

MINUTES

TOWN OF MOSSBANK

REGULAR COUNCIL MEETING

7:00 p.m. Tuesday, October 15, 2019

*Minutes of the Town of Mossbank Regular Council Meeting held in the Council Chambers of the Municipal Office located at 311 Main Street, Mossbank, Saskatchewan on Tuesday, October 15, 2019 at 7:00 p.m.*

*Mayor Gregg Nagel, Councillor Kristi Green, Councillor Jeremy Costley, Councillor Dave Gibson, Councillor Bryan Howe, Councillor Steve Kowalski and CAO Chris Costley were in attendance at the call to order. Absent: Councillor Brett Tollefson.*

*Mayor Gregg Nagel called the meeting to order at 7:04 p.m.*

**ADOPTION OF THE AGENDA**

310/19 Councillor Green moved to adopt the agenda as presented.

CARRIED

**ELECTION RESULTS**

311/19 Councillor J. Costley moved to acknowledge the by-election results.

CARRIED

**ADOPTION OF MINUTES**

312/19 Councillor Green moved that the minutes of the regular meeting of Council held on Monday, September 9, 2019 be adopted.

CARRIED

**CORRESPONDENCE**

313/19 Councillor Gibson moved that the correspondence presented be filed.

CARRIED

**WATER SAMPLES AND REPORT**

314/19 Councillor Kowalski moved to accept the chlorine & turbidity report and the bacteriological water samples for September of 2019 as presented.

CARRIED

**RCMP COMMUNITY POLICING REPORT Q3 2019**

315/19 Councillor Green moved to accept the RCMP Community Policing Report for the period of July 1 to September 30, 2019, as presented, and authorize Mayor Nagel to sign on behalf of the Town of Mossbank.

CARRIED

**FINANCIAL REPORTS**

316/19 Councillor Howe moved that the financial reports for September of 2019 (bank reconciliation, financial summary and staff salary report) be accepted as presented.

CARRIED

**LIST OF ACCOUNTS FOR APPROVAL**

317/19 Councillor J. Costley moved that the List of Accounts for Approval for September of 2019 be approved and that these be attached to and form part of the minutes.

CARRIED

**BYLAW NO. 10/19**

318/19 Councillor Gibson moved that Bylaw No. 10/19, known as the Business Licence Bylaw, receive first reading.

CARRIED

**BYLAW NO. 11/19**

319/19 Councillor Gibson moved that Bylaw No. 11/19, known as the Council Code of Ethics Bylaw, receive first reading.

CARRIED

320/19 Councillor Green moved that Bylaw No. 11/19, known as the Council Code of Ethics Bylaw, receive second reading.

CARRIED

321/19 Councillor Kowalski moved that Bylaw No. 11/19, known as the Council Code of Ethics Bylaw, receive three readings at this meeting.

CARRIED

322/19 Councillor Howe moved that Bylaw No. 11/19, known as the Council Code of Ethics Bylaw, receive third reading and be adopted.

CARRIED

**UNITED CHURCH**

323/19 Councillor Green moved that CAO Chris Costley arrange a meeting with members of the United Church Board of Trustees to further discuss the transfer of title to Lot 16 Block 8 Plan AG895 to the Town of Mossbank.

CARRIED

*Councillor J. Costley declared pecuniary interest and left the meeting at 8:30 p.m.*

**NUISANCE BYLAW EXEMPTION REQUEST**

324/19 Councillor Green moved to table discussion regarding Lots 5 & 6 (north 18') Block 5 Plan AG895 until the next regular meeting of Council.

CARRIED

*Councillor J. Costley returned at 8:34 p.m.*

**LEGION HALL TOILET & REPAIRS**

325/19 Councillor Howe moved to approve repairs to the women's bathroom of the Legion Hall (501 T C Douglas St E) by The Mechanical Mind at a cost of \$950.00 plus taxes.

CARRIED

**AUDITOR RESIGNATION**

326/19 Councillor Green moved to table discussion regarding the appointment of an auditor until the next regular meeting of Council.

CARRIED

**HAIL DAMAGE**

327/19 Councillor Green moved that administration obtain up to two quotes for repairs to all municipal buildings that had hail damage.

CARRIED

**DOCTOR RECRUITMENT**

328/19 Councillor J. Costley moved to table discussion regarding doctor recruitment until the next regular meeting of Council.

CARRIED

**CONEXUS RFO ACCEPTANCE LETTER**

329/19 Councillor Green moved to authorize Mayor Nagel to sign the acceptance letter received from Conexus Credit Union, dated October 2, 2019, on behalf of the Town of Mossbank with regard to the Request for Offers submission for Lots 2-3 Block 8 Plan AG895 as amended per email correspondence with CEO Eric Dillon including the expiry of the restrictive covenant after 24 months and allowing an automated teller machine, even if owned and operated by a rival financial institution.

*Councillor Howe requested a recorded vote on the motion:*

- Councillor Gibson – Yes
- Councillor Green – Yes
- Councillor J. Costley – Yes
- Councillor Howe – No
- Councillor Kowalski – Yes
- Mayor Nagel – Yes

CARRIED

**DEBIT MACHINE – TOWN OFFICE**

330/19 Councillor Howe moved to authorize Administrative Assistant Christa Fortin, retroactive to October 4, 2019, to sign the agreement with BAMS PACT (First Data) on behalf of the Town of Mossbank for the installation of a debit machine at the Town Office.

CARRIED

**JULY 1 DEMOLITION DERBY**

331/19 Councillor Green moved to table discussion regarding the July 1 Demolition Derby until the next regular meeting of Council.

CARRIED

**OFFICIAL NAME FOR PARK AREA EAST OF RINK**

332/19 Councillor Kowalski moved that administration request name suggestions from the community for the park area east of Mossbank Centennial Arena.

CARRIED

**STRATEGIC PLANNING & STAFF MEETING DATES**

333/19 Councillor Green moved to schedule the 2019 strategic planning meeting for Monday, November 18 at 7:00 p.m.

CARRIED

334/19 Councillor J. Costley moved to appoint Councillor Gibson and Mayor Nagel to attend the annual meeting between CAO Chris Costley and Public Works Manager Rick Rollie to be scheduled to take place in November of 2019.

CARRIED

**NOVEMBER MEETING DATE**

335/19 Councillor J. Costley moved to reschedule the next regular meeting of Council to Tuesday, November 12, 2019 at 7:00 p.m.

CARRIED

**REMEMBRANCE DAY SERVICE**

336/19 Councillor Green moved to approve a \$200 donation to the Grad Club for the setup and takedown of chairs at the Remembrance Day ceremony at the Mossbank Community Hall on November 11, 2019.

CARRIED

337/19 Councillor Gibson moved that administration arrange the 2019 Remembrance Day ceremony with assistance from Mayor Nagel.

CARRIED

**CHRISTMAS PARTY DATE**

338/19 Councillor Kowalski moved that administration arrange for the Town of Mossbank Christmas Party to be held on Saturday, December 7, 2019 at The Bent Nail Café at 6 p.m.

CARRIED

**GAS TAX AMENDED AGREEMENT**

339/19 Councillor J. Costley moved to authorize Mayor Nagel and CAO Chris Costley to sign Amending Agreement No. 1, as presented, amending the Municipal Gas Tax Fund Agreement between the Town of Mossbank and the Government of Canada.

CARRIED

**SUMA CONVENTION 2020**

340/19 Councillor Green moved to table discussion regarding the 2020 SUMA Convention until the next regular meeting of Council.

CARRIED

**LAFLECHE CU DEBIT CARD**

341/19 Councillor Kowalski moved to approve the issuance of a debit card for the purpose of depositing funds to the Town of Mossbank's Lafleche Credit Union chequing account via an automated teller machine, to be used exclusively by CAO Chris Costley, and authorizing Mayor Gregg Nagel and Deputy-Mayor Kristi Green to sign a declaration to be provided to Lafleche Credit Union indicating our shared understanding regarding debit card internal control risks, as follows:

1. Lafleche Credit Union does not have a "deposit only" card but can set withdrawal limits to \$0;
2. Any limits attached to debit cards are per actual card. This means any e-transfer limit, withdrawal limit and deposit limit WILL RESET every time a new card is issued for any reason, including current card expiry;
3. In the event a new card is issued, it is the Town of Mossbank's responsibility to phone Lafleche Credit Union and reset each card to the previous limits as Lafleche Credit Union does not monitor limits on newly issued debit cards.
4. If a new debit card is issued and anything untoward should happen with said card regarding unchanged limits, the Town of Mossbank will be responsible, not Lafleche Credit Union.
5. PIN numbers are not to be shared. If any fraud should occur on a debit card that has been shared, the loss will be the responsibility of the Town of Mossbank, not Lafleche Credit Union.

CARRIED

**PETTY CASH INCREASE**

342/19 Councillor Howe moved to approve an increase in the amount of petty cash on hand from \$200 to \$500.

CARRIED

343/19 Councillor Gibson moved to approve a \$2.00 transaction fee for the sale of coin through the debit machine.

CARRIED

**LIBRARY AUCTION DONATION**

344/19 Councillor Green moved to approve a donation of a three (3) month gym membership to the 2019 Mossbank Library Silent Auction.

CARRIED

**LEGION PRESSURE TANK & LINE RELOCATE**

345/19 Councillor Gibson moved to approve payment of invoice #0194 to The Mechanical Mind for work performed at the Legion Hall (501 T C Douglas St E) costing \$1,550.91 plus tax.

CARRIED

**ELECTIONS CANADA AGREEMENT – COMMUNITY HALL RENTAL**

346/19 Councillor Green moved to authorize Administrative Assistant Christa Fortin to sign the rental agreement, as presented, with Elections Canada on behalf of the Town of Mossbank for the use of the Community Hall retroactive to September 23, 2019.

CARRIED

*Mayor Nagel declared pecuniary interest and left the meeting at 10:10 p.m. No resolution was put forward regarding the Bed & Breakfast agenda item. Mayor Nagel returned at 10:14 p.m.*

**WAGE DISCUSSION**

347/19 Councillor Gibson moved to table discussion regarding staff wages until the next regular meeting of Council.

CARRIED

**CONSENT TO PARCEL TIE**

348/19 Councillor J. Costley moved to approve the parcel tie request for Lots 9-12 Block 16 Plan EX875 and authorize CAO Chris Costley to provide a letter to such effect to Malcolm Vanstone of 20/20 Geomatics Ltd.

CARRIED

**ADJOURNMENT**

349/19 Councillor Gibson moved to adjourn meeting at 10:18 p.m.

CARRIED

**NEXT COUNCIL MEETING – NOVEMBER 12, 2019**

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*Gregg Nagel, Mayor*

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*Chris Costley, CAO*