

**VILLAGE OF THEODORE**

Regular Meeting of Council  
Theodore Community Hall

March 18, 2020

**Present:** Mayor Kevin Urbanoski  
Councillor Barb Hutzul  
Councillor Jennifer Ross  
Councillor Danielle Knorr  
Councillor Dorothy Oliver  
CAO Lyndon Stachoski

*Note: The meeting was held at the community hall in order to provide sufficient space for the required social distancing as regulated by provincial and federal guidelines during the COVID19 health threat.*

With quorum present, Mayor Urbanoski called the meeting to order at 7:00 p.m.

**Agenda**

2020-055 Ross/Knorr  
That Council accepts and approves the revised Agenda, by adding items;  
13. (l) Hall Janitorial – Advertise Tender  
(j) Theodore Recreation Complex – Offer to Sell

Carried Unanimously

**Minutes**

2020-056 Ross/Hutzul  
That the Minutes of February 19, 2020 Regular Council Meeting be accepted as presented.

Carried Unanimously

**Delegations**

Colleen Bilokreli was scheduled to attend at 7:30 pm, however due to the COVID19 concerns she decided to reschedule after the health concerns are lifted.

**Proclamations**

**Public Hearings**

**Financial**

Accounts 2020-057 Ross/Urbanoski  
That Council accepts the List of Accounts Payable as presented, and to authorize the payments represented by cheque #16746 to #16771; and online payment #106582 to #106589; #106592 to #106599 and #106601 to #106606 and payroll #20200214 and #20200228 to #20200229; totaling \$42,496.81 as attached hereto and form part of these minutes.

Carried Unanimously

Statements 2020-058

Knorr/Ross

That Council accepts the Statement of Financial Activities for the month of February 2020 as presented.

Carried Unanimously

### Correspondence

2020-059

Ross/Urbanoski

That Council accepts the Correspondence as presented and authorize filing of the documents entitled as follows:

- a) SK Parks & Recreation
  - Statement on COVID19
  - New SK Lotteries Brand
- b) SK Lotteries – Notice of Community Grant Application Received
- c) RCMP – Traffic Services SE District Commander Introduction

Carried Unanimously

### Reports

Council 2020-060

Ross/Urbanoski

That Council accepts the verbal report from council members, with the information noted as follows;

Councillor Ross - Nothing to Report

Councillor Oliver - Nothing to report

Councillor Hutzul

- Whitesand Wildlife advised that they had difficulties during their event at the hall as they couldn't come and go without a key to the facility.

Councillor Knorr

- Suggested options with respect to tendering for the community hall janitorial position.
- The large accumulation of earned days off and overtime needs to be used up by employees.

Mayor Urbanoski

- Work on the Village of Theodore cellphone app is nearing completion. It will provide direct access to village information in a more user friendly platform.

Carried Unanimously

CAO 2020-061 Ross/Urbanoski  
That Council accepts the CAO's report that highlights the grant applications submitted to SK Lotteries, Young Canada Works, SGI Traffic Safety and 2020 Canada Summer Jobs; and a future submission to upgrade the Water Treatment Plant under Investing in Canada Infrastructure Program.

Carried Unanimously

### **Business Arising**

Arena Operator 2020-062 Hutzul/Oliver  
That Council authorizes the Arena Operator to take four (4) weeks off in order to use up a portion of banked earned days off and overtime that accrued during the ice rental season.

Carried Unanimously

### **Mayor/Councilor Forum**

#### **New Business**

RCMP 2020-063 Ross/Knorr  
That Council accepts the February 2020 Occurrence Summary Report prepared and submitted by the Yorkton RCMP.

Carried Unanimously

Bylaw Enforcement 2020-064 Urbanoski/Oliver  
That Council accepts the proposal from Commissionaires South SK, to provide bylaw enforcement services from May 1, 2020 to October 31, 2020, for the quoted price of \$2,028.00 (plus taxes) and to request an agreement be provided for review at the next regular meeting.

Carried Unanimously

STARS Funding 2020-065 Urbanoski/Ross  
That Council acknowledges receiving correspondence from STARS with regards to contributing towards funding their airlift services and that funding for 2020 be denied.

Carried Unanimously

Free Press Room Rent 2020-066 Knorr/Oliver  
That Council postpone further revisions to the draft room rental agreement between the Village of Theodore and the Theodore Free Press until municipal buildings may be re-opened to the public, once the COVID19 health concerns are reduced and senior government(s) provide notification that such restrictions are lifted.

Carried Unanimously

Harassment Policy 2020-067 Urbanoski/Ross  
That Council accepts and approves the Village of Theodore Harassment Prevention Policy (#01-2020) as presented.  
Carried Unanimously

Tax Enforcement 2020-068 Knorr/Urbanoski  
That TAXervice, on behalf of the Village of Theodore, be authorized to proceed under the *Tax Enforcement Act* to acquire title for the following described land:  
LOT 7 - BLK/PAR 7 - PLAN S616 - EXT 0 - Title No. 141082770  
LOT 8 - BLK/PAR 7 - PLAN S616 - EXT 0 - Title No. 141082792  
LOT 11 - BLK/PAR 1 - PLAN C2810 - EXT 0 - Title No. 142271186  
LOT 24 - BLK/PAR 1 - PLAN C2810 - EXT 0 - Title No. 142271131  
LOT 20- BLK/PAR 19 - PLAN 76Y05947 - EXT 0 - Title No. 124508932  
Carried Unanimously

Offer To Purchase 2020-069 Ross/Hutzul  
That Council accepts the \$700.00 offer to purchase village owned property with the following legal land description;  
Lot 12, Block 10, Plan S616  
Carried Unanimously

2020 Budget  
Council consensus was to acknowledge reviewing the 2020 draft budget and that a future meeting will be scheduled for further deliberations prior to acceptance of the budget and setting of the 2020 mill rate.

Hall Janitor 2020-070 Ross/Oliver  
That Council authorizes advertising a call for tenders to acquire Janitorial Services for the Community Hall with a deadline of April 14, 2020.  
Carried Unanimously

Recreation Complex Offer For Sale 2020-071 Urbanoski/Knorr  
WHEREAS, the Village of Theodore is currently reviewing all financial activities to increase efficiencies wherever possible and;  
WHEREAS, it was determined that operating and maintaining the Theodore Recreation Complex is cost prohibitive as revealed by a 5-year financial analysis showing the average annual net loss to be \$47,872 and;  
WHEREAS, this annual deficit is subsidized by property taxes from a relatively small tax base and;  
WHEREAS, since recreation and culture is a vital part of every community it is important that this facility continues to operate and;

WHEREAS, the Village of Theodore and the Theodore & District Recreation Board have worked together to provide this vital service to the community for many years.

THEREFORE BE IT RESOLVED That the Village of Theodore Council prepare an offer to sell the Theodore Recreation Complex to the Theodore & District Recreation Board for \$1.00 with the understanding that the village will retain right of first refusal concerning the subject property and that the sale agreement will be prepared by Village of Theodore legal counsel.

Carried Unanimously

**Bylaws**

**In-Camera/Out-Camera**

**Adjournment**

2020-072 Knorr/Oliver  
That this meeting be adjourned, the time being 9:00 p.m.

Carried Unanimously



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Mayor, Kevin Urbanoski



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Administrator (CAO), Lyndon Stachoski



Report Date  
3/17/2020 11:23 AM

Village of Theodore  
**List of Accounts for Approval**  
As of 3/18/2020  
Batch: 2020-00030 to 2020-00050

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-General Oper</b>					
Computer Cheques:					
16746	2/19/2020	<b>JA Audio Production</b> 131	GLOW ICE ARENA LIGHTING	168.00	168.00
16747	2/26/2020	<b>RMAA Workshop Fund</b> FEB 2020	SPRING WORKSHOP	100.00	100.00
16748	2/26/2020	<b>St-Hilaire, Francine</b> FEB 2020	Municipal Building Caretaker	206.41	206.41
16749	2/26/2020	<b>Woroniuk, Gary</b> FEB B 2020	CONTRACT ARENA ASSISTANT	693.70	693.70
16750	3/03/2020	<b>Mun Employee Pension Plan</b> FEB 'A' 2020 FEB 'B' 2020	FEB 'A' REMITTANCE FEB 'B' REMITTANCE	776.92 729.80	1,506.72
16751	3/03/2020	<b>Ministry of Finance</b> FEB EPT	FEBRUARY EPT REMITTANCE	698.21	698.21
16752	3/03/2020	<b>Christ the Teacher RCSSD # 212</b> FEB EPT	FEBRUARY EPT REMITTANCE	96.56	96.56
16753	3/13/2020	<b>Woroniuk, Gary</b> MAR A CONTRACT	ARENA ASSISTANT	367.00	367.00
16754	3/18/2020	<b>Anderson Pump House Ltd.</b> IN472664	WATER CHLOR SAMPLER	161.63	161.63
16755	3/18/2020	<b>Canadian Linen &amp; Uniform</b> 6001264218 6001269181	Mats and Laundry Mats and Laundry	105.16 105.16	210.32
16756	3/18/2020	<b>Canadian Pacific Railway</b> 11119406	RAILWAY FLASHER AGMT	296.00	296.00
16757	3/18/2020	<b>ECO Engineering Ltd.</b> 43-002	WTP UPGRADE PRE-DESIGN	6,574.21	6,574.21
16758	3/18/2020	<b>Home Hardware - A. Myrowich</b> 712312	ARENA PAPER ROOM LOCKS	69.91	69.91
16759	3/18/2020	<b>Intertek</b> 1005959948	GENSET CSA CERTIFICATION	1,753.92	1,753.92
16760	3/18/2020	<b>Konica Minolta Business</b> 9006468632 9006468634 9006557235 1400001916 1400002308	Copier Machine Usage Copier Machine Usage Copier Machine Usage Copier Machine Usage Copier Machine Usage	47.91 49.52 135.42 80.51- 69.42-	82.92
16761	3/18/2020	<b>Kooler Refrigeration</b> 2001	HENRY ST SHOP FURNACE	3,708.40	3,708.40
16762	3/18/2020	<b>Legacy Co-operative Assoc. Ltd</b> 035501150 03550370	FUEL ADDITIVE JHN DEER WTR SAMPLER BATTERIES	17.64 6.65	

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		1407	FUEL - JOHN DEERE	129.93	
		1331	FUEL - EMERG GEN	28.11	
		0806	FUEL - PICK UP TRUCK	104.98	287.31
<b>16763</b>	<b>3/18/2020</b>	<b>Nelson Courier</b>			
		71784	SHPG ZAMBONI BLADES	56.83	56.83
<b>16764</b>	<b>3/18/2020</b>	<b>Ottenbreit Sanitation Service</b>			
		0000162628	FEBRUARY WASTE/RECYCLE	5,394.92	5,394.92
<b>16765</b>	<b>3/18/2020</b>	<b>Petty Cash - Lyndon Stachoski</b>			
		MAR 2020	PETTY CASH REPLENISHMENT	265.38	265.38
<b>16766</b>	<b>3/18/2020</b>	<b>Purolator Courier Ltd.</b>			
		443854956	SHPG WTR LAB SAMPLE	16.48	
		444041255	LETTER - ZAHAIK	35.62	52.10
<b>16767</b>	<b>3/18/2020</b>	<b>SK Health Authority</b>			
		33445841	WATER SAMPLE LAB FEE	23.00	
		33446859	WATER SAMPLE LAB FEE	23.00	
		1123560	HEALTH/TOXICITY LAB SAMPLE	185.00	231.00
<b>16768</b>	<b>3/18/2020</b>	<b>Saskatchewan Government Ins</b>			
		MAR 2020	2020 INSURANCE PICKUP TRUCK	977.48	977.48
<b>16769</b>	<b>3/18/2020</b>	<b>SUMA</b>			
		MAR 2020	MARCH PAYROLL BENEFITS	897.77	897.77
<b>16770</b>	<b>3/18/2020</b>	<b>TAXervice</b>			
		2360821	TAX ENF ROLL #169	44.75	
		2360823	TAX ENF ROLL #191	113.55	
		2360824	TAX ENF ROLL #198	113.55	271.85
<b>16771</b>	<b>3/18/2020</b>	<b>Village Variety</b>			
		32005	COFFEE WATER & SUPPLIES	81.90	81.90
Other:					
<b>106582-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 01	FEBRUARY CURLING RINK HEAT	449.04	449.04
<b>106583-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 02	FEBRUARY LIFT STN GAS/HEAT	43.97	43.97
<b>106584-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 03	FEBRUARYT SHOP GAS/HEAT	320.87	320.87
<b>106585-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 04	FEBRUARY WTP GAS/HEAT	254.20	254.20
<b>106586-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 05	FEBRUARY SKATING RINK HEAT	1,274.93	1,274.93
<b>106587-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 06	FEBRUARY MUNICIPAL BLDG HEAT	460.42	460.42
<b>106588-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 07	FEBRUARY WELL HOUSE HEAT	72.86	72.86
<b>106589-Man</b>	<b>3/01/2020</b>	<b>Saskenergy</b>			
		FEB 2020 08	FEBRUARY MUSEUM HEAT	350.96	350.96

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106592-Man	3/01/2020	Saskpower FEB 2020 05	FEBRUARY ST. LIGHTS	1,164.94	1,164.94
106593-Man	3/01/2020	Saskpower FEB 2020 03	FEB LIFT STATION ELECTRIC	346.94	346.94
106594-Man	3/01/2020	Saskpower FEB 2020 01	FEBRUARY ELECTRC MUN. BLDG	207.77	207.77
106595-Man	3/01/2020	Saskpower FEB 2020 09	FEB ARENA/HALL ELECTRIC	892.37	892.37
106596-Man	3/01/2020	Saskpower FEB 2020 04	FEBRUARY WTP ELECTRIC	322.83	322.83
106597-Man	3/01/2020	Saskpower FEB 2020 02	FEB CANTEEN ELECTRICAL	36.22	36.22
106598-Man	3/01/2020	Saskpower FEB 2020 06	FEB WELL HOUSE ELECTRIC	236.14	236.14
106599-Man	3/01/2020	Saskpower FEB 2020 08	FEBRUARY SHOP ELECTRIC	69.28	69.28
106601-Man	3/01/2020	Sasktel FEB 2020 01	FEB WELL HOUSE ALARM	95.15	95.15
106602-Man	3/01/2020	Sasktel FEB 2020 02	FEB FAX INTERNET LINE	55.91	55.91
106603-Man	3/01/2020	Sasktel FEB 2020 03	FEB MUNICIPAL OFFICE	132.11	132.11
106604-Man	3/01/2020	Sasktel FEB 2020 04	FEB ARENA/HALL PHONE	51.85	51.85
106605-Man	3/01/2020	Sasktel FEB 2020 05	FEB FIRE HALL PHONE	63.16	63.16
106606-Man	3/01/2020	Sasktel FEB 2020 06	FEB MUSEUM PHONE LINE	55.91	55.91
20200214-Man	2/14/2020	Jeffrey MacKay FEB A 2020	FEBRUARY 'A' 2020 PAYROLL	1,125.67	1,125.67
20200214-Man	2/14/2020	Patricia Pidlesny FEB A 2020	FEBRUARY 'A' PAYROLL	592.55	592.55
20200214-Man	2/14/2020	Lyndon Stachoski FEB A 2020	FEBRUARY 'A' 2019 PAYROLL	1,699.16	1,699.16
20200214-Man	2/14/2020	Dwayne Tobin FEB A 2020	FEBRUARY 'A' PAYROLL	1,350.66	1,350.66
20200228-Man	2/28/2020	Jeffrey MacKay FEB B 2020	FEBRUARY 'B' 2020 PAYROLL	1,125.67	1,125.67
20200228-Man	2/28/2020	Patricia Pidlesny FEB B 2020	FEBRUARY 'B' PAYROLL	418.16	418.16
20200228-Man	2/28/2020	Lyndon Stachoski FEB B 2020	FEBRUARY 'B' 2019 PAYROLL	1,699.16	1,699.16
20200228-Man	2/28/2020	Dwayne Tobin			



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		FEB B 2020	FEBRUARY 'B' PAYROLL	1,350.66	1,350.66
20200229-Man	2/29/2020	Hutzul, Barb FEB 2020	FEB. COUNCIL INDEMNITY	150.00	150.00
20200229-Man	2/29/2020	Knorr, Danielle FEB 2020	FEB. COUNCIL INDEMNITY	150.00	150.00
20200229-Man	2/29/2020	Jeffrey MacKay FEB 2020	FEB. FIRE CHIEF INDEMNITY	196.84	196.84
20200229-Man	2/29/2020	Oliver, Dorothy FEB 2020	FEB. COUNCIL INDEMNITY	100.00	100.00
20200229-Man	2/29/2020	Ross, Jennifer FEB 2020	FEB. COUNCIL INDEMNITY	150.00	150.00
20200229-Man	2/29/2020	Kevin Urbanoski FEB 2020 IND	FEB. COUNCIL INDEMNITY	220.00	220.00
				Total for AP:	42,496.81

  
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Mayor  
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Administrator