

MINUTES

TOWN OF MOSSBANK

REGULAR COUNCIL MEETING

7:00 p.m. Monday, December 9, 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 Monday, December 9, 2019 at 7:00 p.m.*

*Mayor Gregg Nagel, Councillor Jeremy Costley, Councillor Dave Gibson, Councillor Kristi Green, Councillor Steve Kowalski and CAO Chris Costley were in attendance at the call to order. Absent: Councillors Bryan Howe and Brett Tollefson. Guests: Assistant Administrator Christa Fortin and Public Works Manager Rick Rollie.*

*Mayor Gregg Nagel called the meeting to order at 7:06 p.m.*

**ADOPTION OF THE AGENDA**

385/19 Councillor D. Gibson moved to adopt the agenda as presented.

CARRIED

*Rick led a discussion regarding maintenance issues and the Public Works department budget. Rick left the meeting at 8:18 p.m.*

**ADOPTION OF MINUTES**

386/19 Councillor Green moved that the minutes of the regular meeting of Council held on Tuesday, November 12, 2019 be adopted.

CARRIED

**CORRESPONDENCE**

387/19 Councillor Kowalski moved that the correspondence presented be filed.

CARRIED

**WATER REPORTS**

388/19 Councillor J. Costley moved to accept the chlorine & turbidity report and the bacteriological water samples for November 2019 as presented.

CARRIED

**FINANCIAL REPORTS**

389/19 Councillor Gibson moved that the financial reports for November 2019 (bank reconciliation, financial summary and staff salary report) be accepted as presented.

CARRIED

**LIST OF ACCOUNTS FOR APPROVAL**

390/19 Councillor J. Costley moved that the List of Accounts for Approval for November 2019 be approved and that these be attached to and form part of the minutes.

CARRIED

**GYM FINANCIAL REPORT**

391/19 Councillor Green moved to extend the Mossbank Health & Fitness Centre family promotion indefinitely:

- after two (2) members from a household, additional memberships from the same household are free of charge.

CARRIED

*Councillor J. Costley declared pecuniary interest and left the room at 8:29 p.m.*

**NUISANCE BYLAW EXEMPTION REQUEST**

392/19 Councillor Gibson moved that administration advise the owner of Lots 5-6 (north 18') Block 5 Plan AG895 that the property now meets the requirements of Bylaw No. 01/19.

CARRIED

*Councillor J. Costley returned to the meeting at 8:32 p.m.*

**AUDITOR APPOINTMENT**

393/19 Councillor Green moved to table discussion regarding the appointment of a municipal auditor until the next regular meeting of Council.

CARRIED

**DOCTOR RECRUITMENT**

394/19 Councillor Kowalski moved to table discussion regarding doctor recruitment indefinitely.

CARRIED

**2020 SUMA CONVENTION**

395/19 Councillor J. Costley moved to approve the attendance of Mayor Nagel, CAO Chris Costley and two (2) councillors at the 2020 SUMA Convention in Regina from February 2-5, 2020 at a cost of \$450 each plus mileage and meals.

CARRIED

**STAFF & WAGE DISCUSSION**

396/19 Councillor J. Costley moved to approve 2020 wage rates for lifeguards as follows:

- Head Lifeguard - \$17.81/hour
- Senior Lifeguard - \$16.76/hour
- Junior Lifeguard - \$13.61/hour
- Casual Lifeguard - \$12.57/hour

CARRIED

*Councillor Green declared pecuniary interest and left the room at 8:42 pm. Administrative Assistant Christa Fortin left the room at 8:42 p.m.*

397/18 Councillor Kowalski moved to approve the following salaries and wage rates effective January 1, 2020:

- Rick Rollie - \$70,451.73 per annum
- Christa Fortin - \$20.91 per hour
- Brent Kabrud - \$24.33 per hour
- Sandra Taylor - \$16.23 per hour
- John Sylvestre - \$16.23 per hour

CARRIED

*Christa Fortin and Councillor Green returned to the meeting at 8:48 pm. Councillor J. Costley declared pecuniary interest and left the room at 8:48 pm. CAO Chris Costley left the room at 8:48 p.m.*

*Administrative Assistant Christa Fortin was appointed as recording secretary for the following motion:*

398/18 Councillor Kowalski moved to approve a salary adjustment for CAO Chris Costley to \$69,546.48 per annum effective January 1, 2020.

CARRIED

*CAO Chris Costley and Councillor J. Costley returned to the meeting at 8:57pm.*

399/19 Councillor Green moved to approve the enrollment of CAO Chris Costley in the Small Systems Water and Wastewater courses at Saskatchewan Polytechnic at a cost of \$485 each.

CARRIED

**AUTOMATED TELLER MACHINE**

400/19 Councillor Green moved to table discussion regarding the purchase of an automated teller machine until the next regular meeting of Council.

CARRIED

**RINK POWER**

401/19 Councillor Green moved to table discussion regarding rink power indefinitely.

CARRIED

**SGI HAIL CLAIM**

402/19 Councillor Green moved to table discussion regarding the SGI hail claim until the next regular meeting of Council.

CARRIED

**UNITED CHURCH**

403/19 Councillor J. Costley moved to authorize CAO Chris Costley and Mayor Gregg Nagel to sign the lease agreement with Kiall and Sandra Jennett, as amended, on behalf of the Town of Mossbank for the lease of Lot 16 Block 8 Plan AG895 effective January 1, 2020.

CARRIED

**2020 BUDGET MEETING**

404/19 Councillor Green moved to schedule the 2020 budget meeting for March 23, 2020 at 7:00 p.m.

CARRIED

**LIBRARY OPERATING GRANT**

405/19 Councillor Green moved to approve a \$1,500 donation to the Mossbank Library to support 2020 operations.

CARRIED

**DECLARATION OF COMPLIANCE – REVENUE SHARING**

406/19 Councillor Gibson moved to acknowledge in the minutes that the Town of Mossbank meets the following eligibility requirements for the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

to authorize CAO Chris Costley to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

**HAROLD LIZEE GOLF CLUB DEDICATION**

407/19 Councillor Kowalski moved to approve a budget of up to \$100 for the purchase of a sign to honour the memory of Harold Lizee and his contributions to the Mossbank Golf Club.

CARRIED

**TAX ENFORCEMENT**

408/19 Councillor Green moved to authorize administration to seek title to Lot 10 Block 10 Plan AR4690 and Lot 2 Block 20 Plan CX555 in accordance with Section 22(1) of *The Tax Enforcement Act*.

CARRIED

**MENTAL HEALTH WORKSHOP**

409/19 Councillor Green moved to approve a \$100 donation to the Mental Health in Agriculture Workshop scheduled for January 14, 2020 at the Mossbank Curling Club and authorize administration to provide promotional support.

CARRIED

**BREWERY WATER USE**

410/19 Councillor J. Costley moved to authorize CAO Chris Costley to provide Malcolm Bucholtz with a letter advising there are presently no water or wastewater concerns related to his brewery proposal based on the information provided.

CARRIED

**GIFT CARD – VOLUNTEER APPRECIATION**

411/19 Councillor Kowalski moved to approve the purchase of a \$100 Princess Auto gift card for Lloyd Nagel in recognition of various volunteering efforts in the community.

CARRIED

**OFFICE DESK & FILING CABINET – CONEXUS CREDIT UNION**

412/19 Councillor Gibson moved to approve the relocation of a desk and filing cabinet, as requested by administration, from the former Conexus Credit Union building to the Town Office.

CARRIED

**CREDENTIAL SECURITIES OFFICE**

413/19 Councillor J. Costley moved that administration prepare a Request for Proposals competition for the lease of the Credential Securities portion of the former Conexus Credit Union building.

CARRIED

**CONEXUS MAIN BUILDING LEASE**

414/19 Councillor J. Costley moved to table discussion regarding the lease of the Conexus Credit Union building until the next regular meeting of Council.

CARRIED

**MEETING WITH SCHOOL DIVISION TRUSTEE**

415/19 Councillor J. Costley moved to invite Prairie South School Division Trustee Al Kessler to the next regular meeting of Council.

CARRIED

**STAFF CHRISTMAS GIFTS**

416/19 Councillor Green moved to approve the purchase of \$100 gift cards from Top Shelf Grocery for each of the following employees:

- Chris Costley
- Rick Rollie
- Christa French
- Brent Kabrud
- John Sylvester
- Sandra Taylor

CARRIED

**CAPITAL WORKS PLAN**

417/19 Councillor Green moved to table discussion regarding the capital works plan until the next regular meeting of Council.

CARRIED

**2020 MEETING DATES**

418/19 Councillor Kowalski moved to reschedule the next regular meeting of Council to January 16, 2020 at 7:00 p.m.

CARRIED

**ADJOURNMENT**

429/19 Councillor Gibson moved to adjourn meeting at 10:11 p.m.

CARRIED

**NEXT COUNCIL MEETING – JANUARY 16, 2020**

---

*Gregg Nagel, Mayor*

---

*Chris Costley, CAO*