

**The regular meeting of the Council for the Town of Kelvington was held at
the Kelvington Legion Community Center at 208 First Ave W.**

On Monday November 23rd, 2020

Present: Mayor: Greg Standish, Janice Housden, Janet Demmans, Garry Sutter, James Perron,
Faye Patrick & Alton Ross
Administrator: Melissa Purdy

Absent:

**All Councillors & Mayor signed the Oath or Affirmation of office prior to the first meeting of
council.**

Call to Order: A quorum being present, Mayor Greg Standish called the meeting to order at 5:30 pm

Agenda

20/277

J. Demmans *“That the agenda of November 23rd, 2020 be adopted with additions 2.1 Assistant
Administrator, 2.2 December Water billing, 2.3 Airport .”*

Carried

Minutes

20/278

J. Housden *“That the minutes of regular meeting November 23rd, 2020 be adopted as presented.”*

Carried

Accounts

20/279

G. Sutter *“That the general accounts payable totalling \$50,282.58 and the November payroll
accounts, direct deposit from #71-75 totalling \$6100.00 as annexed hereto and
forming part of these minutes be approved for payment.”*

Carried

Report

20/280

J. Housden *“That the council accept the admin report sheet as presented.”*

Carried

Tender

20/281

J. Demmans *“That CAO advertise a tender for Road repair/patching for 102 holes, with closing date
of December 11,2020 to be opened at the regular meeting of council on December 14,
2020 and work to be completed by September 30, 2021.*

Carried

Taxes

20/282

J. Housden *“That the council acknowledge the list of unpaid taxes for 2020.”*

Carried

Deputy

20/283

J. Demmans *“That Janice Housden be appointed as Deputy Mayor for the remainder of 2020, and
2021.”*

Carried

Committees

20/284

G. Sutter *“That the council postpone discussion on council committees until then next council
meeting December 14, 2020.”*

Carried

Signing Authority

20/285

A. Ross *"That the council authorize signing authority for the Town of Kelvington accounts to remove former Mayor Tracey Sauer and add Mayor Greg Standish or Deputy Mayor Janice Housden with signature of CAO Melissa Purdy."*

Carried

Bonus

20/286

G. Sutter *"That the council approve a Christmas bonus for permanent staff at a rate of \$50.00 for part time and \$100 for full time staff."*

Carried

Office Closure

20/287

J. Housden *"That the council approve the closure of the office at noon on Christmas Eve."*

Carried

MLDP

20/288

G. Sutter *"That the council approve the CAO register Councillor Faye Patrick for the MLDP webinar Municipal leaders Roles & Responsibilities on December 8th, 2020."*

Carried

Revenue Sharing

20/289

F. Patrick *"That the Council confirms the municipality meets the following eligibility requirements to receive the municipal revenue sharing grant: Submission of audited financial statement for 2019, submission of 2019 waterworks reporting, in good standing for education property tax, adoption of a council procedure bylaw, adoption of an employee code of conduct, and all members have filed and updated their public disclosure statements, as required; and that we understand if any requirements are not met, our municipal revenue sharing grant may be withheld until all requirements are satisfied."*

Carried

Bank Rec

20/290

J. Perron *"That the council accept the October 2020 bank reconciliation as presented."*

Carried

SAMA

20/291

J. Demmans *"That the council acknowledge the SAMA 2020 primary audit report."*

Carried

WSA

20/292

J. Housden *"That the council accept the October 21, 2020 Waterworks compliance inspection and Lagoon inspection reports as presented."*

Carried

Convention

20/293

J. Demmans *"That the council postpone discussion on the 2021 virtual Municipalities of Saskatchewan convention until the next meeting of council on December 14, 2020."*

Carried

Utility Bills

20/294

G. Sutter *"That the council authorize the CAO to estimate the utility bills for October1-Dec31 due to the COVID-19 pandemic situation & current provincial restrictions."*

Carried

Assistant

20/295

F. Patrick *"That the council accept the resignation of Assistant Administrator Cheryl Len effective December 20, 2020."*

Carried

Assistant

20/296

J. Housden *"That the CAO advertise for and Assistant Administrator."*

Carried

7:25

Councillor Garry Sutter declared a conflict of interest on the following discussion regarding the airport, and vacated the council chambers.

7:47

Councillor Garry Sutter rejoined the meeting at the conclusion of discussion.

Correspondence

20/297

J. Demmans *"That the CAO file the correspondence in the appropriate manner."*

Carried

Adjourn

20/298

B. Patrick *"That the meeting be adjourned at 7:53 pm."*

Carried

Mayor

Administrator

Date approved