

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 18 October 2023 at 7:00pm
at Town Office

Present:	Mayor:	Valerie Orb
	Councillors:	Dennis Smotra, Georgina Kallichuk, Chris Hill, Darcy Szigli, Cory Hart
	CAO:	Silvia Virgilio
	Absent:	Councillor Jordan German Foreman Mike Pearce

1. **CALL TO ORDER** A quorum present, Mayor Valerie Orb called the meeting to order at 6:53pm

2023-0219 **2. ADOPT AGENDA**
Councillor Kallichuk
Councillor Hill

THAT the agenda be adopted as PRESENTED.

CARRIED

3. **DELEGATION**
3.1 CUPAR VOLUNTEER FIRE DEPARTMENT

Chris McLeod commenced at 7pm

Fire Chief Chris McLeod provided;

1. Amendments to new Bylaw 06-2023 A Bylaw to Establish a Volunteer Fire Department, as per section 13.1 of these minutes;
2. Fire Association Declaration – Member Agreement to be signed by Council; and
3. Declaration of Offensive Service Level Agreement to be signed by CAO.

Chris McLeod left meeting at 7:11pm

3.2 SWIMMING POOL WHALE RIDE

Dustin (Bobby) Beanlands commenced at 7:12pm

Invoice for \$700.00 sent to Kirsty Atkinson and Tyler Weisbrod, parents of the child who damaged the swimming pool whale ride, representative for Kirsty Atkinson, Bobby, discussed the invoice and breakage of the whale ride with Council, and advised invoice will be paid.

Tyler Weisbrod paid \$350.00 on 17 October 2023

Kirsty Atkinson paid \$350.00 on 20 October 2023

Town of Cupar to purchase playground sign noting restrictions in Spring 2024

Dustin (Bobby) Beanlands left meeting at 7:18pm


2023-0220 **4. MINUTES**
Councillor Kallichuk
Councillor Szigli

THAT Regular Meeting Minutes dated 20 September 2023 be approved as PRESENTED.

CARRIED

5. **NOTICE OF PROCLAMATION** - None
6. **PRESENTATIONS AND RECOGNITIONS** - None
7. **PUBLIC HEARING** - None
8. **COMMUNICATIONS** - None

Initial 

Initial 

9. REPORTS

- 9.1 Maintenance Report - None**
- 9.2 Administrator Report**

2023-0221

Councillor Hill
Councillor Hart

THAT Administrator's verbal report presented by Silvia Virgilio as at 18 October 2023 be accepted as PRESENTED.

CARRIED

- 9.3 Committee Reports**

2023-0222

Councillor Hill
Councillor Hart

- 9.3.1 Buildings & Hall**
- 9.3.2 Cemetery**
- 9.3.3 Equipment**
- 9.3.4 Fire**
- 9.3.5 Health**
- 9.3.6 Personnel Committee**
- 9.3.7 Rink**
- 9.3.8 Shalom**
- 9.3.9 Streets**
- 9.3.10 Water & Sewer**
- 9.3.11 Museum**
- 9.3.12 Ball Diamonds**

THAT the verbal Committee Reports be accepted as PRESENTED.

CARRIED

10. ACCOUNTS

- 10.1 Financial Statement**

2023-0223

Councillor Hill
Councillor Kallichuk

THAT Statement of Financial Activities for period ending 30 September 2023 and Bank Reconciliation for Main Operating Account, Swimming Pool Account and Reserve Account completed for period ending 30 September 2023 be accepted as PRESENTED.

CARRIED

- 10.2 Approval of Accounts Payable**

2023-0224

Councillor Hill
Councillor Kallichuk

THAT the Accounts Payable as listed be APPROVED for payment:

1. Tony Benko invoices - approval to pay invoice no. 635275 for \$735.00 for Museum culverts install only
2. Payroll Journal for \$5,087.40 from 10Sept23 to 23Sept23
3. Payroll Journal for \$5,360.98 from 24Sept23 to 07Oct23
4. Batches;

From 2023-00093 to 2023-00101	\$103,904.24
2023-000103 – Council Meeting 18Oct23	\$51,513.26

CARRIED

11. MAYOR AND COUNCILLORS' FORUM

- 11.1 SUMA CENTRAL DISTRICT REGIONAL MEETING – 16 October 2023**

Attended by Mayor Orb and Councillor Kallichuk. Agenda items included;

- Hometown Proud, introduction of each municipality and comment on one thing they are most proud of in their community;
- SUMA's Governance Review; and
- Update from SUMAssure, Kinetic GPO and RCMP.

Initial 

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12. UNFINISHED BUSINESS

- 2023-0225** **12.1 TOWN TRUCK - TABLED from 23 August 2023**
Councillor Hart
Councillor Kallichuk

THAT a new motor be installed in the 2008 Ford Heavy Vehicle town truck (Plate No. 312 MFD), to be obtained from Yellowstone Auto Recyclers, 240187 Rainbow Road, Chestermere AB for \$16,582.65, with deposit of \$3,000.00 to be paid with delivery of the vehicle. Transportation to Chestermere to be arranged and paid separately.

CARRIED

13. BYLAWS, POLICIES AND AGREEMENTS

- 2023-0226** **13.1 BYLAW 06-2023 A BYLAW TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT**
FIRST READING
Councillor Hart
Councillor Smotra

THAT Bylaw 06-2023 A Bylaw to Establish a Volunteer Fire Department be amended as follows:

Clause 2.3.2 - deleted:

- c. Basic Rope rescue
- d. Structural collapse support operations
- e. Confined space entry and grain rescue
- f. Trench rescue support operations

Clause 3.1 – amended from:

The CVFD shall consist of a Fire Chief and a maximum of 25 volunteer firefighters; to
The CVFD shall consist of a Fire Chief and a maximum of 35 volunteer firefighters.

Clause 3.2 – amended from:

The Fire Chief may appoint all members to the CVFD with the approval of Council; to
The Fire Chief may appoint all members to the CVFD.

Clause 3.4 – amended from:

The Fire Chief shall be appointed by Council and this appointment shall be reviewed and confirmed in writing annually at the first Council meeting of the year; to
The Fire Chief shall be appointed by Council and this appointment shall remain as is unless otherwise advised.

Clause 3.5 – amended from:

The Fire Chief, or in lieu of the Fire Chief, the Deputy Fire Chief, shall be required to sit on the Town Emergency Measures Organization (EMO) Committee; to
The Fire Chief, or in lieu of the Fire Chief, the Deputy Fire Chief, shall be required to sit at one (1) Town Emergency Measures Organization (EMO) Committee meeting per year in the fall.

Clause 3.6 – deleted:

Council shall be given written notice by the Fire Chief of any vacancy occurring within the CVFD. Such notice to be given within ten (10) days of its occurrence.

Clause 4.8 – amended from:

The Fire Chief, in tandem with Council, shall have the authority to prohibit any or all open fires when atmospheric conditions or local circumstances, in their opinion, make such fires hazardous; to
The Fire Chief, in tandem with Council, shall have the authority to prohibit any or all open fires when atmospheric conditions or local circumstances, in their opinion, make such fires hazardous, notification to be by email, text, phone or Alertable notification system.

Clause 5.2 – amended from:

Minutes and committee reports shall be kept and copies sent to Council within five (5) working days; to
Minutes and committee reports shall be kept and copies sent to Council within ten (10) working days.

Initial 

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Clause 5.10 – deleted:

The Fire Chief shall ensure that all fees, donations, and grants to the CVFD are made payable to the Town and that any monies received by the CVFD appear in the records of the Town to be used for fire and rescue protection.

Clause 5.15 – deleted:

Council and CVFD shall work in tandem to jointly approve any and all advertising campaigns, logo designs, and promotional materials in relation to the CVFD.

Clause 5.16 – deleted:

All correspondence in relation to the CVFD shall be sent and received by the Town Administration.

Clause 6.6 – changed from:

The Fire Chief and all volunteer members of the CVFD are required to sign a confidentiality agreement with the Town; to

The Fire Chief and the Deputy Fire Chief of the CVFD are required to sign a confidentiality agreement with the Town.

Clause 6.8 – deleted:

No person shall falsely represent themselves as the Fire Chief, an officer or member of the CVFD or display any CVFD badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.

Clause 6.9 – deleted:

Failure to comply with the provisions of this Bylaw shall make any or all members of the CVFD liable for dismissal from the CVFD entirely at the discretion of Council.

Clause 7.2 – changed from:

This bank account can be used to purchase uniforms, assist Council in purchasing equipment and other assets, and membership recognition events; to

This bank account can be used to purchase uniforms, assist Council in purchasing equipment and other assets.

AND be given FIRST READING.

CARRIED

14. CORRESPONDENCE

2023-0227
Councillor Kallichuk
Councillor Smotra

THAT the following correspondence be acknowledged and filed as PRESENTED:

14.1 HISTORIC PLACES INITIATIVE

The Ministry of Parks, Culture and Sport has launched the 125 for 125 Initiative to encourage communities to celebrate and protect Saskatchewan's history through the designation of Municipal Heritage Property. Letter provided outlining this new initiative.

CARRIED

15. NEW BUSINESS

2023-0228
15.1 REMEMBRANCE DAY WREATH
Councillor Hill
Councillor Kallichuk

THAT the Town of Cupar provide \$100.00 towards Remembrance Day wreath and donation to Royal Canadian Legion Cupar #217.

CARRIED

2023-0229
15.2 GRASSLANDS NEWS
Councillor Hart
Councillor Hill

THAT Town of Cupar advertise with Grasslands News in their Remembrance Day edition.

DEFEATED

Initial 

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2023-0230 15.3 BUILDING PERMIT
Councillor Hill
Councillor Smotra

THAT Town of Cupar approve Building Permit CUP02-2023 for building at 418 Aberdeen to be removed permanently, dismantled or demolished by Lowell Betker, fee of \$500.00.

CARRIED

2023-0231 15.4 TAXERVICE
Councillor Hart
Councillor Hill

THAT TAXervice be authorized under s22(1) of The Tax Enforcement Act on or after November 30, 2023 to commence proceedings to request title with respect to the following described lands:

Roll 7 LOT 14-BLK/PAR 1-PLAN D4304 EXT 0

CARRIED

2023-0232 12.1 PARKLAND REGIONAL LIBRARY BOARD MEETING
Councillor Szigli
Councillor Hill

THAT Town of Cupar approve delegate for the Parkland Regional Library Board Meeting in Melville on 28 October 2023 be Carrie Michlik, and Jill Rostad to be registered as a visitor.

CARRIED

2023-0233 12.1 PRAIRIE VALLEY SCHOOL DIVISION
Councillor Smotra
Councillor Kallichuk

THAT Town of Cupar approves for grading to be completed as per PVSD request of grading of the south student/staff parking lot at Cupar School during non-school hours at \$60.00 per hour and \$42.00 per yard for any gravel needed.

CARRIED

2023-0234 15.5 PRAIRIE VALLEY NORTH MUSIC PARENT ASSOCIATION INC.
Councillor Hart
Councillor Szigli

Request for sponsorship.

DEFEATED

2023-0235 12.2 RM OF CUPAR NO. 218
Councillor Hart
Councillor Kallichuk

THAT the Town of Cupar use the same company as the RM of Cupar #218 to remove the willows that have grown along the elevator road at the rate of \$200 an hour.

CARRIED

2023-0236 15.6 CEMETERY – VETERANS SECTION
Councillor Hill
Councillor Smotra

THAT Town of Cupar with approval of the family, arranged for the headstone of Dohla on Lot 4 be moved and placed on Lot 7 where the body is buried with all costs to be incurred to be at the expense of the Town of Cupar.

CARRIED

Initial 

Initial 

2023-0237 **15.7 TOWN HALL RENTAL**
Councillor Hill
Councillor Smotra

THAT the Town of Cupar approve Town Hall rental request to have an inflatable bouncer inside the Town Hall, size of 30' long by 25' wide x 12' high. The Town of Cupar will not be responsible for any injuries or accidents caused while playing on the inflatable bouncer, it will be the liability of the Renter, and will need to have their own liability insurance cover.

CARRIED

12.3 CLOSED SESSION
Council did not move into closed session.


2023-0238 **16. ADJOURNMENT**
Councillor Kallichuk

THAT this meeting be adjourned at 8:11pm.

Next Regular Meeting on Wednesday, 15 November 2023.



Dennis Smotra, Deputy Mayor



Silvia Virgilio, CAO

Date: 15 November 2023



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