



TOWN OF ALAMEDA
Regular Meeting November 18, 2021

The regular meeting of the Council of the Town of Alameda met in the Fire Hall on Thursday, November 18, 2021. The meeting was called to order at 6:31 pm by Mayor Kinder and the Council that were present went into camera. The Council came out of camera at 7:06 p.m.

PRESENT: Mayor Perry Kinder, Councillors Donna Griffin, Janelle Dorrance, Dwayne Henderson

Acting Administrator – Myrna-Jean Babbings

Councillor Cobham joined the meeting at 6:50 p.m.

ABSENT: Councillor Dean Copeland and Councillor Jeff Cameron

DELEGATIONS: 8:00 p.m. – Jeremy Burness

CONFLICT: None declared

STATEMENTS OF PUBLIC DISCLOSURE – completed by the Council present.

AGENDA:

315/11/21

Made by: Councillor Henderson

That Council approve the Agenda as presented.

CARRIED

APPOINTMENTS:

ACTING ADMINISTRATOR FOR THE NOVEMBER MEETING

316/11/21

Made by: Councillor Griffin

That Myrna-Jean Babbings is appointed as Acting Administrator for this Council meeting.

CARRIED

MINUTES:

317/11/21

Made by: Councillor Dorrance

That the minutes of the October 20, 2021, Regular Meeting are approved as presented.

CARRIED

CORRESPONDENCE:

- a. Santa Day Parade Floats – Saturday – December 4th, 2021
- b. Moose Creek Regional Park Minutes August 24, 2021
- c. Ministry of Justice – T.E. Proceedings Owner #1038
- d. MNP Audit Plan

PLK

myB

e. Board of Revision – G. Krismer & Associates are closing their business.

SASKPOWER IMPROVEMENT

318/11/21

Made by: Councillor Dorrance

That we acknowledge that SaskPower will be working on a 25KV power line system that ends at the entrance to the Town of Alameda on Number 9.

CARRIED

INTERIM AUDIT INVOICE

319/11/21

Made by: Councillor Griffin

That we pay the Invoice to MeyersNorrisPenny for \$2,673.75 (including taxes) for the January – September, 2021 Interim Audit.

CARRIED

ACCEPT AND FILE THE CORRESPONDENCE

320/11/21

Made by: Councillor Henderson

That the correspondence has been dealt with and now is filed.

CARRIED

ACCOUNTS FOR APPROVAL:

BANK RECONCILIATION

321/11/21

Made by: Councillor Cobham

That we approve the October Bank Reconciliation as presented.

CARRIED

FINANCIAL STATEMENT

322/11/21

Made by: Councillor Dorrance

That we approve of the October Statement of Financial Activities as presented.

CARRIED

APPROVED AND ONLINE PAYMENTS

323/11/21

Made by: Councillor Henderson

That the accounts as presented at this meeting and adjoined to these Minutes are approved for payment from cheques #5529 to # 5550 for \$21,830.90 and online payments in the amount of \$18,150.15, furthermore it is acknowledged that payroll for staff and council are paid through direct deposit.

CARRIED

PLK

mjb

COLLABRIA MASTERCARD

324/11/21

Made by: Councillor Griffin

The signors for the Collabria MasterCard through Prairie Pride Credit Union are Mayor Perry Kinder or Deputy Mayor Dwayne Henderson and Acting Administrator Sheri Carritt.

CARRIED.

UNFINISHED BUSINESS:

PURCHASE OF A LOADER

325/11/21

Made by: Councillor Henderson

That the Town of Alameda purchase through Redhead Equipment a 2012 Case 621F with 3782 hours, Serial #NCF215225 in the amount of one hundred and twenty-four thousand and three hundred and twenty dollars (\$124,320.00), which includes PST and GST and that the total amount of the loader is withdrawn from the Investment account and that this completes the requirements of the Municipal Economic Enhancement Program (MEEP) grant.

CARRIED

DOGS RUNNING AT LARGE

326/11/21

Made by: Councillor Henderson

That letters will be written to Owners 301, 975, and 182 with a reminder and a copy of Bylaw 6-2021- A Bylaw to Provide for the Control of Animals that dogs are to be on a leash when off their premises.

CARRIED

2021 BUDGET AMENDMENT

327/11/21

Made by: Councillor Dorrance

That Motion 153/05/21 be rescinded and the amended Budget amounts are as follows:
That the 2021 Budget shows Revenues totalling \$728,889.00 and Expenditures \$768,601.00 with a deficit of \$39,711.00.

CARRIED

PAVING AND CURBING LOAN

328/11/21

Made by: Councillor Griffin

That the balance paid to Prairie Pride Credit Union December 31, 2020 will be \$72,265.47, which consists of the last tractor payment of \$52,873.63 and the remaining balance owing of \$15,950.65 plus year-end accrued interest of \$3,177.20 plus \$263.99 (28 days x 9.428 per diem), and furthermore that this amount will be withdrawn from the Investment Account.

CARRIED

PK

myB

ACTING ADMINISTRATORS REPORT

329/11/21

Made by: Councillor Cobham

That we approve the Acting Administrator's verbal report.

CARRIED

WATERWORKS DAILY REPORT

330/11/21

Made by: Councillor Cobham

That we acknowledge and sign the daily Waterworks report for October.

CARRIED

WATERWORKS VERBAL REPORT

331/11/21

Made by: Councillor Dorrance

That we approve the Waterworks Operators verbal report.

CARRIED

FOREMAN'S WINTER HOURS

332/11/21

Made by: Councillor Henderson

That Foreman Jeremy Burness work winter hours seven (7) hours per day effective December 1, 2021.

CARRIED

STOP SIGNS AT THE RINK

333/11/21

Made by: Councillor Cobham

That the corner by the Alameda Rink, which is 2nd Avenue and 7th Street have a 4-Way Stop Sign installed on each corner.

CARRIED

SIGNS FOR FIFTH STREET AND FIRST AVENUE

334/11/21

Made by: Councillor Dorrance

That a 3-Way Stop Sign is placed at the intersection of Fifth Street and First Avenue.

CARRIED

SIGNAGE THROUGHOUT THE TOWN

335/11/21

Made by: Councillor Dorrance

That the Foreman change signage throughout the Town that he deems necessary.

CARRIED

PLK

mpb

CASUAL WINTER EMPLOYEE

336/11/21

Made by: Councillor Griffin

That if the Foreman needs help during the winter months that he is allowed to call Colby Ricard, with Colby's wage to be paid at \$15.00/hour.

CARRIED

J. Burness vacated the meeting at 8:31 p.m.

NEW BUSINESS:

MUNICIPAL REVENUE SHARING

337/11/21

Made by: Councillor Griffin

That the Council of the Town of Alameda confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of 2020 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
 - In Good Standing with respect to the reporting and remittance of Education Property Taxes;
 - Adoption of a Council Procedures Bylaw;
 - Adoption of an Employee Code of Conduct; and
 - All members of council have filed and annually updated their Public Disclosure Statements, as required; and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

OUTSTANDING PET LICENCES

338 /11/21

Made by: Councillor Cobham

That letters be sent to residents with unpaid 2021 pet licenses, and that as per Bylaw 6-2015 unpaid licenses at December 31, 2021 can be subject to a \$500.00 fine.

CARRIED

OUTSTANDING UTILITIES

339/11/21

Made by: Councillor Dorrance

That the Town contact the owners of outstanding utilities for payment, which are to be paid by December 1, 2021; furthermore, that if no payment is made, water may be shut off to those properties.

CARRIED

PLK

mjb

OUTSTANDING WATER

340/11/21

Made by: Councillor Henderson

That letters be sent to customers with overdue large water purchases and that those invoices must be paid no later than December 19, 2021, or water may no longer be purchased from the Town.

CARRIED

TAX REMINDERS

341/11/21

Made by: Councillor Dorrance

That reminder letters be sent to owners with unpaid taxes which are due December 31, 2020.

CARRIED

CANCELLING OF UTILITIES

342/11/21

Made by: Councillor Cobham

That the water/sewer/garbage/recycling be discontinued to 216 7th Street, as this residence is empty.

CARRIED

EI PREMIUM REDUCTION

343/11/21

Made by: Councillor Dorrance

That the Town participate in the EI Premium Reduction Program and that for 2022 the reduced employer premium rate is set at 1.172 times the employees premium.

CARRIED

FIRST RESPONDER CONFERENCE

344/11/21

Made by: Councillor Henderson

That the Town pay registration and hotel rooms for 2 nights for four (4) first responders to attend the South Saskatchewan First Responder Conference in Moose Jaw January 28-30, 2022.

CARRIED

HOLIDAY OFFICE HOURS

345/11/21

Made by: Councillor Griffin

That the Town Office close on December 24, 25 and 26, 2021.

CARRIED

pk

mjb

ADMINISTRATOR

346/11/21

Made by: Councillor Dorrance

That Sheri Carritt is appointed as the full-time Administrator, effective November 22, 2021, and that she will apply for a Conditional Certificate through the Board of Examiners, and that this fee is covered by the Town, and that the starting salary is at \$50,018.00, and that for benefits – the premiums for the disability and life insurance of the group plan will be paid for by the employee and the Town shall pay up to one-half of the total premiums of the plan, as well as MEPP (Municipal Employees Pension Plan), furthermore, there will be a probation period of six (6) months and vacation pay will be paid at 3/52 and 1.25 sick days per month, and furthermore a Joint Agreement will be entered into and a copy will be attached to these Minutes.

CARRIED

MENTOR

347/11/21

Made by: Councillor Dorrance

That as per the regulations of the Board of Examiners that Sheri Carritt will be mentored for one year (1800 hours) of on-the-job training in the municipal office by Myrna-Jean Babbings.

CARRIED

SAFETY DEPOSIT BOX

348/11/21

Made by: Councillor Griffin

That through Prairie Pride Credit Union signers for the Safety Deposit Box will be Councillor Jennifer Cobham, and Sheri Carritt - Administrator.

CARRIED

CREDIT CARD AUTHORITY

349/11/21

Made by: Councillor Cobham

That the Administrator Sheri Carritt is given authority to apply for a Collabria MasterCard through the Prairie Pride Credit Union.

CARRIED

YEAR-END BONUS

350/11/2021

Made by: Councillor Kinder

That Year-End Bonus's in the form of gift certificates are given to Jeremy Burness and Sheri Carritt for \$100.00 each and Colby Ricard for \$50.00.

CARRIED

PLK.

myB

**2021/2022 COUNCIL YEAR:
COUNCIL MEETINGS**

351/11/2021

Made by: Councillor Cobham

That Council meetings are held on the third Wednesday of each month at 7:00 pm., unless otherwise directed by Council.

CARRIED

COUNCIL INDEMNITY

352/11/2021

Made by: Councillor Henderson

That the Council Meeting Indemnity remain at:

Council Meetings – Mayor	\$200.00
Council Meeting – Councillors	\$150.00
Council Meetings – Mayor	\$250.00 over 3 hours
Council Meetings – Councillors	\$200.00 over 3 hours
Committee Meetings	\$75.00 under 3 hours
Committee Meetings	\$150.00 over 3 hours
Convention	\$200.00 per day

CARRIED

DEPUTY MAYOR

353/11/2021

Made by: Councillor Griffin

That the Deputy Mayor for 2021/2022 is Councillor Dwayne Henderson.

CARRIED

BANKING/SIGNING

354/11/2021

Made by: Councillor Dorrance

That banking services be with Prairie Pride Credit Union, Alameda and that signing authority be Mayor Perry Kinder or Deputy Mayor Dwayne Henderson and Administrator Sheri Carritt or Mentor Administrator – Myrna-Jean Babbings.

CARRIED

MILEAGE

355/11/2021

Made by: Councillor Cobham

That mileage for Town of Alameda business is or remain at \$0.59 per kilometer.

CARRIED

MEALS

356/11/2021

Made by: Councillor Griffin

That meals for Councillors and staff on Town business is or remain at \$60.00 per day.

CARRIED

PLK

mjb

OFFICE KEYS

357/11/2021

Made by: Councillor Henderson

That Mayor Perry Kinder, Administrator -Sherri Carritt, Mentor Administrator – Myrna-Jean Babbings have keys to the Town of Alameda Office.

CARRIED

COUNCIL COMMITTEES:

358/11/2021

Made by: Councillor Henderson

That Committees for the Town of Alameda are:

General Government Committee: Cobham, Griffin, Dorrance
Protective Services Committee: Henderson, Cobham, Cameron
Transportation Services Committee: Henderson, Copeland, Cameron
Water & Sewer Services Committee: Copeland, Cameron, Dorrance
Emergency Contract Services: Kinder, Cobham, Copeland, Henderson
Mayor Perry Kinder is a member of all committees

CARRIED

BOARD APPOINTMENTS:

359/11/2021

Made by: Councillor Cobham

That the Board Appointments are:

Galloway Trust: Griffin
Alameda Cemetery: Dorrance
Alameda Recreation Board: Cobham (alternates – Cameron, Kinder)
Alameda Museum Board: Griffin
Alameda Library Board: Cobham
Southeast Regional Library: Cobham
Moose Creek Regional Park Authority: Copeland and Cameron
Friends of the Park: Dorrance
Alameda/Moose Creek Fire: Henderson

CARRIED

COMMITTEE REPORTS

360/11/21

Made by: Councillor Griffin

That we acknowledge the following committee reports:

Alameda Cemetery – Councillor Dorrance
Alameda Museum Board – Councillor Griffin
Fire Board – Councillor Henderson

CARRIED

ADJOURNMENT AND NEXT MEETING

361/11/21

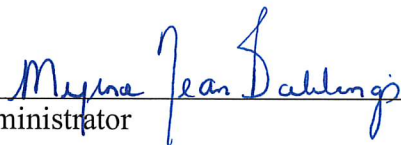
Made by: Councillor Cobham

That the meeting adjourns at 9:27 pm and that the next meeting will be held on Wednesday, December 15th, 2021, at 7:00 p.m.

CARRIED



Mayor



Administrator