

**MINUTES OF THE REGULAR MEETING
OF THE COUNCIL FOR THE TOWN OF BLAINE LAKE
HELD AT THE TOWN OFFICE LOCATED AT #310 Main Street, Blaine Lake, Sask.
Monday, January 10, 2022**

Present:

Mayor – Al Sorenson

Councillors

Bev Breland

Darlene Harder - Electronic

Rodger Pederson

Jason Weber

Melissa Johnson - Absent

Maximus Stevenson

Interim CAO – Gina Bernier

Assistant Administrator – Krissy Friesen

Mayor Al Sorenson called the meeting to order at

001/22

Adopt Agenda

BRELAND

That the Agenda be adopted as presented with the addition of:

1. Grants discussions
2. Computer discussions

Carried.

002/22

CAO Appointment

WEBER

That Gina Bernier be appointed as Interim Chief Administrative Officer for the Town of Blaine Lake, Sask. with a contact to follow.

Carried.

003/22

Signing Authority

BRELAND

That the Interim CAO, Gina Bernier and the Assistant Administrator, Kristina Friesen be given signing authority for the Town of Blaine Lake.

Carried.

004/22

Committee Appointment

PEDERSON

That the Town of Blaine Lake Council set the Committee and Civic Appointments as attached to and forming part of these Minutes.

Carried.

005/22

Minutes

PEDERSON

That the Minutes of the December 8, 2021 Employee Relations Meeting be approved as circulated.

Carried.

BRELAND

That the Minutes of the December 20, 2021 Special Meeting be approved as circulated.

Carried.

WEBER

That the Minutes of the December 23, 2021 Special Meeting be approved as circulated.

Carried.

006/22

List of Accounts for Approval

PEDERSON

That the List of Accounts be acknowledged at this meeting:

Cheque #2126 to 2143 - \$18,788.82

Cheque #2144 to 2149 - \$ 3,253.71

Electronic Fund Transfers - \$ 6,772.85

Electronic Fund Transfers - \$13,718.81

Carried.

007/22

Monthly Financial Statement

STEVENSON

That the Monthly Financials Statement dated December 31, 2021 be approved as presented.

Carried.

008/22

Summer Student

BRELAND

That the CAO be instructed to make an application for two (2) positions for Summer Student through the Canada Summer Jobs program.

Carried.

009/22 **Declaration of Eligibility**

HARDER

The Council of the Town of Blaine Lake confirms the municipality meets 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 Reporting on Municipal Waterworks to the Ministry of Government Relations;
- 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;

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

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

Carried.

0010/22 **NCTPC**

HARDER

That the Town of Blaine Lake Council send 2 individuals to the North Central Transportation Planning Committee in Birch Hills, Sask. on March 3, 2022.

Carried.

0011/22 **In Camera Session – 4:50 p.m.**

BRELAND

That the Council go to an in-camera session.

Carried.

The Mayor called the meeting back to order at 5:45 p.m.

0012/22 **Employee Relations**

STEVENSON

That the Council for the Town of Blaine Lake accept the recommendations from the Human Resources Committee and offer Rudi Hamburg as the Public Works Assistant an increase of \$1.50/hour as follows as at January 1, 2022:

- \$1.00/hour for the cost of living increase;
- \$0.50/hour for passing the pesticide application course.

Carried.

013/22 **CAO Training/mentorship**

BRELAND

That the Council for the Town of Blaine Lake approach Kristina Friesen to obtain her training and schooling for the Local Government Administration program; and
That the Interim CAO be requested to put together a contract for review by the Council.

Carried.

014/22 **Assistant Administrator**

PEDERSON

That the Council authorize the CAO to advertise to hire a Assistant Administrator for the Town of Blaine Lake.

Carried.

015/22 **Payroll Program**

WEBER

That the Council authorize the CAO to purchase the Paymate Payroll program through Munisoft for a one time fee of the quoted price of \$700.00.

Carried.

016/22 **Accounts Receivable Program**

STEVENSON

That the Council authorize the CAO to purchase the Accounts Receivable Program through Munisoft for a one time fee of the quoted price of \$2,200.00.

Carried.

017/22 **Affinity BOB**

BRELAND

That the Council authorize the Mayor and CAO to enter into the Business Online Banking program through the Affinity Credit Union.

Carried.

018/22 **Adjournment**

BRELAND

That this meeting be adjourned at 6:00 p.m.

Carried.

CAO

Mayor