

REGULAR MEETING MINUTES OF THE VILLAGE COUNCIL OF THE RESORT VILLAGE OF
TOBIN LAKE HELD TUESDAY 13 FEBRUARY 2024 AT THE VILLAGE HALL
LOCATED ON WILLOW DRIVE, IN TOBIN LAKE, SK

PRESENT:

Mayor Amy Shipley *via electronic*
Councillor Darren Opp
Terry Andrusiak
Colin Irving *via electronic*
CAO Nathalie Hipkins

ABSENT:

Councillor Duane Lahoda

Call to order

A quorum being present, Mayor Amy Shipley presided and called the meeting to order at 7:05 p.m.

Declaration of Conflict of Interest

No one declared.

Communications

Correspondence

020/2024 Andrusiak:
That we accept the correspondence as received.

CARRIED

Adoption of Minutes

021/2024 Irving:
That the minutes of the special meeting held on 4 January 2024 and the regular meeting held on 9 January 2024 be approved.

CARRIED

Bylaws

Bylaw 2023.08

022/2024 Opp:
That bylaw #2023.08, being a bylaw to amend the Twin Lakes District Plan be read a second time.

CARRIED

Bylaw 2023.08

023/2024 Andrusiak:
That Bylaw 2023.08 be read a third time and adopted.

CARRIED

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- 024/2024 Bylaw 2023.09
Irving:
That bylaw #2023.09, being a bylaw to amend bylaw No. 05/2013 known as the Zoning Bylaw for the Resort Village of Tobin Lake be read a second time. CARRIED
- 025/2024 Bylaw 2023.09
Opp:
That bylaw #2023.09 be read a third time and adopted. CARRIED
- New Business**
- 026/2024 *Asset Management*
Andrusiak:
That we hereby hire KGS group to create an Asset Management Program for the Resort Village of Tobin Lake with the initial task of drafting an asset management policy and strategy. CARRIED
- 027/2024 *SUMA Convention*
Irving:
That we hereby approve all of council and the CAO attending the 2024 SUMA Convention & Tradeshow being held in Regina, SK on 14-17 April with out-of-pocket expenses being reimbursed as per policy. CARRIED
- 028/2024 *2024 Pay Scale*
Opp:
That we hereby approve the following pay scale for 2024:
 Office assistant \$19.50 - \$21.00
 Foreman \$33.25 - \$34.25
 Labourer \$22.00 - \$25.75
And further that, the water treatment operator annual salary be set to \$32,000 and the CAO annual salary be set to \$96,820; as per employment contracts. CARRIED

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- 029/2024 *2024 Facility Passes*
Andrusiak:
As per section 7 of Bylaw 3/2016 schedule 'A' is hereby amended as follows for 2024 season:
 Day Pass: \$15.00
 Week Pass: \$60.00
 Season Pass: \$80.00
A commission shall be paid to those commercial businesses authorized to sell facility passes as follows:
 Day & week pass: \$2.00
 Season Pass: \$7.00

CARRIED
- 030/2024 *2024 PARCS Appointments*
Opp:
That we hereby appoint Amy Shipley to represent the Resort Village of Tobin Lake on the PARCS board.

CARRIED
- 031/2024 *2022 Amended Audited Financial Statement*
Andrusiak:
That we hereby approve the updated 2022 Audited Financial Statement as submitted by Janke LLP Professional Accountants.

CARRIED
- 032/2024 *Special Occasion Permits*
Irving:
That a Special Occasion Permit be awarded to the following:
 Nipawin Hawks Walleye Tournament for the Hall and surrounding area for 11, 12, 13 & 14 July 2024;
 Ren Lukoni and Brett Bohachewski for the Hall and surrounding area for 26, 27 & 28 July 2024.

CARRIED
- 033/2024 *2024 List of lands in arrears*
Irving:
That we accept the list of lands with tax arrears, as attached to and forming part of these minutes; And further that, the CAO be instructed to proceed with tax enforcement procedures pursuant to *The Tax Enforcement Act* and that the 'Tax Enforcement List' be advertised by publication in a newspaper published in Northeast Saskatchewan.
And further that, in preparing the list of lands with tax arrears we authorize the CAO to delete from the list all properties with tax arrears equal to or less than one-half of the previous years' levy.

CARRIED

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- 034/2024 *Billing for Covered Roof at Hall*
Andrusiak:
That we are in favour of the invoices for the covered roof on the recreation hall to be paid by the Resort Village of Tobin Lake with the Recreation Board reimbursing the Village less \$20,000 and the GST.
CARRIED
- 035/2024 **Financial Reports**
Opp:
That the Statement of Financial Activities for the period ending 31 January 2024 be accepted.
CARRIED
- 036/2024 **Accounts for Approval and Payment**
Opp:
That the following accounts be approved for payment:
Payroll Register for PP#1 & 2 in the amount of \$8,082.05
Accounts for ratification OB2024.0002 - OB2024.0006 and AutoW2024.0011-
AutoW2024.0014 in the amount of \$9704.10
Accounts for approval Cheque #919-934 in the amount of \$24,188.45
OB 2024.001 in the amount of \$1478.09
ETR 2024 in the amount of \$1362.49
AutoW2024.0015-AutoW2024.0020 in the amount of \$2573.07
CARRIED
- 037/2024 **Staff and Committee Reports**
Andrusiak:
That we hereby accept the verbal staff and committee reports as presented.
CARRIED
- 038/2024 **Adjournment**
Opp:
That this meeting be adjourned at 10:52 p.m.
CARRIED

Amy Shipley, Mayor

Nathalie Hipkins, CAO