



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Council Chambers at the Municipal Services Building
December 13, 2022

Present		Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Joel Purves, Kelly Exner, Mike Fowler, Linda Powell, and Mike Pirie.
Recording		Administrator Brown was in attendance and recorded the minutes. Administrator Assistant/Community Development Officer Tara Beck was also in attendance and recorded the minutes.
Call to Order		Mayor Apperley called the meeting to order at 5:51 a.m.
Addition	255/22	POWELL: That the following items be added to the December 13 th , 2022 agenda: Speed bumps and/or kids at play signs near 107 Spencer Street and fire pump pressure issues. CARRIED.
Confirm	256/22	PURVES: That the agenda, as prepared and submitted to council, for the December 13 th , 2022 meeting be hereby confirmed. CARRIED.
Minutes	257/22	EXNER: That the minutes from the regular meeting held on November 8 th , 2022 be hereby approved. CARRIED.
		PUBLIC WORKS:
Curb Credit/Payout	258/22	FOWLER: That Council hereby accepts a credit/payout of \$600/meter for the repair/replacement of curbing in front of the Sewage Pumping Station #1. CARRIED.
		UNFINISHED BUSINESS:
Lot 17, Block 1, Plan 11751	259/22	WALL: That the Town of Carnduff be authorized to proceed under the <i>Tax Enforcement Act</i> to acquire title for the following described land: Lot 17, Block 1, Plan 11751, Extension 0, Title No. 148879232. CARRIED.
		NEW BUSINESS:
Seacan Container	260/22	FOWLER: That Council hereby approves Antler River Archery Club's application to place a seacan storage container at Block D, Plan 97R00279 (216 South Grid). Further all zoning setbacks must be adhered to and the location must be approved by the R.M. #2 and Carnduff Fire Department. CARRIED.
2022-23 Curl Rink Budget	261/22	PIRIE: That Council hereby approves the 2022/2023 Carnduff Curling Rink budget. CARRIED.
2022-23 Skate Rink Budget	262/22	FOWLER: That Council hereby approves the 2022/2023 Carnduff Centennial Arena Budget. CARRIED.
Board of Revision Board Appointment	263/22	PURVES: That the Town of Carnduff appoints Western Municipal Consulting Ltd to manage the Board of Revision process for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean and Stew Demmans. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. CARRIED.
Board of Revision Secretary Appointment	264/22	EXNER: That the Town of Carnduff appoints Liana Stepan with Western Municipal Consulting Ltd as Secretary to the Board of Revision for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd fee schedule. If Liana Stepan is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. CARRIED.



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Develop Appeals Board Appointment 265/22 WALL: That the Town of Carnduff appoints Western Municipal Consulting Ltd to manage the **Development Appeals Board** process for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. **CARRIED.**

Develop Appeals Secretary Appointment 266/22 POWELL: That the Town of Carnduff appoints Claudette McGuire with Western Municipal Consulting Ltd as **Secretary to the Development Appeals Board** for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED.**

Revenue Sharing Eligibility 267/22 FOWLER: That Council of the Town of Carnduff confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
* Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations.
* Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
* In good standing with respect to the reporting and remittance of Education Property Taxes;
* Adoption of a Council Procedure Bylaw;
* Adoption of an Employee Code of Conduct; and
* All members of council have filed and annually updated their Public Disclosure Statement, as required, and;
That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED.**

6:52 a.m. – Councilor Wall, Administrator Brown, and Assistant Administrator Beck declared a conflict of interest regarding bonuses and wages and left the Council meeting room.

2022 Bonus 268/22 FOWLER: That Council hereby approves a bonus for the following employees for 2022: \$500 – Annette Brown; \$300 – Tara Beck, Shane Sterling and Gord Hamilton; \$200 – Agnes Duncombe, Andrew Sedor, Paul Carriere, and Jodie Wall (pending R.M. #2's approval). **CARRIED.**

2023 Wage Increase 269/22 PIRIE: That Council hereby approves the following pay increases, effective the pay period ending January 6th, 2023: 3% -- Annette Brown, Paul Carriere, Cory Scott, and Jodie Wall (pending R.M. #2's approval); 2.5% -- Shane Sterling; \$1.50/hour increase – Tara Beck; \$3.30/hour increase – Agnes Duncombe. **CARRIED.**

2022 Daycare Bonuses 270/22 POWELL: That Council hereby approves a bonus for the following daycare employees for 2022: \$400 – Kelly Swayze; \$300 – Kristen Carriere, Tammy Martin, Shameeka MacDonald and Emma Revet; \$200 – Brittany Berg; \$150 – Kamdyn Cop; \$100 – Lacey Chomyshen, Kennedy Kerr, and Kiera Wall; \$75 – Tanya Hollinger, Abby Muscott and Michenzie Davis. **CARRIED.**

7:01 a.m. – Councilor Wall, Administrator Brown, and Assistant Administrator Beck returned to the council chambers.

TDFMC Insurance 271/22 FOWLER: That Council authorizes payment of \$2,000 to the Tony Day Family Medical Clinic to go towards the insurance premiums. **CARRIED.**

DELEGATION

7:08 a.m. – 7:28 a.m.Foreman, Shane Sterling



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- REPORTS:**
- Admin. Report 272/22 EXNER: That the Administrator's Report for the December, 2022 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Committee Reports
- Recreation – Councilor Powell provided a verbal report.
Daycare – Councilor Powell and Mayor Apperley provided a verbal report.
Fire Department – Quote for 5 safety outfits provided by Rocky Mountain.
-- Councilor Pirie provided a verbal report.
Medical Clinic – Financials provided by RM Administration.
S.E. Medical Group – Dec. monthly update provided by Katy Soroka.
-- Mayor Apperley provided verbal report.
Sunset Haven – Councilor Wall provided a verbal report.
- 273/22 POWELL: That the written council committee reports be received and filed and further that the verbal council committee reports be acknowledged as presented. **CARRIED.**
- CORRESPONDENCE:**
- Correspon.
- SaskTel.....Letter re: SaskTel infINET. *
SUMAssure.....Annual Newsletter. *
SUMA.....Fall, 2022 Newsletter. *
Stars Horizon.....Newsletter.
Water Canada.....Newsletter November/December 2022.
- 274/22 PURVES: That the list of correspondence be approved and furthermore that all correspondence with an asterick (*) be acknowledged as included in council packages. **CARRIED.**
- FINANCIAL:**
- Bank Statement 275/22 EXNER: That the bank reconciliation statement for the November 2022 Bank of Montreal Chequing Account and Affinity Credit Union Payroll Account be accepted as presented. **CARRIED.**
- Financial Statement 276/22 POWELL: That the income statement and statement of financial activities ending November 30, 2022 be accepted as presented. **CARRIED.**
- ACCOUNTS FOR PAYMENT:**
- Accounts For Approval 277/22 PIRIE: That Cheque #34146 to #34205 for \$158,225.98; electronic fund transfers of \$22,780.69 (school taxes); payworks & ACU withdrawals and Cheque #8137 to #8140 for \$82,287.93; and mastercard payments of \$1,382.90 totaling \$264,677.50 be hereby approved for payment. **CARRIED.**
- 7:51 a.m. – Councilor Purves declared a conflict of interest regarding the cheque made out to J.P.'s Plumbing & Heating and left the council chambers.
- Accounts For Approval 278/22 FOWLER: That Cheque #34206 to J.P.'s Plumbing & Heating for \$183.49 be hereby approved for payment. **CARRIED.**
- 7:52 a.m. – Councilor Purves returned to the council chambers.
- Adjourn 279/22 EXNER: That we do now adjourn. **CARRIED.**

Meeting adjourned at 7:52 a.m.



Mayor



Administrator