

TOWN OF ALAMEDA
Regular Meeting November 20, 2019

PRESENT: Mayor Perry Kinder, Councillors Jennifer Cobham (arrived at 7:55pm),
Tim Freitag, Dwayne Henderson, Ken Best, Doug Walls, Beth Lischynski
Administrator Michelle Needham

Minutes of the regular meeting of council held in the Alameda Town Office, 115-5th Street,
Alameda, SK, November 20, 2019.

Meeting called to order at 6:59pm.

STATEMENTS OF DISCLOSURE – completed by all of Council

AGENDA:

Agenda 348/11/19 Motion Best that we approve the agenda. **CARRIED**

MINUTES:

Minutes 349/11/19 Motion Lischynski that the minutes of the October 16, 2019 regular
meeting be approved as presented. **CARRIED**

Minutes 350/11/19 Motion Best that the minutes of the October 21, 2019 special
meeting be approved as presented. **CARRIED**

CORRESPONDENCE:

- Reduced EI Premium Rate 2020 – 1.171
- 2020 Spring Shelterbelt Program
- City of Estevan – Regional tourism meeting December 11
- Oxbow Fire Board – Mutual Aid meeting Jan 21, 2020
- Request for Monday Night Supper at Rink

*Rink
Supper* 351/11/19 Motion Henderson that the Town purchase KFC to serve at the
Alameda Rink Monday Night Supper on January 27, 2020. **CARRIED**

Corresp 352/11/19 Motion Lischynski that the correspondence be filed as dealt with.
CARRIED

ACCOUNTS FOR APPROVAL:

Bank Rec 353/11/19 Motion Lischynski that we approve the October Bank Reconciliation as
presented. **CARRIED**

*Financial
Statement* 354/11/19 Motion Freitag that we approve the October Financial Statement
as presented. **CARRIED**

Payments 355/11/19 Motion Lischynski that we approve cheques #4904-4924 in the amount
of \$6,670.90, the proposed payments from the October meeting. **CARRIED**

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Payments 356/11/19 Motion Best that we approve cheques #4925-4927 in the amount of \$2,964.89, on-line payments in the amount of \$23,002.03 and proposed payments of \$19,755.83, for a total of \$45,722.75. **CARRIED**

ADMINISTRATORS REPORT:

Admin Report 357/11/19 Motion Freitag that we approve the administrator's verbal report. **CARRIED**

DELEGATE: Conrad Gervais 7:23pm-7:33pm

PUBLIC WORKS: Jeremy Burness 7:44pm-8:00pm

Tools 358/11/19 Motion Walls that the Town purchase a skill saw, miter saw and H2S monitor. **CARRIED**

Allen Schiestel 8:09pm – 8:42pm

Waterworks Report 359/11/19 Motion Lyschinski that we acknowledge and sign the Waterworks Daily reports for October. **CARRIED**

Contract 360/11/19 Motion Best that the Town amend paragraph 1.4 of the proposed Contract for Services between the Town of Alameda and Allen Schiestel (AdLan Ventures). **CARRIED**

Report 361/11/19 Motion Best that we approve the verbal reports from public works. **CARRIED**

UNFINISHED BUSINESS:

SUMA Convention 362/11/19 Motion Freitag that Councillors Tim Freitag, Jennifer Cobham and Administrator Michelle Needham attend the SUMA Convention February 2nd to 5th, 2020 at a cost of \$450.00 plus taxes per person. **CARRIED**

Delegate 363/11/19 Motion Cobham that Councillor Tim Freitag be named voting delegate at SUMA convention February 2020. **CARRIED**

Grader 364/11/19 Motion Lischynski that the Town request snow removal services from the RM of Moose Creek #33 if needed, at their custom rate of \$175.00 per hour. **CARRIED**

NEW BUSINESS:

Sask Housing 365/11/19 Motion Freitag that the Town pay to Saskatchewan Housing Corporation the amount of \$1,106.18 being the Town's 5% share of the 2018 operating loss. **CARRIED**

Waterworks/Lagoon 366/11/19 Motion Lischynski that Town acknowledge the Waterworks Inspection Report and the Lagoon Compliance Report from Water Security Agency. **CARRIED**

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- Mun Rev Sharing* 367/11/19 Motion Lischynski 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 2018 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of 2018 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**
- Munisoft* 368/11/19 Motion Kinder that the Town pay to Munisoft the user license fee in the amount of \$2,200.00 with an annual Software Support Agreement of \$320.00 per year. **CARRIED**
- Dog Complaint* 369/11/19 Motion Walls that the Town send a letter to the dog owner that is non-compliant with Bylaw 6-2015. **CARRIED**
- O/S Pet Licenses* 370/11/19 Motion Cobham that letters be sent to residents with unpaid 2019 pet licenses that if not paid by December 13, 2019 a \$500.00 fine will be levied as per Bylaw 6-2015. **CARRIED**
- O/S water* 371/11/19 Motion Best that letters be sent to customers with overdue large water purchases that invoices must be paid or water may no longer be purchased from the Town. **CARRIED**
- Tax Reminders* 372/11/19 Motion Kinder that reminder letters be sent to owners for taxes due December 31, 2019. **CARRIED**
- Harassment Prevention Policy* 373/11/19 Motion Lischynski that the Town accept the Harassment Prevention Policy; and furthermore that it be signed by Council, employees and office/public works independent contractors. **CARRIED**
- Christmas Supper* 374/11/19 Motion Cobham that the Town pay for council, staff and spouses to attend the RM of Moose Creek Christmas supper at a cost of \$27.00 per plate; and furthermore the Town will pay one-half cost of the Alameda/Moose Creek Fire Department members and spouses. **CARRIED**
- Holiday Office hours* 375/11/19 Motion Kinder that the Town Office be open until noon on December 24; closed December 25, 26 and 27; with the Administrator using one vacation day on December 27th. **CARRIED**

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Committee 376/11/19 Motion Lischynski that we acknowledge the Fire Board report by Dwayne Henderson and the Alameda Rec Board report by Jennifer Cobham. **CARRIED**

NEXT MEETING: Wednesday, December 18 at 7:00pm.

ADJOURN: 377/11/19 Motion Cobham that the meeting adjourn at 9:35pm. **CARRIED**



Mayor



Administrator