



TOWN OF CARNDUFF
Minutes of the Regular Meeting
November 14, 2017

- Present: Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Kris Carley, Joel Purves, Kevin Lesy, Verdeen Matthewson, and Roy Annetts.
- Recording: Administrator Annette Brown was in attendance and recorded the minutes. Administrator Assistant/Community Development Officer Tara Beck was also in attendance.
- Call to Order: Mayor Apperley called the meeting to order at 5:54 a.m.
- Additions 303/17 **LESY:** That the following items be added to the November 14th, 2017 agenda: Correspondence from Canada Post, Use of Council Chambers, and Email from Jason Hollinger regarding the skating rink bleachers. **CARRIED**
- Confirm 304/17 **ANNETTS:** That the agenda, as prepared and submitted to council, for the November 14th, 2017 meeting be hereby confirmed. **CARRIED**
- Minutes 305/17 **PURVES:** That the minutes from the regular meeting held on October 10th, 2017 be approved as circulated. **CARRIED**
- PUBLIC WORKS:**
- 1978 306/17 **PURVES:** That Council hereby accepts Steenbruggen Farm Ltd's tender of Grader \$1,200.00 for the 1978 720A Champion Grader. **CARRIED**
- 6:15 a.m. – Mayor Apperley and Councilor Matthewson returned to the council chambers.
- UNFINISHED BUSINESS:**
- Policy 307/17 **CALEY:** That Policy G/A-22B hereby replaces Policy G/A-22A, a policy to G/A-22B set protocols to deal with the earning of annual holidays, the request for annual holiday leave and accumulative guidelines. **CARRIED**
- Bridge 308/17 **LESY:** That Council hereby enters into a Readvanceable Bridge Loan Loan facility with a maximum limit of \$750,000.00 with the Bank of Montreal to support the cash flow of the next lagoon project and pay interest monthly on the last day of each month at the rate of Bank of Montreal Prime less ¼%.
Furthermore, Council acknowledges \$500,000.00 of the loan will be secured by Guaranteed Investment Certificates currently held at the Bank of Montreal. This portion of the Bridge Loan will be paid off upon the expiration date of these Certificates. **CARRIED**
- NEW BUSINESS:**
- McCallum 309/17 **MATTHEWSON:** That Council hereby approves a development and building permit to Permit Dana McCallum to renovate a residential home located on Lot 17, Block 23, Plan E1422 (208 – 3rd St. West), subject to a plan review and required inspections as provided by Professional Building Inspections, local zoning and building bylaws, and Provincial/Federal building regulations. **CARRIED**
- 6:37 a.m. – Mayor Apperley declared a conflict of interest and left the council chambers.
- Day 310/17 **CARLEY:** That Council hereby approves a demolition permit to Day Permit Construction Ltd/Vi Day to demolish a building located on Lots 19 & 20, Block 18, Plan E1422 (302 Broadway). **CARRIED**
- Russell 311/17 **PURVES:** That Council hereby approves a demolition permit to Russell Permit Construction Ltd to demolish an elevator located on Lot 7, Block 28, Plan 77R34859 (705 Railway Avenue). **CARRIED**
- ACU 312/17 **ANNETTS:** That Council hereby authorizes Ross Apperley (Mayor), Roy Annetts (Deputy Mayor), Annette Brown (Administrator), and Tara Beck (Assistant Administrator) to sign on the following accounts at the Affinity Credit Union: Savings Accounts (Acct 20671830 – Sub Numbers 1 and 2); Cemetery Perpetual Care Trust Fund Account (Acct 20675344); and the Payroll Account (Acct 20678181);
Furthermore, only 2 of the 4 signing authorities are required to sign each document. Annette Brown and Tara Beck are not permitted to sign the same document. **CARRIED**
- Pt L1&2 313/17 **PURVES:** That Council hereby accepts the payment plan for Lot 1, Part of Lot Bk 8 2, Block 8, Plan B3119. **CARRIED**

L1 & L6 Bk B 314/17 **MATTHEWSON:** That Council hereby authorizes the administration office to combine Lot 1, Block B, Plan 12663 and Lot 2, Block B, Plan 96R08160 as one assessed property on the assessment roll. **CARRIED**

Vacation Guide 315/17 **LESY:** That Council hereby advertises in the Southern Saskatchewan Vacation Guide with a ½ page ad, subject to the Carnduff & District Business Organization's desire to advertise.
AND furthermore, the cost of the advertisement will be split equally between the Town of Carnduff and Carnduff & District Business Organization. **CARRIED**

Street Closure 316/17 **CARLEY:** That Council hereby authorizes the Carnduff & District Business Organization to close the east side of the 100 block on Broadway Street from Carnduff Agencies to Affinity Credit Union on Thursday, November 30th, 2017. This temporary closure is in support of the Carnduff Country Christmas.
Furthermore, the street shall be closed between the hours of 4:00 p.m. to 7:00 p.m. If the ping pong ball drop is finished before 7:00 p.m. and the street is free of any debris, the Carnduff & District Business Organization will open the street. **CARRIED**

Bylaw 489-17 317/17 **CARLEY:** That Bylaw 489-17, a bylaw to authorize the borrowing of monies to meet current expenditures for the 2017, be introduced and read a first time. **CARRIED**

Bylaw 489-17 318/17 **MATTHEWSON:** That Bylaw 489-17 be now read a second time. **CARRIED**

Bylaw 489-17 319/17 **LESY:** That Bylaw 489-17 be given three readings at this regular meeting of the Council. **CARRIED UNANIMOUSLY**

Bylaw 489-17 320/17 **WALL:** That Bylaw 489-17 be now read a third and final time and be adopted as a bylaw of the Town of Carnduff. **CARRIED**

REPORTS:

Admin Report 317/17 **MATTHEWSON:** That the Administrator's Report for the November, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

Rec Board Report 318/17 **ANNETTS:** That the Recreation Director's Report for the November, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

Daycare Report 319/17 **MATTHEWSON:** That the Daycare Supervisor's Report for the November, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

Commiss Report 320/17 **WALL:** That the Commissionaire's Reports for the November, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

COMMITTEE REPORTS:

Recreation Shane Marsh provided November meeting minutes.
Councilors Annetts & Purves provided verbal report.
Library October 28/17 Semi-Annual Meeting Minutes.
Councilor Matthewson provided verbal report.
Daycare Councilor Matthewson provided verbal report.
Fire Department Councilor Carley provided verbal report.
Medical Clinic Mayor Apperley provided verbal report.
SE Medical Group Mayor Apperley provided verbal report.

Closed Session 321/17 **ANNETTS:** That Council goes into a closed session at 6:58 a.m. because the Borderline Housing Report may include discussions involving a litigation which would affect the Town of Carnduff. Those in attendance during the closed session include: Mayor Apperley; Councillors Roy Annetts, Kevin Lesy, Greg Wall, Kris Carley, Joel Purves, and Verdeen Matthewson; Administrator Annette Brown; and Administrator's Assistant Tara Beck. **CARRIED**

Borderline Housing Councilor Lesy provided verbal report.





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The closed session ended at 6:59 a.m. No motion arose from this closed session.

SE Transportation Plan Councilor Wall provided verbal report.

Com. 322/17 LESY: That the written council committee reports be received and filed and Reports further that the verbal council committee reports be acknowledged as presented. CARRIED

DELEGATIONS:

7:09 a.m. - 7:14 a.m. Foreman Vasyl Zhenchuk

CORRESPONDENCE:

Corr. 323/17 ANNETTS: That the list of Correspondence be approved as presented and furthermore that all correspondence with an asterisk (*) be filed.

- a) Ombudsman Sask. Conflict of Interest Information. *
b) Cdf Business Organization Information on Country Christmas. *
c) Town of Lumsden Resolution for SUMA re: Policing. *
d) SUMA Email re: Cannabis. *UrbanVoice Fall, 2017. *
e) Government of Saskatchewan. Letter re: Fine Revenue Distribution System. *
..... Letter re: Sask. Education Property Tax Return Filing. *
f) Water Security Agency..... Course Information re: Our Responsibilities.
g) SaskTel Internet Price Increase.
h) AE Today Newsletter Issue #3.
i) Infrastructure Magazine October, 2017.
j) OHS Magazine September/October, 2017.
k) Sask Business Magazine September, 2017.
l) Environmental Science Magazine October, 2017.
m) AgriView Magazine November, 2017.

CARRIED

FINANCIAL:

Bank 324/17 WALL: That the bank reconciliation statement for the October, 2017 Bank Recs of Montreal Chequing Account and October, 2017 Affinity Credit Union Payroll Account be accepted as presented. CARRIED

Finance 325/17 CARLEY: That the income statement and Statement of Financial Activities State ending October 31, 2017 be accepted as presented. CARRIED

ACCOUNTS FOR PAYMENT:

Accts 326/17 ANNETTS: That Cheque #30631 to #30642, #30645 to #30692, and #30694 to Approval #30699 for \$884,510.52 direct deposits and ACU withdrawals for \$57,315.59; and mastercard payments of \$244.57 totaling \$942,070.68 be hereby approved for payment.

CARRIED

7:21 a.m. - Councilor Carley declared a conflict of interest regarding the C & N invoices and left the council chambers. Councilor Matthewson declared a conflict of interest regarding Swayze Concrete invoices and left the council chambers.

327/17 PURVES: That Cheque #30643 to #30644 for \$561.83 be hereby approved for payment. CARRIED

328/17 LESY: That Cheque #30693 for \$1,119.56 be hereby approved for payment. CARRIED

7:22 a.m. - Councilors Carley and Matthewson returned to the council chambers.

329/17 WALL: That Council hereby authorizes the administration office to submit payment for Progress Certificate #3 to Kelsey Pipelines Ltd once funds become available.

CARRIED

Adjourn 330/17 ANNETTS: That we do now adjourn. CARRIED

Meeting adjourned at 7:23 a.m.

[Signature]
Mayor

[Signature]
Administrator