

**Minutes for the Regular Meeting of Council of the Town of Cupar
Held on**

Tuesday, April 21, 2020 7:00 pm

At the Cupar Town Hall

Due to Pandemic Rules all tables and chairs were a minimum 2 meters apart and proper social distancing was applied.

Present: Mayor Steve Boha; Councilors, Ed Lehman, Neil Schulhauser, Don Jeworski, Gloria Woodward, Cory Hart, Darcy Szigli Administrator: Wanda McLeod

Absent:

Call to Order: A quorum being present, Mayor Steve Boha called the meeting to order at 7:04 p.m.

Delegations: None

Approval of the Agenda as amended:

01-04-20 Schulhauser/Hart: THAT the agenda be adopted as amended.

CARRIED

Minutes:

02-04-20 Woodward/Jeworski: THAT the minutes of regular meeting February 18, 2020 and special meeting of March 31, 2020 be approved as amended.

CARRIED

03-04-20 Woodward/Lehman: THAT all town facilities are closed to the public and all public functions are cancelled due to pandemic COVID-19 until further notice and instructed by the Province of Saskatchewan.

CARRIED

Business Arising from the Minutes:

Hiring of office staff to cover Maternity leave – tabled
Administrator wage discussion – tabled

04-04-20 Szigli/Schulhauser: THAT we hire pool staff on a conditional basis due to COVID-19. Three (3) staff will be hired as summer student in maintenance if we are approved through the summer grant program. If the province lifts the pools opening ban all wages will remain as they were in 2019. The three staff hired for maintenance will be at minimum wage.

CARRIED

SB.
Wanda

05-04-20 Woodward/Lehman: THAT Avery Wagner be hired as summer maintenance for the 2020 season at minimum wage. If summer student grant is approved for maintenance staff the extra hire will be Colby Wagner at minimum wage.

CARRIED

06-04-20 Woodward/Jeworski: THAT the following be moved to reserves:

Council/Convention	\$1,400.00
Ball Diamond	\$5,000.00
Capital Asset Office	\$1,700.00
Roads/Surfacing	\$12,500.00
Sidewalks	\$1,200.00
Grader Repairs	\$3,300.00
Tractor	\$4,000.00
Mower/Sweeper	\$2,000.00
Asset Account for Equipment	\$10,000.00
Culverts/Drainage	\$4,500.00
Snow Removal	\$5,000.00
Recycle Expense	\$6,000.00
Hall	\$500.00
Legion Hall	\$2,800.00
Park Repair	\$5,500.00
Hall Repairs	\$3,000.00
Recycle Building	\$12,500.00
Water Equipment	\$3,000.00
Water Lines	\$30,500.00
Saskwater	\$33,800.00
Cola	\$22,000.00
Sewer/Lift/Lagoons/Lines	\$36,000.00
Cemetery	\$7,000.00
Recycle (Loraas)	\$7,000.00
Rink	\$3,000.00
Cola	\$33,270.00
	\$267,270.00

CARRIED

07-04-20 Woodward/Schulhauser: THAT we accept the list of reserves as the auditor has listed in the financials with sub accounts in office for more finite allocations:

Building Reserve
 Capital Trust Reserve
 Cemetery Reserve
 Equipment Reserve
 Firehall Reserve
 General Reserve
 Handivan Reserve
 Lagoon Reserve
 Medical Reserve
 Park Reserve

AMB
 em

Planning and Development Reserve
Pool Reserve
Roads Reserve
Snow Removal Reserve
Town Hall Reserve
Water and Sewer Reserve
Work in Progress Reserve

CARRIED

08-04-20 Woodward/Lehman: THAT Council recognize no funds came from the reserve accounts in the 2019 year.

CARRIED

09-04-20 Szigli/Schulhauser: THAT we recognize that January, February and March 2020 tax interest were charged as 1% in error and the rest of 2020 will have 2% interest charged. The rates will be adjusted in 2021 to reflect the correct interest rate of 2%.

CARRIED

Correspondence:

- Memo from the Sask Construction Association
- Marci Mckay letter
- SaskAlert - **Tabled**
- Municipal Utilities Quote
- Horizon Credit Union
- North Valley Credit Union
- Earl Grey Credit Union
- Churchbridge Credit Union
- Cornerstone Credit Union
- Crossroads Credit Union
- Sask Health Authority – inspection of Legion Hall
- Sample motion from Coal Dale regarding Tax incentive for Fire Department - **Tabled**
- Taxervice and COVID-19
- Last Boys Movers quote
- JD Building Movers quote
- Sask Public Safety Agency
- Minister's Order deferral of Municipal By-Elections
- Minister's Order Assessment Appeals
- Saskwater – 2019 Annual Notification to Consumers.
- Westcan email from Justin Morrice

10-04-20 Szigli/Hart: THAT the Municipal Utilities Quote for inspecting the lift station be accepted as the 1-year agreement at a cost of \$4,710.00 plus applicable taxes.

CARRIED

SMB. *ad*

11-04-20 Jeworski/Woodward: THAT we proceed with the publication step on the 2019 arrears properties sent to TAXservice in February 2020.

CARRIED

12-04-20 Jeworski/Lehman: THAT all correspondence be filed.

CARRIED

Financial:

13-04-20 Jeworski/Lehman: THAT the online accounts payable be approved and the accounts payable for cheques #210-233 in the amount of \$63,050.46.

CARRIED

14-04-20 Jeworski/Schulhauser: THAT payment for the 2-week isolation period the Administrator experienced from March 16-29, 2020 be 1-week paid leave and 1-week Administrators choice of banked time, Vacation pay or sick days. (5 days paid – 5 days not)

CARRIED

15-04-20 Woodward/Hart: That Payroll Payments for February 4-15 for \$3645.71; February 16-29 for \$3553.00; March 1-14 for 3489.36; March 15-28 for \$3242.09; March 28-April 11 for \$4242.17 be approved.

CARRIED

New Business

Playgrounds and play areas are to remain taped off from use.

Cameras for the office will be picked up from Costco.

Transfer site for the 2020 season will not be open. We will not be getting a red bin for the location but will unlock doors for residents who want to bring out branches, leaves or grass clippings.

Reports

Rink: ok

Fire: ok

Health: lab services -they are trying to take away the service. Letters to be prepared for residents to send in.

Shalom: ok

Library: ok

Museum: ok

Equipment: ok.

Water & Sewer: ok.

RV Report: Will remain closed until Province advises otherwise.

SNB.
ad

Cemetery: ok
Parks: ok
Trees: ok
Street: ok.
Hall: ok
Personnel Committee: ok
Pool: Will remain closed until the Province advises otherwise.
OH&S: ok.
Buildings:
Ball Diamond:

Bylaws – Water Bylaw – addition of meters - tabled

Policies –

16-04-20 Schulhauser/Woodward: THAT the Pandemic Plan be approved as provided. Copies will be made and provided to all staff with a letter of acknowledgment to be signed and placed in their files.

CARRIED

Any other business – None

Adjournment

17-04-20 Woodward: THAT the meeting be adjourned at 10:54 pm.

CARRIED

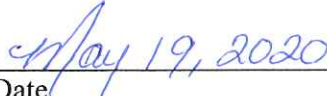
Next regular meeting is Tuesday, May 19, 2020 @ 7:00 pm.



Mayor



Administrator



Date

