

MINUTES
Regular Meeting of Council
Resort Village of Saskatchewan Beach
December 16, 2020 Time: 5:00 p.m.
Community Hall

Present Mayor Corey Livingstone (electronic), Deputy Mayor Jeff Galan, Councillor Tyler Beyer, Councillor Doug Hilderman, Councillor Karen Woodley, and Administrator Jacqueline Chouinard
Absent Chief Administrative Officer (CAO) Sharie Hall

Call to Order

- Mayor Livingstone called the meeting to order at 5:00 p.m.

Approval of Agenda

202/12/20 Galan/Beyer That the agenda be approved with the addition of 8(j) RBC Signing Authority. **CARRIED**

Delegations

203/12/20 Galan/Hilderman That the request for a 3-foot front yard clearance to build a residence on their property from Nicolas and Cynthia Skulski, property owners of Parcel 25, Plan 101495000 be approved. **CARRIED**

Approval of Minutes

204/12/20 Galan/Beyer That the Regular Meeting of Council Minutes held December 2, 2020 be approved. **CARRIED**

Business Arising from Minutes

- The revisions to the Hall Rental Policy and Agreement were discussed. This will be on the next council agenda.
- Mayor Livingstone declared conflict of interest on the following agenda item due to a close affiliation with John Bergen. He left the council chambers. Deputy Mayor Galan took chair for this portion of the council meeting.

205/12/20 Beyer/Hilderman That John Bergen will not be reimbursed for his SGI claim request upon the advisement of the RV of Saskatchewan Beach's Insurance Consultant. This file will be forwarded to the RV of Saskatchewan Beach's Insurance Company. **CARRIED**

- Mayor Livingstone returned to the council chambers.

Communications/Correspondence - None

Reports of Administration

206/12/20 Beyer/Galan That the Bank Reconciliation, Accounts Payable, Payroll and Benefits, Tax Roll and Unpaid Taxes Balancing Control Totals, Statement of Financial Activities and Administrator Reports be accepted. **CARRIED**

New Business

- A snow removal plan for the Resort Village of Saskatchewan Beach was discussed.
- Employee payroll yearly reports will be discussed in the new year.

207/12/20 Galan/Beyer That the Administrator will look into and proceed on email addresses with a Saskatchewan Beach domain for each member of council.

CARRIED

- The Loraas large single stream recycle bin was discussed. The maintenance department regularly checks it and only administration is authorized to request for Loraas to empty it.

208/12/20 Woodley/Hilderman That approval is given for every member of council to attend the Municipalities of Saskatchewan Virtual Convention and Tradeshow to be held February 7-10, 2021. The fee will be paid by the Resort Village of Saskatchewan Beach.

CARRIED

209/12/20 Woodley/Beyer That the council of the Resort Village of Saskatchewan Beach confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement 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 Administrator Jacqueline Chouinard to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

210/12/20 Beyer/Woodley That the 2021 Engagement and Planning Letters be approved from Dudley & Company LLP, Chartered Professional Accountants. **CARRIED**

211/12/20 Hilderman/Woodley That in accordance with the service agreement with Professional Building Inspections, In., the Resort Village of Saskatchewan Beach hereby resolves to issue a Certificate of Appointment for Ken Pasiechnyk, a Licensed Building Official who is a resident of the Province of Saskatchewan.

CARRIED

212/12/20 Hilderman/Woodley That council recess. **CARRIED**

213/12/20 Galan/Hilderman That council enter an in-camera session at 7:01 p.m. to discuss staffing, a land purchase agreement and the 2021 preliminary budget. In attendance are Mayor Corey Livingstone (electronic), Deputy Mayor Jeff Galan, Councillor Tyler Beyer, Councillor Doug Hilderman, Councillor Karen Woodley, and Administrator Jacqueline Chouinard. The specific provisions to close this part of the meeting to the public are Part III of *The Local Authority*

*Freedom of Information and Protection of Privacy Act 16(1)(b)(c)(e).***CARRIED**

214/12/20 Beyer/Galan That the in-camera session end at 10:11 p.m. **CARRIED**

215/12/20 Galan/Hilderman That the 2021 Staff Employee Letters and Seasonal #1 Agreement be approved with the changes discussed with the Administrator. **CARRIED**

216/12/20 Beyer/Woodley That Administrator Chouinard proceed to hire an assessor to assess a portion of municipal land which Nicolas and Cynthia Skulski are interested in purchasing. This is conditional upon the Skulskis signing an agreement with the Resort Village of Saskatchewan Beach (RVSB) that they will reimburse the RVSB the assessor's fee. **CARRIED**

217/12/20 Woodley/Hilderman That the 2021 Preliminary Budget presented by Administrator Chouinard be approved. **CARRIED**

218/12/20 Beyer/Hilderman That the Maintenance Department will be required to do a daily maintenance log that will be submitted to the Administrator. The Maintenance Committee will review these logs. **CARRIED**

219/12/20 Woodley/Hilderman That as of January 1, 2021, Council would like to appoint Jacqueline Chouinard the Chief Administrative Officer of the Resort Village of Saskatchewan Beach. **CARRIED**

220/12/20 Woodley/Hilderman BE IT RESOLVED

- 1) That Jacqueline Chouinard, Administrator, and Pat Rose, Administrative Assistant, of the Resort Village of Saskatchewan Beach (*hereafter referred to as the Village*) be authorized, on behalf of the Village, to negotiate with, deposit with or transfer to the Royal Bank of Canada, Lumsden, Saskatchewan branch (*hereafter referred to as the Bank*), cheques and/or cash, endorsed either in writing or by rubber stamp.
- 2) That all cheques of the Village be drawn in the name of the Village and be signed on its behalf by Jacqueline Chouinard, Administrator, and Pat Rose, Administrative Assistant, and countersigned by either Corey Livingstone, Mayor, or Tyler Beyer, Councillor.
- 3) That Jacqueline Chouinard, Administrator, and Pat Rose, Administrative Assistant, be authorized to receive from the Bank statements of the Village current, saving and investment accounts held by the Bank, and to sign and deliver to the Bank the Bank's form of verification, settlement of balance and release.
- 4) That this resolution be communicated to the manager of the Bank and remain in force until written notice to the contrary has been given to the manager of the Bank and receipt of such notice duly acknowledged in writing. **CARRIED**

Council Reports

- Mayor Livingstone - Completed the Municipal Leaders Roles & Responsibilities Workshop
- Deputy Mayor Galan - Completed the Municipal Leaders Roles & Responsibilities Workshop
- Councillor Beyer - No report

- Councillor Hilderman - Completed the Municipal Leaders Roles & Responsibilities Workshop
- Councillor Woodley - Completed the Municipal Leaders Roles & Responsibilities Workshop

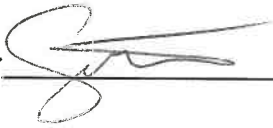
Adjournment

221/12/20 Galan That the meeting be adjourned at 10:35 p.m. The next Regular Meeting of Council will be Wednesday, January 20, 2021 at 5:00 p.m. at the community hall.

CARRIED

These minutes in our opinion correctly represent transactions as presented.

Mayor



Administrator

Jacqueline Chouinard