

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 15 December 2021 at 7:00pm

Present: Mayor: Valerie Orb
Councillors: Dennis Smotra, Georgina Kallichuk,
Jordan German, Darcy Szigli, Chris Hill
Cory Hart arrived at 7:12pm
Administrator: Silvia Virgilio
Foreman: Mike Pearce arrived at 6:53pm
Acting Foreman: Kelly Findling

1. **CALL TO ORDER** A quorum present, Mayor Valerie Orb called the meeting to order at 6:51pm

2021-273
2. **ADOPT AGENDA**
Councillor Kallichuk
Councillor Hill

THAT the agenda be adopted as CIRCULATED.

CARRIED

3. **DELEGATIONS** – None

2021-274
4. **MINUTES**
Councillor Kallichuk
Councillor Hill

THAT Minutes for Regular Meeting Minutes 17 November 2021 be approved as AMENDED.

CARRIED

5. **NOTICE OF PROCLAMATIONS** - None

6. **PRESENTATIONS AND RECOGNITIONS** – None

7. **PUBLIC HEARING** – None

8. **COMMUNICATIONS** – None

2021-275
9. **REPORTS**
9.1 **Foreman Report**
Councillor Hart
Councillor Hill

THAT Foreman's Report as at 15 December 2021 be accepted as PRESENTED.

CARRIED



2021-276
9.1 **Administrator Report**
Councillor Hart
Councillor Hill

THAT Administrator's Report as at 15 December 2021 be accepted as PRESENTED.

CARRIED

2021-277
9.2 **Committee Reports**
Councillor Hart
Councillor Hill

- 9.2.1 **Buildings & Hall**
- 9.2.2 **Cemetery**
- 9.2.3 **Equipment**
- 9.2.4 **Fire**
- 9.2.5 **Health**
- 9.2.6 **NVIMO**
- 9.2.7 **Personnel Committee**

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- 9.2.8 Rink
- 9.2.9 Shalom
- 9.2.10 Streets
- 9.2.11 Water & Sewer

THAT Committee Reports be accepted as PRESENTED.

CARRIED

10. ACCOUNTS

10.1 Financial Statement

2021-278

Councillor Kallichuk
 Councillor German

THAT Statement of Financial Activities for period ending 30 November 2021 and Bank Reconciliations completed for Main Operating Account, Reserve Account and USD Account for period ending 30 November 2021 be accepted as PRESENTED.

CARRIED

10.2 Approval of Accounts Payable

2021-279

Councillor Kallichuk
 Councillor German

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$4,567.18 from 07Nov21 to 20Nov21
 Council Renumeration for \$19,200.00 from 01Jan21 to 31Dec21
2. Payroll Journal for \$4,440.01 from 21Nov21 to 04Dec21
3. Batches;

2021-00125	\$125.00	2021-00131	\$100.00	2021-00136	\$2,686.24
2021-00127	\$500.00	2021-00133	\$3,347.45	2021-00139	\$2,481.49
2021-00129	\$16,190.83	2021-00134	\$37,060.46	2021-00141	\$56,742.30

CARRIED

11. MAYOR AND COUNCILLORS' FORUM

Mayor Orb informed Council of her attendance to Irwin Blanks, SAMA CEO, retirement function.

12. UNFINISHED BUSINESS

12.1 PRIMARY HEALTH CARE BOARD, CUPAR LOCAL

Mayor Orb will be chairing meetings with Councillor Kallichuk stepping in if Mayor Orb is not available.

12.2 TOWN OF CUPAR – WATER CERTIFICATION

2021-280

Councillor Kallichuk
 Councillor German

THAT Town of Cupar proceed and sign agreement with Town of Southey to provide certified operator, Tristan Mohr and/or Eric Kainz in order to supervise Town of Cupar operations. Agreement for Town of Southey to attend to Town of Cupar will be for one visit per week for first two weeks, then once every two weeks after. There will be no cost to the Town of Cupar for the service provided.

CARRIED

12.3 MEMORANDUM OF AGREEMENT FOR THE ESTABLISHMENT OF A DISTRICT BOARD OF REVISION

2021-281

Councillor Smotra
 Councillor Hart

THAT the Town of Cupar accepts updated Memorandum of Agreement with increased wages, as proposed by RM of Cupar No. 218.

CARRIED

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12.4 CUPAR MEMORIAL RINK – TABLED from November meeting

Cory Hart advised that \$25,000.00 cheque from Richardson Pioneer will be given to the Town of Cupar towards payment of the ice plant installation. A repayment arrangement will be discussed in 2022.

12.5 SASKWATER - TABLED

Cupar Well Replacement Options – letter received from SaskWater

12.6 COLA AVENUE DEVELOPMENT - TABLED

Design Report completed by Catterall & Wright, Consulting Engineers

13. BYLAWS, POLICIES AND AGREEMENTS

13.1 POLICY - TOWN OF CUPAR CONTROL OVERVIEW

2021-282

Councillor Kallichuk
Councillor Hart

THAT the updated Town of Cupar Control Overview Policy be accepted as presented.

CARRIED

14. CORRESPONDENCE

14.1 SUMA 2022 GROUP BENEFITS PROGRAM RENEWAL

Notice of increase of coverage by 4.4%

14.2 SUMAssure 2022 RENEWAL

Notice of increase in rate by 20%

14.3 BUILDING & TECHNICAL STANDARDS BRANCH, MINISTRY OF GOVERNMENT RELATIONS

Information on the new act, *The Construction Codes Act* which replaces *The Uniform Building and Accessibility Standards Act* on 1 January 2022.

THAT the correspondence having been reviewed by FILED.

15. NEW BUSINESS

15.1 CATHOLIC CHURCH AT 801 QU'APPELLE AVENUE

2021-283

Councillor Smotra
Councillor German

THAT the Town of Cupar will:

- i. Reimburse the amount of \$250.00 for the sewer invoices presented. The standard process is that Council will reimburse residents half the invoice amount or to a maximum amount of \$250.00, to pay the full invoice amounts would set a precedent.
- ii. Request Atlas Sewer conducts a sewer clean-out each year at the expense of the Town; and
- iii. Highly recommends that the church consider adding a back water valve.

CARRIED

15.2 108 LORNE STREET

**Lot 11 & 12, Block 13, Plan AX3125
Tax Roll 194 000**

2021-284

Councillor Szigli
Councillor Kallichuk

That Town of Cupar accept counter offer to purchase of \$9,000.00 received from Lorne and Jacquie Bumphrey with condition to build a residence or have an RTM (Ready to Move) home on the property within one year of offer and acceptance.

CARRIED

15.3 SEWER REFUND REQUEST

15.3.1 Atlas at 414 Grey Street for \$249.75

2021-285

Councillor Hart
Councillor Szigli

THAT Town of Cupar approve reimbursement of \$249.75 for sewer services at 414 Grey Street.

CARRIED

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2021-286 **15.4 CANNABIS STORE**
Councillor Kallichuk
Councillor German

THAT Town of Cupar approve request for opening of a cannabis store in Cupar.

CARRIED

2021-287 **15.5 HONORARIUMS**
Councillor Hill
Councillor German

THAT Town of Cupar approve honorarium payment to Larry Junek for pest control services in 2021 for \$150.00 and to Linda Nameth for maintenance and upkeep of Cupar Cemetery records during 2021 for \$300.00.

CARRIED

2021-288 **15.6 UTILITIES ARREARS**
 Tax Roll 295 000 – Lot 16 Block 1 Plan EX1023CNV
Councillor Smotra
Councillor Hill

THAT upon expiry of 30-Day Notice sent by registered by post the utilities arrears amount of \$670.23 be transferred to Tax Roll, as per Municipalities Act, Section 396(1), effective date 30 September 2021.

CARRIED

2021-289 **15.7 DECLARATION OF MUNICIPAL REVENUE SHARING ELIGIBILITY**
Councillor Hart
Councillor Kallichuk

THAT Council of the Town of Cupar confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures 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 the Administrator be authorized to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

2021-290 **15.8 UNPAID ACCOUNTS RECEIVABLE**
Councillor Kallichuk
Councillor Hill


THAT Accounts Receivable invoice # 2021-00047 be reversed due to non-payment and camper be banned for any future use of the Cupar campground unless outstanding amount is paid.

CARRIED

2021-291 **15.9 FOREVER IN MOTION**
Councillor Smotra
Councillor Kallichuk

THAT the Town of Cupar receive \$500.00 for rent/use of Town Hall and *Forever... in Motion* receive \$1,250.00 for purchase of new equipment, training and/or poster/mail out cost, being Saskatchewan Parks & Recreation Association Grant approved for \$1,750.00.

CARRIED

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2021-292 15.10 CHRISTMAS LEAVE

Councillor Szigli
Councillor Hill

THAT Town of Cupar approval vacation as follows:
Administrator (3 days):
Wednesday, 22 December 2021 to Friday, 24 December 2021 inclusive
Assistant Administrator (3 days):
Monday, 6 December 2021
Monday, 13 December 2021
Monday, 20 December 2021

CARRIED

2021-293 CLOSED SESSION

Councillor German
Councillor Kallichuk

THAT Town of Cupar Council move into closed session at 8:22pm to discuss Christmas staff bonus. Silvia Virgilio, Kelly Findling and Mike Pearce left the room at 8:22pm.

CARRIED

2021-294 OPEN SESSION

Councillor Hill
Councillor Smotra

THAT the closed session concluded at 8:28pm and Council move back into open session.

CARRIED

2021-295 15.11 CHRISTMAS BONUS

Councillor Kallichuk
Councillor Hill

THAT Town of Cupar employees a gift card in lieu of cash for Christmas bonus, as follows:
Administrator, value \$100.00
Assistant Administrator, value \$100.00
Foreman, value \$100.00
Acting Foreman, value \$100.00
Maintenance, value \$50.00

CARRIED

2021-296 15.12 CHRISTMAS HOURS

Councillor Kallichuk
Councillor German

THAT Town of Cupar Christmas hours be as follows:
Friday, 24 December 2021 – Closed
Monday, 27 December 2021 – Closed in Lieu of Christmas Day
Tuesday, 28 December 2021 – Closed in Lieu of Boxing Day
Friday, 31 December 2021 – Closed at 12 noon
Monday, 3 January 2022 – Closed in Lieu of New Years Day


CARRIED

2021-297 16. ADJOURNMENT

Councillor Kallichuk

THAT this meeting be adjourned at 8:32pm.

Next Regular Meeting will be held on Wednesday, 19 January 2021



Mayor, Valerie Orb
Date:





Administrator, Silvia Virgilio


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