

**Minutes for the Regular Meeting of Council of the Town of Cupar  
Held on  
Tuesday, February 20, 2018  
At the Cupar Town Office Council Chambers**

**Present:** Councilors Neil Schulhauser, Ed Lehman, Don Jeworski, Gloria Woodward, Cory Hart  
Mayor Steve Boha; Administrator: Wanda McLeod

**Absent:**

**Call to Order:** A quorum being present, Mayor Steve Boha called the meeting to order at 7:09 p.m.

**Delegations:** 7:00 pm – RCMP Dean Gherasim – provided report  
7:30 pm – Byron Daradich – sewer line issues

01-02-18 Jeworski/Hart: THAT we accept the resignation of Megan Sulea and make it effective immediately paying her the notice of 5 days provided and any remaining holiday pay and banked time accrued at the next payroll run on March 5<sup>th</sup>, 2018.

Carried

**Approval of the Agenda as amended:**

02-02-18 Woodward/Schulhauser: That the agenda be approved as amended.

Carried

**Minutes:**

03-02-18 Woodward/Jeworski: That the minutes of the January 11, 2018 regular council meeting be approved as presented.

Carried

**Business Arising from the Minutes:**

04-02-18 Hart/Lehman: THAT we leave the NVIMO group at this time and will revisit joining if it regroups.

Carried

05-02-18 Hart/Lehman: THAT we offer \$8,000.00 total for lagoon work completed by Tony Benko Jr. instead of invoice #580490 and add this payment to the current invoice listing in the amount of \$8,000.00 to be considered paid in full.

Unanimously Carried

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**06-02-18 Hart/Schulhauser:** THAT we cancel the building permit #16-003 Dadda Sergio as a result of no action being completed.

**Carried**

Need to create a GL for Workers Compensation as Council would like to see it separated.

**Correspondence:**

- Saskatchewan Housing Corporation
- Southey Motion district of appeals board
- Associated Engineering reports from Feb 9, 2017 and January 19, 2018 regarding the town hall.
- Permit request from Cupar Nursing Home 18-001
- First Consultant Physicians – service dog request – prohibited breed of German Shepard (possible mix).
- Physician follow up email from Laveena Tratch – Don Jeworski
- Cupar Library Board
- Commissionaire report
- SUMA Insurance Update and foreman training opportunities
- BTN Estimates
- Prairie Women on Snowmobiles – hall rent request
- SPRA Awards
- Dave Maisonneuve letter
- Linda Nameth letter
- Jenna Szigli letter
- Jen Blundell email
- Hall request – Cupar Nursing Home
- East Central Transportation Planning Committee Spring workshop
- RCMP Report
- Communities in Bloom
- Community Spaces – has been sent out to all the local groups
- Perfect Pen & Stationary
- Atlas Bill regarding Byron Daradich
- Parkland Regional Library Appointment
- Donna Klein letter
- Rink Minutes – needs to be addressed
- Ed Sigmeth Quote and Karen Sander quote.

**07-02-18 Schulhauser/Lehman:** THAT Gloria Woodward and Don Jeworski be appointed to the District of Appeals Board for the 2018 year.

**Carried**

Councilor Hart will contact Cassie Aschenbrenner about the hall wall and report back for the March council meeting.

**08-02-18 Schulhauser/Lehman:** THAT approval be provided for permit #18-001 for the Cupar Nursing Home for the renovations requested.

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- Carried**
- 09-02-18 Lehman/Woodward:** THAT approval be provided for the service dog to assist Mrs. Dacie Marchett Fink as per the doctor's letter request received.
- Carried**
- 10-02-18 Woodward/Hart:** THAT the Prairie Women on Snowmobiles receive the hall that was used on February 4, 2018 at the reduced rate of \$120.00.
- Carried**
- 11-02-18 Jeworski/Woodward:** THAT the sealed offer opened at this meeting for the 1992 Dodge Van be accepted in the amount of \$250.00. The town maintenance will remove the Town of Cupar signs from the doors before the van is removed from our property.
- Carried**
- 12-02-18 Woodward/Lehman:** THAT we will provide water service up to a curb stop for the St. Patricks Parish Church with the understanding the church is responsible for bringing the water in from the curb stop to the building.
- Carried**
- 13-02-18 Hart/Schulhauser:** THAT approval be provided to the Cupar Soccer Club to build a new shed in the place of the old one at the soccer field. The size allowed by the bylaws before a permit is required is 10x10 or 100 square feet.
- Carried**
- 14-02-18 Woodward/Lehman:** THAT approval be provided to Jennifer and Chad Blundell to consolidate the properties Lots 3, 4, 5, 6 & 7 of Block 1, Plan D4304.
- Carried**
- 15-02-18 Woodward/Lehman:** THAT we provide the Cupar Town Hall to the Cupar Nursing home for their Volunteer Appreciation Luncheon at the reduced rate of \$120.00.
- Carried**
- 16-02-18 Woodward/Jeworski:** THAT we pay for half of the Atlas bill for cleaning out the sewer for 211 Donald Road in the amount of \$208.00 and that we add it to the payable list for payment immediately.
- Carried**
- 17-02-18 Woodward/Jeworski:** THAT we appoint Ed Lehman as our representative for the Parkland Regional Library.
- Carried**
- 18-02-18 Woodward/Schulhauser:** THAT we hire Ed Sigmeth to assist the Administrator with annexing at a rate of \$50 per hour and travel time. Work to be completed in an as needed basis.
- Carried**
- 19-02-18 Hart/Jeworski:** THAT the request of Ray Brunelle cannot be accommodated at this time and will revisit it when the property is in his name.
- Carried**
- 20-02-18 Woodward/Hart:** THAT all correspondence be filed.
- Carried**

JHB.  
WMA

**Financial:**

**21-02-18 Hart/Jeworski:** THAT the invoices be approved for payment in the amount of \$120,263.15.

**Carried**

**22-02-18 Woodward/Hart:** THAT payroll be approved for January 7-20 for \$4,078.61 and January 21 – February 3 for \$4,191.63.

**Carried**

**23-02-18 Woodward/Hart:** That all outstanding invoices on list attached be added to the resident's taxes.

**Carried**

**New Business**

We will not be providing red bins for spring cleanup this year.

**24-02-18 Hart/Jeworski:** THAT approval is given to begin using the letter to home owners when renting out their houses that the utility bills, if left unpaid, are the homeowners responsibility.

**Carried**

Next Public meeting has date yet to be determined.

**25-02-18 Hart/Schulhauser - RESOLUTION:** THAT council provides authorization and approval for the disposal of the specific records slated for destruction as per the list attached.

**Carried**

**25-02-18 Woodward/Jeworski:** THAT we provide the NLS and Bronze Cross crash courses again this year.

**Carried**

Advertise for Administrative Assistant as soon as possible with the cut off being March 15<sup>th</sup> for applications.

**Reports**

**Rink:** ok

**Fire:** ok

**Health:** ok

**Shalom:** ok

**Library:** ok

**Museum:** ok

**Equipment:** purchased a truck from Prairie Coop tender.

**Water & Sewer:** ok.

**RV Report:** ok

**Cemetery:** ok

**Parks:** ok

*SMB.*

*ok*

Trees: ok  
Street: ok.  
Hall: ok  
Personnel Committee: ok  
Pool: ok.

Bylaws – None

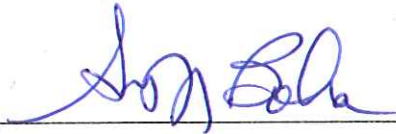
Policies – None

Any other business – None

Adjournment

27-02-18 Hart: That this meeting be adjourned at 11:15 p.m.

Next regular meeting is Tuesday, March 20, 2018 @ 7:00 pm.



Mayor



Administrator

April 19, 2018

Date



**2017 Outstanding Invoices moved to taxes**

Invoice #295 – Dutch Elm Disease Tree Removal to be applied to Roll #306 for \$236.25

Invoice #297 – Order to remedy clean up to be applied to Roll #297 for \$137.00

Invoice #298 – Order to remedy clean up to be applied to Roll #82 for \$431.00

Invoice #315 – Order to remedy clean up to be applied to Roll #126 for \$1,569.50

Invoice #323 – Curb Stop repair due to homeowner to be applied to Roll #295 for \$510.25

Invoice #326 – Rental of sewer snake to be applied to roll #160 for \$30.00

Invoice #333 – Order to remedy Clean up to be applied to roll #296 for #180.50