

MINUTES
TOWN OF KERROBERT *REGULAR* COUNCIL MEETING
WEDNESDAY, April 22, 2020 AT 6:00 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Chad Tetzlaff, Brad Murphy, Terry Dunn (via video), Heather Wack, Del-Marie Kissick (via video), Brandon Zerr
Staff: Tara Neumeier - Assistant Administrator, Veronica Smith - Office Clerk (via video until 8:40 pm)
Absent
Student Councillors: Ariel Murphy (via video), Emma James (via video)
Public: None

ABSENT:

CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 6:05 pm.

ADDITIONS TO AGENDA: None

MINUTES:

159/2020 Murphy:
That the minutes of the Regular Meeting of the Council of the Town of Kerrobert held on April 8, 2020 be approved with minor changes.
Carried

DELEGATION: Glen Weisbrod, Independent Energy Inc. (6:10 p.m.)
Josh Bruenig, Jeps Joint Cannabis (6:30 p.m.)

MANAGEMENT REPORTS:

160/2020 Zerr:
That the Administration trackers dated April 8, 2020 and verbal report be accepted as circulated and presented by Assistant Administrator.
Carried

161/2020 Tetzlaff:
That Recreation Department report from Recreation Director dated April 19, 2020 be accepted as circulated.
Carried

162/2020 Wack:
That Operations Department report from Operations Manager dated April 20, 2020 be accepted as circulated.
Carried

163/2020 Kissick:
That the staff work order tracking sheets dated from Jan 21, 2020 to April 31, 2020 be accepted as circulated.
Carried

APPROVALS:

- 164/2020 Tetzlaff:
That the Utilities relief due to Covid 19 be extended for one more month.
Carried
- 165/2020 Tetzlaff:
That Tara Neumeier be appointed as Acting Administrator.
Carried
- 166/2020 Wack:
That Veronica Smith be appointed as Recording Secretary.
Carried
- 167/2020 Kissick:
That the List of Proposed Payments as of April 22, 2020 in the amount of \$51,761.99 be approved as per the attached Schedule "A" which shall form part of these minutes.
Carried
- 168/2020 Tetzlaff:
That the Bank Reconciliation report for period ending February 29, 2020 be accepted as circulated.
Carried
- 169/2020 Murphy:
That the Mileage Reports dated March 31, 2020 be accepted as circulated.
Carried
- 170/2020 Zerr:
That the Ultimate Recipient Agreement for the Investing in Canada Infrastructure Program for the Town of Kerrobert water line replacement program be accepted. Further that the Mayor and Assistant Administrator be authorized to sign it on behalf of the Town.
Carried
- 171/2020 Tetzlaff:
That the letter from KenLar Insulations dated January 9, 2020 requesting to void false alarm charge be received. Further that the interest fees be waived but original charge of \$500 must be paid.
Carried
- 172/2020 Wack:
That the draft of annual letter for possible lead in drinking water be received. Further that staff mail it out to residents.
Carried
- 173/2020 Tetzlaff:
That the agreement and documents from SUMAssure for general insurance be received. Further that Assistant Administrator be authorized to take necessary steps to change insurance provider for Town of Kerrobert to SUMAssure and cancel SGI Policy once new provider is in place.
Carried

COMMITTEES & OUTSIDE BOARDS:

174/2020 Murphy:
That the detailed RCMP Policing report dated March 1 – 31, 2020 be received as circulated.

Carried

175/2020 Kissick:
That the minutes from the Kerrobert Library Board Meeting dated March 5, 2020 be received as circulated.

Carried

CORRESPONDENCE:

176/2020 Wack:
That the following correspondence be received:
a) Letter from SaskEnergy dated March 20, 2020 Re: Hudson Energy
b) Budget for highlights for 2020-21 from the Ministry of Highways & Infrastructure
c) Structural assessment of Kerrobert Town Hall from W. Gagnon Engineering dated April 8, 2020

Carried

BYLAWS:

177/2020 Dunn:
That Bylaw No. 1055-20 A Bylaw to amend Bylaw No. 995-14 commonly known as the Zoning Bylaw be read a second time.

Carried

NEW BUSINESS:

178/2020 Murphy:
That Council continue proceedings past 10:00 p.m. as per Council Procedures Bylaw No. 1010-16.

Carried

179/2020 Dunn:
That the Salary Grid be accepted with the proposed restructure of the Pay Grade Ranges be reflected as follows: Base: \$20 to 25, Step 1: \$23-28, Step 2: \$26-31, Step 3: \$30 plus.

Carried

180/2020 Murphy:
That Dana MacCuish base pay be raised by \$2.00/HR and COL increase. Furthermore that this be retroactive to Jan 1, 2020.

Carried

- 181/2020 Tetzlaff:
That Armand Gareau base pay be raised by \$1.83/HR. Furthermore that it be retroactive to Jan 1, 2020.
- 182/2020 Zerr:
That Recreation Director's base annual salary be raised by \$1,200, to bring it closer to the UMAAS scale of pay. Furthermore this be retroactive to Jan 1, 2020.
- 183/2020 Dunn:
That Operations Foreman's salary be switched to an hourly rate to take effect April 9th, 2020.
- 184/2020 Wack:
That casual employee Sarah McCloskey be just a casual, on call employee for the Administrative Assistant position. Furthermore that OH&S be handled by the Operations and Recreation Managers.
- 185/2020 Wack:
That a Cost of Living increase be approved for the remainder of the staff effective the next pay period May 15th, 2020
- 186/2020 Dunn:
That the proposed budget presented by Assistant Administrator be approved as presented with amendments discussed at this meeting.
- 187/2020 Tetzlaff:
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
- 188/2020 Zerr:
That Council conclude the Closed Meeting and Resume the Regular Meeting of Council
Carried

ADJORNMENT:

- 189/2020 Wack:
That the meeting adjourn at 11:49 pm.

Carried

Certified to be a true and correct
Copy of the Regular meeting of
Council held April 22, 2020

Mayor

Assistant Administrator,
Town of Kerrobert