

**TOWN OF SOUTHEY**  
**COUNCIL MEETING SUMMARY**  
**REGULAR COUNCIL MEETING – OCTOBER 26, 2021**

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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  
Administrative Assistant: June Lepard

**ABSENT:**

Councillor(s):

**(A) CALL TO ORDER:**

A quorum being present, the meeting was called to order at 6:51 pm by Mayor Bishop.

**(B) PRESENTATION OF AGENDA:**

**185/21 Boehmer/Orb: That the agenda be approved as presented. Carried**

**(C) CONFLICTS OF INTEREST:**

*Mayor Lee Bishop declared a conflict of interest in regards to (H)Communications; 2. Poppy Wreath and Poppy Tray in respect to discussion as he is a Legion Member.*

*Councillor Hillier declared a conflict of interest in regards to: (H) Communications; 4. Touchwood Hills Regional Landfill Inc. – June 28th Meeting Minutes and (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:**

**186/21 Hillier/Baragar: That the minutes of the October 12<sup>th</sup>, 2021 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)*

Bylaw to Regulate the Operation of Vehicles

**187/21 Baragar/Orb: That Bylaw No. 2021-06, being known as the Bylaw to Regulate the Operation of Vehicles, be read a third time adopted and sealed. Carried**

Council completed the third reading of the Bylaw to Regulate the Operation of Vehicles.  
The Bylaw has now come into force.

**(H) COMMUNICATIONS:**

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

1. SUMA Regional Meeting – November 3rd
2. Poppy Wreath and Poppy Tray

*Mayor Bishop declared a conflict of interest with respect to the Legion - Poppy Wreath and Poppy Tray. Mayor Bishop abstained from discussion and left council chambers at 6:58 pm.*

*The Town of Southey is purchasing the Poppy Wreath as the Town has done in previous years and putting a poppy tray in the office.*

*Deputy Mayor Dukes presided over the meeting.*

*At the conclusion of discussing the matter, Mayor Bishop returned to the council chambers at 6:59 pm.*

**3. Southey Lions – Development Application for Pump**

*Council previously reviewed the Pump Track application via email. Administration is to seek information on when the project will be completed as the Town has delivered the requested dirt.*

**4. THRL – June 28<sup>th</sup> Meeting Minutes**

*Councillor Hillier declared a conflict of interest with respect to the THRL– June 28th Meeting Minutes as she is the Administrator for Touchwood Hills Regional Landfill Inc. Councillor Hillier abstained from discussion and left council chambers at 7:00 pm.*

*At the conclusion of discussing the matter, Councillor Hillier returned to the council chambers at 7:07 pm.*

**5. Primary Health Committee Oct 5<sup>th</sup> Minutes**

*Meeting Minutes were reviewed.*

**6. Halloween 2021 – Cayla Grasby**

*Post on Facebook and respond that specific times for "trick or treating "on October 31 have not been set out. However, normal "trick or treating" times should be considered (ie: 3:30pm to 7:30pm).*

**7. Miscellaneous**

**188/21 Dukes/Heggin:** That we file the correspondence as read.

**Carried**

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

**1. Financial Statements**

- List of Accounts – review and approval

**189/21 Baragar/Boehmer:** That accounts written on General Account cheque #18884 to #18897 in the amount of \$16,982.59, Payroll in the amount of \$7,312.11, CRA remittance in the amount of \$6,964.17, MEPP in the amount of 3,941.20 and SUMA in the amount of 1,410.89, be approved. **Carried**

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

- Public Works Update-Acting Administrator provided a verbal report regarding public works activities:
  - Done hauling dirt for the year.
  - Lions Park is winterized.
  - Equipment is getting winterized and ready for winter weather ahead.
  - Back alleys have been graded.
  - Summer equipment is being cleaned and stored.
- Admin Update – the Acting Administrator provided a verbal report of items being worked on and completed in the office: interim audit completed, November Newsletter and Utility Bills sent out, SAMA Maintenance list submitted, Rink and Curling Rink Grant submitted, brochure ready to send with Newsletter, etc.

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

- THRL Meeting Minutes-  
*Discussed during correspondence.*

**4. Finance (Councillor Hillier)**

- April 2021 and May 2021 Bank Reconciliation

**190/21 Hillier/Orb:** That we approve the bank Reconciliations for the month ended of April 1, 2021 and month ended May 31, 2021, as presented. **Carried**

- Water Arrears

Administration to send a registered letter to owner to begin process to add arrears to Taxes.

- Sensus Audit

**191/21 Orb/Heggin:** That we appoint Sensus Chartered Professional Accountants Ltd. as our municipal auditor for the 2021 year. **Carried**

#### **5. Health**

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

- Health Centre – update  
*Dental Hygienist is doing well*  
*New tables delivered for the meeting room.*

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

- Acting Administrator

**192/21 Heggin/Dukes:** That we agree, with regret, to accept the resignation of Acting Administrator, Chris Lamontagne effective November 19, 2021 **Carried**

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

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

- RCMP – building maintenance update  
*Administration arranged for a second inspection and quote for mold remediation.*  
*Diamond Environmental inspected and provided a quote in the amount of \$5,328.00.*  
*Inspect it All Services was for \$3949.44. Council agreed to hire Inspect if All Services.*

**193/21 Heggin/Orb:** That we agree to authorize Inspect It All Services to complete the remediation services at the municipal building located on Lot 21-22 Block 10 Plan AO5925, at an estimated cost of \$3,995.44 including GST. **Carried**

- RCMP – Option of Purchase  
*Administration discussed the Option to Purchase received from the RCMP for the land purchase of Lot 2, Block D, Plan 102250549. Administration looked into the two interests on the land regarding development standards and municipal reserve. The one interest is that any development on the land needs to be flood proofed. RCMP are ok with going forward with purchase. The other interest is to be moved onto other Town property for Municipal Reserve.*

#### **9. Recreation Services (Councillors: Orb, Heggin)**

- Southey Communiplex Meeting  
*Councilor Heggin attended the October meeting and gave a verbal report. Next meeting is November 15, 2021*

#### **(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**

- Covid19 Policy  
*Administration and Council discussed the implementation of a Covid-19 Policy for Municipal Employees. Currently going to observe what other communities are doing.*

#### **(L) New Business**

- Amend Resolution 171/21-incorrect cheque numbers

**194/21 Hillier/Heggin:** That we amend Resolution 171/21 by replacing “cheque #18843 to #18842” with “cheque #18843 to #18857.” **Carried**

#### **(M) Adjournment**

**195/21 Baragar:** That we adjourn the meeting at 8:41 pm. **Carried**