



**Minutes of the Regular Meeting of the Council
January 18, 2023
Council Chamber Administration Office, Kannata Valley, SK**

Present:

Mayor Robert Gordon
Councillor Tom Fink
Councillor Craig Francis

Councillor Ken MacDonald
Councillor Dustin Plett

Administration: Shannon Ulsifer, Acting Chief Administrative Officer

Absent:

1. CALL TO ORDER:

Mayor Robert Gordon called the meeting to order at 6:29 p.m.

2. APPROVAL OF AGENDA

2023/001

Moved by Councillor Tom Fink
Seconded by Councillor Craig Francis

THAT the January 18, 2022=3, agenda be adopted with the following additions:

- i. Asset Management Contract with Associated Engineering Review
- ii. Delegation Request – Procedure/Policy
- iii. Website – Councillor Plett

CARRIED

3. ADOPTION OF MINUTES

2023/002

Moved by Councillor Ken MacDonald
Seconded by Councillor Craig Francis

THAT the minutes of the Regular Meeting of Council of December 20, 2022, be adopted as presented.

CARRIED

_____ Mayor

_____ Acting CAO

4. DELEGATIONS

Saskatchewan Beach Delegation request regarding a possible connection to the Resort Village of Kannata Valley Water Treatment Plant for a coin operated fill station.

Saskatchewan Beach Mayor Corey Livingston and Deputy Mayor Jeff Galan joined the meeting at 6:35 p.m. to discuss the possibility of a coin operated fill station in the Resort Village of Saskatchewan Beach with the water being supplied by the Resort Village of Kannata Valley. Key points presented from the delegation included, but not limited to, the following:

- Seasonal residents are using non-potable water.
- Aging residents – potable water is essential.
- Too costly to build their own plant.
- Approximate cost estimate for this project - \$200,000 payable by Saskatchewan Beach.
- Location is still being investigated.
- Would be accessible year-round.
- In preliminary stages.

5. ACCOUNTS FOR APPROVAL

2023/003

Moved by Councillor Dustin Plett
Seconded by Councillor Ken MacDonald

THAT Council approve the List of Accounts Payable for December 2022. To include A/P, SETS, & EFT; a summary attached here into and to form part of these minutes.

CARRIED

6. ADMINISTRATION REPORTS

2023-/004

Moved by Councillor Ken MacDonald
Seconded by Councillor Tom Fink

THAT Council accept the Water Treatment Plant Daily Report and Administration Report for December 2022, as presented.

6.1 Water Treatment Plant Daily Report

6.2 Administration Report

CARRIED

7. FINANCIALS

_____ Mayor

_____ Acting CAO

7.1 Statement of Financial Activities

2023/005

Moved by Councillor Tom Fink
Seconded by Councillor Ken MacDonald

THAT the Statement of Financial Activities for the month of December 2022, be accepted as presented.

CARRIED

7.2 Bank Reconciliation

2023/006

Moved by Councillor Dustin Plett
Seconded by Councillor Ken MacDonald

That Council accept the Bank Reconciliation for the month of December 2022, as presented.

CARRIED

8. REPORTS OF COMMITTEES

2023-007

Moved by Councillor Tom Fink
Seconded by Councillor Craig Francis

THAT Council acknowledge the following meeting reports:

- 8.1 Lagoon** – Councillor Fink reported there is open water where the aeration pumps are which indicates they are working well. The Lagoon Committee to be held in January was cancelled and will be rescheduled in early February.
- 8.2 Water** - Palmer Electric invoice for the HCE well back-up heater was below expected cost. Two quotes were requested for installation of the truck fill meter and piping to the outside wall. The back-flow preventer is presently connected. Administration is waiting for quotes. It was noted the Water Security Agency will have to be notified prior to the install.
- 8.3 Streets & Roads** – Mayor Gordon reported the streets and roads are being well maintained by the contractor. There will be future discussion required regarding the removal of the snow piles and where to put them.
- 8.4 Recreation** –No report.
- 8.5 RTS**– The date change from December 24th to December 26th did not provide any concerns or issues.

CARRIED

9. UNFINISHED BUSINESS

_____ Mayor

_____ Acting CAO

10. NEW BUSINESS

10.1 Saskatchewan Beach Delegation Request

2023-008

Moved by Mayor Robert Gordon
Seconded by Councillor Tom Fink

THAT Council agrees to look into the request and that the Water Committee will investigate further. Administration will contact Saskatchewan Beach regarding the possible location at Valley Ridge.

CARRIED

10.2 Contract Reviews

2023-009

Moved by Councillor Ken MacDonald
Seconded by Councillor Craig Francis

THAT Council accept the contracts as presented including WTP Operators and Janitorial, with the addition of the renewal of the Pest Control and RTS Operator contracts. Contractor fees will be reviewed with the Budget and Water Committees.

CARRIED

10.3 Water Capital Levy Reserve Fund Transfer

2023-010

Moved by Councillor Ken MacDonald
Seconded by Councillor Dustin Plett

THAT Council approve the capital levy reserve transfer in the amount of \$23,888.46.

CARRIED

10.4 Water Budget

Administration brought forth history on the capital levy increase from 2020. The increase was from \$100.00 to \$150.00. Government approval was not obtained. The capital levy remains at \$100.00 and will be considered by the Water Committee during budget meetings.

10.5 2023 Committees and Appointments

2023-011

_____ Mayor

_____ Acting CAO

Moved by Mayor Robert Gordon
Seconded by Councillor Tom Fink

THAT Council approve the 2023 list of Committees and Appointments with the proposed additions to the Committees.

CARRIED

10.6 East Central Transportation Planning Committee

2023-012

Motion by Councillor Ken MacDonald
Seconded by Councillor Dustin Plett

THAT Council having reviewed the ECTPC information letter with the 2023 membership fee, declined.

CARRIED

10.7 PBI Building Officials 2023 Appointments

2023-013

Motion by Councillor Dustin Plett
Seconded by Councillor Craig Francis

THAT Council approve the 2023 PBI Building Official Appointments, and further, direct Administration to sign on behalf of the Village and forward signed documents to PBI and the Province.

CARRIED

10.8 2023 SUMAssure Insurance

2023-014

Motion by Councillor Craig Francis
Seconded by Councillor Dustin Plett

THAT Council approve the payment of the 2023 SUMAssure invoice to Aon Canada in the amount of \$20,111.00.

CARRIED

10.9 Associated Engineering Asset Management Contract

2023-015

Moved by Mayor Ken MacDonald
Seconded by Councillor Tom Fink

_____ Mayor

_____ Acting CAO

THAT Council approve the proposed contract with Associated Engineering for the completion of the Village Asset Management Plan.

CARRIED

10.10 Council Delegation Procedure

2023-016

Moved by Councillor Craig Francis
Seconded by Councillor Ken MacDonald

THAT Council direct Administration to update the delegation form to include more specific information requirements from delegations.

CARRIED

10.11 Website/Email

2023-017

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT Council approve the implementation of in-house email management.

CARRIED

11. COMMUNICATION

2023-018

Motion by Mayor Robert Gordon
Seconded by Councillor Craig Francis

THAT the following correspondence as presented by the Acting CAO, be filed:

- 11.1 SAMA Annual Meeting
- 11.2 Janitor Resignation

12. IN-CAMERA

2023-019

Moved by Mayor Robert Gordon
Seconded by Councillor Dustin Plett

_____ Mayor

_____ Acting CAO

THAT Council having items to discuss relating to draft material and personnel that are exempt from public discussion under *The Local Authority Freedom of Information and Privacy Act* and *The Municipalities Act*, per Clause 120(2)(a), move this meeting to an in-camera session.

CARRIED

Time: 9:05 pm

2023-020

Moved by Councillor Tom Fink
Seconded by Councillor Craig Francis

THAT Council extend the maximum length of this Council meeting until 10:00 p.m.

CARRIED

2023-021

Moved by Councillor Craig Francis
Seconded by Councillor Dustin Plett

THAT this meeting be reconvened.

CARRIED

Time: 9:33 p.m.

13. ADJOURNMENT

2023-022

Moved by Councillor Tom Fink
Seconded by Councillor Ken MacDonald

THAT the meeting be adjourned at 9:34 p.m.

CARRIED

MAYOR

Acting Chief Administrative Officer

_____ Mayor

_____ Acting CAO