**MINUTES**

**TOWN OF MOSSBANK**

**REGULAR COUNCIL MEETING**

**7:00 p.m. Tuesday
November 19, 2024**

*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 November 19, 2024 @ 7:00 pm.*

*Mayor Greg Foreman, Councillor Tom Howe, Councillor Chris Costley, Councillor Bonnie Olafson, Councillor Kristi Green, Councillor Gregg Nagel and CAO Anna Finlay were in attendance at the call to order. Councillor Darren Wolitski was absent.*

*Guests: none*

*Delegates: Glenn Jolly*

*CAO Anna Finlay called the meeting to order at 7:05 p.m.*

**SECONDER**

286/24 Councillor Nagel/Olafson – That seconders shall not be required for the duration of the term in accordance with Bylaw no. 14/18 subsection 49.3.

 CARRIED

**OATH OF OFFICE**

287/24 Councillor Costley – That the Oaths of Office for all Council members be recognized as submitted to the CAO.

 CARRIED

**ELECTION RESULTS**

288/24 Councillor Costley – That the results of the election held November 13th, 2024, be recognized as posted by the Returning Officer.

 CARRIED

**PUBLIC DISCLOSURE STATEMENTS**

289/24 Councillor Costley – That the Public Disclosure Statements from all Council members be recognized as submitted to the CAO.

 CARRIED

**APPOINTMENT OF DEPUTY MAYOR**

290/24 Councillor Howe – that Kristi Green be appointed as deputy mayor for the next 4-year term.

 CARRIED

*CAO Finlay relinquished the chair to Mayor Foreman*

**ADOPTION OF THE AGENDA**

291/24 Councillor Nagel – That the agenda be adopted as amended.

 CARRIED

**ADOPTION OF THE MINUTES**

292/24 Councillor Costley – That the October 2024 minutes be adopted as amended.

 CARRIED

**FILE CORRESPONDENCE**

293/24 Councillor Costley – That the correspondence be acknowledged and filed as presented.

 CARRIED

**MANAGER REPORTS**

294/24Councillor Green – That the manager reports be accepted as presented.

CARRIED

**WATER SAMPLES AND REPORTS**

295/24 Councillor Nagel – That the chlorine and turbidity report and bacteriological water samples reports for October be acknowledged and filed as presented.

 CARRIED

**STANDING COMMITTEE APPOINTMENTS**

296/24 Councillor Costley – That the following appointments be made for the standing committees for the Town of Mossbank.

 Bylaw Enforcement and Policing Tom Howe (chair), Darren Wolitski

 Emergency and Fire Preparedness Kristi Green (chair), Gregg Nagel

 Transportation Gregg Nagel (chair), Bonnie Olafson

 Recreation, Culture & Parks Kristi Green (chair), Bonnie Olafson

 Utilities and Waste Chris Costley (chair), Tom Howe,

 Economic Development and Planning Chris Costley (chair), Darren Wolitski

 CARRIED

**FINANCIAL REPORTS**

297/24 Councillor Howe – That the staff report and Bank Reconciliations for October be approved as presented. Also, that the Financial Summary for October be approved and attached to and form part of the minutes.

 CARRIED

*Conflict of Interest – Councillor Nagel left the room 7:44pm*

**ACCOUNTS FOR APPROVAL**

298/24 Councillor Olafson – That the list of Accounts for Approval of AP Batch 2024-00107 to 2024-00115 totaling $108375.39 be approved, and that these be attached to and form part of the minutes.

 CARRIED

*Glenn Jolly joined as a delegate at 7:46pm*

*Councillor Nagel back in the room 7:49pm*

*Glenn Jolly finished as a delegate at 8:10pm*

**DAYCARE INSURANCE**

299/24 Councillor Green – that the insurance coverage for the Mossbank Childcare Services building at 501 TC Douglas Ave E be increased by $110,000 or otherwise at the discretion of the CAO.

 CARRIED

**BYLAW NO. 12/24 RECORD RETENTION BYLAW**

300/24 Councillor Costley – That Bylaw no. 12/24, a Bylaw of the Town of Mossbank, in the Province of Saskatchewan, to Provide for the Destruction of Documents, receive first reading.

 CARRIED

301/24 Councillor Howe – That Bylaw no. 12/24, a Bylaw of the Town of Mossbank, in the Province of Saskatchewan, to Provide for the Destruction of Documents, receive second reading.

 CARRIED

302/24 Councillor Green – That Bylaw no. 12/24, a Bylaw of the Town of Mossbank, in the Province of Saskatchewan, to Provide for the Destruction of Documents, receive three readings at this meeting.

 CARRIED UNANIMOUSLY

303/24 Councillor Olafson – That Bylaw no. 12/24, a Bylaw of the Town of Mossbank, in the Province of Saskatchewan, to Provide for the Destruction of Documents, receive third reading and be adopted.

 CARRIED

**BYLAW NO. 13/24 ZONING AMENDMENT**

304/24 Councillor Nagel – That Bylaw no. 13/24, a Bylaw to Amend Bylaw no. 144 known as the zoning Bylaw, receive first reading.

 CARRIED

305/24 Councillor Costley – That Bylaw no. 13/24, a Bylaw to Amend Bylaw no. 144 known as the zoning Bylaw, receive second reading.

 CARRIED

306/24 Councillor Olafson – That Bylaw no. 13/24, a Bylaw to Amend Bylaw no. 144 known as the zoning Bylaw, receive three readings at this meeting.

 CARRIED UNANIMOUSLY

307/24 Councillor Green – That Bylaw no. 13/24, a Bylaw to Amend Bylaw no. 144 known as the zoning Bylaw, receive third reading and be adopted.

 CARRIED

**BYLAW NO. 14/24 SALE OF DEDICATED LAND**

308/24 Councillor Nagel – That Bylaw no. 14/24, a Bylaw of the Town of Mossbank, in the Province of Saskatchewan, to Provide for the Sale of Dedicated Lands Pursuant to Section 199 of the *Planning and Development Act, 2007*, be postponed until January 2025 and that administration contact Gary Woit to discuss a lease option.

 CARRIED

**DRAFT FINANCIAL STATEMENTS**

309/24 Councillor Costley – That the draft 2023 Financial statements from Baker Tilly be approved as presented.

 CARRIED

**CENTENNIAL DRIVE EXPANSION – ENGINEERING DRAWINGS**

310/24 Councillor Green – That follow-up regarding the engineered drawings be put to the economic development committee to obtain more information.

 CARRIED

**CAO EMPLOYMENT CONTRACT**

311/24 Councillor Green – That the CAO employment contract be postponed until the December meeting to allow administration time to make requested updates.

 CARRIED

**PURCHASING POLICY**

312/24 Councillor Nagel – That the Purchasing Policy be postponed until the December meeting.

 CARRIED

**UTILITY POLICY**

313/24 Councillor Nagel – That the Utility Policy be adopted as amended.

 CARRIED

**SGI CLAIMS**

314/24 Councillor Green – That the SGI claim be postponed until we get confirmation from Saskenergy in writing that no further claims will be made.

 CARRIED

**PARCEL TIE REMOVAL**

315/24 Councillor Costley – That the parcel tie between Parcel J and Parcel K Plan 101060738 be removed by administration with a deposit of $1000 being paid by Clint Shkuratoff; and advise that a site plan and full payment will be required prior to rezoning the parcel from industrial to residential.

 CARRIED

**SEWER REPLACEMENTS**

316/24 Councillor Green – That the town cover costs related to the replacement of sewer lines for 207 – 2nd Ave W.

 DEFEATED

**CREMATION MAX NUMBER**

317/24 Councillor Nagel – That the max number of cremations allowed in a plot is 2 urns for a cremation plot and 4 urns for a regular size plot.

 CARRIED

**GYM MEMBERSHIP FOR EMPLOYEES**

318/24 Councillor Green – That all town employees be given free gym membership for the duration of their employment with the town.

 CARRIED

**CHRISTMAS PARTY**

319/24 Councillor Green– That a budget of $500 be set for the town Christmas party to be used at the discretion of the administrator.

 CARRIED

**TREE LIGHTING**

320/24 Councillor Costley – That $172 be allowed for the purchase of goody bags for the town tree lighting.

 CARRIED

**FALLEN AIRMEN DONATION**

321/24 Councillor Costley – That a decision regarding a donation for the Fallen Airmen be postponed until the next regular meeting.

 CARRIED

**LIBRARY AUCTION**

322/24 Councillor Green – That the town donate a quarterly gym membership to the 2024 library silent auction.

 CARRIED

**BOARD OF REVISION AND DEVELOPMENT APPEALS BOARD**

323/24 Councillor Howe – That pursuant to Subsection 220(1) of The Municipalities Act, the TOWN OF MOSSBANK appoints Western Municipal Consulting Ltd. (WMC) to manage the Board of Revision process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan

 Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

 The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

 CARRIED

324/24 Councillor Howe - That pursuant to Subsection 221(1) of The Municipalities Act, the TOWN OF MOSSBANK appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

 CARRIED

325/24 Councillor Howe - That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the TOWN OF MOSSBANK appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh .

 The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the 31924.731,481.07members appointed for a hearing shall determine the chair of that hearing from among their numbers.

31,481.07

 CARRIED

326/24 Councillor Howe - That pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the TOWN OF MOSSBANK appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 7,543.442025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**MLDP TRAINING**

327/24 Councillor Howe – That $380 be approved to allow Bonnie Olafson and Greg Foreman to attend Municipal Leadership Development Program on Strategic and Financial Planning for Municipalities.

 CARRIED

**LIBRARY OPEN HOURS**

328/24 Councillor Green – That $1410.50 be approved to fund seven additional open hours for the Mossbank Library for the 2025 year.

 CARRIED

**LOT 2 BLOCK H PLAN 102251977 LOT OFFER**

329/24 Councillor Costley – That a counteroffer be given to Brian Archer for Lot 2 Block H Plan 102251977 of $6000.00.

 CARRIED

**RINK DOOR**

330/24 Councillor Green – That payment of $2306.01 to Rolling Sand Renovations for the replacement of the zamboni room door be postponed until administration is able to discuss with the rink board payment details.

 CARRIED

**TREE GRANT**

331/24 Councillor Nagel – That information needed for the tree grant be put to the recreation, culture and parks standing committee.

 CARRIED

**JOLLY LOT PURCHASE**

332/24 Councillor Nagel – That council approve the purchase of Municipal Reserve 1 Plan 102369382 by Glenn Jolly.

 DEFEATED

**REGULAR MEETING**

333/24 Councillor Costley – That the regular meeting date for council be moved to the second Monday of each month.

 CARRIED

**NEXT COUNCIL MEETING – December 9, 2024**

**ADJOURNMENT**

334/24 Councilor Howe- Meeting adjournment at 10:33 pm.

 CARRIED

 *Greg Foreman, Mayor*

 *Anna Finlay, Acting CAO*