

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 14 December 2022 at 7:00pm
at Town Office

Present:	Mayor:	Valerie Orb
	Councillors:	Darcy Szigli, Cory Hart, Jordan German Georgina Kallichuk, Chris Hill, Dennis Smotra
	Administrator:	Silvia Virgilio
	Assistant Administrator:	Michelle Focht
	Maintenance:	Kelly Findling

1. **CALL TO ORDER** A quorum present, Mayor Valerie Orb called the meeting to order at 6:40pm

2022-287

2. **ADOPT AGENDA**

Councillor Hart
Councillor Hill

THAT the agenda be adopted as PRESENTED.

CARRIED

3. **DELEGATION** - None

2022-288

4. **MINUTES**

Councillor Smotra
Councillor Szigli

Approve Regular Meeting Minutes dated 16 November 2022

CARRIED

5. **NOTICE OF PROCLAMATIONS** - None

6. **PRESENTATIONS AND RECOGNITIONS** - None

7. **PUBLIC HEARING** - None

8. **COMMUNICATIONS** – None

9. **REPORTS**

2022-289

9.1 **Maintenance Report**

Councillor Hart
Councillor Hill

THAT Maintenance verbal report presented by Kelly Findling as at 14 December 2022 be accepted as PRESENTED.

CARRIED

2022-290

9.2 **Administrator Report**

Councillor Hart
Councillor Hill

THAT Administrator's verbal report presented by Silvia Virgilio as at 14 December 2022 be accepted as PRESENTED.

CARRIED

Initial MF
Initial MF

- 2022-291** **9.3 Committee Reports**
 Councillor Hart
 Councillor Hill
- 9.3.1 Buildings & Hall
 - 9.3.2 Cemetery
 - 9.3.3 Equipment
 - 9.3.4 Fire
 - 9.3.5 Health
 - 9.3.6 Personnel Committee
 - 9.3.7 Rink
 - 9.3.8 Shalom
 - 9.3.9 Streets
 - 9.3.10 Water & Sewer
 - 9.3.11 Museum
 - 9.3.12 Ball Diamonds

THAT the verbal Committee Reports be accepted as PRESENTED.

CARRIED

10. ACCOUNTS

- 2022-292** **10.1 Financial Statement**
 Councillor Kallichuk
 Councillor Smotra

THAT Statement of Financial Activities for period ending 30 November 2022 and Bank Reconciliation for Main Operating Account, Reserve Account and USD account completed for period ending 30 November 2022 be accepted as PRESENTED.

CARRIED

- 2022-293** **10.2 Approval of Accounts Payable**
 Councillor Kallichuk
 Councillor Smotra

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$3,832.02 from 06Nov22 to 19Nov22
2. Payroll Journal for \$4,484.04 from 20Nov22 to 03Dec22
3. Batches;

2022-00113	\$4,101.63	2022-00115	\$19,891.21	2022-00119	\$65,418.80
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CARRIED

11. MAYOR AND COUNCILLORS' FORUM – None

12. UNFINISHED BUSINESS

12.1 OLD LUMBER YARD – ASBESTOS ABATEMENT (update)


Mike Payne, Restorex Disaster Restoration – has provided information on OHS exemption on removal of asbestos

- 2022-294** **12.2 RINK WIFI**
 Councillor Hart
 Councillor German

THAT the Town of Cupar approve WIFI one year contract - Extended 50 (upload speed of 10) at \$79.95 per month plus new Raymore Credit Union bank account to be opened for the new debit terminal, terminal cost at \$32.00 per month + usage costs, with the Cupar Memorial Rink to be invoiced for half the cost in May and November annually.

CARRIED

13. BYLAWS, POLICIES AND AGREEMENTS – None

Initial 

Initial M.F

14. CORRESPONDENCE

2022-295

Councillor Kallichuk
Councillor Hart

THAT the following correspondence be acknowledged and filed as presented;

14.1 SASKATCHEWAN PUBLIC SAFETY AGENCY

Information from SPSA Provincial Emergency Communications Center

14.2 SUMA GROUP BENEFITS

2023 SUMA Group Benefits Program Renewal and price increase of 0.4%

14.3 PARKLAND REGIONAL LIBRARY

Semi-annual informational meeting

14.4 WORKERS COMPENSATION BOARD

2023 Premium rate notice (increase from \$1.45 to \$1.55)

14.5 CUPAR & DISTRICT LIONS CLUB

Letter from Lions - ownership of inventory

CARRIED

15. NEW BUSINESS

2022-296

15.1 DOG COMPLAINT – 206 LANSDOWNE

Councillor Hill
Councillor Szigli

THAT the Town of Cupar send a letter to the resident advising that as per Bylaw 07-2022 A Bylaw to Register, Licence, Regulate and Restrain Dogs and Cats, a Notice of Violation Ticket be sent.

CARRIED

2022-297

15.2 UTILITY BILL – 107 GREY STREET

Councillor German
Councillor Kallichuk

THAT the Town of Cupar approve transfer of outstanding utility balance of \$609.14 plus any interest accrued to tax roll, as per Municipalities Act, Section 396(1).

CARRIED

2022-298

15.3 TOWN OF CUPAR – PURCHASE OF HORST 2022 HORST HD5548W PALLET FORK BO500

Councillor Hill
Councillor Szigli

THAT the Town of Cupar purchase Horst 2022 HD5548W Pallet Fork BO500 for \$1,650.00 plus taxes in the new fiscal year, 2023.

CARRIED

2022-299

15.4 TOWN OF CUPAR – PURCHASE OF GRAPPLE AND BUCKET

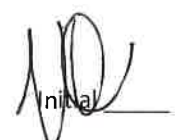
Councillor Hill
Councillor Szigli

THAT the Town of Cupar purchase Grapple and bucket together for the Wheel loader for \$5,764 plus taxes in the new fiscal year, 2023.

CARRIED

15.5 TOWN OF CUPAR – PURCHASE OF HLA 10 FOOT SIDE BLADE WITH ANGLE (TABLED)

That the Town of Cupar purchase blade with angle for \$8,700 plus taxes.



Initial M.F

2022-300 **15.6 DECLARATION OF MUNICIPAL REVENUE SHARING ELIGIBILITY**
Councillor Smotra
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 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 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

2022-301 **15.7 HONORARIUMS**
Councillor German
Councillor Kallichuk

THAT the Town of Cupar approve honorarium payment to Larry Junek for pest control services in 2022 for \$150.00 and to Linda Nameth for maintenance and upkeep of Cupar Cemetery records in 2022 for \$300.00.

CARRIED

IN-CAMERA/CLOSED SESSION:

7:46pm Administrator and Assistant Administrator left the meeting

15.8 TOWN OF CUPAR – PAY REVIEWS (TABLED)

15.9 TOWN OF CUPAR – ASSISTANT ADMINISTRATOR (TABLED)

END OF IN-CAMERA/CLOSED SESSION

8:10pm Administrator and Assistant Administrator returned to the meeting

2022-302 Councillor German
Councillor Kallichuk

THAT the Town of Cupar contract the services of Greenline Consulting to address and report on Council/Municipal staff relationship.

CARRIED

2022-303 Councillor Hart
Councillor German

THAT the Town of Cupar will review pay increases for the Assistant Administrator and Maintenance worker one Greenline Consulting report is complete.

CARRIED

2022-304 **15.10 CUPAR & DISTRICT NURSING HOME**
Councillor Hart
Councillor German

THAT the Town of Cupar invoice the Cupar & District Nursing Home for the sewer work completed by Wade Nargang of \$183.75 due to grease from nursing home causing blockage.

CARRIED


Initial _____

Initial M.F.

2022-305

15.11 SUMA
Councillor Hart
Councillor Kallichuk

THAT the Town of Cupar approval to sign off letter to Provincial Government (The Honourable Don McMorris) to change next Municipal election for Towns to September 2024.

DEFEATED

2022-306

15.12 MAINTENANCE – JANUARY 2023
Councillor Kallichuk
Councillor German

THAT the Town of Cupar approve for Tony Benko to assist with snow removal in January/February 2023 should it be required.

CARRIED

2022-307

15.13 DUDLEY & COMPANY LLP
Councillor Kallichuk
Councillor Hart

THAT the Town of Cupar approve Interim audit completed 13 December 2022 by Dudley & Company LLP, and sign-off Engagement Letter.

CARRIED

2022-308

15.14 LEGION – FIRE PIT
Councillor Hart
Councillor German

THAT the Town of Cupar approve for the Cupar Legions to have a firepit on Town of Cupar property known as Legion Hall, Lot 1-5 Block 6 Plan D4304 situated at 219 Stanley Street, Cupar, pursuant to Bylaw 9-2008 – A Bylaw to Regulate the Burning of Bonfires, Fireworks and Refuse.

CARRIED

2022-309

16. ADJOURNMENT
Councillor Kallichuk

THAT this meeting be adjourned at 8:21pm.

Next Regular Meeting will be held on Wednesday, 18 January 2023



Mayor, Valerie Orb



Administrator, Silvia Virgilio

Date:
JAN 18 2023




Initial

Initial M.F