

Village of Vibank
Regular Meeting Minutes
November 26, 2019

CALL TO ORDER:

A regular meeting for the Council of the Village of Vibank was held on November 26, 2019 and called to order at 6:58 p.m.

IN ATTENDANCE:

Councillors: Mayor Ryan Reiss, Roger Ecarnot, Ian Brimble, Don McCarron, and
Cathy Mastel

CAO: Dagmar Crumley

Conflicts – None were declared

AGENDA:

19/257

Mastel: THAT the Agenda be accepted as presented.

CARRIED

MINUTES:

19/258

Mastel: THAT the October 30, 2019 Regular Meeting Minutes be adopted as presented.

CARRIED

19/259

Ecarnot: THAT the November 19, 2019 Committee of the Whole with the Fire Department Minutes be adopted as presented.

CARRIED

TABLED ISSUES:

REPORTS:

19/260

Ecarnot: THAT the November Maintenance Report be approved as presented.

CARRIED

19/261

Brimble: THAT the Village accept and attach hereto the WSA/Sask Health Effluent release Compliant Report.

CARRIED

19/262

Mastel: THAT the October Water Test report be approved as presented.

CARRIED

19/263

Mastel: THAT we accept the November CAO Report and the October Employee timesheets as presented.

CARRIED

19/264 **Ecarnot:** THAT the Village contract with Canadian Linen to have floor mats placed in the Heritage Centre and the Hall at a cost of \$36.00/week.

CARRIED

19/265 **Brimble:** THAT we accept the October Employee timesheets as presented.

CARRIED

FINANCIAL REPORT:

19/266 **Ecarnot:** THAT we adopt the financial statement and bank reconciliation for the Village of Vibank for the month of October together with the revised back reconciliation for September as presented.

CARRIED

BOARD MINUTES AND REPORTS:

19/267 **Brimble:** THAT we adopt the Day Care financial statements for September and October

CARRIED

19/268 **Ecarnot:** THAT we adopt the Recreation Board Reports and financials for September and October

CARRIED

OLD BUSINESS:

19/269 **Mastel:** THAT the waiver of change for the October 2019 Council meeting be attached hereto

CARRIED

NEW BUSINESS:

Fire Department:

Municipal Revenue Sharing Grant – Declaration of Eligibility:

19/270 **Ecarnot:** THAT The Council of the *Village of Vibank* confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant (*include all that the municipality has met*):

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations (*if applicable*);
- 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 the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations

BYLAWS/POLICY:

19/271 Mastel: THAT Policy 2019-004 and 2019-005, be tabled to December 2019 regular Council Meeting
CARRIED

CORRESPONDENCE:

19/272 Ecarnot: THAT the Village Administrator Dagmar Crumley and Mayor Reiss attend SUMA convention in Regina February 2-5 2020
CARRIED

19/273 Brimble: THAT the Village Administration attend the Munisoft training on December 3rd and attend the in-depth workshop in September 2020.
CARRIED

19/274 McCarron: That the Village acknowledges the letter received from Harvey Kuntz regarding his dogs at large in the Village and file under Correspondence
CARRIED

19/275 Mastel: That the Correspondence be filled.
CARRIED

Council asked Administration to leave Chambers at 8:34pm , Administration returned at 8:43pm

19/276 Ecarnot: THAT the Village Staff be given a year end performance bonus as follows:

Evan Butz	\$100.00
Dagmar Crumley	\$1000.00
Daniel Eberle	\$1000.00
Bill Langman	\$250.00
Candace Lockert	\$250.00
Wesley Wolfe	\$250.00

CARRIED

ACCOUNTS:

19/277

Mastel: THAT the List of proposed accounts at \$51,144.11, November payroll – \$8,844.14, and November electronic transfers - \$8098.27 shall be paid.
(As attached)

CARRIED

ADJOURN:

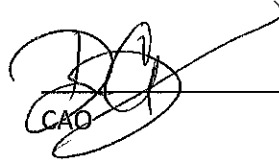
19/278

Brimble: THAT the meeting be adjourned at 8:48 p.m.

CARRIED



Mayor



CAO

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: Bank - DO NOT USE General Bank Account

Computer Cheques:

1	2019-12-05	Easy Pay Payroll McCarron				
2	2019-12-05	Easy Pay Payroll McCarron				
3	2019-12-05	Easy Pay Payroll McCarron				
4	2019-12-05	Easy Pay Payroll McCarron				
5	2019-12-05	Easy Pay Payroll McCarron				
6	2019-12-05	Easy Pay Payroll McCarron				
7	2019-12-05	Easy Pay Payroll McCarron				
8	2019-12-05	Easy Pay Payroll McCarron				
9	2019-12-05	Easy Pay Payroll McCarron				
10	2019-12-05	Easy Pay Payroll McCarron				
11	2019-12-05	Easy Pay Payroll McCarron				
12	2019-12-05	Easy Pay Payroll McCarron				
13	2019-12-05	Easy Pay Payroll McCarron				
14	2019-12-05	Easy Pay Payroll McCarron				
15	2019-12-05	Easy Pay Payroll McCarron				
16	2019-12-05	Easy Pay Payroll McCarron				
17	2019-12-05	Easy Pay Payroll McCarron				
18	2019-12-05	Easy Pay Payroll McCarron				
19	2019-12-05	Easy Pay Payroll McCarron				
20	2019-12-05	Easy Pay Payroll McCarron				
21	2019-12-05	Easy Pay Payroll McCarron				
22	2019-12-05	Easy Pay Payroll McCarron				
23	2019-12-05	Easy Pay Payroll McCarron				
24	2019-12-05	Easy Pay Payroll McCarron				
25	2019-12-05	Easy Pay Payroll McCarron				
26	2019-12-05	Easy Pay Payroll McCarron				
27	2019-12-05	Easy Pay Payroll McCarron				
28	2019-12-05	Easy Pay Payroll McCarron				
29	2019-12-05	Easy Pay Payroll McCarron				
30	2019-12-05	Easy Pay Payroll McCarron				
31	2019-12-05	Easy Pay Payroll McCarron				
32	2019-12-05	Easy Pay Payroll McCarron				
33	2019-12-05	Easy Pay Payroll McCarron				
34	2019-12-05	Easy Pay Payroll McCarron				
35	2019-12-05	Easy Pay Payroll McCarron				
36	2019-12-05	Easy Pay Payroll McCarron				

Report Date
2019-12-17 4:50 PM

Village of Vibank
List of Accounts for Approval
As of 2019-12-17
Batch: 2019-00027 to 2019-00029

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
4825	2019-12-05	Easy Pay Payroll McCarron			
4826	2019-12-05	Easy Pay Payroll McCarron			
4827	2019-12-05	Easy Pay Payroll McCarron			
4828	2019-12-05	Easy Pay Payroll McCarron			
4829	2019-12-05	Easy Pay Payroll McCarron			
4830	2019-12-05	Easy Pay Payroll McCarron			
4831	2019-12-05	Easy Pay Payroll McCarron			
4832	2019-12-05	Easy Pay Payroll McCarron			
4833	2019-12-05	Easy Pay Payroll McCarron			
4834	2019-12-05	Easy Pay Payroll McCarron			
4835	2019-12-05	Easy Pay Payroll McCarron			
4836	2019-12-05	Easy Pay Payroll McCarron			
4837	2019-12-05	Easy Pay - Brimble			
4838	2019-12-05	Easy Pay REcarnot			

Total for Bank: 0.00

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Bank 02 - Gen Bank Acc Muni Chqs.					
Computer Cheques:					
4832	2019-12-02	Northland Recreation Supply 2923	Christmas Lighting	7,920.27	7,920.27
4833	2019-12-04	Municipal Employees Pension PI November 2019		2,122.94	2,122.94
4834	2019-12-04	Amanda Schaeffer 2019-001	Heritage Building Wax	1,000.00	1,000.00
4835	2019-12-04	Mike Iverson Dec 2019 001	one man hour maintenace helper	131.25	131.25
4836	2019-12-05	Void during printing	<i>McCarron Easy Pay</i>	<i>1596.47</i>	
4837	2019-12-05	Void during printing	<i>Brimble Easy Pay</i>	<i>1655.30</i>	
4838	2019-12-05	Void during printing	<i>Ecarnot Easy Pay</i>	<i>1838.53</i>	
4839	2019-12-05	Candace Lockert 2019 Bonus	2019 Christmas Bonus	250.00	250.00
4840	2019-12-05	Bill Langman 2019 Christmas	Christmas 2019	250.00	250.00
4841	2019-12-17	Anton Gravel & Construction 115268	sidewalks	8,347.20	8,347.20
4842	2019-12-17	Bill Langman Dec 2019	Dec Water Plant Testing	380.00	380.00
4843	2019-12-17	Candace Lockert Dec 2019 Rona 2181	Dec hours ceramic heater	540.00 33.29	573.29
4844	2019-12-17	CanOps 2020-0010634	Fire Dispatching	529.37	529.37
4845	2019-12-17	Capital Fire Protection 53890 53895 53892 53893 53891 53894	Vibank Hall 101 2nd Ave Post office Primary Daycare Vibank Library The Grotto Coffee House	230.88 338.55 11.10 22.20 11.10 105.45	719.28
4846	2019-12-17	CLEARTECH INDUSTRIES 192674 815017	Container return Sodium Hydroxide/Hypochlorite	358.57- 1,646.14	1,287.57
4847	2019-12-17	Domo Gasoline Corporation November 2019	fuel charges	270.56	270.56
4848	2019-12-17	Douglas Plumbing & Heating 7997	rewire boiler	659.73	659.73
4849	2019-12-17	FEDERATION OF CANADIAN MUNC 20463-S6K3R0	Annual Membership	213.51	213.51
4850	2019-12-17	HACH Sales & Service Canada			

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As of 2019-12-17
Batch: 2019-00027 to 2019-00029

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		209004	25' polyethy tybe	143.19	143.19
4851	2019-12-17	LORAAS DISPOSAL			
		0007672838	community hall	93.45	
		0007672839	roll out bins G&R	4,608.15	
		0007672840	Town Office	326.03	5,027.63
4852	2019-12-17	MuniSoft			
		2019/20-03034	counter receipt/utility notice	143.97	
		2019/20-03043	cheques	511.84	
		2019/20-04302	Easypay	114.45	770.26
4853	2019-12-17	Orkin Canada			
		IN-9768068	pest control	176.40	176.40
4854	2019-12-17	PINNACLE DISTRIBUTION			
		211189	Floor cleaner/bowl cleaner	261.08	261.08
4855	2019-12-17	Sask Health Authority			
		3340201	Water Tests	23.00	
		3341155	Water Tests	23.00	46.00
4856	2019-12-17	Sask Power			
		0699-0061-0093	Vibank Water Treatment	914.18	
		3141-0041-4333	Street Lights	881.59	
		3108-0041-6914	Vibank Community Hall	217.98	
		3108-0041-6925	101 2nd Ave N	513.70	
		3240-0039-3709-	Fire Hall	276.93	
		3438-0031-2891	BP Vibank	41.17	
		0963-0058-1252	L3 B4 Vibank	360.84	
		Nov 2019	paid before invoice received	40.00	
		L1B12Park Nov	L1 B12 Park Lights PK	30.00	3,276.39
4857	2019-12-17	Serbu Sand & Gravel			
		56109	Crushed Gravel/Washed Rock	1,701.00	1,701.00
4858	2019-12-17	SOUTHEAST REGIONAL LIBRARY			
		2020 Jan	First installment 2020	4,691.63	4,691.63
4859	2019-12-17	SUMA			
		15270808	Suma Convention	1,176.00	1,176.00
4860	2019-12-17	Supreme Office Equipment			
		R016427	office supplies	224.94	224.94
4861	2019-12-17	UMAAS			
		2020 Membership	2020 Membership	210.00	210.00
4862	2019-12-17	Webb's Office Equipment			
		31248	copier usage	205.78	205.78
4863	2019-12-17	Bonnie Kaz			
		December 2019	Heritage Building Cleaning	550.00	550.00
Other:					
1912-Man	2019-12-17	YOUNG'S EQUIPMENT			
		December 2019	Kubota payment	213.65	213.65
1912-Man	2019-12-17	Rec General for Canada			

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		November 2019	November 2019	2,407.15	2,407.15
1912-Man	2019-12-17	Ministry of Finance			
		November 2019	EPF - Electronic transfer	2,033.73	2,033.73
1912-Man	2019-12-17	Collabria c/o Plainsview CU			
		Nov 2019	November purchases	1,615.36	1,615.36
				Total for Bank 02:	49,385.16
				Grand Total:	49,385.16

+ errors
4836, 4837, 4838

5090.30

Certified Correct This December 17, 2019



Mayor



Administrator

\$ 54,475.46