

MINUTES
TOWN OF KERROBERT *REGULAR* COUNCIL MEETING
WEDNESDAY November 27, 2019 AT 6:00 PM

PRESENT:

Mayor: Wayne Mock
Councillors: Heather Wack, Brad Murphy, Chad Tetzlaff, Brandon Zerr
Staff: Heidi Frank, CAO; Jim Schlosser, Operations Team Leader (partial),
Student Councillor: Josh Savuerwald
Public: None
ABSENT: Terry Dunn (regrets), Del Marie Kissick (regrets)

CALL TO ORDER:

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

ADDITIONS TO AGENDA:

MINUTES:

393/2019 Tetzlaff:
That the minutes of the Regular Meeting of the Council of the Town of Kerrobert held on October 23, 2019 be approved as circulated.
Carried

394/2019 Zerr:
That the minutes of the Town Hall Meeting of the Town of Kerrobert held on November 7, 2019 be approved as circulated.
Carried

DELEGATION: none

MANAGEMENT REPORTS:

395/2019 Tetzlaff:
That the Administration report dated October 23, 2019 be accepted as circulated by Heidi Frank, CAO, further that Council is to inform the CAO of prioritization of items.
Carried

396/2019 Wack:
That the Operations report dated November 21, 2019 be accepted as circulated.
Carried

.APPROVALS:

397/2019 Murphy:
That the List of Proposed Payments as of November 20, 2019 in the amount of \$34,796.66 approved as per the attached Schedule "A" which shall form part of these minutes.
Carried

398/2019 Murphy:
That the List of Proposed Payments as of November 7, 2019 in the amount of \$67,218.08 approved as per the attached Schedule "B" which shall form part of these minutes.
Carried

399/2019 Murphy:
That the Payroll Report for dated September 1 - 28, 2018 in the amount of \$39,970.55 be approved as per the attached Schedule "C" which shall form part of these minutes.
Carried

400/2019 Murphy:
That the Town of Kerrobert Bank Reconciliation for the period ending October 31, 2019 accepted as presented and circulated.

Carried

401/2019 Murphy:
That the Vehicle/Equipment Mileage Report for the period ending September 30, 2019 and October 31, 2019, be received.

Carried

402/2019 Wack:
That the email from Carmen Langford, October 22, 2019 re: Enbridge consent be received, further that CAO be authorized to enter into an agreement with Enbridge for a Town of Kerrobert Blanket Approach Consent – Pipeline Integrity Dig Program.

Carried

403/2019 Tetzlaff:
That the email from Shauna Meek, October 29, 2019 re: safety deposit box be received, further that the CAO, Assistant Administrator, Mayor and Deputy Mayor be authorized signing authorities for the safety deposit box and the Kerrobert Credit Union.

Carried

404/2019 Zerr:
That Council confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant: submission of the 2018 audited financial statements, submission of the 2018 public reporting on municipal waterworks to the Ministry of Government Relations; in good standing with respect to the reporting and remittance of Education Property Taxes; adoption of a council procedures bylaw; adoption of an employee code of conduct; all member of council have filed and annually updated their public disclosure statements as required. That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met and that we authorize the CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

405/2019 Zerr:
That Council approves the annual employee Christmas grants as circulated as presented.

Carried

406/2019 Murphy:
That Council approves the closure of the Kerrobert Town Office for the Christmas holidays from December 23 to 27, further that staff have the option of working during the Christmas closure, taking time off as an unpaid leave, or taking off as a holiday.

Carried

407/2019 Tetzlaff:
That for the 2020 year, Town of Kerrobert Council Regular Meeting will meet at 6:00 p.m., further that 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

COMMITTEES & OUTSIDE BOARDS:

- 408/2019 Tetzlaff:
That the following reports be received for information:
a) Culture and Recreation Board – November 18, 2019
b) Police report – October 2019.

Carried

CORRESPONDENCE:

- 409/2019 Tetzlaff:
That the following correspondence be received:
a. Bruce Dahl, Water Security Agency, November 12, 2019 re: lead pipes, further that staff initiate a public awareness campaign;
b. RM of Oakdale, November 8, 2019, re: board appointment fire and rescue;
b. What Councillors Should Know About LA FOIP.

Carried

BYLAWS:

NEW BUSINESS:

- 410/2019 Tetzlaff
That the application for a Permit to Demolish 612 Saskatchewan be received and approved.

Carried

- 411/2019 Tetzlaff:
That the application for a development permit for 118 Pacific Avenue be approved, subject to conforming with Official Community Plan and Zoning Bylaw and all other Town of Kerrobert bylaws.

Carried

- 412/2019 Murphy:
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

- 413/2019 Tetzlaff:
That Council conclude the Closed Meeting and Resume the Regular Meeting of Council

Carried

ADJORNMENT:

- 414/2019 Murphy:
That the meeting adjourn at 8:25 PM.

Carried

Certified to be a true and correct
Copy of the Regular meeting of
Council held November 27, 2019

Mayor

Chief Administrative Officer