

TOWN OF KYLE  
MEETING MINUTES

February 14, 2018 – Regular Council Meeting – 7:00 pm

Location: Town Office Council Chambers

Council : Mayor Doug Barker, Deputy Mayor Shirley Boyer, Councillor Casey Rempel, Councillor Brian Knight, Councillor Shari Moate, Councillor Shelly Dashney, Councillor Roberta Endicott-Sheets

Staff: Karla Marshall, Administrator

Present in the gallery for this meeting: Amy Wells and Jim Reid

1. **Call To Order at 7:00 pm**
2. **Agenda**

018-2018 Shirley Boyer  
Shelly Dashney

THAT the agenda be approved as amended.

Carried

**3. Minutes**

019-2018 Roberta Endicott-Sheets  
Shari Moate

THAT the regular council minutes of January 10, 2018 be approved.

Carried

**4. Business Arising From The Minutes**

Suma Convention 2018  
Budget Meeting – February 14, 2018 6:30 pm  
Municipal Lagoon Policy 14-14 –

020-2018 Shelly Dashney  
Brian Knight

THAT a letter be written to Richard Beaubien referencing the Municipal Lagoon Policy 14-14 to deny his request to dump sewage from Clearwater Lake during off season dates.

Carried

**5. Delegation – none**

**6. FINANCIAL STATEMENT**

- a. Statement of Revenues and Expenditures and Bank Reconciliation for the Month of January 2018

021-2018 Shari Moate  
Roberta Endicott-Sheets

THAT the Statement of Revenues and Expenditures and the Bank Reconciliation for the month of January 2018 be approved as circulated.

Carried

**7. Accounts for Payment**

Councillors Shirley Boyer and Shelly Dashney declared a pecuniary interest and left the meeting at 7:30.

**a. Accounts Ratified**

022-2018 Casey Rempel  
Shari Moate

THAT the following cheques # 17267 - 17293 for \$54536.91 & auto debits for \$8917.18 be ratified.

Carried

Councillors Shirley Boyer and Shelly Dashney returned to the meeting at 7:35 pm

**Accounts Approved and spoiled cheques.**

023-2018 Brian Knight  
Shirley Boyer

THAT Cheques # 17294 - 17304 for \$16995.64 and online debit payments for \$38343.79 be approved for payment.

b. **Spoiled Cheques** – none

Carried

**8. Committee Reports**

**a. Administration**

- i. Administration report written and verbal report given by Administrator Karla Marshall
- ii. Public Works reports written by Shelly Dashney & Ron Hall
- iii. Economic Development – Roberta Endicott-Sheets
- iv. Library – Shirley Boyer
- v. Human Resources – Karla Marshall

**9. Correspondence**

- a. What Councillors should know about LA FOIP
- b. Jenn Pittman – Elks Hall rental

**10. New Business**

024-2018 Shirley Boyer  
Casey Rempel

THAT we authorize Shelly Dashney to attend the Public Works workshop on March 28, 2018 in Regina and pay the registration fee of \$252.00 plus expenses.

Carried

Shelly Dashney declared a pecuniary interest in the next item on the agenda and left the meeting at 9:05 pm

025-2018 Roberta Endicott-Sheets  
Brian Knight

THAT we approve the 2018 computer security service agreement with Dash Computers.

Carried.

Shelly Dashney returned to the meeting at 9:10 pm

026-2018 Shelly Dashney  
Roberta Endicott-Sheets  
THAT we approve the registration for Karla Marshall for the Asset Management Certificate course offered by the Canadian Federation of Municipalities held April 10 to June 5, 2018 for a cost of \$225.75.

Carried

027-2018 Brian Knight  
Shirley Boyer  
THAT the following policy and procedures be approved: Performance Management, Personnel Job Descriptions, Tax Certificate – Request by 3<sup>rd</sup> Parties, Cash Collection and Bank Deposits, Records Retention: Destruction of Records, Morning Office Open and Close Procedure, Computer back up disk drive, Animal Control Bylaw fines ( as amended).

Carried

028-2018 Shelly Dashney  
Shari Moate  
THAT the 2018 budget as presented be adopted with the amount of \$67,500 to be taken from reserves for capital expenses.

Defeated

029-2018 Roberta Endicott-Sheets  
Shirley Boyer  
THAT the 2018 budget as presented by adopted with a 1 mill increase in taxes and \$46,000 be taken from reserves for capital expenses.

Carried

## 11. Bylaw –

### a. Bylaw 02-2018 The Recreation Board Bylaw

030-2018 Roberta Endicott – Sheets  
Brian Knight  
THAT Bylaw 02-2018 The Recreation Board Bylaw be introduced and given first reading.

Carried

031-2018 Brian Knight  
Shari Moate  
THAT Bylaw 02-2018 be given second reading.

Carried

032-2018 Shari Moate  
Shelly Dashney  
THAT Bylaw 02-2018 The Recreation Board Bylaw be given three readings at this meeting.

Carried Unanimously

033-2018 Shelly Dashney  
Shirley Boyer  
THAT Bylaw 02-2018 be read a third time and adopted.

Carried

**b. Bylaw 03-2018 The Waste Collection Bylaw**

034-2018 Casey Rempel  
Shirley Boyer

THAT Bylaw 03-2018 The Waste Collection Bylaw as amended be introduced and given first reading.

Carried

035-2018 Shirley Boyer  
Shelly Dashney

THAT Bylaw 03-2018 be given second reading.

Carried

THAT Bylaw 03-2018 The Waste Collection Bylaw as amended be given three readings at this meeting.

Carried Unanimously

036-2018 Shari Moate  
Brian Knight

THAT Bylaw 03-2018 The Waste Collection Bylaw be read a third time and adopted.

Carried

**12. Economic Development –**

- Casey Rempel verbal report with written report attached to these minutes.

**13. Sustainability Self Assessment –**

- Hand out of the Town of Eston Strategic Plan and Report Card

**14. Recycle –**

- no report

**15. Other –**

- a. Council correspondence – update
- b. Garbage Truck tender – update
- c. West Central Government meeting in Eatonville Feb 22, 2018 – Karla Marshall to attend

**16. Adjourn**

037-2018 Roberta Endicott-Sheets

THAT this meeting be adjourned at 10:00 pm, to March 14, 2018 7:00 pm.

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Karla Marshall, Administrator

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Doug Barker, Mayor