

**REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF NEVILLE
HELD IN THE VILLAGE OFFICE ON November 26th, 2024**

PRESENT: Mayor Nora McLearn, Councillor Jennifer Cote, Councillor Mary Ferris,
Administrator Sandra Krushelniski, Assistant Administrator Wyatt Courtney

ABSENT:

OATH OF OFFICE

Oaths of Office were signed.

PUBLIC DISCLOSURE STATEMENT

Public disclosure statements were completed.

CALL TO ORDER

Mayor McLearn called the regular meeting of Council to order at 7:10 p.m.

ADOPTION OF AGENDA

285/24 *Adoption of Agenda*

Ferris: That the Agenda be adopted with the addition of Christmas Party.

CARRIED

PRESENTATION

Grant Friesen appeared before Council to request permission to pile snow in the Municipal ditch fronting his property on Warwick St.

286/24 *Request from Ratepayer to Pile Snow on Municipal Property*

Ferris: That Council directs the Assistant Administrator to write a letter to the presenter granting permission to pile snow on municipal property.

CARRIED

BUSINESS ARISING FROM MINUTES

287/24 *Minutes*

Cote: That the minutes of the regular meeting held on September 9th, 2024 be approved.

CARRIED

CORRESPONDENCE

288/24 *Correspondence*

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

NPF
MMSW
FCM
SUMA
SUMAssure

StatsCanada
SWTPC
SWMGC
Sask Parks and Rec
Sask Waste Reduction Council
SaskPower
SPSA
Matthewson & Co
DE Water Solutions
Earth Day Canada
MLDP
RM of Swift Current Fire Department
Explorus Communications
Landworks Civil Engineering
Eco-West
Prime Minister's Awards

CARRIED

APPROVAL OF FINANCIAL MATTERS

289/24 *Statement of Village Financial Activity*

Cote: That the Village Statement of Financial Activity for the month of October 2024 be acknowledged and filed.

CARRIED

290/24 *Village Bank and Credit Card Reconciliation*

Ferris: That the Village bank and credit card reconciliations for the month of October 2024 be acknowledged and filed.

CARRIED

291/24 *Statement of Fire Department Financial Activity*

Cote: That the Fire Department Statement of Financial Activity for the month of October 2024 be acknowledged and filed.

CARRIED

292/24 *Fire Department Bank Reconciliation*

Ferris: That the Fire Department bank reconciliation for the month of October 2024 be acknowledged and filed.

CARRIED

293/24 *List of Accounts for Approval*

Cote: That the expenses contained on the List of Accounts for Approval are approved.

CARRIED

OLD BUSINESS

294/24 *Tractor Repairs*

Ferris: That Council approves up to \$10,000 spending to repair the Village tractor.

CARRIED

295/24 *Council Monthly Reports*

Cote: That council accepts the verbal and written Council Monthly Reports.

CARRIED

296/24 *Administrator Monthly Report*

Ferris: That council accepts the verbal Administrator Monthly Report.

CARRIED

Tax Enforcement

Updated Council on progress of collection of accounts in arrears.

297/24 *Fire Department Report*

McLearn: That Council approves the Fire Department report for October 2024.

Lagoon Report

No report.

CCBF: Repairs to Museum and Church

Advised Council that we have still not received quotes for these repairs as the contractors are still trying to get prices for this.

298/24 *CCBF: Repairs to Sidewalks*

Ferris: That Council acknowledges the Sidewalk repair IIP has been approved.

CARRIED

CCBF: Repairs to Streets

Advised Council that this will have to wait until Spring of 2025.

299/24 *CCBF: Purchase of Munisoft*

Cote: That Council acknowledges the Munisoft Purchase IIP has been approved.

CARRIED

CCBF: LED Upgrades for Community Centre, Drop-in Centre, Village office, and Fire Hall

Advised Council that we are still awaiting approval of the LED Light Upgrade IIP.

Update Village Letterhead

Advised Council that this is still in progress.

Municipal Business Cards

Advised Council that this is still in progress.

Tender of Cultivator/Sweep/Hose Reel/Jacobsen Mower

Advised Council that no tenders were received.

Tree Shredder

Advised Council that this is still in progress.

Sewer Problems on Warwick St

Advised Council that CD Plumbing suggests we high pressure jet our main lines every two years. Advised will get the requested footage information to CD Plumbing to get quotes on what that will cost.

Tractor Issues

Advised Council of current unavailability of Village Tractor.

NEW BUSINESS

Webinars, Meetings, and Training

Council was advised of upcoming webinars, meetings, and training.

300/24 *Public Notice Open*

McLearn: That as it is 8:30pm Council opens the meeting for the Council Remuneration.

CARRIED

301/24 *Mileage*

Ferris: That for the year 2025, mileage for necessary travel be set at \$0.60 per kilometer.

CARRIED

302/24 *Parts for Stationary Motor in Fire Hall*

Cote: That Council approves the purchase of a new fuel pump and spark plugs for the Stationary Motor in the Fire Hall.

CARRIED

303/24 *Fire truck Radio Repairs*

Ferris: That Council approves the costs of work on the Fire Truck antennas.

CARRIED

304/24 *Nomination Report and Declaration of Results of 2024 Election*

Cote: That Council acknowledges the Nomination Report and Declaration of Results of the 2024 election.

CARRIED

305/24 *Municipal Revenue Sharing Grant*

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 2023 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

306/24 *Acknowledge Employment Insurance Rate for 2025 -1.173*

Cote: That Council acknowledges the new EI rate for 2025 of 1.173.

CARRIED

307/24 *Appointments*

Ferris: That Council makes the following appointments for 2025:

Deputy Mayor - Mary Ferris
 Appointments to the Development Appeal Board for Lac Pelletier-Council
 Snow Removal - Council
 Office - Personnel - Council
 - Complex - Council
 Solicitor – Anderson and Company
 Auditor – Dudley & Co., Audit
 Sewer/Lagoon - Council
 Roadwork – Council
 Finance - Council
 Pest Control Officer – Jim McDowell
 Assessor - Administrator
 Prairie Pioneer Lodge – Don Forness
 Ambulance Board – Nora McLearn, Mary Ferris
 Fire Board - Council
 Neville Rec. Board - Council
 Board of Revision – Notukeu Brd of Rev
 Secretary Board of Revision – Notukeu Brd of Rev
 Chinook Regional Library - Chris Cote
 Notukeu Board of Revision AGM - Nora McLearn
 Nuisance Grounds - Council
 Lac Pelletier Regional Park Rep – Doug Sherman, Nora McLearn
 Emergency Contact List – Administrator
 Development Appeal Board – Grant Scheirlinck, Murray Spetz and Bob Stennick
 Notukeu Brd of Revision – Don Forness, Curtis Wall
 Building Inspector – Dan Knutson
 Enforce Construction Code on Behalf of Municipality - Dan Knutson
 Zoning Bylaw Inspector - Dan Knutson
 Local Assistant to Fire Inspector – Fire Chief

CARRIED

Mayor McLearn declared a pecuniary interest and left the meeting at 9:00pm

308/24 *Waste Water Operator*

Ferris: That the Village of Neville agrees to contract Ben McLearn to supervise the Waste Water Collection for 2025 at a rate of \$50 per monthly inspection.

CARRIED

Mayor McLearn returned to the meeting at 9:05pm

309/24 *Public Notice Closed*

McLearn: That as it is 8:45pm Council closes the meeting for the Council Remuneration.

CARRIED

310/24 *Council Remuneration*

Cote: That for the year 2025, Council remuneration be set at \$150 for Mayor and \$90 for Councillors.

CARRIED

311/24 *Regular Council Meetings*

Ferris: That for the year 2024, Regular Meetings of Council be set for the second Monday of each month at 7pm, to be held in the Neville Municipal Office.

CARRIED

312/24 *Meal Allowance*

Cote: That Members of Council and Administration be reimbursed at a rate of \$60/day for meals while attending meetings and conventions. Further, that this rate be based on: Breakfast - \$10, Lunch - \$20, Supper - \$30.

CARRIED

313/24 *Contract Administration*

Cote: That the Village of Neville agrees to contract Sandra Krushelniski to act as Administrator for 2025 at a rate of \$114 per month and \$114 for any special meetings lasting over an hour.

CARRIED

314/24 *Maintenance Contract*

Ferris: That the Village of Neville continues to contract Harvey Linnen for maintenance services for the Village for 2025. Contract for a minimum of 7 hours per month at \$27.00/hour for maintenance as well as \$27.00/hour for mowing and snow removal. If maintenance work is to exceed the 7 hour monthly minimum than approval from Council is required. The maintenance position would include being responsible for snow removal, mowing, and machine and building maintenance. All purchases over \$200.00 will need approval of Council, while all purchases less than \$200.00 can be approved by the Administrator.

CARRIED

315/24 *Location of Polls - Elections in 2025*

Cote: That Polls for the purpose of Municipal Elections, for the Village of Neville held during the year 2025, be held in the Neville Village Office.

CARRIED

316/24 *Remuneration for Deputy Returning Office and Poll Clerks*

Ferris: That remuneration for Deputy Returning Officer and Poll Clerks be set at \$300/election.

CARRIED

Printer Lease

Advised Council of options for purchase or lease of new Xerox Printer. Council directed that the Assistant Administrator look into local options for printer acquisition.

317/24 *Canada Post Labour Action*

Cote: That Council directs the Assistant Administrator to pay approved invoices via online methods as much as is possible for the duration of the Canada Post labour dispute.

CARRIED

318/23 *Add Outstanding Utility Bills to Taxes (5-2016)*

Ferris: That Council directs the Administrator to transfer all outstanding Utility Bills to the tax roll on December 31, 2024 as per Bylaw 5-2016.

CARRIED

319/24 *Hose Reel Offer*

Cote: That Council accepts the offer of \$250 to purchase the tendered Hose Reel from the Fire Department. The remaining Hose Reel will be kept by the Village.

CARRIED

Insurance Coverage for Tractor/Hot Water Heater

Advised Council that there is no insurance coverage available to cover the repairs of the Tractor or replacement of the office Hot Water Heater.

320/24 *Development Permit*

Cote: That Council approves the development permit for 22 Warwick St.

CARRIED

321/24 *Request from Ratepayer to Pile Snow in Ditch*

Cote: That Council directs the Assistant Administrator to write a letter to the ratepayer approving their request to pile snow in the ditch.

CARRIED

322/24 *Ratepayers Piling Snow on Municipal Property*

Ferris: That Council directs the Assistant Administrator to write a letter to the ratepayer approving their piling of snow on municipal property, but requesting that they keep the pile of

snow level with or below the height of the road to avoid causing a snow drift across Gloucester St.

CARRIED

323/24 *Ratepayers Piling Snow on Municipal Property*

Cote: That Council directs the Assistant Administrator to write a letter to the ratepayer asking them to discontinue piling their snow onto municipal property.

CARRIED

324/24 *Ratepayers Driving Over Municipal Sidewalks*

Ferris: That Council directs the Assistant Administrator to write a letter to the ratepayer asking them to refrain from driving over the municipal sidewalk and giving them permission to park their transport truck on Mowbray St to allow for continued use of its block heater.

CARRIED

325/24 *Ratepayers Driving Over Municipal Sidewalks*

Cote: That Council directs the Assistant Administrator to wire a letter to the ratepayer asking them to refrain from driving over municipal sidewalks.

CARRIED

326/24 *December 2024 Calendar*

Ferris: Council approves the December Calendar.

CARRIED

327/24 *Assistant Administrator December Holidays*

Cote: That Council approves the Assistant Administrator taking holidays December 29, 30, and 31.

CARRIED

328/24 *Maintenance Contractor Appreciation Gift*

Cote: That Council directs the Assistant Administrator to purchase a \$100 gift card for the Village Maintenance Contractor.

CARRIED

329/24 *Christmas Party*

Ferris: That Council directs the Assistant Administrator to make reservations for a Christmas Party December 21st.

BY-LAWS

Bylaw 6-2024

Bylaw No. 6-2024 will be considered at the December meeting.

CARRIED

APPROVAL OF ADDITIONAL ACCOUNTS

No Additional Accounts.

330/24 *Next Meeting*

Cote: That the next regular Council Meeting will be Monday December 15th, 2024 at 7 p.m.

CARRIED

ADJOURNMENT: Mayor McLearn declared the meeting adjourned at 10:10 p.m.

Mayor

Administrator