

**Village of Canwood
December 20, 2022**

Minutes of the Regular Meeting of Council for the Village of Canwood, held at the Municipal Office Building, Village of Canwood Office, 641 Main Street, Canwood, on Tuesday December 20, 2022. The meeting was called to order by Deputy Mayor Ken Moar at 3:00 p.m.

Present: Deputy Mayor – Ken Moar
Councilors –Kaytlyn Mitchell, Ron Willner and Lorne Benson
Acting Administrator – Carmen Jean and Lindsey Olson

Delegation: Hugh Otterson

Submitted to the Administration the Public Disclosure Statements for 2023

Ron Willner, Katylyn Mitchell, Lorne Benson and Ken Moar

Agenda

287/22 Willner: - That the agenda as per attached be accepted as presented, with the additions of:

- Air Limited
- Christmas hours
- Gayle
- Water turn off
- Well Leak
- Bylaw 12/05
- Policy – Employee Traffic Tickets

Carried

Minutes

288/22 Benson: - That the minutes of the November 14, 2022, November 25, 2022 and November 25, 2022 be approved as present with the Correction to November 14, 2022 meeting the Kaytlyn left the meeting before Motion 266/22 and returned before motion 269/22.

Carried

Financial

289/22 Mitchell: - That the Bank Reconciliation for the month of November 2022 be approved as presented.

Carried

290/22 Benson: -That the financial statements for November, 2022 be approved as presented.

Carried

291/22 Willner: - That we issue Cheques 5735-5773 totaling \$53,816.19 and Other payments totaling 6817.93 and 3878.52 as per \$36,709.13 as per attached List of Accounts for Approval.

Carried

Water Reports

292/22 Willner: - That the water treatment plant report for the month of November 2022 be approved as presented. Carried

293/22 Moar: - That we acknowledge receipt of Maintenance Manager Calendar and weekly reports, as presented. Carried

Time Sheets

294/22 Benson: -That the Time Sheets for Gayle Westgard and Lorna Benson be approved as presented. Carried

Recess

295/22 Moar - That we agree to recess at 6:27 p.m. for 7 minutes. Carried

Reconvene

296/22 Moar - That we reconvene at 6:35 p.m. noting that all members of Council and Administrator is present. Carried

Kaytlyn Mitchell left the meeting at 6:27

Committee Reports

297/22 Moar: -That the Public Works Committee verbal reports given by Lorne Benson From December 13 and December 15, 2022 as presented. Carried

298/22 Willner: -That the verbal report from Lorne Benson for Hwy 55 be accepted as presented. Carried

Delegation: Hugh Otterson

Hugh Otterson addressed the council regarding equipment that was sold and concerns regarding Public Notice Bylaw and Administration.

Board of Revisions

299/22 Moar: -That the Village of Canwood appoint NorSask Board Services as the official Board of Revisions. Carried

Code of Conduct

300/22 Willner -That the code of Ethics Conduct Policy signed by Lindsey Olson be accepted as presented. Carried

Canwood and District Memorial Arena

301/22 Benson: -That the Village of Canwood Accept the Financial Statement for November 1, 2021 to October 31, 2022 for the Canwood and District Memorial Fund.

Carried

Munisoft:

302/22 Moar: -That the council approve the training for Lindsey Olson on the Munisoft Programs at a cost of \$1540.00.

Carried

Terry Hamborg Taxes

303/22 Benson - That the attached taxes for Terry Hamborg 535 2nd Avenue be abated

Employee Appreciation

304/22 Moar - That we agree to provide a token of appreciation in the form of \$100.00 Co-op Gift Card to Gail Westgard, Dean Anderson and Trevor Kvinlaug for work that was completed for the Village in 2022.

Carried

Council Information

305/22 Willner -That the following was accepted as information for council:

- Water Security – Recommendations for water shortfalls.
- WT Summer Grant – Apply for two students
- FCM Membership - 2023 membership (no)
- December Newsletter
- Christmas Lights Contest

Carried

Correspondence

306/22 Willner -That the following correspondence having been presented be filed:

- Suma – Annual Letter
- Sask Park and Recreation – Newsletter
- Saskatchewan Rivers – Newsletter

Carried

Hwy 55 Waste Management

307/22 Moar - That Councillor Willner and Councillor Benson be appointed to the Hwy 55 Waste management Board for the Village of Canwood for a term to December 31, 2023.

Carried

Mileage Rate
308/22 Willner

- That the mileage rate for all council, administration and maintenance be .60 km for council business.

Carried

Year-end Payments

309/22 Benson

- That we agree to allow the Administrator to process the 2022 year-end expenditures and budget items prior to the January 2022 meeting with all payments to be verified by the Mayor.

Carried

Add Past Due Utilities

310/22 Moar

- That we authorize the Administrator to add any utility accounts that are 60 days past due onto the appropriate tax roll.

Carried

2022 Indemnity Rates

311/22 Willner

- That we agree that Council Indemnity and Remuneration remain unchanged for 20232 and are as follows:

- Mayor \$130.00 per council meeting;
- Councillors \$120.00 per council meeting;
- Full day meetings \$130.00;
- Half day meetings (2-5 hours) \$80.00;
- Two hours or less meetings \$40.00; and

Carried

Bylaw 2022-09

312/22 -Benson

- That we agree to give first reading to Bylaw 2022-08, that is a Bylaw to provide for Public Notice for the Village of Canwood

Carried

313/22 Moar

- That we agree to give a second reading to Bylaw No. 2022-08, that is a Bylaw to provide for the Public Notice for the Village of Canwood.

Carried

Appointments

314/22 Benson

- That we agree to make the following appoints for the 2023 year:

- Acting Administrator Carmen Jean
-
- Assistant Administrator Lindsey Olson

- Insurance SUMAssure – Aon Reed Stenhouse
- Health & Sanitation Prince Albert Parkland Health Region
- EMO Coordinator Lorna Benson
- Pest Control Tanner Paslawski, Prince Albert, Sask.
- Solicitors M. Kim Anderson, of Robertson Stromberg, Saskatoon, Sask.
Garth Bendig, of Bendig & Klassen Law Office, Prince Albert, Sask.
- Cemetery Committee Gail Westgard, Ken Moar and Dean Andersen
- Canwood Regional Park Board Robert Thompson, Grant Person and Theresa Burgmaier
- Shellbrook & District Health Services Foundation Bruce Harper
- Canwood Regional Library Gerda Bruner, David Harack and Diane Johnson
- Wapiti Regional Library Gerda Bruner
- Skating Rink Board President – Trevor Kvinlaug
Vice President – Dale Benson
Secretary – Courtney Hansen
Treasurer – Lorna Benson
- Curling Rink Board President – Grant Person
Vice President – Ken Moar
Treasurer – Marie-Anne Grimard
Secretary – Kirsten Vaughn
Members – Michele Person and David Christiansen
- Volunteer Fire Department Chief – Grant Person
Deputy Chief – Darren Charbonneau
Firefighters: Robert Thompson, Darcy Nordquist, Richard Schwehr, Jesse Wyatt, Jonathan Thall, Keith Danberg, Derek Bedard, Rylee Aiken, Tony Benson, Meagan Whiteside, Colten Banhiuck and Brad Hinson

- Canwood Community Pride and Heritage
- 55 – 40 Urban Development Appeals Board Ken Moar
- Public Works Lorne Benson, Kaytlyn Mitchell and Ron Willner
- Recreation Board Kaytlyn Mitchell and Ken Moar
- EMO Representative Ken Moar
- Land Committee Committee of the Whole
- Parkland Physician & Recruitment Committee Ron Willner
- Human Resources Committee Ken Moar and Ron Willner

**Office Hours
315/22 Moar**

-That the village Office will be open December 28, 29 and 30, the office will reopen January 4, 2023.

Carried

316/22 Moar:

-That the Village of Canwood Office hours starting January 1, 2023 will be open Tuesday to Thursday 9:00 a.m. to 3:00 p.m.

That the next regular council meeting will be January 24, 2023 at 4:30 p.m.

Adjourn

317/22 Moar - That we adjourn at 9:00 p.m.

Carried

Deputy Mayor, Ken Moar

Acting Administrator, Carmen Jean