

**VILLAGE OF TOMPKINS
MINUTES OF THE MEETING OF COUNCIL
HELD IN THE VILLAGE COUNCIL CHAMBERS IN TOMPKINS, SK
TUESDAY, AUGUST 10, 2021**

PRESENT:

Mayor Ken Best, Councilors Logan McBurney, Darrel Wells, & Administrator Erin Teichroeb.
Councilor Connie Lindsay via phone.

ABSENT:

CALL TO ORDER:

A quorum being present, Mayor Ken Best called the meeting to order at 5:00 PM.

AGENDA:

21-378 Best: THAT the agenda be accepted as presented.

CARRIED

MINUTES:

21-379 McBurney: THAT the minutes of the regular meeting of Council held July 13, 2021 are approved.

CARRIED

DELEGATES:

BUSINESS ARISING FROM MINUTES:

MAINTENANCE, WATERWORKS AND FIRE DEPARTMENT:

Raeburn Jahnke, Village Foreman, submitted the water usage report for July 2021 to council.

21-380 Wells: THAT Raeburn Jahnke's Village maintenance report is accepted as presented.

CARRIED

21-381 Wells: THAT the water treatment plant records for July 2021 are approved as presented.

CARRIED

CORRESPONDENCE:

21-382 McBurney: THAT the following correspondence, having been read, now be filed:

- 1) Official Complaint
- 2) Official Complaint
- 3) Gas Tax Program
- 4) Ratepayer Concern
- 5) RCMP Q2 Report
- 6) Resignation Letter

FINANCIAL REPORTS:

21-383 Lindsay: THAT the bank reconciliations, and income statements for the month of July 2021 be accepted as presented.

CARRIED

21-384 Lindsay: THAT the accounts for July 2021, in the amount of \$31,434.00 are approved for payment.

CARRIED

STAFF REPORT:

21-385 McBurney: THAT Administrator Teichroeb's report be accepted as presented.

CARRIED

21-386 Best: THAT the Bylaw Enforcement report for the month of July 2021 be accepted as presented.

CARRIED

COMMITTEE REPORTS:

OLD BUSINESS

NEW BUSINESS

Outdoor Area Request: Royal Canadian Legion

21-387 Lindsay: THAT the Royal Canadian Legion, Tompkins Branch #140 is approved for an outdoor area, for a liquor permit, on their patio, to be held at 7 - 4th Street, at any date of their choosing, for the year 2021.

CARRIED

Application for Purchase: Lot 16-18 Block 2 Plan T5320

21-388 Wells: THAT the application to purchase Lot 16-18 Block 2 Plan T5320 by Regan Orsulak, be approved and title of the property be transferred upon completion of property development as agreed upon.

CARRIED

Tax Proposal: Lot 8 Block A Plan C1432

21-389 Wells: THAT an agreement be entered into with the leaseholders at Lot 8 Block A Plan C1432, for the payment of taxes owing on Roll 90 000.

DEFEATED

List of Lands with Arrears

21-390 Wells: THAT a letter is sent to those people with tax arrears that the arrears will be advertised in the Southwest Booster if those arrears are not paid in full by October 13, 2021, and they will be responsible for the advertising costs,
and,
THAT only those people with 50% or more of their taxes in arrears will have their property advertised.

CARRIED

Tender Review: Lot 6 Block A Plan C1432

21-391 Wells: THAT the property tender from Norman and Sheila Nordgulen be accepted for the advertised property.

CARRIED

Councillor Wells declared a conflict of interest in the next item of business and left council chambers. (5:20pm)

Lot 12-24 Block 10 Plan B4111

21-392 McBurney: THAT the property tender from Katrina-Lynn Rondeau and Ryler Logan Rondeau be accepted for the advertised property.

CARRIED

Councillor Wells returned to the council chambers. (5:26pm)

Cemetery: Control of

21-393 Lindsay: THAT control of the cemetery and its financial record keeping be returned in full to the village council.

CARRIED

Bi-Election

21-394 Lindsay: THAT a bi-election be held on September 01, 2021 for one (1) Councillor.

CARRIED

IN DISCUSSION AT 5:32PM

OUT OF DISCUSSION AT 5:47PM

Mayor Best declared a conflict of interest in the next item of business and left council chambers. (5:48pm)

Administrator New Hire

21-395 Wells: THAT Melissa Churchill is hired for the position of Administrator as of August 18, 2021, at a salary of \$29,120.00 annually, salary to be reviewed upon completion of LGA certification from the University of Regina, with the remaining tuition to be paid by the Village of Tompkins, and, THAT additional benefits are awarded following a 3 month probationary period as follows: Fully paid benefits package, 3 weeks paid vacation per annum, to be increased to 4 weeks at 10 years (or as per changes in government legislation), and THAT Melissa shall provide a Criminal Record Check prior to the end of her probationary period.

CARRIED

Mayor Best returned to the council chambers. (5:50pm)

Employee Benefits

21-396 McBurney: THAT a permanent employee contract be drawn up between Kenneth Mitchell and the Village, and THAT SUMA Group Benefits be cancelled as of September 12, 2021 due to ineligibility, And, THAT in lieu of Group Health and Wellness Benefits, Kenneth will receive a \$200.00 monthly allowance towards his own Health and Wellness plan, hereby referred to as a "Wellness Cheque".

CARRIED

Signing Authority Changes

21-397 Wells: THAT Crystal Bakken, and Erin Teichroeb are removed at the Cypress Credit Union as having signing authority for the Village of Tompkins at the Cypress Credit Union, and THAT Administrator Melissa Churchill is added at the Cypress Credit Union as having signing authority for the Village of Tompkins.

CARRIED

POLICIES:

Policy 06/2021 Disciplinary Action

21-398 McBurney: THAT having been read and unanimously approved, Policy 06/2021 Disciplinary Action is approved and will come into effect immediately.

CARRIED

Policy 07/2021 Exclude from List

21-399 Wells: THAT having been read and unanimously approved, Policy 07/2021 Exclude from List is approved and will come into effect immediately.

CARRIED

Policy 08/2021 Office Document Fees

21-400 Lindsay: THAT having been read and unanimously approved, Policy 08/2021 Office Document Fees is approved and will come into effect immediately.

CARRIED

Policy 09/2021 Machinery and Equipment Rental Fees

21-401 Best: THAT having been read and unanimously approved, Policy 09/2021 Machinery and Equipment Rental Fees is approved and will come into effect immediately.
CARRIED

BYLAWS:

Bylaw 2021-6 Water and Sewer Rates First Reading

21-402 Best: THAT Bylaw 2021-6 Water and Sewer Rates be read a first time.
CARRIED

Bylaw 2021-6 Water and Sewer Rates Second Reading

21-403 McBurney: THAT Bylaw 2021-6 Water and Sewer Rates be read a second time.
CARRIED

Bylaw 2021-6 Water and Sewer Rates Request for Third Reading

21-404 Lindsay: THAT having been unanimously approved, Bylaw 2021-2 Water and Sewer Rates be read a third time.
CARRIED

Bylaw 2021-6 Water and Sewer Rates Approval

21-405 Wells: THAT Bylaw 2021-6 Water and Sewer Rates is approved, and will come into effect immediately.
CARRIED

ANNOUNCEMENTS:

Next meeting of council is September 14, 2021

ADJOURNMENT:

21-406 Best: That this meeting be adjourned at 6:10 PM.
CARRIED

Seal

Mayor/Deputy Mayor

Administrator