



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Held at 1312 Railway Avenue
April 14, 2020

- Present:** Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Joel Purves, Kris Carley, Roy Annetts, Kevin Lesy, and Verdeen Matthewson.
- 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.
- Electronic Meeting** 102/20 **MATTHEWSON:** That Council acknowledges the emergency measures as set out by the federal and provincial government regarding physical distancing during the COVID-19 pandemic. Further this meeting will be conducted through teleconferencing. To maintain compliance with Bylaw 478-16, the administration office will ensure any members of public wishing to attend the meeting will be permitted in the council chambers if physical distancing can be maintained. **CARRIED.**
- Confirm** 103/20 **ANNETTS:** That the agenda, as prepared and submitted to council, for the April 14th, 2020 meeting be hereby confirmed. **CARRIED.**
- Minutes** 104/20 **CARLEY:** That the minutes from the regular meeting held on March 10th, 2020 be hereby approved. **CARRIED.**
- Seasonal Hire** 105/20 **UNFINISHED BUSINESS:**
WALL: That Council hereby hires Pamela Miller as the seasonal public works laborer. Further the wage will be set at \$17.75 per hour, with an official hire date of May 4th, 2020. **CARRIED.**
- Policy G/A-34** 106/20 **CARLEY:** That Council hereby adopts Policy G/A-34, a policy to set the guidelines for employees working for the Town of Carnduff if their ability to work is impaired by alcohol, drugs, or for any other reason. **CARRIED.**
- Policy F/A-16A** 107/20 **LESY:** That Council hereby replaces Policy F/A-16 with policy F/A-16A, a policy to establish consistency and clarity for persons wanting to purchase property in the Town of Carnduff. **CARRIED.**
- Commission Agreement** 108/20 **NEW BUSINESS:**
CARLEY: That Council hereby enters into an agreement with Commissionaires South Saskatchewan from May 1st, 2020 to April 30th, 2021 for bylaw enforcement services at a cost of \$6,517.00. **CARRIED.**
- 2020 Pool Wages** 109/20 **WALL:** That Council hereby approves the following hourly wages for the 2020 Town of Carnduff Swimming Pool Staff: Manager -- \$17.50; Assistant Manager - - \$16.50; Sr. Guard with WSI -- \$15.00; Sr. Guard -- \$13.50; Jr. Guard -- \$12.00. **CARRIED.**
- 2019 Audit Financial Statements** 110/20 **CARLEY:** That Council hereby accepts the 2019 audited Financial Statements as prepared by Grant Thornton LLP. Council also acknowledges the adjusting entries and schedule of unadjusted entries. **CARRIED.**
- DELEGATION:**
7:02 a.m. – 8:11 a.m. Shane Sterling, Public Works Supervisor
- REPORTS:**
- Admin. Report** 111/20 **ANNETTS:** That the Administrator's Report for the April, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Daycare Report** 112/20 **MATTHEWSON:** That the Daycare Supervisor's Report for the April, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Commis Report** 113/20 **PURVES:** That the Commissionaire's Report for the April, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**



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| Committee Reports | Daycare – Councilor Matthewson provided verbal report.
EMO – Councilor Carley provided verbal report.
Fire Department – Councilor Carley and Mayor Apperley provided verbal report.
Medical Clinic – Financials provided by the RM Administration Office.
-- Mayor Apperley provided verbal report.
SE Medical Group – Mayor Apperley provided verbal report.
Sunset Haven – April 6 th meeting notes provided by Councilors Matthewson.
Cemetery – Mayor Apperley provided verbal report. |
| 114/20 | WALL: That the written council committee reports be received and filed and further that the verbal council committee reports be acknowledged as presented. CARRIED. |
| Correspon. | CORRESPONDENCE:
Gov. of Sask.2020 Education Mill Rates. *
SUMAssureEmail re: Facility Rental Risks. *
FCM.....Invoice for Travel Fund. *
CA Shaw Insurance.....Email re: Red River Project Opportunity. |
| 115/20 | WALL: That the list of correspondence be approved and furthermore that all correspondence with an asterisk (*) be filed. CARRIED. |
| Bank Statement | FINANCIAL:
116/20 ANNETTS: That the bank reconciliation statement for the March 2020 Bank of Montreal Chequing Account and March 2020 Affinity Credit Union Payroll Account be accepted as presented. CARRIED. |
| Financial Statement | 117/20 MATTHEWSON: That the income statement ending March 31, 2020 be accepted as presented. CARRIED. |
| Accounts For Approval | ACCOUNTS FOR PAYMENT:
118/20 CARLEY: That Cheques #32306 to #32314, #32317 to #32355 for \$188,588.66; electronic fund transfers of \$4,816.17; payworks & ACU withdrawals and Cheques #8035 to #8039 for \$95,649.82; and mastercard payment of \$377.69 totaling \$289,432.34 be hereby approved for payment. CARRIED.

9:22 a.m. – Councilor Carley declared a conflict of interest regarding the C & N Oilfield Supply and C & N Oilfield Maintenance invoices and was put on hold through the administration office teleconferencing system. |
| Accounts For Approval | 119/20 PURVES: That Cheque #32315 to C & N Oilfield Supply for \$631.28 and cheque #32316 to C & N Oilfield Maintenance for \$808.50 be hereby approved for payment. CARRIED.

9:22 a.m. – Councilor Carley was taken off hold and rejoined the meeting. Mayor Apperley declared a conflict of interest regarding the Day's Construction invoice and was put on hold through the administration office teleconferencing system. |
| Accounts for Approval | 120/20 MATTHEWSON: That cheque #32356 to Day's Construction for \$233.20 be hereby approved for payment. CARRIED.

9:23 a.m. – Mayor Apperley was taken off hold and rejoined the meeting. Councilor Matthewson declared a conflict of interest regarding the Swayze Concrete Ltd invoice and was put on hold through the administration office teleconferencing system. |
| Accounts for Approval | 121/20 WALL: That cheque #32357 to Swayze Concrete Ltd for \$9,670.71 be hereby approved for payment. CARRIED.

9:23 a.m. – Councilor Matthewson was taken off hold and rejoined the meeting. |
| Adjourn | 122/20 ANNETTS: That we do now adjourn. CARRIED. |

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Meeting adjourned at 9:25 a.m.



Mayor



Administrator