

MINUTES
TOWN OF KERROBERT *REGULAR* COUNCIL MEETING
WEDNESDAY, March 25, 2020 AT 6:00 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Chad Tetzlaff, Brad Murphy, Terry Dunn, Brandon Zerr, Heather Wack (via phone)
Del-Marie Kissick (via phone)
Staff: Tara Neumeier - Assistant Administrator, Veronica Smith - Office Clerk (via phone)
Student Councillors: None
Public: None

ABSENT:

CALL TO ORDER:

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

ADDITIONS TO AGENDA:

107/2020 Murphy:
Covid 19 relief and staffing recommendations handout from Assistant Administrator, Tara Neumeier
Carried

MINUTES:

108/2020 Tetzlaff:
That the minutes of the Regular Meeting of the Council of the Town of Kerrobert held on March 12, 2020 be approved as circulated.
Carried

DELEGATION: Yvonne Prusak and Lorrieann Frohlich from North Bound Planning (via phone)

MANAGEMENT REPORTS:

109/2020 Kissick:
That the Administration trackers, March 12, 2020, and her verbal report be accepted as circulated and presented by Assistant Administrator, Tara Neumeier.
Carried

110/2020 Zerr:
That the Operations Manager's report by Jim Schlosser be accepted as circulated.
Carried

APPROVALS:

111/2020 Tetzlaff:
That staff move the semi-annual water meter read for utilities to the month of April instead of March due to staffing issues related to implementing COVID 19 precautionary measures. Further that staff notify residents of change.
Carried

112/2020 Tetzlaff:
That the quote from Weese Electric dated March 25, 2020 to install lights at the Water Treatment Plant for \$2539.72 be accepted.

113/2020 Kissick:
That the List of Proposed Payments as of March 25, 2020 in the amount of \$40,545.19 be approved as per the attached Schedule "A" which shall form part of these minutes.
Carried

- 114/2020 Dunn:
That the Bank Reconciliation Report for period ending February 29, 2020 be accepted as presented and circulated.
- Carried
- 115/2020 Kissick:
That the invoice from Federation Of Canadian Municipalities Re: Optional contribution be received. Further that Council not approve payment.
- Carried
- 116/2020 Dunn:
That the Mileage reports dated Jan. 31/2 & Feb. 29/20 be received.
- Carried
- 117/2020 Tetzlaff:
That the Recreation Board/Recreation Director recommendation dated March 21/20 be denied. Further that there be a hiring freeze across the board.
- Carried
- 118/2020 Tetzlaff:
That the Recreation Director recommendation dated March 23, 2020 re: Wage increase for Council be received. Further that this discussion be deferred until the special meeting regarding wage reviews on April 1, 2020.
- Carried

COMMITTEES & OUTSIDE BOARDS:

- 119/2020 Tetzlaff:
That the following reports and minutes be received:
 a) Courthouse Committee meeting minutes dated Feb. 24, 2020
 b) Library Board meeting minutes dated March 5, 2020
 c) Annual Library general meeting minutes dated March 5, 2020
 d) Annual Kerrobert Recreation Board general meeting dated March 9, 2020
- Carried
- 120/2020 Dunn:
That the Kerrobert Recreation Board regular meeting minutes be received. Further that in the event that the swimming pool opens this summer, that we support the recommendation for the reduction of eight days for opening and closing dates to allow for investigation on water loss.
- Carried
- 121/2020 Zerr:
That Recreation Director Bobbi Hebron begin to investigate quotes for a structural assessment report on the pool for the purposes of applying for grants. Further that she reach out to BCL for a quote.
- Carried

CORRESPONDENCE:

- 122/2020 Murphy:
That the letter from Kerrobert Rodeo Committee dated March 10, 2020 be received. Further that Council give permission for them to attain liquor permits for July 3,4 & 5th, 2020.
- Carried

- 123/2020 Tetzlaff:
That the recreation member salary grid from Recreation Director Bobbi Hebron be received. Further that this discussion be deferred until the special meeting regarding wage reviews on April 1, 2020.
- Carried
- 124/2020 Murphy:
That the email from Golf View Mobile Acres regarding request to give property back to the Town be received and approved. Further that staff inform them, as well as the other two purchasers of the remaining trailers that they are allowed to transfer title back to the town at their cost. Further that they be politely asked to clean the properties first.
- Carried
- 125/2020 Murphy:
That the email from Press Herald Publications dated March 18, 2020 be received.
- Carried
- 126/2020 Zerr:
That the following information be received:
 - a) Information sheet (examples from Saskatoon) regarding COVID 19 proposed measures to assist citizens submitted by Bobbi Hebron Recreation Director.
 - b) Covid relief and staffing recommendations handout from Assistant Administrator, Tara Neumeier.
Further that the following procedures be put into place:
 - a) That the Town of Kerrobert delay water shut offs for the month of April.
 - b) That interest not be added to utility bills until the end of April.
 - c) That the interest for late payment of taxes be deferred for the month of July.
 - d) That the recommendations for alternating staff schedules and for staff to work from home if possible be approved.
 - e) That casual staff be notified to stay at home until further direction from Council.
- Carried
- BYLAWS:**
- Dunn:
That Bylaw No. 1055-20 be deferred until rewording can be done by North Bound Planning.
- Carried
- NEW BUSINESS:**
- 127/2020 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 .18(1)(b).
- Carried

128/2020 Tetzlaff:
That Council conclude the Closed Meeting and Resume Regular Meeting of Council at 10:15 pm.

Carried

129/2020 Dunn:
That the Regular Council Meeting extend past 10:00 p.m.

Carried

ADJORNMENT:

130/2020 Murphy:
That the meeting adjourn at 10:38 pm.

Carried

Certified to be a true and correct
Copy of the Regular meeting of
Council held March 25, 2020

Mayor

Assistant Administrator,
Town of Kerrobert