

VILLAGE OF THEODORE
Regular Meeting of Council
Theodore Station House Museum
March 17, 2021
AGENDA

1. **Call to Order – 6:00 pm**
2. **Approval of Agenda**
3. **Adoption of Minutes**
February 24, 2021 Regular Meeting
4. **Delegations**
6:15 pm – Whitesand Regional Park
6:30 pm – Dave Sutter, Springside Fire Chief
5. **Financial**
 - a) 2020 Audited Financial Statements
 - b) Statement of Financial Activities for period ending Feb 28/21
 - c) List of Accounts for Approval
6. **Correspondence**
 - a) Transcanada Yellowhead Highway Association – call for resolutions
 - b) John Anaka – penalty on tax arrears
 - c) Munisoft – Quote on Station 2 – replace computer
 - d) SAMA – Annual General meeting – registration form and voting delegate
 - e) Commissionaires – bylaw enforcement
 - f) CUPE – written notice to bargain
 - g) RCMP – monthly occurrence summary
 - h) Parkland Regional Library
7. **New Business**
 - a) Museum –
 - b) Appointment of Law Firm – Nolan Kondratoff of Leland Campell Kondratoff Persick LLP
 - c) Audited 2020 Financial Statements
 - d) UMAAS membership fees & application fee
 - e) Acting administrator Amanda Zuravloff – add to signing authority
9. **Councillor Reports**
10. **Adjournment**



Village of Theodore
Regular Meeting of Council
Theodore Station House Museum
March 17, 2021

Present: Mayor Roger Hardie
Councillor Grant Frederickson
Councillor Cyndi McBride
Councillor Dorothy Oliver
Councillor Terry Lastiwka
Interim Administrator Marj Beatty
Assistant Administrator Amanda Zuravloff

With quorum present, Mayor Hardie called the meeting to order at 5:59 p.m.

Agenda 2021-37 Lastiwka
That Council accept the Agenda as presented, with addition of
quote for John Deere tractor repairs.

Carried

**Adoption of
Minutes** 2021-38 Oliver
That the minutes of the February 24, 2021 regular meeting be
approved as presented.

Carried

Financial 2021-39 Frederickson
That Council approve the 2020 Audited Financial Statements as
completed by Miller Moar Gordecki Kreklewich & Chorney.

Carried

2021-40 McBride
That Council approve the Statement of Financial Activities for
period ending Feb 28/21 as presented.

Carried

2021-41 Lastiwka
That the list of Accounts as annexed to and forming part of these
minutes be approved and paid.

Carried

Correspondence

2021-42 McBride
That the penalty applied to the property tax arrears on the
property known legally as Lot 23, Block 5, Plan S616 be forgiven
and removed from the tax roll.

Defeated



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2021-43 McBride
The Council approve the quote from Munisoft to replace the main workstation computer and back up drives for the Village Office, including software, installation and training, at a cost of \$3052.00 plus tax.

Carried

2021-44 Oliver
That Council seek legal advice on the rights of the Village with respect to the validity of the formation of CUPE Local 342-01.

Carried

2021-45 Oliver
That Council accept the Correspondence as presented and authorizes any necessary actions prior to filing of the documents.

Carried

2021-46 McBride
That Council provide a front door key for the Village of Theodore Municipal Building, to Parkland Regional Library for the delivery of books at Theodore Library.

Carried

New Business

2021-47 McBride
That Council invite Bruce Frederickson to the next meeting to present his proposal regarding planned activities for the Museum.

Carried

2021-48 Frederickson
That Council appoint Nolan Kondratoff of Leland Campbell Kondratoff Persick LLP as legal counsel for the Village of Theodore.

Carried

2021-49 Lastiwka
That Council approve the annual UMAAS Membership fees for Marj Beatty & Amanda Zuravloff in the amount of \$400.00 & the Application fee in the amount of \$275.00 for Amanda Zuravloff.

Carried



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2021-50 McBride
That Council approve Marj Beatty as Mentor for Amanda Zuravloff
subject to approval by UMAAS Board of Examiners.
Carried

2021-51 Frederickson
That Council appoint acting administrator Amanda Zuravloff as a
Village of Theodore signing official upon approval of conditional
certification by UMAAS.
Carried

2021-52 Lastiwka
That Council approve the quote of \$900.00 from RJ's Repair to
repair the John Deere tractor.
Carried

Delegations 6:15

Whitesand Regional Park - Brian Rusnak & Rachel Bachinski
The Park is requesting a long-term agreement with the Village
of Theodore for dumping sewage in the village lagoon.

Council requested that administration investigate lagoon capacity
and approximate amounts that Park will dump per season, before
making a decision.

6:27

Springside Fire Department - Springside Fire Chief Dave Sutter &
Deputy Fire Chief Roger Pokatilla
Proposal for expanded Fire District to create a two (2) hall
department to serve all the municipal districts within proposed
call area.

Councillor Reports

McBride Presented correspondence that says the Supreme
Court of Canada dismissed GSSD application for
leave to appeal the Theodore case to the Supreme
Court of Canada. The April 2017 trial decision
stands and GSSD has exhausted their legal options.

Hardie That the village provide Justin Chrobot with proper
PPE to use while operating the chainsaw. Justin
will be attending training courses in May.

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Lastiwka Requested administration review Bylaw regarding heavy equipment driving in town. Requested a letter be sent to G. Ungar Construction advising use of highway truck route when moving heavy equipment.

Frederickson Requested a 40 km/hr speed limit sign be placed at the north west corner of Anderson Avenue when entering the Village from the grid road.

Letter to be sent to the owner of the property known legally at Lot 21, Blk 8, Plan 102067703 to remove camper parked on 100 block of Christopher Street

Letter to be sent to the owner of the property known legally as Lot 15, Blk 3, Plan C2810 to remove truck from street location.

Adjournment

2021-53

Lastiwka

That the meeting be adjourned at 8:33.



Mayor, Roger Hardie



Interim Administrator, Marj Beatty

Next regular meeting is 6:00 p.m. on April 22, 2021 at Station House Museum.

Village of Theodore
List of Accounts for Approval
As of 4/14/2021
Batch: 2021-00012 to 2021-00021

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-General Oper					
Computer Cheques:					
17085	2/28/2021	Christ the Teacher RCSSD # 212			
		Feb 2021 EPT-02	February remittance	340.46	340.46
17086	3/09/2021	ATAP Infrastructure			
		2021-3	Water & Waster Water courses	2,436.00	2,436.00
17087	3/17/2021	Canadian Linen & Uniform			
		6001381304	Mats	44.56	
		6001386012	Mats	45.23	89.79
17088	3/17/2021	Information Services Corp.			
		178220910	Village to MacKay	41.70	
		178220954	Village to MacKay	25.00	
		178237187	Village to MacKay	25.00	91.70
17089	3/17/2021	Legacy Co-operative Assoc. Ltd			
		035762800	Bulb for Truck	11.62	
		035764510	Grader Oil	25.67	
		03576850C	1/2 Ton Power Steering Fluid	11.09	
		7520	FUEL - EMERG GEN/Slip Tank	321.75	
		03577628C	Grader Oil	95.35	
		03577684C	Grader Oil	28.89	
		400261-1	Fuel - pickup Truck	102.81	
		400261-2	Justin PAID #210008-020	59.09	
		400261-3	Fuel - pickup truck	103.70	
		400261-4	Fuel - John Deere	114.18	
		400261-5	Fuel - Back hoe	109.49	983.64
17090	3/17/2021	Metal Head Mobile Welding			
		017686	Repair boom arms -cracked JD	137.15	137.15
17091	3/17/2021	Miller, Moar, Grodecki, K&C			
		17432	2020 Year End Audit	5,550.00	5,550.00
17092	3/17/2021	S.A.M.A.			
		2021441	2021 Municipal Requisition	6,886.00	6,886.00
17093	3/17/2021	SK Ministry of Highways			
		Jan 19/21	Gravel Permit GP821002	121.80	121.80
17094	3/17/2021	SK Health Authority			
		3373189	Water Sample Lab Fee	23.00	
		3374178	Water Sample Lab Fee	23.00	46.00
17095	3/17/2021	SUMA			
		INV-000096601	Dog License Tags	96.72	96.72
17096	3/17/2021	Theodore & Dist Rec. Brd Inc.			
		Mar 3/21	CPR Recert. Justin Chrobot	160.00	
		3/4/21	2020 Katie Onslow Memorial	735.00	895.00
17097	3/17/2021	U.M.A.A.S.			
		2021 Memb. Marj	2021 ADMIN MEMBERSHIP Marj	220.00	
		2021 Memb. Aman	2021 ADMIN MEMBERSHIP Amanda	180.00	400.00

Report Date
4/14/2021 1:54 PM

Village of Theodore
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As of 4/14/2021
Batch: 2021-00012 to 2021-00021

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
17098	3/17/2021	UMAAS 2021 App Fee	App for Cond. Certification	275.00	275.00
17099	3/17/2021	Village Variety Mar 1/21 -29	Water/TP	24.30	24.30
Other:					
20210225-Man	2/28/2021	Marj Beatty 2021-02-2	Feb 28/21 payroll	1,234.68	1,234.68
20210226-Man	2/28/2021	Chrobot, Justin 2021-02-2	Feb/21 payroll	1,194.92	1,194.92
20210227-Man	2/28/2021	Dareichuk, David 2021-02-2	Feb 2021	2,114.00	2,114.00
20210228-Man	2/28/2021	Hoffert, Dave 2021-02-2	Jan & Feb indemnity	400.00	400.00
20210229-Man	2/28/2021	St-Hilaire, Francine 2021-02-2	Municipal Building Caretaker	160.55	160.55
20210230-Man	2/28/2021	Zuravloff, Amanda 2021-02-2 202102 Supplies	Feb 28/21 Payroll Office Supplies Staples	531.68 25.72	557.40
20210231-Man	2/28/2021	Minister Of Finance Feb 2021 EPT-02	February EPT remittance	1,423.41	1,423.41
20210232-Man	2/28/2021	Mun Employee Pension Plan 2021-02	February pension contributions	1,445.22	1,445.22
20210233-Man	2/28/2021	Receiver General 2021-02	Feb/21 remittances	2,506.95	2,506.95
20210234-Man	2/28/2021	Ministry of Finance 2020GSSDpenalty	GSSD penalty from Aug 2020	294.90	294.90
20210301-Man	3/15/2021	Marj Beatty 2021-03-01	Mar 15/21 payroll	879.53	879.53
20210302-Man	3/15/2021	Zuravloff, Amanda 2021-03-01 20210301 Suppli	Feb 28/21 Payroll Office Supplies Staples	1,082.32 69.87	1,152.19
20210303-Man	3/15/2021	Chrobot, Justin 2020-03-01	Mar 15/21 payroll	1,280.90	1,280.90
				Total for AP:	33,018.21

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Village of Theodore
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Mayor



Administrator

Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending February 28, 2021

	Current	Year To Date	Budget
REVENUES			
Taxation			
Penalties on Tax Arrears	4,618.32	46,959.11	
Total Taxation:	4,618.32	46,959.11	0.00
Fees and Charges			
Custom Work	150.00	150.00	
Licenses and Permits	195.00	236.00	
Landfill/Waste Collection Fees	25.00	25.00	
Total Fees and Charges:	370.00	411.00	0.00
Utilities			
Water	125.00	200.00	
Total Utilities:	125.00	200.00	0.00
Grants in Lieu of Taxes			
Other	3,315.24	3,315.24	
Total Grants in Lieu of Taxes:	3,315.24	3,315.24	0.00
Investment Income and Commissions			
Investment and Income Revenue	10.06	22.27	
Total Investment Income and Commissions:	10.06	22.27	0.00
Total REVENUES:	8,438.62	50,907.62	0.00

EXPENDITURES

General Government Services

Wages	5,304.45	10,454.88	
Benefits	704.60	1,410.24	
Professional/Contract Services	10,228.38	14,486.08	
Utilities	1,252.23	1,866.31	
Maintenance, Material and Supplies	591.42	633.98	
Other	0.02	0.04	
Total General Government Services:	18,081.10	28,851.53	0.00

Protective Services

Fire Protection

Wages	400.00	400.00	
Professional/Contractual Services	463.10	866.85	
Utilities	133.43	133.43	
Total Fire Protection:	996.53	1,400.28	0.00
Total Protective Services:	996.53	1,400.28	0.00

Transportation Services

Maintenance

Wages	3,657.00	7,409.98	
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Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending February 28, 2021

	Current	Year To Date	Budget
Benefits	593.43	1,196.29	
Utilities	1,441.26	2,805.79	
Maintenance, Materials & Supplies	3,899.60	4,267.32	
Total Maintenance:	9,591.29	15,679.38	0.00
Total Transportation Services:	9,591.29	15,679.38	0.00
Environmental Services			
Professional/Contractual Services	5,230.62	5,230.62	
Total Environmental Services:	5,230.62	5,230.62	0.00
Recreation and Cultural Services			
Professional/Contractual Services	2,172.18	2,172.18	
Utilities - Heat	377.36	727.29	
Utilities - Power	31.82	195.67	
Utilities - Telephone	112.01	112.01	
Total Recreation and Cultural Services:	2,693.37	3,207.15	0.00
Utilities			
Water			
Wages and Benefits	2,114.00	5,194.00	
Professional/Contractual Services	2,691.15	4,784.55	
Utilities	883.27	1,896.63	
Maintenance, Materials and Supplies	2,219.54	2,595.33	
Total Water:	7,907.96	14,470.51	0.00
Sewer			
Professional/Contractual Services		1,823.20	
Utilities	316.73	629.30	
Maintenance, Materials and Supplies	26.49	26.49	
Total Sewer:	343.22	2,478.99	0.00
Total Utilities:	8,251.18	16,949.50	0.00
Total EXPENDITURES:	44,844.09	71,318.46	0.00
CHANGE IN NET FINANCIAL ASSETS			
REVENUES	8,438.62	50,907.62	0.00
EXPENDITURES	44,844.09	71,318.46	0.00
CHANGE IN NET FINANCIAL ASSETS	(36,405.47)	(20,410.84)	0.00
Change in Net Assets	(36,405.47)	(20,410.84)	0.00
Change in Surplus	(36,405.47)	(20,410.84)	0.00
Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash on Hand - Petty Cash			350.00
Maximizer - Village	(21,576.76)	(10,940.50)	100,279.00

all

Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending February 28, 2021

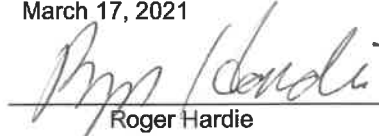
	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
Plan 24 - Cemetery Account			1,095.60
Credit Union Share Accounts			5.00
Equity - Village of Theodore			2,251.62
Max - Theodore Heritage Society			8,361.22
Total Cash and Investments:	(21,576.76)	(10,940.50)	112,342.44
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(1,774.54)	(1,853.90)	383,042.96
Municipal - Tax Receivable - Arrears	(7,625.34)	28,652.05	6,147.58
Municipal - Allow. for Uncollected			(365,000.00)
Total Municipal Taxes Receivable:	(9,399.88)	26,798.15	24,190.54

Certified correct and in accordance with the records

Presented to council on
March 17, 2021



Marj Beatty
Interim Administrator



Roger Hardie
Mayor