

## November 18, 2019

Minutes of the Regular Meeting of Council for the Village of Canwood, held in the Village office on Monday, November 18, 2019, commencing at 9:30 a.m.

- Present: Mayor – Robert Thompson  
Deputy Mayor – Larry Freeman  
Councillor – Lloyd Bather, Joe English and Jeff Sipes  
Administrator – Erin Robertson
- 223-19 **Freeman** - That the minutes of the October 22, 2019, Regular Meeting of Council  
Minutes be approved as presented. Carried
- 224-19 **Bather** - That the Statement of Financial Activities and Bank Reconciliation for  
Financials the month of October 2019 be approved as presented. Carried
- Administrator, Erin Robertson declared a conflict of interest in the next item on the agenda; re: payment for the Lift Station fencing and left chambers at 9:56 a.m.
- 225-19 **Freeman** - That we issue Cheques 4857 to 4883, Other payments totaling  
Payments \$43,290.79, as detailed on attached List of Accounts for Approval,  
Pay Period 17 and November payroll advance from the general account. Carried
- Administrator returned to chambers at 9:58 a.m.
- 226-19 **English** - That the water report for the month of October 2019 be approved as  
Water Report presented. Carried
- 227-19 **Sipes** - That we acknowledge receipt of Maintenance Manager calendar,  
October Time Administrator and Office Staff Attendance Statement for October as  
presented. Carried
- 228-19 **Bather** - That we agree to the addition of Darlene Morin letter to the agenda.  
Additions Carried
- 229-19 **Sipes** - That we agree to the reduction of Base Rent for café tenant Darlene  
Café Rent Reduction Morin, Debden, SK, from \$400.00 to \$100.00/month, for the months of  
December 2019, January, February and March 2020. Carried
- Committee Updates:
- Highway 55 Waste Management Corporation – verbal report provided by Robert Thompson and Larry Freeman



Mayor, Robert Thompson declared a conflict of interest in the next discussion item on the agenda; sewer line policy review and left chambers at 10:45 a.m.

Mayor Thompson returned to chambers at 11:17 a.m.

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| 230-19 <b>Thompson</b>                                     | - That we break at 11:29 a.m. for a 10 minutes recess.  | Carried |
| 231-19 <b>Thompson</b>                                     | - That we reconvene at 11:38 a.m. as all members of Council are present.  | Carried |
| 232-19 <b>Bather</b><br>Correspondence                     | <p>- That the correspondence be noted and filed:</p> <ul style="list-style-type: none"> <li>➤ Saskatchewan Housing Corporation 2018 Settlement Municipal Share</li> <li>➤ Water Security Agency, Precautionary Drinking Water Advisory issued October 28, 2019</li> <li>➤ Water Security Agency, Rescinding of Precautionary Drinking Water Advisory November 4, 2019</li> <li>➤ Ministry of Highways consent to repair underground waterline on Highway 55 &amp; Main Street</li> <li>➤ Canwood Public School pedestrian crossing signs</li> </ul> | Carried |
| 233-19 <b>Thompson</b><br>Sign Corridor                    | - That we approve the application from The Internet Guys c/o Rick Receveur to erect a sign in the Village of Canwood Sign Corridor based on specifications provided.  | Carried |
| 234-19 <b>Bather</b><br>Gas Tax Amending Agreement         | - That we agree with the Ministry of Government Relations – Municipal Gas Tax Fund Agreement – Transfer of Federal Gas Tax Revenues Under the Gas Tax Program, Amending Agreement No. 1, and authorize the Mayor and Administer to sign and seal on behalf of the Village.  | Carried |
| 235-19 <b>Freeman</b><br>Robertson Training                | - That we agree to the registration of Erin Robertson into MuniSoft PubWorks Refresher webinar to be held on November 26, 2019, for the cost of \$218, plus taxes.  | Carried |
| 236-19 <b>Freeman</b><br>Policy – Employee Code of Conduct | - That we approve Policy HR – 3, Employee Code of Conduct with a review date of October 1, 2020.  | Carried |
| 237-19 <b>Thompson</b><br>Suspend BP 2019-01               | - That we agree to suspend Building Permit 2019 – 01 and allow for construction to commence in the spring of 2020.  | Carried |

238-19 <b>English</b> Budget Extension SSA Assessed Fees	- That we settle to the terms as set out from MuniSoft and pay the fee of \$360.00, plus applicable taxes, for the missed SSA charges for the Budget Extension Program for the previous 3 years.	Carried
239-19 <b>Sipes</b> Bus Association	- That we agree to donate \$500.00 to the Canwood and District Bus Association Inc.	Carried
240-19 <b>English</b> Legion	- That we acknowledge the donation made to the following community-based organizations as per Policy Resolution 197-17:  ➤ Royal Canadian Legion, Canwood Branch #132 \$50.00 – Remembrance Day Wreath.	Carried
241-19 <b>Bather</b> SUMA Convention	- That we agree to authorize the registration of Administrator and any other Members of Council who are able to attend the SUMA Convention that is to be held in Regina February 2020.	Carried
242-19 <b>Bather</b> Christmas Light Contest	- That we agree to facilitate the Christmas Light Contest within the Village and donate \$50.00 in prize money towards the contest.	Carried
243-19 <b>Freeman</b> Compliance - Revenue Share Requirements	- The Council of the Village of Canwood confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:  ➤ Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations; ➤ Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations; ➤ In Good Standing with respect to the reporting and remittance of Education Property Taxes; ➤ Adoption of a Council Procedures Bylaw No. 2016 – 06; ➤ Adoption of an Employee Code of Conduct, Policy HR – 3; and ➤ All members of council have filed and annually updated their Public Disclosure Statements, as required; and  that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.	Carried
244-19 <b>Thompson</b> Bylaw 2019 – 04	- That Bylaw 2019-04, being a Bylaw to allow for the charging of fees for Firefighting & Emergency Response within the Village of Canwood, be read for the first time at this meeting.	Carried





245-19 **Bather** - That Bylaw 2019-04, being a Bylaw to allow for the charging of fees for  
Bylaw 2019 – 04 Firefighting & Emergency Response within the Village of Canwood, be  
read a second time at this meeting.

Carried

246-19 **English** - That we agree that Bylaw 2019-04, being a Bylaw to allow for the  
Bylaw 2019 – 04 charging of fees for Firefighting & Emergency Response within the  
Village of Canwood, be given three readings at this meeting.

Carried Unanimously

247-19 **Bather** - That Bylaw 2019-04, being a Bylaw to allow for the charging of fees for  
Bylaw 2019 – 04 Firefighting & Emergency Response within the Village of Canwood, be  
Adopted read a third time and adopted.

Carried

Let the minutes note that Mayor Thompson left chambers at 1:05 p.m. and returned at 1:06 p.m.

Let the minutes note that Councillor Bather left chambers at 1:06 p.m. and returned at 1:09 p.m.

248-19 **Bather** - That we agree to have Taxervice, on behalf of the Village of Canwood,  
Tax Enforcement be authorized to proceed under the *Tax Enforcement Act* and acquire title  
Roll 9 & 12 for the following described lands:

- Lot 13 Blk/Par 1 Plan No Y3516 Ext 0, Title No 129216584; and
- Lot 16 Blk/Par 1 Plan No Y3516 Ext 0, Title No 129216708.

Carried

249-19 **Sipes** - That we agree to have Taxervice, on behalf of the Village of Canwood,  
Tax Enforcement be authorized to proceed under the Tax Enforcement Act and acquire title  
Roll 50 for the following described lands:

- Lot 1 Blk/Par 4 Plan No Y3516 Ext 0, Title No 137036572;
- Lot 2 Blk/Par 4 Plan No Y3516 Ext 0, Title No 137036639; and
- Lot 3 Blk/Par 4 Plan No Y3516 Ext 0, Title No 137036673.

Carried

Let the minutes note that Councillor Freeman left chambers at 1:10 p.m. and returned at 1:12 p.m.

250-19 **Thompson** - That we move to in-camera at 1:22 a.m. and ask that the Administrator  
In-camera session remain in Council Chambers.

Carried



Councillor Bather declared a conflict of interest in Human Resource issue to be discussed in the in-camera session and left Chambers at 1:26 p.m.

Councillor Sipes declared a conflict of interest in Human Resource issue to be discussed in the in-camera session and left Chambers at 1:26 p.m.

Councillor English declared a conflict of interest in Human Resource issue to be discussed in the in-camera session and left Chambers at 1:28 p.m.

Let the minutes note that M. Kim Robertson, Q.C., Village appointed solicitor from Robertson Stromberg was called during the in-camera session at 1:57 p.m.

251-19 **Thompson** - That we move out of in-camera at 2:12 p.m.

In-camera concluded


Carried

255-19 **Thompson** - That we adjourn at 2:15 p.m. with the next meeting of Council to be held on Wednesday, December 18, 2019, commencing at 6:00 p.m.

Adjourn/ Next Meeting

Carried

  
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Mayor, Robert Thompson

  
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Administrator, Erin Robertson