

**MINUTES**  
**Regular Meeting of Council Town of Cupar**  
**Wednesday, 19 October 2022 at 7:00pm**  
**at Town Office**

<b>Present:</b>	<b>Mayor:</b>	Valerie Orb
	<b>Councillors:</b>	Dennis Smotra, Georgina Kallichuk, Chris Hill, Jordan German
	<b>Administrator:</b>	Silvia Virgilio
	<b>Maintenance:</b>	Kelly Findling left the meeting at 6:57pm, returned to the meeting at 6:59pm
<b>Absent:</b>	<b>Councillors</b>	Cory Hart, Darcy Szigli

1. **CALL TO ORDER** A quorum present, Valerie Orb called the meeting to order at 6:57pm

2022-240

2. **ADOPT AGENDA**  
Councillor German  
Councillor Hill

THAT the agenda be adopted as AMENDED.

**CARRIED**

3. **DELEGATION** - None

2022-241

4. **MINUTES**  
Councillor Smotra  
Councillor German

Approve Regular Meeting Minutes dated 21 September 2022

**CARRIED**

5. **NOTICE OF PROCLAMATIONS** - None

6. **PRESENTATIONS AND RECOGNITIONS** - None

7. **PUBLIC HEARING** - None

8. **COMMUNICATIONS** – None

9. **REPORTS**

2022-242

9.1 **Maintenance Report**  
Councillor Kallichuk  
Councillor German

THAT Maintenance verbal report presented by Kelly Findling as at 19 October 2022 be accepted as PRESENTED.

**CARRIED**

2022-243

9.2 **Administrator Report**  
Councillor Kallichuk  
Councillor German

THAT Administrator's verbal report as 19 October 2022 be accepted as PRESENTED.

**CARRIED**

2022-244

9.3 **Committee Reports**  
Councillor Kallichuk  
Councillor German

- 9.3.1 **Buildings & Hall**
- 9.3.2 **Cemetery**
- 9.3.3 **Equipment**

Initial   
Initial 

- 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 Committee Reports be accepted as PRESENTED.

**CARRIED**

**10. ACCOUNTS**

2022-245

- 10.1 Financial Statement**  
 Councillor Kallichuk  
 Councillor German

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

**CARRIED**

2022-246

- 10.2 Approval of Accounts Payable**  
 Councillor Kallichuk  
 Councillor German

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$5,443.61 from 11Sept22 to 24Sept22
2. Payroll Journal for \$19,200.00 Council Renumeration for 2022
3. Payroll Journal for \$3,841.96 from 25Sept22 to 08Oct22
4. Batches;

2022-00093	\$74,266.90	2022-00095	\$1,190.96	2022-00098	\$90,617.97
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**CARRIED**

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

**12. UNFINISHED BUSINESS**

- 12.1 TOWN HALL RAMP [TABLED TO SPRING 2023]**

- 12.2 OLD LUMBER YARD – ASBESTOS ABATEMENT [TABLED TO NEXT MEETING]**

1. Jordan Asbestos Removal Ltd quoted \$27,750.00
2. Mike Payne, Restorex Disaster Restoration to provide estimate fee and travel costs associated with supplying an estimate, if work proceeds the invoice will be credited with this amount.

2022-247

- 12.3 ANNUAL SEWER CLEAN-OUTS**  
 Councillor Hill  
 Councillor German

THAT the Town of Cupar proceed with free annual clean-out for this year (2022) for the properties 1, 2, 3 and 4 but all (1, 2, 3, 4, 5, 6) will be subject to Council consideration going forward;

1. 209 Aberdeen Street
2. 113 Grey Street
3. 205 Lansdowne
4. 708 Qu'Appelle Avenue
5. 211 Aberdeen Street
6. 211 Donald Road

**CARRIED**

**13. BYLAWS, POLICIES AND AGREEMENTS – None**

Initial   
 Initial 

**14. CORRESPONDENCE**

**2022-248** Councillor Kallichuk  
Councillor Hill

THAT the following correspondence be acknowledged and filed as presented;

**14.1 SUMAssure**  
Letter providing notice of 2.5% rate increase for 2022-2023.

**CARRIED**

**15. NEW BUSINESS**

**2022-249** **15.1 SEWER REIMBURSEMENTS**  
Councillor Smotra  
Councillor Hill

THAT the Town of Cupar approve reimbursement for as per below subject to Maintenance confirming that 34 ft for 207 Aberdeen is on town property.

- 15.1.1** 207 Donald Road, Atlas Sewer - blockage at 70 ft, \$220.05
- 15.1.2** 207 Aberdeen Street, Sheldon Wagner – blockage at 34 ft, \$200.00

**CARRIED**

**2022-250** **15.2 TOWN HALL RENTAL - CUPAR PHARMACY**  
Councillor German  
Councillor Kallichuk

THAT the Town of Cupar approval free hall rental for Flu Vaccinations to Cupar Prairie pharmacy on 11 October 2022 being a community service to the residents of Town of Cupar and surrounding municipalities.

**CARRIED**

**2022-251** **15.3 TOWN HALL RENTAL – REMEMBRANCE DAY**  
Councillor German  
Councillor Hill

THAT the Town of Cupar approval free hall rental for Remembrance Day Service to the Legion Cupar on 11 November 2022 to acknowledge the courage and sacrifice of those who served their country and acknowledge our responsibility to work for the peace they fought hard to achieve.

**CARRIED**

**2022-252** **15.4 LIBRARY & LEGION HALL**  
Councillor Smotra  
Councillor German

THAT due to sanitary reasons the Library and Legion Hall are not permitted to allow non-service dogs to enter the building.

**CARRIED**

**2022-253** **15.5 TOWN HALL RENTAL - COMPLAINT**  
Councillor German  
Councillor Hill

THAT as per the signed Town Hall Rental Contract, the renter acknowledged that “All decorations, liquor, food and other belongings of the renter MUST be removed at the end of the function otherwise it will become the property of the Town of Cupar.” As the Cupar Town Hall was rented for one day only, Saturday 8 October 2022, the food left behind overnight became the property of the Town of Cupar therefore no compensation will be paid.

**CARRIED**

  
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**2022-254**      **15.6    PARKING ON LANSDOWNE STREET**  
 Councillor Smotra  
 Councillor German

THAT the Town of Cupar Bylaw 04-2021 A Bylaw to Regulate the Operation and Parking of Vehicles and the Use of the Highways Appendix 6 remain unchanged.

**CARRIED**

**2022-255**      **15.7    TAX ROLL 186 000**  
 Councillor Hill  
 Councillor Smotra

THAT request to waive interest charges to tax roll 186 000 be declined.

**CARRIED**

**2022-256**      **15.8    HANDIVAN SAFETY INSPECTION**  
 Councillor Hill  
 Councillor Kallichuk

THAT the Town of Cupar complete annual safety check inspection on the small handivan only at this time and a safety check to be completed on the large handivan if/when the Cupar Nursing Home require to use the large handivan.

**CARRIED**

**2022-257**      **15.9    VILLAGE OF DYSART**  
 Councillor Hill  
 Councillor Georgina

THAT the Town of Cupar approves rental of the box safety cage to the Village of Dysart for one day at no cost.

**CARRIED**

**2022-258**      **15.10   CUPAR PLAYGROUND & PROJECT GROUP**  
 Councillor Smotra  
 Councillor Kallichuk

THAT the Town of Cupar Council approve waiving the Town Hall Rental Fee of \$225.00 per day for set-up, use and clean-up of the hall for the Cupar Playground & Project Group Ladies Night on 5 November 2022.

**CARRIED**

**15.11   BOARD OF REVISION [TABLED TO NEXT MEETING]**

Town of Cupar Council to appoint a volunteer to represent the Town of Cupar on the Board of Revision Panel.

Nomination required for the 2023 taxation year, all board of revision members and secretaries in Saskatchewan are required to take mandatory training offered through the Johnson Shoyama Graduate School of Public Policy (JSGS).

**2022-259**      **15.12   TOWN OF CUPAR – CLEANER VACANCY**  
 Councillor Kallichuk  
 Councillor German

THAT the Town of Cupar contract Velma Montgomery at \$18.00 per hour to clean as follows:

Town Hall kitchen	1. Initial clean including wipe/scrub down walls and cupboards, inside and outside oven, clean all appliances, mop floor 2. Clean kitchen area following rental of Town Hall when kitchen if booked, upon instruction from Town Administrator
Library/Legion	1. Initial clean including wipe/scrub down kitchen walls and cupboards, inside and outside oven, mop kitchen, vacuum carpeted floors and clean disinfect washroom 2. Clean kitchen, main hall and washroom areas following rental of Legion Hall if booked, upon instruction from Town Administrator

**CARRIED**

Initial   
 Initial 

**2022-260**      **15.13 TOWN OF CUPAR – MAINTENANCE VACANCY**  
Councillor Kallichuk  
Councillor Hill

THAT the Town of Cupar contract Austin Sentes or Curtis Williamson at \$17.00 per hour to assist with Maintenance work until a temporary full-time candidate is hired.

**CARRIED**

**.022-261**      **16. ADJOURNMENT**  
Councillor Kallichuk

THAT this meeting be adjourned at 8.37pm.

Next Regular Meeting will be held on Wednesday, 16 November 2022

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

Deputy Mayor

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

Date: **NOV 16 2022**



  
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