

# MINUTES

## TOWN OF KERROBERT *REGULAR COUNCIL MEETING*

Wednesday, January 26th, 2022 AT 7:00 PM

### PRESENT:

Mayor: Wayne Mock  
Councillors: Heather Wack, Mike Mitchell, Terry Dunn, Brad Murphy, Del-Marie Kissick  
Absent: Chad Tetzlaff, (with regrets)  
Staff: Tara Neumeier  
Public: None

### CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 7 p.m.

### ADDITIONS TO AGENDA:

29/2022 Dunn:  
Motion to accept item 20(a) MuniSoft Multi Factor Authentication Agreement to the Agenda for January 26<sup>th</sup> 2022.

Carried

### PUBLIC MEETING:

### APPROVAL OF MINUTES:

30/2022 Dunn:  
That the minutes from the Regular Meeting of Council of the Town of Kerrobert held on January 12<sup>th</sup>, 2022 be approved. Further, that they be filed in the Municipal records.

Carried

### MANAGEMENT REPORTS:

31/2022 Kissick:  
That private rentals of the Courthouse for events outside of regular open hours be charged a \$100 cleaning fee plus a suggestion of a donation to the Courthouse Restoration Society. Furthermore, that the courthouse janitor be scheduled for a clean before and after the event if it is deemed necessary by administration. As well as a contract for rental will be established by the office clerk and presented to council for review.

Carried

32/2022 Murphy:  
That the Administrator report dated January 2022 be accepted. Further, that it be filed in the Municipal records.

Carried



33/2022 Mitchell:  
That the Administration Trackers dated January 12<sup>th</sup>,2021 be accepted as presented. Further  
That they be filed in the Municipal Records.

Carried

34/2022 Dunn:  
That the Bank Reconciliation Reports dated December 31, 2021 be accepted as presented.  
Further that it is the request of Council to replace these reports with a monthly update on the  
Reserve and General account actual bank balances.

Carried

35/2022 Murphy:  
That the Operations Report dated January 20<sup>th</sup> 2021 be accepted as presented, furthermore  
that it be filed in the Municipal Records.

Carried

**APPROVALS:**

36/2022 Kissick:  
That the List of the Proposed Payments listed as items 7(a), 7(b) and 7(c) totalling  
\$1,588276.78 be approved. Further that the List of Proposed Payments be attached as per  
Schedule "A" which shall form part of these minutes.

Carried

37/2022 Murphy:  
That the Town of Kerrobert authorize CAO, Tara Neumeier to sign the Multi-Factor  
Authentication Agreement with MuniSoft to help meet requirements necessary to obtain  
Cyber Insurance Coverage.

Carried

**COMMITTEES & OUTSIDE BOARDS:**

**CORRESPONDENCE:**

38/ 2022 Dunn:  
That the Notice of the SAMA Annual meeting be accepted for information and that the CAO for  
the Town of Kerrobert have approval to attend if she feels that it is worth her time to do so.

Carried

**BYLAWS:**

Carried



**NEW BUSINESS:**

39/2022      Murphy:  
The Policy GG-012 Photocopy and Fax Charges be reviewed and remain unchanged.

Carried

**ITEMS NO ACTION TAKEN:**

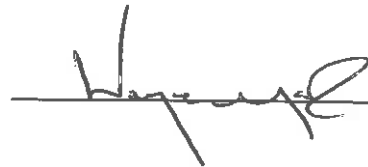
**ROUND TABLE:**


**ADJOURNMENT:**

40/2022      Kissick:  
That the meeting adjourns at 8:35 p.m.

Carried

Certified to be a true and correct  
Copy of the Regular meeting of  
Council held January 26<sup>th</sup>, 2022

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer  
Town of Kerrobert

Report Date  
2022-01-20 4:05 PM

TOWN OF KERROBERT  
List of Proposed Payments  
As of 2022-01-20  
Payments due on or before 2022-01-26

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
BIC001	Bick's Drugs Dec 2021	Monthly Charges	2022-01-20	72.33	72.33
BIG006	Big Rack Vac Services Ltd 49227	Hydro Vac SaskEnergy Line	2022-01-20	954.60	954.60
CAN002	Canada Post Corporation 9808764239	Water Analysis Postage	2022-01-20	83.91	83.91
EKE003	Ekencrantz, Darrell Jan 2022	Cell Phone subsidy	2022-01-20	35.00	35.00
GAR007	Gareau, Armand Jan 2022	Cell Phone Subsidy	2022-01-20	35.00	35.00
HALL01	Staci Hall Dollar Tree Jan dollarama 01/15	programming supplies busy bag supplies	2022-01-20 2022-01-20	14.49 13.45	27.94
JOH007	Johnson, Kyle Jan 2022	Cell Phone Subsidy	2022-01-20	35.00	35.00
KER072	Kerrobot Reddimart 786665 Dec 2021 01	Liquor End of Dec charges	2022-01-20 2022-01-20	138.93 2,072.50	2,211.43
LORA001	Loraas Environmental Services Dec 2021-02	Dec 2021 waste/recycling	2022-01-20	19,990.81	19,990.81
MAJ001	Major & District Fire Board 2021-11	Assist on a MVA with Stars	2022-01-20	4,525.00	4,525.00
MUN002	MuniSoft 2021/22-05202	Reciept and Utility paper	2022-01-20	648.69	648.69
NEU016	Neumeier Tara Jan 2022	Cell Phone Subsidy	2022-01-20	35.00	35.00
PIN001	Pinnacle Distribution Inc. L184519 0100 L1844950100 L184999 00	Dura plus towels citrus strid accumix Acis bowl cleaner	2022-01-20 2022-01-20 2022-01-20	26.86 127.48 96.47	250.81
ROB005	Robertson Implements E00179	Snow Blower	2022-01-06	2,518.59	2,518.59
RYA001	Ryan Rob Jan 2022	cell Phone Subsidy	2022-01-20	35.00	35.00
SAF001	Sask. Assoc. of Fire Chiefs 2 Mem 2022	Membership Brent/Quinton	2022-01-20	378.00	378.00
SCHL001	Schlosser, James Jan 2022	Cell phone subsidy	2022-01-20	35.00	35.00
SHEP002	Shepherd Marli Jan 2022	Cell phone subsidy	2022-01-20	35.00	35.00
TOW001	Town Of Kerrobot Jan/2022	Roll #132-Voykin Tax Payment	2022-01-20	126.00	126.00
TOW001	Town Of Kerrobot Water/Jan 2022	Utilities account #513	2022-01-20	78.00	78.00
VOL0010	Vollman, Jerry Jan 2022	Cell Phone Subsidy	2022-01-20	35.00	35.00
WES004	West Central Municipal Gov't 61-2022	2022 Membership @ \$0.45 / Per	2022-01-20	461.70	461.70

TOWN OF KERROBERT  
List of Proposed Payments  
As of 2022-01-20  
Payments due on or before 2022-01-26

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
WRL001	Western Regional Landfill Inc. Dec 2021-01	Landfill empties Dec	2022-01-20	469.00	469.00
ZER006	Zerr, Brent amazon 02 Active911365249	Flashlights 911 subscription	2022-01-20 2022-01-20	1,029.60 675.30	1,704.90
Other:					
ACC003	Access Communications Co-op Lt Jan 2022	(Paid 20220120) cable	2022-01-20	130.60	130.60
COLL001	Collabria Mastercard Oct 2019	Oct charges	2019-11-13	90.11-	0.00
<b>Negative or zero payment. No payment record will be created.</b>					
POU002	Poulin's Pest Control 1426472	(Paid 20220120) Monthly pest control	2022-01-20	89.31	89.31
QUA003	Quadient Canada Ltd. Jan Pymt	(Paid 20220120) Postage for Postage Machine	2022-01-20	800.00	800.00
SAS004	SaskEnergy Dec 2021-04	(Paid 20220120) Dec 2021	2022-01-20	8,273.24	8,273.24
SAS007	SaskPower Dec 2021	(Paid 20220120) Power Bills to Dec 10,2021	2022-01-20	16,063.06	16,063.06
SAS011	SaskTel Cmr Dec 2021-	(Paid 20220120) Dec 2021 Cell Phones	2022-01-20	289.05	289.05
SASK006	SaskWater SW074715	(Paid 20220120) Dec Water operator	2022-01-20	2,625.00	2,625.00
				Total To Be Paid:	32,263.12
				Paid Items:	2,518.59
				Manual Cheques and Other:	28,270.26
				Grand Total for AP:	63,051.97

SUMMARY

	Number	Amount
Cheques:	23	32,263.12
EFT's:	0	0.00
Total Proposed Payments:	23	32,263.12

Report Date  
2022-01-21 8:21 AM

TOWN OF KERROBERT  
List of Proposed Payments  
As of 2022-01-21  
Payments due on or before 2022-01-26

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
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Bank Code: AP - AP-GENERAL OPER

Computer Cheques:

DEL002	Delco Automation Inc. M28921	Trouble shooting well 5	2022-01-26	2,081.25	
	22501	22 Service Contract one year	2022-01-26	14,237.61	16,318.86
GEE001	Gee Bee Contruction Co. Ltd. 1-intermin-01	500 Block Manitoba-H20 main	2022-01-26	94,447.46	94,447.46
HEI001	Heitt's Plumbing & Heating Ltd 67168	Fix overhead heaters	2022-01-26	944.61	
	67177	Rink fan timer	2022-01-26	570.54	
	67166	furnance in the lobby	2022-01-26	285.27	1,800.42

Other:

COLL001	Collabria Mastercard Oct 2019	Oct charges	2019-11-13	90.11-	0.00
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Negative or zero payment. No payment record will be created.

SAS007	SaskPower Jan 2022	Pool Power	(Paid 20220121) 2022-01-26	762.15	762.15
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Total To Be Paid:	112,566.74
Paid Items:	0.00
Manual Cheques and Other:	762.15
<b>Grand Total for AP:</b>	<b>113,328.89</b>

SUMMARY

	Number	Amount
Cheques:	3	112,566.74
EFT's:	0	0.00
<b>Total Proposed Payments:</b>	<b>3</b>	<b>112,566.74</b>

TOWN OF KERROBERT  
List of Proposed Payments  
As of 2022-01-21  
Payments due on or before 2022-01-26

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: SCF - Small Communities Fund Grant</b>					
Computer Cheques:					
CON004	Con-Tech General Contractors 4A	Railway work SCF	2022-01-26	39,862.92	39,862.92
CON004	Con-Tech General Contractors #4B-01	Completion less deficiency	2022-01-26	24,480.87	24,480.87
Total To Be Paid:					64,343.79
Paid Items:					0.00
Manual Cheques and Other:					0.00
Grand Total for SCF:					64,343.79

SUMMARY

	Number	Amount
Cheques:	2	64,343.79
EFT's:	0	0.00
Total Proposed Payments:	2	64,343.79

OVERALL SUMMARY

Total To Be Paid:	<del>88,824.66</del>
Paid Items:	0.00
Manual Cheques and Other:	0.00
Overall Grand Total:	<del>88,824.66</del>

	Number	Amount
Cheques:	3	<del>88,824.66</del>
EFT's:	0	0.00
Total Proposed Payments:	3	<del>88,824.66</del>

Report Date  
2022-01-21 10:13 AM

TOWN OF KERROBERT  
List of Proposed Payments  
As of 2022-01-21  
Payments due on or before 2022-01-26

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: ICIP - ICIP payments</b>					
<b>Computer Cheques:</b>					
BCL001	BCL Engineering Ltd. 14	Resident Engineering ICIP	2022-01-26	36,736.28	36,736.28
GEE001	Gee Bee Contruction Co. Ltd. Progress 4	Certificate #4 -work till y/e	2022-01-26	1,310,815.85	1,310,815.85
Total To Be Paid:					1,347,552.13
Paid Items:					0.00
Manual Cheques and Other:					0.00
Grand Total for ICIP:					<u>1,347,552.13</u>

SUMMARY

	Number	Amount
Cheques:	2	1,347,552.13
EFT's:	0	<u>0.00</u>
Total Proposed Payments:	2	1,347,552.13

OVERALL SUMMARY

Total To Be Paid:	1,347,552.13
Paid Items:	0.00
Manual Cheques and Other:	<u>0.00</u>
Overall Grand Total:	<u>1,347,552.13</u>

	Number	Amount
Cheques:	2	1,347,552.13
EFT's:	0	<u>0.00</u>
Total Proposed Payments:	2	1,347,552.13