



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Held at 1312 Railway Avenue
January 12, 2021

Present		Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Joel Purves, Mike Fowler, Linda Powell, Mike Pirie, and Kelly Exner.
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 5:53 a.m.
Confirm	1/21	PURVES: That the agenda, as prepared and submitted to council, for the January 12 th , 2021 meeting be hereby confirmed. CARRIED.
Minutes	2/21	POWELL: That the minutes from the regular meeting held on December 8 th , 2020 be hereby approved. CARRIED.
Infected Elm Tree	3/21	PUBLIC WORKS: FOWLER: That Council hereby authorizes Shane Sterling, the Town of Carnduff's Dutch Elm Disease Inspector, to proceed with the removal of an infected dutch elm tree at Lot 1, N ½ of Lot 2, Block 8, Plan No. B3119. CARRIED.
Order to Remedy	4/21	UNFINISHED BUSINESS: FOWLER: That Council grants a 6 month extension to an order of remedy sent to Block G, Plan 101891943. The extension shall expire on July 12 th , 2021 at which time all work outlined in the order to remedy will be completed with all charges added to the taxes. CARRIED.
Clearing the Path	5/21	WALL: That Council enters into an agreement with Saskatchewan Association of Rural Municipalities (SARM) for the maintenance of a Clearing the Path Corridor for ENE 35-2-33-1. CARRIED.
MEEP Project Plan Amendment	6/21	EXNER: That Council hereby submits an amended application to the Government of Saskatchewan Municipal Enhancement Program 2020 for the following projects: A main water line from 4 th Street East to Prescott Street, running north down Prescott Street connecting to the existing main by the Dean Fraser Community Centre; and the installation of a fire hydrant at the intersection of 4 th Street East and Pacific Avenue. Council hereby acknowledges the amendment is for the location of the fire hydrant. CARRIED.
Bylaw 2021-01	7/21	PURVES: That Bylaw 2021-01, a bylaw to provide for entering into an agreement with the Rural Municipality of Mount Pleasant No. 2, which agreement creates the Carnduff and District Recreation Board, be introduced and read a first time. CARRIED.
Bylaw 2021-01	8/21	PIRIE: That Bylaw 2021-01 be now read a second time. CARRIED.
Bylaw 2021-01	9/21	EXNER: That Bylaw 2021-01 be given three readings at this regular meeting of Council. CARRIED.
Bylaw 2021-01	10/21	WALL: That Bylaw 2021-01 be now read a third and final time and be adopted as a bylaw of the Town of Carnduff. CARRIED.
Rec Board Appoint	11/21	POWELL: That Council hereby appoints Cory Scott as the member at large for the Carnduff Recreation Board. CARRIED.
Permit Extension	12/21	PURVES: That Council grants a six month extension on Building Permit 14-014. The approval is subject to an inspection by Professional Building Inspections, Inc. CARRIED.
Policy PW-TW-01	13/21	FOWLER: That Policy PW-TS-01, a policy for establishing water meter installations, be hereby rescinded. The reason for rescinding is because water meter installation is now detailed in the Water and Sewer Bylaw. CARRIED.

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- | Policy PW-TS-02 | 14/21 | PURVES: That Policy PW-TS-02, a policy to simplify billing procedures for the utility invoices be hereby rescinded. The reason for rescinding is because utility invoicing is detailed in the Water and Sewer Bylaw. CARRIED. | | | | | | | | | | | | | | | |
|------------------------|----------|--|-------------|--------|-------------|--------|---------|-------------------------|--------|----------|-----------------------------|--------|----------|-----------------------------|--------|----------|----------------------------|
| Policy PW-TS-03 | 15/21 | POWELL: That Policy PW-TS-03, a policy to establish guidelines to regulate the width of concrete curb cuts, be hereby rescinded. The reason for rescinding is this policy is no longer desired. CARRIED. | | | | | | | | | | | | | | | |
| Boundary Consolidate | 16/21 | NEW BUSINESS:
PIRIE: That Council hereby approves the proposed subdivision by Susan McKennitt as detailed in the December 24 th , 2020 correspondence. The said land is within the Town of Carnduff with a legal description of Lots 11, 12 & 13 of Block 18, Plan E1422. CARRIED. | | | | | | | | | | | | | | | |
| Fire Dispatch Contract | 17/21 | WALL: That Council hereby enters into an agreement with Saskatchewan Public Safety Agency for fire dispatch services for the 2021 calendar year, with an automatic renewal of one additional year. CARRIED. | | | | | | | | | | | | | | | |
| OH&S Training | 18/21 | PIRIE: That Council approves payment of all approved costs with training up to five OH&S Committee members with OH&S Committee Level 1 training. Approved costs to be paid or reimbursed would be their regular pay for the hours they are in training and travelling to and back, overtime pay if it applies, applicable mileage, monetary costs of the course, and one meal reimbursement per attendee with a receipt only. CARRIED. | | | | | | | | | | | | | | | |
| Communication Tower | 19/21 | EXNER: That Council hereby approves the installation of a communication tower at 109 Broadway. Further Council's approval is pending all standards are met for towers under Nav/Transport Canada and Industry Canada regulations, and building permit requirements are met. Further the tower is non-climbable by the general public. CARRIED. | | | | | | | | | | | | | | | |
| Reserve Transfers | 20/21 | PIRIE: That Council hereby authorizes transferring the following to/from reserves for the year 2020:
Bulk Water -- \$820.00
Service Recognition -- \$300.00
Fire Equipment -- \$30,000.00
Water Tower -- \$10,000.00
Sidewalk Reserves -- \$3,000.00
Recreation -- \$50,000.00, plus \$10,000.00 for tennis courts
Borderline Housing -- \$50,000.00
Transportation -- \$49,000.00 CARRIED. | | | | | | | | | | | | | | | |
| Uncollect Accounts | 21/21 | EXNER: That Council hereby deems the following accounts as uncollectible:
<table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-align: left;">Account No.</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Explanation</th> </tr> </thead> <tbody> <tr> <td>TAY001</td> <td>\$42.15</td> <td>June, 2018 Pool Clothes</td> </tr> <tr> <td>THE001</td> <td>\$180.00</td> <td>April, 2018 Building Permit</td> </tr> <tr> <td>THE001</td> <td>\$355.00</td> <td>Sept., 2018 Building Permit</td> </tr> <tr> <td>THE001</td> <td>\$555.00</td> <td>July, 2019 Building Permit</td> </tr> </tbody> </table> CARRIED. | Account No. | Amount | Explanation | TAY001 | \$42.15 | June, 2018 Pool Clothes | THE001 | \$180.00 | April, 2018 Building Permit | THE001 | \$355.00 | Sept., 2018 Building Permit | THE001 | \$555.00 | July, 2019 Building Permit |
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| THE001 | \$555.00 | July, 2019 Building Permit | | | | | | | | | | | | | | | |

DELEGATIONS:

7:10 a.m. – 7:46 a.m. Shane Sterling, Public Works Supervisor

REPORTS:

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|-------------------|-------|--|
| Admin. Report | 22/21 | WALL: That the Administrator's Report for the January, 2021 meeting be accepted as presented, and furthermore the report be filed. CARRIED. |
| Daycare Report | 23/21 | FOWLER: That the Daycare Supervisor's Report for the January, 2021 meeting be accepted as presented, and furthermore the report be filed. CARRIED. |
| Commis Report | 24/21 | EXNER: That the Commissionaire's Report for the January, 2021 meeting be accepted as presented, and furthermore the report be filed. CARRIED. |
| Committee Reports | | Recreation – Curling Rink report submitted by Greg Wall.
Golf Course report submitted by Greg Wall.
Centennial Arena revised budget submitted by Jodie Wall
Golf Course Draft Lease provided by Admin Office. |



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Fire Department – Councilor Pirie provided a verbal report.
Medical Clinic – Financials provided by the RM Administration Office.
S.E. Medical Group – Mayor Apperley provided a verbal report.
Gainsborough Trust – Dec 8/20 meeting minutes provided by Mike Pirie.
Sunset Haven – Report submitted by Greg Wall.
SE Transp Planning – Mayor Apperley provided a verbal report.
Mayor – Mayor Apperley provided a verbal report.

25/21 POWELL: 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:

Sask. in motion.....Letter re: Go Out and Play Challenge.
Gov. of Sask.Letter re: Publications Saskatchewan.
Envision.....Letter re: Support and Services.
Ag Producers Assoc.....Letter re: APAS Rural Connectivity Task Force Project.
Lower Souris Water.....Fall 2020 Newsletter.
Stars Horizon.....Winter 2020/21 Newsletter.
AgriViewJan 2021 Magazine.
Prairies North.....Winter 2020 Magazine.
Going Places.....Fall Magazine.

26/21 PIRIE: That the list of correspondence be approved and acknowledged as presented. **CARRIED.**

Bank Statement

FINANCIAL:

27/21 EXNER: That the bank reconciliation statement for the December 2020 Bank of Montreal Chequing Account and December 2020 Affinity Credit Union Payroll Account be accepted as presented. **CARRIED.**

Financial Statement

28/21 FOWLER: That the income statement ending December 31, 2020 and Statement of Financial Activities ending December 31, 2020 be accepted as presented. **CARRIED.**

Accounts For Approval

ACCOUNTS FOR PAYMENT:

29/21 PURVES: That Cheques #32796 to #32840 and #32843 to #32870 and Council Indemnities for \$311,312.76; electronic fund transfers of \$99,135.15; payworks & ACU withdrawals and Cheques #8065 to #8066 for \$58,854.55; and mastercard payment of \$3,285.04 totaling \$472,587.50 be hereby approved for payment. **CARRIED.**

7:56 a.m. – Mayor Apperley and Councilor Fowler declared a conflict of interest for the Day Construction and left the council chambers.

Accounts For Approval

30/21 WALL: That Cheque #32841 to Day Construction for \$6,215.13 be hereby approved for payment. **CARRIED.**

7:56 a.m. – Mayor Apperley and Councilor Fowler returned to the council chambers. Councilor Exner declared a conflict of interest regarding the Sunset Concrete Construction invoice and left the council chambers.

Accounts For Approval

31/21 FOWLER: That Cheque #32842 to Sunset Concrete for \$59,373.90 be hereby approved for payment. **CARRIED.**

7:57 a.m. – Councilor Exner returned to the council chambers.

Adjourn

32/21 EXNER: That we do now adjourn. **CARRIED.**

Meeting adjourned at 8:02 a.m.



Mayor



Administrator