**MINUTES**

**TOWN OF MOSSBANK**

**REGULAR COUNCIL MEETING**

**7:00 p.m. Monday
December 9th, 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 December 9th, 2024 @ 7:00 pm.*

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

*Guests: none*

*Delegate : Kiall Jennett*

*Mayor Greg Foreman called the meeting to order at 6:58 p.m.*

**ADOPTION OF THE AGENDA**

335/24 Councillor Howe – That the agenda be adopted as amended.

 CARRIED

**ADOPTION OF THE MINUTES**

336/24 Councillor Wolitski – That the November 19, 2024 minutes be adopted as amended.

 CARRIED

**RM GRADER USE**

337/24 Councillor Costley – To approve the rental of a manned grader for clearing Main Street from RM 102 at a cost of $150 per hour.

 CARRIED

**FILE CORRESPONDENCE**

338/24 Councillor Green – That the correspondence be acknowledged and filed as presented.

 CARRIED

**MANAGER REPORTS**

339/24Councillor Green – That the manager reports be accepted as presented.

CARRIED

**WATER SAMPLES AND REPORTS**

340/24 Councillor Nagel – That the chlorine and turbidity report and bacteriological water samples reports for November be acknowledged and filed as presented.

 CARRIED

**FINANCIAL REPORTS**

341/24 Councillor Costley – That the staff report and Bank Reconciliations for November be approved as presented. Also, that the Financial Summary for November be approved and attached to and form part of the minutes.

 CARRIED

**ACCOUNTS FOR APPROVAL**

342/24 Councillor Green – That the list of Accounts for Approval of AP Batch 2024-00116 to 2024-00124 totaling $39,248.45 be approved, and that these be attached to and form part of the minutes.

 CARRIED

**BYLAW 14/24 SALE OF DEDICATED LAND**

343/24 Councillor Nagel - That the first reading of bylaw 14/24 Sale of Dedicated Land be postponed until the next regular council meeting.

 CARRIED

**CAO EMPLOYMENT CONTRACT**

344/24 Councillor Nagel – That the CAO employment contract for Anna Finlay be amended as requested by council and signed by the mayor and attached to these minutes.

 CARRIED

**PURCHASING POLICY**

345/24 Councillor Costley – That the purchasing policy be postponed until the next regular council meeting.

 CARRIED

*8:15 Kiall Jennett joined meeting*

*8:50 Kiall Jennett left meeting*

**FALLEN AIRMEN DONATION**

346/24 Councillor Nagel – That council approve a payment of $250 to Canadian Fallen Heroes to buy a plaque.

 DEFEATED

**CENTENNIAL DRIVE EXPANSION**

347/24 Councillor Costley – That the approval of engineered drawings for the Centennial Drive Expansion be postponed to the next regular council meeting pending a meeting of the subdivision committee and Councillor Costley.

 CARRIED

**MRS DECLARATION**

348/24 Councillor Costley – That the Council of the Town of Mossbank confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

 • Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations

 • Submission of the 2023 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

 That we authorize Anna Finlay to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

 CARRIED

**KIALL JENNETT BUSINESS CHANGE**

349/24 Councillor Green – that the town of Mossbank approves the transfer of the former United Church located at 114 4th Avenue W from Kiall and Sandra Jennett to Jennett Marketing and Agronomy Services Ltd. while still maintaining our first right of refusal on the sale of the property.

CARRIED

**SNOW REMOVAL**

350/24 Councillor Costley – That a tender be put out for snow removal for the Town of Mossbank.

 CARRIED

**CHRISTMAS HOURS**

351/24 Councillor Wolitski – That the town office be closed to the public December 24, 25 and 26th.

 CARRIED

**WAGE INCREASES**

352/24 Councillor Green – That discussion regarding any raises for employees be postponed until the 2025 Budget meeting.

 CARRIED

**CONCRETE AT LANDFILL**

353/24 Councillor Wolitski – That discussion regarding the acceptance of concrete at the local landfill be postponed until administration has a chance to talk to Boire Trucking regarding disposal costs.

CARRIED

**CHRISTMAS GIFT**

354/24 Councillor Wolitski – That $75 gift certificates to a local business of the employees’ choosing be approved for Christmas Gifts for town employees at a total cost of $450.

 CARRIED

*9:34 Councillor Wolitski left for conflict of interest*

**NEW ADMINISTRATIVE HIRE**

355/24 Councillor Green – That administration hire Taysha Siebeneich as the new administrative assistant, replacing Kate Modon, at a rate of $18 per hour as of December 1, 2024.

 CARRIED

*9:36 Councillor Wolitski rejoined meeting*

**E NOTICES**

356/24 Councillor Nagel – That discussion regarding the purchase of E notices extension from Munisoft be postponed until the budget meeting.

 CARRIED

**TSS GRANT**

357/24 Councillor Nagel – that discussion regarding the use of the Targeted Sector Support Grant for the purchase of a new zoning bylaw be postponed indefinitely.

 CARRIED

**CAO VACATION PAYOUT**

358/24 Councillor Wolitski – that council payout one week of accrued vacation from 2023 to Anna Finlay at a cost of $884.40.

 CARRIED

**STRATEGIC MEETING**

359/24 Councillor Costley – That a strategic planning session be set for Saturday February 15th 2025 from 10-2 and that a $50 budget be set for food.

 CARRIED

**NEXT COUNCIL MEETING – January 13th, 2024**

**ADJOURNMENT**

360/24 Councilor Nagel- Meeting adjournment at 9:58 pm.

 CARRIED

 *Greg Foreman, Mayor*

 *Anna Finlay, CAO*