

MINUTES
TOWN OF KERROBERT REGULAR COUNCIL MEETING
WEDNESDAY December 19, 2018 AT 6:30 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Terry Dunn, Brad Murphy, Heather Wack, Brandon Zerr, Chad Tetzlaff (arrived at 7:55 p.m.)
Staff: Heidi Frank, Administrator; Veronica Smith, Office Clerk (partial)
Student Councillor: Rachel Ressler (partial)
ABSENT: Del-Marie Kissick (Regrets)

CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 6:30 pm.

ADDITIONS TO AGENDA:

410/2018 Dunn:
That the following items be added to the agenda:
6(h) Administrator Report dated December 19, 2018 – Re: Pioneer Haven funding request
6(k) Application for permit to demolish dated December 15th, 2018
6(l) Email dated December 18, 2018 from Chris Champion re: AM Certificate
6(m) Email dated December 17, 2018 from Gov. of SK requesting TUHP Affidavit
6(n) Email dated December 17, 2018 from RM of Mariposa re: Landfill access
6(o) Invoice from Terry Hoknes for Dueling Pianos down payment for 2019 holiday party

Carried

MINUTES:

411/2018 Wack:
That the minutes of the regular meeting of the Council of the Town of Kerrobert held on November 28, 2018 be approved as circulated.

Carried

DELEGATION: None

MANAGEMENT REPORTS:

412/2018 Dunn:
That the Administration report dated December 19, 2018 be accepted as presented by Heidi Frank, Administrator.

Carried

413/2018 Zerr:
That the utilities report dated December 13, 2018 be accepted as circulated by Kerry Ward, Operations Manager.

Carried

APPROVALS:

414/2018 Murphy:
That the List of Proposed Payments as of December 7th, 2018 in the amount of \$184,300.25 be approved as per the attached Schedule "A" which shall form part of these minutes.

Carried

- 415/2018 Wack:
That the Town of Kerrobert bank reconciliation for the period ending November 30, 2018 be approved as circulated and presented.
Carried
- 416/2018 Murphy:
That the detailed statement of financial activities for the period ending November 30, 2018 be approved as circulated and presented.
Carried
- 417/2018 Zerr:
That Council approves the annual employee Christmas grants as circulated and presented.
Carried
- 418/2018 Dunn:
That the Vehicle/Equipment Mileage Report for the period ending September 30, 2018, be received.
Carried
- 419/2018 Dunn:
That Town of Kerrobert agrees to sign new Fire Agreements with Rural Municipality of Progress and Rural Municipality of Oakdale as per the attached Schedule "B" which shall form part of these minutes.
Carried
- 420/2018 Zerr:
That the Town of Kerrobert grant \$18,000, in the 2019 budget year to Pioneer Haven Co. Inc. for capital improvements. Further, that Mayor Wayne Mock and Councillor Brandon Zerr attend the next Pioneer Haven board meeting.
Carried
- 421/2018 Wack:
That Assistant Administrator Tara Neumeier be authorized to transfer \$17,000 from Reserves to the Fire Department account.
Carried
- 422/2018 Dunn:
That Administrator Heidi Frank be approved to change her title from Administrator to Chief Administrative Officer in accordance with UMAAS recommendations. Further, that the Administration Bylaw be amended with a Chief Administrative Officer definition.
Carried
- 423/2018 Zerr:
That the application for a demolition permit for 18 Bosworth Street , known as the "old hotel" be approved, subject to conforming with Official Community Plan and Zoning Bylaw and all other Town of Kerrobert bylaws.

Carried

424/2018 Zerr:
That email dated December 18, 2018 from Chris Champion re: Asset Management Certificate be received. Further, that the Administrator Heidi Frank be authorized to take the Asset Management course offered by NAMS Canada at a registration fee of \$474.60.

Carried

425/2018 Dunn:
That the email dated December 17, 2018 from Government of Saskatchewan requesting Town Urban Highway Policy Affidavit be received and further that the Administrator be authorized as the signatory for the Town Urban Highway Policy Operation & Maintenance Policy.

Carried

426/2018 Dunn:
That the email dated December 17, 2018 from Rural Municipality of Mariposa regarding landfill access be received. Further, that the Administrator respond that the Town of Kerrobert is still examining its own options, and if the Rural Municipality of Mariposa wishes to continue to use the Kerrobert Landfill that the Rural Municipality of Mariposa pays for the monthly cost of the bin dedicated to its residents plus \$400 per month to make use of our landfill.

Carried

427/2018 Zerr:
That the invoice from Terry Hoknes for Dueling Pianos down payment for the the 2019 Christmas party be received. Further, that this be deferred to an electronic vote, pending investigation of availability and cost of an alternate group.

Carried

COMMITTEES & OUTSIDE BOARDS:

428/2018 Wack:
That the minutes of the regular meeting of the Kerrobert and District Culture and Recreation Board dated December 10, 2018 be received as circulated.

Carried

429/2019 Dunn:
That the RCMP Policing report dated November 1-November 30, 2018 be received as circulated.

Carried

CORRESPONDENCE:

430/2018 Dunn:
That the following correspondence be received as circulated:

- a) Letter from Pioneer Haven dated November 27, 2018 further that Wayne Mock and Brandon Zerr attend the next Pioneer Haven board meeting.
- b) Water Security Agency Compliance Inspection report
- c) Letter dated December 2018 from Ken Francis MLA Kindersley Constituency
- d) Letter dated November 2018 from SK in Motion

431/2018 Murphy:
That the letter dated December 13, 2018 from Rural Municipality of Mariposa regarding the Town of Kerrobert Fire and Rescue Agreement be received as circulated. Further that the Town of Kerrobert respond that this agreement is past due and has already been signed by all the other rural municipalities involved. The Rural Municipality of Mariposa is strongly urged to sign the existing agreement so that its ratepayers are covered and to feel free to submit amendments which will be considered by all four parties.

Carried

432/2018 Dunn:
That the following correspondence be received as circulated and file.

- a. Email dated December 11, 2018 from RM of Oakdale re: Landfill changes
- b. Email dated December 13, 2018 from RM of Progress re: Landfill changes.

Carried

BYLAWS: None

NEW BUSINESS:

433/2018 Murphy:
That for the 2019 year, Town of Kerrobert Council Regular Meetings will meet at 6:00 p.m. with a meal provided. Further, meetings will be held on the second and fourth Wednesday of each month with the exception of July, August and December which will hold one regular meeting on the first Wednesday of the month.

Carried

434/2018 Murphy:
That the Municipal Public Disclosure Statements from Town of Kerrobert Council be received and filed.

Carried

435/2018 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

436/2018 Tetzlaff:

That Council conclude the Closed Meeting and resume the Regular Meeting of Council

Carried

ADJORNMENT:

437/2018 Tetzlaff:

That the meeting adjourn at 9:48 PM.

Carried

Mayor

Administrator