



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

Present		Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Joel Purves, Kris Carley, Kevin Lesy, and Verdeen Matthewson.
Absent		Members of Council Absent: Councilor Roy Annetts.
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	245/20	LESY: That the agenda, as prepared and submitted to council, for the September 8 th , 2020 meeting be hereby confirmed. CARRIED.
Minutes	246/20	MATTHEWSON: That the minutes from the regular meeting held on August 11 th , 2020 be hereby approved. CARRIED.
		UNFINISHED BUSINESS:
Policy G/A - 07	247/20	CARLEY: That Policy G/A – 07, a policy to outline the procedure for collecting Water and Sewer utility accounts be hereby rescinded. The reason for rescinding this policy is because the process is outdated and outlined in <i>The Municipalities Act</i> and in the bylaws. CARRIED.
Policy G/A-35	248/20	PURVES: That Council hereby adopts Policy G/A – 35, a policy to minimize the Town of Carnduff’s exposure to fraud by implementing a program of prevention guidelines, procedures, and awareness. CARRIED.
Policy G/A-18	249/20	CARLEY: That Policy G/A – 18, a policy to establish a written Workplace Safety Program be hereby rescinded. The reason for rescinding is all regulations are set out by Occupational Health & Safety Act. CARRIED.
		NEW BUSINESS:
Bylaw 2020-09	250/20	PURVES: That Bylaw 2020-09, a bylaw to set the guidelines for distribution, installation, maintenance, general terms and conditions of water and sewer services in the Town of Carnduff be introduced and read a first time. CARRIED.
Bylaw 2020-09	251/20	CARLEY: That Bylaw 2020-09 be now read a second time. CARRIED.
Bylaw 2020-09	252/20	LESY: That Bylaw 2020-09 be given three readings at this regular meeting of the Council. CARRIED.
Bylaw 2020-09	253/20	WALL: That Bylaw 2020-09 be now read a third and final time and be adopted as a bylaw of the Town of Carnduff. CARRIED.
Bylaw 2020-10	254/20	CARLEY: That Bylaw 2020-10, a bylaw to set the water and sewer rates in the Town of Carnduff be introduced and read a first time. CARRIED.
Bylaw 2020-10	255/20	MATTHEWSON: That Bylaw 2020-10 be now read a second time. CARRIED.
Bylaw 2020-10	256/20	PURVES: That Bylaw 2020-10 be given three readings at this regular meeting of the Council. CARRIED.
Bylaw 2020-10	257/20	LESY: That Bylaw 2020-10 be now read a third and final time and be adopted as a bylaw of the Town of Carnduff. CARRIED.
Lease Agreement	258/20	MATTHEWSON: That Council hereby enters into a lease agreement with Carnduff Gym Club Inc for the period September 8, 2020 to June 30, 2021. CARRIED.

6:19 a.m. – Councilor Carley declared a conflict of interest regarding the subdivision application by his parents, Wayne & Kay Carley and left the council chambers.



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- Subdivision 259/20 WALL: That Council hereby approves, subject to the following conditions, the proposed residential boundary rearrangement by Wayne & Kay Carley as detailed in the August 18, 2020 correspondence. The said land is situated within the Town of Carnduff on Lots 3 & 4, Block 35, Plan No. 102060706.
Zoning Bylaw setback for accessory building is 2' from the side property line. All future development must adhere to the Zoning Bylaw.
CARRIED.
- 6:20 a.m. – Councilor Carley returned to the council chambers.
- Cdf Lions Abatement 260/20 LESY: That Council hereby abates the Carnduff Lions Club \$1,760.70 for their 2020 taxes. **CARRIED.**
- Admin. Report 261/20 **REPORTS:**
LESY: That the Administrator's Report for the September, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Daycare Report 262/20 MATTHEWSON: That the Daycare Supervisor's Report for the September, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Commis Report 263/20 PURVES: That the Commissionaire's Report for the September, 2020 meeting be accepted as presented, and furthermore the report be filed. **CARRIED.**
- Committee Reports
Recreation – Arena COVID-19 Reopening Plan submitted by Jodie Wall.
Councilor Purves provided a verbal report.
Library – 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.
Lagoon Oversight – Aug. 11th meeting minutes provided.
- 264/20 MATTHEWSON: 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:**
SAMA.....Annual Meeting – October 22nd. *
..... AGM Meeting Resolutions. *
FCM..... Letter re: Elections. *
.....Daniel Champagne Election Platform. *
OHS Canada.....Magazine July/August, 2020.
Infrastructure.....Magazine August, 2020.
Think BigMagazine Quarter 3, 2020.
- 265/20 LESY: That the list of correspondence be approved and furthermore that all correspondence with an asterisk (*) be filed. **CARRIED.**
- Bank Statement 266/20 **FINANCIAL:**
CARLEY: That the bank reconciliation statement for the August 2020 Bank of Montreal Chequing Account and August 2020 Affinity Credit Union Payroll Account be accepted as presented. **CARRIED.**
- Financial Statement 267/20 WALL: That the income statement ending August 31, 2020 and Statement of Financial Activities ending August 31, 2020 be accepted as presented. **CARRIED.**
- Accounts For Approval 268/20 **ACCOUNTS FOR PAYMENT:**
CARLEY: That Cheques #32571 to #32624 for \$417,549.63; electronic fund transfers of \$15,451.01; payworks & ACU withdrawals and Cheques #8052 to #8054 for \$80,886.78; and mastercard payment of \$467.81 totaling \$514,355.23 be hereby approved for payment. **CARRIED.**

TCN



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6:52 a.m. – Councilor Carley declared a conflict of interest regarding the C & N Supply and left the council chambers.

Accounts For Approval 269/20 PURVES: That Cheque #32625 to C & N Supply for \$42.49 be hereby approved for payment. **CARRIED.**

6:53 a.m. – Councilor Carley returned to the council chambers. Mayor Apperley declared a conflict of interest regarding the Day Construction Ltd invoice and left the council chambers.

Accounts for Approval 270/20 MATTHEWSON: That cheque #32626 to Day Construction Ltd for \$3,538.08 be hereby approved for payment. **CARRIED.**

6:53 a.m. – Mayor Apperley 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 271/20 LESY: That cheque #32627 to J.P.'s Plumbing & Heating for \$977.91 be hereby approved for payment. **CARRIED.**

6:54 a.m. – Councilor Purves returned to the council chambers. Councilor Matthewson declared a conflict of interest regarding Swayze Concrete Ltd invoice and left the council chambers.

Accounts for Approval 272/20 CARLEY: That cheque #32628 to Swayze Concrete Ltd for \$5,085.42 be hereby approved for payment. **CARRIED.**

DELEGATIONS:

7:03 a.m. – 7:35 a.m. Shane Sterling, Public Works Supervisor

Adjourn 273/20 LESY: That we do now adjourn. **CARRIED.**

Meeting adjourned at 7:36 a.m.



Mayor



Administrator