

Village of Vibank
Regular Meeting Minutes
November 28, 2023

CALL TO ORDER:

A regular meeting for the Council of the Village of Vibank was held on November 28, 2023 and called to order at 7:02pm

IN ATTENDANCE:

Mayor Ryan Reiss

Councillors: Don McCarron, and Mitchell Young

CAO: Heath Duncan

Via Zoom: Brady Lockert

Absent: Cathy Mastel

**Conflicts: Lockert Declares Conflict with payment to A Plus Automotive
Lockert later declares conflict with tender bid from Adam Lockert and sits out
of discussion**

AGENDA:

23/348

Young: THAT the Agenda be approved.

CARRIED

Delegations: None

MINUTES:

23/349

Young: THAT the Minutes from the October 24, 2023 Regular Meeting be accepted as presented.

CARRIED

TABLED ITEM:

None

Reports:

No Maintenance Report.

23/350 **Lockert:** THAT the water test reports be accepted as presented.
CARRIED

23/351 **Young:** THAT the Administrator's report be accepted as presented.
CARRIED

23/352 **Young:** THAT Employee Time Sheets be accepted as presented.
CARRIED

FINANCIAL REPORT:

23/353 **McCarron:** THAT the financial statements for the Village of Vibank for the month of October be accepted as presented.
CARRIED

23/354 **Lockert:** THAT the bank reconciliation for the Village of Vibank for the month of October be accepted as presented.
CARRIED

23/355 **McCarron:** THAT the List of proposed accounts at \$109,152.93 and November CAFT payroll of \$13,309.40 and electronic transfers of \$15,555.31 for a grand total of: \$138,017.64 shall be paid. (As attached).
CARRIED

23/356 **Young:** THAT the Collabria Credit Card Statement be accepted as presented.
CARRIED

23/357 **McCarron:** THAT Funds in the amount of \$78.31 be transferred from the Village of Vibank Medical First Responders account to cover VFMR expenses for the month of November (Supplies).
CARRIED

COMMITTEE REPORTS:

Primary Daycare:

23/358 **Young:** THAT the Primary Daycare Reports be accepted as presented.
CARRIED

23/359

McCarron: THAT the Village of Vibank engage the services of an engineer regarding the renovation/replacement of the back porch of the convent to coincide with the renovations of Primary Daycare.

CARRIED

Fire Department: none

First Responders:

23/360

McCarron: THAT the Village of Vibank Medical First Responder Reports be accepted as presented.

CARRIED

Library Board:

23/361

McCarron: THAT the Library Board Reports be accepted as presented.
AND FURTHER THAT Tonya Kuntz and Sharon Misfeld be appointed to the Library Board.
AND FURTHER THAT Colleen Butz, Brenda Moffatt, Kelsey Leptick and Pam Kuntz be reappointed to the Library Board.
AND FINALLY THAT Lynn Schmidt be removed as a member of the Library Board, but will remain a friend of the Library.

CARRIED

VRS SCC School: none

Roundtable:

23/362

McCarron: THAT the Village send flowers to Councillor Mastel.

Old Business:

New Business:

RCMP Report

23/363

Lockert: THAT the RCMP Report be accepted as presented.

CARRIED

Orkin Report

23/364

Young: THAT the Orkin Report be accepted as presented.

CARRIED

Dog Park

23/365

Lockert: THAT a sign be commissioned for the new Dog Park and a no dogs allowed sign be placed at the entry to the new Playground at Mytopher Park

CARRIED

Photocopier

23/366

Young: THAT the Village enter into a new Photocopier lease (as attached).

CARRIED

Audit – Dudley and Co.

23/367

Young: THAT the Village engage the Services of Dudley and Co to perform the 2023 audit (as per attached letter of engagement).

CARRIED

Accidental Payment/Refund

23/368

Lockert: THAT the Village refund the payment made in error with regard to utility account #152 in the amount of \$100.09.

CARRIED

Western Municipal Consulting – Board of Revision

23/369

McCarron: THAT the VILLAGE OF VIBANK appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND FURTHER THAT the VILLAGE OF VIBANK appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

AND FURTHER THAT the VILLAGE OF VIBANK appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee

schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadovny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND FINALLY THAT the VILLAGE OF VIBANK appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

PBI Appointment

23/370

Young: THAT

Douglas Mulhall Class 3 Licensed Building Official, Saskatchewan BOL001
Virginia Shepley Class 3 Licensed Building Official, Saskatchewan BOL517
Bobby Baker R-Class 3 Licensed Building Official, Saskatchewan BOL552/701
Amanda Kaufmann Class 2 Licensed Building Official, Saskatchewan BOL405
Joshua Nitz R-Class 2 Licensed Building Official, Saskatchewan BOL785/804
Walter Schroeder Class 1 Licensed Building Official, Saskatchewan BOL488
David Kindred Class 1 Licensed Building Official, Saskatchewan BOL514
John Dulle Class 1 Licensed Building Official, Saskatchewan BOL789

Residents of the Province of Saskatchewan, who are employed by

PROFESSIONAL BUILDING INSPECTIONS, INC.

5 GREGORY AVENUE EAST – UNIT 5

BOX 517 STN MAIN

WHITE CITY, SASKATCHEWAN

HAVE BEEN APPOINTED AS LICENSED BUILDING OFFICIALS

BY THE COUNCIL OF THE Village of Vibank UNDER THE AUTHORITY OF SUBSECTIONS

16(2) AND 16(3) OF THE CONSTRUCTION CODES ACT

CARRIED

Municipal Revenue Sharing Grant Declaration

23/371

McCarron: THAT The Council of the Village of Vibank confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;

- Submission of the 2022 Public Reporting on Municipal Waterworks 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 the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

Potential Grant Opportunity

23/372

Young: THAT the administrator look into pursuing this grant opportunity to optimize efficiency and maximize equipment life at the Water Treatment Plant.

CARRIED

Tender Bids: "Ambulance Bus"

23/373

McCarron: THAT the Sealed Tender Bid of Adam Lockert in the amount of \$755.00 be accepted for the purchase of the "Ambulance Bus".

Bylaws: none

Correspondence:

23/374

McCarron: THAT the Village accept and acknowledge all of the correspondence.

CARRIED

Next Meeting

23/375

McCarron: THAT the next Council Meeting be December 19, 2023.

CARRIED

23/376


ADJOURN:

Young: THAT the meeting be adjourned at 8:52 p.m.

CARRIED

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

Mayor

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

CAO