

MINUTES

TOWN OF MOSSBANK

REGULAR COUNCIL MEETING

7:00 p.m. Tuesday, January 17, 2023

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 Thursday February 23, 2023, at 7:00 p.m.

Mayor Bryan Howe, Deputy Mayor Kristi Green, Councillor Jeremy Costley, Councillor Steve Kowalski, Councillor Clay Stark, Councillor Kari Dawn Wolitski, and CAO Chris Costley were in attendance at the call to order. Guest: Bonnie Olafson.

Mayor Bryan Howe called the meeting to order at 7:05 p.m.

ADOPTION OF THE AGENDA

1/23 Councillor Kowalski moved to adopt the agenda as presented.

CARRIED

ADOPTION OF THE MINUTES

2/23 Councillor Stark moved to adopt the minutes of the regular meeting of Council held on Tuesday, December 20, 2022 as presented.

CARRIED

CORRESPONDENCE

3/23 Councillor Wolitski moved that the correspondence be filed as presented.

CARRIED

SUMA SECTOR MEETING

4/23 Councillor Kowalski moved to approve the attendance of Mayor Howe at the virtual SUMA sector meeting to be held on January 31, 2023 at a cost of \$40.

CARRIED

MANAGER REPORTS

5/23 Councillor Wolitski moved to acknowledge in the minutes that CAO Chris Costley provided a verbal manager's report.

CARRIED

Mark Helland arrived at 7:15 p.m. to discuss his offer to purchase Lot 17 Block 17 Plan CX528. He left the meeting at 7:19 p.m.

WATER SAMPLES AND REPORTS

6/23 Councillor Kowalski moved to accept the chlorine & turbidity report and the bacteriological water samples for December 2022 as presented.

CARRIED

FINANCIAL REPORTS

7/23 Councillor Kowalski moved that the financial reports for December 2022 (bank reconciliation, financial summary, and staff salary report) be accepted as presented.

CARRIED

ACCOUNTS FOR APPROVAL

8/23 Councillor Wolitski moved that the List of Accounts for Approval consisting of cheques numbered 7800-7826, EFTs numbered 760-779, and automatic withdrawal payments shown on the Lafleche Credit Union bank reconciliation be approved and that these be attached to and form part of the minutes.

CARRIED

DUGOUT FENCE

9/23 Councillor Stark moved to approve a budget of up to \$200 for the purchase of open excavation and thin ice signs for the dugout areas located on Block R1 Plan EX1546 and Block L Plan EX1546.

CARRIED

10/23 Councillor Wolitski moved to table discussion regarding the dugout fence until the regular meeting of Council to be held in March.

CARRIED

RECYCLING TRAILER

11/23 Councillor Kowalski moved to table discussion regarding the transfer station recycling trailer until the next regular meeting of Council.

CARRIED

ADMINISTRATIVE ASSISTANT POSITION

12/23 Councillor Kowalski moved to approve the hiring of Greg Foreman at a wage rate of \$20.00 per hour and authorize CAO Chris Costley to sign the offer letter as presented.

CARRIED

13/23 Councillor Wolitski moved to table discussion regarding Kim Petersen's wage adjustment until the next regular meeting of Council.

CARRIED

COMMITTEE OF THE WHOLE, CLOSED SESSION

14/21 Councillor Kowalski moved that Council recess to the Committee of the Whole, closed session, at 8:18 p.m., pursuant to subsection 120(2)(a) of *The Municipalities Act*, to discuss employee matters.

CARRIED

CAO Chris Costley left the meeting at 8:18 p.m. Councillor Jeremy Costley declared a conflict of interest and left the meeting at 8:18 p.m.

15/21 Councillor Wolitski moved that Council adjourn the closed session and reconvene the meeting at 8:21 p.m.

CARRIED

CAO Chris Costley returned to the meeting at 8:21 p.m.

CAO SALARY

16/23 Mayor Howe moved that CAO Chris Costley receive a 4% wage increase to \$96,096.00 per annum, cost shared 50% with the Rural Municipality of Lake Johnston No. 102, effective January 1, 2023.

CARRIED

Councillor Jeremy Costley returned to the meeting at 8:22 p.m.

PRINTER

17/23 Councillor Wolitski moved to approve a budget of up to \$200.00 for the purchase of a new printer for the Municipal Office.

CARRIED

SUMA CONVENTION 2023

18/23 Councillor Kowalski moved that Mayor Howe, Councillor Wolitski and CAO Chris Costley attend the SUMA convention on April 16-19, 2023 in Saskatoon at a registration cost of \$500 each plus meals, mileage, and accommodations.

CARRIED

COUNCIL REMUNERATION

19/23 Councillor J. Costley moved to approve the following reimbursement and remuneration rates effective January 1, 2023:

Meals, with receipts

- Breakfast - \$20 or cost (including gratuity), whichever is less;
- Lunch - \$20 or cost (including gratuity), whichever is less;
- Supper - \$30 or cost (including gratuity), whichever is less;

Mileage

- \$0.75 per kilometer, from Mossbank to the location, based on the shortest paved route to said location, as shown by Google Maps;

Council Indemnity

- Regular Meeting - \$105 per meeting;
- Special Meeting - \$35 per hour, rounded up to the next full hour, to a maximum of three hours;
- Committee Meeting – upon receipt of a claim form submitted by a member of Council, \$35 per hour, rounded up to the next full hour, to a maximum of three hours;
- Workshop/Convention - upon receipt of a claim form submitted by a member of Council, \$200 per day;
 - o Approved committee meeting attendance outside the limits of the Town of Mossbank will qualify as a workshop, at the discretion of said member of Council;
- Mayor's Indemnity - \$4,800 per annum;

Other

- Indirect Expenses - \$200 per year per councillor for indirect expenses related to the performance of duties (equipment, phone bills, office supplies, etc.), payable each October 31 for one full year of service.

CARRIED

RESCHEDULE MEETINGS

20/23 Mayor Howe moved to reschedule the following regular meetings in 2023:

- From April 18 at 7 p.m. to April 25 at 7 p.m.; and
- From May 16 at 7 p.m. to May 23 at 7 p.m.

CARRIED

MRS DECLARATION

21/23 Councillor Wolitski 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 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 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

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

CARRIED

PURCHASE OFFER

22/23 Councillor Kowalski moved to sell Lot 17 Block 17 Plan CX526 to Mark Helland for \$6,500.00 and for administration to prepare a sale agreement and transfer title.

CARRIED

BY- ELECTION

23/23 Councillor J. Costley moved to accept the resignation of Councillor Jeremy Howe, effective January 17, 2023, and schedule a by-election for the vacant position to be held Wednesday, March 29, 2023.

CARRIED

SOUTH CENTRAL MUNICIPAL ASSOCIATION MEETING

24/23 Councillor J. Costley moved to approve the attendance of Mayor Bryan Howe at the South Central Municipal Association meeting in Assiniboia on January 19, 2023 at a cost of mileage at approved rates.

CARRIED

FIDELITY BOND

25/23 Councillor Stark moved to acknowledge Fidelity Bond coverage of \$500,000 for September 27, 2022 to September 27, 2023.

CARRIED

DAN GREEN WATER LINE

26/23 Councillor Kowalski moved to table discussion regarding the approval of a rural water line servicing buildings located on NW 25-11-30-W2 ext. 16 (owned by DANG Farms Ltd.) indefinitely.

CARRIED

ADJURNMENT

27/23 Councillor J. Costley moved to adjourn the meeting at 8:58 p.m.

CARRIED

NEXT COUNCIL MEETING – February 21, 2023

Bryan Howe, Mayor

Chris Costley, CAO