



TOWN OF CARNDUFF
Minutes of the Regular Meeting
Held at 1312 Railway Avenue
December 8, 2020

- 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 5:51 a.m.
- Confirm** 327/20 **POWELL:** That the agenda, as prepared and submitted to council, for the December 8th, 2020 meeting be hereby confirmed. **CARRIED.**
- Minutes** 328/20 **PURVES:** That the minutes from the regular meeting held on November 17th, 2020 be hereby approved. **CARRIED.**
- ATAP Course** 329/20 **PUBLIC WORKS:**
FOWLER: That Council hereby authorizes Shane Sterling to attend the Class 1 Water Treatment & Distribution course on January 25th to 29th, 2021 and Class 1 Wastewater Treatment & Collection course on February 22nd to 26th. Further, all costs associated will be reimbursed by the Town of Carnduff. **CARRIED.**
- Safe Restart Program** 330/20 **UNFINISHED BUSINESS:**
PURVES: That Council acknowledges receipt of the Safe Restart Program Grant of \$65,560. Further Council authorizes the administration office to transfer these funds into prepaid revenue to be distributed in the new year. **CARRIED.**
- Tax Enforce** 331/20 **FOWLER:** That the Town of Carnduff be authorized to proceed under *The Tax Enforcement Act* to acquire title for the following described land:
Lot 4, Block 3, Plan 11751, Extension 0, Title No. 148592212
Lot 5, Block 3, Plan 11751, Extension 0, Title No. 148592234
Lot 6, Block 3, Plan 11751, Extension 0, Title No. 148592256
Lot 7, Block 3, Plan 11751, Extension 0, Title No. 148592278
North 0.5 meters Lot 8, Block 3, Plan 11751, Extension 17, Title No. 148592290
Lot 29, Block 3, Plan 11751, Extension 0, Title No. 148592302
Lot 30, Block 3, Plan 11751, Extension 0, Title No. 148592313
Lot 31, Block 3, Plan 11751, Extension 0, Title No. 148592324
Lot 11, Block 13, Plan E1422, Extension 0, Title No. 143280334
Lot 20, Block 13, Plan E1422, Extension 0, Title No. 145827131 **CARRIED.**
- 6:24 a.m. – Mayor Apperley declared a conflict of interest regarding the council recognition policy and left the council chambers.
- Policy COU-04A** 332/20 **PIRIE:** That Council hereby replaces Policy COU-04 with Policy COU-04A, a policy to set a gift of appreciation for Town Council in recognition of their years of services. **CARRIED.**
- 6:25 a.m. – Mayor Apperley returned to the council chambers.
- Policy G/A-26A** 333/20 **WALL:** That Council hereby replaces Policy G/A-26 with Policy G/A-26A, a policy to provide for an application for development and rezoning to ensure all proper guidelines are being met. **CARRIED.**
- Rideshare Business** 334/20 **NEW BUSINESS:**
PIRIE: That Council hereby authorizes the operation of a rideshare business within the Town of Carnduff provided all requirements of *The Vehicles for Hire Act* and SGI are met. **CARRIED.**
- Revenue Sharing Grant** 335/20 **PURVES:** 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 2019 Audited Financial Statement to the Ministry of Government Relations;
* Submission of the 2019 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
* In Good Standing with respect to the reporting and remittance of Education



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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 Statements, as required, and;

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED.**

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| Krismer
Appoint | 336/20 | EXNER: That Gord Krismer & Associates be appointed as representatives of the Board of Revision for the 2021 year, with a retainer fee of \$200 plus taxes. The Board shall consist of: Clint Krismer – Chair; Gord Krismer and Cameron Duncan – Vice-Chair; Jeff Hutton, David Lang, Christina Krismer, Kirby Bodnard, Brenda Lauf, and Pam Malach. The secretary for 2021 is Aileen Swenson. CARRIED. |
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Convention | 337/20 | WALL: That Council hereby authorizes any interested members of council and administration staff to attend the Municipalities of Saskatchewan Convention from February 7 th to 10 th , 2021. AND furthermore, all registration fees will be hereby paid by the Town of Carnduff. CARRIED. |
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| 2021
Indemnity | 338/20 | POWELL: That the 2021 Council Indemnities remain the same as 2020. They are:
MayorAnnual Indemnity of \$11,500
CouncillorRegular Meeting \$200
.....Special/Committee Meeting \$45 per hour, 1 hour minimum
Conventions \$45 per hour, maximum \$360 per day
Mileage\$0.50 per kilometer
ExpensesAs per receipts CARRIED. |
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| | | 6:48 a.m. – Administrator Brown declared a conflict of interest regarding her request to carry forward holidays and left the council chambers. |
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| Year End
Hours | 339/20 | PURVES: That Council hereby approves Annette Brown’s request to carry forward 8 days of vacation time, with all hours used by March 31, 2020. CARRIED. |
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| | | 6:50 a.m. – Administrator Brown returned to the council chambers. |
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| Year End
Hours | 340/20 | EXNER: That due to COVID-19, Council hereby grants Vasyl Zhenchuk to carry forward his remaining holidays hours from 2020. This extension is granted until the end of 2021. CARRIED. |
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| | | 6:56 a.m. – Administrator Brown and Admin Assistant/Community Development Officer Beck declared a conflict of interest regarding staffing bonuses and salaries and left the council chambers.
7:02 a.m. – Councilors Wall and Purves declared a conflict of interest regarding the staffing bonuses and salaries for their family members and left the council chambers. |
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| 2020 Bonus | 341/20 | POWELL: That Council hereby approves a bonus for the following employees for 2020: \$500 – Annette Brown; \$300 – Tara Beck, Shane Sterling, Vasyl Zhenchuk, and Gord Hamilton; \$200 – Agnes Duncombe, Paul Carriere, and Jodie Wall. CARRIED. |
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| 2021 Salary
Increase | 342/20 | FOWLER: That Council hereby approves a 1.5% wage increase for the following employees, effective the pay period ending January 8 th , 2021: Shane Sterling, Vasyl Zhenchuk, Gord Hamilton, Tara Beck, Agnes Duncombe, Annette Brown, and Paul Carriere. CARRIED. |
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7:04 a.m. – Councilor Wall, Councilor Purves, Administrator Assistant/Community Development Officer Beck and Administrator Brown returned to the council chambers.

DELEGATIONS:

7:05 a.m. – 7:50 a.m. Shane Sterling, Public Works Supervisor



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2020 Daycare Bonus	343/20	POWELL: That Council hereby approves a bonus for the following daycare employees for 2020: \$400 – Kelly Swayze; \$300 – Kristen Carriere and Lacey Chomyshen; \$100 – Tammy Martin and Kamdyn Cop; \$75 – Tanya Hollinger; and \$50 – Shameeka MacDonald. CARRIED.
2021 Daycare Salary	344/20	PIRIE: That Council hereby approves a 1.5% wage increase for the daycare staff employees, effective the pay period ending January 8 th , 2021: Kelly Swayze, Lacey Chomyshen, Kristen Carriere, Tammy Martin, Tanya Hollinger, Shameeka MacDonald, and Kamdyn Cop. CARRIED.
SKPower for Rinks	345/20	WALL: That Council hereby acknowledges receipt of the request for support on behalf of the curling and skating rink. Further, Council hereby supports the boards by writing a letter to SaskPower President/CEO Mike Marsh and the Minister responsible for SaskPower, the Honorable Don Morgan to consider reinstating the use of season disconnections to rink facilities. CARRIED.
Admin. Report	346/20	REPORTS: WALL: That the Administrator's Report for the December, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.
Daycare Report	347/20	EXNER: That the Daycare Supervisor's Report for the December, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.
Commis Report	348/20	POWELL: That the Commissionaire's Report for the December, 2020 meeting be accepted as presented, and furthermore the report be filed. CARRIED.
Committee Reports		Recreation – Curling Rink Report submitted by Greg Wall. Councilors Purves provided a verbal report. Daycare – Mayor Apperley provided verbal report. Fire Department – Councilor Pirie 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 – Report submitted by Greg Wall. SE Transp Planning – Councilor Wall provided a verbal report. Cemetery – Mayor Apperley provided a verbal report. Municipalities of Sask – Mayor Apperley submitted regional meeting minutes. Equipment & Maintenance – Minutes provided by Mike Fowler
	349/20	FOWLER: 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: SARM.....Letter re: Name Change to Municipalities of Sask. * Gov. of Sask.The Municipalities Act Amendments. * InfrastructureNovember Magazine. Think Big.....Quarter 4 Magazine. Engage.....Fall Magazine.
	350/20	PURVES: That the list of correspondence be approved and furthermore that all correspondence with an asterisk (*) be filed. CARRIED.
Name Change	351/20	WALL: That Council supports SARM by not supporting the proposed name change of SUMA to Municipalities of Saskatchewan. Council support will be shown by writing a letter to SUMA. The letter will request further rebranding to differentiate SUMA/Municipalities of Saskatchewan not only from urban centres, but also from the Saskatchewan Association of Rural Municipalities. CARRIED.
Bank Statement	352/20	FINANCIAL: EXNER: That the bank reconciliation statement for the November 2020 Bank of Montreal Chequing Account and November 2020 Affinity Credit Union Payroll Account be accepted as presented. CARRIED.
Financial	353/20	WALL: That the income statement ending November 30, 2020 and Statement of



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- Statement Financial Activities ending November 30, 2020 be accepted as presented. **CARRIED.**
- Accounts For Approval 354/20 **ACCOUNTS FOR PAYMENT:**
POWELL: That Cheques #32745 to #32785 and #32788 to #32795 for \$448,457.02; electronic fund transfers of \$12,621.94; payworks & ACU withdrawals and Cheques #8063 to #8064 for \$33,031.29; and mastercard payment of \$1,445.75 totaling \$495,556.00 be hereby approved for payment. **CARRIED.**
- 8:19 a.m. – Mayor Apperley declared a conflict of interest for the Day Construction and Fast Trucking invoices and left the council chambers. Councilor Wall declared a conflict of interest for the Fast Trucking invoice and left the council chambers.
- Accounts For Approval 355/20 FOWLER: That Cheque #32786 to Day Construction for \$3,589.56 and cheque #32787 to Fast Trucking for \$630.00 be hereby approved for payment. **CARRIED.**
- 8:19 a.m. – Mayor Apperley and Councilor Wall returned to the council chambers.
- Adjourn 356/20 EXNER: That we do now adjourn. **CARRIED.**

Meeting adjourned at 8:23 a.m.



Mayor



Administrator