

**MINUTES**  
**Regular Meeting of Council Town of Cupar**  
**Wednesday, 15 July 2022 at 7:00pm**  
**at Town Office**

<b>Present:</b>	<b>Mayor:</b>	Valerie Orb
	<b>Councillors:</b>	Dennis Smotra, Georgina Kallichuk, Chris Hill, Darcy Szigli Councillor Jordan German arrived 7:26pm
	<b>Administrator:</b>	Silvia Virgilio
	<b>Foreman:</b>	Mike Pearce
	<b>Absent:</b>	Councillor Cory Hart

1. **CALL TO ORDER** A quorum present, Mayor Dennis Smotra called the meeting to order at 7:00pm

2022-163  
2. **ADOPT AGENDA**  
Councillor Kallichuk  
Councillor Hill

THAT the agenda be adopted as PRESENTED.

**CARRIED**

3. **DELEGATION** - None

2022-164  
4. **MINUTES**  
Councillor Kallichuk  
Councillor Smotra

Approve Regular Meeting & Budget Meeting Minutes dated 15 June 2022

**CARRIED**

5. **NOTICE OF PROCLAMATIONS** - None

6. **PRESENTATIONS AND RECOGNITIONS** - None

7. **PUBLIC HEARING** - None

8. **COMMUNICATIONS** – None

2022-165  
9. **REPORTS**  
9.1 **Foreman Report**  
Councillor Kallichuk  
Councillor Hill

THAT Town of Cupar Administrator to contact SaskPower and make them aware and held accountable for cutting and pruning of trees summer of 2020 (wrong time of year) and trees with Dutch Elm infected other trees which is now costing the Town money to have the infected trees removed.

THAT Foreman's verbal Report as at 20 July 2022 be accepted as PRESENTED.

**CARRIED**

2022-166  
9.2 **Administrator Report**  
Councillor Kallichuk  
Councillor Hill

THAT Administrator's verbal Report as at 20 July 2022 be accepted as PRESENTED.

**CARRIED**

Initial 

Initial 

**2022-167**      **9.3 Committee Reports**  
 Councillor Kallichuk  
 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 Ball Diamonds
- 9.3.12 Museum

THAT Committee Reports be accepted as PRESENTED.

**CARRIED**

**10. ACCOUNTS**

**2022-168**      **10.1 Financial Statement**  
 Councillor Smotra  
 Councillor Kallichuk

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

**CARRIED**

**2022-169**      **10.2 Approval of Accounts Payable**  
 Councillor Smotra  
 Councillor Kallichuk

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$6,466.37 from 05Jun22 to 18Jun22
2. Payroll Journal for \$8,995.08 from 19Jun22 to 02Jul22
3. Batches;

2022-00054	\$4,383.07	2022-00056	\$23,472.33	2022-00060	\$1,027.43
2022-00062	\$70,241.30				

**CARRIED**

**11. MAYOR AND COUNCILLORS' FORUM – None**

**12. UNFINISHED BUSINESS**

**13. BYLAWS, POLICIES AND AGREEMENTS**

**12.1 Bylaw 07-2022 A Bylaw of the Town of Cupar to Register, Licence, Regulate and Restrain Dogs and Cats**

**2022-170**      Councillor German  
 Councillor Smotra

**First Reading**

THAT Bylaw 06-2022 A Bylaw to Provide a Base Tax be given FIRST READING.

**CARRIED**

Initial 

Initial 

**14. CORRESPONDENCE**

**14.1 PROFESSIONAL BUILDING INSPECTIONS**

Notice of the passing of Ken Pasiachynk

**14.2 RM OF INDIAN HEAD NO. 156**

60 Day Withdrawal Notice from Fort Qu'Appelle Mutual Aid Agreement

**14.3 SASKATCHEWAN FEDERATION OF POLICE OFFICERS**

Donation request for advertising in it's 15<sup>th</sup> Annual Crime Prevention Guide

**14.4 WOOD PLC**

Ground water samples to be collected from old Co-Op Service Station at 401 Stanley Street

**14.5 COMMUNITIES FUTURES VENTURES - TABLE**

Annual General Meeting to be held on 6 September 2022 in Yorkton

THAT the correspondence having been reviewed by FILED.

**15. NEW BUSINESS**

**15.1 RM OF CUPAR**

2022-171

Councillor Kallichuk  
Councillor Hill

THAT the Town of Cupar rent the box scraper from the RM of Cupar at \$200.00 per day.

**CARRIED**

**15.2 FLOCOR (for parts)**

2022-172

Councillor German  
Councillor Hill

THAT the Town of Cupar purchase valve and hydrant replacement parts from Flocor for \$3,074.17 per valve (\$18,445.02) and hydrant replacement of \$6,290.58 plus taxes.

**CARRIED**

**15.3 SUMA SUMMER SCHOOL**

Summer school schedule for 25-25 August 2022 in Regina. Council not attending.

**15.4 SEWER REIMBURSEMENT**

2022-173

Councillor German  
Councillor Smotra

**15.4.1 211 Aberdeen Street**

THAT the Town of Cupar reimburse the resident half of the total cost, being \$200.00 and quotes obtained to investigate the split/break in the pipe at 75'-76'. A letter will then be provided to the resident to determine next course of action in order to fix the damaged pipe.

**CARRIED**

**15.4.2 211 Donald Road - TABLED**

Property has annual sewer maintenance completed for and paid for by Town of Cupar. Request for full re-imburement as the sewer line has now been completed for 2022.


**15.5 BUILDING PERMIT**

2022-174

Councillor Hill  
Councillor Kallichuk

THAT Town of Cupar approve building permit for 409 Lansdowne Street for construction of new garage.

**CARRIED**

Initial 

Initial 

- 2022-175**      **15.6 COMMISSIONAIRE**  
Councillor Smotra  
Councillor Hill  
THAT unless work is completed to improve the condition of the property, then Town of Cupar will issue Order to Remedy for:
- i. 111 Minto Street
  - ii. 207 Lorne Street

**CARRIED**

- 2022-176**      **15.7 THE FINE OPTION PROGRAM**  
Councillor Hill  
Councillor Kallichuk  
  
THAT the Town of Cupar approve and sign Agreement from 16 June 2022 to 16 June 2025.

**CARRIED**

- 2022-177**      **15.8 HANDIVAN**  
Councillor Kallichuk  
Councillor Szigli  
  
THAT the Town of Cupar increase mileage cost from 0.60c per km to \$1.00 per km for all small Handivan rentals effective 20 July 2022.

**CARRIED**

- 15.9 TOWN OF CUPAR MILEAGE RATE**  
THAT due to the rising cost of fuel mileage rate for the Town of Cupar be increased from 0.48c to Government recommendation. The 2022 CRA mileage rate is 0.61c per km for the first 5,000 km driven and 0.55c per km thereafter.

**LOST FOR WANT OF A SECONDER**

- 2022-178**      **15.10 TENDER – 113 STANLEY STREET, CUPAR**  
Councillor Smotra  
Councillor Kallichuk  
  
THAT the Town of Cupar award the demolition and removal of 113 Stanley Street, Cupar to Tony Benko for \$21,000.00 (inclusive of GST) with the following conditions due to the size of the project:
1. Business Registration to be provided;
  2. Registration with Workers Compensation Board and a Letter of Good Standing provided;
  3. Certificate of Insurance showing demolition insurance held to be provided;
  4. Hazardous materials abatement to be completed by a certified abatement company before any demolition takes place, being for the removal of vermiculite in the walls and 9" asbestos tiles and disposal of such materials. Copy of certified abatement to be provided to Town of Cupar;
  5. Understand and abide by the Town of Cupar Bylaw 08-2008 A Bylaw Respecting Buildings;
  6. Demolition and removal of entire building structure excluding the overhead garage door which will remain the property of the Town of Cupar, including mobilization of equipment, hauling and disposal of all debris and disposal fees, if applicable;
  7. Professional Building Inspections Inc. will need to conduct an inspection once the building has been removed to ensure the site is clean prior to any fill; and
  8. Completion date of 30 September 2022.

**CARRIED**

- 15.11 TENDER – 114 LORNE STREET, CUPAR**  
No tenders received.

Initial 

Initial 

**2022-179 15.12 TENDER – 2008 FORD SUPER DUTY TRUCK**

Councillor Smotra  
Councillor Kallichuk

THAT the Town of Cupar seek assistance from RCS Lipton in order to have the truck repaired and therefore the tender received for the 2008 Ford Super Duty 6.4 Litre Power Stroke w/Hoist will not be accepted.

**CARRIED**

**2022-180 15.13 ABATEMENT OF TAXES – 120 STANLEY STREET, CUPAR**

Councillor Szigli  
Councillor Kallichuk

THAT the Town of Cupar approves yearly request for abatement of base tax on residential property of \$950.00, on the condition that taxes are paid in full on or by 31 December 2022.

**CARRIED**

**2022-181 15.14 JOHN HOWARD SOCIETY OF SASKATCHEWAN**

Councillor Kallichuk  
Councillor German

THAT the Town of Cupar as the named victim in an incident that occurred on 5 January 2022 whereby a vehicle crashed into three Loraas bins causing damage approve to settle the matter by a letter of apology from the youth charged and repayment to replace the damaged Loraas bins, for the value of the bins being \$366.30 including taxes.

**CARRIED**

**15.15 STANDING BUFFALO**

Request from Standing Buffalo for the Town of Cupar to donate free pool passes to Standing Buffalo School (K to 9 with approx. 118 kids).

**LOST FOR WANT OF A SECONDER**

**2022-182 15.16 LEAVE/VACATION**

Councillor Smotra  
Councillor Kallichuk

THAT Town of Cupar approve leave as follows:

1. Michelle Focht: vacation leave on 14 July 2022
2. Mike Pearce: vacation leave from 2 to 14 August (inclusive)
3. Leland Benko: unpaid vacation leave from 18 to 25 July and 3 to 5 August (both inclusive)
4. Silvia Virgilio: vacation leave on 22 July 2022 and study leave 18 and 19 August (final exam LG204 – Financial Accounting)

**CARRIED**

**2022-183 15.17 UMAAS WORKSHOP**

Councillor Hill  
Councillor Smotra

THAT Town of Cupar approves for the Administrator to attend one day Community Planning workshop hosted by UMAAS in Regina on 26 October 2022, cost of \$105.00 (tax included) and mileage.

**CARRIED**

**2022-184 15.18 PESTICIDE APPLICATOR COURSE**

Councillor Szigli  
Councillor Hill

THAT Town of Cupar approves for Mike Pearce and Kelly Findling to be registered to complete Landscape Applicator course (PEST-172) with Saskatchewan Polytechnic during the winter or when available, at the cost of \$300.00 per person. The course takes approx. 30 hours to review the material and prepare for the exam.

**CARRIED**

Initial 

Initial 

**2022-185 15.19 KEYSER FARMS LTD & TRAVIS KEYSER TRADING AS TRASK FARMS - AGREEMENT**  
Councillor German  
Councillor Smotra

THAT the Town of Cupar approves and signs off the Agreement between Town of Cupar and Keyser Farms and Travis Keyser Trading as TRASK Farms for the land exchange from 1 April 2022 to 1 April 2024.

**CARRIED**

**2022-186 15.20 CF ASPHALT QUOTE**  
Councillor Smotra  
Councillor Kallichuk

THAT the Town of Cupar approves for the following work to be completed:

1. Sales  
Railway Avenue & Stanley - Water main break.  
Excavate area to be paved to accommodate 3" hot mix asphalt. Compact existing sub grade and repair as required prior to paving, install 3" hot mix asphalt and compact.  
QTY 112 RATE: 60.00 AMOUNT: 6,720.00
2. Sales  
Aberdeen Street - Water main break. Excavate area to be paved to accommodate 3" hot mix asphalt. Compact existing sub grade and repair as required prior to paving, install 3" hot mix asphalt and compact.  
QTY 110 RATE: 60.00 AMOUNT: 6,600.00
3. Sales  
Railway Avenue across from water plant – sweep and clean area, apply SS-1 tack coat, supply and install 2" compacted hot mix asphalt.  
QTY 160 RATE: 48.00 AMOUNT: 7,680.00
4. Sales  
Patching throughout the town  
QTY 1 RATE: 7,500.00 AMOUNT: 7,500.00
5. Sales  
Crack filling though-out the town  
QTY 1 RATE: 10,000.00 AMOUNT 10,000.00

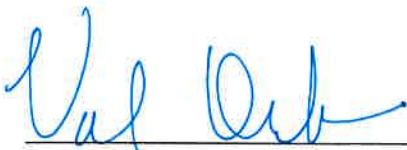
SUB-TOTAL:	\$38,500.00
GST:	\$1,925.00
PST:	\$2,310.00
TOTAL:	\$42,735.00

**CARRIED**

**2022-187 16. ADJOURNMENT**  
Councillor Kallichuk

THAT this meeting be adjourned at 8:51pm.

Next Regular Meeting will be held on Wednesday, 17 August 2022

  
\_\_\_\_\_  
Mayor, Valerie Orb

  
\_\_\_\_\_  
Administrator, Silvia Virgilio

Date: **AUG 17 2022**



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