



Minutes of the REGULAR Meeting of Council for the

**Village of Pelly**

Held in the Pelly Community Hall located at 101 2<sup>nd</sup> St. East

In Pelly, Saskatchewan

Held on Wednesday, March 10, 2021

**PRESENT:** Mayor: Councillors, Megan Scott, Eric Krochak, Robert Dercach, Kevin Krotenko, Trevor Auchstaetter, Administrator Frances Olson, and Leanne Kwasney.

**ABSENT:** None.

**CALL TO ORDER:**

A quorum being present, Mayor Trevor Auchstaetter called the meeting to order at 6:00 p.m.

77/2021  
Scott  
Dercach

**ACKNOWLEDGMENT OF MEETING AT THE COMMUNITY HALL DUE TO COVID-19:**

THAT we acknowledge that, due to public health orders regarding the COVID-19 pandemic, Council is meeting at the Pelly Community Hall instead of Council Chambers.

CARRIED.

78/2021  
Krotenko  
Scott

**APPROVAL OF AGENDA:**

THAT the agenda be adopted by adding viii additional payments under financial.

CARRIED.

79/2021  
Krochak  
Krotenko

**APPROVAL OF MINUTES:**

THAT the minutes of the following meeting(s) of Council be approved as presented:

- Regular Meeting, February 10, 2021.
- Village Special Meeting Minutes, regarding Bylaw Enforcement March 4, 2021

CARRIED.

80/2021  
Auchstaetter  
Krotenko

**ACCEPTANCE OF COUNCILLOR COMMITTEE REPORTS:**

THAT the following reports be accepted as presented:

- 1) Mayor Auchstaetter
  - Pelly Skating Rink (Community Rink Cooperative), Mar. 8
- 2) Councillor Krochak
  - Hwy 49 Chamber of Commerce, Feb. 17, Norquay

CARRIED.

81/2021  
Auchstaetter  
Krotenko

**LIST OF ACCOUNTS FOR APPROVAL:**

THAT the List of Accounts for Approval, covered by Batch #2020-00022 to #2021-00034 consisting of cheques #11897 to #11921 inclusive plus payroll, CUETS and utility preauthorized payments 210223-Man; 210225; 210301 -210322; 210401 – 210405 totalling \$24727.90 be approved for payment; AND FURTHER that it be labelled Schedule "A", being attached to, and forming part of, these minutes.

CARRIED

82/2021  
Dercach  
Krotenko

**ACCEPTANCE OF MONTHLY FINANCIALS:**

THAT the Statement of Financial Activities – Detailed for the period ended February 28, 2021, be accepted as presented.

CARRIED.

83/2021  
Auchstaetter  
Scott

**RESOLUTION STALE DATED CHEQUE**

THAT as Cheque# 11737 Maurice Esau \$130.00 dated Aug 31/2020 is stale dated, THAT it be written off.

CARRIED.



84/2021  
Krochak  
Dercach

**APPOINTMENT OF ACTING ADMINISTRATOR (Schedule A)**

**WHEREAS** Administrator, Frances Olson, has submitted her resignation effective March 31, 2021, and such is required to in completing the duties of the Administrator position;

**BE IT RESOLVED THAT** the Village of Pelly hereby appoints Leanne Kwasney as Acting Administrator for the Village of Pelly until in receipt of an Urban Standard Certificate.

CARRIED.

85/2021  
Dercach  
Krotenko

**APPOINTMENT OF SIGNING AUTHORITY (Schedule B)**

**WHEREAS** Administrator, Frances Olson, has submitted her resignation effective April 1, 2021,

**BE IT RESOLVED THAT** the Village of Pelly hereby appoints the following persons as signing authorities for the municipality effective April 1;

Either one of the following:

- Mayor: **Trevor Auchstaetter**
- DEPUTY Mayor: **Kevin Krotenko**

And Acting Administrator: **Leanne Kwasney**

CARRIED.

86/2021  
Krochak  
Dercach

**CHANGE OF VILLAGE OF PELLY AUTHORIZED OFFICER (Schedule C)**

**WHEREAS** Administrator, Frances Olson, has submitted her resignation effective April 1, 2021, and such is required to in completing the duties of the Administrator position;

**BE IT RESOLVED THAT** the Village of Pelly hereby appoints Leanne Kwasney as Acting Administrator for the Village of Pelly until she is in receipt of an Urban Standard Certificate;

**AND FURTHER THAT** Acting Administrator, Leanne Kwasney, replace Frances Olson as authorized officer, contact and all other such titles on all accounts associated with the Village of Pelly effective March 31, 2021 including;

- Telpay Services
- MEPP
- CAFT Online Payroll
- Canada Revenue Agency Payroll Accounts and Business Accounts
- Affinity Credit Union Online Banking
- SETS

CARRIED.

87/2021  
Krotenko  
Auchstaetter

**AUTHORIZATION FOR REVENUE CANADA WEB SERVICES (Schedule D)**

**WHEREAS** Revenue Canada is requiring employer records of employment to be filed using Service Canada's online;

**AND WHEREAS** the Village of Pelly appointed Leanne Kwasney as Acting Administrator effective April 1, 2021;

**BE IT RESOLVED THAT** Leanne Kwasney, Acting Administrator, be authorized to act on our behalf for the purposes of Revenue Canada's online WEB services including issuing Records of Employment and T4's effective April 1, 2021

CARRIED.





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88/2021  
Scott  
Krochak

**AUTHORIZATION FOR THE ISSUANCE OF A VILLAGE OF PELLY CREDIT CARD (Schedule E)**

**WHEREAS** Administrator, Frances Olson, has submitted her resignation effective April 1, 2021, and such is required to expend funds necessary in completing the duties of the Administrator position;

**BE IT RESOLVED THAT** the Village of Pelly hereby appoints Leanne Kwasney as Account Administrator for the Village of Pelly Collabria Mastercard Credit Card Account;

**AND THAT** we request the cancellation of the card in the name of Frances Olson;

**AND FURTHER THAT** we request a new card in the name of Leanne Kwasney with a limit of \$3,000.00.

CARRIED.

89/2021  
Auchstaetter  
Scott

**AUTHORIZATION FOR ACCOUNT ADMINISTRATION OF VILLAGE OF PELLY UTILITY ACCOUNTS (Schedule F)**

**WHEREAS** Administrator, Frances Olson, has submitted her resignation effective April 1, 2021, and such is required to in completing the duties of the Administrator position;

**BE IT RESOLVED THAT** the Village of Pelly hereby appoints Acting Administrator, Leanne Kwasney, as Account Administrator for all Utility Accounts for the Village of Pelly;

**AND FURTHER THAT** the Village of Pelly hereby requests the removal of Frances Olson from authorization of accounts for the Village of Pelly Utilities effective April 1, 2021.

CARRIED.

90/2021  
Scott  
Krochak

**APPROVAL OF NEW ASSESSOR APPOINTMENT**

THAT Leanne Kwasney be appointed as assessor in accordance with Sec. 2(1)(c) of *The Municipalities Act*.

CARRIED.

91/2021  
Scott  
Krochak

**MUNISOFT TRAINING**

THAT the MuniSoft training as per quote of \$875.00 dated March 3, 2021 for Leanne Kwasney be approved and paid.

CARRIED.

92/2021  
Krotenko  
Auchstaetter

**INVOICES**

THAT the invoices submitted for mileage from interviewees be acknowledged but not paid. Requests are not of common practice and Council cannot set precedence.

CARRIED.

93/2021  
Scott  
Krochak

**INVOICES**

THAT the invoice submitted Re snow removal at 302 Main Street be acknowledged but not paid. Requests are not of common practice and Council cannot set precedence.

CARRIED.

94/2021  
Auchstaetter  
Dercach

**RESOLUTION TO MOVE INTO CLOSED SESSION:**

THAT PURSUANT to Section 12.1.a of Bylaw 2016-1, Council Procedures Bylaw, THAT at 6:20 p.m., we move in to a closed session to discuss matters pertaining to matters falling under LaFOIP Act Clause 18(1)(b) & (d): Tax Enforcement

CARRIED.



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- 95/2021  
Dercach  
Scott  
**MOVE OUT OF CLOSED SESSION:**  
THAT at 6:28 p.m. Council move out of closed (in-camera) session.  
CARRIED.
- 96/2021  
Krotenko  
Auchstaetter  
**RESOLUTION RE TAX ENFORCEMENT**  
*THAT TAXervice, on behalf of the Village of Pelly, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:*  
*LOT 23-BLK/PAR 17-PLAN C13005 EXT 0, Title No. 152278791(Roll#291)*  
*LOT1-BLK/-PLAN 8-PLAN BW847EXT 17, Title No. 142163827(Roll# 405)*  
CARRIED.
- 97/2021  
Scott  
Krochak  
**DONATION**  
THAT in appreciation of a hall rental donation for 2020 received from the RM of St Philips, a thank you letter be sent sending kind regards.  
CARRIED.
- 98/2021  
Dercach  
Krotenko  
**APPROVAL FOR ADDITIONAL PAYMENTS**  
THAT Cheque# 11923 to Art Wierenga for \$119.88, Cheque# 11924 to Trevor Auchstaetter for \$150.00, Cheque# 11925 to Ottenbreit Sanitation Services for \$1970.45, Cheque# 11926 to Steve Lenaghan for \$75.00, and Cheque# 11928 to UMAAS top up Conditional Certificate Application for \$25.00 be paid.  
CARRIED.
- 99/2021  
Auchstaetter  
Krotenko  
**APPROVAL TO PAY ADDITIONAL HOURS:**  
THAT we agree to pay the 11 additional hours worked by Administrator Frances Olson at regular wage; AND FURTHER that this cost be split equally between the Village of Pelly & the R.M. of St. Philips No. 301.  
CARRIED.
- 100/2021  
Krotenko  
Auchstaetter  
**RESOLUTION OF TENDER TO MOUNT SNOW BLADE**  
That the Village tender the front mount snow blade when the Tax Title property is advertised.  
CARRIED.
- 101/2021  
Auchstaetter  
Scott  
**APPROVAL FOR RINK AFFORDABILTY GRANT**  
THAT the grant received be paid out: Cheque# 11927 to the Pelly Community Cooperative Sports Association.  
CARRIED.
- 102/2021  
Krotenko  
Scott  
**RESOLUTION TO MOVE INTO CLOSED SESSION:**  
PURSUANT to Section 12.1.a of Bylaw 2016-1, Council Procedures Bylaw, THAT, at 7:00 p.m., we move into a closed session regarding Administrator's gift.  
CARRIED.
- 103/2021  
Auchstaetter  
Scott  
**MOVE OUT OF CLOSED SESSION:**  
THAT, at 7:10 p.m. Council move out of closed (in-camera) session.  
CARRIED.
- 104/2021  
Krochak  
Dercach  
**UPGRADE OFFICE SUPPLIES**  
THAT council agree to office replacement of Administrator and Assistant chairs be purchased as well as laptop. The old chair and laptop be gifted away.  
CARRIED.





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105/2021 Krotenko Auchstaetter	<b><u>RESOLUTION TO ACCEPT WEBMASTER RESIGNATION</u></b> THAT be it acknowledged; Council accept webmaster Steve Lenaghan resignation effective immediately.	CARRIED.
106/2021 Auchstaetter Krotenko	<b><u>RESOLUTION TO CHANGE UTILITY RATE</u></b> That be it acknowledged; Council agree to change rates back to regular Café Utility rates effective April 1, 2021.	CARRIED.
107/2021 Krotenko Auchstaetter	<b><u>RESOLUTION TO ADD VISUAL INSPECTION OF VILLAGE</u></b> That Council agree to do an ongoing visual report for properties in the community and report at each meeting.	CARRIED.
108/2021 Dercach Auchstaetter	<b><u>PUBLIC WORKS</u></b> THAT be it acknowledged the ad is up to advertise for summer Public Works employee with March 31, 2021 deadline.	CARRIED.
109/2021 Krochak Auchstaetter	<b><u>SCHOOL BUS SHELTER</u></b> THAT Yvonne Hozak, president of the Ft Livingston/Pelly Museum Association, be contacted to obtain permission for a 10' x 6' maximum size bus shelter to be situated beside the museum.	CARRIED.
110/2021 Auchstaetter Krotenko	<b><u>ON-LINE TRAINING FOLLOW-UP</u></b> THAT confirmation of billing for <i>Municipal Leaders' Roles &amp; Responsibilities</i> be confirmed as one registration being cancelled for March 2/21 4:30 – 8:00 PM.	CARRIED.
111/2021 Krotenko Auchstaetter	<b><u>FOLLOW-UP HALL ADDITION</u></b> THAT, the contract be awarded to Madarash to complete the repairs to the hall roof addition.	CARRIED.
112/2021 Scott Krochak	<b><u>APPROVAL PELLY AND DISTRICT LIONS' CLUB:</u></b> THAT it is agreed the request of the Pelly and District Lions' Club for meetings to temporarily be held in the Hall until such a time they are able to find a suitable place be approved.	CARRIED.
113/2021 Dercach Krotenko	<b><u>APPLICATION GAS TAX GRANT IIP - 2020 PAVING</u></b> THAT IIP Grant be sent in applying for the balance of the 2020 payment repair costs remaining after the MEEP grant.	CARRIED.
114/2021 Krotenko Auchstaetter	<b><u>UPDATED OF COMMUNITY BLOOM GRANT</u></b> THAT Communities in Bloom be applied for if within deadline.	CARRIED <i>JK</i>
115/2021 Auchstaetter Krotenko	<b><u>RESOLUTION FOR COLD MIX</u></b> THAT, Council agree that 20 Tonnes Cold Mix be ordered for 2021.	CARRIED.



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116/2021  
Krotenko  
Scott

**APPROVAL OF SUPPORT OF 988-SUICIDE PREVENTION HOTLINE:**

Whereas the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

And whereas the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

And whereas existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

And whereas in 2022 the United States will have in place a national 988 hotline;

And whereas the Village of Pelly recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

Now therefore be it resolved that the Village of Pelly endorses this 988-crisis line initiative; and that staff be directed to send a letter indicating such support to the local MP, MLA, Federal Minister of Health, and the CRTC.

CARRIED.

117/2021  
Auchstaetter  
Krotenko

**FILE CORRESPONDENCE:**

THAT the following correspondence, having being read, be filed accordingly:

- SGI: Business recognition assessment
- PRWMA: AGM Apr. 19 7:30 p.m. Preeceville Legion Hall
- Hwy 49 Chamber of Commerce

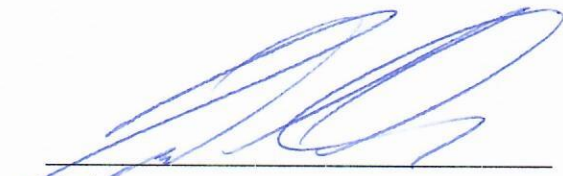
CARRIED.

118/2021  
Krochak  
Krotenko

**ADJOURNMENT:**


THAT this meeting be adjourned, with the time being 8:40 p.m.

CARRIED




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Chair




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Secretary