VILLAGE OF WILCOX
Minutes of Council Meeting No. 1, 2020
Tuesday January 21, 2020, 6:30 p.m.
Council Chambers, Municipal Office, 33 Main Street, Wilcox, Sask.

Present: Mayor Wayne Hoffart
Councillor Bryan Jackson
Councillor Terry Stuermer
Councillor Anita Germann
Councillor Sarah Collins

AGENDA **1-2020** **Councillor Stuermer**
THAT the agenda be hereby approved as presented. CARRIED

MINUTES **2-2020** **Councillor Jackson**
THAT the minutes of the regular meeting number 14/2019, as held on Tuesday December 17, 2019, be hereby approved as circulated. CARRIED

FINANCIAL STATEMENTS **3-2020** **Councillor Stuermer**
THAT the statements of cash receipts and payments for December 2019 be hereby approved as distributed by the Administrator. CARRIED

ACCOUNTS **4-2020** **Councillor Germann**
THAT the list of accounts as attached to these minutes be approved for payment.
CARRIED

Administrator Linda Klimm updated Council on the past month activities and upcoming events.

Foreman Tim Friend updated Council on the past month activities and upcoming projects.

DECLARATION OF ELIGIBILITY **5-2020** **Councillor Stuermer**
THAT Council confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Report 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;
- All members of Council have filed and annually updated their 2019 Public Disclosure Statements, as required and

THAT we authorize the Administrator to send a letter to the Ministry of Government Relations acknowledging the municipality meets all eligibility requirements to receive their Municipal Revenue Sharing Grant. CARRIED

MUNISOFT INVOICE **6-2020** **Councillor Collins**
THAT the MuniSoft invoice #2019/20-04724 for Administrator training in the amount of $109 + applicable taxes be split 50/50 between the Village and the RM of Bratt's Lake. CARRIED

UMAAS ANNUAL MEMBERSHIP **7-2020** **Councillor Jackson**
THAT we pay the annual Urban Municipal Administrators Association of Saskatchewan membership fee for 2020.
CARRIED

BOARD OF REVISION **8-2020** **Councillor Germann**
THAT we appoint GK+ Krismer and Associates as the Board of Revision and Aileen Swenson as the Secretary to the Board of Revision for 2020. CARRIED

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FOREMAN SALARY **9-2020** **Councillor Collins**
THAT the annual salary for Foreman Tim Friend be increased by 5% to $54,600 per annnum.
CARRIED

CASUAL LABOUR WAGES **10-2020** **Councillor Jackson**
THAT we establish the rate of pay for part-time or casual employees at the following:
Village Maintenance/Utility - $19.00 per hour. CARRIED

DAILY RATE FOR UTILITY CHECKS **11-20020** **Councillor Stuermer**
THAT we establish the daily rate of pay for weekend/daily utility maintenance checks at $60/day.
CARRIED

LANDFILL SUPERVISION WAGES **12-2020** **Councillor Collins**
THAT we establish the rate pf pay for part-time Landfill Supervision at $19.00 per hour during 2020, THAT the part-time landfill supervisor be paid a vehicle allowance of $10.00 per four hour shift for using his personal vehicle while working at the landfill, and FURTHER THAT all vehicle operating costs will be the responsibility of the employee (including fuel, oil, repairs, etc.) while fulfilling the duties of the position.
CARRIED

SE REGIONAL LIBRARY REP **13-2020** **Councillor Germann**
THAT Ida Donovan be appointed as our S.E. Regional Library representative for 2020.
CARRIED

TRAVEL RATES **14-2020** **Councillor Collins**
THAT we establish a travel rate of $0.46 per kilometer for individuals who use their vehicle for travelling on authorized Village business. CARRIED

WORKERS' COMPENSATION BOARD **15-2020** **Councillor Jackson**
THAT we make application to the Saskatchewan Workers' Compensation Board for 2020 for the Foreman and Administrator at their current wage, and the minimum coverage for each member of Council.
CARRIED

COUNCIL INDEMNITY **16-2020** **Councillor Stuermer**
THAT the 2020 rates of indemnity for Council members attending Council meetings shall be as follows:

- Aldermen - $70.00 per meeting
- Mayor - $80.00 per meeting

With respect to Committees, it is understood and agreed that under normal circumstances, time dedicated to committee work by Council members shall not be billable. Therefore, members of Council expecting to bill for any extenuating committee work must seek the prior approval of Council.
With respect to Supervision, members of Council shall be reimbursed at the rate of $19.00 per hour for supervision of public works and such supervision must be detailed and documented.
With respect to Travel, each member of Council shall be reimbursed at a rate of $0.46 per kilometer for necessary travel on authorized municipal business. CARRIED

WILCOX REC BOARD REPORT **17-2020** **Councillor Collins**
THAT the report received from Wilcox Recreation Board on their annual activities be acknowledged, and THAT a payment of $7,500 be authorized with respect to 2019. CARRIED

Councillor Anita Germann stepped down from her role as Councillor at 8:10 pm and sat in the public section to discuss her concerns as a Village resident in relation to the temporary road owned by the Ministry of Highways. The discussion concluded at 8:27 pm and Councillor Anita Germann returned to her position as Councillor at 8:27 pm.

CONFERENCES **18-2020** **Councillor Collins**
THAT the Administrator be authorized to attend the annual SUMA Convention held in Regina on February 2-5, 2020 and the MuniSoft Conference in Regina on September 15-17, 2020.
CARRIED

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ADMINISTRATOR TRAINING **19-2020** **Councillor Collins**
THAT the Administrator be authorized to attend MuniSoft webinars, and THAT this cost is to be split 50/50 between the Village and the RM of Bratt's Lake. CARRIED

PURCHASE OF PUMPS **20-2020** **Councillor Stuermer**
THAT the Village of Wilcox Council authorize the purchase of pumps from GR Mechanical for $42,770.54 plus applicable taxes as per the quote received on November 29, 2019. CARRIED

RESIDENTIAL SERVICE FEE **21-2020** **Councillor Collins**
THAT where responsible, residential and commercial customers be charged for freezing units at $25 per hour, and THAT a minimum one hour charge apply. CARRIED

CORRESPONDENCE **22-2020** **Councillor Collins**
THAT we acknowledge that the correspondence was presented and discussed.
CARRIED

ADJOURNMENT **23-2020** **Councillor Jackson**
THAT this meeting be hereby adjourned. CARRIED

Terry Stuermer, DEPUTY-MAYOR

Linda Klimm

Linda Klimm, ADMINISTRATOR