



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Council Chambers at the Municipal Services Building
March 14, 2023

Present		Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Joel Purves, Kelly Exner, Mike Fowler, and Linda Powell.
Recording		Administrator Brown was in attendance and recorded the minutes.
Absent		Member of Council Absent: Councilor Mike Pirie. Assistant Administrator/Community Development Officer Tara Beck was also absent.
Call to Order		Mayor Apperley called the meeting to order at 5:49 a.m.
Addition		PURVES: That the following item be added to the March 14 th , 2023 agenda: setting up a group chat. CARRIED.
Confirm	42/23	PURVES: That the agenda, as prepared and submitted to council, for the March 14 th , 2023 meeting be hereby confirmed. CARRIED.
Minutes	43/23	POWELL: That the minutes from the regular meeting held on February 14 th , 2023 be hereby approved. CARRIED.
		PUBLIC WORKS:
Prov. WTP Filter Contract	44/23	FOWLER: That Council hereby enters into an agreement with His Majesty the King in Right of Saskatchewan for the New Building Canada Fund – National and Regional Projects Contribution Agreement Further this agreement is to extend the project completion date for the Wastewater Treatment Lagoon to March 31, 2024. CARRIED.
Sale of Equipment	45/23	EXNER: That Council hereby authorizes the Equipment Committee to advertise by tender the sale of the 2015 Case IH Farmall Tractor. CARRIED.
Mower Purchase	46/23	PURVES: That Council hereby authorizes the purchase of a new John Deere 1575 TerrainCut with ComfortCab Commercial Front Mower at a cost of \$46,941.06 plus taxes. Further the following attachments will also be purchased: John Deere 72 inch Fastback PRO Commercial Rear Discharge Deck for \$8,408.37 plus taxes and a John Deere 60 Heavy-Duty Rotary Broom at a cost of \$8,453.81 plus taxes. CARRIED.
Temp Full Time Hire	47/23	WALL: That Council hereby authorizes the Staffing Committee to hire a temporary full time employee to cover Employee #202's sick leave. CARRIED.
Seasonal Staff	48/23	FOWLER: That Council hereby authorizes the Staffing Committee to advertise, short list, interview and hire a maximum of five seasonal staff employees. Further the wage shall be at the discretion of the Staffing Committee, based on last year's wage and years of experience. CARRIED.
		NEW BUSINESS:
Bylaw 2023-01	49/23	WALL: That Bylaw No. 2023-01, a bylaw to authorize dispensing with the assessment notices, be introduced and read a first time. CARRIED.
Bylaw 2023-01	50/23	FOWLER: That Bylaw No. 2023-01 be now read a second time. CARRIED.
Bylaw 2023-01	51/23	POWELL: That Bylaw No. 2023-01 be given three readings at this regular meeting of Council. CARRIED.
Bylaw 2023-01	52/23	PURVES: That Bylaw No. 2023-01 be now read a third and final time and be adopted as a bylaw for the Town of Carnduff. CARRIED.
Bylaw 2023-02	53/23	EXNER: That Bylaw No. 2023-02, a bylaw to authorize certain expenditures, be introduced and read a first time. CARRIED.
Bylaw 2023-02	54/23	WALL: That Bylaw No. 2023-02 be now read a second time. CARRIED.
Bylaw 2023-02	55/23	FOWLER: That Bylaw No. 2023-02 be given three readings at this regular meeting of Council. CARRIED.



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Council Chambers at the Municipal Services Building
March 14, 2023

Bylaw 2023-02	56/23	POWELL: That Bylaw No. 2023-02 be now read a third and final time and be adopted as a bylaw for the Town of Carnduff. CARRIED.
Bylaw 2023-03	57/23	PURVES: That Bylaw No. 2023-03, a bylaw to provide for the numbering of houses and other buildings, be introduced and read a first time. CARRIED.
Bylaw 2023-03	58/23	EXNER: That Bylaw No. 2023-03 be now read a second time. CARRIED.
Bylaw 2023-03	59/23	WALL: That Bylaw No. 2023-03 be given three readings at this regular meeting of Council. CARRIED.
Bylaw 2023-03	60/23	FOWLER: That Bylaw No. 2023-03 be now read a third and final time and be adopted as a bylaw for the Town of Carnduff. CARRIED.
Bylaw 2023-04	61/23	POWELL: That Bylaw No. 2023-04, a bylaw to establish operating procedures for the payroll bank account, be introduced and read a first time. CARRIED.
Bylaw 2023-04	62/23	PURVES: That Bylaw No. 2023-04 be now read a second time. CARRIED.
Bylaw 2023-04	63/23	EXNER: That Bylaw No. 2023-04 be given three readings at this regular meeting of Council. CARRIED.
Bylaw 2023-04	64/23	WALL: That Bylaw No. 2023-04 be now read a third and final time and be adopted as a bylaw for the Town of Carnduff. CARRIED.
Bylaw 2023-05	65/23	FOWLER: That Bylaw No. 2023-05, a bylaw to enter into an agreement to create a vet incentive program board, be introduced and read a first time. CARRIED.
Bylaw 2023-05	65/23	POWELL: That Bylaw No. 2023-05 be now read a second time. CARRIED.
Bylaw 2023-05	66/23	PURVES: That Bylaw No. 2023-05 be given three readings at this regular meeting of Council. CARRIED.
Bylaw 2023-05	67/23	EXNER: That Bylaw No. 2023-05 be now read a third and final time and be adopted as a bylaw for the Town of Carnduff. CARRIED.
2023 Assessment Roll	68/23	PURVES: That Council hereby authorizes the administration office to advertise the 2023 Assessment Roll by the following methods: advertise in Sask. Gazette, personal mailing to each affected owner, poster at Carnduff Post Office, poster at Municipal Services building, on the town's website, and in the town's monthly newsletter "The Scoop". CARRIED.
Policy PW- TS 17A	69/23	WALL: That Council hereby repeals Policy #PW-TS 17, a policy for Waterworks Quality Assurance & Quality Control. Further, the Policy shall be replaced with policy #PW-TW 17A. The reason for the new policy is to update the water plant operators and cite the correct section in <i>The Waterworks and Sewage Works Regulations</i> . CARRIED.
H2OWorks Emergency Plan	70/23	EXNER: That Council hereby approves the submission of the revised Waterworks Emergency Response Plan to Water Security Agency. CARRIED.
Lots 1-4, Block 22 Tax Enforce	71/23	EXNER: That the Town of Carnduff be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land: Lot 1, Block 22, Plan E1422, Extension 0, Parcel #106771428 Lot 2, Block 22, Plan E1422, Extension 0, Parcel #106771439 Lot 3, Block 22, Plan E1422, Extension 0, Parcel #106771440 Lot 4, Block 22, Plan E1422, Extension 0, Parcel #106771451 CARRIED.
Lot 17, Block 1 Tax Abate	72/23	PURVES: That Council hereby authorizes the 10% penalty for 2023 be cancelled from Lot 17, Block 1, Plan 11751's tax account. The total amount is \$268.60, with the municipal portion being \$229.91 and the school portion at \$38.69. The

TD



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Council Chambers at the Municipal Services Building
March 14, 2023

- reason for cancelling is the property is now exempt. **CARRIED.**
- Golf Course Budget 73/23 FOWLER: That Council hereby acknowledges the Carnduff Fire Department 2023 Operating Budget. **CARRIED.**
- 2023 SUMA Convention 74/23 POWELL: That Council hereby authorizes the following persons to attend the 2023 SUMA Convention: Mayor Ross Apperley, Deputy Mayor Joel Purves, Councilor Greg Wall, and Administrator Annette Brown. **CARRIED.**
- RF Now 75/23 WALL: That Council hereby approves the proposed path addition within the Town of Carnduff as per RF Now's request and map detailed through their February 14th, 2023 email. Further, notification will be sent to RF Now detailing the Town of Carnduff's utilities in the proposed area. **CARRIED.**
- South Sask. Vacation Guide 76/23 PURVES: That Council hereby advertises in the Southern Saskatchewan Vacation Guide by purchasing a ½ page ad, pending the cost is the same as 2022. **CARRIED.**
- Plain & Valley 77/23 WALL: That Council hereby advertises in the Plain & Valley Regional Development Issue by purchasing a ¼ page ad. **CARRIED.**
- REPORTS:**
- Admin. Report 78/23 FOWLER: That the Administrator's Report for the March, 2023 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Committee Reports
- Recreation – Councilor Purves provided a verbal report.
 -- March 6th golf course report provided by Councilor Wall.
 Daycare – Mayor Apperley & Administrator Brown provided a verbal report.
 Medical Clinic – Financials provided by RM Administration.
 S.E. Medical Group – March monthly update provided by K. Soroka.
 Sunset Haven – Councilor Wall provided verbal report.
 -- Mar 1/23 meeting report provided by Councilor Wall.
 Cemetery – Mayor Apperley provided verbal report.
 Vet Incentive – March 8th meeting notes provided by Councilor Exner.
 -- Report provided by Marcel Macfarlane.
 -- March 8th meeting notes provided by Admin Boyes.
 Water & Sewer – Councilor Wall confirmed monthly reporting complete.
 Mayor – Mayor Apperley provided verbal report.
- 79/23 WALL: That the written council committee reports be received and filed and further that the verbal council committee reports be acknowledged as presented. **CARRIED.**
- DELEGATION:**
 7:03 a.m. to 7:23 a.m. Foreman, Shane Sterling
- CORRESPONDENCE:**
- Correspon. SaskPwer.....60 Pole Replacement Locations. *
 Minister of Policing.....Letter re: Recent Correspondence. *
 Water Security Agency...Waterworks Compliance Inspection. *
 ... Permitee Monthly Records Review. *
 SGI.....Business Recognition Assessment. *
 SUMAAnnual General Meeting.
 Think BigQ1 2023 Magazine.
 Prairies North Spring 2023 Magazine.
- 80/23 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 81/23 EXNER: That the bank reconciliation statement for the February 2023 Bank of Montreal Chequing Account and Affinity Credit Union Payroll Account be accepted as presented. **CARRIED.**

TD



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Council Chambers at the Municipal Services Building
March 14, 2023

- | | | |
|-----------------------|-------|--|
| Financial Statement | 82/23 | POWELL: That the income statement ending February 28, 2023 be accepted as presented. CARRIED. |
| Accounts For Approval | 83/23 | ACCOUNTS FOR PAYMENT:
FOWLER: That Cheque #34326 to #34363 for \$138,545.44; electronic fund transfers of \$2,405.97 (school taxes); payworks & ACU withdrawals and Cheque #8150 to #8152 for \$79,067.44; and mastercard payments of \$302.85 totaling \$220,321.70 be hereby approved for payment. CARRIED. |
| Adjourn | 84/23 | EXNER: That we do now adjourn. CARRIED. |

Meeting adjourned at 8:14 a.m.



Mayor



Administrator