



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Held at 1312 Railway Avenue
August 11, 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 5:52 a.m.
- Addition** 221/20 LESY: That the following item be added to the August 11th, 2020 agenda: monument at cemetery. **CARRIED.**
- Confirm** 222/20 PURVES: That the agenda, as prepared and submitted to council, for the August 11th, 2020 meeting be hereby confirmed. **CARRIED.**
- Minutes** 223/20 ANNETTS: That the minutes from the regular meeting held on July 14th, 2020 be hereby approved. **CARRIED.**
- PUBLIC WORKS:**
- Drainage** 224/20 WALL: That Council purchases two steel culverts to be placed at 1311 Highway 18 to aid in drainage and prevent future road damage to Carley Road. Further, the work will be performed by Eric Jensen, under the supervision of our foreman, Shane Sterling. **CARRIED.**
- Utility Connection** 225/20 ANNETTS: That Council authorizes Councilors Joel Purves and Kevin Lesy, along with foreman Shane Sterling to form a committee regarding a request for utility connection at 1311 Highway 18. **CARRIED.**
- Sidewalk Repairs** 226/20 ANNETTS: That Council proceeds with the sidewalk replacement on Pacific Avenue from the southwest corner of the building at 120 Broadway, running west to the back alley between the 1st block of Broadway & 1st Street West. Further, the trees will be removed by the property owner, with the assistance of the town's loader and operator. **CARRIED.**
- Staffing Hire** 227/20 WALL: That Council grants the staffing committee the authorization to hire a temporary seasonal employee if required. Further the staffing committee will set the wage. **CARRIED.**
- UNFINISHED BUSINESS:**
- Seasonal Hire** 228/20 WALL: That Council hereby Hailey Douglas as the seasonal public works laborer. Further the wage will be set at \$15.05 per hour, with an official hire date of August 4th, 2020. **CARRIED.**
- 121 Diamond Road** 229/20 PURVES: That Council authorizes Councilors Kris Carley, Greg Wall, and Kevin Lesy to form a committee regarding the dirt piles, shed, and fire hydrant access at 121 Diamond Road. **CARRIED.**
- Policy G/A - 14** 230/20 CARLEY: That Policy G/A – 14, a policy to outline the procedure and notification required for Municipal Orders be hereby rescinded. The reason for rescinding this policy is because the process is clearly outlined in the bylaws. **CARRIED.**
- Policy G/A – 15A** 231/20 PURVES: That Policy G/A – 15A, a policy to provide the parameters for overtime in non-management positions be hereby rescinded. The reason for rescinding this policy is because the Saskatchewan Labor Standards Act sets the requirements. **CARRIED.**
- Policy F/A-19** 232/20 LESY: That Council hereby approves Policy F/A-19, a Waterworks Rate Policy for the Town of Carnduff. **CARRIED.**

DELEGATIONS:

7:09 a.m. – 7:51 a.m. Shane Sterling, Public Works Supervisor

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NEW BUSINESS CONTINUED:

8:10 a.m. – Administrator Brown and Administrator Assistant Tara Beck declared a conflict of interest regarding the reimbursement of election official wages and left the council chambers.

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| Election
2020 | 233/20 | <p>CARLEY: That Council hereby authorizes the following polling locations, appointments, and remuneration for the 2020 municipal election:</p> <ul style="list-style-type: none"> * The polling place for the advance poll and election day shall be held at the Municipal Services Building in the Town Council Chambers. * Annette Brown is appointed as the returning officer and deputy returning officer. * Tara Beck is appointed as poll clerk and nomination officer. * Remuneration for returning officer/deputy returning officer AND poll clerk/nomination officer shall be: Advance Poll - \$75.00, Election Day - \$200. * If Annette is unable to fulfill her election duties, Tara Beck shall become the returning officer/deputy returning officer. An alternate will take Tara's position as poll clerk/nomination officer. * If Tara is unable to fulfill her election duties, an alternate will take her position as poll clerk, nomination officer. * The alternate and their remuneration will be set after nominations are received. <p>CARRIED.</p> |
| Admin.
Report | 234/20 | <p>REPORTS:</p> <p>LESY: That the Administrator's Report for the August, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.</p> |
| Daycare
Report | 235/20 | <p>MATTHEWSON: That the Daycare Supervisor's Report for the August, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.</p> |
| Commis
Report | 236/20 | <p>ANNETTS: That the Commissionaire's Report for the August, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.</p> |
| Committee
Reports | | <p>Recreation – Councilor Purves provided a verbal report.
 Daycare – Councilor Matthewson provided a verbal report.
 Fire Dept. – Councilor Carley provided a verbal report.
 Medical Clinic – Mayor Apperley provided a verbal report.
 -- Financials provided by the RM Administration Office.
 S.E. Medical Group – Mayor Apperley provided a verbal report.
 Sunset Haven – Councilor Matthewson provided a verbal report.
 Cemetery – Mayor Apperley provided a verbal report.</p> |
| | 237/20 | <p>PURVES: That the written council committee reports be received and filed and further that the verbal council committee reports be acknowledged as presented. CARRIED.</p> |
| Correspon. | | <p>CORRESPONDENCE:
 Municipalities of SK....Magazine Summer, 2020. *
 SHA..... July 17th, 23rd & 30th Updates.
 City of Cold Lake.....Letter re: Criminal Code Amendment.
 Water Canada.....Magazine July/August, 2020.</p> |
| | 238/20 | <p>CARLEY: That the list of correspondence be approved and furthermore that all correspondence with an asterisk (*) be filed. CARRIED.</p> |
| Bank
Statement | 239/20 | <p>FINANCIAL:</p> <p>WALL: That the bank reconciliation statement for the July 2020 Bank of Montreal Chequing Account and July 2020 Affinity Credit Union Payroll Account be accepted as presented. CARRIED.</p> |
| Financial
Statement | 240/20 | <p>LESY: That the income statement ending July 31, 2020 and Statement of Financial Activities ending July 31, 2020 be accepted as presented. CARRIED.</p> |

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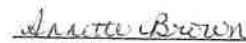
ACCOUNTS FOR PAYMENT:

- Accounts For Approval 241/20 ANNETTS: That Cheques #32514 to #32567 for \$786,683.17; electronic fund transfers of \$202,117.12; payworks & ACU withdrawals and Cheques #8049 to #8051 for \$74,558.98; and mastercard payment of \$1,387.66 totaling \$1,064,746.93 be hereby approved for payment. **CARRIED.**
- 8:26 a.m. – Councilor Carley declared a conflict of interest regarding the C & N Supply and C & N Oilfield Maintenance invoices and left the council chambers.
- Accounts For Approval 242/20 LESY: That Cheque #32568 to C & N Supply for \$160.45 and cheque #32569 to C & N Oilfield Maintenance for \$359.63 be hereby approved for payment. **CARRIED.**
- 8:27 a.m. – Councilor Carley returned to the council chambers. Councilor Purves declared a conflict of interest regarding the J.P.'s Plumbing & Heating invoice and left the council chambers.
- Accounts for Approval 243/20 MATTHEWSON: That cheque #32570 to J.P.'s Plumbing & Heating for \$355.87 be hereby approved for payment. **CARRIED.**
- 8:27 a.m. – Councilor Purves returned to the council chambers.
- Adjourn 244/20 ANNETTS: That we do now adjourn. **CARRIED.**

Meeting adjourned at 8:27 a.m.



Mayor



Administrator