

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 23 August 2023 at 7:00pm
at Town Office

Present: Mayor: Valerie Orb
Councillors: Dennis Smotra, Georgina Kallichuk, Chris Hill,
Darcy Szigli, Jordan German, Cory Hart
CAO: Silvia Virgilio

1. **CALL TO ORDER** A quorum present, Mayor Valerie Orb called the meeting to order at 6:52pm

2023-0174
2. **ADOPT AGENDA**
Councillor Hill
Councillor Hart

THAT the agenda be adopted as AMENDED.

CARRIED

3. **DELEGATION – None**

2023-0175
4. **MINUTES**
Councillor Smotra
Councillor Kallichuk

THAT Regular Meeting Minutes dated 19 July 2023 be approved as PRESENTED.

CARRIED

5. **NOTICE OF PROCLAMATION - None**

6. **PRESENTATIONS AND RECOGNITIONS - None**

7. **PUBLIC HEARING - None**

8. **COMMUNICATIONS - None**

2023-0176
9. **REPORTS**
9.1 **Maintenance Report**
Councillor Hill
Councillor Szigli

THAT Maintenance verbal report presented by Mike Pearce as at 23 August 2023 be accepted as PRESENTED.

CARRIED

2023-0177
9.2 **Administrator Report**
Councillor Hill
Councillor Szigli

THAT Administrator's verbal report presented by Silvia Virgilio as at 23 August 2023 be accepted as PRESENTED.

CARRIED

2023-0178
9.3 **Committee Reports**
Councillor Hill
Councillor Szigli

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 the verbal Committee Reports be accepted as PRESENTED.

CARRIED

10. ACCOUNTS

10.1 Financial Statement

2023-0179

Councillor Hill
 Councillor Kallichuk

THAT Statement of Financial Activities for period ending 31 July 2023 and Bank Reconciliation for Main Operating Account, Swimming Pool Account and Reserve Account completed for period ending 31 July 2023 be accepted as PRESENTED.

CARRIED

10.2 Approval of Accounts Payable

2023-0180

Councillor Hill
 Councillor Kallichuk

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$11,551.21 from 02Jul23 to 15Jul23
2. Payroll Journal for \$11,556.00 from 16Jul23 to 29Jul23
3. Payroll Journal for \$10,041.28 from 30Jul23 to 12Aug23
4. Batches;

From 2023-00075 to 2023-00081	\$122,346.20
2023-00083 – Council Meeting 23Aug23	\$99,229.95

CARRIED

11. MAYOR AND COUNCILLORS' FORUM

- 11.1 Mayor Val provided summary of SUMA Mayors Summit held in Regina on 17 & 18 August 2023, including (as per agenda);
 - o Setting up your CAO for success
 - o Asset Management
 - o Diplomatic Leadership
- 11.2 Councillor Hill made a suggestion to turn the old lumber yard into a tree nursery

12. UNFINISHED BUSINESS

12.1 WATER TREATMENT PLANT - TABLED TO 20 September 2023 (from 15 March 2023)



- Welding repair required on the water distribution line.
- Quote received from Municipal Utilities \$119,689.00 + taxes
 - Waiting on second quote

12.2 BALL DIAMOND COMMITTEE - TABLED TO 2024 (from 17 May 2023)

- Councillor Hill to request for tin roof quote from All-Out Construction
 Approval for the shingle to be replaced at the sports ground gazette;
1. All-Out Construction \$3,818.40
 2. Matrix Roofing \$2,331.00

12.3 DRAINAGE DITCH - TABLED TO 2024 (from 21 June 2023)

Discuss a plan to move the drainage ditch that's west of the elevator away from the road as it's pulling the curb away from the street, and the street will be next.

Initial 
 Initial 

12.4 INSURANCE – TABLED TO 20 September 2023 (from 23 August 2023)

SGI Municipal Insurance quote provided for discussion/review

13. BYLAWS, POLICIES AND AGREEMENTS - None

14. CORRESPONDENCE

2023-0181

Councillor Hill
Councillor Kallichuk

THAT the following correspondence be acknowledged and filed as presented;

14.1 SASKATCHEWAN HEALTH AUTHORITY

Letter received in regards to Plan Review for 214 Stanley Street, Cupar

14.2 CUPAR LIBRARY

Email received from Parkland Regional Library requesting librarian hours to be confirmed by Cupar Library Board – awaiting response from Cupar Library Board

14.3 SASKWATER

Email received SaskWater well servicing/rehab to begin on PW6

Update on purchase of old hospital – SaskWater have been referred to the Ministry of SaskBuilds and Procurement, SaskWater to follow-up in October 2023.

CARRIED

15. NEW BUSINESS

15.1 FALL 2023 TREE TENDER

2023-0182

Councillor Hill
Councillor Kallichuk

THAT the Town of Cupar approve for both Tony Benko and Alvin Nameth to work on the diseased tree removal jointly. A list titled “Diseased Trees to be removed” to be provided and each contractor will commence work at opposite ends of the Town and work through the list until all trees are removed. There is no set number of trees per contractor. Alvin Nameth to start from West to East (start from top of list work downwards) and Tony & Colton Benko to start from East to West (start from bottom of list work upwards). Removal of diseased trees as marked by Town of Cupar, painted black with an X sign; and location on the list provided. Each tree location to be completed with details of the date removed, time taken to remove each tree (at each location) at the rate of \$85.00 per hour, and total. This amount to match invoice to Town of Cupar.

CARRIED

15.2 TOWN TRUCK TENDER – TABLED TO 2024

No bids received, to be included in 2024 Budget for new motor

15.3 ABATEMENT OF BASE TAX – 120 STANLEY STREET

2023-0183

Councillor Hart
Councillor German

THAT Town of Cupar approve request for abatement of one base tax (commercial/residential property) of \$1,050.00 on the condition that taxes are paid by 31 December 2023.

CARRIED

15.4 ABATEMENT OF BASE TAX – 912 RAILWAY AVENUE

2023-0184

Councillor Hart
Councillor German

THAT Town of Cupar approve request for abatement of one base tax (commercial/residential property) of \$1,050.00 on the condition that taxes are paid by 31 December 2023.

CARRIED

Initial 
Initial 

15.5 CUPAR LIONS AMBULANCE BOARD – TABLED TO 20 September 2023

Approval request to expand building 30 feet north to build a drive-thru bay so that the ambulance drivers do not have to reverse into the building, subject to Professional Building Inspections regulations Town of Cupar Bylaw.

2023-0185

15.6 ROYAL CANADIAN LEGION SASKATCHEWAN COMMAND

Councillor German
Councillor Kallichuk

THAT Town of Cupar approves donation of \$225.00 to Royal Canadian Legion for 2023.

CARRIED

2023-0186

15.7 GRASSLANDS NEWS

Councillor Hart
Councillor Hill

THAT Town of Cupar approves to advertise to join in and say a huge thank you to all farmers and farm hands who put food in our stores, on our tables and in our pantry's, being an ad of 1/16 page for \$90.00.

DEFEATED

2023-0187

15.8 COLLABRIA CREDIT CARD

Councillor Hart
Councillor Hill

THAT Town of Cupar approves to obtain a credit card for Mayor Val Orb, to be held in the vault for use only when CAO credit card is not available.

CARRIED

2023-0188

15.9 TOWN HALL TABLE/CHAIR RENTAL (email)

Councillor Kallichuk
Councillor Smotra

THAT Town of Cupar approves for CAO to rent three Town Hall tables at \$10.00 each and fifteen chairs at \$2.50 each.

CARRIED

2023-0189

15.10 SWIMMING POOL REFUND

Councillor Kallichuk
Councillor German

THAT Town of Cupar approve swimming lesson refund of \$140.00 due to child having hand foot & mouth disease. Lesson paid by Carrie Robinson, refund requested by Ashley Macknak.

CARRIED

2023-0190

15.11 HANDI-VAN – LARGE

Councillor Smotra
Councillor Kallichuk

THAT Town of Cupar fees remain the same for the large Handi-Van rental, as per 2019;
\$5.00 per person with the Town of Cupar; and
\$2.50 per person plus \$1.00/km for out-of-town travel
AND, a dead switch be installed to the large Handi-Van

CARRIED

2023-0191

15.12 SWIMMING POOL HOURS

Councillor Hart
Councillor German

THAT Town of Cupar change the pool hours to:

- Monday to Friday from 4pm to 7pm
- Saturday & Sunday from 1pm to 8:30pm

CARRIED

Initial



Initial



2023-0192 **15.13 NATIONAL DAY FOR TRUTH AND RECONCILIATION**
Councillor German
Councillor Szigli

THAT the Town of Cupar observe and respect Truth & Reconciliation Day on 30 September 2023, and that the Town Office to be closed on the Monday 2 October recognizing this day as a Stat day.
CARRIED

2023-0193 **15.14 COMMISSIONAIRE**
Councillor Hill
Councillor Szigli


THAT Town of Cupar provide Commissionaire 30-day notice to end our contract for 2023 on 25 September 2023, instead of 31 October 2023.
CARRIED

15.15 IN-CAMERA SESSION
CAO told to leave the meeting at 7:59pm
Council went into in-camera session at 7:59pm
Council concluded in-camera session at 8:10pm
CAO returned to the meeting at 8:10pm


2023-0194 **16. ADJOURNMENT**
Councillor Kallichuk

THAT this meeting be adjourned at 8:10pm.

Next Regular Meeting on Wednesday, 20 September 2023.



Valerie Orb, Mayor



Silvia Virgilio, CAO

Date: **SEP 20 2023**




Initial _____
Initial _____