

MINUTES
TOWN OF KERROBERT *REGULAR* COUNCIL MEETING
WEDNESDAY January 23, 2019 AT 6:00 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Terry Dunn, Brad Murphy (Partial), Heather Wack, Chad Tetzlaff, Del Marie
Kissick, Brandon Zerr (arrived 6:30)
Staff: Heidi Frank, Chief Administrative Officer
Student Councillor: Rachel Ressler (partial)

ABSENT:

CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 6:03 pm.

ADDITIONS TO AGENDA:

032/2019 Murphy:
That the following items be added to the agenda:
6(m) Insurance Policy
6(n) Cutting down Town Trees

Carried

MINUTES:

033/2019 Kissick:
That the minutes of the Regular Meeting of the Council of the Town of Kerrobert held on January 9, 2019 be approved as circulated.

Carried

DELEGATION:

Ryan Gustus – Loraas – no show.

MANAGEMENT REPORTS:

034/2019 Tetzlaff:
That the Administration report dated January 9, 2019 be accepted as presented by Heidi Frank, CAO, further that Council is to inform the CAO of prioritization of items.

Carried

APPROVALS:

035/2019 Tetzlaff:
That the Loraas agreement for 2019 be deferred to the February 13, 2019 Regular Meeting of Council.

Carried

036/2019 Dunn:
That the List of Proposed Payments as of January 16, 2019 in the amount of \$271,888.51 be approved as per the attached Schedule "A" which shall form part of these minutes.

Carried

037/2019 Dunn:
That the Town of Kerrobert Bank Reconciliation for the period ending December 31, 2018 accepted as presented and circulated.

Carried

038/2019 Dunn:
That effective January 23, 2019, Council authorizes Assistant Administrator Tara Neumeier full signing authority. Further, that Tara Neumeier have access to all Town of Kerrobert financial information including but not limited to any commercial loans, lines of credit, statements, and reports; and that effective January 23, 2019 remove Monica Merkosky from all authorizations

previously granted.

Carried

039/2019 Murphy:
That the Town of Kerrobert SGI Policy Coverage for employee bonds for 2019 be accepted as presented and circulated.

Carried

040/2019 Dunn:
That Mayor Wayne Mock be appointed as the Town of Kerrobert Representative and CAO Heidi Frank be appointed as the Alternate Representative to the West Central Municipal Government Committee, further that the membership fee of \$461.70 be approved for payment.

Carried

041/2019 Tetzlaff:
That the request from Operations Manager Kerry Ward for reimbursement of clothing purchased January 11, 2019 in the amount of \$110.84 be denied. Further that the Clothing and Boot Allowance policy be amended to include personal protection equipment and safety clothing.

Carried

042/2019 Murphy:
That the Walkerton tragedy conference information be received.

Carried

043/2019 Zerr:
That the edited Town of Kerrobert Fire and Rescue Agreement be received, further that the agreement, with its updated wording, be sent to the RM of Progress and RM of Oakdale for signatures, further that Councillor Del-Marie Kissick take the edited agreement to the RM of Mariposa for signature.

Carried

044/2019 Zerr:
That the Landfill Report, presented by Councillor Terry Dunn be received. Further that Councillor Dunn calculate landfill rates and charges to be presented to Council for approval.

Carried

045/2019 Tetzlaff:
That the CAO write a letter to the KLD Board requesting they find alternate accommodations.

Carried

046/2019 Wack:
That the Town of Kerrobert List of Lands with Arrears of Taxes be accepted as presented.

Carried

047/2019 Dunn:
That the email dated January 4, 2019 from Theresa Kissick of Shortt Insurance be received. Further that the Schedule of Municipal Machinery and Statement of Values insurance policies be renewed, further that the insurance policies be reviewed and Shortt Insurance be provided with updated inventory in spring of 2019.

Carried

048/2019 Dunn:
That an arborist be contacted and requested to provide an estimate of costs to consult on trees that were cut down and delimbed by a moving company on Columbia Ave.
Carried

COMMITTEES & OUTSIDE BOARDS:

CORRESPONDENCE:

049/2019 Kissick:
That the following correspondence be received:
a. Letter from STARS dated December 19, 2018 – open house February 4, 2019
b. Email from Ashley Loehndorf dated January 9, 2019 - extension on landfill
c. Letter from SAMA, dated January 14, 2019 – annual meeting
d. Email from Ryan Tebbutt, dated January 10, 2019 – follow-up to his presentation
e. Letter from Ministry of Highways, dated January 10, 2019 – TUHP grant
f. Letter from Kerrobert KCRA Rodeo – request for funding
g. Email from Peter Hansen, dated January 17, 2019 – Enbridge site visit
Carried

BYLAWS:

050/2019 Tetzlaff:
That Bylaw No. 1046-19, commonly known as the Administrative Bylaw, a Bylaw of the Town of Kerrobert to provide to establish the duties and powers of the Chief Administrative Officer and Designated Officers for the Town of Kerrobert hereby be introduced and read a first time.
Carried.

051/2019 Dunn:
That Bylaw No. 1046-19, be read a second time.
Carried.

052/2019 Kissick:
That Bylaw No. 1046-19, hereby be given three readings at this meeting.
Carried Unanimously.

053/2019 Wack:
That Bylaw No. 1046-19, commonly known as the Administrative Bylaw, a Bylaw of the Town of Kerrobert to provide to establish the duties and powers of the Chief Administrative Officer and Designated Officers for the Town of Kerrobert be hereby adopted.
Carried.

NEW BUSINESS:

054/2019 Kissick:
That Ryan Shepherd, CCA Construction Code Authority, Building Inspector be appointed as the Town of Kerrobert Building Inspector.
Carried

055/2019 Kissick:
That the Kerrobert Recreation and Culture Board of Directors suggest a Board or Council member to be available to Access Communications for interviews with Town February 6, 2019 at 11:00 a.m.
Carried

056/2019 Dunn:
That the CAO send a letter to the RM of Oakdale requesting a copy of the letter that the RM of Oakdale sent its residents informing residents that the RM of Oakdale will no longer be using or paying for the Town of Kerrobert Landfill..
Carried

ADJORNMENT:

057/2019 Tetzlaff:
That the meeting adjourn at 10:00 PM.
Carried

Mayor

Administrator