

# MINUTES

## TOWN OF KERROBERT *REGULAR* COUNCIL MEETING

Wednesday, May 25, 2022 AT 7:00 PM

### PRESENT:

Mayor: Wayne Mock  
Councillors: Heather Wack, Del-Marie Kissick, Chad Tetzlaff, Terry Dunn, Mike Mitchell  
Absent: Brad Murphy (with regrets)  
Staff: Tara Neumeier CAO,  
Public: None

### CALL TO ORDER:

Mayor Wayne Mock called the meeting to order at 7:04 p.m

### PUBLIC HEARING:

### ADDITIONS TO AGENDA:

### APPROVAL OF MINUTES:

147/2022 Dunn:  
That the Minutes from the Regular Meeting of Council of the Town of Kerrobert held on May 11th, 2022 be approved. Further, that they be filed in the Municipal records.

Carried

### DELEGATIONS:

### MANAGEMENT REPORTS:

148/2022 Wack:  
That the Council for the Town of Kerrobert approve the extra overtime to staff the pool according to Safety Regulations so that the Kerrobert Credit Union can provide Free Swims on Sundays. Further it is understood that if there are not enough Senior Guards available on any given Sunday the free swim will not occur.

Carried

149/2022 Tetzlaff  
That the proposal for Tax Title Property Lot 7, Block 22 Plan G162 be accepted as presented. Further that the costs to transfer title be on the onus of the purchaser.

Councillor Kissick requested a recorded vote:

For: Tetzlaff, Dunn, Mitchell, Wack

Against: Kissick, Mock

Carried



- 150/2022 Kissick:  
That the Administration Report dated May 25<sup>th</sup> 2022 be accepted as presented.  
Carried
- 151/2022 Tetzlaff:  
That the Administration Tracker Report and supporting documentation dated May 11<sup>th</sup> 2022 be accepted as presented.  
Carried
- 152/2022 Tetzlaff:  
That the CAO communicate with BCL Engineering that the non-functioning hydrant on the corner of Atlantic and Bulling be replaced by Gee Bee Construction Ltd.  
Carried
- 153/2022 Kissick:  
That the Reserve and Bank Account Monthly Report dated April 30<sup>th</sup> 2022 be accepted as circulated. Further that they be filed in the Municipal Records.
- 154/2022 Mitchell:  
That the Monthly and Year to Date Mileage Reports dated April 30<sup>th</sup> 2022 be accepted as presented. Further, that they be filed in the Municipal Records.  
Carried
- 155/2022 Dunn:  
That the Employee Payroll Summary Report dated April 30<sup>th</sup> 2022 be accepted as presented.  
Carried
- 156/2022 Tetzlaff:  
That the Monthly Operations Report Dated May 19<sup>th</sup>, 2022 be accepted as presented. Further, that any future reports do not need to contain "We are still having weekly tail gate meetings with operations and rec staff".  
Carried
- APPROVALS:**
- 157/2022 Dunn:  
That the List of the Proposed Payments totalling \$52,450.92 as of May 19<sup>th</sup>, 2022 be approved. Further that the List of Proposed Payments be attached as per Schedule "A" which shall form part of these minutes.  
Carried



158/2022 Wack  
That the CAO be authorized to provide Roadata Services Ltd with the Issuing Outline and Permit conditions as discussed and noted on the forms. Furthermore, once Roadata has all required information the CAO is authorized to complete the necessary paper work to complete the contract.

Carried

**COMMITTEES & OUTSIDE BOARDS:**

**CORRESPONDENCE:**

**BYLAWS:**

**NEW BUSINESS:**

159/2022 Mitchell:  
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)(c); Local Authority Freedom of Information and Protection of Privacy Part III Sec .18(1)(c) at 9:25 pm.

Carried

Councillor Kissick and Councillor Mitchell declare a conflict of interest with quotes for landfill work and exit Council Chambers at 9:34 pm.

Councillor Kissick and Councillor Mitchell re-enter council at 9:38 pm

160/2022 Dunn:  
That Council conclude the closed meeting at 9:44 pm and resume the Regular Meeting of Council.

Carried

161/2022 Tetzlaff:  
That after Concept Architecture Plus Engineering confirms the construction strategy, compaction and concrete testing, and installation of lights with Prairie Town Redi-Mix to be satisfactory the Town of Kerrobert hereby awards the tender for the Kerrobert Courthouse Stair Restoration project to Prairie Town Redi-mix at a cost of \$68,696 plus taxes. Further that the CAO has authority to sign the contract on behalf of the Town of Kerrobert.

Carried



162/2022 Tetzlaff:  
That the quotes regarding sorting out the concrete/dirt pile at the Lagoon be awarded to Mitchell Process Servicing Inc. for a cost of \$4,373.

Carried

162/2022 Mitchell:  
That Council continue proceedings past 10:00 p.m. as per Council Procedures Bylaw No. 1010-16.

**ITEMS NO ACTION TAKEN:**


**ROUND TABLE:**

**ADJOURNMENT:**

163/2022 Wack:  
That the meeting adjourns at 10:37 p.m.

Carried

Certified to be a true and correct  
Copy of the Regular meeting of  
Council held May 25<sup>th</sup>, 2022

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer  
Town of Kerrobert

Schedule "A"  
 May 5, 2022 Reg. Council Meeting

Report Date  
 2022-05-19 2:59 PM

TOWN OF KERROBERT  
**List of Proposed Payments**  
 As of 2022-05-19  
 Payments due on or before 2022-05-25

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
BAH001	Bahm's Auto Service & Supply April 2022	monthly charges	2022-05-25	158.25	158.25
BIC001	Bick's Drugs April 2022	monthly charges	2022-05-25	14.34	14.34
BIL001	Billingham, Edward Quad Rototiller	Quad Rototiller	2022-05-12	350.00	350.00
<b>(Paid 28117)</b>					
CAN002	Canada Post Corporation 9823067783	Water Analysis Postage	2022-05-25	74.81	74.81
CAN003	Canadian Red Cross Society CRC-466910	course/posters/WSI	2022-05-25	401.73	401.73
CAN006	Canadian Pacific Railway 2000170036	Basic Rent june/21-May 2023	2022-05-25	15.75	15.75
CLA001	Clark's Supply And Service Ltd 398677	filters for hotsy	2022-05-25	118.34	118.34
DEL004	Delta Co-op Luseland 6550019938	rental of carpet cleaner	2022-05-25	38.84	38.84
DNOW001	DNOW Canada ULC 915836386	trash bags	2022-05-25	61.88	2,025.50
	915840835	bolts and nuts	2022-05-25	5.24	
	915854172	leather work gloves	2022-05-25	25.91	
	915855412	butterfly valve	2022-05-25	1,932.47	
FLO001	Flocor Inc. 6718404	proread wall mount pad	2022-05-25	632.26	632.26
GAR007	Gareau, Armand May 2022-04	Cell Phone Subsidy	2022-05-25	35.00	35.00
HALL01	Staci Hall Dollar Tree/	fake greeny/flowers	2022-05-25	73.26	73.26
JEN001	Jensen Stromberg YE audit fees	Prepare 2021 Financials	2022-05-25	9,990.00	9,990.00
JOD001	Jody's Welding 22966	ubolt kit for axle	2022-05-25	75.98	75.98
JOH007	Johnson, Kyle May 2022-04	Cell Phone Subsidy	2022-05-25	35.00	35.00
KER001	Kerrobot Backhoe Service 14684	Curb stop for 436 Pacific	2022-05-25	2,081.25	4,162.50
	14687	leaking service value..pacific	2022-05-25	2,081.25	
KER060	Kerrobot Shop Easy April 2022	Monthly charges	2022-05-25	57.84	57.84
KERG001	Kerrobot Golf Club Inc. HRP-69/2022	3 x 11 round punch passes	2022-05-25	660.00	660.00
KNO010	Knorr, Tyson Sewer bylaw	337 Columbia	2022-05-25	120.00	120.00
KON002	Konica Minolta Busn Solutions 278761022	4370bw & 2916 colour mar	2022-05-25	408.66	8,518.56
	28021220	Bizhub AA7R011 Photocopier	2022-05-25	8,109.90	
NEU016	Neumeier Tara May 2022-01	Cell Phone Subsidy	2022-05-25	35.00	35.00
NORT001	Northbound				

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|----------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------|----------------|
| PAR010   | 220231<br>Parnitsky, Alex<br>May 2022                                     | consult with ratepayers<br>cell phone                                          | 2022-05-25<br>2022-05-25                             | 78.75<br>35.00                    | 78.75<br>35.00 |
| PAS001   | Pashovitz, Sarah<br>Fuel Oyen                                             | Fuel for emergency relocate                                                    | 2022-05-25                                           | 51.00                             | 51.00          |
| POL002   | Pollard, Jaimi<br>May 2022                                                | Cell Phone                                                                     | 2022-05-25                                           | 35.00                             | 35.00          |
| PRE001   | Press Herald Publications Ltd.<br>UWDI00034582                            | Volunteer appreciation ad                                                      | 2022-05-25                                           | 68.25                             | 68.25          |
| REV001   | Rev Energy Services Ltd.<br>22527                                         | grader flat repair                                                             | 2022-05-25                                           | 170.94                            | 170.94         |
| SAS005   | Saskatchewan Writers' Guild<br>16187                                      | Author reading Danica Lorser                                                   | 2022-05-25                                           | 60.00                             | 60.00          |
| SAS020   | Saskatchewan Research Council<br>1226351<br>1226539<br>1226645<br>1226794 | Water Analysis<br>General Chemical Package<br>Water Analysis<br>Lagoon Package | 2022-05-25<br>2022-05-19<br>2022-05-19<br>2022-05-19 | 29.14<br>97.65<br>29.14<br>235.47 | 391.40         |
| SCHL001  | Schlosser, James<br>May 2022-04                                           | Cell phone subsidy                                                             | 2022-05-25                                           | 35.00                             | 35.00          |
| SGI003   | SGI<br>818lvn 2022<br>997JUN 2022                                         | 2020 Northstar Trailer<br>Asphalt trailer                                      | 2022-05-25<br>2022-05-25                             | 242.94<br>302.30                  | 545.24         |
| SHEP001  | Shepherd, Marli<br>Petty cash/22                                          | Replenish Petty Cash                                                           | 2022-05-25                                           | 120.75                            | 120.75         |
| SHEP002  | Shepherd Marli<br>May 2022-01                                             | Cell phone subsidy                                                             | 2022-05-25                                           | 35.00                             | 35.00          |
| SOU003   | Your Southwest Media Group<br>5351                                        | List of Land in Arrears ad                                                     | 2022-05-25                                           | 229.32                            | 229.32         |
| TISH001  | Dan Tischler<br>HRP-69/2022                                               | Marli Shepherd Gymn Pass                                                       | 2022-05-25                                           | 250.00                            | 250.00         |
| TOW001   | Town Of Kerrobert<br>May 2022-04                                          | Roll #132-Voykin Tax Payment                                                   | 2022-05-25                                           | 126.00                            | 126.00         |
| TOW001   | Town Of Kerrobert<br>Roll #177<br>513 May                                 | Payment for stairs on Blvd<br>Utility acct 513 0010                            | 2022-05-25<br>2022-05-25                             | 930.57<br>120.71                  | 1,051.28       |
| Void     | Void during printing                                                      | <b>(Void 28116)</b>                                                            |                                                      |                                   |                |
| VOL0010  | Vollman, Jerry<br>Marks-2022<br>May 2022-04                               | Workboots<br>Cell Phone Subsidy                                                | 2022-05-25<br>2022-05-25                             | 228.65<br>35.00                   | 263.65         |
| WFR001   | WFR Wholesale Fire & Rescue Lt<br>2022/1624                               | barricade tape                                                                 | 2022-05-25                                           | 100.68                            | 100.68         |
| ZEE001   | Zee Medical Service Co.<br>189834                                         | pool restock of kits                                                           | 2022-05-25                                           | 192.43                            | 192.43         |

Other:

|         |                                  |             |            |        |      |
|---------|----------------------------------|-------------|------------|--------|------|
| COLL001 | Collabria Mastercard<br>Oct 2019 | Oct charges | 2019-11-13 | 90.11- | 0.00 |
|---------|----------------------------------|-------------|------------|--------|------|

**Negative or zero payment. No payment record will be created.**

|        |                           |                        |  |  |  |
|--------|---------------------------|------------------------|--|--|--|
| MIL001 | Millsap Fuel Distributors | <b>(Paid 20220506)</b> |  |  |  |
|--------|---------------------------|------------------------|--|--|--|



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|----------|----------------------|------------------------------|------------|---------------------------|---------------|
|          | 70804                | Fuel for April 2022          | 2022-05-25 | 2,156.88                  | 2,156.88      |
| QUA003   | Quadiant Canada Ltd. |                              |            |                           |               |
|          | May 2022-02          | Postage for Postage Machine  | 2022-05-25 | 800.00                    | 800.00        |
| SAS004   | SaskEnergy           |                              |            |                           |               |
|          | Apr 2022-02          | Apr 2022                     | 2022-05-25 | 6,678.07                  | 6,678.07      |
| SAS007   | SaskPower            |                              |            |                           |               |
|          | Apr 11 2022-001      | Power Bills to April 11 2022 | 2022-05-25 | 9,389.41                  |               |
|          | May 2022-04          | Pool Power                   | 2022-05-25 | 677.98                    | 10,067.39     |
| SAS011   | SaskTel Cmr          |                              |            |                           |               |
|          | April 2022-          | April 2022 Phone             | 2022-05-25 | 1,025.63                  | 1,025.63      |
| SAS011   | SaskTel Cmr          |                              |            |                           |               |
|          | Apr 2022-Cell-0      | Apr 2022 Cell Phones         | 2022-05-25 | 290.30                    | 290.30        |
|          |                      |                              |            | Total To Be Paid:         | 31,082.65     |
|          |                      |                              |            | Paid Items:               | 350.00        |
|          |                      |                              |            | Manual Cheques and Other: | 21,018.27     |
|          |                      |                              |            | Grand Total for AP:       | 52,450.92     |

SUMMARY

|                          | Number | Amount    |
|--------------------------|--------|-----------|
| Cheques:                 | 39     | 31,082.65 |
| EFT's:                   | 0      | 0.00      |
| Total Proposed Payments: | 39     | 31,082.65 |

