

**Present:** Members of Council Present: Mayor Ross Apperley, Councilors Greg Wall, Kris Carley, Joel Purves, Kevin Lesy, Verdeen Matthewson, and 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 5:58 a.m.

**Confirm 331/17 LESY:** That the agenda, as prepared and submitted to council, for the December 12<sup>th</sup>, 2017 meeting be hereby confirmed. **CARRIED**

**Minutes 332/17 CARLEY:** That the minutes from the regular meeting held on November 14<sup>th</sup>, 2017 be approved as circulated. **CARRIED**

**UNFINISHED BUSINESS:**

6:03 a.m. – Councilor Matthewson left the council chambers while the rest of council Discussed contractors for dig sites.

6:04 a.m. – Councilor Matthewson returned to the council chambers.

**Handivan Ownership 333/17 ANNETTS:** That Council hereby turns ownership of the handivan to Borderline Housing. AND furthermore, Council authorizes the administration office to send a letter stating the Town of Carnduff will provide financial assistance for the operation of the handivan. **CARRIED**

**Lions Rebate 334/17 CARLEY:** That Council does not rebate the Carnduff Lions Club for their 2014, 2015, and 2016 taxes. **CARRIED**

**NEW BUSINESS:**

6:22 a.m. – Councilor Carley declared a conflict regarding the Carley Capital Assessment and left the council chambers.

**Carley Assesst 335/17 LESY:** That Council hereby authorizes the administration office to combine Lot 1, Block F, Plan 80R40632 and Block C, Plan 66R37292 as one assessed property on the assessment roll. **CARRIED**

6:26 a.m. – Councilor Carley returned to the council chambers.

**Savings Transfer 336/17 CARLEY:** That Council hereby authorizes the administration office to transfer \$180,000.00 from the Affinity Credit Union Savings Account to the Bank of Montreal Chequing Account if needed to cover short falls in cash flow due to the lagoon project. Furthermore, Council hereby authorizes this transfer to prevent paying overdraft interest fees. **CARRIED**

**SUMA Conv. 337/17 PURVES:** That Council hereby authorizes any member of council wishing to attend the Saskatchewan Urban Municipalities Association Conference on February 4<sup>th</sup> to 7<sup>th</sup>, 2018 in Regina. AND furthermore, all registration fees, hotels, meals and mileage be hereby paid by the Town of Carnduff. **CARRIED**

**SUMA Delegation 338/17 ANNETTS:** That Council hereby appoints Kris Carley as the Town of Carnduff's voting delegate at the annual SUMAssure meeting. **CARRIED**

**2017 Indemnity 339/17 MATTHEWSON:** That Council designates 1/3 of all 2017 indemnity paid as expenses pursuant to Section 82 of *The Municipalities Act*. **CARRIED**

6:44 a.m. – Councilor Matthewson, Administrator Brown, and Administrator Assistant Beck declared a conflict of interest regarding employee bonuses and left the council chamber.

6:55 a.m. – Councilor Purves declared a conflict of interest regarding employee bonuses and left the council chamber.

**Employee Bonus 340/17 ANNETTS:** That Council hereby approves a bonus for the following employees for 2017: Foreman, Vasyl Zhenchuk - \$750; Equipment Operator, Fred Lingelbach - \$300; Equipment Operator, Gord Hamilton - \$200; Administrator, Annette Brown - \$750; Administrator's Assistant, Tara Beck - \$500; Office Assistant, Agnes Duncombe - \$200; Recreation Director, Shane Marsh - \$100; Landfill Operator, Paul Carriere - \$200. **CARRIED**



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7:00 a.m. – Councilors Matthewson and Purves, Administrator Brown and Administrator Assistant Beck returned to the council chambers.

Daycare Bonus 341/17 **LESY:** That Council hereby approves the following bonuses for the Carnduff Community Daycare Staff: Kelly Swayze, Amy Wainman, Bev Armstrong, Lacey Chomyshen and Kristen Carriere - \$300 each; Tammy Shewchuk - \$250; Tanya Hollinger - \$100; and Afton Taylor - \$50. **CARRIED**

7:03 a.m. – Councilor Matthewson, Administrator Brown and Administrator Assistant Beck declared a conflict of interest regarding 2018 employee wages and left the council chambers.

2018 Wages 342/17 **LESY:** That Council hereby approves the following wages increases, effective the first pay period of 2018: 11.4% increase to Gord Hamilton, 4% increase to Vasyl Zhenchuk and Annette Brown; and a 2% increase to Fred Lingelbach, Tara Beck, Agnes Duncombe, Paul Carriere, and Shane Marsh. **CARRIED**

7:14 a.m. – Councilor Matthewson, Administrator Brown and Administrator Assistant Beck returned to the council chambers.

2018 Indem 343/17 **CARLEY:** That the 2018 Council Indemnities remain the same as 2017. They are: Mayor.....Annual Indemnity - \$9,800  
Councillor.....Regular Meeting - \$150  
.....Special/Committee Meeting - \$37.50/hr; 1 hr minimum  
Conventions.....\$37.50/hr; maximum \$300 per day  
Mileage.....\$0.50 per kilometer  
Expenses.....As per receipts. **CARRIED**

**DELEGATIONS:**

7:21 a.m. – 7:41 a.m. Foreman Vasyl Zhenchuk

**REPORTS:**

Admin Report 344/17 **MATTHEWSON:** That the Administrator’s Report for the December, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

Daycare Report 345/17 **MATTHEWSON:** That the Daycare Supervisor’s Report for the December, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

Commiss Report 346/17 **PURVES:** That the Commissionaire’s Reports for the December, 2017 meeting be accepted as presented, and furthermore the report be filed. **CARRIED**

**COMMITTEE REPORTS:**

Recreation Councilors Annetts & Purves provided verbal report.  
Library Councilor Matthewson provided verbal report.  
Daycare Councilor Matthewson provided verbal report.  
Fire Department Councilor Carley provided verbal report.  
Medical Clinic Val Olney provided financial statement.  
Mayor Apperley provided verbal report.  
SE Medical Group Audit Statements provided by Ann Wiszniak.  
Gainsborough Trust Councilor Lesy provided verbal report.

Closed Session 347/17 **LESY:** That Council goes into a closed session at 8:06 a.m. because the Borderline Housing Report may include discussions involving a litigation which would affect the Town of Carnduff. Those in attendance during the closed session include: Mayor Apperley; Councilors Roy Annetts, Kevin Lesy, Greg Wall, Kris Carley, Joel Purves, and Verdeen Matthewson; Administrator Annette Brown; and Administrator’s Assistant Tara Beck. **CARRIED**

Borderline Housing Councilor Matthewson provided verbal report.

The closed session ended at 8:08 a.m. No motion arose from this closed session.

Com. Reports 348/17 **PURVES:** That the written council committee reports be received and filed and further that the verbal council committee reports be acknowledged as presented. **CARRIED**



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CORRESPONDENCE:

- Corr. 349/17 LESY: That the list of Correspondence be approved as presented and furthermore that all correspondence with an asterisk (\*) be filed.
a) CFIB..... News Release re: SE Sask Property Tax Gaps. \*
b) SUMA..... President's Update. \*
c) The Furrow..... Magazine November, 2017.
d) Think Big..... Magazine.
e) AgriView..... Magazine December, 2017/January, 2018.
f) Western Canada Water..... Magazine Winter, 2017.
g) Potash Works..... Magazine.

CARRIED

FINANCIAL:

- Bank Recs 350/17 ANNETTS: That the bank reconciliation statement for the November, 2017 Bank of Montreal Chequing Account and November, 2017 Affinity Credit Union Payroll Account be accepted as presented.

CARRIED

- Finance State 351/17 CARLEY: That the income statement and Statement of Financial Activities ending November 30, 2017 be accepted as presented.

CARRIED

ACCOUNTS FOR PAYMENT:

- Accts Approval 352/17 ANNETTS: That Cheque #30700 to #30712, #30715 to #30728, #30730 to #30750, and #30752 to #30755 for \$1,607,610.04; and direct deposits and ACU withdrawals for \$60,030.13 totaling \$1,667,640.17 be hereby approved for payment.

CARRIED

8:31 a.m. - Councilor Carley declared a conflict of interest regarding the C & N invoices and left the council chambers.

- 353/17 WALL: That Cheque #30713 to C & N Supply for \$112.21 and #30714 to C & N Oilfield Maintenance for \$324.12 be hereby approved for payment.

CARRIED

8:32 a.m. - Councilor Purves declared a conflict of interest regarding the J.P.'s Plumbing & Heating invoices and left the council chambers.

- 354/17 LESY: That Cheque #30729 to J.P.'s Plumbing & Heating for \$1,265.96 be hereby approved for payment.

CARRIED

8:32 a.m. - Councilor Matthewson declared a conflict of interest regarding the Swayze Concrete invoices and left the council chambers.

- 355/17 WALL: That Cheque #30751 to Swayze Concrete for \$7,881.03 be hereby approved for payment.

CARRIED

8:33 a.m. - Councilors Carley, Purves, and Matthewson returned to the council chambers.

- 356/17 PURVES: That Council hereby authorizes the administration office to submit payment for Progress Certificate #4 to Kelsey Pipelines Ltd once funds become available.

CARRIED

- Adjourn 357/17 ANNETTS: That we do now adjourn.

CARRIED

Meeting adjourned at 8:34 a.m.

[Signature]
Mayor

[Signature]
Administrator

TD