

MINUTES

TOWN OF MOSSBANK REGULAR COUNCIL MEETING

7:00 p.m. Monday, January 24, 2022

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, January 24, 2022 at 7:00 p.m.

Mayor Bryan Howe, Deputy Mayor Kristi Green, Councillor Jeremy Costley, Councillor Jeremy Howe, Councillor Brett Tollefson, Councillor Kari Dawn Wolitski and CAO Chris Costley were in attendance by electronic means (Zoom) at the call to order. Absent: Councillor Steve Kowalski,.

Mayor Bryan Howe called the meeting to order at 7:06 p.m.

ADOPTION OF THE AGENDA

1/22 Councillor Tollefson moved to adopt the agenda.

CARRIED

ADOPTION OF MINUTES

2/22 Councillor Wolitski moved that the minutes of the regular meeting of Council held on Monday, November 8, 2021 be adopted.

CARRIED

CORRESPONDENCE

3/22 Councillor Tollefson moved that the correspondence presented be filed.

CARRIED

WATER SAMPLES AND REPORT

4/22 Councillor Wolitski moved to accept the chlorine & turbidity report and the bacteriological water samples for November and December 2021 as presented.

CARRIED

FINANCIAL REPORTS

5/22 Councillor J. Howe moved that the financial reports for November and December 2021 (bank reconciliation, financial summary, and staff salary report) be accepted as presented.

CARRIED

LIST OF ACCOUNTS FOR APPROVAL

6/22 Councillor Wolitski moved that the List of Accounts for Approval for November and December 2021 be approved and that these be attached to and form part of the minutes.

CARRIED

Councillor J. Costley declared a conflict of interest at 7:52 p.m. and left the meeting.

BYLAW 02/22 – JOINT ADMINISTRATION BYLAW

7/22 Councillor Wolitski moved that Bylaw No. 02/22, a bylaw to provide for entering into an agreement for the joint administration of the Town of Mossbank and the R.M. of Lake Johnston No. 102, receive first reading.

CARRIED

8/22 Councillor Tollefson moved that Bylaw No. 02/22, a bylaw to provide for entering into an agreement for the joint administration of the Town of Mossbank and the R.M. of Lake Johnston No. 102, receive second reading.

CARRIED

9/22 Councillor J. Howe moved that Bylaw No. 02/22, a bylaw to provide for entering into an agreement for the joint administration of the Town of Mossbank and the R.M. of Lake Johnston No. 102, receive three readings at this meeting.

CARRIED UNANIMOUSLY

10/22 Councillor J. Howe moved that Bylaw No. 02/22, a bylaw to provide for entering into an agreement for the joint administration of the Town of Mossbank and the R.M. of Lake Johnston No. 102, receive third reading and be adopted; and further, to approve the associated adjustment to Chris Costley's salary to \$92,400 per annum and phone allowance of \$50 per month.

CARRIED

Councillor J. Costley returned to the meeting at 7:55 p.m.

ASSISTANT ADMINISTRATOR WAGE

11/22 Councillor Tollefson moved to approve a wage increase for Christa Fortin to \$25.00 per hour, effective February 1, 2022.

CARRIED

LOT SWAP OFFER – LOTS 1-2 BLOCK 5 PLAN AG895 FOR PARCEL M PLAN 61MJ12082

12/22 Councillor Wolitski moved that administration contact Jack Edinborough regarding the offer presented (on behalf of Leon Wuschke) for the exchange of Lots 1-2 Block 5 Plan AG895 for Parcel M Plan 61MJ12082, indicating that Council is not interested at this time.

CARRIED

CHRISTMAS PARTY

13/22 Councillor Wolitski moved to table the discussion regarding the 2022 Town Christmas Party indefinitely.

CARRIED

2022 BUDGET MEETING DATE

14/22 Councillor J. Howe moved to schedule the 2022 budget meeting for Monday, March 7, 2022 at 7:00 p.m.

CARRIED

LIBRARY OPERATING GRANT

15/22 Councillor J. Costley moved to approve an operating grant to the Mossbank Public Library in the amount of \$1,500 for the 2022 year.

CARRIED

EXTRA LIBRARY HOURS

16/22 Councillor Tollefson moved to approve payment of \$7,884.00 to the Palliser Regional Library for the 2020 library levy plus \$2,259.38 towards the cost of the extra hours, with the remainder to be paid by the Rural Municipalities of Lake Johnston No. 102 and Sutton No. 103; and further, that the Mossbank Library be billed \$1,129.69 for a one-quarter share of the extra hours cost.

CARRIED

FIRE DISPATCH AGREEMENT AMENDMENT

17/22 Councillor J. Howe moved to authorize CAO Chris Costley to sign the amendment to the dispatching agreement with the Saskatchewan Public Safety Agency on behalf of the Town of Mossbank.

CARRIED

LETTER RE: CPRA GREEN JOBS INITIATIVE RENEWAL

18/22 Councillor Wolitski moved that administration send a letter of support for the renewal of the CPRA Green Jobs Initiative to MP Fraser Tolmie on behalf of the Town of Mossbank.

CARRIED

CON-X WIRELESS WATER FOB SYSTEM

19/22 Councillor Tollefson moved to table the discussion regarding the Con-X wireless water FOB system until the next regular meeting of Council.

CARRIED

OPTIONPAY – CREDIT CARD MERCHANT

20/22 Councillor Wolitski moved to approve OptionPay as a method of payment for all municipal billings (taxes, utilities and other) through www.mossbank.ca upon setup by administration and on the understanding that all credit card fees will be billed back to the customer through the service at the rates shown by the service provider.

CARRIED

GOVERNMENT RELATIONS DECLARATION

21/22 Councillor J. Costley 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 2020 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 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

GRAVELBOURG CARES SHUTTLE SERVICE

22/22 Councillor Tollefson moved to authorize administration to provide a letter in support to the Gravelbourg Cares Shuttle Service for the purposes of their grant application for the Rural Transit Solutions Fund.

CARRIED

RINK STORAGE BUILDING

23/22 Councillor Wolitski moved to approve payment to KRS Builders Ltd. in the amount of \$23,462 plus tax (invoice 723427) for the construction of the storage building attached to the east side of the Mossbank Centennial Arena.

CARRIED

RINK DOORS

24/22 Councillor J. Howe moved to approve payment of \$15,209.19 plus tax (estimate #1236) to Rolling Sand Renovations for the installation of four (4) commercial steel emergency exit doors and four (4) solid core interior dressing room doors and bill the Mossbank Rink Board for 50% of the cost.

CARRIED

ENGINEERING RFP – CENTENNIAL DRIVE EXPANSION PROJECT

25/22 Councillor J. Costley moved to award RFP #MOS2021-001 to McGinn Engineering Ltd. for the engineering design (water, sewer and drainage) for the Centennial Drive Expansion (2022) project at a cost of \$24,630 plus tax.

CARRIED

26/22 Councillor Tollefson moved to approve a budget of up to \$6,000 plus tax for Milltek Surveys Ltd. to conduct a topographical survey of Parcel O Plan 67MJ00876 and Parcel G Plan 60MJ05717.

CARRIED

SUMA CONVENTION 2022

27/22 Councillor Tollefson moved to table discussion regarding the 2022 SUMA Convention until the next regular meeting of Council.

CARRIED

LOT 12 BLOCK 7 PLAN AG895 TAX ABATEMENT

28/22 Councillor J. Howe moved to approve a municipal tax abatement of \$400 for Lot 12 Block 7 Plan AG895 for 2022 and provide a \$400 refund to the owner for 2021.

CARRIED

REQUEST INTEREST REMOVAL – LOT 19 BLOCK 8 PLAN AG895

29/22 Councillor Wolitski moved to approve the removal of \$139.24 of interest applied to Lot 19 Block 8 Plan AG895 in 2022.

CARRIED

POLICY ON THE PASSING OF FORMER COUNCILLORS

30/22 Councillor J. Costley moved to approve the following policy:

- administration is authorized to spend up to \$50.00 plus tax for flowers and a card to be sent to the family of any current or former member of Council, having served cumulatively for four (4) years or more, in the event of their passing.

CARRIED

GRADER REPAIR

31/22 Councillor Wolitski moved to table discussion regarding grader repairs until the next regular meeting of Council.

CARRIED

SALTDogg SAND SPREADER

32/22 Councillor J. Howe moved to approve the purchase of a SaltDogg 8 cubic feet tailgate spreader at a cost of \$3,251 plus tax from Acklands-Grainger Inc.

CARRIED

DAYCARE REQUEST LETTER

33/22 Councillor Wolitski moved to table discussion regarding the letter from Mossbank Childcare Services Inc. until the next regular meeting of Council.

CARRIED

ADJOURNMENT

34/22 Councillor J. Howe moved to adjourn the meeting at 9:04 p.m.

CARRIED

NEXT COUNCIL MEETING – FEBRUARY 14, 2022

Bryan Howe, Mayor

Chris Costley, CAO