

TOWN OF KYLE
MEETING MINUTES

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

Location: Town Office Council Chambers

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

Absent with notice: Mayor Doug Barker, Councillor Casey Rempel

Staff: Karla Marshall, Administrator

Present in the gallery for this meeting: Amy Wells, Jim Reid, Melissa Van Buskirk, Darcy Van Buskirk

1. Call To Order at 7:00 pm

2. Agenda

038-2018 Shirley Boyer
Shelly Dashney

THAT the agenda be approved as amended.

Carried

3. Minutes

039-2018 Shelly Dashney
Brian Knight

THAT the regular council minutes of February 14, 2018 be approved.

Carried

4. Business Arising From The Minutes

none

5. Delegation – none

6. FINANCIAL STATEMENT

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

040-2018 Shari Moate
Shelly Dashney

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

Carried

7. Accounts for Payment

Councillors Shirley Boyer and Roberta Endicott-Sheets declared a pecuniary interest and left the meeting at 7:04. Councillor Shari Moate assumed the chair.

a. Accounts Ratified

041-2018 Shelly Dashney
Brian Knight

THAT the following cheques # 17305-17321 for \$26,670.36 & online payments for \$27002.51 be ratified.

Carried

Councillors Shirley Boyer and Roberta Sheets returned to the meeting at 7:06 pm.

Councillor Dashney note a pecuniary interest in the accounts for approval and left the meeting at 7:40 pm

Accounts Approved and spoiled cheques.

042-2018 Shirley Boyer
Shari Moate

THAT Cheques # 17322-17338 for \$10,427.98 and online debit payments for \$10,668.13 be approved for payment.

b. **Spoiled Cheques** – none

Carried

Councillor Dashney returned to the meeting at 7:42 pm

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
- iii. Economic Development – Roberta Endicott-Sheets
- iv. Recreation Board – Shari Moate

9. Correspondence

a. MacBean Tessem

10. New Business

043-2018 Shelly Dashney
Shari Moate

THAT the water utility balance in account # 41 be rolled over on to the tax card for account # 41 if the account is not paid in full by March 19, 2018.

Carried

044-2018 Shirley Boyer
Shari Maote

THAT the 2017 Recreation Board and Sports Centre Committee Year end financial Statements be accepted as presented.

Carried

043-2018 Shelly Dashney
Shirley Boyer

THAT we approve the policies and procedures listed here:

- | | |
|-----------------------------------------------------------------------------|-----------------------------|
| Alcohol and Drug Use; | Criminal Records Checks; |
| Damage to Property or Equipment; | Leave of Absence; |
| Progressive Discipline; | Resignation; |
| Severance; | Release of Indemnity; |
| Termination ; | Theft or Abuse of Property; |
| Relinquish right to lottery and raffle revenue from \$1000 draw fundraiser; | |
| WCB Clearances; | Pre-employment medical; |
| Smoking ban; | Utility arrears |

Carried

- d. Job descriptions – table to April meeting.
- e. Vacant properties – table to April meeting
- f. Snow removal – policy development
- g. Sunwest School division – table April meeting

11. Bylaw –

Carried

12. Economic Development –

- SEDA Conference

044-2018 Shelly Dashney
Brian Knight

THAT we approve the registration and expenses for 1 councillor to attend the SEDA conference in Saskatoon on May 2 & 3, 2018.

13. Sustainability Self Assessment –

- Vision statements for City of Humboldt; Town of Churchbridge; Town of Eston; Town of Outlook; Town of Shaunavon; Town of Rosetown

14. Recycle –

- Household Hazardous Waste Collection dates: April 21, July 7,21,28, October 20 and Nov 3, 2018. Suggestion to contract surrounding towns and RM's to hold a joint event to share in the event cost.

15. Other –

- a. Community Planning and Building Workshop on April 10, 2018 in Swift Current.

045-2018 Shelly Dashney
Shirley Boyer

THAT we approve the attendance of Mayor Doug Barker at the Community Planning and Building Workshop in Swift Current on April 10, 2018.

Carried

Deputy Mayor Endicott-Sheets left the meeting at 8:45 pm.

Shirley Boyer moved for council to go into a closed meeting to discuss personnel issues at 8:45 pm.

Council came out of the closed meeting at 8:50 pm and Deputy Mayor Endicott-Sheets returned to the meeting at 8:50 pm.

16. Adjourn

046-2018 Shirley Boyer

THAT this meeting be adjourned at 8:55 pm, to April 11, 2018 7:00 pm.

Karla Marshall, Administrator

Roberta Endicott-Sheets Deputy Mayor

