

MINUTES

TOWN OF KERROBERT *REGULAR COUNCIL MEETING*

Wednesday, October 13th, 2021 AT 6:30 PM

PRESENT:

Mayor: Wayne Mock

Councillors: Heather Wack, Mike Mitchell, Del-Marie Kissick, (6:41 pm) Brad Murphy, Chad Tetzlaff

Absent: Terry Dunn (Regrets)

Staff: CAO - Tara Neumeier, Recording Secretary - Veronica Smith

Public: None

CALL TO ORDER:

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

ADDITIONS TO AGENDA:

358/2021 Murphy:

That the following items be added to the agenda:

7(b) List of Proposed Payments for Approval ICIP as of Oct 13, 2021 totalling \$1,714,510.60,

7(e) Permit to Move for Bick's Drugs and Additional information to support request for Discretionary use item 7(f)

Carried

PUBLIC MEETING:

APPROVAL OF MINUTES:

359/2021 Mitchell:

That the minutes from the Regular Meeting of Council of the Town of Kerrobert held on September 22nd, 2021 be approved. Further, that they be filed in the Municipal records.

Carried

DELEGATION: West Central Crisis Center Approaches Council to inform them of a new pilot program known As "FIRST" that they will be looking to implement in the area.

MANAGEMENT REPORTS:

Councillor Tetzlaff recused himself due to an item in the Administration Trackers at 6:54 p.m.
Councillor Tetzlaff re-entered the meeting at 7:15 p.m.

360/2021 Wack:

That the Administration trackers dated September 22nd 2021 be accepted as circulated.
Further that they be filed in Municipal records.

Carried



- 361/2021 **Murphy:**
That the CAO offer the Operations Team Member position that was advertised to Darrell Ekencrantz at \$23 per hour with probation per town policy.

Carried
- 362/2021 **Wack:**
That the Administrator's Report dated October 13th, 2021 be accepted as circulated. Further, that it be filed in the Municipal records.

Carried
- 363/2021 **Kissick:**
That the Employee Payroll Summary Report dated September 30th be accepted as circulated.

Carried
- APPROVALS:**
- 364/2021 **Murphy:**
That the List of the Proposed Payments as of October 8th, 2021 totalling \$139,982.68 be approved. Further that the List of Proposed Payments be attached as per Schedule "A" which Shall form part of these minutes.

Carried
- 365/2021 **Tetzlaff:**
That the List of ICIP Proposed Payments as of October 13th, 2021 totaling \$1,714,510.60 be approved. Further that the List of Proposed Payments be attached as per Schedule "B" which shall form part of these minutes.

Carried
- 366/2021 **Mitchell:**
That the Detailed Bank Reconciliations dated September 30th, 2021 for the General Chequing, ICIP and SCF chequing accounts be approved. Further that they be filed in the Municipal records.

Carried
- 367/2021 **Kissick:**
That the Permit to Demolish for 527 Saskatchewan Ave. be approved.

Carried
- 368/2021 **Tetzlaff:**
That the Permit to Move for 404 Atlantic, Lot 31, Block 2 Plan 101585291 be approved.

Carried
- 369/2021 **Mitchell:**
That the request from the Courthouse Restoration Society for free hall rental for the Christmas fundraiser be denied, rental costs are part of the expense of the fundraiser.

370/2021 Tetzlaff: Carried
That the request from the Courthouse Restoration Society to apply for a liquor license on behalf of the Town of Kerrobert for the Town Christmas party on December 3, 2021 be approved.

371/2021 Tetzlaff: Carried
That the request from the Courthouse Restoration Society to close Bosworth Street from Saskatchewan Ave to Pacific for tobogganing on Thursday December 2nd in conjunction with the Festival of Trees be approved.

372/2021 Mitchell: Carried
That the following Sask Housing Nominations be approved: Michelle Neumeier, a reappointment, Anita Phillips, a reappointment and Richard McNichol a new appointment. Further that the CAO forward these nominations with approval to the Sask Housing Board.

Carried

COMMITTEES & OUTSIDE BOARDS:

373/2021 Tetzlaff:
That the regular meeting minutes of the Communities in Bloom dated September 29th, 2021 be accepted for information. Further that they be filed in the municipal records.

Carried

374/2021 Kissick:
That the regular meeting minutes of the Kerrobert Recreation Board dated October 4th, 2021 be accepted for information. Further that they be filed in the municipal records.

Carried

375/2021 Kissick:
That the RCMP Quarterly report be accepted for information. Further that it be filed in the Municipal records.

Carried

CORRESPONDENCE:

376/2021 Tetzlaff:
That the email from 541 Manitoba Ave be received., Further that the permission to remove curb to allow for a front driveway be denied at this time and revisited when the curbs will be replaced On the 500 Block of Manitoba in regards to the utility work that was completed there. Further that the CAO inform the resident that a permit will be needed for any work done with a retaining wall.

Carried

BYLAWS:

NEW BUSINESS:

377/2021 Tetzlaff:
Motion to go into a Closed Meeting at 9:12 p.m. subject to Section 120 of *The Municipalities Act* Local Authority Freedom of Information and Protection of Privacy Part III Sec. 21(a).

Carried

378/2021 Tetzlaff:
That Council conclude the Closed Meeting and Resume the Regular Meeting of Council at 9:15 p.m.

Carried

379/2021 Tetzlaff:
The council of the Town of Kerrobert grant permission for CAO to sign the legal document Presented in the closed meeting. Further that it be filed in the Municipal records.

Carried

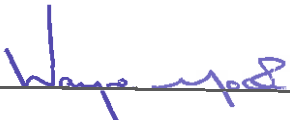
ROUND TABLE:

ADJOURNMENT:

380/2021 Kissick:
That the meeting adjourns at 9:36 p.m.

Carried

Certified to be a true and correct
Copy of the Regular meeting of
Council held October 13th, 2021



Mayor



Chief Administrative Officer
Town of Kerrobert

Regular Meeting Schedule
"A" October 13, 2021

Report Date
2021-10-08 11:03 AM

TOWN OF KERROBERT
List of Proposed Payments
As of 2021-10-08
Payments due on or before 2021-10-13

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
ACT001	Acti-Zyme Products Ltd. 121357	110 lb commercial blend	2021-10-13	2,007.50	2,007.50
AND001	Anderson Pump House Ltd. 537693	propylene Glycol	2021-10-13	191.88	191.88
BAH001	Bahm's Auto Service & Supply Sept 2021	Sept monthly charges	2021-10-13	346.14	346.14
BER004	Berg Chilling Systems 2794	ice paint	2021-10-13	1,438.56	12,886.07
	2799	start up the ice plant	2021-10-13	1,183.18	
	11057	Major overhaul N6A	2021-10-13	10,264.33	
CHAT003	Chatelaine Subscription 21	1 Year Subscription	2021-10-13	20.00	20.00
CON006	Concept Plus Architecture 526.001-1	Report for CH stairs/travel	2021-10-13	2,271.90	2,271.90
CONST001	CCA Construction Code Authority 21-3593	Permit #21-005 CH	2021-10-13	283.50	283.50
CRC001	CR Consumer Reports Renewal -21	2 year subscription	2021-10-13	68.00	68.00
DEL002	Delco Automation Inc. M27602	Calcite/Corosex	2021-10-13	4,795.20	4,795.20
DEL004	Delta Co-op Luseland 6019	adpator.coupling/coupler	2021-10-13	30.86	30.86
DLUX001	D'LUX Archery & Hardware Sept 2021	Sept charges	2021-10-13	1,137.96	1,137.96
DNOW001	DNOW Canada ULC 915409329	safety glasses	2021-10-13	47.51	177.78
	915409352	towellettes	2021-10-13	34.10	
	915427205	gloves/safety glasses	2021-10-13	74.75	
	91527420	Yellow Flag marker	2021-10-13	21.42	
EECE001	Eecol Electric Corp. 0215366	Supplies For power CH yard	2021-10-13	1,696.29	1,696.29
FER001	Fer-Marc Equipment Ltd. 100613	Spreader cloth	2021-10-13	198.47	198.47
HAC001	Hach Sales & Service Canada Lt 261563	DPD free refill vial	2021-10-13	257.42	339.90
	261795	DOD total refill vial	2021-10-13	82.48	
HEI001	Heitt's Plumbing & Heating Ltd 66267	WTP check furnance fan	2021-10-13	142.08	321.90
	66303	427 Alberta -Liebel	2021-10-13	179.82	
INF001	Information Services Corp Sept 2021-02	TE transfer errors	2021-10-13	562.00	562.00
KER001	Kerrobert Backhoe Service 541	436 pacific	2021-10-13	2,275.50	3,485.40
	544	414 Lanigan	2021-10-13	1,209.90	
KER013	Kerrobert Minor Hockey Strathcona	Donation from Strathcona Res	2021-10-13	500.00	500.00
KON002	Konica Minolta Busn Solutions 275034848	4317bw & 3277colour	2021-10-13	449.63	449.63

Report Date
2021-10-08 11:03 AM

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Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
LORA001	Loraas Environmental Services sept 21-01	Sept 2021 waste/recycling	2021-10-13	24,405.60	24,405.60
M.R. WEB	M.R. Website Development Studi 27147	SSL Cerficiate Renewal	2021-10-13	81.97	81.97
MCK003	McKercher LLP Barristers & 306320	AI Sask Ventures	2021-10-13	1,020.78	1,020.78
MIN005	Minister of Finance 202882122	PPSTN portable billing charge	2021-10-13	932.40	932.40
NORT001	Northbound 210499	bylaw enforcement	2021-10-13	1,348.50	3,320.45
	210731	bylaw enforcement	2021-10-13	1,076.82	
	210721	annex/cannabis/consult	2021-10-13	895.13	
PRA016	Prairie Sky Treasures 296	zamboni sign	2021-10-13	355.20	355.20
SAS014	Saskatchewan Parks And 5854	log books	2021-10-13	173.25	173.25
SGI003	SGI 032HRY-2021	Reg and Insurance 032 HRY	2021-10-13	1,357.16	1,357.16
SHEP001	Shepherd, Marli Petty Cash 2021	Replenish petty cash	2021-10-13	418.07	418.07
TOW001	Town Of Kerrobert Sept 21-03	Sept W/S Bills	2021-10-13	1,598.84	1,598.84
TOW001	Town Of Kerrobert \$2.6 Net Swap01	\$2.628M-Net Int Oct 2021	2021-10-13	9,919.84	9,919.84
TOW001	Town Of Kerrobert \$1.092-02	\$1.092M-Interest Rate Swap	2021-10-13	4,133.35	4,133.35
TOW001	Town Of Kerrobert Sewer camera	Bylaw pymt apply to A/R invoice	2021-10-13	120.00	120.00
TOW002	Town Of Luseland 2021-100	Board Appeals *6	2021-10-13	991.70	991.70
TRI001	Triod Supply 2011 Ltd. 138866	18.25 CCW Blade x 4	2021-10-13	284.08	284.08
TRZ001	T-R-Zee TreeCare & Landscaping 383	pine trees Lanigan/Yukon	2021-10-13	125.00	125.00
ULINE01	Uline Canada Corporation 9073669	2 Laminate folding tables	2021-10-13	711.93	711.93
WEB005	Webb's Office Equipment Inc. 35304	Ink/sealing sol for postage	2021-10-13	349.14	349.14
WEE001	Weese Electric Ltd. 79284	Well 5 install Transducer	2021-10-13	5,749.82	5,749.82
WHI001	White Ice (1995) Ltd. 30877	cloth line kit 2 apps	2021-10-13	379.62	379.62
ZEE001	Zee Medical Service Co. 183736	WTP refill kit	2021-10-13	171.24	171.24
ZER004	Zerr, Brandon Castle Bldg	Supplies for CH yard electrica	2021-10-13	62.80	62.80
ZERR001	Zerr, Gayle Family Foods	coffee/juice Speaker presentat	2021-10-13	32.13	32.13

Other:

COLL001 Collabria Mastercard

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TOWN OF KERROBERT
List of Proposed Payments
As of 2021-10-08
Payments due on or before 2021-10-13

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
	Oct 2019	Oct charges	2019-11-13	90.11-	0.00
Negative or zero payment. No payment record will be created.					
COLL001	Collabria Mastercard Sept 2021	Sept charges	2021-10-13	1,751.58	1,751.58
IMP001	Imperial Oil Sept 2021	Transit Fuel	2021-10-13	267.02	267.02
MIL001	Millsap Fuel Distributors 27076/26418	Fuel for Sept 2021	2021-10-13	2,178.58	2,178.58
MIN009	Minister of Finance Sept 2021-04	Sept 2021 EPT return	2021-10-13	16,324.58	16,324.58
MUN001	Municipal Employees' Sept 2021-05	Sept 2021 MEPP remit	2021-10-13	8,563.32	8,563.32
REC001	Receiver General Of Canada Sept 2021	Sept 2021 Remittance	2021-10-13	17,382.56	17,382.56
SAS011	SaskTel Cmr Sept 2021-02	Sept 2021 Phone	2021-10-13	1,027.88	
	Cell Sept2021--	Sept 2021 Cell Phones	2021-10-13	253.44	1,281.32
SUM001	SUMA Oct 2021-04	Oct 2021 Benefits	2021-10-13	3,768.97	3,768.97
				Total To Be Paid:	88,464.75
				Paid Items:	0.00
				Manual Cheques and Other:	51,517.93
				Grand Total for AP:	139,982.68

SUMMARY

	Number	Amount
Cheques:	43	88,464.75
EFT's:	0	0.00
Total Proposed Payments:	43	88,464.75

Regular Meeting
Schedule "B"
October 13th 2021

Report Date
2021-10-13 9:34 AM

TOWN OF KERROBERT
List of Proposed Payments
As of 2021-10-13
Payments due on or before 2021-10-13

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
Bank Code: ICIP - ICIP payments					
Computer Cheques:					
BCL001	BCL Engineering Ltd. 128.02-13	Cost of Construct/onsite	2021-10-13	64,737.19	64,737.19
GEE001	Gee Bee Construction Co. Ltd. 128.02B-8	Work completed till Sept 20	2021-10-13	1,649,773.41	1,649,773.41
Total To Be Paid:					1,714,510.60
Paid Items:					0.00
Manual Cheques and Other:					0.00
Grand Total for ICIP:					1,714,510.60

SUMMARY

	Number	Amount
Cheques:	2	1,714,510.60
EFT's:	0	0.00
Total Proposed Payments:	2	1,714,510.60

OVERALL SUMMARY

Total To Be Paid:	1,714,510.60
Paid Items:	0.00
Manual Cheques and Other:	0.00
Overall Grand Total:	1,714,510.60

	Number	Amount
Cheques:	2	1,714,510.60
EFT's:	0	0.00
Total Proposed Payments:	2	1,714,510.60

16(a)