

RESORT VILLAGE OF KIVIMAA – MOONLIGHT BAY

Council Meeting Minutes

Minutes for the Regular Meeting of the Resort Village of Kivimaa-Moonlight Bay held at the Resort village Office on November 21, 2022.

Call to Order: Mayor Nasby called the meeting to order at 7:30 P.M.

Present: Mayor Nasby, Councilors Anderson, Johnson (by phone) and Macleod, Administrator Andrews. Assistant Bischler absent.

MINUTES:

Motion 203/22: Anderson/Macleod:

That the minutes of the October 17, 2022 Regular meeting and October 26, 2022 Special Meeting be approved as presented.

CARRIED

ARISING FROM MINUTES:

CORRESPONDENCE:

- Notice of Meeting of Mutual Aid Agreement Nov 23/22—Amanda & Archie to attend
- Email from Ratepayer JT requesting full disclosure of payments made by Village
- Letter from Ratepayer FW requesting forgiveness of debt and querying interest calculations
- Email from PARCS regarding RM bylaws for Lakeshore Communities
- Letter from SK Public Safety Agency regarding issues with Fire Dispatch software
- Email from SK Energy—Municipal payment for Nov 30th will be \$235.39
- Email from RM of Mervin postponing grant proposal for lake development study
- WCB preliminary rates increasing by \$.05 per \$100 of payroll
- Email from SUMA regarding payment of registration fee that can be won in a raffle

ARISING FROM CORRESPONDENCE:

Disclosure of Payments

Motion 204/22: Johnson/Anderson:

In order to maintain employee confidentiality, the Village will release a report disclosing all payments for the period between meetings with all payroll items consolidated into a single line item. This report will be posted with the regular monthly reports on the Village website.

CARRIED

Forgiveness of Debt

Motion 205/22: Anderson/Macleod:

That the Village cannot allow ratepayers to calculate their own discounts and will only forgive any unpaid taxes in extreme circumstances.

CARRIED

ACCEPTANCE OF CORRESPONDENCE:

Motion 206/22: Macleod/Johnson:

That the correspondence be adopted as presented.

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Motion 207/22: Anderson/Macleod:

That the expense accounts be approved for payment as presented.

CARRIED

PAYMENT OF ACCOUNTS: (Note: Mayor Nasby has returned to the meeting)

Motion 208/22: Macleod/Johnson:

That the accounts in the amount of \$85,093.81 Chq #'s 8119 – 8136 including Online Payments numbered 308 – 333 be approved as per list submitted to Council.

CARRIED

STATEMENT OF RECEIPTS AND DISBURSEMENTS:

Motion 209/22: Johnson/Macleod:

That the Statement of Receipts and Disbursements and Bank Reconciliations for the month of October 2022 be approved as presented.

CARRIED

DELEGATIONS:

Layne Becotte—At the corner of Mattila and Sundance, there are too many speeding vehicles. Residents would like to have some sort of local speed control put in place.

Three Way Stop Signs

Motion 210/22: Anderson/Johnson:

That the Village install 3 way stop signs as a means of speed control at the corner of Mattila Trail and Sundance Trail and Bobbe's Boulevard and Sundance Trail.

CARRIED

REPORTS: Karen Perry Municipal Health Holdings

Motion 211/22: Anderson/Macleod

Council accepts, with thanks, the report from Karen Perry for the month of October.

CARRIED

BYLAWS:

OLD BUSINESS:

I Cloud Backup

Motion 212/22: Johnson/Macleod

The Village will start to back up to the Cloud under a managed back up program. Cost to be \$50.00 per month, paid annually.

CARRIED

NEW BUSINESS:

Repairs to Work Truck

Motion 213/22: Anderson/Johnson:

Mirror and Windshield on work truck to be repaired at a cost of \$360.00.

CARRIED

Purchase of Turn Out Gear

Motion 214/22: Johnson/Anderson:

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Journal Entry Approval Forms

Motion 215/22: Anderson/Macleod:

As per recommendation from Auditor, Village will adopt Journal Entry Approval Form as introduced.

CARRIED

Fire Department Lottery Account

Motion 216/22: Anderson/Macleod:

As the fire department will not be audited separately, the Village will incorporate the information regarding Fire Department bank accounts, revenue, expenses will be recorded as part of the Village books.

CARRIED

Revised Building Permit and Demolition Permit

Motion 217/22: Johnson/Anderson:

That the Village adopt the new building permit and new demolition permit as presented.

CARRIED

Quotes from Lakeland Fire & Safety and Rocky Mountain Phoenix

Motion 218/22: Johnson/Macleod:

Quote from Rocky Mountain Phoenix for Boots, Hoods, Helmets and Gloves accepted.

CARRIED

Municipal Revenue Sharing Eligibility Declaration

Motion 219/22: Anderson/Macleod:

The Council of the Resort Village of Kivimaa – Moonlight Bay confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 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 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 Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

Christmas Gift Cards

Motion 220/22: Anderson/Macleod:

That the Village purchase Gift Cards for staff and council members, as well as for Myrna Coulson as a token of appreciation at Christmas. The gift cards for staff and Council to be \$100 each and for others \$50.

CARRIED


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CARRIED


ADJOURNMENT:

Motion 222/22: Macleod: That this meeting be adjourned at 9:06 pm.

CARRIED



Administrator



Mayor