

VILLAGE OF PARADISE HILL

December 12, 2022 Regular Meeting

TIME: 6:30 P.M. December 12, 2022

PLACE: Village Office, Paradise Hill

PRESENT: Mayor Bernard Ecker, Councilors Brad Form, Audrey Greves, Merle Bielecki, Karen Kroon, Administrator Cynthia Villeneuve

ABSENT:

Mayor Ecker called the meeting to order at 6:35 pm

#255/22

AGENDA:

BIELECKI that the agenda be approved, with the addition of 501 Utility Budget, as circulated. CARRIED

#256/22

MINUTES:

GREVES that the minutes of the November 14, 2022, meeting be approved, as circulated. CARRIED

#257/22

FINANCIAL STATEMENT:

KROON that the financial statement for the month ending November 30, 2022, be accepted, as circulated. CARRIED

#258/22

BANK RECONCILIATION:

BIELECKI that the bank reconciliation statement dated November 30, 2022, be accepted, as circulated. CARRIED

#259/22

PARADISE HILL VOLUNTEER FIRE DEPARTMENT MINUTES:

BIELECKI that the minutes of the regular meeting of the Paradise Hill Volunteer Fire Department, held on November 21, 2022, be approved, as presented. CARRIED

#260/22

WCB PREMIUM RATE NOTICE:

GREVES to acknowledge the Saskatchewan Workers Compensation Board premium rate of \$1.16 per \$100 of payroll for 2023. CARRIED

#261/22

WATER TREATMENT PLANT MONTHLY OPERATING REPORT:

KROON that the Water Treatment Plant Monthly Operating Report for the month ending November 30, 2022 be accepted, as presented. CARRIED

#262/22

PUBLIC WORKS CONTRACTOR'S REPORT:

BIELECKI that the Public Works Contractor's Report for the month ending November 30, 2022 be accepted, as presented. CARRIED

#263/22

501 UTILITY AUTHORITY:

KROON that the 501 Utility Authority Inc. budget for 2023, be acknowledged, as presented. CARRIED

Councilor Brad Form attended meeting at 7:20 p.m.

#264/22

GLENBOGIE CREEK CLEANUP:

GREVES that the report on the Glenbogie Creek cleanup, be accepted, as presented. CARRIED

#265/22

SYNERGY CREDIT UNION – TERM DEPOSIT RECREATION BOARD:

BIELECKI to renew term #82000724600, held in trust for the Paradise Hill Recreation Board, for a 12-month term, for \$3,936.82 plus interest, \$70.00 to be transferred from existing term prior to renewal to cover the Paradise Hill Recreation Board expense for 2022. CARRIED

#266/22

FIRE DEPARTMENT APPRECIATION:

FORM to express appreciation to the Paradise Hill Fire Department members they will be approached with the suggestion to purchase clothing for each member up to \$200.00 per member; further Bernard Ecker and Merle Bielecki will contact the fire department.

CARRIED

#267/22

THE BULLETIN BOARD – CHRISTMAS GREETING:

BIELECKI that we proceed with a Christmas Greeting advertisement, to be placed in the Bulletin Board, the cost totaling \$25.00 plus tax.

CARRIED

#268/22

BOARD OF REVISIONS:

KROON that the Village of Paradise Hill apply to the Centralized Board of Revisions, CBOR, to act as the Village of Paradise Hill Board of Revision for 2023, as required by legislation for the 2023 taxation year.

CARRIED

#269/22

VILLAGE OF PARADISE HILL – OFFICE CHRISTMAS HOURS:

GREVES that the holiday hours for the Village Office be as stated: Village office will be closed December 23, 24, 25 & 26, 2022 and January 2, 2023.

CARRIED

#270/22

MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY:

FORM the Council of the Village of Paradise Hill confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations.
- Submission of the 2022 Public Reporting on Municipal 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; 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

#271/22

MUNISOFT TRAINING PROGRAM:

BIELECKI to approve the online module training in Munisoft Account Payable Program for Village Office Staff at a cost of \$109.00 plus GST; further the training is required to upgrade to the new accounts payable program.

CARRIED

#272/22

CARE HOME ANNUAL CONTRIBUTION:

FORM that the Village of Paradise Hill contribute to the Paradise Hill Care Home \$6,140.92 representing 0.15 mill levy on the 2022 municipal taxes.

CARRIED

#273/22

ACCOUNTS – DECEMBER 31, 2022:

FORM that the Administrator and the Deputy Mayor be authorized to pay all outstanding accounts on December 31, 2022.

CARRIED

#274/22

BUILDING PERMIT KUYPERS – LOT 7 & 8, BLOCK 12, PLAN BL353:

GREVES that building permit #2023-01, issued to Ian Kuypers, for a house addition and garage located on Lot 7 and 8, Block 12, Plan BL353, be approved, with a provision for the garage to be three feet higher than stated in Bylaw #02/2013; further subject to approval by the building inspector.

CARRIED

#275/22

CORRESPONDENCE:

FORM that the following correspondence, noted and filed.

- 1) SUMA; Central Source; SUMAssure
- 2) Saskatchewan Housing Corporation
- 3) Norsasklaw
- 4) SRC Environmental Analytical Laboratories
- 5) NCTPC – Governance, Decision Making and Risk Management Course
- 6) Misc.

CARRIED

#276/22 ACCOUNTS:

BIELECKI that the following accounts be approved for payment as per attached Schedule, "A", which shall form part of these minutes:

- "Deposit Register Pay Period: 11(01November2022 to 30November2022)", totaling \$6,815.62
- Accounts Paid – December 12, 2022, including manual cheques #6361-6379 and computer cheques #24990, except cheque #24990, totaling \$24,497.80 and
- "Accounts for Approval – December 12, 2022 including cheques #24991 – #25015, except cheque #24995, totaling \$32,883.82 CARRIED

Mayor Bernard Ecker declared a conflict of interest in the next item of business.

#277/22 ACCOUNTS:

BIELECKI that the following be approved for payment of accounts as per attached Schedule "A", which shall form part of these minutes:

- Accounts Paid as at December 12, 2022, including only cheque #24990 totaling \$5,805.50 and
- Accounts for Approval – December 12, 2022, including only cheque #24995 totaling \$2,500.00. CARRIED

#278/22 AUTHORIZE PAYMENT OF NOVEMBER INVOICES:

FORM moved that the Deputy Mayor and Administrator be authorized to pay any November 2022 invoices not received to date, to facilitate completion of year end processing and to avoid interest charges if not paid prior to December 31, 2022. CARRIED

#279/22 AUTHORIZE PAYMENT OF FIREMAN WAGES:

FORM moved to authorize the fireman wages for July 1, 2022-December 31, 2022 to be paid through CAFT, as soon as possible after December 31, 2022. CARRIED

#280/22 TRANSFER TO RESERVE - CEMETERY:

GREVES that the balance of cemetery plots at December 31, 2022, the total sales of cemetery plots in 2022, be transferred to the Cemetery Reserve, effective December 31, 2022. CARRIED

#281/22 TRANSFER TO RESERVE – HISTORY BOOK:

GREVES that the balance in the History Book Account at December 31, 2022, the total sales of history books in 2022, be transferred to the isave Historical, effective December 31, 2022. CARRIED

#282/22 ADJOURNMENT:

KROON that the meeting be adjourned. Council to meet again, Monday, January 9, 2023. CARRIED

Presented to Council this 9th day of January, 2023

MAYOR Bernard Ecker ADMINISTRATOR Caroline Walker