

TOWN OF ALAMEDA
Regular Meeting October 17, 2018

PRESENT: Mayor Perry Kinder
Tim Freitag (arrived at 7:20pm), Beth Lischynski, Jennifer Cobham
Doug Walls, Ken Best, Dwayne Henderson
Assistant Administrator Michelle Needham
Acting Administrator Glenda Johnston (arrived at 7:05pm)

Minutes of the regular meeting of council held in the Alameda Town Office, Alameda, SK,
October 17, 2018.

Meeting called to order at 6:56pm.

AGENDA:

225/10/18 **Motion:** Best/Cobham that we approve the agenda. **CARRIED**

MINUTES:

226/10/18 **Motion:** Lischynski/Henderson that the minutes of the September 19 regular meeting be approved as presented. **CARRIED**

CORRESPONDENCE:

- Alameda Legion Remembrance Day donation \$50.00 (wreath)
 - Alliance Pipeline Emergency Guide
 - Building Standards Workshops
 - Ministry of Justice – Fine Option Program
 - Carnduff RCMP – Town Hall Meeting Oct 23 @ Carnduff School 7pm
- 227/10/18 **Motion:** Cobham/Walls that we donate \$50.00 to the Alameda Legion for a Remembrance Day wreath. **CARRIED**
- 228/10/18 **Motion:** Lischynski/Henderson that the correspondence be filed as dealt with. **CARRIED**

ACCOUNTS FOR APPROVAL:

- 229/10/18 **Motion:** Cobham/Walls that we approve the September Bank Reconciliation. **CARRIED**
- 230/10/18 **Motion:** Walls/Best that we approve cheques #4564-4588, the proposed payments from the September meeting, in the amount of \$47,464.42. **CARRIED**
- 231/10/18 **Motion:** Lischynski/Walls that we approve cheques #4590-4591 in the amount of \$9,519.90, proposed payments in the amount of \$7,785.51, on-line payments in the amount of \$18,445.64, for a total of \$35,751.05. **CARRIED**

BYLAW 5-2018 FIXED ASSESSMENT RE AG LAND BYLAW:

- 232/10/18 **Motion:** Lischynski/Walls that Bylaw 5-2018 Fixed Assessment re Ag Land Bylaw be read a first time. **CARRIED**
- 233/10/18 **Motion:** Cobham/Best that Bylaw 5-2018 Fixed Assessment re Ag Land Bylaw be read a second time. **CARRIED**
- 234/10/18 **Motion:** Henderson/Lischynski that Bylaw 5-2018 Fixed Assessment re Ag Land Bylaw be given a third reading at this meeting. **CARRIED UNANIMOUSLY**

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235/10/18 **Motion:** Best/Henderson that Bylaw 5-2018 Fixed Assessment re Ag Land Bylaw be read a third time and adopted; attached to and forming a part of these minutes.

CARRIED

236/10/18 **Motion:** Lischynski/Henderson that the Town abate the municipal portion of 2018 taxable assessment (base tax shall apply) on NW 01-04-03 W2 as per the Fixed Assessment Agreement.

CARRIED

Tim Freitag arrived at the meeting at 7:20pm

ADMINISTRATOR:

237/10/18 **Motion:** Walls/Lischynski that we acknowledge the conditional certificate received from the Urban Municipal Administrators Association of Saskatchewan and appoint Michelle Needham as Administrator effective October 18, 2018.

CARRIED

238/10/18 **Motion:** Cobham/Henderson that signing authority be Mayor OR Deputy Mayor AND Administrator Michelle Needham.

CARRIED

239/10/18 **Motion:** Lischynski/Best that the Town authorize a credit card from Prairie Pride Credit Union in the amount of \$5,000.00 for Administrator Michelle Needham.

CARRIED

ADMINISTRATORS REPORT:

240/10/18 **Motion:** Lischynski/Freitag that we approve the administrator's verbal report.

CARRIED

PUBLIC WORKS:

241/10/18 **Motion:** Best/Lischynski that we acknowledge and sign the Waterworks Daily reports for September.

CARRIED

242/10/18 **Motion:** Best/Walls that the Town approves the installation of a wireless phone system to cross the back alley underground from 104 - 5th Street to 116 - 5th Street.

CARRIED

243/10/18 **Motion:** Cobham/Henderson that we approve the verbal report from the foreman.

CARRIED

UNFINISHED BUSINESS:

244/10/18 **Motion:** Best/Freitag that we accept the quote from Silverado Demolition Inc. dated October 8, 2018 to demolish 125-5th Street in the amount of \$69,700.00 plus taxes.

CARRIED

245/10/18 **Motion:** Best/Freitag that we approve the request to remove to the "bar portion" inside 125-5th Street, on condition that a copy of insurance be provided; that it be at their risk and the Town is not responsible; and that it be completed by November 1st.

CARRIED

246/10/18 **Motion:** Walls/Henderson that previous employers, of the public works candidate, be contacted prior to the scheduled interview.

CARRIED

Mayor Perry Kinder declared a conflict of interest and left the meeting at 8:55pm

Deputy Mayor Tim Freitag took over as chair of the meeting

There was discussion about the damage to the pavement on 6th Street due to the house move of 317-7th St.

Mayor Perry Kinder returned to the meeting at 9:10pm

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BYLAWS:

BYLAW 3-2018 Employee Code of Conduct

247/10/18 **Motion:** Best/Henderson that Bylaw 3-2018 Employee Code of Conduct be read a third time and adopted; attached to and forming a part of these minutes. **CARRIED**

BYLAW 4-2018 Council Procedures

248/10/18 **Motion:** Best/Freitag that Bylaw 4-2018 Council Procedures be read a third time and adopted; attached to and forming a part of these minutes. **CARRIED**

BYLAW 7-2018 To Undertake Paving of 6th Street as a Local Improvement

249/10/18 **Motion:** Cobham/Lischynski that Bylaw 7-2018 To Undertake Paving of 6th Street as a Local Improvement be read a first time. **CARRIED**

250/10/18 **Motion:** Lischynski/Freitag that Bylaw 7-2018 To Undertake Paving of 6th Street as a Local Improvement be read a second time. **CARRIED**

251/10/18 **Motion:** Freitag/Best that Bylaw 7-2018 To Undertake Paving of 6th Street as a Local Improvement be given a third reading at this meeting. **CARRIED UNANIMOUSLY**

252/10/18 **Motion:** Henderson/Walls that Bylaw 7-2018 To Undertake Paving of 6th Street be read a third time and adopted; attached to and forming a part of these minutes. **CARRIED**

BYLAW 8-2018 To Authorize a Special Assessment with Respect to the Undertaking of Paving as a Local Improvement

253/10/18 **Motion:** Cobham/Freitag that Bylaw 8-2018 To Authorize a Special Assessment with Respect to the Undertaking of Paving as a Local Improvement be read a first time. **CARRIED**

254/10/18 **Motion:** Freitag/Walls that Bylaw 8-2018 To Authorize a Special Assessment with Respect to the Undertaking of Paving as a Local Improvement be read a second time. **CARRIED**

255/10/18 **Motion:** Henderson/Best that Bylaw 8-2018 To Authorize a Special Assessment with Respect to the Undertaking of Paving as a Local Improvement be given a third reading at this meeting. **CARRIED UNANIMOUSLY**

256/10/18 **Motion:** Lischynski/Walls that Bylaw 8-2018 To Authorize a Special Assessment with Respect to the Undertaking of Paving as a Local Improvement be read a third time and adopted; attached to and forming a part of these minutes. **CARRIED**

BYLAW 9-2018 To Provide for the Exemption of Corner Lots from Local Improvement Special Assessments

257/10/18 **Motion:** Lischynski/Henderson that Bylaw 9-2018 To Provide for the Exemption of Corner Lots from Local Improvement Special Assessments be read a first time. **CARRIED**

258/10/18 **Motion:** Cobham/Best that Bylaw 9-2018 To Provide for the Exemption of Corner Lots from Local Improvement Special Assessments be read a second time. **CARRIED**

259/10/18 **Motion:** Henderson/Lischynski that Bylaw 9-2018 To Provide for the Exemption of Corner Lots from Local Improvement Special Assessments be given a third reading at this meeting. **CARRIED UNANIMOUSLY**

260/10/18 **Motion:** Best/Freitag that Bylaw 9-2018 To Provide for the Exemption of Corner Lots from Local Improvement Special Assessments be read a third time and adopted; attached to and forming a part of these minutes. **CARRIED**

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NEW BUSINESS:

Water Check 261/10/18 **Motion:** Freitag/Lischynski that the public works personnel alternate weekends doing the water checks. **CARRIED**

Landfill 262/10/18 **Motion:** Freitag/Lischynski that we ratify the landfill hours open for October 16, 23 and 30 to be from 4:00pm to 6:00pm. **CARRIED**

Audit 263/10/18 **Motion:** Cobham/Walls that we sign the engagement letter from MNP Accountants for the 2018 financial audit at an estimated cost of \$8,600.00. **CARRIED**

Vac/Sick Leave 264/10/18 **Motion:** Freitag/Lischynski that we approve the following vacation/sick leave for Michelle Needham; October 11 – 7.5 hours sick leave; November 23 – 7.5 hours vacation leave; and November 29 – 3.5 hours sick leave for dental appointment. **CARRIED**

Asset Management Policy 265/10/18 **Motion:** Cobham/Lischynski that we approve Policy 3-2018 Asset Management Policy, a copy attached to and forming part of these minutes. **CARRIED**

Committee Reports 266/10/18 **Motion:** Freitag/Henderson that we acknowledge the committee report by Jennifer Cobham for the Alameda Recreation Board; Doug Walls for the Alameda Museum and Alameda Cemetery; and Beth Lischynski for Borderline Housing. **CARRIED**

NEXT MEETING 267/10/18 **Motion:** Lischynski/Henderson that the next meeting will be Wednesday, November 21st at 7:00pm. **CARRIED**

ADJOURN: 268/10/18 **Motion:** Cobham that the meeting adjourn at 10:34 pm. **CARRIED**



Mayor



Acting Administrator

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