

**The Minutes of the Regular Meeting
of the Council of the Village of Leask
Held at the Leask Community Hall on
January 20, 2022, at 5:30 pm**

In Attendance:

Mayor: John Priestley
Deputy Mayor: Shea Donohue
Councilors: Valerie Priestley
Charles Smith
Zach Waldner

Administrator: Yvette Hamel
Administrator Mentors Carmen Jean & Tony Obrigewitch

The mayor called the meeting to order at 5:36 pm

Agenda:

2022-007 Waldner: That the agenda be adopted as presented with the following additions:

- License renewal, Park Avenue, PBL 3017332.
- Bylaw to Regulate the Proceedings Municipal Councils and Committees.
- Municipal Employee Code of Conduct.
- Resolutions for Revenue Sharing.
- Removal of previous administrator from all authorized banking authority.
- Saskatchewan Public Safety Invoice
- Employ Tony Obrigewitch as a Village of Leask employee
- Administrator expenditures

Carried

2022-008 Donohue: That the additions to the agenda be approved.

Carried

2022-009 Waldner: That the Minutes of December 15, 2021, December 22, 2021 - Audit 2020 & Emergency Meeting January 10, 2022 be approved as amended with spelling correction as presented.

Carried

Maintenance Report:

Maintenance Report: Given by Kelly Smith

2022-010 V. Priestley: That the Maintenance report be accepted as presented.

Carried

JP

2022-011 Waldner: That the Water Treatment and Lab Testing reports be accepted as presented.

Carried

Financial Statements: Nil

Accounts Payable:

2022-012 V. Priestley: That the attached list of Accounts Payable, being Cheques 9302 to 9357 and on line 1202-2143 & 21021-21022 payments totalling \$178,987.02 be approved as presented.

Carried

Licence Renewal Park Avenue PBL 301732:

2022-013 V. Priestley: That the Village of Leask approve to extend/renew current licence agreement, with Imperial Oil for another five years, 2022-2027, as noted on the contract, upon a clear water report from Imperial Oil.

Carried

General Office Services/Fees:

2022-014 Donohue: That General Office & Custom Work Fees Policy P2022-04 be approved.

Carried

SaskTel:

2022-015 Donohue: That the Second SaskTel line to be cancelled, and the phone system upgraded to hardwired phone system.

Carried

Administrator:

2022-016 Waldner: That the Village of Leask enter contract with All-Net as per estimate attached.

Carried

Notary Public:

2022-017 Smith: That the Notary Public prescribed fee of \$200.00 be paid for Yvette Hamel to become a Notary Public. This would become a free service for Village of Leask rate payers.

Carried

Recycle Agreement:

2022-018 Waldner: That Village of Leask renew contract with Loraas Recycle roll off service agreement as presented.

Carried

A handwritten signature in black ink, appearing to be 'JAE' or similar, located at the bottom right of the page.

55-40 Urban Development Appeals Board Appointment:

2022-019 Waldner: That Councillor Shea Donohue be appointed to 55-40 Urban Development Appeals Board, term to expire December 31, 2022

Carried

Committee Members 2022:

2022-020 Waldner: That the Village of Leask accepts 2022 Committees as attached list.

Carried

Snow Removal:

2022-021 Waldner: That the Village of Leask hire Johnson Enterprise for an eight-hour day to remove snow piles as per the quote provided.

Carried

Vacation and Sick Leave Policy:

2022-022 V. Priestley: That the Village of Leask approve Policy #P2022-01 Vacation and Sick Leave as attached.

Carried Unanimously

Lot Consolidation Policy:

2022-023 Waldner: That the Village of Leask approve Policy #P2022-02 Consolidated Lots Policy & Appendix A as attached.

Carried Unanimously

Delegation: 7:11 p.m. – 7:24 p.m.

Randall Johnson of TJ Disposal addressed council on garbage collection, recycle & organic composting.

Bylaws:

2022-024 Donohue: That Bylaw 1/2022, being a Bylaw to Regulate The Proceedings of Municipal Council And Council's Committees be introduced and read for the first time.

Carried

2022-025 Waldner: That Bylaw 1/2022, be read a second time.

Carried

GAED

2022-026 V. Priestley: That Bylaw 1/2022, being a Bylaw to Regulate The Proceedings of Municipal Council And Council's Committees be allowed to read for the third time at this meeting.

Carried Unanimously

2022-027 Smith: That Bylaw 1/2022, being a Bylaw to Regulate The Proceedings of Municipal Council And Council's Committees be read a third time and be signed and sealed.

Carried

2022-028 V. Priestley: That Bylaw 2/2022, being a Cemetery Bylaw be introduced and read for the first time.

Carried

2022-029 Waldner: That Bylaw 2/2022, be read a second time.

Carried

2022-030 V. Priestley: That Bylaw 2/2022, being a Cemetery Bylaw be allowed to read for the third time at this meeting.

Carried Unanimously

2022-031 Donohue: That Bylaw 22022, being a Cemetery Bylaw be read a third time and be signed and sealed.

Carried

Mayor called recess 7:50 p.m. to 7:58 p.m.

2022-032 Waldner: That the Policy #P2022-03 Municipal Employee Code of Conduct, be approved as presented.

Carried Unanimously

Letter of Declaration:

2022-033 V. Priestley: That the Village of Leask confirms they now meet the following eligibility requirements to receive the Municipal Revenue Sharing Grant:



- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 Public Report on Village of Leask Waterworks to the Ministry of Government Relations;
- In Good Standing with the 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 an annually updated their Public Disclosure Statements, as required;

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

Carried

Correspondence:

2022-034 Waldner: That the following correspondence having been supplied to council for information be approved as presented:

- Tourism Saskatchewan - January 17, 2022
- Suma Assure – January 17, 2022
- Suma Covid-19 Update- January 17, 2022
- Suma 2022 Town, Village and Northern Sector Meeting
- Prime Minister's Awards 2022
- CPWA Convention
- ATAP
- ReNew Canada Newsletter
- January Municipalities Today newsletter
- FCM Voice
- Kari Schmidt – Letter

Carried

Mayor & Council Reports:

2022-035 Donohue: That the Village of Leask Accept the Shellbrook Health District Committee report as presented by Valerie Priestley.

Carried

Administration Items:

- AED & Doctor -Message has been left with Acting Manager
- Council Meeting Dates 2022
- Lights Purchased are T8 which need to be wired in at the Affinity & Village of Leask Office- Motion to hire electrician
- Multi Material Stewardship Western reports 2021– all four quarters submitted
- 2021 Audit, April 11, 2022
- Office Cleaner
- Employee Cell Phone allowance
- Smaller Licence tags for cats
- Text – em – All Broadcast program
- Adobe update
- Community Hall – Daily Checks
- Garbage Truck update

9/15/22

2022-036 V. Priestley: That The village of Leask accept the Council Meeting Dates as attached, meetings will be held at 5:30 p.m. Leask Community Hall.

Carried

2022-037 V. Priestley: That the village engage the services of J & H Electric to install T8 LED lights at Leask Affinity Credit Union and Village of Leask office.

Carried

2022-038 Waldner: That Ruby Lalonde be hired for cleaning the Leask Village office twice a week.

Carried

2022-039 Donohue: That the Village of Leask pay Full Time Employees \$40.00 per moth for usage of personal cell phones, to be paid on separate cheques.

Carried

2022-040 V. Priestley: That the Village of Leask purchase small pet licence tags.

Carried

2022-041 Smith: That the Village of Leask purchase Adobe software program update.

Carried

2022-042 V. Priestley: 8:47p.m. That the Village of Leask council moved to In Camera Meeting.

Carried

2022-043 V. Priestley: 8:50p.m. That the Village of council returned from in camera.

Carried

2022-044 Donohue: That the Village of Leask remove Tim Melynk from all financial responsibility including signing authority, CAFT and online banking.

Carried

2022-045 V. Priestley: That the Village of Leask hire Tony Obrigewitch as a Village of Leask employee and be registered as Yvette Hamel's mentor.


Carried

9/2/22

**Next Regular Meeting February 16, 2022 @ 5:30pm
Leask Community Hall**

Adjourn:

2022-046 Waldner: That this meeting be adjourned at 8:58 p.m.



Mayor: John Priestley



Administrator: Yvette Hamel





Water & Sewer	John Priestley, Zach Waldner
Roads	John Priestley, Zach Waldner
Maintenance Department	John Priestley, Zach Waldner
Local Clinic	Valerie Priestley, Shea Donohue
Dr Recruitment Board	Valerie Priestley
Shellbrook Hospital Board	Valerie Priestley
Hall	Valerie Priestley
Car Wash	John Priestley, Zach Waldner
Library	Valerie Priestley
Leases (Building)	Council
Butler Building / Museum	Valerie Priestley
Housing Authority	John Priestley
RCMP/Safety	Shea Donohue, Zach Waldner
Fire Department	John Priestley, Zach Waldner, Shea Donohue
Golf Course	Council
Recreation Board	Charles Smith, Shea Donohue
Rink Board	Charles Smith
Green Family Fund Board	Shea Donohue, Charles Smith
Stray Animals	Zach Waldner
Landfill	Shea Donohue, Charles Smith, Zach Waldner
Human Resources	Council
Equipment	John Priestley, Zach Waldner
OH & S	John Priestley, Zach Waldner, Kelly Smith
RM Relations	John Priestley
Emerald Lake	Council – will appoint 3 Board members, RM of Leask to appoint 3 Board members, & one member at large
Welcome/ Web Site	Valerie Priestley, Shea Donohue
Beautification	Shea Donohue, Charles Smith

Council Committees Assignments
January 20, 2022