

**The Minutes of the Regular Meeting
of the Council of the Village of Leask
Held at the Leask Community Hall on
March 16, 2022, at 5:30 pm**

In Attendance:

Mayor: John Priestley
Deputy Mayor: Shea Donohue
Councilors: Valerie Priestley
Charles Smith
Zach Waldner

Acting Administrator: Yvette Hamel

The mayor called the meeting to order at 5:40 pm

Agenda:

2022-083 Waldner: That the agenda be adopted as presented with the following additions:

- Landfill Grant – Associated Engineering
- Permit to Operate Sewage Works
- 2021 Bank Reconciliations
- Tait Insurance Group Commercial Auto Policy
- Correspondence from Lori Saam
- Correspondence from TJ Disposal
- Dogs at Large
- School Initiatives
- Employee Vacation Requests

Carried

2022-084 V. Priestley: That the additions to the agenda be approved.

Carried

2022-085 V. Priestley: That the Minutes of February 16, 2022 Regular Council Meeting, be approved as presented.

Carried

Maintenance Reports:

Maintenance Report Presented by Daniel Derr

2022-086 V. Priestley: That the Maintenance report be accepted as presented.

Carried

2022-087 Waldner: That the Water Treatment and Lab Testing Reports be accepted as presented.

Carried



2022-088 Donohue: That the Village of Leask table the purchase of new membranes for the water treatment plant as Administrator will do more research on the cost.

Carried

2022-089 Donohue: That the Village of Leask hire Associated Engineering in regards to the Landfill Grant.

Carried

2022-090 Priestley: That the Village of accept Water Security Agency Permit to Operate Sewage Works as presented.

Carried

Financial Statements:

Bank Reconciliations:

2022-091 Smith: That the Village of Leask approve the 2021 Bank Reconciliations as presented.

Carried

Accounts Payable:

2022-092 Waldner: That the attached list of Accounts Payable, being cheques 9399 to 9441 and on line 22014-22033 payments totalling \$54,146.69 be approved as presented.

Carried

Commercial Auto Policy:

2022-093 V. Priestley: That the Village of Leask accept 2022-2023 Commercial Auto Policy # T12400267-7 renewal as presented by Tait Insurance Group Inc. SGI

Carried

Emerald Lake Regional Park Board:

2022-094 Donohue: That the Village of Leask appoint the following candidates to The Emerald Lake Regional Park Board:

Chris Crockett for a two-year term
Andrew Didiuk for a two-year term
Brad Butler for a one-year term.

Carried

SUMAssure:

2022-095 V. Priestley: That the Village of Leask Administrator contact SUMAssure regarding Certificate of Insurance Policy regarding the Skating and Curling Rink Complex deductible.

Carried

Convention & Trade Show:

2022-096 Donohue: That Councillor V. Priestley attend virtually the SUMA Connect Convention and Trade Show, April 3-6, 2022, at the



cost of \$50.00 paid by the Village of Leask.

Carried

Fire Hall:

2022-097 V. Priestley: That the Village of Leask accept the request from Fire Arm Safety Course to rent the Fire Hall to facilitate the Fire Arm Safety Course under the conditions of: renting the Fire Hall is in compliance with the Insurance policy; the R.M. of Leask is in agreement; that the rent or donation be paid to the R.M. of Leask 464.

Carried

Dogs at Large:

2022-098 Donohue: That the Village of Leask Administrator send letters to dog owners who have dogs at large reminding of the Bylaw No. 2/2007 Animal Control Bylaw.

Carried

School Initiatives:

2022-099 V. Priestley: That the Village of Leask donate two \$25.00 gift cards purchased from Leask Ace Hardware Store to Leask Community School in support of prizes for the April 7th Bingo Fundraiser.

Carried

Meeting:

2022-100 Waldner: That the Village of Leask Mayor Priestley, Deputy Mayor Donohue and Administrator Mentor Tony Obrigewitch attend April 13th R.M. of Leask Meeting in regards to Culvert near Village of Leask lagoon.

Carried

Bylaws:

Dispense with mailing of Assessment Notices Bylaw 3/2022

2022-101 Waldner: That Bylaw 3/2022, being a bylaw to dispense with the mailing of assessment notices introduced, and read a first time.

Carried

2022-102 Donohue: That Bylaw 3/2022, be read a second time.

Carried

2022-103 V. Priestley: That Bylaw 3/2022, read a third time at this meeting.

Carried Unanimously

2022-104 J. Priestley: That Bylaw 3/2022, being a bylaw to dispense with the mailing of assessment notices be read a third time, adopted, signed, and sealed.

Carried

JAP

Tax Incentives and Penalties Bylaw 4/2022

2022-105 V. Priestley: That Bylaw 4/2022, A Bylaw to establish property tax incentives and penalties

Carried

2022-106 Waldner: That Bylaw 4/2022, be read a second time.

Carried

Policies:

Rules of Conduct when Appearing Before Council as a Delegation

2022-107 Waldner: That the Village of Leask accept policy P2022-005

Rules of Conduct when Appearing Before Council as a Delegation as presented.

Carried

Snow Removal Policy tabled for further review

Correspondence:

2022-108 Donohue: That the following correspondence having been supplied to council for information be approved as presented:

- Letter from Lori Saam
- Letter from TJ Disposal
- Leask Hardware Board member resignation
- Citizen letter of Complaint
- Use of Fire Hall
- Sask. Health Authority Town Hall Stakeholder Information
- 2021 Census – Statistics Canada
- Johnson Shoyama Graduate of Public Policy
- Suma Member Communication
- FCM
- Tourism Saskatchewan
- Prime Minister's Award
- ReNew
- PARCS UPDATE
- Western Canada Onsite Wastewater Management Association
- FourFront Environmental Consulting
- CPWA
- ATAP

Carried

2022-109 Waldner: That the Village of Leask accept Lori Saam's contract renewal as presented.

Carried

2022-110 V. Priestley: That the Village of Leask accept Warren Morley's resignation from the Leask Community Hardware Board as per his resignation letter.

Carried

2022-111 J. Priestley: That the Village of Leask Administrator send a letter to the rate payer clarifying the 2021 minutes absence on the website and availability, adding moving forward the

9/11/22

meeting minutes, once approved by council will be posted in a timely manner

Carried

Mayor & Council Reports:

2022-112 Donohue: That the Village of Leask Accept the Parkland Doctor Recruitment & Retention Committee report as presented by Valerie Priestley.

Carried

2022-113 V. Priestley: That the Village of Leask approve to increase Doctor Recruitment fees to \$7.00 per capita versus the previous years of \$5.00 per capita.

Carried

2022-0114 Smith: That the Village of Leask Accept the Rink Committee Report as presented by Charles Smith.

Carried

Administration Report:

- a. AED relocation – Wheatland Lodge
- b. Public Notice & Revised Calendar Mail Out
- c. Text All numbers Entered
- d. Claims Pro – Claim 2021-0003569 – 90% Completion
- e. Village Office Lights, Affinity Credit Union Lights
- f. All Net
- g. Request for Vacation April 13 – 22, 2022

2022-115 V. Priestley: That the Village of Leask approve Administrators report as presented.

Carried

2022-116 V. Priestley: 7:40 p.m. That the Village of Leask Council move to in Camera meeting.

Carried

2022-117 J. Priestley: 9:05 p.m. That the Village of Leask Council return from in Camera meeting.

Carried

2022-118 Waldner: That The village of Leask approve the vacation dates as presented by Yvette Hamel - April 13, 14, 19, 20, 21 & 22

Carried

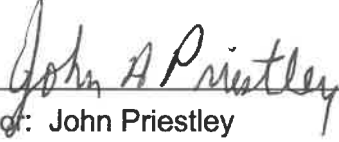
2022-119 V. Priestley: That The village of Leask approve the vacation dates as presented by Kelley Smith - May 23-June 3, 2022 (10 days).

Carried


**Next Regular Meeting April 20, 2022 @ 5:30pm
Leask Community Hall**

Adjourn:

2022-120 V. Priestley: That this meeting be adjourned at 9:06 p.m.



Mayor: John Priestley



Administrator: Yvette Hamel



DISPENSE WITH MAILING OF ASSESSMENT NOTICES

VILLAGE OF LEASK

BYLAW NO 3/2022

A BYLAW TO DISPENSE WITH THE MAILING OF ASSESSMENT NOTICES

The Council of the Village of Leask in the Province of Saskatchewan enacts as follows:

The assessor of the Village of Leask is hereby authorized as per section 214(2) of the Municipal Act to dispense with the mailing of assessment notices where the assessed value or ownership change with respect to any land or improvement:

1. Has been no change from the previous year's assessed value, on land or improvements have changed.
2. If there has been no ownership change on land or improvements.

Bylaw 2/69 is hereby repealed.



John A. Priestly

Mayor

Christa Hand

Administrator

march 16, 2022

Village of Leask

Policy Title Rules of Conduct When Appearing Before Council as Delegation		Adopted By Council Motion 2022-107	Policy Number P2022-005	
Jurisdiction Village of Leask	Attachments Delegation Registration		Effective Date: March 16, 2022	Page 1 of 3
Reviewed By Council				

1. POLICY

- 1.01 The Village of Leask shall establish a Rules of Conduct When Appearing Before Council as Delegation Policy

2. PURPOSE

- 2.01 The purpose of this policy is to ensure that the best use of time is achieved, and is maintained throughout these presentations, it is imperative that rules of conduct be implemented and followed.

3. SCOPE

- 3.01 This Statement of Policy and Procedure applies to the General Government Department.

4. RESPONSIBILITY

- 4.01 That the Village of Leask ensure that the best use of time is achieved and order is maintained throughout presentations at Council Meetings.

5. PROCEDURE

- 5.01 It is recommended that delegations wishing to appear before Council schedule the appearance by contacting the village office at 306-466-2229.
- 5.02 To allow members of council to prepare for delegations, all presenters shall register with the village office at least 96 hours (4 days) before the council meeting and **MUST** provide a specific topic in writing.
- 5.03 In situations where a delegation consists of many people, **One spokesperson** must be appointed for the group.
- 5.04 Should special audio-visual equipment be required for a presentation, it is incumbent that such equipment is accompanied with the presenter, or suitable arrangements be made with administrative staff beforehand.

Policy Title

Rules of Conduct When Appearing before Council as Delegation Policy



- 5.05 If written documentation is provided, there should be seven copies, and would become public record.
- 5.06 All delegations will be limited to a **10-minute presentation**. Where additional time is required, such a requirement should be communicated to administrative staff at the time of scheduling.
- 5.07 **All Comments will be directed to the Chairperson and there shall be no interaction between parties in the gallery. Delegations shall adhere to all directions from the Chairperson.**
- 5.08 Language shall always remain civil.
- 5.09 Where a breach of conduct occurs, the Chairperson shall give the presenter a warning. Should a second infraction occur, the presentation shall be terminated, and the delegation requested to leave the premises.
- 5.10 A written answer advising of action taken will be sent to the delegate(s) following the meeting. All written submissions to Council I from approved delegates may be distributed publicly.



Policy Title

Rules of Conduct When Appearing before Council as Delegation Policy

DELEGATION REGISTRATION

Village of Leask

I/We, _____ wish to appear as a Delegation at the
next meeting of the Village of Leask Council on _____

Current Mailing Address

Phone Number

*Note: If this is a group, then please print the name of group and spokesperson below:

GROUP: _____

SPOKESPERSON: _____

My/ Our appearance before Council is to discuss the following matter/issue:

** If additional information please provide an attachment.

** Please note that if Council determines they have dealt with the matter to their satisfaction
the issue/item will not be discussed further.

Signature Spokesperson/Delegate

Received by

Date

Village of Leask

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Rules of Conduct When Appearing before Council as Delegation Policy