

MINUTES OF REGULAR MEETING OF COUNCIL OF THE TOWN OF SOUTHEY HELD ON TUESDAY, NOVEMBER 24, 2020 HELD AT SOUTHEY TOWN OFFICE AT 7:00 P.M.

PRESENT:

Mayor: Leigh Bishop
Councillors: Gordon Baragar, Ralph Boehmer, Rob Dukes, Jordan Hegglin – (attended via conference call), Susan Hillier, Devon Orb
Acting Administrator: Chris Lamontagne
Public Works Foreman: Tristian Mohr (arrived at 7:24pm; left at 8:06pm)

ABSENT:

Councillor(s):

(A) CALL TO ORDER:

A quorum being present, the meeting was called to order at 6:58 pm by Mayor Bishop.

(B) PRESENTATION OF AGENDA:

That the agenda be adopted as amended.

(C) CONFLICTS OF INTEREST:

Councillor Hillier declared a conflict of interest in regards to: (H) Communications; 5. Village of Markinch – Garbage Collection Services; in respect to discussion regarding Touchwood Hills Regional Landfill Inc. as she is the Administrator.

Mayor Bishop declared a conflict of interest in regards to: (H) Communications; 6. Southey Seniors Club – Use of Kitchen at Hall as he is currently on the Southey Seniors Club board.

(D) ADOPTION OF MINUTES: of the regular meeting held November 10th, 2020.

188/20 Baragar/Boehmer: That the minutes of the November 10th, 2020 regular meeting are approved as presented. Carried

(E) NOTICE OF PROCLAMATIONS:

(formal announcement; example state of emergency)

(F) PRESENTATIONS AND RECOGNITIONS:

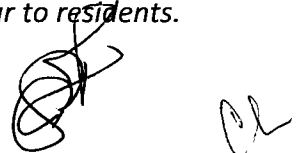
(G) PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:

(bylaws, policies)

(H) COMMUNICATIONS:

(correspondence by way of letter, email, phone or text)

1. Miller Thompson – Settlement of Claim
November 10th offer declined. Administration to work with legal to sign settlement of claim documents.
2. Dianne Sherman – Requests for Council
Discussion regarding monthly newsletter from Town Office with Calendar to residents. Administration to respond accordingly regarding requests.



3. Conexus Credit Union – Receipt of Donation for Health Centre
4. Southey & District Lions – Receipt of Donation for Health Centre

Councillor Hillier declared a conflict of interest with respect to Village of Markinch – Garbage Collection Services. Councillor Hillier abstained from discussion and left council chambers at 7:22 pm.

Public Works Foreman, Tristian Mohr, arrived at 7:24 pm.

5. Village of Markinch – Garbage Collection Services
Administration to send a letter to Village of Markinch regarding requirements from THRL.

At the conclusion of discussing the matter, Councillor Hillier returned to the council chambers at 7:39 pm.

As the Public Works Foreman arrived at the meeting, Council moved to (I) Reports of Administration and Committees; (2) Staff Reports. Upon the conclusion of the Public Works Foreman's report Council continued reviewing (H) Communications.

Public Works Foreman, Tristian Mohr, left the meeting at 8:06 pm.

Mayor Bishop declared a conflict of interest with respect to Southey Seniors Club – Use of Kitchen at Hall. Mayor Bishop abstained from discussion and voting on the matter and left council chambers at 8:06 pm.

Deputy Mayor Rob Dukes presided over the meeting.

6. Southey Seniors Club – Use of Kitchen at Hall

189/20 Baragar/Hillier: The we agree to allow the Southey Seniors Club to use the kitchen of hall on November 27th to 29th as requested at no charge for their Tailgate Turkey Dinner. Carried

At the conclusion of discussing and voting on the matter, Mayor Bishop returned to the council chambers at 8:09 pm.

Mayor Bishop presided over the meeting upon his return.

7. SUMA – Group Benefits Program 2021 Renewal
8. SUMA – Annual Convention
9. Miscellaneous flyers/brochures

190/20 Boehmer/Orb: That we file the correspondence as read. Carried

(I) REPORTS OF ADMINISTRATION AND COMMITTEES:

1. Financial Statements

- List of Accounts – review and approval

191/20 Dukes/Baragar: That accounts written on General Account cheque # 18502 to #18521 in the amount of \$12,292.12, CRA Remittance in the amount of \$6,267.31, payroll in the amount of \$5,700.00, Utility payments in the amount of \$6,838.24 and SaskTel/SaskTel Mobility payments in the amount of \$635.08, be approved. Carried

2. Staff Reports (Acting Administrator/Public Works Foreman)

- Public Works Update – the Public Works Foreman provided a verbal update on the following:
 - Seasonal employee contract ended October 30th.
 - Dirt work and lot levelling is completed for the season.
 - Snow Fence installed – was very difficult due to the dry conditions.
 - Snow Fall Equipment – serviced and ready for predicted snow storm.
 - Some issues moving snow with the snow blower; budget for replacement.
 - WTP – West Well valve replacement has been installed.
 - Water Pump replaced in Town truck (Dodge).
 - Grader – line blew; called Brandt for repairs as was on road and could not be easily serviced ourselves.

- John Deer Tractor repairs – approx. \$5,000 required.
 - Campground bathrooms – winterized and closed.
 - Cleaning and storage on going.
 - Pressure washer works well.
 - Plan to take Council for a tour of facilities in the spring.
- Admin Update – the Acting Administrator provided a brief report on items within the office and recommended MuniSoft’s Paymate Software be implemented in 2021 to provide accurate records regarding payroll and human resource transactions as many discrepancies have been found relating to overpayments of EI, CPP and not reporting taxable benefits.

192/20 Hillier/Baragar: That we authorize administration to purchase and implement MuniSoft’s Paymate Payroll Software in order for accurate payroll and human resources recordkeeping and reporting as per the quote of \$650.00 plus taxes which includes training and annual support. Carried

3. Public Works (Councillor Baragar) (THRL- R. Boehmer)

- THRL’s next board meeting: Thursday, November 26th @ 7:30pm (THRL Shop – masks required) – *Councillor Boehmer will be attending the meeting.*

4. Finance (Councillor Hillier)

- Bank Reconciliation for the Month Ended September 2020

193/20 Orb/Dukes: That the Bank Reconciliation for the month ended September 2020 be approved as presented and reviewed by Councillor Hillier. Carried

5. Health

(Cupar and District Nursing Home – Ken Staruiala), (Primary Health- Mayor Bishop)

- Health Centre:
 - o Update – hot water pump replacement, key distribution, fax line, additional phone, chairs ordered
 - o Old Health Centre – scheduling move out walk through end of November.

6. Staff Relations (Councillor Hillier, Councillor Hegglin, Councillor Dukes)

7. Public Relations and Economic Development (Councillor Orb, Councillor Hegglin)

- Co-op Building – that we encourage residents to provide feedback on the usage of this building.
- Cemetery Expansion – requires survey of expansion area to be completed and begin the process of subdividing out the area of expansion.

8. Protective Services (EMO, FIRE DEPARTMENT) (Councillor Dukes, Councillor Baragar)

- Fire Department – meeting update; mutual aid agreements, approval of quote for replacement of hoses on fire truck

194/20 Boehmer/Baragar: That we authorize the Southey Fire Department as requested to have the hoses replaced as per the quote from Cummins Sales and Service dated November 10, 2020. Carried

- EMO – discuss Coordinator, etc.

9. Recreation Services (Councillor Hegglin, Councillor Orb)

- SGI Follow up – Curling Rink/Skating Rink requirements

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(J) Mayor and Councillors Forum

(any sharing of events, activities or community functions attended, and any work of members on behalf of council for the community.)

(K) Unfinished Business

- Council Email Addresses – *completed by OMNI; administration to provided Council details for set up.*
- Manz Lot Purchase Agreement – *lot purchase agreement signed and deposit received.*

(L) New Business

- Council Meetings via Electronic means – Covid19 restrictions
Administration to set up Zoom in order for Council and/or residents to attend meetings electronically. These meetings will not be recorded.
- Previous Council Service Awards/Gifts
Administration to order previous Council gifts as per previous years (engraved “to go” mug and card).
- Christmas Party

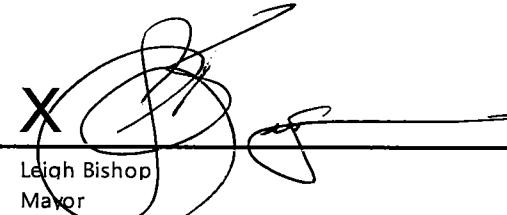
195/20 Hillier/Boehmer: Due to COVID-19 Public Health Order, the Annual Christmas/Service Awards celebration will not be held for 2020. In lieu of the celebration, we agree to provide each Fire Department Member and First Responder Member a local gift certificate of \$25 and greeting card from Council as a token of appreciation for their service during the 2020 year. Any member receiving a service award will be provided their award by an applicable member.

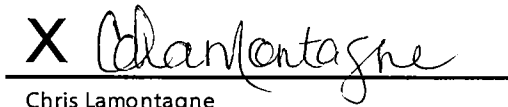
- Christmas Bonus (Staff)

196/20 Hillier/Boehmer: That we authorize the following bonus to our Town of Southey Staff: Acting Administrator, Public Works Foreman, Public Works Assistant - \$200.00 each with a greeting card from Council; and, Administrative Assistant - \$100.00 and greeting card from Council. Carried

(M) Adjournment

197/20 Baragar: That we adjourn the meeting at 10:02 pm. Carried

X 
Leigh Bishop
Mayor

X 
Chris Lamontagne
Acting Administrator