

VILLAGE OF MEOTA - MINUTES

REGULAR MEETING OF COUNCIL
VILLAGE COUNCIL CHAMBERS - 502-2ND AVENUE EAST
THURSDAY, DECEMBER 9, 2021 – 7 PM

PRESENT: Mayor Dave Konopelski
Councillors Carole Chapman; Teresa Ducharme; Betty Johnson and Laurie Shury (Councillor Elect).

STAFF: Sheryl Ballendine, Administrator
Kim Frolek, Administrator Trainee
Rob Fegan, Foreman

*A quorum being present Mayor Konopelski called the meeting to order at 7:00PM

OATH OF OFFICE:

The Oath of Office was administered to newly elected Councillor Laurie Shury.

249.21

MINUTES:

JOHNSON: THAT the minutes of the Regular meeting of November 4, 2021 be approved as circulated. CARRIED

FOREMAN REPORT: Rob Fegan - Foreman provided a verbal report to council. Advised that the culverts had arrived at the shop for Lakeshore Dr. He has been busy with snow removal. He is having issues of where to pile the snow and may need it hauled away. Rob advised that Ethan was available to help between Christmas and New Year's. Discussed hall set up issues.

250.21

DECLARATION OF ELECTION RESULTS:

CHAPMAN: THAT Council acknowledged the attached declaration of results of the November 10, 2021 by-election as provided by the Returning Officer. CARRIED

251.21

MUNICIPAL REVENUE SHARING GRANT DECLARATION:

JOHNSON: THAT the Council of the Village of Meota confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

1. Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations.
2. In Good Standing with respect to the reporting and remittance of Education Property Taxes.
3. Adoption of a Council Procedure Bylaw.
4. Adoption of an Employee Code of Conduct.
5. All members of Council have filed their Public Disclosure Statements, as required.

AND THAT Council authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. CARREID

252.21

REGULAR COUNCIL MEETING SCHEDULE – 2022

DUCHARME: THAT the Regular Meeting schedule for 2022 be approved as attached. CARRIED

253.21 **CHRISTMAS BONUSES:**
 DUCHARME: THAT a \$500 Christmas bonus be provided to the Administrator, Administrator Trainee and Foreman; AND THAT a \$250 Christmas bonus be provided to the Transfer Site Attendant. CARRIED UNANIMOUSLY

254.21 **THANK YOU - GIFT CERTIFICATE:**
 DUCHARME: THAT a \$100 gift certificate be presented to Art Jones for assisting the Foreman. CARRIED

255.21 **PAID SICK LEAVE POLICY:**
 CHAPMAN: THAT the following policy be approved:

 Paid Sick Leave will be earned at a rate of one (1) working day per month to a maximum of twelve days per year. No payout of sick days at yearend or termination. A doctor’s certificate may be required by Council. Note: These days will count towards the period paid prior to commencement of short-term disability as per the Council’s current program if there are no sick days left there will be no pay for this period. Vacation days may be used if available. CARRIED UNANIMOUSLY

256.21 **BEREAVEMENT LEAVE POLICY:**
 JOHNSON: THAT the following policy be approved:

 Bereavement leave with pay not exceeding three (3) working days when a member of an employee’s immediate family dies. Immediate family includes the employee’s spouse, parent, grandparent, child, grandchild, brother, sister or spouse of brother or sister and the employee’s spouse’s parent, grandparent, child, grandchild, brother or sister or spouse of brother or sister. CARRIED UNANIMOUSLY

257.21 **LOT AMALGAMATION (LOT 8 & 9 BLOCK 16 PLAN G207)**
 DUCHARME: THAT the request of the owner of Lots 8 and 9 Block 16 Plan G207 to amalgamate these two lots be approved with all costs associated being the responsibility of the owner. CARRIED

258.21 **DESTRUCTION OF DOCUMENTS:**
 JOHNSON: That the documents for destruction in accordance with Bylaw 13-2021 Records Retention and Disposal be authorized for disposal as follows:

Accounts Receivable Invoices 2011, 2012 Bank Deposit Books 2010 to 2014 Correspondence – 2000 to 2013 Election 2016, 2020 and 2020 by-election General Ledger batches (paper copy) 2010 to 2014 GST Returns 2007 to 2012 Sewer Backup Claims 2005 to 2007 Tax Receipts and Notices 2010 to 2013	Accounts Payable Batches (paper copy) 2010 to 2014 Bank Statements 2009 to 2014 Deposit Advices (online payments) 2009 to 2012 General Receipts 2010 to 2013 GL Detail (paper copy) 1996 to 2014 Receipt Batches (paper copy) 2010 to 2013 Tax Enforcement (liens) 2002, 2007 to 2009, 2011 Tax Balances/Ledger Batches (paper copy) 2010 to 2015
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CARRIED

259.21 **FOREMAN – FIRE DEPARTMENT PAY POLICY:**

CHAPMAN: THAT the following policy be approved:

The Village Foreman, being a member of the Volunteer Fire Department and having fire department duties as part of the job description, will be paid his regular wages by the Village when attending fires during regular working hours. Any time before or after regular working hours will be paid by the Fire Department.

CARRIED

260.21 **ORAL HEALTH SASKATCHEWAN HEALTH AUTHORITY – DROP-IN SERVICE:**

JOHNSON: THAT Saskatchewan Health Authority be granted permission to hold their Oral Health Drop-In Clinic in the Board Room free of charge as necessary.

CARRIED UNANIMOUSLY

261.21 **COMMUNITY HALL USE POLICY:**

SHURY: THAT the following policy be approved:

THAT on evenings during the winter, when the Community Hall is not being used by any other group, organization or renter, Meota ADRA shall have the option to open the Hall for supervised play by any residents of the district, and ADRA shall be responsible for arranging for the supervision of these times by a person 19 years of age or older. Rules shall be as set by the Hall Management Advisory Board.

During the months of October to March, Tuesdays to Fridays with the exception of holidays, the village administration will open the Hall in the mornings when requested to do so by a patron for persons to walk in the Hall free of charge provided there are no bookings. Also the Walk-Walk Program will be sponsored by the Village at no cost to ADRA or the individuals.

CARRIED

ADRA AND CURLING CLUB MEMO –Information

LAGOON MEMO – CONDITION AND OWNERSHIP - Information

COMMUNITY PLANNING –R0958-21S RM OF MEOTA BARELAND CONDO RV AND MARINA –
Council requested more information - return to January 2022 meeting.

262.21 **SASKPOWER/SASKTEL EASEMENT – MB1 PLAN 102099067**

CHAPMAN: THAT the Mayor and Administrator be authorized to sign the easement agreement, as attached, with SASKATCHEWAN POWER AND SASKATCHEWAN TELECOMMUNICATIONS on lands described as follows: All that portion of Municipal Buffer Strip MB1, Plan 102099067, Meota, Saskatchewan, Ext. 0 (Surface Parcel 203376719), shown as an Easement Right -of-Way on attached Registered Plan 102235542 (Feature No. 100287064).

CARRIED

REGIONAL PARK BOAT LAUNCH – Discussed the need for upgrades to the Regional Park Boat Launch. Administration to check into possible grants, Aquatic Habitat Permit, proposed plan and cost estimates for further discussion.

263.21

OFFICE WINDOW BLINDS:

JOHNSON: THAT approval be granted to purchase window blinds for the office not to exceed \$550 plus taxes. CARRIED

264.21

CORRESPONDENCE, DISCUSSION & REPORTS:

DUCHARME: THAT the following correspondence, discussion and reports be dealt with as directed and filed. CARRIED

- a) Committee Reports/Council Updates
- b) SaskWater – Jackfish Lake West Water Utility Corporation Operational Report-October 2021
- c) RM of Meota Discretionary Use Notification – Proposed Subdivision Parcel S Plan 102142235 – RV Lots and Marina
- d) Gerow – RM of Meota – RV and Marina Development concern.
- e) Ministry of Environment – Operations Plan and Emergency Plan – Landfill
- f) Rural Community Consultative Group – December 14, 2021 meeting agenda
- g) ADRA November 2021 Meeting Minutes

265.21

STATEMENT OF RECEIPTS AND EXPENDITURES/BANK RECONCILIATION NOVEMBER 2021:

JOHNSON: THAT the Statement of Receipts and Expenditures and the bank reconciliation for the month of November 2021 as attached be accepted as presented. CARRIED

266.21

ACCOUNTS:

CHAPMAN: THAT the list of accounts in the amount of \$47,566.35 be approved for payment as follows:

Cheque Numbers – 2097-2107	\$ 10,730.99	
Other Numbers – 172-179	\$ 24,818.90	
Payroll Ref #900007, 40-47	\$ 12,016.46	CARRIED

267.21

ADJOURN:

DUCHARME: THAT we adjourn at 8:40 PM

Dave Konopelski, Mayor

Sheryl Ballendine, Administrator