

**REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF NEVILLE
HELD IN THE VILLAGE OFFICE ON November 15, 2023**

PRESENT: Mayor Nora McLearn, Councillor Jennifer Cote, Councillor Mary Ferris,
Clerk Cindy Berry and Administrator Sandra Krushelniski

ABSENT:

CALL TO ORDER: Mayor McLearn called the regular meeting of Council to order at 7:00 p.m.

243/23 *Adoption of Agenda*

Cote: That the Agenda be adopted with additions.

CARRIED

PRESENTATION: Shane and Colleen Wall joined the meeting at 7:00 pm to discuss the purchase of the old post office for a commercial kitchen and store. Mr. and Mrs. Wall left the meeting at 7:15 pm.

PUBLIC DISCLOSURE STATEMENT: Public Disclosure Statements were completed.

244/23 *Minutes*

Ferris: That the minutes of the regular meeting held on October 11, 2023 be approved.

CARRIED

245/23 *Correspondence*

Cote: That the following correspondence having been read, be accepted as information and filed:

- Ambulance Statistics for September
- STARS Funding Request
- SAMA Audit Compliance

CARRIED

246/23 *Financial Reports*

Ferris: That bank reconciliations, cash receipts and cash payments for the month of October 2023 be acknowledged and filed.

CARRIED

247/23 *Payment of Accounts*

Cote: That the following expenses for October 12, 2023 – November 15, 2023 are approved:

#1026131	SaskTel	151.76	---
	Cindy Berry	1014.86	5514
	TAXervice	472.50	5515
	Square	15.07	---
	Square	1.42	---
	Square	3.82	---
	SUMA	80.00	5516
	UMASS	105.00	5517
	C. Berry (mileage)	259.60	5518
	RCL Neville Branch	55.00	5519
	Square	0.67	---

Deposit Books	38.85	---
Cindy Berry	1061.13	5520
Revenue Canada	1218.11	5521
Ben McLearn	50.00	5522
Harvey Linnen	175.00	5523
Nora McLearn	150.00	5524
Mary Ferris	90.00	5525
Jennifer Cote	90.00	5526
Sandra Krushelniski	111.00	5527
SaskPower	339.58	---
SaskPower	171.79	---
SaskEnergy	151.24	---
SUMA	343.13	5528
MEPP	623.02	5529
SK Finance School Tax	817.22	5530
Square	4.39	---
Square	1.42	---
John Deere	151.76	5531
Leslie Lott	56.00	5532
Amber Belanger	168.00	5533
Southwest Booster	383.25	5534
Erin Vere	18.10	5535
Triways	1614.15	5536
Vanguard Co-Op	335.23	5537
Square	1.42	---
Canada Post	96.60	5538
#8023 195		
SaskPower	74.44	---
SaskEnergy	75.39	---
Void Cheque	---	971
Vanguard Co-Op	314.20	972

CARRIED**OLD BUSINESS****248/23** *Council Monthly Reports*

McLearn: That Council accepts the verbal Council Monthly Reports.

CARRIED*Neville Tax Enforcement*

Council was updated on Tax Enforcement.

Nuisance Grounds

Council was updated on the new wood burning pit.

249/23 *Fire Department Report*

McLearn: That Council approves the Fire Report as presented.

CARRIED

250/23 *Fire Department Mutual Aid Agreement*

McLearn: That Council approves the Fire Mutual Aid Agreement.

CARRIED

251/23 *Lagoon Report*

Ferris: That Council accepts the written lagoon report for November 2023.

CARRIED

252/23 *Nuisance Bylaw Enforcement*

Cote: That Council directs the Clerk to have the deteriorating handicap ramp at the former church, removed.

CARRIED

Nuisance Bylaw Enforcement

Council was informed that since they were the avenue of bylaw appeal that they were not able to do the bylaw enforcement. This position is held by the Administrator or delegate.

253/23 *Development Permit*

Ferris: That Council approves the drawing for the development permit and removes their conditions for approval.

CARRIED

254/23 *Banking Authorization*

Cote: That Council approves the Clerk to administer the Business Banking, accept e-transfers of funds and authorizes the Clerk to transfer funds between accounts.

CARRIED

Development Appeal Hearing

Council was apprised of the situation and how the hearing will be chaired

255/23 *Benefits for New Employees*

Ferris: That Council approves a 13 week wait period for all new employees before the SUMA Benefits package commences.

CARRIED

256/23 *New Administration Hire*

Cote: That Council considers hiring the new Administration person as an Assistant Administrator and continuing with the current Administrator, rather than hiring under a Conditional Certificate and a Mentor.

CARRIED

NEW BUSINESS

257/23 *Webinars*

Cote: Council directs the Clerk to register for Emerging Trends in Municipal Law webinar to be held the morning of November 23, 2023 and the Introduction to Risk Management in Recreation, to be held 12:00 on November 22, 2023.

CARRIED

258/23 *Christmas Dinner*

Ferris: That Council directs the Clerk to make reservations at Spring's Garden Restaurant for 13 people at 5 pm on December 16, 2023.

CARRIED

259/23 *Wreath Donation*

Cote: That Council ratifies the decision to donate \$55.00 to the Royal Canadian Legion Neville Branch 328 for the Remembrance Day Wreath.

CARRIED

260/23 *2023 Audit – March 6-7, 2024*

Ferris: That Council agrees to sign the Audit letters dealing with Responsibilities of Auditor, Management and Council, and the Privacy Notice to Council. Further, Council responded to, and signed, the Risk of Fraud questionnaire.

CARRIED

261/23 *Bank Confirmation*

Cote: That Council directs the Clerk to sign and forward to the Auditor the Bank Confirmation form.

CARRIED

262/23 *Insurance*

Ferris: That Council approves the 5% increase to replacement cost values for 2024.

CARRIED

263/23 *Clay from Nuisance Grounds*

Cote: That Council agrees to the ratepayer request to use the clay from the nuisance grounds for decommissioning their well.

CARRIED

264/23 *Removed*

265/23 *Resolution to Add Outstanding Utility Bills to Taxes*

Cote: That Council directs the Administrator to transfer all outstanding Utility Bills to the tax roll on December 31, 2023 as per Bylaw 5-2016.

CARRIED

266/23 *Drop-In Contract*

Ferris: That the Neville Recreation Board be charged \$75.00 per month to cover utilities (power, gas, and sewer) for every month that the Drop-In Center is open in 2024, and \$1.00 per year lease. Further, Council directs the Administrator to draft this agreement for Council and the Neville Recreation Board to sign.

CARRIED

267/23 *Mileage*

Cote: That the 2024 rate for mileage remain at \$.59 per kilometer.

CARRIED

268/23 *Council Remuneration*

Ferris: That Council remuneration remain as follows for 2024: Mayor \$150.00 per month and Councilors \$90.00 per month. Council will receive their monthly remuneration if they have actively worked for council that month and, due to no fault of their own, are unable to attend the Council meeting.

CARRIED

269/23 Maintenance Contract

Cote: That the Village of Neville continues to contract Harvey Linnen for maintenance services for the Village for 2024. The contract will be for a minimum of 7 hours per month at \$26.00 per hour for maintenance and \$26.00 per hour for mowing and snow removal.

CARRIED

270/23 Deputy Mayor

McLearn: That Councilor Cote be appointed Deputy Mayor for 2024.

CARRIED

271/23 Development Appeal Board

Cote: That the following people are appointed to the Development Appeal Board for RM of Lac Pelletier No. 107 for 2024:

Mayor Nora McLearn
Councilor Mary Ferris
Councilor Jennifer Cote

CARRIED

272/23 Solicitor

Ferris: That Anderson & Company be retained as Solicitors for 2024.

CARRIED

273/23 Auditor

Cote: That Dudley & Co. be appointed as Auditor for 2024.

CARRIED

274/23 Appointments

Cote: That the following appointments be made for 2024:

Snow Removal	Council
Office – Personnel	Council
- Complex	Council
Sewer/Lagoon	Council
Roadwork	Council
Machine Maintenance	Harvey Linnen
Finance	Council
Animal Control Officer	Council
Pest Control Officer	Jim McDowell
Assessor	Village Clerk
Prairie Pioneer Lodge	Don Forness
Neville Development Appeal Brd	Grant Scheirlinck, Murray Spetz and Bob Stennick
Ambulance Board	Nora McLearn
Fire Board	Council
Neville Rec Board	Council
Board of Revision	Notekeu Board of Revision
Secretary Board of Revision	Notekeu Board of Revision
Nuisance Grounds	Council
Lac Pelletier Ref. Park Rep.	Doug Sherman and Nora McLearn
Notukeu Brd of Revision	Don Forness
Emergency Contact List	Village Administrator
Building Inspector	Dan Knutson

Local Assistant to Fire Inspector Fire Chief

CARRIED

Mayor McLearn declared a pecuniary interest and left the meeting at 9:20 pm

275/23 *Waste Water Collection*

Ferris: That the Village of Neville agrees to contract Ben McLearn to supervise the Waste Water Collection for 2024.

CARRIED

Mayor McLearn returned to the meeting 9:23 pm

Councillor Cote declared a pecuniary interest and left the meeting at 9:24 pm

276/23 *Library Representative*

Ferris: That the Village of Neville appoints Chris Cote as their representative to the Chinook Regional Library for 2024. This appointment comes with an honourarium of \$50.00 per meeting attended, and all mileage paid.

CARRIED

Councillor Cote returned to the meeting 9:26 pm

277/23 *Municipal Revenue Sharing Grant – Declaration of Eligibility*

Ferris: The Council of the Village of Neville confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System;
- 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; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

278/23 *Village Clerk Holiday Pay*

McLearn: That Council agrees to the Clerk carrying over a maximum of \$600.00 of holiday pay into 2024. The remainder, if any, will be paid out in December 2023.

CARRIED

279/23 *December 2023 Calendar*

Cote: That Council approves the Office Calendar for December 2023, including the Clerk's holidays from December 19 to 31, and the year-end being January 4, 2024.

BY-LAWS:

280/23 *Bylaw 1-2023*

Ferris: That Bylaw No. 1-2023, being a Bylaw Respecting Buildings, be introduced and read a first time.

CARRIED

281/23 *Bylaw 1-2023*

Cote: That Bylaw No. 1-2023, being a Bylaw Respecting Buildings, be read a second time.

CARRIED

282/23 *Bylaw 1-2023*

Ferris: That Bylaw No. 1-2023 be given third reading at this meeting.

CARRIED UNANIMOUSLY

283/23 *Bylaw 1-2023*

Cote: That Bylaw No. 1-2023, being a Bylaw Respecting Buildings, be read a third time and adopted.

CARRIED

The Business Bylaw and Cemetery Bylaw were presented for review.

284/23 *Next Meeting*

Ferris: That the next regular Council Meeting will be Wednesday December 13, 2023 at 7 p.m.

CARRIED

ADJOURNMENT: Mayor McLearn declared the meeting adjourned at 9:34 p.m.

Mayor

Clerk