

**REGULAR MEETING OF THE COUNCIL OF THE TOWN OF MOOSOMIN HELD
IN THE TOWN OFFICE COUNCIL CHAMBERS AT 701 MAIN STREET, ON
WEDNESDAY, DECEMBER 13TH, 2023.**

PRESENT: Mayor - Larry Tomlinson
Councillors - Chris Davidson
- Kyla Fingas
- Ron Fisk
- Murray Gray
- Greg Nosterud
- Garry Towler
Chief Administrative Officer - Paul Listrom
Youth Member - Molly Martens

Call to Order	Mayor Larry Tomlinson called the meeting to order at 7:00 p.m.
Minutes #1	DAVIDSON & TOWLER – That the minutes of the regular meeting of November 22 nd , 2023, be approved as circulated. Carried.
Moosomin Bucks for X-Mas Gift #2	FINGAS & GRAY – That Council now agree that going forward, that the Town of Moosomin annually provide \$150.00 in Moosomin Bucks as a Christmas gift to each full-time permanent employee, and \$100.00 to each seasonal employee of the municipality which is on-staff and working as of December 1 st each year, and for 2023, the list of Seasonal employees to receive the Moosomin Bucks are as noted below: <ul style="list-style-type: none"> ▪ Tamara Arnold ▪ Christina Gourley ▪ Khyra Ingram ▪ Shastidy Kelly ▪ Kolton McGonigal Carried.
Recreation Report #3	DAVIDSON & GRAY – That the Recreation Department written report be accepted as presented by Recreation Director – Mike Schwean. Carried.
P. W. and Utilities Report #4	TOWLER & DAVIDSON – That the Public Works and Utilities written report be accepted as submitted by Public Works and Utilities Foreman – Mike Stein. Carried.
Purchase 16 ft. Snow Push Blade #5	DAVIDSON & NOSTERUD – That Council agree that the Town of Moosomin purchase a 16 foot Snow Push Blade from Finning CAT, for the sum of \$16,319.53, per December 11 th , 2023, quotation as attached hereto and forming part of these minutes, and authorize immediate payment for such. Carried.
Gravel Crushing #6	NOSTERUD & TOWLER – That Council accept the lowest quotation received from System III Supply Ltd., Kipling, Sk. on December 1 st , 2023, for the crushing of approximately 25,000 yds. of 5/8” gravel with 10% clay for a maximum cost of \$7.50 per cubic yard plus taxes, subject to a discount dependent on the moisture content of the clay. Carried.
Waive requirement for new w/s service at N. McMullen property #7	DAVIDSON & TOWLER – That as the Town of Moosomin passed a resolution on February 12 th , 2014, which requires all new construction of new dwellings and/or businesses to have a new water/sewer utility line serving their property, that this requirement now be <u>waived</u> for the mobile home property of Neal McMullen at 314 Wright Road, as Neal McMullen does have PVC water and sewer lines, with the curb stop being replaced and new plastic waterline installed to the residence approximately 4 years ago, and as such, with the trailer being torn down and new residence being placed, that no new services will be required. Carried.
Financial Reports #8	DAVIDSON & NOSTERUD – That the Statement of Receipts and Payments, and the Bank Reconciliation for the month of November 2023, be accepted as presented. Carried.
Corres- pondence #9	DAVIDSON & TOWLER – That the following correspondence having been presented to Council, now be filed: Moosomin Visual Arts Centre re: Council appointment to Visual Arts Centre Committee

(continued on next page)



Mayor

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Correspondence
(Continued)
#9

Saskatchewan Ministry of Government Relations
re: Municipal Revenue Sharing Declaration
MNP
re: 2023 Audit Service Plan
Saskatchewan Water Security Agency
re: 2023-24 Channel Clearing and Drainage Project Maint. Program - Deadline to apply Jan.31/24
S.E.T.P.C. (*Southeast Transportation Planning Committee*)
Re: Minutes of October 24th, 2023, and Schedule of "On the Radar" projects
Kurt Fuchs
re: Community Safety Officer
Imperial Oil Ltd.
re: Notice of Substance letter for 201 Park Avenue
Moosomin Economic Development Committee
re: Summary of November 22nd, 2023, Pillar Projects Meeting
R.C.M.P. Combined Traffic Services Saskatchewan – Southeast
re: District Commander quarterly update
Saskatchewan Health Authority
re: Invitation to participate in provincial wastewater-based surveillance program for the monitoring of SARS-CoV-2, Influenza A and B viruses
M.O.T.O.H. (*Moosomin Organization for Transportation of the Handicapped*)
re: Minutes from meeting of October 24th, 2023, and financial reports
R.M. of Moosomin No. 121
re: Moosomin Regional Park agreement expiring December 31st, 2023
Moosomin Economic Development Committee
re: Minutes of meeting from December 6th, 2023, Pillar Project Update, and Confidentiality Agreement
F.C.M. (*Federation of Canadian Municipalities*)
re: Renewal of annual membership in amount of \$840.46 and request for optional payment for travel fund in the amount of \$139.49
R.M. of Moosomin No. 121
re: Meeting between R.M. of Moosomin/Town of Moosomin/CBA to discuss pursuing a Regional Planning Area to align Official Community Plan and Zoning Bylaw between the R.M. of Moosomin and Town of Moosomin
Brittany Frappe
re: Request refund of payment for curbing which was removed to replace water/sewer service at 1009 Gordon Street, as curbing has not yet been installed and homeowner now intends on widening driveway
C.B.A. (*Community Builder's Alliance*)
re: Encourage Council to proceed to secure/purchase land for residential land development
Carried.

Moosomin and District Regional Park Agreement
#10

GRAY & FINGAS – That Council agree to the renewal of the 5-year Moosomin and District Regional Park agreement between the R.M. of Moosomin No. 121, the R.M. of Martin No. 122, the Town of Moosomin, and the Moosomin and District Regional Park Authority, for a further 5-year period from January 1st, 2024, to December 31st, 2028, per document attached hereto and forming part of these minutes.

Carried.

Refund -
Brittany Frappe
\$1,500.00
charge for
curbs
#11

NOSTERUD & GRAY – That in response to the December 12th, 2023, email from Brittany Frappe which references Town of Moosomin Invoice #2021-00626 from September 3rd, 2021, whereby she was invoiced for curb replacement due to new water/sewer line install at her home at 1009 Gordon Street, and as this curb repair has not yet been completed due to inability to have Contractor perform the repair as required, and now due to the fact that she wants to widen her driveway which would result in same curbing being removed, that this \$1,500.00 fee now be refunded, and authorize a cheque be immediately issued for this purpose.

Carried.

Bill Thorn and Rick Poirier attended the meeting from 8:18 p.m. to 8:45 p.m. Purpose of their attendance was to propose a "walking trail" and supplied a map which is attached to these minutes showing the proposed route. Council acknowledged that this would be a very beneficial project for the residents of the community, and gave permission to establish on Town land, however, requested that the delegation make-contact with property owners where the path may cross or be located on, to obtain permission prior to establishing the walking path. The delegation advised they would indeed obtain the required permission from the landowners, and then requested that a Town skid-steer place a bit of gravel on the 4 foot to 5 foot wide path, so that the walkers would not have to walk in mud/clay/grass/etc. The delegation also requested the Town to install doggie bag holders and trash cans that would be regularly emptied by the Town, as well as potential snow removal by the Town skid-steer in the winter. Council agreed to the overall project, and advised that the Public Works Department would assist as required. The delegation then thanked Council for their time, and left the Council chambers.


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Employee Salaries #12	TOWLER & GRAY – That Council agree to the wage/salary schedules for non-management and management employees, commencing effective January 1 st , 2024, attached hereto and forming part of these minutes, as so signed by the Mayor. <p style="text-align: right;">Carried.</p>
Economic Development Officer Salary #13	DAVIDSON & FISK – That Council accept the December 13 th , 2023, letter from Economic Development Committee Chairperson to increase the Economic Development Officer – Casey McCormac’s salary effective January 1 st , 2024, per document attached hereto and forming part of these minutes, as so signed by Economic Development Committee Chairperson – Councillor Murray Gray. <p style="text-align: right;">Carried.</p>
Updated Human Res. policy #14	FINGAS & TOWLER – That the Town of Moosomin Human Resource Policy now updated as of December 13 th , 2023, as attached hereto and forming part of these minutes, be adopted by Council and come into force and take effect immediately. <p style="text-align: right;">Carried.</p>
Hire Ass’t WTP Operator #15	FINGAS & DAVIDSON – That Council accept the recommendation of the Human Resource Committee for the hiring of Quinn Glasser as Water Treatment Plant Assistant Operator, with a start date of January 8 th , 2024, with salary at the starting amount in the “WTP Assistant Operator <u>Without</u> Operator in Training Status <u>or</u> Fully qualified by the Water Operator Certification Board” classification. <p style="text-align: right;">Carried.</p>
Hire PW Employee #16	FINGAS & GRAY – That Council accept the recommendation of the Human Resource Committee for the hiring of Ryan Piper as Public Works Employee General, with a start date of January 8 th , 2024, with salary at the starting amount for Public Works General employee classification. <p style="text-align: right;">Carried.</p>
Revenue Sharing Compliance #17	DAVIDSON & TOWLER – That the Council of the <i>Town of Moosomin</i> confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant: <ul style="list-style-type: none">- Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;- Submission of the 2023 Public Report 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 Council Procedures Bylaw;- Adoption of Employee Code of Conduct; and- All members of council have filed and annually updated their Public Disclosure Statements, as required, and That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Minister of Government Relations. <p style="text-align: right;">Carried.</p>
Appointments and Deputy Listing #18	GRAY & TOWLER – That Council adopt the list of 2024 Appointments and Deputy Mayors Listing, for the terms and appointments as specified, as attached hereto and forming part of these minutes. <p style="text-align: right;">Carried.</p>
Western Municipal Consulting Board #19	TOWLER & NOSTERUD – That the Town of Moosomin appoints Western Municipal Consulting Ltd., to manage the Board of Revision process for the Town of Moosomin for the term of January 1 st , 2024, through December 31 st , 2024; remuneration as set out in Western Municipal Consulting Ltd., fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Washchuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh; and that, the Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter, and where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of the hearing from among their numbers. <p style="text-align: right;">Carried.</p>
Western Municipal Consulting Secretary #20	TOWLER & NOSTERUD – That the Town of Moosomin appoints Marlene Hassard with Western Municipal Consulting Ltd., as Secretary to the Board of Revision for the term of January 1 st , 2024, through December 31 st , 2024; remuneration as set out in Western Municipal Consulting Ltd fee schedule, and if Marlene Hassard is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. <p style="text-align: right;">Carried.</p>


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Decorative Lighting at Town Office #21

DAVIDSON & GRAY – That as the Town has received three quotations for the supply and install of decorative lights to be installed at the Town Office and Library, that Council accept the quotation received from Tom’s Electric Ltd., (*for summer installation*), not including the back of the clock nor the parking lot side of the Town Office, for the quoted price of \$3,205.00 plus LIFT charges, plus taxes, per December 12th, 2023, quotation attached hereto and forming part of these minutes.

Carried.

Permits #22

FINGAS & TOWLER – That development permit list, and the building/demolition/moving permit list as attached hereto and forming part of these minutes, be approved by Council, subject to MuniCode plan review and on-site inspections, when so applicable.

Carried.

Councillor Murray Gray declared a conflict of interest in the next item of business as he is Business Manager at L.H. Bradley & Son Ltd., and left the Council chambers at 9:28 p.m.

Councillor Greg Nosterud declared a conflict of interest in the next item of business, as he is the owner of Lee’s Carpet Warehouse Ltd., and left the Council chambers at 9:28 p.m.

Councillor Garry Towler declared a conflict of interest in the next item of business as his owner of Towler Construction Ltd., and left the Council chambers at 9:28 p.m.

Accounts #23

FINGAS & DAVIDSON – That the following accounts attached hereto and forming part of these minutes, be approved for payment:

General Account Cheque #48241 – L.H. Bradley & Son Ltd.

General Account Cheque #48242 – Lee’s Carpet Warehouse Ltd.

General Account Cheque #48283 – Towler Construction Ltd.

Carried.

Councillors Murray Gray, Greg Nosterud, and Garry Towler returned to their chairs at 9:29 p.m.

Accounts #24

GRAY & DAVIDSON – That the following list of accounts attached hereto and forming part of these minutes, be approved for payment, or as paid:

General Account Cheques #48193 to #48287

(*excluding cheques #48241, #48242, and #48283 which were previously approved earlier in the meeting*)

Wage Account Direct Deposit dated: December 6th, 2023 \$34,751.75

Wage Account Direct Deposit dated: December 6th, 2023 \$ 5,866.14

Carried.

Adjourn #25

GRAY & FISK – That this meeting now be adjourned at 9:30 p.m.

Carried.

Mayor

Chief Administrative Officer