

MINUTES
Regular Meeting of Council Town of Cupar
Wednesday, 20 March 2024 at 7:00pm
at Town Office

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

1. **CALL TO ORDER** A quorum present, Mayor Orb called the meeting to order at 6:56pm

2024-0059 **2. ADOPT AGENDA**
Councillor Kallichuk
Councillor Hill

THAT the agenda be adopted as PRESENTED.

CARRIED

3. **DELEGATION**
SaskWater – Annual Customer Engagement
*Shauna Audette, Account Manager, Customer Growth & Engagement and
Darin Orb, Manager, District Operations arrived at 6:58pm, discussion held on;*

- Customer Engagement Objectives;
- System Overview;
- Operational Performance;
- Water Quality and Consumption; and
- Financials

Shauna Audette and Darin Orb left the meeting at 7:15pm

2024-0060 **4. MINUTES**
Councillor Kallichuk
Councillor German

THAT Town of Cupar approves Regular Meeting Minutes dated 21 February 2024.

CARRIED

5. **NOTICE OF PROCLAMATION** - None

6. **PRESENTATIONS AND RECOGNITIONS** - None



7. **PUBLIC HEARING** - None

8. **COMMUNICATIONS** - None

2024-0061 **9. REPORTS**
9.1 Maintenance Report
Councillor German
Councillor Smotra

THAT Maintenance verbal report presented by Mike Pearce as at 20 March 2024 be accepted as PRESENTED.

CARRIED

Initial 
Initial 

2024-0062 **9.2 Administrator Report**
Councillor German
Councillor Smotra

THAT Administrator's report presented by Silvia Virgilio as at 20 March 2024 be accepted as PRESENTED.

CARRIED

2024-0063 **9.3 Committee Reports**
Councillor German
Councillor Smotra

- 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**

Foreman and CAO left the meeting at 7:57pm

CLOSED SESSION

That Council move into close session as per the *Local Authority Freedom of Information and Protection of Privacy Act III*, for discussion of Human Resources.

Foreman and CAO returned to the meeting at 8:17pm

2024-0064 Councillor Szigli
Councillor Hill

Councillor Hart abstained from voting.

THAT Town of Cupar employees be given;

- CAO verbal warning; and
- Maintenance Worker verbal warning and written warning.

CARRIED

- 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

2024-0065 **10.1 Financial Statement**
Councillor German
Councillor Smotra

THAT Statement of Financial Activities for period ending 29 February 2024, Bank Reconciliation for Main Operating Account, Swimming Pool Account and Reserve Account completed for period ending 29 February 2024 be accepted as PRESENTED.

CARRIED

Initial

Initial

2024-0066 **10.2 Approval of Accounts Payable**
Councillor German
Councillor Smotra

THAT the Accounts Payable as listed be APPROVED for payment:

1. Payroll Journal for \$5,857.63 from 11Feb24 to 24Feb24
2. Payroll Journal for \$5,930.54 from 25Feb24 to 09Mar24
3. Batches;

From 2024-00021 to 2024-00026	\$25,783.76
2024-00029 – Council Meeting 20Mar24	\$55,601.09

CARRIED

11. MAYOR AND COUNCILLORS' FORUM

SK PUBLIC SAFETY AGENCY – PROVINCIAL DISASTER ASSISTANCE PROGRAM TRAINING

Report provided by Councillor Kallichuk on one day training held at Yorkton Family Resource Centre, 345 Broadway Street W, Yorkton on Wednesday, 28 February 2024.

12. UNFINISHED BUSINESS

12.1 CUPAR LIBRARY

TABLED – Diaper/Change station

Approval to purchase a diaper/change station for the Library/Legion: quotes requested.

12.2 CUPAR SWIMMING POOL

TABLED – POOL TARPS

Swimming Pool tarps, quote from Pleasureway Sales

\$20,146.50 included taxes and shipping/freight to Cupar

TABLED to 2025 – RUBBER SEALS

Swimming Pool rubber seals. Health Inspector advised in 2023 that these need to be replaced.

12.3 TREE PLANTING

TABLED - Council to approve green space for tree planting and budget.

12.4 CUPAR LIONS VOLUNTEER AMBULANCE

2024-0067 Councillor German
Councillor Hill

THAT the Town of Cupar to arrange for land known as Lot 1,2,3 Block 10 Plan AZ2907 be surveyed as recommended by Driftstone Consulting in order to determine where the property line and building is in relation to each other.

CARRIED

13. BYLAWS, POLICIES AND AGREEMENTS - None

14. CORRESPONDENCE

2024-0068 Councillor Hill
Councillor Kallichuk

THAT the following correspondence be acknowledged and filed as presented;

14.1 PARKLAND REGIONAL LIBRARY

Headquarters building purchase.

14.2 SUMA

Virtual Event - Governance Review Open Forum on Tuesday, 26 March 2024 from 2pm to 3:30pm. Open forum discussion on the potential changes to SUMA's governance structure.

Annual General Meeting - to be held Tuesday, 16 April 2024. Package sent by email.

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Initial HO

14.3 CUPAR HOUSING AUTHORITY

Due to the recent resignation of Patricia Killan there is an opening with the Cupar Housing Authority Board.

14.4 SAMA

Annual General Meeting to be held Wednesday, 10 April 2024.

14.5 EAST CENTRAL AREA TRANSPORTATION PLANNING COMMITTEE

Copy of Minutes of 14 December 2023 Meeting.

14.6 ECHO VALLEY PROVINCIAL PARK

Echo Valley Provincial Park are hosting the 6th Annual Smoke'N The Valley BBQ Competition. The event will be held on the weekend of 21-23 September 2024. Ways to contribute include:

1. Being a sponsor
2. Attending as a guest
3. Competing in activities
4. Sharing the news!

14.7 SGI BUSINESS RECOGNITION ASSESSMENT

Letter from SGI advising of 15% discount for Town of Cupar Business Recognition incentive program.

14.8 CUPAR SNOWMOBILE CLUB

Thank you note.

CARRIED

15. NEW BUSINESS

15.1 TREE TENDER 2024

2024-0069

Councillor German
Councillor Kallichuk

THAT the Town of Cupar approves tender received from Tony & Colton Benko at \$85.00 per hour subject to receiving the following prior to commencement of any tree removal work;

- Certificate of Liability Insurance; and
- Workers Compensation Board Letter of Good Standing.

CARRIED

15.2 POWER MOBILE EQUIPMENT (PME)

2024-0070

Councillor Hart
Councillor Hill

THAT the Town of Cupar approves to pay for PME Certificate for Maintenance Workers who will be covering period 21 May 2024 to 31 May 2024. The course details;

- Heavy Construction Safety Association of SK
1939 Elphinstone Street, Regina
Includes theory and practical evaluation
\$166.50 per person

CARRIED

15.3 SEWER REIMBURSEMENT – 403 DONALD ROAD

2024-0071

Councillor Hart
Councillor German

THAT the Town of Cupar approves for reimbursement of ATLAS Sewer Service Invoice #71671-1 to a maximum of \$225.00, as per resolution 10-06-18.

CARRIED

15.4 PARKLAND REGIONAL LIBRARY

2024-0072

Councillor Hill
Councillor Smotra

THAT the Town of Cupar to will renew existing contract to support an extra 2 hours for another year (as per RM of Cupar No. 218).

CARRIED

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2024-0073 **15.5 CUPAR & DISTRICT LIONS CLUB**
Councillor Hill
Councillor Hart

THAT the Town of Cupar approves request from Cupar Lions to use the Town Hall for their annual Ag Supper on Saturday 6 April 2024 including Friday 05 April 2024 to set-up rent free, as per previous years.

CARRIED

2024-0074 **15.6 DUDLEY & CO**
Councillor Hart
Councillor Kallichuk

That the Town of Cupar approves the 2023 Audit and draft Financial Statements completed by Dudley & Co.

CARRIED

2024-0075 **15.7 WATER SECURITY AGENCY (WSA)**
Councillor Hill
Councillor Szigli

THAT the Town of Cupar approves to renew WSA current permit and extend the expiry date.

CARRIED

2024-0076 **15.8 CUPAR CEMETERY**
Councillor Smotra
Councillor Kallichuk

Letter from Mr Frank Szeles received, he would like to move his late wife Joyce Szeles, his son Eldon Szeles, his mother Mary Szeles and father Joseph Szeles from Cupar Cemetery to River Side in Regina and is seeking Council approval to proceed, subject to;

1. Application for Disinterment Permit to be completed, with consent to be provided by all next of kin and approved by Ministry of Health;
2. Funeral Home to remove remains and placed into fiberglass vault base (or material suitable base);
3. Frank Szeles to acknowledge and agree that the Town of Cupar will not accept any liability for any damage during or after the excavation; and
4. All costs incurred are to be paid by Frank Szeles.

CARRIED

2024-0077 **15.9 TRANSFER SITE**
Councillor Kallichuk
Councillor German

THAT the Town of Cupar opens the Transfer Site for 2024 season from May long weekend and close Labour Day weekend; and that a transfer site;

- attendant is hired for this period and be paid \$15.00 per hour. If no applications received then;
- the transfer site be operated by appointment only.

CARRIED

2024-0078 **15.10 CUPAR CAMPGROUND**
Councillor Hill
Councillor Smotra

THAT the Town of Cupar approves, weather permitting, to open the Cupar campground 1 May 2024.

CARRIED

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Initial KS

2024-0079 **15.11 CUPAR CAR SHOW 2024**
Councillor Hart
Councillor Szigli

THAT the Town of Cupar approves the Annual Cupar Car Club Show and Shine to be held on Sunday, 23 June 2024, for the one and two hundred block of Stanley Street to be closed to traffic between 9:45am to 4pm, and use of the Legion washrooms. Traffic access to Cupar Foods and High Plains Restaurant will be allowed.

CARRIED

2024-0080 **15.12 MAINTENANCE – SUMMER STUDENT**
Councillor Hill
Councillor Smotra

THAT the Town of Cupar approves employing one Maintenance Summer Student, partly funded by Canada Summer Jobs Grant. Position to commence Tuesday 2 July 2024 and finish Friday 30 August 2024, to be paid minimum wage at \$14.00 per hour for 40 hours per week.

CARRIED

2024-0081 **15.13 108 LORNE STREET**
Councillor Smotra

THAT Town of Cupar refunds legal fees of \$1,621.62 to Lorne & Jacquie Bumphrey.


LOST FOR NEED OF A SECONDER

15.14 GROVECO SITE MANAGEMENT
Sports field aerated not required at this stage.

2024-0082 **18. ADJOURNMENT**
Councillor Kallichuk

THAT this meeting be adjourned at 8:50pm.

Next Regular Meeting on Wednesday, 10 April 2024



Valerie Orb, Mayor



Silvia Virgilio, CAO

Date: **APR 10 2024**

seal



Initial SV

Initial VO