



Minutes of a Regular Meeting of  
Council of the District Of Katepwa  
Held on January 16, 2018 in the Katepwa Center  
\*\*\*\*\*

**Present:**

- Mayor – Don Jewitt
- Councillor Ward 1 – Murray Penny
- Councillor Ward 1–Dawne Zahorski
- Councillor Ward 2 – Darwin Chatterson
- Councillor Ward 2 – Michael Alport
- Councillor Ward 2 – Dennis Temple
- Councillor Ward 3 – Dave Thauberger
- Councillor Ward 3 – Tim Stoll

Administrator – Laurie Rudolph

**CALL TO ORDER**

A quorum being present Mayor Jewitt called the meeting to order at 7:00pm.

**AGENDA**

- 1/2018**     **ZAHORSKI** - THAT the agenda be accepted as presented.  
**Carried.**

**OPEN SESSION:**

Maintenance Supervisor Rick Weber provided a written report, his duties included water sampling, sanding, waste collection, emptying of district garbage containers, tree trimming, equipment maintenance, EMO trailer pump test, cleanup of maintenance quonset, and office deliveries/pick up.

**MINUTES**

- 2/2018**     **CHATTERSON** - THAT the minutes of the December 19, 2017 Regular Meeting of Council be approved as presented.  
**Carried.**

**ACCOUNTS PAYABLE**

- 3/2018**     **STOLL** -THAT cheques 3704 to 3742 in the amount of \$81,790.26, direct payments of \$6709.29, and the December 2017 payroll in the amount of \$9344.42 be approved as presented.  
**Carried.**

**BANK RECONCILIATION AND STATEMENT OF REVENUE & EXPENDITURES**

**4/2018** **CHATTERSON** - THAT the Bank Reconciliation for the month of December 2017 be approved as presented.

**Carried.**

**DELEGATION:**

Rick Holmes attended the meeting at 7:13p.m. to discuss the purchase of a 3250 Honeywell Generator to equip the EMO trailer and to receive Council's feedback on the district holding a Calling Lakes Rural Crime Watch presentation, an Emergency Measure training seminar, and a Basic Emergency Management Course. Rick also provided an update on the work completed and the remaining items for the emergency measures. He left the meeting at 7:40p.m.

**3250 HONEYWELL GENERATOR**

**5/2018** **PENNY** – THAT a 3250 Honeywell generator be purchased in the amount of \$500.00.

**Carried.**

**CALLING LAKES RURAL CRIME WATCH MEMBERSHIPS**

**6/2018** **CHATTERSON** – THAT the membership fees collected by the district on behalf of the Calling Lakes Rural Crime Watch be reimbursed by the district upon receiving Council approval.

**Carried.**

**DELEGATION:**

SueAnn Farthing attended the meeting at 7:40p.m. to discuss the proposed subdivision of Parcel A, Plan 101477617 and the minimum site size within the district's zoning bylaw. She left the meeting at 8:00p.m.

**COMMITTEE REPORT**

**7/2018** **THAUBERGER** - THAT the Committee Reports be accepted as presented.

**Carried.**

**NORTON SEPTIC MAINTENANCE SHED LEASE**

**8/2018** **ZAHORSKI** – THAT Norton Septic be issued a six (6) month written termination notice of the maintenance shed lease agreement, and that the notice include the option to terminate sooner without penalty.

**Carried.**

**STAFF REPORT**

**9/2018** **ALPORT** - THAT the Staff Report be accepted as presented.

**Carried.**

**10/2018**      **2017 ACCOUNT RECEIVABLES**  
**TEMPLE** - THAT the outstanding 2017 account receivable amounts of \$920.00, \$341.25, and \$50.00 be cancelled.

**Carried.**

**11/2018**      **2017 RESERVE TRANSFERS**  
**CHATTERSON** - THAT the below allocations be transferred to their specific reserves in the 2017 budget year:

<b>Servicing Fees</b>	
Roads	\$ 15,000.00
Drainage	\$ 15,000.00
Lagoon	\$ 15,000.00
<b>Lagoon</b>	\$ 7,000.00
<b>Roads</b>	\$100,000.00
<b>Landfill</b>	\$ 84,500.00
<b>Emergency Fund</b>	\$ 6,000.00
<b>Recreation Capital</b>	\$ 5,000.00
<b>Capital Trust</b>	\$ 73,000.00

And, that the below allocations be transferred from their specific reserves in the 2017 budget year:

<b>Recreation Capital</b>	\$1,557.97 (Breese Park Back Stop)
<b>Emergency Fund</b>	\$6,409.62 (EMO Supplies)

**Carried.**

**12/2018**      **2018 AUDITOR**  
**PENNY** - THAT Mintz and Wallace Chartered Accountants LLP be appointed as auditor for the 2018 year.

**Carried.**

**13/2018**      **2018 SOLICITOR**  
**PENNY** - THAT Richard T. Molaro of McKercher LLP Barristers & Solicitors be appointed as solicitor for the 2018 year.

**Carried.**

**14/2018**      **2018 ASSESSOR**  
**THAUBERGER** - THAT the CAO Laurie Rudolph be appointed as assessor for the 2018 year.

**Carried.**

**2018 FINANCIAL INSTITUTION**  
**15/2018** **CHATTERSON** - THAT the Plainsview Credit Union be appointed as the financial institution for the 2018 year.

**Carried.**

**2018 BOARD OF REVISION/DEVELOPMENT APPEALS BOARD & SECRETARY**  
**16/2018** **ZAHORSKI** - THAT Gord Krismer & Associates be appointed as the board of revision and development appeals board for the 2018 year.

**Carried.**

**CAPITAL PROJECT**  
**17/2018** **ALPORT** - THAT when a proposed large scale capital project is to exceed \$30,000.00 the process shall include:

- a public notice advertised in the local newspapers, website, and newsletter email;
- one public meeting held during the months of March to October;
- a minimum of three (3) tenders/quotes obtained; and
- the successful bidder decided by a resolution of Council.

**Carried.**

**TAX CANCELLATION**  
**18/2018** **THAUBERGER** - THAT the below tax cancellations for #606 Berry Hills and #729 Saskatoon Drive be approved:

**#606 Berry Hills – Penalty Amount**

Municipal \$130.92

School \$72.43

**#729 Saskatoon Drive – Penalty Amount**

Municipal \$91.85

School \$28.33

**Carried.**

**CORRESPONDENCE REPORT**  
**19/2018** **ZAHORSKI** - THAT the correspondence report be accepted as presented.

**Carried.**

**LANDFILL TENDER – ENVIRONMENTAL SITE ASSESSMENT**  
**20/2018** **ZAHORSKI** – THAT the proposal submitted by WaterMark Consulting Ltd. to perform an environmental site assessment at the landfill site in the amount of \$55,000.00 be accepted, and that the work proceed as per the schedule within the proposal.

**Carried.**

- 21/2018**      **BLK/PAR AA PLAN 01SE30033 - ENCROACHMENT**  
**ALPORT** – THAT with reference to the enclosed Blk/Par AA Plan 01SE30033 documentation to support, the District take no immediate action on the encroachment. In resolution of the encroachment, the incurred legal costs for the opinion by McKercher LLP dated December 3, 2017 be paid by the district; the related survey costs be shared 50/50 between the district and the property owner of Blk/Par AA Plan 01SE30033; and that large stones for separation and the existing temporary fence be positioned in a manner that does not go beyond the vegetation boundary line.  
**Carried.**
- 22/2018**      **OFFICE/LIBRARY – SASKPOWER METER**  
**STOLL** – THAT the proposal submitted by Highmoor Homes in the amount of \$1500.00 plus taxes to wire the existing 100 amp panel to a new meter socket at the office/library building be accepted.  
**Carried.**
- 23/2018**      **R.M. OF ABERNETHY – LAGOON MOWING**  
**PENNY** – THAT the R.M. of Abernethy No. 186 be contracted at a rate of \$175.00 per hour to mow the slope around the lagoon site, and that the district notify the R.M. when the area requires mowing.  
**Carried.**
- 24/2018**      **EMO COORDINATOR REMUNERATION**  
**ZAHORSKI** – THAT Rick Holmes be appointed as the district’s emergency measures coordinator, and that his remuneration be set at a rate of \$250.00 per month commencing as of January 1, 2018.  
**Carried.**
- 25/2018**      **ADJOURNMENT**  
**ALPORT** - THAT the meeting now be adjourned at 10:27p.m.  
**Carried.**

**Next Meeting:** - February 27, 2018 at 7:00pm – Katepwa Center

---

Mayor

---

Administrator