

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 16 November 2022 at 7:00pm
at Town Office

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

1. **CALL TO ORDER** A quorum present, Deputy Mayor Dennis Smotra called the meeting to order at 6:58pm

2022-262

2. **ADOPT AGENDA**
Councillor German
Councillor Hart

THAT the agenda be adopted as AMENDED.

CARRIED

3. **DELEGATION**

Cory Haines arrived at 7:01pm, discussion included:

- Request for the Town of Cupar to consider internet access at Cupar Memorial Rink, with the cost to be shared with the rink and the Town.

Cory Haines left the meeting at 7:14pm

2022-263

4. **MINUTES**
Councillor Hart
Councillor German

Approve Amended Regular Meeting Minutes dated 19 October 2022

CARRIED

2022-264

5. **NOTICE OF PROCLAMATIONS**
Councillor Hart
Councillor Szigli

THAT the week of November 19 – 27, 2022 to be “Saskatchewan Multicultural Week” in Saskatchewan. “Together We Make Saskatchewan Strong” acknowledges the benefits of multiculturalism as seen in the enrichment and contributions of many individuals, groups and communities in Saskatchewan.

CARRIED

6. **PRESENTATIONS AND RECOGNITIONS** - None

7. **PUBLIC HEARING** - None

8. **COMMUNICATIONS** – None

9. **REPORTS**

2022-265

9.1 **Maintenance Report**
Councillor Hart
Councillor Szigli

THAT Maintenance verbal report presented by Kelly Findling as at 16 November 2022 be accepted as PRESENTED.

CARRIED

Initial 

Initial 

2022-266 **9.2 Administrator Report**
 Councillor Hart
 Councillor Szigli

THAT Administrator’s verbal report presented by Silvia Virgilio as at 16 November 2022 be accepted as PRESENTED.

CARRIED

2022-267 **9.3 Committee Reports**
 Councillor Hart
 Councillor Szigli

- 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

2022-268 **10.1 Financial Statement**
 Councillor Szigli
 Councillor German

THAT Statement of Financial Activities for period ending 31 October 2022 and Bank Reconciliation for Main Operating Account, Reserve Account and USD account completed for period ending 31 October 2022 be accepted as PRESENTED.

CARRIED

2022-269 **10.2 Approval of Accounts Payable**
 Councillor Szigli
 Councillor German

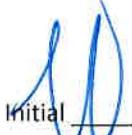
THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$3,591.19 from 09Oct22 to 22Oct22
2. Payroll Journal for \$3,618.91 from 23Oct22 to 05Nov22
3. Batches;

2022-00100	\$420.05	2022-00101	\$4,448.54	2022-00103	\$37,682.77
2022-00105	\$4,262.36	2022-00107	Cheque Voided	2022-00109	\$104,423.25
2022-00111	\$90,720.97				

CARRIED

11. MAYOR AND COUNCILLORS’ FORUM – None

Initial 

Initial 

12. UNFINISHED BUSINESS

12.1 TOWN HALL RAMP [TABLED TO SPRING 2023]

Information received from Cassie Aschenbrener; the Engineer advised:

“Yes, the backfill around the building will settle hence if they use a concrete slab it may move in the future. Patio blocks serve no structural purpose hence they may crack etc. We could go with an engineered pad however it may move in the future also due to the proximity to the building. Most of the ramps I work on are supported by a slab on grade or piles”.

12.2 OLD LUMBER YARD – ASBESTOS ABATEMENT

2022-270

Councillor Hart
Councillor German

THAT the Town of Cupar proceed with an asbestos abatement quote from Restorex Disaster Restoration with the estimating fee and travel costs at \$500.00 plus taxes. If the Town of Cupar proceed with Restorex Disaster Restoration the estimating fee will be deducted from the invoice.

CARRIED

13. BYLAWS, POLICIES AND AGREEMENTS – None

14. CORRESPONDENCE

2022-271

Councillor German
Councillor Szigli

THAT the following correspondence be acknowledged and filed as presented;

14.1 101 MINTO STREET

Update provided on the status of purchase condition from property owner.

CARRIED

15. NEW BUSINESS

15.1 SK LOTTERIES GRANT – CG:21:383 for \$7,430.00 (Rescind 2022-214)

2022-272

Councillor Hart
Councillor German

THAT the 2021 SK Lotteries Community Grant Program for Sport, Culture & Recreation cheques approved for payment as follows:

1. Cupar Museum	\$1,024.00
2. Cupar Minor Hockey	\$1,780.00
3. Cupar Rink	\$1,600.00
4. Cupar 50 Plus	\$500.00
5. Cupar Preschool	\$2,000.00
6. Cupar Dance Club	<u>\$500.00</u>
Sub-Total	\$7,404.00
7. Cupar Museum	<u>\$26.00</u>
Total	\$7,430.00

CARRIED

15.2 TOWN HALL – PURCHASE OF COOLER

2022-273

Councillor Szigli
Councillor German

That Town of Cupar purchase Atosa 2 door glass display cooler from The FEDepot Inc. Calgary, Alberta for \$4,209.36 (includes taxes and delivery fee).

CARRIED

15.3 TOWN OF CUPAR – PURCHASE OF TRACTOR

2022-274

Councillor Smotra
Councillor German

That Town of Cupar purchase 2015 John Deere 324K Four Wheel Drive Loader for \$104,423.25 (includes taxes and Protection Point Warranty for 36 months).

CARRIED

Initial 

Initial 

2022-275 15.4 TOWN OF CUPAR – PURCHASE OF SNOWBLOWER
Councillor Smotra
Councillor Hart

That the Town of Cupar purchase the Erskine Hydraulic Snowblower 2420XL Series for \$19,990.00 + taxes, with delivery in approx. eight weeks.

CARRIED

2022-276 15.5 CUPAR MEMORIAL RINK
Councillor German
Councillor Smotra

THAT the Town of Cupar approve sponsorship for public skating from the Town of Cupar for the amount of \$550.00 (an increase of \$50.00 from previous years).

CARRIED

2022-277 15.6 CUPAR & DISTRICT NURSING HOME AGM
Councillor Hart
Councillor Szigli

THAT the Town of Cupar approve Councillor Kallichuk to act as proxy on behalf of Town of Cupar.

CARRIED

2022-278 15.7 SUMAssure INSURANCE RENEWAL
Councillor Szigli
Councillor Hart

THAT the Town of Cupar approves to renew insurance with AON Reed Stenhouse Inc, on behalf of SUMAssure expiring 31 December 2022.

Furthermore, following January 2023, the Administrator to obtain quotes from SGI Insurance etc. to compare insurance policy premiums and if the Town of Cupar should consider changing insurer.

CARRIED

2022-279 15.8 TOWN OF CUPAR – MAINTENANCE POSITION
Councillor Hart
Councillor German

THAT Colton Benko be employed by the Town of Cupar in the position of temporary full-time maintenance at the rate of \$17.00 per hour commencing Monday 21 November 2022.

CARRIED

2022-280 15.9 HALLOWEEN & CHRISTMAS (Rescind 2022-238)
Councillor German
Councillor Szigli

THAT motion 2022-238 be rescinded and Councillors Hill and Kallichuk judge the best decorated house in Cupar for Halloween prizes, and Councillor Hart judge the best decorated house in Cupar for Christmas.

CARRIED

15.10 TOWN OF CUPAR – PAY REVIEWS (TABLED TO DECEMBER MEETING)

That the Assistant Administrator and Maintenance pay reviews to be tabled to next regular Council Meeting.

2022-281 15.11 TOWN OF CUPAR – ASSISTANT ADMINISTRATOR
Councillor German
Councillor Hart

THAT the Town of Cupar approve the Assistant Administrator to work 5 days per week (40 hours per week) during the Administrator's vacation (from 7 January 2023 to 5 February 2023 inclusive).

CARRIED

Initial 

Initial 

2022-282 **15.12 TOWN OF CUPAR CHRISTMAS BONUS**
Councillor Szigli
Councillor German

THAT the Town of Cupar approves for each employee to receive 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
Maintenance – value \$100.00

CARRIED

2022-283 **15.13 TOWN OF CUPAR CHRISTMAS HOURS**
Councillor Hart
Councillor German

That the Town of Cupar Christmas hours be as follows:
Friday, 23 December 2022 – Closed at 12 noon
Monday, 26 December 2022 – Closed in lieu of Christmas Day
Tuesday, 27 December 2022 – Closed in lieu of Boxing Day
Friday, 30 December 2022 – Closed at 12 noon
Monday, 2 January 2023 – Closed in lieu of New Years Day

CARRIED

15.14 TOWN OF CUPAR – LAGOON DISCHARGE
Timing of lagoon discharge - to be released spring and fall each year as advised by Foreman.

2022-284 **15.15 DAYCARE BUSINESS**
Councillor German
Councillor Hart

THAT the Town of Cupar approve child daycare at residential address of 114 Grey Street, Cupar.

CARRIED

2022-285 **15.16 SEWER REIMBURSEMENT**
Councillor Hart
Councillor German

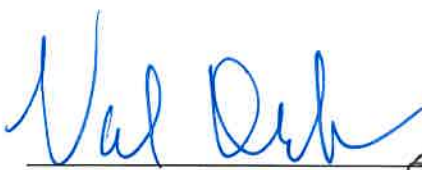
THAT the Town of Cupar approve sewer reimbursement of \$187.50 for residential address of 115 Mills Street, Cupar due to blockage on Town property, and furthermore a letter be sent to Cupar & District Nursing Home making them aware that the sewer blockage was caused by the nursing home kitchen and that the ATLAS Sewer Service invoice on this occasion be paid by the Town of Cupar but going forward they will be invoiced for any blockages caused by the nursing home kitchen. In order to ensure the sewer line is clean at all times, Council request that a cleaning report (with photo's) be provided to the town office on a monthly basis with the first report due 31 January 2023.

CARRIED

2022-286 **16. ADJOURNMENT**
Councillor Szigli

THAT this meeting be adjourned at 8:38pm.

Next Regular Meeting will be held on Wednesday, 21 December 2022



Mayor, Valerie Orb

Date:

DEC 14 2022




Administrator, Silvia Virgilio


Initial


Initial