

Minutes from the October 10, 2012, regular meeting of the Council of the Village of Elbow held in the Village Council Chambers.

Present: Mayor David Cross, Councillors Deb Schlivert, William Nike, Gary Dunn, and Chief Administrative Officer Yvonne Jess.

Mayor Cross called the meeting to order at 7:00 p.m.

### **Agenda**

201/2012 SCHLIVERT: That the agenda be accepted as amended and attached to these minutes. Carried.

### **Minutes**

202/2012 NIKE: That the minutes of the September 24, 2012 Regular Council Meeting be accepted as presented. Carried.

### **Financial Statement**

203/2012 SCHLIVERT: That the bank reconciliation and financial statement for the month of September be accepted as presented. Carried.

### **Payment of Accounts**

204/2012 NIKE: That the accounts be paid as presented. Carried.

### **Mayor Report**

Mayor Cross reported on the meeting he attended along with Councillor Nike and Administrator Jess, with the R.M. of Loreburn in regards to the Wildland Truck, and Council's decision in regards to not pursuing the boundary alteration with the R.M. of Loreburn.

### **Delegation – 8 p.m. – Kevin & Joy Peddle**

Kevin & Joy Peddle attended the meeting to discuss the 2012 operation of the Tuft's Bay Campground and Bayshore Centre.

### **Bayshore Agreement**

205/2012 SCHLIVERT: That the Mayor and CAO are authorized to sign the Tuft's Bay Recreation Centre (Bayshore) Agreement with Kevin Peddle for 2013. Carried.

206/2012 SCHLIVERT: That we amend motion 205/2012 to make the Tuft's Bay Recreation Centre (Bayshore) Agreement a two year agreement. Carried.

### **Johnson Development Sewer Line**

207/2012 NIKE: That the Mayor and CAO are authorized to sign the Utility Transfer Agreement for the Johnson Development sewer line once the related property owners have signed. Carried.

### **Election Officials**

208/2012 NIKE: That the Poll Clerk receive \$200 for services on Election Day and that the Returning Officer receive \$250 in addition to her salary for the Advanced Poll and Election Day combined. Carried.

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**Policy Manual**

- 209/2012 SCHLIVERT: That we accept the policies on "Special Meetings", "Meetings by Electronic Means", "Meetings – Administrator Substitute", "Signing Authorities", "Council Remuneration", "Council Benefits", "Administration Salary and Benefits", "Holidays", "Statutory Holidays", "Probation Period", "Employee Evaluation and Salary Review", "Sick Pay Benefits", and "Disciplinary Procedures" as presented, and policies on "Regular Meetings", "Council Convention and Travel", "Employee Travel", "Drug and Alcohol Policy", and "Culvert Policy" as amended at this meeting. Carried.

**Harbour Inn Condo Corporation**

- 210/2012 CROSS: That due to the unique situation at the Harbour Inn Condo's we will provide a credit of \$528 for 2012 to be applied to their utility account, as requested by the Harbour Inn Condo Board, and that this issue continue to be reviewed annually upon their request, and that the percentage of "seasonal" residents be reviewed for next year. Carried.

**WaterWolf District Planning Commission**

- 211/2012 DUNN: That we appoint Dave Cross as our representative on the WaterWolf Board. Carried.

**Tax Enforcement**

- 212/2012 CROSS: That we exclude properties from the List of Lands in Arrears whose arrears are less than half of the previous year's levy. Carried.
- 213/2012 SCHLIVERT: That we accept the List of Lands in Arrears as presented. Carried.

**Closed Session**

- 214/2012 SCHLIVERT: That this meeting be closed to the public at 10:15 p.m. to discuss employee evaluations. Carried.

CAO Jess left the meeting at 10:46 p.m.

CAO Jess returned to the meeting at 11:08 p.m.

The closed session ended at 11:15 p.m. and Council resumed their regular meeting.

**Annual Employee Evaluations**

- 215/2012 NIKE: That following our annual employee evaluations, and Bob Kozak's three month review, we increase staff salaries/wages as follows: Bob Kozak, with his three month review, will receive a 5% increase effective October 1, 2012; Yvonne Jess and Claudia Diederich will each receive a 5% increase effective January 1, 2013. Carried.

**CAO Holidays**

- 216/2012 DUNN: That we approve of the CAO taking holidays from March 28 – April 6, 2013. Carried.

**Adjournment**

217/2012 DUNN: That this meeting be adjourned at 11:20 p.m. Carried.

## CORRESPONDENCE

- FCM – 2<sup>nd</sup> round of nominations for Queen’s Diamond Jubilee Medal
- Marlo Kearly – Tuft’s Bay concerns
- Sgt Greg Todd – Community Policing Meeting – Oct. 29<sup>th</sup>
- RM of Loreburn – road construction & airport runway mowing
- Elbow Business Group – minutes from Sept 10<sup>th</sup> mtg
- Elbow Business Group Committee – beautification of main street
- Annilee Krogan – sewer clean out invoices
- Harbour Inn Condo Corporation – request for utility rebate

## ACCOUNTS PAYABLE

| Payment #        | Vendor                        | Date       | Amount    |
|------------------|-------------------------------|------------|-----------|
| Computer Cheques |                               |            |           |
| 6086             | Back Home Bakery & Deli       | 10/ 5/2012 | 32.00     |
| 6087             | Five Hills Health Region      | 10/ 5/2012 | 130.00    |
| 6088             | SGI                           | 10/ 5/2012 | 950.00    |
| 6089             | Yvonne Jess                   | 10/11/2012 | 562.66    |
| 6090             | David Cross                   | 10/11/2012 | 562.66    |
| 6091             | Gary Dunn                     | 10/11/2012 | 482.28    |
| 6092             | William Nike                  | 10/11/2012 | 562.66    |
| 6093             | Deb Schlivert                 | 10/11/2012 | 562.66    |
| 6094             | Vanessa Tastad                | 10/12/2012 | 75.00     |
| 6095             | Cheryl Book                   | 10/15/2012 | 50.00     |
| 6096             | Claudia Diederich             | 10/15/2012 | 500.00    |
| 6097             | Yvonne Jess                   | 10/15/2012 | 1,000.00  |
| 6098             | Robert Kozak                  | 10/15/2012 | 500.00    |
| 6099             | Robert L. Bramble             | 10/16/2012 | 10,744.75 |
| 6100             | Elbow Fine Foods              | 10/16/2012 | 37.95     |
| 6101             | Paul Ganes                    | 10/16/2012 | 35.00     |
| 6102             | Scott Fiske                   | 10/16/2012 | 35.00     |
| 6103             | Dan Hoppenreys                | 10/16/2012 | 70.00     |
| 6104             | Ron Sisetsky                  | 10/16/2012 | 35.00     |
| 6105             | Rick Ector                    | 10/16/2012 | 35.00     |
| 6106             | Andrew Travers                | 10/16/2012 | 35.00     |
| 6107             | Glen Amor                     | 10/16/2012 | 70.00     |
| 6108             | Flocor Inc.                   | 10/16/2012 | 887.04    |
| 6109             | Jay's Moving & Storage Ltd.   | 10/16/2012 | 68.20     |
| 6110             | Joel Florist                  | 10/16/2012 | 55.00     |
| 6111             | Meridan Inspections Ltd.      | 10/16/2012 | 293.82    |
| 6112             | PNG Prairie Newspaper Group   | 10/16/2012 | 125.69    |
| 6113             | Saskatchewan Research Council | 10/16/2012 | 131.51    |
| 6114             | SUMA                          | 10/16/2012 | 226.59    |
| 6115             | TSL Mechanical Ltd.           | 10/16/2012 | 1,050.00  |
| 6116             | Tugaske Co-operative Ltd.     | 10/16/2012 | 419.38    |
| 6117             | V. of Elbow MasterCard Acct   | 10/16/2012 | 291.51    |
| 6118             | Air Liquide Canada Inc.       | 10/23/2012 | 12.92     |
| 6119             | Voided by the print process   | 10/23/2012 | 0.00      |
| 6120             | Loraas Disposal Services Ltd. | 10/23/2012 | 5,132.55  |
| 6121             | March's Fire Safety           | 10/23/2012 | 1,232.85  |
| 6122             | SaskPower                     | 10/23/2012 | 2,229.21  |
| 6123             | SaskTel CPP                   | 10/23/2012 | 407.70    |
| 6124             | SaskWater Accounts Receivable | 10/23/2012 | 12,286.04 |

| Payment # | Vendor                        | Date               | Amount    |
|-----------|-------------------------------|--------------------|-----------|
| 6125      | Village of Elbow              | 10/23/2012         | 353.23    |
| 6126      | Yvonne Jess                   | 10/25/2012         | 250.00    |
| 6127      | June Evans                    | 10/25/2012         | 200.00    |
| 6128      | Driftwood Studio              | 10/29/2012         | 128.10    |
| 6129      | Village of Elbow - Petty Cash | 10/29/2012         | 49.32     |
| 6130      | David Cross                   | 10/31/2012         | 149.28    |
| 6131      | William Nike                  | 10/31/2012         | 43.54     |
| 6132      | Yan teng Cui                  | 10/31/2012         | 430.00    |
| 6133      | Claudia Diederich             | 10/31/2012         | 1,023.57  |
| 6134      | Yvonne Jess                   | 10/31/2012         | 1,875.45  |
| 6135      | Robert Kozak                  | 10/31/2012         | 1,790.36  |
| 6136      | Ron Savidan                   | 10/31/2012         | 360.00    |
| 6137      | MEPP                          | 10/31/2012         | 1,408.60  |
| 6138      | Receiver General              | 10/31/2012         | 2,675.16  |
| 6139      | V. of E. ITF W. Cafferata     | 10/31/2012         | 40.00     |
| 6140      | SUMA                          | 10/31/2012         | 488.89    |
| 6141      | Sun West School Division      | 10/31/2012         | 6,885.53  |
|           |                               | Total:             | 60,068.66 |
|           |                               | Total for General: | 60,068.66 |

Payments Printed: 56