

**MINUTES OF REGULAR MEETING OF COUNCIL OF THE TOWN OF SOUTHEY HELD ON TUESDAY, APRIL 13, 2021 HELD AT THE SOUTHEY TOWN OFFICE AT 7:00 P.M.**

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**PRESENT:**

Mayor: Leigh Bishop  
Councillors: Gordon Baragar, Ralph Boehmer, Rob Dukes, Jordan Hegglin, Susan Hillier, Devon Orb  
Acting Administrator: Chris Lamontagne  
Public Works Foreman: Tristian Mohr (arrived at 8:00 pm, left at 8:33 pm)

**ABSENT:**

Councillor(s):

**(A) CALL TO ORDER:**

A quorum being present, the meeting was called to order at 6:56 pm by Mayor Bishop.

**(B) PRESENTATION OF AGENDA:**

Review agenda; any additions or changes approved by majority of Council.

064/21 Boehmer/Hillier: That the agenda be approved as amended.

Carried

**(C) CONFLICTS OF INTEREST:**

*Councillor Baragar declared a conflict of interest in regards to: (L) New Business; Town of Southey – Facility Cleaning Contracts/Agreements; in respect to the contractor being his spouse.*

*Councillor Hillier declared a conflict of interest in regards to: (I) Reports of Administration and Committees; 3. Public Works; in respect to discussion regarding Touchwood Hills Regional Landfill Inc. as she is the Administrator.*

**(D) ADOPTION OF MINUTES: of the regular meeting held March 23<sup>rd</sup>, 2021.**

065/21 Baragar/Hegglin: That the minutes of the March 23<sup>rd</sup>, 2021 regular meeting are approved as amended.

Carried

**(E) NOTICE OF PROCLAMATIONS:**

*(formal announcement; example state of emergency)*

**(F) PRESENTATIONS AND RECOGNITIONS:**

**(G) PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:**

*(bylaws, policies)*

*Council proceeded to agenda item: (H) Communications prior to arrival of delegates.*

7:15 pm – Jason Wilker – Wilker Developments

7:30 pm – Greg Adelman – Lions Park Development

**(H) COMMUNICATIONS:**

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

1. **PBI Newsletter – March 31, 2021**
2. **Development Application – Block A, Plan 60R02283 (D2D Industries)**

*PBI issued a stop work order on the renovation as no application was received by the Town. Upon receipt of the Development Permit, Administration will submit building permit to PBI for plan review. Development Application for the renovation was approved.*

3. **2021 Education Property Tax Mill Rates**
4. **Development Application – Lot 9, Block 5, Plan AL1287 (Frank Warren)**

**066/21 Baragar/Orb:** That we approve the development permit for Lot 9, Block 5, Plan AL1287 providing the applicant submits building permits and garage carport complies with approved building permits. **Carried**

5. **Lot 2 & 3, Block 26, Plan 102009158 – set back request**

**067/21 Dukes/Hegglin:** That we approve the setback request (from six metres to five metres) regarding Lot 2 & 3, Block 26, Plan 102009158 in order for the setback to coincide with existing homes; which will also allow to keep the aesthetics of the street consistent. **Carried**

6. **Saskatchewan Health Authority – Hall Kitchen Inspection**
7. **Gas Tax Fund – IIP 2021-00530 Upgrade Water Treatment Plant**
8. **Southey Communiplex Board Meeting – March 17, 2021 Minutes**
9. **Southey Ball Board Meeting – March 25, 2021**
10. **Ministry of Government Relations – Parcel C, Plan No. 101404729; SE ¼ 8-23-18w2**
11. **East Central Transportation Committee – AGM April 15, 2021**
12. **Walker Projects – Virtual Meeting Invitation**
13. **RM of Cupar No. 218 – Assessment Notice 2021**

**068/21 Hegglin/Baragar:** That we file the correspondence as read. **Carried**

*Delegate Jason Wilker arrived at 7:15 pm.*

**(G) PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:**

*(bylaws, policies)*

**7:15 pm – Jason Wilker – Wilker Developments**

Jason Wilker appeared before Council at 7:22 pm to provide a brief update regarding Wilker Developments interest to build homes within the Town of Southey. Wilker Developments would like to build several homes on Town lots (Tate Bay and Tennyson Avenue). These homes would be rentals/rent to own. Jason discussed size, style, landscaping designs and opportunity for any incentives with Council.

*Jason Wilker left the meeting at 7:37 pm.*

*Greg Adelman arrived at the meeting at 7:39 pm.*

**7:30 pm – Greg Adelman – Lions Park Development**

Greg Adelman appeared before Council at 7:39 pm to provide an update regarding the future development at Lions Park. Greg confirmed the Lions Club would tend to the upkeep and maintenance of the development for as long as the club exists. Greg and Council discussed Phase 1 of the development. Specifically, the location of the 50 x 50 cement pad. Greg requested the assistance of the Public Works Foreman to find a suitable place for the cement pad. The area would be staked out for Council to view. A development permit would be required; and, would have to be reviewed and approved by Council.

*Tristian Mohr, Public Works Foreman, arrived at the meeting at 8:00 pm.*

*Greg Adelman left the meeting at 8:14 pm.*

*Upon completion of the delegation, Council proceeded to agenda item: (J) Reports of Administration and Committees; 2. Staff Reports.*

**(I) REPORTS OF ADMINISTRATION AND COMMITTEES:**

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

- Public Works Update – the Public Works Foreman provided a verbal update on the following:
  - Replacement of check valve at Water Treatment Plant.
  - Burning of tree pile.
  - March 30<sup>th</sup> snow removal.
  - Sander off truck and put away.
  - Sweeper serviced and ready to go.
  - Grader box blade ready for grading alleys.
  - Filter order has been submitted.
  - Marked property lines on Burns Avenue.
  - Tate Bay – turned water on; had to steam curb stop.
  - Fixed a leaking water meter.
  - Mowers ready to go.

*Tristian Mohr, Public Works Foreman, left the meeting at 8:33 pm.*

### **1. Financial Statements**

- List of Accounts – review and approval

**069/21 Baragar/Hillier:** That accounts written on General Account cheque # 18651 to #18676 in the amount of \$13,698.65, Payroll in the amount of \$5,969.27, Education Tax in the amount \$1,262.67, and Utility payments in the amount of \$7,622.56, be approved. Carried

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

- Public Works Update – see above.
- Admin Update – the Acting Administrator provided a verbal report of items being worked on and completed in the office (completing gathering audit info, insurance renewal, budget, payroll, SAMA assessments, quarterly utility bills).

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

*Councillor Hillier declared a conflict of interest with respect to Councillor Boehmer's report from the THRL Meeting held on March 25<sup>th</sup>. Councillor Hillier abstained from discussion and voting on the matter and left council chambers at 8:42 pm.*

- Touchwood Hills Regional Landfill Inc. Meeting – March 25 @ 7:00pm – Councillor Boehmer and Councillor Baragar attended the meeting. Councillor Boehmer provided a verbal report.

*At the conclusion of discussing the matter, Councillor Hillier returned to the council chambers at 8:46 pm.*

- Town of Cupar – use of Town of Southey Street Sweeper; require additional information. *Administration was informed the Town of Cupar is no longer interested.*

### **4. Finance (Councillor Hillier)**

- Set date for Budget Meeting (notice required 'special' meeting).

**070/21 Hillier/Baragar:** That we agree to hold a special meeting on Wednesday, April 21, 2021 at 6:00 pm at the Town of Southey office to discuss the 2021 Budget. Administration to post public notice as required. Carried

### **5. Health**

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

- Primary Health Care Group – Mayor Bishop provided Council a verbal report regarding the Primary Health Care meeting on April 6, 2021.

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




- Seasonal Employee – Keith Haus hire May 3rd to October 29th, 2021

**071/21 Hillier/Baragar:** That we agree to call-back seasonal employee Keith Haus from May 3<sup>rd</sup> to October 29<sup>th</sup>, 2021 at an hourly rate of \$20.50 per hour. Carried

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

- Council briefly discussed the information provided by Jason Wilker of Wilker Developments regarding future development in the Town of Southey.

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

- Fire Meeting Update – March 29<sup>th</sup> Meeting (*addition to agenda*)  
*Councillor Dukes provided an update on the March 29<sup>th</sup> meeting. Administration to set up meetings with RM of Cupar, RM of Longlaketon, and RM of Touchwood to discuss new Fire Agreements.*

**9. Recreation Services (Councillor Hegglin, Councillor Orb)**

- Southey Skating Rink – next meeting April 28, 2021  
*Councillor Hegglin and Acting Administrator will attend the April 28<sup>th</sup> meeting.*
- Southey Skating Rink Phone Line  
*Council agrees the phone line in the rink can be disconnected to save costs. Administration will email the board regarding Council's discussion.*

**(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**

**(L) New Business**

- Lot 4 and 5, Block 26, Plan 102009158: dispute resolution drainage.

**072/21 Hillier/Baragar:** That we agree to reimburse Barry Peeke the sum of \$4,000.00 as requested regarding the judgement of settlement incurred due to an easement not being registered on Lot 6, Block 26, Plan 102009158. Carried

- Ministry of Highways Agreement – Grader Contract

**073/21 Hegglin/Dukes:** That we authorize administration to sign the agreement from the Ministry of Highways regarding grader services for 2021. Carried

*Councillor Baragar declared a conflict of interest with respect to Facility Cleaning Contracts/Agreements with respect to his spouse. Councillor Baragar abstained from discussion and voting on the matter and left council chambers at 10:03 pm.*

- Town of Southey – Facility Cleaning Contracts/Agreements  
*Council discussed cleaning duties at the Hall and Health Centre. Administration to meet with Hall Cleaner due to the deficiencies noted at the Public Health Inspection.*

**(M) Adjournment**

**074/21 Hillier:** That we adjourn the meeting at 10:10 pm. Carried

X

Leigh Bishop  
Mayor

X

Chris Lamontagne  
Acting Administrator