

MINUTES
TOWN OF KERROBERT REGULAR COUNCIL MEETING
Wednesday, March 24, 2021 AT 6:30 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Chad Tetzlaff, Terry Dunn, Brad Murphy, Del Marie Kissick, Heather Wack, Mike Mitchell
Staff: CAO – Tara Neumeier, Veronica Smith – Recording Secretary
Absent: none
Public: none

CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 6:32 p.m.

ADDITIONS TO AGENDA:

92/2021 Kissick:
That the following items be added to the agenda:
5(g) Sign Corridor Application Approval

Carried

MINUTES:

93/2021 Mitchell:
That the minutes of the Regular Meeting of the Council of the Town of Kerrobert held on March 10, 2021 be approved.

Carried

DELEGATION: Grant Ady – did not come.

MANAGEMENT REPORTS:

94/2021 Tetzlaff:
That the Administration trackers dated March 10, 2021 be accepted as circulated.

Carried

95/2021 Dunn:
That the Operations Manager report dated March 19, 2021 be accepted as circulated. Further, that it be filed in the Municipal records.

Carried

96/2021 Kissick:
That the Fuel & Mileage reports dated February 28, 2021 be accepted as circulated. Further that they be filed in the Municipal records.

Carried

W W W

APPROVALS:

97/2021

Murphy:

That the Lists of Proposed Payments as of March 22, 2021 totaling \$47,331.14, the SCF List of Proposed payments as of March 22, 2021 totaling \$214,868.67 and the ICIP as of March 22, 2021 totaling \$145,667.93 be approved as per the attached Schedule "A" which shall form part of these minutes.

Carried

98/2021

Dunn:

That the Bank Reconciliation Reports for January and February, 2021 and the Detailed Statement of Financial Activities for period ending February 28, 2021 be approved. Further that they be filed in the Municipal records.

Carried

99/2021

Tetzlaff:

That the Fire Department Operating 2020 surplus of \$14,348.00 be transferred from the general account to the Fire Department reserve account.

Carried

100/2021

Kissick:

That the Kerrobert Chamber of Commerce be given the authority to send an application to the Government of SK Ministry of Highways and Infrastructure to establish a sign corridor for the Town of Kerrobert. Further that the Kerrobert Chamber of Commerce be appointed to administer the Sign Corridor in accordance with all provincial statutes, local municipal bylaws, and special conditions specified by the landowner.

Carried

COMMITTEES & OUTSIDE BOARDS:

101/2021

Kissick:

That the annual meeting minutes for the Kerrobert Library Board general meeting dated March 11, 2021 and the Regular meeting minutes of the Kerrobert Library Board dated March 11, 2021 be received for information. Further that they be filed in Municipal records.

Carried

102/2021

Mitchell:

That the Regular meeting minutes of the Kerrobert Fairground Committee dated March 16, 2021 be received for information. Further that they be filed in Municipal records.

Carried

103/2021 Wack:
That the Regular meeting minutes of the Prairieland Community Center Committee dated March 18, 2021 be received for information. Further that they be filed in Municipal records.

Carried

CORRESPONDENCE:

BYLAWS:

NEW BUSINESS:

104/2021 Wack:
That the Office Clerk be authorized to apply for the Canada Healthy Communities Initiative Grant for the replacement of existing sidewalks and front curb of the municipal office and cultural center's courthouse building as well as new a cement pad/sidewalk added for picnic tables and new sidewalks for the paths entering the courtyard.

Carried

105/2021 Dunn:
That the information regarding SUMAssure legal coverage changes be received. Further that the Town passes on the DAS legal expense coverage at this time.

Carried

106/2021 Tetzlaff:
That the information regarding utility billing error at 310 MacPherson be received. Further that Administrator reverse the error in utility billing and apply the credit to his tax roll.

Carried

Councillor Wack declared conflict of interest as per item discussed in 7(d) and left the meeting at 7:40 p.m.

Councillor Wack returned to the meeting at 8:15 p.m.

107/2021 Mitchell:
Motion to 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. 21(a)

Carried

108/2020 Tetzlaff:
That Council conclude the Closed Meeting and Resume the Regular Meeting of Council

Carried

Councillor Murphy left the meeting at 9:50 p.m.

109/2020

Wack:

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

Carried

Mayor Mock left the meeting at 10:05. Deputy Mayor Del-Marie Kissick took over chairing the meeting.

ADJOURNMENT:


110/2021

Mitchell:


That the meeting adjourn at 10:13 pm.

Carried

Certified to be a true and correct
Copy of the Regular meeting of
Council held March 24, 2021



Mayor



Acting Chief Administrative Officer
Town of Kerrobert

Report Date
2021-03-22 2:10 PM

TOWN OF KERROBERT
List of Proposed Payments
As of 2021-03-22
Payments due on or before 2021-03-31

Schedule "A"
Regular Meeting March
24th, 2021 Page 1

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
3WA001	3-Way Sales & Service Ltd 204915	Two Motorola Batteries	2021-03-24	344.10	344.10
BAH001	Bahm's Auto Service & Supply Decmeber 2020	Decmeber 2020	2021-03-24	464.58	464.58
BIC001	Bick's Drugs Statement	Document Frame	2021-03-24	14.72	14.72
CAN002	Canada Post Corporation 9768422057	Water Analysis Postage	2021-03-24	87.71	87.71
DEL002	Delco Automation Inc. M25263	Hach Desiccant Cartridge	2021-03-24	63.49	63.49
DEL003	Delta Co-operative Association 1001443	Building Supplies WTP	2021-03-24	850.52	850.52
DIS001	District #30 A.D.D. Board Pest Levy 2021	2020 Rat Control levy	2021-03-24	1,085.32	1,085.32
DNOW001	DNOW Canada ULC 915041462	Garbage Bags & Nitrile Gloves	2021-03-24	93.16	
	915057351	Discharge Hose 2" x 50' PVC	2021-03-24	89.89	183.05
HEI001	Heitt's Plumbing & Heating Ltd 64483	Replace Thermocouple	2021-03-24	266.40	266.40
JOHN01	Johnson, Jenna 11	Sewer Bylaw	2021-03-24	120.00	120.00
KER001	Kerrobot Backhoe Service 0505	Town Shop Frozen line	2021-03-24	666.00	666.00
KER009	Kerrobot Paint & Body 76875	Right Front Door Handle	2021-03-24	62.50	62.50
KER060	Kerrobot Shop Easy February 2021	February Statement	2021-03-24	44.91	44.91
KING001	Kindersley Glass 2010 Ltd. 24678	Handibus Parking Garage Door	2021-03-24	1,574.48	
	24677	Back Bay Door Arena	2021-03-24	801.92	2,376.40
KON002	Konica Minolta Busn Solutions 271508248	4503bw & 2689colour	2021-03-24	349.55	349.55
LESY001	Lesyk Advertising 1934	Mar Monthly Billing	2021-03-24	367.50	367.50
MCN002	McNichol, Rick Rev 20543	Powder Coating Red Leafs	2021-03-24	444.00	444.00
MUN002	MuniSoft 2021/22-00539	Utility Notices/Receipt Paper	2021-03-24	578.50	578.50
NORT001	Northbound IN210158	Bylaw service	2021-03-24	1,022.63	
	IN210159	Pioneer Haven/Lot Sketch	2021-03-24	158.81	1,181.44
PIN001	Pinnacle Distribution Inc. L17351901	Unitab Disinfectant	2021-03-24	105.06	105.06
PUR001	Purolator Courier Ltd. 446535079	Shipping Water Samples	2021-03-24	79.17	
	446591180	Shipping Water Samples	2021-03-24	79.86	159.03
RONA01	Rona Macklin 240317	Delpro Panel & J Channel	2021-03-24	414.59	414.59

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Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
SAS007	SaskPower 50070069	Atlantic Streetlight Removal	2021-03-24	407.40	407.40
SAS014	Saskatchewan Parks And Membership 2021	Active Membership fee	2021-03-24	115.00	115.00
SAS020	Saskatchewan Research Council 1210309	water analysis	2021-03-24	27.56	55.12
	1210546	water analysis	2021-03-24	27.56	
SCH020	Schmidt, Michele Mar 9-22	Acting Admin 13hrs@\$55/hr	2021-03-24	715.00	715.00
SCHL001	Schlosser, James Marks	Boots	2021-03-24	125.00	250.00
	Coveralls	Coveralls	2021-03-24	125.00	
SUM001	SUMA INV-000094595	2020 Election Expenses	2021-03-24	345.63	3,010.53
	MEM-000094777	Membership Fee	2021-03-24	1,811.84	
	VFF-000095363	Volunteer Firefighter Ins.	2021-03-24	853.06	
SUN002	Suncorp Valuations CA00001528	Annual Revision-Town Buildings	2021-03-24	2,288.73	2,288.73
WRL001	Western Regional Landfill Inc. 0000346636	Landifl empties Feb	2021-03-24	352.00	352.00
ZER006	Zerr, Brent Active911252011	Refund - Active 911 Subscripti	2021-03-24	674.50	863.82
	Walmart030921	Refund Walmart Batteries	2021-03-24	189.32	

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.

COLL001	Collabria Mastercard 20210316	February Charges	2021-03-24	32.89	32.89
IMP001	Imperial Oil Jan 2021	Transit Fuel	2021-03-24	209.18	209.18
MIL001	Millsap Fuel Distributors 974723	Fuel for Feb 2021	2021-03-24	2,223.82	2,223.82
POU002	Poulin's Pest Control 1334953	Monthly pest control	2021-03-24	89.31	89.31
SAS004	SaskEnergy Feb 2021-01	Feb 2021	2021-03-24	11,382.87	11,382.87
SAS007	SaskPower Jan 2021-01	Power Bills to Feb 10 2021	2021-03-24	11,254.28	11,254.28
SAS011	SaskTel Cmr Feb 2021 Phone-	Feb 2021 Phone	2021-03-24	977.50	977.50
SAS011	SaskTel Cmr Cell Feb 2021--	Feb 2021 Cell Phones	2021-03-24	249.32	249.32
SASK006	SaskWater SW071177	Feb Water operator	2021-03-24	2,625.00	2,625.00

Total To Be Paid:	18,286.97
Paid Items:	0.00
Manual Cheques and Other:	29,044.17

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Report Date
2021-03-22 2:10 PM

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As of 2021-03-22
Payments due on or before 2021-03-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
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Grand Total for AP: 47,331.14

SUMMARY

	Number	Amount
Cheques:	31	18,286.97
EFT's:	0	0.00
Total Proposed Payments:	31	18,286.97

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As of 2021-03-22
Payments due on or before 2021-03-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
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Bank Code: SCF - Small Communities Fund Grant

Computer Cheques:

CON004	Con-Tech General Contractors 3A & 3B	Progress certificate 3A/3B	2021-03-31	214,868.67	214,868.67
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Total To Be Paid:	214,868.67
Paid Items:	0.00
Manual Cheques and Other:	0.00

Grand Total for SCF: 214,868.67

SUMMARY

	Number	Amount
Cheques:	1	214,868.67
EFT's:	0	0.00
Total Proposed Payments:	1	214,868.67

OVERALL SUMMARY

Total To Be Paid:	214,868.67
Paid Items:	0.00
Manual Cheques and Other:	0.00

Overall Grand Total: 214,868.67

	Number	Amount
Cheques:	1	214,868.67
EFT's:	0	0.00
Total Proposed Payments:	1	214,868.67

Report Date
2021-03-22 4:40 PM

TOWN OF KERROBERT
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Payments due on or before 2021-03-31

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
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Bank Code: ICIP - ICIP payments

Computer Cheques:

BCL001	BCL Engineering Ltd. 9	Sewer Inspec/Design/correspond	2021-03-31	145,667.93	145,667.93
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Total To Be Paid:	145,667.93
Paid Items:	0.00
Manual Cheques and Other:	0.00
Grand Total for ICIP:	145,667.93

SUMMARY

	Number	Amount
Cheques:	1	145,667.93
EFT's:	0	0.00
Total Proposed Payments:	1	145,667.93

OVERALL SUMMARY

Total To Be Paid:	145,667.93
Paid Items:	0.00
Manual Cheques and Other:	0.00
Overall Grand Total:	145,667.93

	Number	Amount
Cheques:	1	145,667.93
EFT's:	0	0.00
Total Proposed Payments:	1	145,667.93