

**TOWN OF ALAMEDA**  
**Regular Meeting March 17, 2021**

The regular meeting of the Council of the Town of Alameda met in the Alameda Fire Hall on Wednesday, March 17, 2021. The meeting was called to order at 6:56 pm by Mayor Kinder.

**PRESENT:** Mayor Perry Kinder,  
Councillors: Jennifer Cobham, Dwayne Henderson, Jeff Cameron, Donna Griffin,  
Janelle Dorrance, Dean Copeland  
Mentor Administrator – Myrna-Jean Babbings  
Administrator – Amber Rittaler

**CONFLICT: -none**

**1. AGENDA:**

**74/03/21:** *Agenda*

*Made by:* Councillor Cobham

That the agenda of the March 17, 2021 Regular Meeting be approved.

**CARRIED**

**2. MINUTES:**

**75/03/21:** *Regular Meeting Minutes*

*Made by:* Councillor Henderson

That the minutes of the February 17, 2021 Regular Meeting of Council be approved as presented.

**CARRIED**

**76/03/21:** *Special Meeting Minutes*

*Made by:* Councillor Cobham

That the minutes of the March 15, 2021 Regular Meeting of Council be approved as presented.

**CARRIED**

**3. APPOINTMENTS:**

**77/03/21:** *Administration Signing Authority*

*Made by:* Councillor Dorrance

That Administrator Amber Rittaler is approved signing authority with the Town of Alameda's banking services, Prairie Pride Credit Union in accordance with Section 115 of *The Municipalities Act*.

**CARRIED**

**78/03/21:** *Administration Credit Card Authority*

*Made by:* Councillor Griffin

That Administrator Amber Rittaler is given authority to apply on behalf of the Town for a MasterCard through Prairie Pride Credit Union.

**CARRIED**

*PR PLK*

**4. CORRESPONDENCE:**

- a. Upper Souris Watershed Association – Request for Membership
- b. SGI – Business Recognition Assessment
- c. Letter to Council - RE: Michael Tymchuk's Sign
- d. Letter to Council – RE: Paving at the Alameda School
- e. Horizon West Infrastructure Fund Inc. – Funding Opportunities

**79/03/21:** *Correspondence*

*Made by:* Councillor Cobham

That Correspondence is presented as approved and filed for future reference.

**CARRIED**

**5. ACCOUNTS FOR APPROVAL:**

**80/03/21:** *Bank Reconciliation*

*Made by:* Councillor Cameron

That the bank reconciliations for February 2021 is approved as presented.

**CARRIED**

**81/03/21:** *Financial Statement*

*Made by:* Councillor Copeland

That the February 2021 Financial Statement is approved as presented.

**CARRIED**

**82/03/21:** *Payments*

*Made by:* Councillor Dorrance

That Council approve the payments for the accounts covered in cheques #5305 to #5344; and the online payments in the amount of forty-seven thousand two hundred and ninety-two dollars and eighty-one cents (\$47,292.81).

**CARRIED**

**83/03/21:** *Transfer of Ambulance Fund*

*Made by:* Councillor Griffin

That fifteen thousand, one hundred forty-eight dollars (\$15,148.00) is transferred from account 310-100-200, known as the Ambulance Reserve to 310-100-300 the Infrastructure Reserve, as the Ambulance Reserve is no longer needed or necessary.

**CARRIED**

**6. UNFINISHED BUSINESS:**

**84/03/21:** *Lot 10 Block 12 Plan: B1763 – Fire Fees*

*Made by:* Councillor Copeland

That the Town of Alameda pay the Invoice No. 2021-00025 to R.M. of Moose Creek No. 33 for fire services rendered at the fire on February 16, 2021, in the amount of five thousand, three hundred and ninety-five dollars and eighty-five cents (\$5,395.85) and that this amount be forwarded and invoiced to the owners of the property, furthermore if this invoice does not get paid, this same amount will be added onto the tax card for Lot 10 Block 12 Plan B1763; Roll No. 140.

**CARRIED**

PR PLK

**85/03/21: Lot 10 Block 12 Plan: B1763 – Abatement of Taxes**

Made by: Councillor Cobham

That the property of Lot 10 Block 12 Plan: B1763; Roll No. 140 from the date following the fire of February 16, 2021 have the municipal taxes be abated from February 17, 2021 to December 31, 2021 and furthermore that the tax for the School Division not be abated.

**CARRIED**

**86/03/21: Forgive – Invoice No. 27-2020**

Made by: Councillor Cameron

That the Town of Alameda forgive the Invoice No. 27-2020 in the amount of two-hundred and five (\$205.00) due to the fire that occurred on February 16, 2021.

**CARRIED**

**87/03/21: Forgive – Old 2020 Invoices**

Made by: Councillor Cobham

That the Town of Alameda forgive the Invoice No's: 73-2020 in the amount of thirty dollars (\$30.00), 26-2020 in the amount of fifty dollars due to these Invoices being deemed uncollectable.

**CARRIED**

**7. ADMINISTRATORS REPORT:**

**88/03/21: Administrators Report**

Made by: Councillor Cobham

That Council approve the Administrator's verbal report for the month of March 2021.

**CARRIED**

**89/03/21: Administrators Holiday Request – July 15th, 16th, 19th & 20th**

Made by: Councillor Henderson

That Council approve the Administrator request for holidays on dates July 15th, 16th, 19th & 20th.

**CARRIED**

**90/03/21: Mentor Administrator's Report**

Made by: Councillor Dorrance

That Council approve the Mentor Administrator's verbal report for the month of March 2021.

**CARRIED**

**8. PUBLIC WORKS:**

**91/03/21: Waterworks Reports**

Made by: Councillor Copeland

That Council acknowledge and sign the Waterworks Daily report for the month of February 2021.

**CARRIED**

**92/03/21: Public Works Report**

Made by: Councillor Copeland

That the Public Works Foreman's Written Report for the month of March 2021 be hereby be approved as presented.

**CARRIED**

**93/03/21: Public Works Foreman – Holiday Request**

Made by: Councillor Griffin

That Council approve the Public Works Foreman Jeremy Burness's request for holiday for the dates on July 10 – 17<sup>th</sup>.

**CARRIED**

SR PLK

**94/03/21: New Chair – Town Shop**

*Made by:* Councillor Griffin

That Council authorize the purchase of a new chair for the office in the Town Shop.

**CARRIED**

**95/03/21: Public Works Foreman's Cell Phone**

*Made by:* Councillor Dorrance

That Council authorize the purchase of a new cell phone for the Public Works Foreman and that we enter into a two (2) year contract with SaskTel.

**CARRIED**

**96/03/21: HACH Calibration Kit**

*Made by:* Councillor Henderson

That the Town of Alameda purchase the calibration kit from HACH in the amount of five hundred and eighty-seven dollars (\$587.00) due to the old calibration kit which has expired.

**CARRIED**

**9. NEW BUSINESS:**

**97/03/21: Policy No. 600-1: Water & Sewer Collection Procedures**

*Made by:* Councillor Henderson

That Policy No. 600-1, being a Policy to establish procedures to maintain efficient methods of water & sewer collection procedures is adopted and attached to, forming part of these minutes.

**CARRIED**

**98/03/21: Camping Rates 2021**

*Made by:* Councillor Griffin

That the Town of Alameda raise the camping rates for the 2021 year to the following:

\$25.00/daily fee for electrical only

\$30.00/daily fee for full service

\$160.00/weekly fee full service

\$120.00/weekly fee electrical only

\$600.00/monthly fee

**CARRIED**

**99/03/21: Policy No. 100-1: Public Complaint Policy**

*Made by:* Councillor Henderson

That Policy No. 100-1, being a Policy to provide a guideline for staff and council in the handling of public complaints, is adopted and attached to, forming part of these minutes.

**CARRIED**

**Fixed Assessment Agreement Bylaw No. 2-2021**

**100/03/21: Bylaw No. 2-2021 First Reading**

*Made by:* Councillor Cobham

That Bylaw 2-2021 being a Bylaw to provide for entering into a Fixed Assessment Agreement, be introduced and read for the first time.

**CARRIED**

**101/03/21: Bylaw No. 2-2021 Second Reading**

*Made by:* Councillor Henderson

That Bylaw 2-2021 is read a second time.

**CARRIED**

PK PLK

**103/03/21: Bylaw No. 2-2021 Consent for Third Reading**

*Made by: Councillor Griffin*

That Bylaw 2-2021 is given a third and final reading and is permitted at this meeting.

**CARRIED UNANIMOUSLY**

**104/03/21: Bylaw No. 2-2021 Third and Final Reading**

*Made by: Councillor Copeland*

That Bylaw 2-2021 being read for the third and final time, now is adopted, signed and sealed as a Bylaw for the Town of Alameda, and is attached to these minutes, and furthermore Bylaw No. 6-2019 now be repealed.

**CARRIED**

**105/03/21: MLDP – Intro to Strategic Financial Planning for Municipalities**

*Made by: Councillor Cobham*

That the Administrator register for the Municipal Leadership Development Program course for the Introduction to Strategic Planning for Municipalities on Saturday, April 10, 2021 and that the amount of one hundred and forty-five dollars (\$145.00) plus GST is paid.

**CARRIED**

**106/03/21: Provincial Mediation Board Pay Returning Proceeds from Sale**

*Made by: Councillor Kinder*

That as per *The Provincial Mediation Board Act* Section 8(1)(b), that the proceeds of the Tax Title Property that was held by the town in the amount of two thousand, nine hundred, ninety-eight dollars and fifty cents (\$2,998.50) be paid to the past registered owner, Alternate No. 505014150-01, and furthermore a Release of Information is to be signed in order for this amount to be released.

**CARRIED**

**107/03/21: Myrna's Contract – Jan. 15, 2021 – Feb. 22, 2022**

*Made by: Councillor Dorrance*

That the contract for Myrna Babbings, Mentor Administrator from January 15, 2021 to February 22, 2022 is accepted as presented and furthermore a copy is attached to these minutes.

**CARRIED**

**10. COMMITTEE REPORTS**

**108/03/21: Committee Reports for the month of March 2021**

That council acknowledge the following verbal committee reports:

*Councillor Cobham – Recreation Board*

*Councillor Copeland – Regional Park Board*

**CARRIED**


**109/03/21: Adjournment**

*Made by: Councillor Cameron*

That the next regular meeting of council be held on April 21, 2021 at 7:00 p.m.

That the meeting be adjourned at 9:40 pm.

**CARRIED**

  
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Mayor

  
\_\_\_\_\_  
Administrator