

**MINUTES**  
**TOWN OF KERROBERT REGULAR COUNCIL MEETING**  
**Wednesday, January 11, 2023 AT 7:00 PM**

**PRESENT:**

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

**CALL TO ORDER:**

Mayor Wayne Mock called the meeting to order at 7:00 p.m.

**PUBLIC HEARING:**

**ADDITIONS TO AGENDA:**

**APPROVAL OF MINUTES:**

01/2023 Kissick:  
That the minutes from the Regular Meeting of Council of the Town of Kerrobert held on  
December 21 2022 be approved. Further, that they be filed in the Municipal records.

Carried

**DELEGATIONS:**

**MANAGEMENT REPORTS:**

02/2023 Mitchell:  
Approval of the Administration Trackers dated December 21, 2022 be accepted as presented.

Carried

03/2023 Dunn:  
That the Incident & Near Miss Investigation Report dated December 19, 2022 be received for  
Information. Further that it be filed in the Municipal Records.

Carried

04/2023 Murphy:  
That the Overtime Tracker dated December 21 2022 be received for information.

Carried

**APPROVALS:**

05/2023      Dunn:  
That the List of Proposed Payments totalling \$500,949.50 dated January 11, 2023 be approved. Furthermore, that the List of Proposed Payments be attached as per Schedule "A", which shall form part of these minutes.

Carried

06/2023      Tetzlaff:  
That the Operating Surplus from 2022 for the Fire Department, as presented by the CAO be moved to the Fire Department Operating Reserves.

Carried

**COMMITTEES & OUTSIDE BOARDS:**

07/2023      Kissick:  
That the RCMP Monthly report dated December 31, 2022 be received for information.

Carried

**CORRESPONDENCE:**

**BYLAWS:**

08/2023      Mitchell:  
That Bylaw No. 1088-23, A Bylaw to Authorize a Special Assessment with Respect to the Undertaking of Renewal of Streets, Watermains and Sewer Restoration commonly known as Phase 1 of Street Project hereby be introduced and read a first time.

Carried

09/2023      Wack:  
That Bylaw No. 1088-23 be read a second time.

Carried

10/2023      Kissick:  
That Bylaw No. 1088-23 hereby be given three readings at this meeting.

Carried Unanimously

11/2023      Dunn:  
That Bylaw No. 1088-23, A Bylaw to Authorize a Special Assessment with Respect to the Undertaking of Renewal of Streets, Watermains and Sewer Restoration commonly known as Phase 1 of Street Project be hereby adopted. Furthermore, that a copy of the Bylaw be attached as Schedule "B", which shall form part of these minutes.

Carried

**NEW BUSINESS:**

12/2023 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 .16(1)(e) and 23(1)

Carried

13/2023 Kissick:  
That Council conclude the Closed Meeting and resume the Regular meeting at 8:55 pm.

Carried

14/2023 Dunn:  
THAT application be made to the Local Government Committee for permission to borrow a sum not to exceed \$2,955,216 for the purpose of financing the final costs related to the town's share and residents' share of the Local Improvement 2021 Renewal of streets, watermains, and sewers.

AND that the amount of the debt shall be repayable in Semi-Annual payments of principal and interest, for a term of 15 years. The interest rate will be fixed at a rate of 6.95% for Year 1 through 5, a fixed rate of 6.90% for year 6 through 10 and a fixed rate of 6.85% for year 11 through 15. These payments will commence August 2023 and continue every February and August until the loan is paid in full, from the year 2023 to 2027 inclusive. Rate changes will be scheduled after the February payment in 2028 and 2033.

AND that any prepayment of the Special Assessment Levy will be applied directly to the balance of the loan with no pre-payment penalties incurred by the Town of Kerrobert from the Kerrobert Credit Union.

Carried

**ITEMS NO ACTION TAKEN:**

**ROUND TABLE:**

**ADJOURNMENT:**

15/2023 Kissick:  
That the meeting adjourns at 9:26 p.m.

Carried

Certified to be a true and correct  
Copy of the Regular meeting of  
Council held January 11 2023

  
Mayor

  
Chief Administrative Officer  
Town of Kerrobert

Schedule "A"  
 Regular Meeting of Council  
 January 11, 2023

**TOWN OF KERROBERT  
 List of Proposed Payments**

Date Printed  
 2023-01-05 10:04 AM

Payments due on or before 2022-12-31 not exceeding 3,000,000.00

Page 1

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: AP - AP-GENERAL OPER</b>					
<b>Computer Cheque:</b>					
CAN013	Canoe Procurement Group CA002764	DEO OW49 18.9L	2022-12-31	524.46	524.46
D&F001	D & F Welding Ltd. 10879	tractor and snow blower re	2022-12-31	2,997.00	2,997.00
D&M001	D&M Fire Safety Systems 64872	semi annual inspection for	2022-12-31	154.88	154.88
DLUX001	D'LUX Archery & Hardware Dec 2022	Dec monthly charges	2022-12-31	474.50	474.50
DNOW001	DNOW Canada ULC 916228268	bg trash can	2022-12-31	220.14	220.14
GIL001	Gillies, John Dec 22-01	Caretaker 38 hrs @ 24	2022-12-31	912.00	912.00
HEI001	Heitt's Plumbing & Heating Ltd 69792	2 Heil furnances and 1 wat	2022-12-31	12,195.00	12,195.00
KER015	Kerrobot Bakery 6703	Cake for 75th arena celebr	2022-12-31	98.00	98.00
KER075	Kerrobot Museum 3 history books	donation and history books	2022-12-31	60.00	60.00
KIS014	Kissick, Del-Marie Council Dec -01	missed payment for Dec 21	2022-12-31	120.00	120.00
KON002	Konica Minolta Busn Solutions 284423646	Photocopier	2022-12-31	200.00	200.00
LMB001	LM By-Law Enforcement 87 92	monitored heavy trucks property inspection 134 Me	2022-12-31 2022-12-31	756.00 756.00	1,512.00
LORA001	Loraas Environmental Services Dec 2022-01	Dec 2022 waste/recycling	2022-12-31	20,691.80	20,691.80
MUR005	Murlin Electronics AVU 284209	New Laptop Lenovo for arc	2022-12-31	1,081.90	1,081.90
NORT001	Northbound 220612	consult and questions from	2022-12-31	118.13	118.13
OMN002	Omness Chelsea Bronze Med	taught bronze medallion cc	2022-12-31	600.00	600.00

*W*

**TOWN OF KERROBERT**  
**List of Proposed Payments**

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Payments due on or before 2022-12-31 not exceeding 3,000,000.00

Page 2

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
PRA016	Prairie Sky Treasures 429	emergency vehicles only s	2022-12-31	166.50	166.50
PRE001	Press Herald Publications Ltd. UWD100035732	Christmas Greetings	2022-12-31	79.17	79.17
PRE009	Precision Instrumentation & 189640	SS tubing/Union 1/2/Union	2022-12-31	1,492.90	1,492.90
PUR001	Purolator Courier Ltd. 452322664	Purlotor charges	2022-12-31	50.89	50.89
REV001	Rev Energy Services Ltd. 2090 2109	flat repair repair zamboni arm levelle	2022-12-31 2022-12-31	68.82 138.75	207.57
SAS020	Saskatchewan Research Council 1235469 1235825	Water Analysis Water Analysis	2022-12-31 2022-12-31	29.14 29.14	58.28
SAS053	Minister of Finance 247030	Urban Binder Release	2022-12-31	152.25	152.25
SOU003	Your Southwest Media Group 7172	Christmas Greeting Dec 20	2022-12-31	320.25	320.25
ULINE01	Uline Canada Corporation 11506274	55 gal hvy duty steel drum	2022-12-31	1,463.85	1,463.85
WES017	West of 3rd Graphics 4202	Embroidery on Operations	2022-12-31	146.52	146.52
<b>Online Banking:</b>					
MIL001	Millsap Fuel Distributors 131388	Fuel for Oct 2022	2022-12-31	5,674.54	5,674.54
MIN009	Minister of Finance 2022-LCT-02	Annual Return2022	2022-12-31	3,757.83	3,757.83
MUN001	Municipal Employees' Dec 2022-11	Nov 2022 MEPP remit	2022-12-31	7,783.30	7,783.30
REC001	Receiver General Of Canada Dec 2022-10	Govt Remittances	2022-12-31	13,387.21	13,387.21
SAS007	SaskPower 432 Atlantic-02	432 Atlantic Ave- Xmas vill	2022-12-31	197.47	197.47
SASK001	Sask Provincial Sales Tax Yearly 2022	Pst Remittance	2022-12-31	3,367.75	3,367.75
<b>Total To Be Paid:</b>					<b>80,266.09</b>



Date Printed  
2023-01-05 10:04 AM

**TOWN OF KERROBERT**  
**List of Proposed Payments**

Payments due on or before 2022-12-31 not exceeding 3,000,000.00

Page 3

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
				Paid Items:	0.00
				Manual Cheques and Other:	0.00
				Grand Total for AP:	<u>80266.09</u>

SUMMARY

	Number	Amount
Computer Cheque	26	46,097.99
Online Banking	6	34,168.10
Total Proposed Payments:	32	80,266.09

OVERALL SUMMARY

Total To Be Paid:	80,266.09
Paid Items:	0.00
Manual Cheques and Other:	0.00
Overall Grand Total:	<u>80,266.09</u>

	Number	Amount
Computer Cheque	26	46,097.99
Online Banking	6	34,168.10
Total Proposed Payments:	32	80,266.09

Payments Printed: 32

**TOWN OF KERROBERT  
List of Proposed Payments**

Date Printed  
2023-01-09 10:59 AM

Payments due on or before 2023-01-11 not exceeding 3,000,000.00

Page 1

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
<b>Bank Code: AP - AP-GENERAL OPER</b>					
<b>Computer Cheque:</b>					
AON001	Aon Canada Inc - T57048C 2023 Premium-01	Premiums for 2023	2023-01-11	88,016.00	88,016.00
DIS001	District #30 A.D.D. Board 2023Levy	levy	2023-01-11	1,085.32	1,085.32
GOL005	Golden Prairie Lodge Sept-Dec 2022	Handibus Fuel	2023-01-11	984.19	984.19
ICE003	ICESoft Technologies Holdings V1167	Voyent Alert System	2023-01-11	1,998.00	1,998.00
MIN005	Minister of Finance FD20223228	Fire Dispatch services 202	2023-01-11	1,782.38	1,782.38
MUN002	MuniSoft 23-03638 23-04241	2023Software Maintenance 2023 Equipment Maintenance	2023-01-11 2023-01-11	6,261.51 1,088.91	7,350.42
PRA016	Prairie Sky Treasures 434	New Landfill sign / 2 4sale	2023-01-11	574.72	574.72
SAS015	Saskatchewan Aviation Council 2022-03	Membership-Oct 1/22Sept	2023-01-11	180.00	180.00
SAS040	Saskatchewan Vol Fire Fighters 2022 Members-01	2023 membership	2023-01-11	225.00	225.00
SAS054	Saskatchewan Waste Reduction 35245	2023 Membership	2023-01-11	200.00	200.00
SUM001	SUMA MEM-000099668 VFF-000100183	Membership fee 2023 Volunteer FF insurance Opt	2023-01-11 2023-01-11	1,917.95 1,414.40	3,332.35
TOW001	Town Of Kerrobert Principal #7-01	RB Swap loan principal pay	2023-01-11	241,000.00	241,000.00
UMA001	UMAAS 2023Members-01	2023 Membership Tara	2023-01-11	250.00	250.00
UNIPAV	United Paving (1983)ltd 2244	paving between atlantic an	2023-01-11	36,811.89	36,811.89
WES004	West Central Municipal Gov't 61-2023	2022 Membership @ \$0.45	2023-01-11	436.50	436.50

**Online Banking:**  
MIN009

Minister of Finance



Date Printed  
2023-01-09 10:59 AM

## TOWN OF KERROBERT List of Proposed Payments

Payments due on or before 2023-01-11 not exceeding 3,000,000.00

Vendor #	Name Invoice #	Reference	Due Date	Invoice Amount	Payment Total
	Dec 2022-12	Dec 2022 EPT return	2023-01-11	14,492.18	14,492.18
SAS007	SaskPower Dec 2022-06	Power Bills Dec 12 2022	2023-01-11	15,716.27	15,716.27
SUM001	SUMA Jan 2023	Benefits	2023-01-11	4,649.36	4,649.36
TOW001	Town Of Kerrobert Dec 2022--07	Dec W/S Bills	2023-01-11	1,598.84	1,598.84
				Total To Be Paid:	420,683.42
				Paid Items:	0.00
				Manual Cheques and Other:	0.00
				Grand Total for AP:	<u>420683.42</u>

### SUMMARY

	Number	Amount
Computer Cheque	15	384,226.77
Online Banking	4	36,456.65
Total Proposed Payments:	<u>19</u>	<u>420,683.42</u>

### OVERALL SUMMARY

Total To Be Paid:	420,683.42
Paid Items:	0.00
Manual Cheques and Other:	0.00
Overall Grand Total:	<u>420,683.42</u>

	Number	Amount
Computer Cheque	15	384,226.77
Online Banking	4	36,456.65
Total Proposed Payments:	<u>19</u>	<u>420,683.42</u>

*Wm*

Payments Printed: 19



Schedule "B" Regular Meeting  
of Council January 11<sup>th</sup>, 2023

**TOWN OF KERROBERT  
BYLAW NO. 1088-23**

A Bylaw to Authorize a Special Assessment with Respect to The Undertaking of  
Renewal of Streets, Watermains and Sewer Restoration commonly know as Phase 1 of  
Street Project

The Council of the Town of Kerrobert in the Province of Saskatchewan enacts as follows:

1. A Special assessment is authorized and shall be charged against all lands shown in the special assessment roll identified as Schedule "A", attached to and forming part of this bylaw as follows:
  - a) On a prepayment basis, \$ 584.00 per front metre shall be assessed.
  - b) Where the charges are not prepaid, equal annual installments in the amount of \$68.23 per front metre shall be added to and form part of the taxes on the said lands in each year for a period of 15 years commencing in the year 2023.
2. The amounts fixed in 1(b) above include interest at the rate of 8.0 per cent per annum.
3. This Bylaw shall come into force and take effect on the date of the final reading thereof.

SEAL



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

Read a first time this 11 day of January 2023  
Read a second time this 11 day of January 2023  
Read a third time this 11 day of January 2023  
Be adopted this 11 day of January 2023

**COPY**



## FINAL ASSESSMENT SCHEDULE

Description of Work/Service: Renewal - Streets, Watermain and Sewer

Date January 4, 2023

Location	Side	From	To	(a) Estimated Total Cost	(b) Estimated Municipal Share	(c) Estimated Property Share	(d) Number of Units of Assessment Frontage metres
<b>Streets:</b>							
Atlantic Avenue	Both	Peters Street	Bulling Street	\$912,976.43	\$267,872.51	\$645,103.92	1104.63
Manitoba Avenue	Both	Lanigan Street	Bulling Street	\$269,256.86	\$126,848.46	\$142,408.40	243.85
Saskatchewan Avenue	Both	Peters Street	Larmour Street	\$1,070,689.49	\$267,537.65	\$803,151.84	1375.26
Alberta Avenue	Both	Peters Street	Bulling Street	\$1,026,470.95	\$278,880.87	\$747,590.08	1280.12
Columbia Avenue	Both	McInnis Street	Bulling Street	\$179,502.12	\$37,093.72	\$142,408.40	243.85
Yukon Avenue	Both	70m west of Lanigan Street	Lanigan Street	\$78,528.96	\$42,922.48	\$35,606.48	60.97
<b>Watermains:</b>							
Atlantic Avenue		Busteed Street	Peters Street	\$4,311,653.76	\$4,311,653.76		
Atlantic Avenue		Peters Street	Bulling Street				
Manitoba Avenue		Lanigan Street	Bosworth Street				
Manitoba Avenue		McInnis Street	Bulling Street				
Manitoba Avenue		40m west of Hwy 31	20m east of Hwy 31				
Saskatchewan Avenue		Peters Street	Larmour Street				
Alberta Avenue		Peters Street	Bulling Street				
Columbia Avenue		McInnis Street	Bulling Street				
Yukon Avenue		70m west of Lanigan Street	Lanigan Street				
Yukon Avenue		70m west of Lanigan Street	Columbia Avenue				
Ussher Street		Alberta Avenue	30m south of Atlantic Avenue				
Bosworth Street		Columbia Avenue	Pacific Avenue				
<b>Sewer Mains:</b>							
Atlantic Avenue		Ussher Street	Bosworth Street	\$1,962,580.47	\$1,962,580.47		
Atlantic Avenue		Bosworth Street	Bulling Street				
Saskatchewan Avenue		Peters Street	Ussher Street				
Saskatchewan Avenue		Ussher Street	Lanigan Street				
Saskatchewan Avenue		Bosworth Street	Larmour Street				
Alberta Avenue		Ussher Street	Lanigan Street				
Alberta Avenue		Bosworth Street	Larmour Street				
Columbia Avenue		McInnis Street	Bulling Street				
<b>Grand Total</b>				<b>\$9,811,659.05</b>	<b>\$7,295,389.93</b>	<b>\$2,516,269.12</b>	<b>4308.68</b>

**Basis for Assessment:**  
Frontage (m)

Prepaid Rate            584.00  
 Interest Rate           8.00%  
 No. Years                15  
 Annual Rate             \$68.23

Certified Lifetime of Works: 15 Years

Engineer: