**Town of Southey**

**Council Meeting Summary**

**Regular Council Meeting – SEPTEMBER 28, 2021**

**PRESENT:**

Mayor: Leigh Bishop

Councillors: Gordon Baragar, Ralph Boehmer, Rob Dukes, Jordan Hegglin Susan Hillier, Devon Orb

Acting Administrator: Chris Lamontagne

Administrative Assistant: June Lepard

**ABSENT**:

Councillor(s):

**CALL TO ORDER:**

**A quorum being present, the meeting was called to order at 6:57 pm by Mayor Bishop.**

**PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:**

(*bylaws, policies)*

***Delegation:***

6:58 pm –Bob Baker, Professional Building Inspectors

*Bob Baker came to the meeting to inform Council on what has changed with UBAS Act six months before. These changes that took place now make the Town’s, Municipalities’ and contractor’s accountable for knowingly allowing people to build without submitting the correct document and forms. That the fines would range between $5,000.00 to $10,000.00 per day that they knowingly did not enforce it. The only decisions that council can make are regarding the Town Bylaws and placement of structure, height or development being approved within the rules set in the Town Bylaws. Town cannot make any decisions on the actual build of any structure. That the build part has to follow the UBAS Act.*

*Bob Baker left meeting at 7:25 pm.*

*Council moved to Presentation of Agenda*

**PRESENTATION OF AGENDA:**

**166/21 Boehmer/Hegglin: That the agenda be approved as amended. Carried**

**CONFLICTS OF INTEREST:**

**ADOPTION OF MINUTES:**

**167/21 Dukes/Hegglin: That the minutes of the September 14th, 2021 regular meeting are approved as presented. Carried**

**NOTICE OF PROCLAMATIONS:**

*(formal announcement; example state of emergency)*

*Proclamation that September 30th be National Day for Truth and Reconciliation in the Town of Southey*

**168/21 Baragar/Hillier: That the Proclamation be approved as presented. Carried**

**PRESENTATIONS AND RECOGNITIONS:**

**PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:**

Bylaw:

Bylaw to Regulate the Operation of Vehicles – discussion regarding changes/updates

Discussed adding another change to the Bylaw for trailers.

**COMMUNICATIONS:**

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

**1. Southey Motors – Emulsion Application**

*Emulsion was put on the parking lot. Had to do most of it with the wand will be reviewing price if asked for this service again*

**2. Della Gibson – Hall Rental September 11, 2021**

*Read the letter to Council. Damage Deposit is not getting refunded.*

**3. Southey Communiplex Board Meeting – AGM**

*Read AGM Meeting minutes reviewed New Bylaw*

**4. Southey Communiplex Board Meeting – September 22, 2021**

*Read the Minutes for the Communiplex Board meeting*

**5. SAMA – The INDsider**

**6. Development Permit – Lot 15-16, Block 3, Plan G413**

*Replacing the fence with a new one.*

**7. Development Permit – Lot 38 & 44, Block 19, Plan 101332730**

*Previous step/landing was not within the setbacks allowed in previous Zoning Bylaw No. 17 – 1983.*

*The front set back was 5 metres or 16.4 feet. In new Zoning Bylaw No. 01. – 2019. The Minimum front set back is 6 metres or 19.69 feet. Wanting permission to build a new step/landing within the setback. Would need a few feet within it.*

***169/21 Hillier/Boehmer:That the stairs/landing are permitted to be built within the setback but wanting exact amount of feet it will be within setback. Carried***

**8. Development Permit – Lot 37, Block 19, Plan 67R22788**

*Brought in all the required documents just waiting on the final inspection from PBI*

**9. Development Permit – Lot 5, Block 2, Plan G413**

*Filled out the required documents PBI gave the ok for Bakery to use the commercial building*

**10. 1st Cupar Multi-Unit Branch – Girl Guides**

**11. Charlene Grudnizki – National Day for Truth and Reconcilation**

*How will the Town be recognizing the National Day for Truth and Recognition?*

**12. SAMA – 2021 Primary Audit Report**

*The SAMA Audit Report is prepared to determine whether a municipality’s assessment is in compliance with the applicable audit requirements. It was found that there are no corrective measures to be taken.*

**170/21: Baragar/Hillier That we file the correspondence as read. Carried**

**REPORTS OF ADMINISTRATION AND COMMITTEES:**

***Financial Statements***

**171/21 Dukes/Hegglin: That accounts written on General Account cheque # 18843 to #18857 in the amount of $10,961.71, Payroll in the amount of $7,333.48, Utility Payments in the amount of $1,391.24, Education Tax in the amount of $0.00, SUMA in the amount of $0.00, MEPP in the amount of $0.00, and CRA remittance in the amount of $0.00, be approved. Carried**

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

* Public Works Update –

- Sweeping and Oiling Streets almost finished for the year

Talked about possibly using Chloride on Tenneson Avenue for the dust

- Cleaning up and getting ready for the winter months

- Winterizing Campground to be completed

- Fall spraying, back alley maintenance, and tree pruning

Admin Update – the Acting Administrator provided a verbal report of items being worked on and completed in the office: Getting documents and accounts ready for audit October Newsletter ready to be sent out. Getting ready for quarterly utility bills.

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

Keats Street Ashphalt/Road Repair – Covenant Construction

**171/21 Baragar/Boehmer: That we authorize Covenant Construction, to supply asphalt and repair/patch the road identified for replacement on Keats Street, as per the quote in the amount of $22,883.76. Carried**

* Purchase of used oil container as per SGI requirements

**172/21 Hegglin/Hillier: That we authorize administration to ,purchace the Oil Container from Flaman’s Sales, as per the quote in the amount of $3,800.00 + GST + Freight Carried**

***Finance (Councillor Hillier)***

***Health***

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

* Health Centre – update

*. Amanda Friesen, from The Dental Connection, did very well on her first day on September 27th and has set a second date for October 18h, and a third date on November 22.*

Looking into finding some sort of numbering system to help people waiting outside for lab seeing if there may be one that can be view from two directions and easy for lab tech to use.

***Staff Relations (Councillor Hillier, Councillor Hegglin, Councillor Dukes)***

Closed Session – LAFOIP S. 16(1)(b) Employee Related Matters

**173/21 Dukes/Hegglin: That we move into a Closed Session at 8:32 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of The Municipalities Act (LAFOIP S.16(1)(b)) Carried**

With staff to be included in the session

Rise from Closed Session

**174/21 Baragar/Hillier: That we agree to rise from a Closed Session and return to the open meeting at 8:52 Carried**

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

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

* RCMP – building maintenance update

*The RCMP have contacted the office in regards to the mold found at the residence for an update and to inform us that OH &S for the RCMP have been notified as it is attached to the headquarters. Office is waiting on quote from initial inspection.*

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

Southey Communiplex Comedy Night almost sold out.

Lions Park will be getting winterized at the end of the month

**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.)*

**Unfinished Business**

Town of Southey Permits – After presentation from PBI Council rescinded the motion made at the September 14, 2021 meeting

**175/21 Orb/Baragar: That we rescind the motion made on September 14th 2021 to not enforce permits until such time that administration prepares information to distribute to residence to educate them on the permitting process; and any previous projects will not require permits**

**New Business**

* Covid – Public Health Orders will be changing on Oct 1st 2021.

**Adjournment**

**176/21 Baragar: That we adjourn the meeting at 9:31 pm. Carried**