



VILLAGE OF BETHUNE - MINUTES
REGULAR COUNCIL MEETING
Tuesday December 07, 2021

Meeting held at the municipal office at 101 Railway Avenue and called to Order at 7:10 pm by Mayor Christopher Lloyd.

- PRESENT:** Mayor Christopher Lloyd, Councillors Brant McEachern, Doug Patience, Elwood Huber and Ashton Riche in attendance. Acting Administrator Tatiana Walker in attendance and recorded the minutes. Guest: Incoming CAO Tammy Knuttila.
- ABSENT:** None
- Minutes** 220 **RICHE:** That the minutes from the regular Council meeting held on November 02, 2021 be approved as circulated. **CARRIED**
- Minutes** 221 **PATIENCE:** That the minutes from the special Council meeting held on November 17, 2021 be approved as circulated. **CARRIED**
- Accounts** 222 **MCEACHERN:** That the List of Accounts for Approval attached hereto and forming part of these minutes, from cheque 6777 to 6816, manual and EFT payments totaling \$67,977.52 and all EFT Payroll payments, be approved. **CARRIED**
- Financial Statement** 223 **HUBER:** That the Statement of Financial Activity and the Bank Reconciliations for the Month of November 2021, attached hereto and forming part of these minutes be accepted as presented. **CARRIED**
- Reports** 224 **MCEACHERN:** That the verbal Council Committee reports be acknowledged, and that the Administrator's report dated December 6, 2021, be accepted as presented. **CARRIED**
- Appoint Chief Administrative Officer** 225 **PATIENCE:** That Tammy Knuttila be appointed as the Chief Administrative Officer (CAO) for the Village of Bethune effective December 6, 2021, in accordance with the Offer of Employment dated November 22, 2021. **CARRIED**
- Distribution Pump** 226 **PATIENCE:** That the quotation dated 11th November 2021 for distribution pumps including epoxy coating from TSL Mechanical (2019) at total ~~\$29,167.00~~ plus applicable taxes. *R 33,167.00* **CARRIED**
- Water Usage** 227 **HUBER:** That Josh and Kyra Elvin be advised that the Council will accept a suitable payment plan to address the balance of their utility account and not add the amount to the taxes unless payments are not made as set out in the plan. **CARRIED**
- Signing Authority** 228 **RICHE:** That CAO Tammy Knuttila be given signing authority for the Village of Bethune along with Mayor Chris Lloyd and Deputy Mayor Doug Patience. **CARRIED**

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| Council 2022 Indemnity Rates | 229 | <p>PATIENCE: That the 2022 Council Indemnity, Mileage and Expense Rates be set as follows:</p> <ul style="list-style-type: none"> o Mayor - \$200.00 Regular, Special, Committee and Convention, Supervision \$25.00 / month o Councillor - \$150.00 Regular, Special, Committee and Convention; Supervision \$25.00 / month o Expenses – With Receipts o Mileage - \$0.45 / km <p>And further, that the Administrator be provided remuneration for regular meetings and committee and other meetings after hours at the normal Council member rate.</p> <p style="text-align: right;">CARRIED</p> |
| Foreman Vacation | 230 | <p>HUBER: That payment to the Village Foreman Robert Courtice for 2020 outstanding holidays in amount of \$3777.84 be authorized. Further, that the CAO determine a suitable holiday schedule with the Foreman to provide for 2022 holidays.</p> <p style="text-align: right;">CARRIED</p> |
| Foreman’s Salary | 231 | <p>MCEACHERN: That the Council approves an increase of 2.5 % to Robert Courtice’s Annual Salary effective January 1, 2022 with the salary rate being set at \$53,783.96 per year (\$25.86/hr).</p> <p style="text-align: right;">CARRIED</p> |
| Admin Bonus | 232 | <p>LLOYD: That Council approves a bonus payment for 2021 to Tatiana Walker in recognition of the additional taken on during her time as Interim CAO in the amount of 3,000.00.</p> <p style="text-align: right;">CARRIED</p> |
| Revenue Sharing Compliance | 233 | <p>RICHE: That Council confirms eligibility requirements for Municipal Revenue Sharing to the Ministry of Government Relations by being in compliance with the following criteria:</p> <ul style="list-style-type: none"> - Audited Financial Statements - Waterworks Annual Reporting - Education Property Tax Remittance in Good Standing - Bylaw 2015-05 Council Procedural Bylaw - Employee Code of Conduct - Current Public Disclosure Statements <p style="text-align: right;">CARRIED</p> |
| Palliser Regional Library Levy 2022 | 234 | <p>HUBER: That Council acknowledges the 2022 Palliser Regional Library Levy of \$8,738.10 and further that the municipality approves payment based on cost split by capita of additional hours for the Bethune Library for 2022 with the RM of Dufferin #190.</p> <p style="text-align: right;">CARRIED</p> |
| Gravel Supply | 235 | <p>HUBER: That the matter of gravel supply to Bentika Street be tabled to April, 2022.</p> <p style="text-align: right;">CARRIED</p> |
| Council e-mail | 236 | <p>MCEACHERN: That Council authorizes the CAO to investigate options on the e-mail setting up for the Council members via Village domain.</p> <p style="text-align: right;">CARRIED</p> |



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- Moving Permit** 237 **RICHE:** That the CAO send a letter to the owner of 454 Alexandria Avenue advising that a development permit and a moving permit is required for the shed that was moved on to the property in November 2021. **CARRIED**

- Street Sign Removal** 238 **MCEACHERN:** That the street sign be removed from the Rail crossing at Railway Avenue during the house move to the Lot B, Plan 103308116 in the Spring of 2022. **CARRIED**

- Dog Complaint** 239 **PATIENCE:** That the complaint received regarding dogs at large at 202 East Street be referred to the Village of Bethune Bylaw Enforcement Officer for enforcement of the Animal Control Bylaw. **CARRIED**

- SUMAssure Rate** 240 **RICHE:** That the Council acknowledges the letter from SUMAssure regarding rate increased by 20% for 2022. *RR* **CARRIED**

- Dudley & Company Audit** 241 **PATIENCE:** That Dudley and Company correspondence dated November 2, 2021 regarding audit responsibilities be acknowledged and further that the Risk of Fraud Appendix "A" be acknowledged and completed accordingly. **CARRIED**

- First Meeting and Setting 2022 Meetings** 242 **MCEACHERN:** That the Council sets the next regular meeting for Tuesday January 4, 2022 at 7:00 pm at the municipal office and further that the regular meetings for 2022 be scheduled for 7:00 pm on the first Tuesday of each month **CARRIED**

- Correspondence** 243 **MCEACHERN:** That the following correspondence be received:
 - a. SK Tourism re: Industry update, November 02, 2021
 - b. SK Tourism re: Industry update, November 17, 2021
 - c. SK Tourism re: Industry update, November 23, 2021
 - d. SUMA re: Municipal update, November 15, 2021
 - e. Matthewson & Co re: 2022 Municipal support for small communities
 - f. SUMAssure re: News on municipal insurance general
 - g. SUMA re: Municipal update, November 29, 2021
 - h. Solarcor re: Community culture and rec.stream
 - i. Lumsden Heritage Home re: Board Minutes from October 25, 2021
 - j. SK Tourism re: Industry update, December 01, 2021**CARRIED**

- Adjourn** 244 **PATIENCE:** That this meeting now adjourn at 9:25 p.m. **CARRIED**



Mayor Christopher Lloyd



Chief Administrative Officer- Tammy Knuttila

RR