore due to the timing of this dig, in order to expedite matters, if at all possible, please forward your agreement(s) via email to lquintal@x-calibur.ca or smadden@x-calibur.ca, and forward the original by mail to the address or fax number provided on the letterhead IF REQUIRED BY YOUR OFFICE AS WE DO NOT REQUIRE ORIGINALS. Also please make your agreement for two years from date of issue, to ensure reclamation can be completed later this year or next. Your earliest response is greatly appreciated.

In accordance with Provincial Pipeline Regulations, the Provincial One Call Centre will also be notified prior to the work commencing.

KEY PERSONNEL:

Lindsay Quintal	Project Land Coordinator	403-871-1011 or 403-418-9140
Shannon Madden	Project Land Administrator	403-418-7327
Jason Neufeld	SK/AB Construction Manager	306-834-7300
Jamie Mowbray	SK/AB Construction Manager	780-888-5259
Gerald Mitchell	MB Construction Manager	780-674-0185
Jay Quintal	Project Ground Disturbance Coordinator	403-846-1855
Trevor Gray	Project Ground Disturbance Coordinator	403-871-1011 ext. 218
Tyson Callicott	Senior Lands & Right of Way Specialist	780-508-6725

NE-12-34-23-W3M



**REQUESTING TO
CREATE A TEMPORARY
APPROACH**

Temporary
Approach

Equipment Access Route

LA MP 213.7279 GW 41260
DIG ID 24457
DIG LOCATION

TransMountain RAW Plan 74S28639
Lic#280618-1(O)(HV)(323.8)(S)

Alliance RAW Plan 00MWD2888
Lic#280638-1(O)(NG)(914)(S)

TransGas RAW Plan 59S13792
Lic#804212-1(O)(NG)(114.3)(S)

SaskPower RAW Plan 89S39525
2 Fiber Optics

RM of Mariposa
RGE RD 230

3x SaskTel
Telecoms

2x SaskPower
Power Cables

2x SaskEnergy
Pipelines

Enbridge RAWs
* 6 Pipelines

Wellheads

- Abandoned Wellhead
- ◻ Suspended Gas Wellhead
- ◻ Suspended Oil Wellhead
- ⊕ Flowing Gas Wellhead
- ⊕ Location Wellhead
- ⊕ Flowing Oil Wellhead
- ⊕ Miscellaneous Wellhead
- ⊕ Water Wellhead
- ✓ Well Downhole Location
- ⊕ Newly Licenced Well
- ⊕ Newly Spudded Well

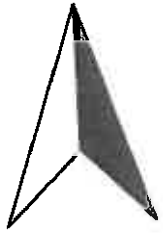
High Pressure Pipelines

- Gas Pipeline
- Oil Pipeline
- Water Pipeline
- LVP/HVP Pipeline
- Foreign Pipeline (Only when a company is specified)

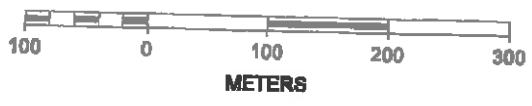
Low Pressure Pipelines

- Gas Co-op Pipeline

N



SCALE 1 : 6,000



Town Of Kerrobert Vehicle/Equipment YTD Mileage Report

Report Date Sept. 30/18

Vehicle/Equipment	Odometer = Km; Hour Meter= H	Beginning Mileage/Hours	Current Mileage/Hrs	Mileage or Hrs YTD	Litres YTD	Efficiency L/100 Km or L/Hour
1/2 Ton Dodge Leased (Water)	Km	17,130	22,356	5,226	1,753	33.5
1/2 Ton Dodge Leased (Kerry)	Km	19,745	22,703	2,958	853	28.8
1/2 Ton Dodge Leased (Jerry)	Km	25,580	33,002	7,422	2,227	30.0
3/4 Ton truck - Chev	Km	96,574	97,738	1,164	780	67.0
One Ton Truck - Chev	Km	32,839	33,660	821	602	73.3
3 Ton Truck - GMC	Km	171,637	172,802	1,165	908	77.9
JD Tractor (utility)	H	710	829	119	281	2.4
JD Tractor (4240)	H	14	87	73	995	13.6
JD Tractor (2120)	H	3,908	3,908	3,908	144	0.0
Grader - Campion 730A	H	613	810	197	2,579	13.1
Loader - Case 521 E	H	5,825	6,265	440	3,667	8.3
Street Sweeper - Elgin Pelican	H	2,055	2,322	267	832	3.1
Mower Kuboda	H	882	900	18	37	2.1
Mower Citation	H	244	332	89	622	7.0
Mower Z528 JD	H	1,077	1,154	78	178	2.3
Recreation Truck	Km	90,244	94,241	3,997	1,054	26.4
Other:						
Miscellaneous (Jerry Cans/Hotsy etc.)	N/A	N/A	N/A	N/A	1,118	N/A

Town Of Kerrobert Vehicle/Equipment Previous Month Mileage Report

Report Date Sept30/18

Vehicle/Equipment	Odometer = Km; Hour Meter= H	Beginning Mileage/Hours	Current Mileage/Hrs	Mileage or Hrs This month	YTD Litres Last Month	YTD Litres This Month	Litres This Month	Efficiency L/100 Km or L/Hour
1/2 Ton Dodge Leased (Water)	Km	21,780	22,356	576	1,587.00	1,753	166.00	28.8
1/2 Ton Dodge Leased (Kerry)	Km	22,659	22,703	44	769.00	853	84.00	190.9
1/2 Ton Dodge Leased (Jerry)	Km	32,200	33,002	802	2,010.00	2,227	217.00	27.1
3/4 Ton truck - Chev	Km	97,619	97,738	119	697.00	780	83.00	69.7
One Ton Truck - Chev	Km	33,554	33,660	106	512.00	602	90.00	84.9
3 Ton Truck - GMC	Km	172,759	172,802	43	908.00	908	-	-
JD Tractor (utility)	H	799	829	30	246.00	281	35.00	1.2
JD Tractor (4240)	H	83	87	4	886.00	995	109.00	27.3
JD Tractor (2120)	H	3,908	3,908	-	144.00	144	-	-
Grader - Camplon 730A	H	794	810	16	2,472.00	2,579	107.00	6.7
Loader - Case 521 E	H	6,224	6,265	41	3,380.00	3,667	287.00	7.0
Street Sweeper - Elgin Pelican	H	2,316	2,322	6	832.00	832	-	-
Mower Kuboda	H	899	900	1	37.00	37	-	-
Mower Ctration	H	331	332	1	615.00	622	7.00	7.0
Mower Z528 JD	H	1,149	1,154	5	178.00	178	-	-
Recreation Truck	Km	92,700	94,241	1,541	769.00	1,054	285.00	0.2
Other:		-	-	-	-	-	-	-
Miscellaneous (Jerry Cans/Hotsty etc.)		N/A	N/A	N/A	1,041	1,118	77	N/A

Rev: Jan 2018 (Policy # TS 006)

RECEIVED OCT 10 2018

KERROBERT LEGION BRANCH #88
Kerrobert SK, SOL 1R0

Oct. 11, 2018

Dear TOWN OF KERRUBERT,

We are sending this letter to remind you that the Kerrobert Legion will again be holding a Service of Remembrance at the Kerrobert Legion (Kinsmen) Hall on Sunday Nov. 11th at 10:30 a.m. We are inviting you to this ceremony to remember those people who have given their lives in war for their county.

At this time we would also like to ask if your group would like to purchase a \$25.00 wreath to lay at the ceremony as you have in other years. If so, please call Jack Snell at 834-2753 to reserve your spot and wreath. Please also plan to send a representative to lay your wreath on Nov. 11th at 10:30 and join us for lunch following the service.

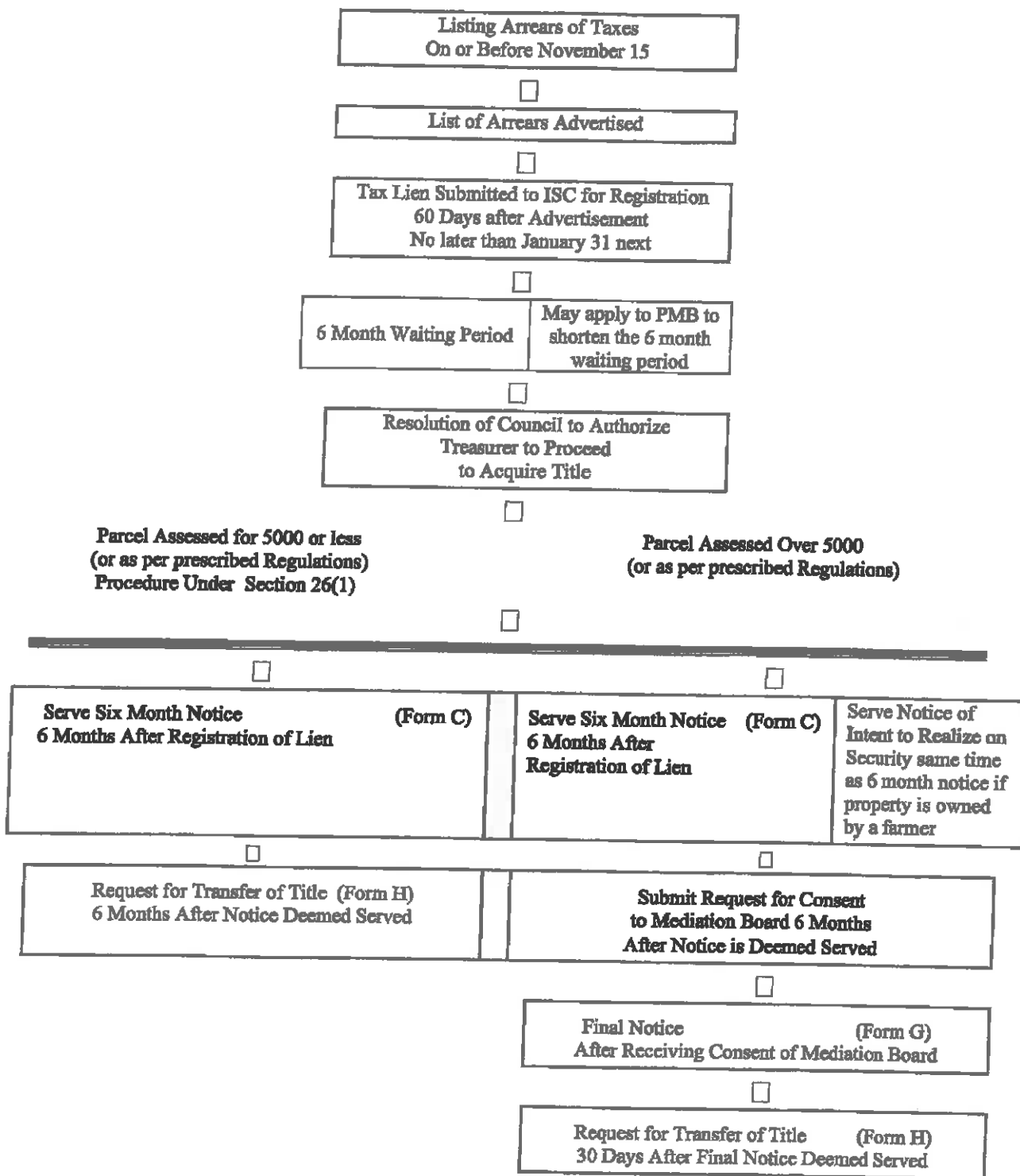
Thank you for your continued support over the years in our Poppy Campaign. We look forward to seeing you on Nov. 11th.

Sincerely

Jack Snell
Poppy Chairman
Kerrobert Legion

Appendix B

Flow Chart for Tax Enforcement



If the arrears and costs are not fully paid within 30 days after FORM G is deemed served, council may authorize the Administrator to proceed with title acquisition.

Roll No. 1072; Lot 22, Block 6, Plan G64

Roll No. 1029; Lot 20, Block 6, Plan G64

Roll No. 75; Lot 21, Block 6, Plan G64

*Need motion from
Council to
acquire title*

Administrator Town of Kerrobert

From: Darrell Corkal <dcorkal@walkerprojects.com>
Sent: Tuesday, October 23, 2018 10:34 AM
To: Administrator Town of Kerrobert
Subject: Question on Alternate Holdback in Change Order 1 RE: Columbia Ave Status Oct 11 2018

Thanks Heidi,

On another note, Sveer advised on what some of their costs are for Sveer work completed to date (outstanding items). I am still waiting for Sveer to respond on the contract extension date change and cost implications. I will keep you posted when I hear more.

I have a question on another item:

Would the Town of Kerrobert consent to deleting the "alternate holdback" arrangement established in Change Order 1?

Background:

1. Change Order No. 1 Included an Alternate Billing Holdback of an additional 30% in addition to the standard 10%. The rationale for this additional holdback was to assist the Town with cash flow management across two calendar years, and Sveer agreed to this arrangement with the understanding the project and all payments would be completed in January 2019 .
2. This alternate holdback arrangement is no longer required as the contract is now extended into 2019 due to the SaskTel line relocation work.
3. With the alternate holdback in place, the cash flow is now heavily weighted in 2019. Furthermore, the Contractor will not receive payment for work completed in January 2018 as originally anticipated.
4. To date, the Contractor has completed about \$68,000 of work, and been paid about \$40,700. Deleting the "additional 30% holdback" would mean the contractor would receive approximately \$21,000 payment for work completed in 2018.
4. If agreed by Kerrobert, I would propose we do this as part of the change order required for the contract extension work and related costs.
5. The advantages of doing this will be to process contractor payments in the standard manner (10% holdback), and also ensure a better balance of the construction expenditures across 2018 and 2019 calendar years.

Best Regards,
Darrell R. Corkal, P. Eng. Cell 306-713-9126

—Original Message—

From: Administrator Town of Kerrobert <kerrobert.admin@sasktel.net>
Sent: October-18-18 7:59 AM
To: Darrell Corkal <dcorkal@walkerprojects.com>
Subject: RE: Columbia Ave Status Oct 11 2018

Yes, all the Sveer invoices have been approved.

Thanks,

Heidi Frank
Administrator
Town of Kerrobert

—Original Message—

From: Darrell Corkal [mailto:dcorkal@walkerprojects.com]
Sent: Thursday, October 11, 2018 11:48 AM
To: 'Heidi Frank'
Subject: Columbia Ave Status Oct 11 2018

Hello Heidi,

I trust that Council approved/process payment No. 1 for Columbia Ave at the Oct 10 meeting.

On Oct 10, I received some initial cost estimates from Sveer of work items completed to date, that are outstanding for payment. Sveer is summarizing construction costs completed to date, and they will also be submitting an estimate for the remaining work for 2019 (with implications of cost impacts for extension).

I will keep you posted once these are available.

Best Regards,

Darrell R. Corkal, P. Eng. Manager, Saskatoon Region
[cid:image004.jpg@01D3B6D3.74D24B90]
334-105th St. E. Saskatoon, SK S7N 1Z3
dcorkal@walkerprojects.com<mailto:dcorkal@walkerprojects.com>
Tel. 306-683-1963 Cell: 306-713-9126

This e-mail was intended for a specific recipient. It may contain information that is privileged, confidential or exempt from disclosure. Any privilege that exists is not waived. If you are not the intended recipient, do not distribute it to another person or use it for any other purpose.
Please delete it and advise me by return e-mail or telephone.

This email has been checked for viruses by Avast antivirus software.
<https://www.avast.com/antivirus>

Administrator Town of Kerrobert

From: Terry Dunn <tdunn.business@gmail.com>
Sent: Monday, October 22, 2018 2:01 PM
To: Administrator Town of Kerrobert
Subject: Re: SWRC Fall Workshops - Registration open

I would be interested in the Kindersley meeting. It is a Council meeting day (of course).

Can you add this to an upcoming agenda in order to get approval for me (and whoever else) wants to attend?

Can you also find out if we're a member of SWRC? Saves \$50 if we are.

Thanks,
Terry

Sent from my iPad

On Oct 22, 2018, at 1:27 PM, Administrator Town of Kerrobert <kerrobert.admin@sasktel.net> wrote:

Not sure if you are interested in attending this, but here you go...

Thanks,

Heidi Frank
Administrator
Town of Kerrobert

From: Saskatchewan Waste Reduction Council [<mailto:Info@saskwastereduction.ca>]
Sent: Monday, October 22, 2018 1:04 PM
To: kerrobert.admin@sasktel.net
Subject: SWRC Fall Workshops - Registration open

SWRC 2018 Fall Workshops

[View this email in your browser](#)



Next week: Weyburn workshop

Register now and join the conversation!

2018 SWRC Fall Workshops

Catch up with colleagues in your area and get updated on the latest developments in waste and recycling for Saskatchewan.

October 30 - Weyburn -- Travelodge Hotel

November 6 - Prince Albert -- Coronet Hotel (formerly the Travelodge)

November 14 - Kindersley -- Kindersley Inn

November 21 - Humboldt -- Bella Vista Inn

[Register here](#)

Cost: \$100 SWRC Members; \$150 Non-members.

AGENDA - Weyburn

9:00 Introductions & expectations

9:30 Recycling Markets and how they affect Saskatchewan

- Cory Shaw, Crown Shred & Recycling [Weyburn & Prince Albert]

- Dale Schmidt, Loraas Recycling [Kindersley & Humboldt]

10:00 Difficult to recycle materials - interactive session

10:30 Break

11:00 Ministry of Environment Landfill Section Update

11:30 Costs of Landfilling - Construction, Operation & Decommissioning -

SWANA Northern Lights

12:00 Lunch - Provided

1:00 Transfer Stations - SWANA Northern Lights

1:30 Setting up Composting Facilities: Rules & Guidelines

- Ministry of Environment

Weyburn - speaker TBA

Prince Albert - Nisar Ghani, City of PA

Kindersley - speaker TBA, Town of Kindersley

Humboldt - Wendy Yaworski, REACT

2:30 Break

2:45 Updates from the Multi-Material Recycling Program - Kelly Goyer, MMSW

3:15 The Latest on a provincial program for Household Hazardous Waste - Ministry of Environment

3:45 Wrap-up

4:00 Workshop end

[Register here](#)

SWRC's 2018 Fall Workshops are sponsored by

Multi-Material Stewardship Western

SWANA Northern Lights

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This email list provides you information about the Saskatchewan Waste Reduction Council's events.

Our mailing address is:

Saskatchewan Waste Reduction Council

#208, 220 20th Street West

Saskatoon, SK S7M 0W9

Canada

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REGIONAL "INTRODUCTION TO PUBLIC WORKS" ONE-DAY WORKSHOP / KYLE, SASKATCHEWAN

The Regional Workshop Offers

The Town of Kyle in collaboration with ATAP Infrastructure Management Ltd. is offering a one-day overview of the Public Works field specifically targeted toward municipal councils and administrators:

- Roadway maintenance and signage
- Water and sewer systems, including overview of responsibilities of Municipalities as outlined under the Provincial Acts, Regulations and Guidelines
- Landfills
- Public transportation
- Shops, equipment, and maintenance required

Workshop Leaders:

Andrew Stevenson, Manager – ATAP Infrastructure Management Ltd.

Andrew has well over 20 years of management and operational experience in the municipal field and oversees the ATAP team. He has worked with numerous communities in the operation, maintenance, and construction upgrades to their water treatment plants, distribution systems, and sewage collection/lagoons and has also worked as a contract water operator. Andrew is certified at Class 2 in Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection. In addition to water & wastewater expertise, he has over 25 years of experience operating and training with heavy equipment and completes Power Mobile Equipment training and evaluations. Andrew is the Past President of the Canadian Public Works Association, previously serving on the Steering Committee for the APWA Council of Chapters and is the Past-President of the Saskatchewan Public Works Association. He currently also sits on the APWA Asset Management Technical Committee.

Yes! Please register me for: *(limited to 20 per session)*
Kyle, Saskatchewan: **November 22, 2018**

**To be held at: Town of Kyle – Kyle Elks
Community Hall # 210 – 3rd St. W.**

Time: 9:00 am to 4:30 pm (lunch provided)

Registration Information

Organization Name:

Attendee's Name:

Mailing Address:

City:

Province:

Postal Code:

Telephone #:

Fax #:

E-mail Address:

Fee: **\$260.00 + GST (\$273.00)**

This workshop is intended for municipal councils and administrative staff, and therefore does not offer Water Security Agency CEU's

- Includes:
- 1 Day Workshop Instruction
 - Classroom Material
 - Record of Completion

Cancellation: Min. of 7 days before workshop date

Mail completed registration form along with cheque or money order to:

Town of Kyle – Box 520, Kyle, Sask. S0L-1T0

ALSO NOTE: Please fax or email registration form before mailing so we have an accurate participant number count. to :

Fax – 308-375-2534 or

email to admin.townofkyle@sasktel.net

**Regular Meeting of the Kerrobert and District Culture and Recreation Board
held in the meeting room of the Town Office on Monday Oct 15, 2018 at 6:30 p.m.**

Present: Gord Meyer, Bobbi Hebron, Melissa Neufeld, Lorraine Cholin, Brennan Murphy, Brandy Osterhold, Scott Kissick, Brandon Zerr, Wayne Charteris, Heather Wack

Guests:

Absent: Joelene Borschneck

Call to Order: Chairman Meyer called the meeting to order at 6:30 p.m.

Agenda:
51/18 **Murphy/Cholin**
That the attached agenda be approved and additions accepted **Carried**

Minutes:
52/18 **Kissick/Neufeld**
That the Aug 13, 2018 minutes be approved as circulated **Carried**

**Business Arising
From Minutes :**

Financial Statement:

53/18 **Cholin/Murphy**
That the financial statement of Sept 30, 2018 be approved as circulated. **Carried**

Donations

54/18 **Zerr/Charteris**
That the following donations be accepted; LOL Freezer at the Prairieland Community Center; \$2000 Can Am donation to Kerrobert Swimming Pool future upgrades; and the \$1000 CONA donation be accepted and allocated to the Kerrobert Fairgrounds. **Carried**

Correspondence:

SPRA Memo
Public Health Inspection-Arena Booth
Re-Sound
Email from KCS - Darlene Phillips

Reports:

Incidents/Concerns/Accidents
2018 Pool Upgrade Report
Grant Report
Ice Fees
Pool Water Use
In response to Paddling Pool leak, that in April 2019, we scope Paddling Pool lines, fill and isolate lines in an effort to determine where leak is and further that we review options to repair leak.
Pool Manager Report

**Regular Meeting of the Kerrobert and District Culture and Recreation Board
held in the meeting room of the Town Office on Monday Oct 15, 2018 at 6:30 p.m.**

55/18 **Kissick/Neufeld**
That the recreation reports be accepted as read **Carried**

56/18 **Murphy/Osterhold**
That the PCC Meeting Minutes and new rates be accepted as read **Carried**

57/18 **Neufeld/Charteris**
That the Fairground Meeting Minutes and new rates be accepted as read **Carried**

Old Business:

New Business:

Meeting Adjourned 9:00 p.m.

Next Meeting – Monday 5, 2018 at 6:30

PCC Meeting Minutes

Sept 18, 2018

Attendance :

Joe Burgardt, Judy Neumeier, Yvonne Schlosser, Keri Seffern, Bobbi Hebron

Missing : Chad Tetzlaff, Jamie Frydenlund

Minutes from previous meeting : Jan 9, 2018

Completed items in 2018 to date

- Sign installed by REV and Insign - \$ 7310.13
- New speakers installed by Chad - \$ 4078.82
- 5 toilets installed by Heitt's - \$2719
- Jan 2018 inventory done
- Alsask Inspection complete
- Freezer donation from LOL
- Painting not done (damage in July)
- Sound system labelled (ongoing -- Bobbi)

Finances

Review Rental Rates and Contract

Motion -- Schlosser/Cholin

That we increase rates by approx. 3% as follows :

Facilities Available	2017	2018	Recommended	2019
Whole Facility - Weekend	\$775	\$800	825	
Whole Facility - One Day	\$435	\$450	465	
Main Hall only No perks, kitchen, bar	\$310	\$320	330	
Meeting Room only Including perks	\$95	\$100	No change	
Meeting Room With kitchen	\$190	\$200	No change	
Auction Sales -- Per day	\$875	\$875	No change	
Projector Per day	\$25	\$25	30	
Chairs for outside rental	.50cents each	.50cents each	No change	
Bartenders	\$10/hr	\$15/hr	Ask Kinamen	
Mezzanine				
Basement or Main	Non-prime time (day) use Non-profit, local user Based on one day per week Will be bumped if a rental is needed Must clean themselves	\$50/month	No change	
Meeting Room	Based on one usage per month	\$50/month	No change	

Caretaker Contract

- Bobbi to contact Roger to discuss need for extra help for back to back rentals.
 - Would he know of someone
 - There would need to be an increase to "contractor repair (?)" to hire to cover those costs (approx.. \$18/hr max 5 hours a month = \$90) (this account is currently \$200 underbudget)

Old Business

- [REDACTED]
- [REDACTED]
- Fuse Box repair – have Ranger replace damaged fuse in "table" room
- Missing iPod connector – Chad to replace

New Items/Concerns

- Complaints
 - Accessibility in washrooms (heavy door hard to open in wheelchair or for small children)
 - Bobbi to review Accessibility Grants
 - Smell in womens washroom
 - Board does not believe that the smell is coming from the tiles as there would be a continuous smell if that was the case. There is certainly an issue with the drains drying up and Roger will be reminded to check those monthly. Bobbi will look into the cost of air fresheners.
 - Rat found behind hall in a dish of bacon grease left from a rental. Poulins was contacted and there have been no rats in the building. Poulins continues to check facility monthly.
 - PCC Clock – hands have been damaged despite trying to fix them. Bobbi to have Public works remove the clock and Joe will try to repair at a clock shop.

• Motion – Cholin/Seffern

- That we purchase a new scrubber from Pinnacle as per quote of \$\$1149 + tax (this could also be used at the Courthouse – 4x's year at PCC and 7x's a year at Courthouse) Capital equipment is \$1000 underbudget, and PCC fundraiser brought in an extra \$4454
- Dinner Theater fundraiser budget - \$5000 profit.
 - Dinner Theater Actual – \$9455. [REDACTED]
- Bobbi to contact Minor Ball that they are welcome to view the basement room following discussion regarding shelving.
- We will not rent out tables

Budget considerations for 2019 and beyond

1. Replace lights in 4 bathrooms, rear kitchen entrance, hallway (7 in total) – get quote from Ranger
2. Replace locks – get quote from Provost Door
3. Paint exterior door (4 in total) and furnace room floor) – ask Roger for quote
4. Bar Cooler – call Sub Zero to discuss problem with temperature regulator (463-6265)
5. Projector – bulb replacement – find cost
6. Meeting room equipment – TV – review cost
7. PCC fence repair – future discussions on whether to remove or repair
8. PCC ground cover replacement – discuss with CIB
9. PCC Tree line replacement – discuss with CIB
10. Tune piano - \$500
11. Paint front entrance/bathroom ceilings
12. Table replacement- ongoing. Recommend replacing a few tables each year

Review Executive

We will review Executive at Nov meeting

Groups using

Prairieland Players, Walk this Way, Shuffle Club, KCS

Dates

Dec Tree decorating and final meeting of year (to discuss budget 2019) – Tues Nov 27/18 at 7:00

Jan inventory

April meeting

Dinner Theater Date set

Fairground Meeting Sept 26 2018

Attendance : Bobbi Hebron, Joelene Borschmeck, Garret Smith, Jon Shephard, Darren Gottfried
 Missing : Jodi Schell, Conroy Fillion
 Review Finances and Budget

- Total expenses yet to pay = \$3680 + power, water
 - Have not received invoices for
 - REV - repairing damaged dugout - \$380
 - REV - New Dugout - \$800
 - Fix Blue diamond - \$1500
 - Have yet to purchase this year
 - Donation Board \$1000
- Discussion to leave in reserves what we are underbudget.
 - ATCO trailer money was not spent
 - Rec team money was not spent
- Must watch power bill and determine why amounts vary so much

Completed

2016	2017	2018
<ul style="list-style-type: none"> • Baseball Diamond - 1.5 inches of shale layed, .5 inch left to lay • Red Diamond - new fence installed, new dugouts put up, diamond ground work completed, 1.5 inches of shale layed, .5 inch left to lay • Blue Diamond - fence minimally repaired • Ag Society placed building • Major power install completed • Bathrooms painted • New set of bleachers purchased • Rodeo committee repaired 2 sets of bleachers 	<ul style="list-style-type: none"> • All drags removed • Fill top soil on red fence line • Fence moved but remains on grounds • Damaged dugout and announcers booth removed • Built 2 new sheds • Purchased mower for FG • Stage moved back to tree line • Trees planted • Road gravelled • Damaged trees removed • Cleared out old stage and bale • Tilled around new tree line • Purchased mower** • Purchase of shale 	<ul style="list-style-type: none"> • Partial shape BLUE diamond • Replace BLUE fence • Signage for dugouts • Trim on new dugouts • Fix dugout that wind knocked over • 1 new dugout completed (partial) • Backstop mesh • Remove trailer • More gravel on road • Bleacher repair & steps • Painting of fences • Remove more damaged trees • Care of new tree line • Batting cage complete

<ul style="list-style-type: none"> • Ag Society repaired one set of bleachers 	<ul style="list-style-type: none"> ○ To increase on other two 	<ul style="list-style-type: none"> • Power repaired to batting cage • Paint fencing around track • Sprayer purchased
<p>New Business</p> <ul style="list-style-type: none"> • Donation Board <ul style="list-style-type: none"> ○ All agreed to put Ag Society as major donator ○ Darren will confirm with Ag Society the proper name that should be included and that history is correct ○ All were pleased with donation board and reviewed names • Mower sent for repair (not budgeted for) <ul style="list-style-type: none"> ○ We expect to receive a quote within 6 weeks. We may hold off repair for new year. \$500? • Closing gates and signage to Ball diamonds, Parking, Rodeo grounds, Ag Society <ul style="list-style-type: none"> ○ We agree to close gate between Playground and Ag building as it is a major safety concern for children running between the two. This will leave two access spots -- straight down the hill to Rodeo grounds (can get very muddy); and behind the Ag building. Bobbi spoke with Neil Charteris who has offered to complete the work in the spring however we need to find gravel to complete this project. Bobbi will put up a sign in the spring stating (Access to ball diamonds -- this way) until the back road is completed. • Review Rates <ul style="list-style-type: none"> ○ Agreed to leave the rates as is except to add a "game rate" of \$50. \$40 of that to go to Town of Kerrobert and \$10 of that to go to Minor Ball for use of flour. • Rec Teams slo-pitch equipment <ul style="list-style-type: none"> ○ Rec teams and Minor Ball will discuss a way to handle use of flour and equipment. Next year Rec teams will pay the full \$200 • Bathrooms septic tank issue <ul style="list-style-type: none"> ○ Kyle will replace taps in the spring so that they close automatically. Toilets have been replaced and they will be checked daily. • Opening and Closing Dates -- April 15 -- dependant on ground thaw/Close Aug 15 (how long do we keep diamonds -- "play ready"?) <ul style="list-style-type: none"> ○ Complaints were received when diamonds were used late July. There is a cost to maintaining diamonds all summer however, the diamonds get extremely weedy and will continue to get worse if we don't care for them. This discussion will happen with Kyle if he has the time to drag weekly through the summer. We will also learn better care for diamonds at the Ball Maintenance Course in the spring that SPRA is hoping to hold in Kerrobert. • Ball Shed responsibilities <ul style="list-style-type: none"> ○ All users will be reminded that the shed must be kept neat and any concerns reported to Minor Ball and Kyle. • Naming Diamonds 		

- In an effort to raise funds to shale the last diamond and put gravel on the back road, the committee is proposing to raise funds by naming diamonds and dugouts. Bobbi will review "fair" options, gather quotes and review with FG committee prior to setting a project plan for 2019.
- Clean up date for 2019
 - 1st week of May 2019
 - Discussion was held regarding holding more clean up dates in order to ensure the FG remain kept up throughout
- Budget numbers 2019
 - Not expecting many changes.

Budget Wish List

- Signage
 - Naming diamonds
 - BLUE diamond
 - Shale - \$10,000 to \$15,000
 - Fence - \$3500/\$7000 all piping/\$15,000 installed
- Ag Society – complete back road/move fence/bleachers – NEED GRAVEL
- 1 load of shale per year (approx., \$5000 a load)
- Weed control & mosquito spray – budget more – check costs
- Remove more damaged trees & replacement of trees
- Yellow fence cover around
- Signage for Bathrooms
- Bleacher repair continued
- Painting and repair of fences
- Picnic Tables – cost per table from Calvin Ressler - \$500
- 3 dugouts left to replace – 4 to name

2019 Raising Funds for Projects

2019 Final Diamond Upgrade - Naming of Diamonds

To complete our Diamond upgrade project and complete the final diamond with shale, we are looking for sponsors for all 3 of our diamonds. 3 sponsors at \$5000 to name a diamond will allow us to purchase shale for our last diamond. By becoming a Gold Sponsor and seek naming rights, there would be sign of your design, placed at the Kerrobert diamond of your choice – size _____. Your name will remain for 5 years, when the project will once again be open to the public.

Donation Board

Friends of the Facility - \$500-\$999

Bronze - \$1000-\$2499

Silver - \$2500-\$4999

Gold Sponsors \$5000-\$9999

Platinum Sponsors - \$10,000+

2019 Arena Chiller

To complete our 2019 chiller project, we are looking for sponsors for our dressing rooms. There is potential to rename 6-8 dressing rooms. To find sponsors at \$5000 a room would allow a great start at buying a new chiller. By becoming a Gold Sponsor and seek naming rights, there would be sign of your design, placed at the dressing room of your choice – size _____. Your name will remain for 5 years.

Donation Board

Friends of the Facility - \$500-\$999

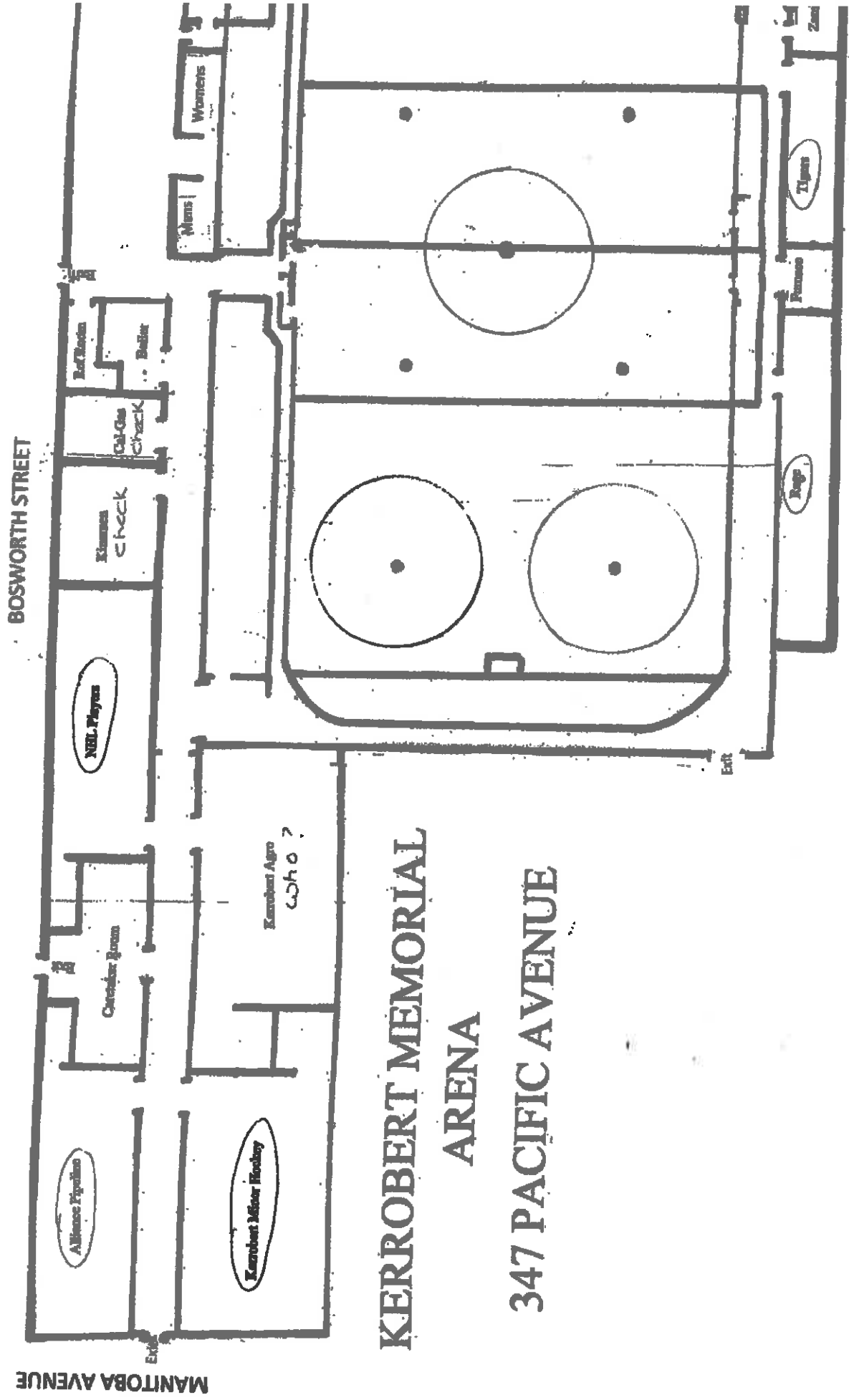
Bronze - \$1000-\$2499

Silver - \$2500-\$4999

Gold Sponsors \$5000-\$9999

Platinum Sponsors - \$10,000+

Sugar dressing room naming plan?



**KERROBERT MEMORIAL
ARENA
347 PACIFIC AVENUE**

Administrator Town of Kerrobert

From: Ray Blais <Ray.Blais@rcmp-grc.gc.ca>
Sent: Wednesday, October 17, 2018 12:10 PM
To: kerrobert@sasktel.net; kerrobert.admin@sasktel.net; wayne.mock@sasktel.net
Cc: Conroy Fillion; Leanne Flahr; Marc Durocher
Subject: RCMP Policing Report - September 2018
Attachments: Town of Kerrobert 2018 Sep.docx; Kerrobert.jpg

Good afternoon all,

Attached is the September policing report for the Town of Kerrobert. Please review same at your convenience and do not hesitate to contact me if you need to discuss further.

With the influx of workers that recently moved to our jurisdiction, including the town of Kerrobert, we have experienced a noticeable increase in all types of calls for service and there is no indications at the present time that this situation will change in the near future.

Traffic Safety:

3 traffic related charges were laid in September.

Property Crime:

1 Theft under 5000 dollars was reported in September.

No **(0)** Residential or Commercial Break & Enters were reported in September.

Finally, **2** Mischiefs were reported in September.

Other Activities of Interest:

I will be touching base with Kim regarding her request to obtain a copy of the Policing Agreement between the RCMP and the Town of Kerrobert. There is no specific agreement in place because the Town of Kerrobert falls under the Provincial Police Service Agreement (PPSA). If there is / was any specific agreements between the town and us in the past it has been replaced with the PPSA. A copy of same can be obtained from Rae Gallivan of the Ministry of Corrections and Policing (306 787 3572).

By now you probably know that we will be holding our next Town Hall meeting on Wednesday **November 14th @ 19:00 hrs** at the PCC. You never know what will come of these town hall meetings but property crimes is always a hot topic of discussion. We can also only assume that some of the questions from the audience will be about the legalization or recreational cannabis. Also attached to this email is the advertisement poster that we have posted on our Facebook page to advertise the event. You are more than welcome to post same on your website as well.

Our members reported having conducted **182** patrols in Kerrobert in September.

Kudos I

To all the members of the Kerrobert Fire Dept, First Responders and Medical personnel in place at the Kerrobert hospital that either responded or were involved in assisting with the September 14th collision between a semi and the OJ

Pipeline bus west of town : THANK YOU & JOB WELL DONE. The response of all involved was outstanding. This matter is still under investigation and we are hoping to be able to provide an update regarding possible charges in the near future.

Follow us on line !

We have weekly updates on our facebook page regarding our calls for service. These updates are usually posted on Monday's. The Privacy Act does not allow us to give a lot of details but we always try to include for information where the events have taken place. This is a great way to find out if the RCMP has recently responded to any calls for service in your community.

As per usual never hesitate to contact Cpl. Marc Durocher or myself if you have any questions, concerns or would like our attendance to one of your Council meetings.

Take care all,

Ray

S/Sgt. Ray Blais
Kindersley Det.
Ph: 306 463 1870
Fax: 306 463 2311

DETAILED POLICE REPORT

Town of Kerrobert

Sep 1 – 30/18

VIOLATION	Reported	Unfounded	Actual
Collisions	3		3
Provincial Traffic Offences - (charges)	3		3 charges
Other C.C. Traffic			
Municipal Bylaw – Traffic			
Impaired – Traffic (includes R.I.D.)			
Other Provincial Statutes (not all are offences i.e. 911 calls, etc.)	3		3
Mental Health Act	1		1
Municipal Bylaws – Other			
Other C.C.	3		3
C.C. Weapons			
Other Federal Statutes			
Drug Offences			
Sexual Offences			
Crimes Against Person			
Assault	1	1	
Theft Under \$5000	1		1
Theft Over \$5000			
Possession of Stolen Goods			
Mischief	3	1	3
Fraud	1		1
Break & Enter – Residential			
Break & Enter – Commercial			
Arson			
Other Police Activities	1		1
Written Traffic Warnings	2		2
TOTALS	24	2	22

RCMP TOWN HALL MEETINGS

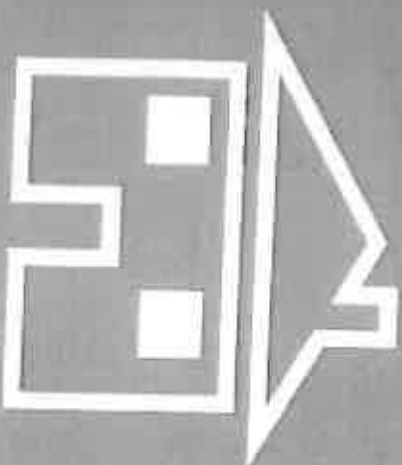
KERROBERT RCMP WILL BE CONDUCTING A TOWN HALL MEETING TO DISCUSS COMMUNITY POLICING, YOUR CONCERNS, AND ONGOING CRIME PREVENTION AND REDUCTION INITIATIVES.

DATE: November 14th, 2018

TIME: 7:00 p.m.

PLACE: Prairie Community Centre

For further information, please call 306-834-6550.



Administrator Town of Kerrobert

From: Projects <projects@meridianregion.ca>
Sent: Thursday, October 18, 2018 9:43 AM
To: Administrator Town of Kerrobert
Subject: RE: Reminder: 13 Ways to Kill Your Community - Kindersley Event

Good afternoon Heidi,

We were able to seat your two members at a fully sponsored table – so we'll be sending you 2 tickets for FREE. 😊

Thanks so much again for your communities interest in this event!

Kind regards,

Jennifer

From: Administrator Town of Kerrobert <kerrobert.admin@sasktel.net>
Sent: October-10-18 2:08 PM
To: Projects <projects@meridianregion.ca>
Subject: RE: Reminder: 13 Ways to Kill Your Community - Kindersley Event

Hi

I have a council meeting tonight. I will ask them and get confirmation.

Thanks,

Heidi Frank
Administrator
Town of Kerrobert

From: Projects [<mailto:projects@meridianregion.ca>]
Sent: Wednesday, October 10, 2018 2:00 PM
To: Administrator Town of Kerrobert
Subject: RE: Reminder: 13 Ways to Kill Your Community - Kindersley Event

Hi Heidi,

We're currently pairing up towns/RM's to fill full tables. Are you still interested in 3 seats? The cost would be \$70/seat (\$210 for 3). Please let me know and we'll hold the spots for you.

Kind regards,

Jennifer



Call for Submissions for SUMA Convention 2019

Saskatoon, Saskatchewan

Sunday, February 3 – Wednesday, February 6, 2019

SUMA is inviting proposals for education and breakout sessions at SUMA's 114th Annual Convention. We are looking for topics that are current and focused on key aspects of urban government that will be beneficial to elected officials and municipal administrators.

Being a presenter is an outstanding way to share your knowledge and expertise leading to professional visibility, recognition, credibility, and influence in the future of Saskatchewan's urban municipalities.

Who Attends?

Approximately 1,000 delegates attend the convention, including elected officials, city managers, and chief administration officers from cities, towns, villages, resort villages, and northern municipalities throughout Saskatchewan. Our annual convention is an event where municipal decision makers come to network, share leading practices, and find collaborative partners to support their communities moving forward.

Why Present?

- Great exposure for you and your organization as professional leaders
- Contribute to elevate the knowledge base of Saskatchewan's municipal leaders
- Excellent networking opportunity
- Build relationships with SUMA, the voice of Saskatchewan's urban municipalities

Session Format

- Each session is 60-75 minutes, plus 15 minutes dedicated to questions and discussion.
- We provide two types of sessions during convention:
 1. Education sessions - delegates choose which sessions they would like to attend
 2. Breakout sessions - delegates are divided into three groups:
 - Cities
 - Towns and Villages
 - Northern Municipalities
- We encourage highly interactive methods to encourage learning, build delegates' confidence, and enhance the transfer of learning in their municipalities.

Session Objectives

The 2019 theme is *Hometown Advantage*. In hockey there's home ice advantage, the advantage that comes from the cheering fans, the familiar ice, and the other unique features that set that ice apart from any other. Those unique elements offer the team an edge to success. Saskatchewan's hometowns have the same advantage. And it is stronger when hometowns work together.

With the theme "Hometown Advantage," SUMA will encourage members to embrace what sets their hometown apart and promote cooperation. Just as strong teams have key advantages, so do strong hometowns

We are looking for creative, out-of-the-box thinkers to come forward and share their knowledge. We are open to suggestions for topics; however, we have identified the following topics as main concerns to urban municipal government:

- Increasing Volunteerism in the Community
- Governance
- Crime Reduction/Prevention
- Reconciliation
- Carbon Emission Reduction
- Council Operations
- Workplace Harassment/Employment Law
- Recreation Facilities - Building or Renovating
- The Future of Solid Waste
- Regional Cooperation
- The Value of Water
- Leadership
- Engaging Youth/Seniors

Other Information

We will provide a complimentary one-day registration for the day of the presentation. As a not-for-profit association, SUMA does not typically provide honoraria for session presenters.

Selections will be made by the Convention Planning Committee based on a number of criteria, including topics and benefits to delegates.

Sessions are recorded and made available on YouTube after convention.

How to Apply

Please email this form to events@suma.org by September 5, 2018 to be considered for the 2018 SUMA Convention.



Submission Form for SUMA Convention 2019

Saskatoon, Saskatchewan

Sunday, February 3 – Wednesday, February 6, 2019

NAME OF ORGANIZATION: _____

Name of Organization: _____

Contact Person: _____

Telephone: _____

Title: _____

Email: _____

SESSION TITLE: _____

Please provide a session title that is creative, concise, and descriptive.

SESSION DESCRIPTION: _____

Briefly describe the content and how it links to our theme and session objectives. (50-75 word maximum)

SESSION OBJECTIVES: _____

Indicate your intended format (education or breakout session) and how you intend to make it interactive.

LEARNING OUTCOMES: _____

List two or three learning outcomes and takeaways for the delegates.

HONORARIA: _____

Indicate honoraria for session presenters as well as any additional expenses such as travel, hotel, etc. to be covered by SUMA.

If your submission does not fit with Convention 2019, would you be interested in SUMA contacting you regarding other opportunities such as workshops, webinars, or articles in our quarterly publication?

YES NO

Please email this form to events@suma.org by September 5, 2018 to be considered for the 2019 SUMA Convention.

CALL FOR RESOLUTIONS
114TH ANNUAL SUMA CONVENTION – FEBRUARY 3 TO 6, 2019

Members are encouraged to submit resolutions anytime throughout the year. However, the **DEADLINE for receipt of council resolutions for Convention 2019 is November 15, 2018.**

Late resolutions will be reviewed by the Resolutions Committee, but only those considered to be newly emergent and urgent will be presented to the Convention as emergency resolutions. Other late resolutions could be sponsored by the Board of Directors or considered after Convention.

Members are encouraged to review the revised Resolutions Policy before crafting their resolution.

RESOLUTION PROCEDURES

Submissions should be forwarded to the Resolutions Committee at the SUMA office in Regina. The committee – and SUMA's Board of Directors – will review the resolutions, combine similar ones, and provide a package to all members prior to December 31, 2018.

All resolutions **must** be submitted with confirmation of endorsement by council (with date).

Resolutions should also be accompanied by background information, which will help both the committee and Convention delegates fully understand the issue. Municipalities will be contacted if the committee requires more than minor editing of the resolution.

The Resolutions Committee will determine the order in which resolutions are presented at Convention, partly based on whether the concern is likely to be widely shared among urban councils or is of more limited interest and application.

SUMA bylaws dictate that issues of purely local interest are **not** appropriate for presentation at Convention, and resolutions will not be accepted from third-party individuals or organizations unless endorsed by a member council.

PURPOSE OF CONVENTION RESOLUTIONS

Issues confronting urban councils often require action either by the provincial or federal government, or another agency. These issues are usually of concern to many if not all urban municipalities. SUMA members submit resolutions to gain the endorsement of the Association through support by a majority of Saskatchewan urban municipalities represented at the Annual Convention. It is important that the wording of the resolution be as clear as possible, and that its relevance to other municipalities be clearly explained.

GUIDE TO WRITING RESOLUTIONS

All resolutions should take the form of a preamble followed by an operative clause. The preamble briefly explains the issue and persuades the reader that the call to action is needed. The operative clause outlines the action being requested.

All preamble clauses (usually no more than three or four) begin with **WHEREAS** and, where appropriate, should refer to the applicable legislation. Use the proper title of the act or number of the bill in question, and list the particular sections of the act or bill to which the resolution refers.

Using examples of actual incidents that prompted the resolution may be helpful. However, care must be taken to ensure that this does not localize the resolution and place it in jeopardy of being seen as a single municipality's issue.

All operative clauses begin with "THEREFORE BE IT RESOLVED THAT the Saskatchewan Urban Municipalities Association..." followed by an action verb like "endorse," "support," or "request." The choice of verb will depend on the course of action you feel best resolves the issue. The operative clause is the **MOST IMPORTANT** part of the resolution—the very reason the resolution was drafted in the first place. It must be written clearly and leave no doubt as to the action being requested, and it must be appropriate to the problem outlined in the preamble.

When the operative clause requests action by a government minister, department or agency, the full name of the department or agency should be used. If the resolution calls for amendments to legislation, the operative clause should clearly state the objectives of the amendments or, better yet, provide the preferred wording of the amendment.

When drafting resolutions, ask yourself three questions:

- 1) What is the problem?
- 2) What is causing the problem?
- 3) What is the best way to solve the problem?

If the resolution answers these questions, then both the issue and the need for action will be clearly understood by convention delegates.

Supplementary background information can be very helpful. Ideally, it should note whether the resolution is related to other resolutions previously adopted by SUMA. If the resolution is based on a report prepared by administrative staff, please include a copy with your submission.

The following resolution form outlines the proper format. Please contact SUMA's Senior Policy Advisor, Sean McKenzie, at 306-525-4388 or smckenzie@suma.org to submit your resolutions, or if you have any questions about the content or process for resolutions.

STANDARD RESOLUTION FORMAT

Submitted by Council of _____ by motion passed on (date) _____

1. Resolution

(Preamble)

WHEREAS.....; and

WHEREAS.....;

(Operative Clause)

THEREFORE BE IT RESOLVED THAT the Saskatchewan Urban Municipalities Association
.....
.....

2. BACKGROUND INFORMATION (Attach additional sheets, if necessary.)