

**Minutes for the Regular Meeting of Council of the Town of Cupar
Held on Tuesday January 24, 2017
At the Cupar Town Office Council Chambers**

Present: Mayor Steve Boha, Councilors Ed Lehman, Darren Pele, Heather Stabler, Cory Hart, Don Jeworski, Neil Schulhauser
Acting Administrator: Wanda McLeod

Absent: Administrator: Karen Herman

Call to Order: A quorum being present, the meeting was called to order at 6:58 p.m.

Delegations: Gerry Syrota and Rob Taylor provided a presentation regarding Commissionaires in the town completing Bylaw enforcement. 7:00pm-7:40pm

Approval of the Agenda:

14-01-17 Jeworski/Lehman: That the agenda be approved as amended.

Carried

Minutes:

15-01-17 Pele/Stabler: That the minutes of the January 10, 2017 regular council meeting be approved.

Carried

Special

16-01-17 Pele/Schulhauser: That Wanda McLeod will be Acting Administrator in Karen's absence. Her wage as of January 16, 2017, will be \$32.15/hour (the administrators wage minus 10%) and will work a 35-hour week. Any hours worked over and above the 35 hours will be paid out as overtime at a rate of 1.5 her temporary wage and can be banked. Back payment to January 16 will be added to the next payroll run.

Carried

17-01-17 Lehman/Schulhauser: That Linda Nameth will be hired on a casual on call basis while Karen is away at the rate of \$25.00/hour.

Carried

18-01-17 Jeworski/Schulhauser: That Wanda be reimbursed her per diem of \$246.00 for missing her Coop Board Meeting January 24, 2017 to attend Council Meeting.

Carried

Wanda has to attend the Coop AGM in Saskatoon February 25, 26 & 27 (Sat, Sun and Mon). If Karen has not returned at that time Linda will be asked to fill in for the 25th. If she is unable to fill in the office will be closed on Monday, February 27, 2017.

Business Arising from the Minutes:

- HR Policy and Purchasing Policy will be reviewed and revisited at the next Council Meeting of February 13, 2017.
- Flocor will attend the February 28 Council meeting.
- Cindy has been advised to prepare for the PME course asap. Councilor Schulhauser and Jeworski will be attending to her training.
- Munisoft quote on Paymate -- TABLED

JMB.
DM

- Gas Tax Fund Application will be checked into and reapplied for Fire Hall and Chiller at the Rink.
- Find out if there is a workshop on the duties of the appointed Appeal Officers.
- Councilor Hart will review Hall rental rates.
- Willows for Towns Program is being sent to the Lion's Club. Councilor Lehman and Mayor Boha to take application and information.
- SAMA revaluation 2017 – order 25 free copies for the office.
- Masters Certification in Municipal Leadership Program – check to see if it is every year and if they have a payment plan – TABLED
- RCMP Meeting in Southey will be attended by Councilors Stabler, Schulhauser and Mayor Boha. All of them are welcome to attend. February 2, 2017 @ 7:00 pm at the Southey Town Hall.
- Yearly Compliance Report for drinking water to be completed – TABLED
- School Tax reporting – TABLED
- Karen's short term disability forms submitted.
- Mike and Cindy can bring in their gas receipts when they were using their own vehicles when the Town vehicles were down. Receipts will be paid at the next meeting.
- Inspection on the Legion Kitchen were completed by Health Inspector Mac Bowen and we passed. He also inspected the Fire Hall and discovered there was a plumbing permit missing. We are in the process of getting that permit corrected and having a plumber sign off on the plumbing. Mac will attend again once that is completed.
- Incident Report regarding Mike Pearce discussed dated January 16, 2017.

Correspondence:

1. SUMAssure Annual General Meeting – provided to council attending
2. Letter from SaskEnergy – Amendments to the regulations
3. District Appeal Board Appointment for Southey
4. Hall Rental Rates from Strasbourg, Balcarres and Southey
5. HELP International – Willows for Towns Program
6. Bill C-323 Law Mailout
7. SAMA revaluation 2017
8. Masters Certification in Municipal Leadership Program
9. Yancoal – new hours and new chairman
10. Prairie Valley School Division – Education Governance Review Report Underway
11. RCMP Report

19-01-17 Schulahuser/Stabler: File correspondence presented.

Carried

Approval of the Accounts Payable:

20-01-17 Jeworski/Lehman: That the accounts payable list be approved with Cheques 8669 to 8692 in the amount of \$50,732.38.

21-01-17 Lehman/Hart: That the Ceridian Payment for the pay period of December 25, 2016-January 7, 2017 for \$8,908.82 and pay period January 8-21, 2017 for \$6,556.40.

Carried

SHB.
at

Approval of Bank Reconciliation:

Not completed at this time.

New Business

Wanda will be in Cuba in March 2017.

22-01-17 Schulhauser/Pele: That approval be given to the Cupar & District Nursing Home for removing 2 propane tanks and replacing with 1 bigger. Carried

Reports

Rink: Boilers are going; they are meeting in February to discuss further.

Fire: Plumbing permit has now been pulled and awaiting plumber inspection.

Health: Meeting was on January 23.

Shalom: ok

Library: ok

Museum: ok

Equipment: Repairs being completed on the vehicles and equipment.

Water & Sewer: Contact electricians about hooking up of truck water fill.

RV Report: ok

Cemetery: ok

Parks: ok

Trees: ok

Street: Ken Schulhauser is going for surgery so a replacement grader operator will have to be found in his absence. Neil to contact Roy Buckshaw and Steve is to contact Grant Janes. Mike contacting Kent Kinnard's father to get rates.

Hall: upgrades needed – Associated Engineering to be called to come look at he wall.

Personnel Committee: Report on Wanda's review. Cindy and Mike will take place soon.

Pool: Advertising for pool staff will be going out soon. Possible open date of July 1st, 2017 for Canada 150 celebration.

NVIMO: All Council invited to attend a workshop in Southey on March 27, 2017 – 10:00 am start. There will be a nominal fee to help cover the food. Next meeting is February 21, 2017 in Cupar @ 7:00 pm at the Legion Hall.

150th Celebration: Councilor Stabler will co-ordinate with service groups the July 1st Celebration

Bylaws

none

AHB.
[Handwritten signature]


Policies

To be reviewed next meeting – Monday, February 13, 2017 @ 7:00 pm.

Adjournment

23-01-17 Stabler: That this meeting be adjourned at 10:25 p.m.

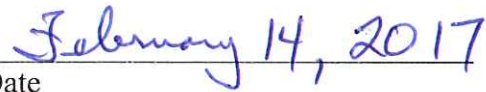
Next regular meeting is Monday, February 13, 2017 @ 7:00 pm.



Mayor



Acting Administrator



Date

