

Village of Kennedy
MINUTES OF REGULAR COUNCIL MEETING
Kennedy Village Office
DATE: January 10, 2024

PRESENT: Mayor Brendon Dayle, Councillor Linc Brickley, Councillor Brandon Tarr and Acting Administrator Jennifer McMillan

CALL TO ORDER: Mayor Brendon Dayle called the meeting to order at 6:33 p.m.

CONFLICT OF INTEREST ON AGENDA ITEMS:
No conflicts of interest were stated.

MINUTES:

0124-01:	BRICKLEY:	That the minutes from December, 13, 2023 be amended to set the date for bi-election for council members to April 3, 2024.	CARRIED
	TARR:	That the amended minutes from December 13, 2023 be approved.	CARRIED

VERBAL REPORTS:

- i. Acting Administrator Jennifer McMillan gave report on 2023 tax enforcement efforts including lien registration and lien discharge as well as PMB Application and communication with ratepayers
- ii. Councillor Linc Brickley reminded council of meeting with SHA CEO (Andrew Will) on January 17, 2024 in Kipling, SK
- iii. Mayor Brendon Dayle reported that the pressure switch from the trailer court had been removed for use at the rink. Another pressure switch had been ordered from Back Country Electric.

DELEGATES:

Ratepayer Peter Sweeten attended the meeting at 6:40 to discuss sewer accounts on properties previously owned by him in 2021.

0124-02:	BRICKLEY:	That Peter Sweeten pay for the months he owned property (January – April 2021). All excess funds from December 2023 payment be credited to his tax card. May 2021 – December 2021 sewer charges be added on to current property owner/purchaser's sewer account.	CARRIED
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ACCOUNTS:

0124-03:	BRICKLEY:	That the December 2023 accounts totalling \$36,568.84 and attached to these minutes be approved be paid by cheques 4175 to 4196 and EFT 202312-01 – 202312-08 using Batches 2023-0115 – 2023-0130	CARRIED
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FINANCIAL STATEMENTS:

0124-04:	BRICKLEY:	That the Bank Reconciliations for the month of December 2023 be accepted as presented	CARRIED
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BETHESDA FARMS LAGOON SERVICE LAND USE/RENTAL AGREEMENT

0124-05:	BRICKLEY:	Tabled to future meeting at this time	CARRIED
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RENEWAL OF SUMA FIREFIGHTER INSURANCE

0124-06: BRICKLEY: That the village issue a cheque for \$853.06 to SUMA to cover the costs associated with Option “B” \$100,000 coverage for Volunteer Firefighter Insurance at this time. **CARRIED**

RENEWAL OF SUMA MEMBERSHIP

0124-07: TARR: That the village issue a cheque for \$803.38 to SUMA to cover the cost of Membership for 2024 at this time. **CARRIED**

EMPLOYEE FIDELITY BONDS

0124-08: BRICKLEY: That the Employee Fidelity Bond “Schedule A” supplied via SUMAssure Certificate Number SUMAssure 2023 218 in the amount of \$500,000.00 for all employees of the Village of Kennedy be recognized by council as being current and in order at this time. **CARRIED**

MUNISOFT SOFTWARE/HARDWARE MAINTENANCE

0124-09: TARR: That the village issue a cheque for \$2,894.88 for 2024 Software Maintenance and \$219.78 for Hardware Maintenance from MuniSoft at this time. **CARRIED**

RIGHT OF FIRST OFFER – SASKATCHEWAN HOUSING AUTHORITY

0124-10: BRICKLEY: The letter regarding right to first offer was issued on December 12, 2023. The village has 90 days to respond. That the offer decision be tabled at this time. **CARRIED**

REPLACEMENT OF VACUUM

0124-11: TARR: That the purchase of a new vacuum for the village office be purchased within a budget of \$350 at this time. **CARRIED**

PAPERLESS REPORTING/EMAILING RECEIPTS

0124-12: TARR: That Acting Administrator get advice from adjuster Dudley & Co. on proper procedures and guidelines on paperless accounting and commence paperless accounting at this time. Receipts may be e-mailed out with permission from ratepayers at this time. Proper offsite backups and cloud storage of accounting records will continue as per usual. **CARRIED**

LIST OF UNPAID TAXES FOR 2023

0124-13 BRICKLEY: That the village acknowledges the list of unpaid taxes for 2023 as attached. **CARRIED**

AUTHORIZE THE BEGINNING OF TAX ENFORCEMENT PROCEEDINGS

0124-14 BRICKLEY: That the Administrator be authorized to proceed under The Tax Enforcement Act to acquire title for the following lands owing more than 50% of 2023 arrears as per attached list. **CARRIED**

OUTSTANDING SEWER ACCOUNTS

0124-15 BRICKLEY: That all 2023 sewer accounts be issued second and final notice for payment by registered mail to both landlords and renters at this time. Accounts left outstanding after 30 days will be added to tax roll. **CARRIED**

CANCEL INTEREST

0124-16BRICKLEY:

That interest be cancelled on \$3,500 payment made on
Lot 4- 6, Block 8, Plan N334

LOST

ELECTION WORKSHOP

0124-17BRICKLEY:

That both Acting Administrator Jennifer McMillan and
Administrative Mentor Ward Frazer attend Election Workshop on
March 26, 2023 in Weyburn, SK.

CARRIED

CONDITIONAL CERTIFICATE EXTENSION

0124-18TARR:

That \$100 be issued by the village for the Acting Administrator’s
Conditional Certificate Extension at this time.

CARRIED

SUMMER CLASS

0124-19BRICKLEY:

That Acting Administrator Jennifer McMillan be allowed to take one
week of unpaid time off to attend summer classes for Local
Government Administration course.

CARRIED

SUMA HOTEL ROOMS

0124-20TARR:

That three hotel rooms be booked in Regina for the 2024 SUMA
Convention

CARRIED

CORRESPONDENCE

0124-21BRICKLEY:

That the following correspondence having been read be
filed:

CARRIED

i. Municipal Voice

NEXT REGULAR MEETING OF COUNCIL

The next meeting of council is scheduled for Wednesday, February 14, 2024 at 6:30 p.m.

ADJOURNMENT

0124-22TARR:

That this meeting now adjourns (7:25 p.m.)

CARRIED

Mayor, Brendon Dayle

Acting Administrator, Jennifer McMillan