

VILLAGE OF THEODORE

Minutes from Regular Council Meeting held Wednesday, February 9, 2011
In The Council Chambers

Present: Mayor: Dennis Biblow
Councillor: Dennis J. Carlson
Councillor: Nicholas Lastiwka
Councillor: Bob Todd
Assistant Administrator: Crystal Workman

Absent: Administrator: Bettie Thompson

Call to Order

Mayor Biblow called the meeting to order at 9:00 am.

Agenda

54/02/11 Carlson "That the agenda be accepted as amended subject to late additions."
Carried

Minutes

55/02/11 Carlson "That Resolution number 30/01/11 from the January 12, 2011 regular meeting minutes be amended by adding the words "and That the stove be installed in the concession of the Theodore & District Recreation Complex" after the word Yorkton."
Carried

56/02/11 Todd "That the minutes of the January 12, 2011 regular meeting be approved as amended."
Carried

57/02/11 Lastiwka "That the minutes of the January 26, 2011 regular meeting be approved as presented."
Carried

New Business

Repairs to Ice Plant

58/02/11 Lastiwka "That the quote for \$2,250.00 received from Mercury Cooling Corporation of Saskatoon SK for repair work to the ice plant pipes be accepted."
Carried

59/02/11 Todd "That the Fire Chief should be regularly inspecting the fire exit doors of the Theodore & District Recreation Complex to make sure that they are unobstructed and that any issues be reported to the administration."
Carried

60/02/11 Lastiwka "That the administration be directed to contact the Hall Caretakers and that the Hall Caretakers are to clean and make sure the Hall fire exit doors are unobstructed."
Carried

Financial Statements

61/02/11 Todd "That the January 31, 2011 financial statement be adopted as presented."
Carried

Accounts for Approval

62/02/11 Carlson "That the List of Accounts for Approval as annexed hereto and forming a part of these minutes be approved and paid: the Payroll Summary Report for \$9,505.94, Cheque #s 11229 to 11238 for \$2,830.00 and Proposed Payments for \$13,001.18."
Carried

Correspondence

SEER 2011 Membership

63/02/11 Carlson "That the Village of Theodore renew its membership in the Saskatchewan East Enterprise Region (SEER) for 2011 and that the membership fee of \$100.00 be paid." Carried

SEPA 2011 Conference

64/02/11 Carlson "That Bob Todd be authorized to attend the 2011 Saskatchewan Emergency Planners (SEPA) Conference from March 15, 2011 to March 17, 2011 in Regina, SK and that the Village of Theodore pay the registration fee, hotel accommodation, mileage and other related expenses." Carried

2011 Summer Job Application

65/02/11 Todd "That the administration be directed to apply for funding under the Canada Summer Jobs program for two (2) Summer Students." Carried

Grant Writing Workshop

66/02/11 Lastiwka "That Margaret Harvey be authorized to attend the Grant Writing Workshop put on by Parkland Valley Sport, Culture & Recreation District in Yorkton on March 2, 2011." Carried

67/02/11 Todd "That the correspondence, as listed in the agenda, having been dealt with be filed." Carried

Theodore & District Recreation Association Minutes – January 20, 2011

68/02/11 Todd "That the minutes of the January 20, 2011 regular meeting of the Theodore & District Recreation Association be accepted as presented." Carried

Recess

69/02/11 Biblow "That the meeting recess for lunch at 11:50 am." Carried

70/02/11 Biblow "That the meeting resume its deliberations at 1:05 pm." Carried

Delegation

Jerrold Malinowski – 1:05 pm – 1:15 pm

Mr. Malinowski is a Board Member of the Christ the Teacher Roman Catholic Separate School Division #212 Board representing Theodore. Mr. Malinowski attended the meeting at the request of Council to discuss the snow clearing policy at the St. Theodore School.

Theodore & District Recreation Association continued Member Appointments

71/02/11 Lastiwka "Whereas Valerie Kuzek, Alison Norberg, Ed Skehar and Norman Thompson attended the Theodore & District Recreation Association regular meeting on January 20, 2011, and Whereas the above mentioned people were asked if they wanted to become members of the Theodore & District Recreation Association and replied favourably, and Whereas the current Theodore & District Recreation Association Board Members accepted them as new members, and Whereas Bylaw No. 3-91 that governs the Theodore & District Recreation Association states that "12. The board shall make recommendations to Council, to fill vacancies as they arise", Therefore be it resolved that Valerie Kuzek, Alison Norberg, Ed Skehar and Norman Thompson be appointed as members of the Theodore & District Recreation Association." Carried

New Business continued

Volunteer Firefighter and First Responder Insurance

72/02/11 Todd "That the 2011 Volunteer Firefighter and First Responder Insurance premium of \$281.78 be paid." Carried

Saskatchewan Parks and Recreation Association – Upcoming Training

73/02/11 Lastiwka "That Margaret Harvey be authorized to attend the Saskatchewan Parks and Recreation Association's Spring Education and Training Symposium – Supervisory Stream Package from April 4, 2011 to April 7, 2011 in Humboldt, SK and that the Village of Theodore pay the registration fee, hotel accommodation, mileage and other related expenses." Carried

East Central Tourism office

74/02/11 Carlson "That the administration be authorized to contact Sasktel to repair the phone jack in the East Central Tourism office." Carried

75/02/11 Carlson "That by October 1, 2011 East Central Tourism is to vacate their office in the Municipal Building, and that the Village of Theodore will be looking at other options to accommodate an East Central Tourism office." Carried

Saskatchewan Watershed Authority – Emergency Flood Damage Reduction Program

76/02/11 Lastiwka "That the Village of Theodore apply for assistance under the Saskatchewan Watershed Authority's Emergency Flood Damage Reduction Program." Carried

Casual Employees

77/02/11 Lastiwka "That Eduard Lautenschlaeger be paid \$30.00 for repairing the Fire Hall door." Carried

78/02/11 Todd "That Dean Lastiwka be paid \$12.00 an hour for 6 hours for cleaning snow off the Theodore & District Recreation Complex roof." Carried

Old Business

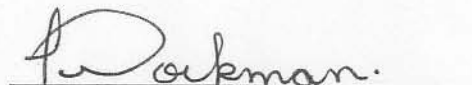
Public Meeting/Facilitator

79/02/11 Carlson "That the Village of Theodore hire Valerie Sluth of Praxis Management Consulting to provide facilitation services to the Village of Theodore on February 24, 2011 at a fee of \$1,200 plus mileage and a follow-up report to be completed at \$150.00 per hour." Carried

Adjourn

80/02/11 Biblow "That this meeting be adjourned at 4:05 pm." Carried


Mayor


Assistant Administrator

Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending January 31, 2011

	Current	Year To Date	Budget
REVENUES			
Taxation			
Penalties on Tax Arrears	14,734.88	14,734.88	
Total Taxation:	14,734.88	14,734.88	0.00
Fees and Charges			
Custom Work	60.00	60.00	
Sale of Supplies and Gravel	20.00	20.00	
Licenses and Permits	210.00	210.00	
Landfill/Waste Collection Fees	300.00	300.00	
Total Fees and Charges:	590.00	590.00	0.00
Utilities			
Water	120.00	120.00	
Total Utilities:	120.00	120.00	0.00
Total REVENUES:	15,444.88	15,444.88	0.00
EXPENDITURES			
General Government Services			
Wages	5,887.36	5,887.36	
Benefits	669.43	669.43	
Professional/Contract Services	200.00	200.00	
Total General Government Services:	6,756.79	6,756.79	0.00
Protective Services			
Fire Protection			
Wages	200.00	200.00	
Total Fire Protection:	200.00	200.00	0.00
Total Protective Services:	200.00	200.00	0.00
Transportation Services			
Maintenance			
Wages	3,741.38	3,741.38	
Benefits	941.97	941.97	
Total Maintenance:	4,683.35	4,683.35	0.00
Total Transportation Services:	4,683.35	4,683.35	0.00
Environmental Services			
Wages and Benefits	845.00	845.00	
Total Environmental Services:	845.00	845.00	0.00
Recreation and Cultural Services			
Wages	2,300.00	2,300.00	
Total Recreation and Cultural Services:	2,300.00	2,300.00	0.00

OB P.O.

Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending January 31, 2011

	Current	Year To Date	Budget
Utilities			
Water			
Wages and Benefits	1,284.00	1,284.00	
Total Water:	1,284.00	1,284.00	0.00
Total Utilities:	1,284.00	1,284.00	0.00
Total EXPENDITURES:	16,069.14	16,069.14	0.00
CHANGE IN NET FINANCIAL ASSETS			
REVENUES	15,444.88	15,444.88	0.00
EXPENDITURES	16,069.14	16,069.14	0.00
CHANGE IN NET FINANCIAL ASSETS	(624.26)	(624.26)	0.00
Change in Net Assets	(624.26)	(624.26)	0.00
Change in Surplus	(624.26)	(624.26)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash on Hand - Petty Cash			350.00
Maximizer - Village	16,076.07	16,076.07	7,654.22
Plan 24 - Cemetary Account			696.18
Max - Elim Heritage Fund Account			544.40
Credit Union Share Accounts			20.00
Equity - Village of Theodore			667.91
Equity - Elim Heritage Fund			25.31
Equity - Fire Dept.			67.11
Equity - Reserve Fund			588.22
Equity - Heritage Society			38.68
Term Deposits - Village			42,500.00
Max - Theodore Heritage Society			7,825.82
Plan 24 - Reserve Fund			44.73
Total Cash and Investments:	16,076.07	16,076.07	61,022.58
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	808.15	808.15	193.50
Municipal - Tax Receivable - Arrears	9,623.88	9,623.88	83,673.15
Municipal - Allow. for Uncollected			(17,397.18)
Total Municipal Taxes Receivable:	10,432.03	10,432.03	66,469.47

B.L.W.

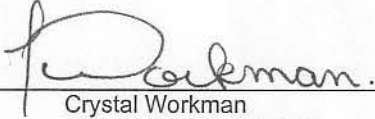
Village of Theodore
Statement of Financial Activities - Condensed
For the Period Ending January 31, 2011

Current Year To Date Budget

Certified correct and in accordance with the records

Presented to council on

February 9, 2011
(Date)



Crystal Workman
Assistant Administrator



Dennis Biblow
Mayor

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-General Oper					
Computer Cheques:					
11229	1/14/2011	Dareichuk, Dave Jan 11	Jan 15/11 Maintenance	200.00	200.00
11230	1/24/2011	Theodore Free Press Jan 11	Receipts Issued	320.00	320.00
11231	1/24/2011	Whitesand Regional Park Jan 11	Receipts Issued	660.00	660.00
11232	1/28/2011	Biblow, Dennis Jan 11	January 11 Monthly Indemnity	300.00	300.00
11233	1/28/2011	Carlson, Dennis J. Jan 11	January 11 Monthly Indemnity	250.00	250.00
11234	1/28/2011	Carlson, Eileen Jan 11	January 11 Janitor Payment	200.00	200.00
11235	1/28/2011	Dareichuk, Dave Jan 11-1	Jan 31/11 Maintenance	200.00	200.00
11236	1/28/2011	Kuchinski, Karl Jan 11	January 11 Fire Chief Monthly	200.00	200.00
1237	1/28/2011	Lastiwka, Nicholas Jan 11	January 11 Monthly Indemnity	250.00	250.00
11238	1/28/2011	Todd, Bob Jan 11	January 11 Monthly Indemnity	250.00	250.00
Proposed Payments:					
Ch		Christ the Teacher Jan 11	RCSSD # 212 January 2011 Collections	6.28	6.28
Ch		Good Spirit School Jan 11	Division January 2011 Collections	662.69	662.69
Ch		Kovalench, Tracy 27012011	50% of Website Design&Upgrade	825.00	825.00
Ch		Mun Employee Pension Dec 10	Plan December 10 Remittance	1,804.75	1,804.75
Ch		Ottenbreit Sanitation 0000074294	Service Dec10 Dmp/Exchnge&Extra Cnter	4,606.89	
		0000074631	Jan 2011 Dump & Exchange	1,524.74	6,131.63
Ch		Receiver General Jan 11	Late Payment Fee	138.17	
		Jan 11-1	January 11 Remittance	3,166.90	3,305.07
Ch		Sask. Urban Municipal Jan 11	Assoc. January 2011 Benefits	132.88	
		Feb 11	February 2011 Benefits	132.88	265.76
Total for AP:					15,831.18


DB P.W.

Report Date
2/ 8/2011 4:48 PM

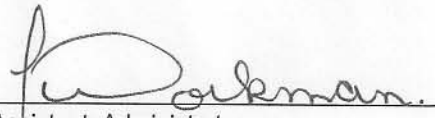
Village of Theodore
List of Accounts for Approval
As of 2/ 8/2011
Batch: 2011-00002 to 2011-00008

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Approved by Council this 9 day of February, 2011



Mayor



Assistant Administrator

Village of Theodore

1 (Semi-Monthly)

01Jan2011 to 31Jan2011

For Payroll Group :

For Period End Dates :

<u>Employee</u>	<u>Pay date</u>	<u>Cheque #</u>	<u>EI</u>	<u>CPP/QPP</u>	<u>Taxes</u>	<u>Other Deductions</u>	<u>Total Deductions</u>	<u>Gross Pay</u>	<u>Net Pay</u>
8 Arsenault, Gerry	01/14/2011	00000196	18.95	45.47	106.79	78.77	249.98	1064.40	814.42
8 Arsenault, Gerry	01/28/2011	00000204	19.67	47.48	115.89	81.77	264.81	1105.00	840.19
2 Dareichuk, Dave N.	01/14/2011	00000194	31.84	82.19	242.81	336.22	693.06	1788.98	1095.92
2 Dareichuk, Dave N.	01/28/2011	00000202	32.40	83.72	247.50	347.40	711.02	1820.00	1108.98
9 Hardie, Roger C.	01/14/2011	00000197	21.29	51.98	159.19	0.00	232.46	1196.00	963.54
9 Hardie, Roger C.	01/28/2011	00000205	21.29	51.98	159.19	0.00	232.46	1196.00	963.54
10 Harvey, Margaret	01/14/2011	00000193	13.17	29.42	34.39	54.77	131.75	740.09	608.34
10 Harvey, Margaret	01/28/2011	00000201	15.70	36.44	66.87	62.60	181.61	882.00	700.39
6 Workman, Crystal D.	01/14/2011	00000195	25.75	64.40	128.68	103.06	321.89	1446.77	1124.88
6 Workman, Crystal D.	01/28/2011	00000203	31.48	80.32	203.08	167.88	482.76	1768.50	1285.74
Company totals:			231.54	573.40	1464.39	1232.47	3501.80	13007.74	9505.94

DP-1.0.