

**TOWN OF SOUTHEY**  
**COUNCIL MEETING SUMMARY**  
**REGULAR COUNCIL MEETING – DECEMBER 7, 2021**

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**PRESENT:**

Mayor: Leigh Bishop  
Councillors: Gordon Baragar, Ralph Boehmer, Rob Dukes, Susan Hillier,  
Devon Orb  
Administrative Assistant: June Lepard

**ABSENT:**

Councillor(s): Jordan Hegglin

**(A) CALL TO ORDER:**

A quorum being present, the meeting was called to order at 6:50 pm by Mayor Bishop.

**(B) PRESENTATION OF AGENDA:**

222/21 Baragar/Dukes: That the agenda be approved as presented. Carried

**(C) CONFLICTS OF INTEREST:**

**(D) ADOPTION OF MINUTES:**

223/21 Boehmer/Hillier: That the minutes of the November 23<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)*

**(H) COMMUNICATIONS:**

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

1. **Southey Marlins – Senior Hockey Sponsorship**
2. **UMAAS – Spring Workshop 2022 – Dealing with Difficult Conversations**
3. **UMAAS – Salary Guideline 2022**
4. **UMAAS – Plumbing Permits & Inspections**  
*The responsibility of administration of plumbing permits and inspections will be transferred from Sask. Health Authority to the Technical Safety Authority of Sask. early 2022.*
5. **Business Covid – 19 Policy - Complaint**  
*If any person feels the need to report, there is an online non-compliance form on the Saskatchewan Government Site that is easy to fill.*
6. **SENSUS Chartered Professional Accountants Ltd.- Audit March 8, 2022**
7. **Water Security Agency – New Web Page**
8. **SUMA – Volunteer Fire Fighter and First Responders Annual Insurance**
9. **Fire Department – Meeting Minutes**
10. **PBI Inspections, Inc. – Newsletter**  
*As of January 1, 2022, any work to residential buildings on agricultural land must meet code. This includes new buildings and those undergoing renovations. That once the new regulations are available communities will have to adapt a new building bylaw.*
11. **Ministry of Government Relations – Building Regulations**

*The Construction Codes Act (the CCA) comes into force on January 1, 2022, and will repeal – and – replace The Uniform Building and Accessibility Standards Act (the UBAS Act) as the legislation which governs construction standards in Saskatchewan,*

**12. Last Mountain Times – Advertising**

**13. WCB – Premium Rate Notice and Certificate**

**14. SUMA - President Letter**

*Rodger Hayward is resigning as SUMA president*

**224/21 Orb/Baragar: That we file the correspondence as read. Carried**

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

**1. Financial Statements**

- List of Accounts – review and approval

**225/21 Dukes/Hillier: That accounts written on General Account cheque #18930 to #18945 voided due to printing errors. Cheque #018946 to #018962 in the amount of \$17320.66, Payroll in the amount of \$8,506.43, Online payments in the amount of \$4,393.34, and Education Tax in the amount of \$8,424.46 be approved. Carried**

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

- Public Works Update- Administrative Assistant provided a verbal report
  - Replace all burnt out lights on trucks.
  - Christmas lights are on the street lights.
  - Cold Storage all shelves are stacked and organized, all equipment parked in it.
  - Some issues at the list station.
  - All bins to be moved to cold storage.
  - Some issues at the list station.
  - New tractor in Southey getting pre delivery inspection done.
  - Second half regular water inspection on Thursday 9, 2021
  - Have overseen Cupar reports twice.
- Admin Update – the Administrative Assistant provided a verbal report of items being worked on and completed in the office:

Administration has been completing some final bills for utility accounts and opening new ones. Newsletter has been completed for December and mailed. Completing daily office tasks while balancing the work that is on each desk.

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

- FME – Green Bins – Purchase

**4. Finance (Councillor Hillier)**

- Bank Reconciliations

**5. Health**

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

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

- Staff Christmas Bonus  
Assistant Administration left the meeting from 7:38pm – 7:45pm

**226/21 Baragar/Susan: That we authorize the Following Bonus Mileage payment to our Town of Southey Staff: Administration Assistant, Public Works Foreman, Public Works Assistant - \$200.00 each. Carried**

- Canada Summer Jobs – Payment Summary  
Received a payment of \$1,379.00 from the Canada Summer Jobs 2021

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

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

- RCMP –Tender  
JMT Carpentry is completing the wall repair at Lot 21-22 Block 10 Plan AO5925
  
- Fire Fees – RM of Longlaketon No. 219

**227/21 Baragar/Dukes:** That we agree to move into a closed session at 7:50 pm for the purpose of discussing legally related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S.16(1)(a)), with staff to be included in the session. **Carried**

**228/21 Dukes/Boehmer:** That we agree to rise from the closed session and return to the open meeting at 7:56 pm. **Carried**

**9. Recreation Services (Councillors: Orb, Hegglin)**

**(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**

-Christmas Party – Town Council, Staff, Fire Department, and First Responders.  
*Send out invites in the New year. Start the planning. Administration to contact the Fire Chief with details.*

**(M) Adjournment**

**229/21 Dukes:** That we adjourn the meeting at 7:40 pm. **Carried**