

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

Mayor Gwenn Kaye called the Regular Meeting of Council, held on February 13th, 2023 to order at 7: 00 p.m., in council chambers at the Municipal Office located in Cut Knife, Saskatchewan.

Present were Mayor Gwenn Kaye, the following Councillors, and Administrator:

Councillor: Alfred Roschker

Councillor: Jason Lloyd, * arrived at 7:05 pm*

Councillor: Sandra Feser

Councillor: Doug Robertson

Councillor: Lisa Drake

Administrator: Deborah Schaefer

Absent: Councillor Lyle Cronk with prior approval.

Mayor Gwenn Kaye asked those members of Council who have a conflict of interest regarding matters listed on the agenda, to declare their conflict of interest.

Mayor Gwenn Kaye advised: _____

Delegations:

7:00 pm PW Foreman

7:35 pm Seniors Center – Insurance

7:45 pm Grant Wasmuth – School Bus Route

13/2023 Councillor Feser

That the agenda for the February 13th, 2023 Regular Meeting of Council be adopted as added 9.2, 10.4 to 10.11, as well as 11.2.

Carried.

14/2023 Councillor Lloyd

That the Minutes of the Regular Meeting of Council held January 9th, 2023 be approved as adjusted 10/2023 to state:

"Loraas fees to be increased by \$ 17.00 per billing Cycle, making it a total of \$ 75.00 per billing."

Carried.

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

Approval by Council

15/2023 Councillor Doug

That Councillor Feser shall fill the vacant Deputy Mayor position effective immediately.

Carried.

16/2023 Councillor Roschker

That the following That the following Committee appointments for the term of 2023 shall be made as required per Town of Cut Knife Procedures By-Law 187-2016:

Budget and Asset Management Committee: Gwenn Kaye, Sandra Feser

Bylaw and Community Planning Committee: Gwenn Kaye, Doug Robertson, Lyle Cronk

Equipment, Streets and Signs Committee: Jason Lloyd, Alfred Roschker

Fire Department Committee: Gwenn Kaye, Jason Lloyd

Hiring Committee: Gwenn Kaye, Sandra Feser, Alfred Roschker

Sanitation, Sewer and Water Committee: Doug Robertson

Tax Committee: Lisa Drake, Alfred Roschker

That the following Council Representative to Organizations shall be appointed:

Cemetery Committee: Lyle Cronk

EMO – AREA: Gwenn Kaye

EMO – Control Group: Gwenn Kaye

EMO- Executive: Gwenn Kaye

Municipal Health Holdings: Gwenn Kaye

Clayton McLean Memorial Museum: Lisa Drake

Recreation Board: Gwenn Kaye, Lyle Cronk, Jason Llyod

Regional/Local Library: Lisa Drake

Carried.

17/2023 Councillor Lloyd

That Signing Authority for the Town of Cut Knife shall be granted to:

- Mayor Gwenn Kaye
- Deputy Mayor Sandra Feser
- Administrator Deborah Schaefer
- Admin Assistant Robert Keys

Carried.

18/2023 Councillor Robertson

That Signing Authority and access to all Town of Cut Knife accounts with Innovation Credit Union shall be granted to:

- Mayor Gwenn Kaye
- Deputy Mayor Sandra Feser
- Administrator Deborah Schaefer
- Admin Assistant Robert Keys

Carried.

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

19/2023 Councillor Roschker

WHEREAS the part time Landfill Attendant position was vacant, advertised and suitable applicants were interviewed by the Hiring Committee.

THEREFORE Mike Gales shall be hired as Landfill Attendant effective

January 12, 2023 with the following terms:

- hourly wage of \$ 15.30
- working Tuesday, Thursday, Saturday 9:00 AM – 5:00 PM
- 50/50 MEPP split
- Holiday pay as earned
- probation of 6 months
- Benefits (excluding vision) after probation period
- Split of 50/50 with the RM of Cut Knife

Carried.

20/2023 Councillor Robertson

That Cellphone allowance (\$40 per month) shall be give to Mike Gale and Deborah Schaefer.

Carried.

21/2023 Councillor Lloyd

That the quote in the amount of \$1,260.00, from Munisoft for training shall be approved as presented.

Carried.

22/2023 Councillor Lloyd

That the current Monthly Internet plans for Business interNET Extended 5* (one connection) and Business interNET Extended 10* (two connections) shall be changed to a 5 year term with one connection each of:

- Business interNET Extended 5*
- Business interNET Extended 10*
- Business InterNET Extended 25*

Further the existing long-distance phone plan and Static IP shall be bundled with the internet plan to save on costs.

Carried.

23/2023 Councillor Robertson

That the following OT hours shall be approved for the month of January 2023:

- PW Foreman 4 h OT
- PW Staff 2 h OT

Carried.

24/2023 Councillor Feser

BE IT RESOLVED THAT Council for the Town of Cut Knife hereby approves the following payments:

Payroll & Indemnity:

#9357 – #9360 and #9362 – #9372 in the amount of \$ 18,123.52

Carried.

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

25/2023 Councillor Roschker

WHEREAS Mayor Kaye declares a conflict of interest in the next item of business and allows Councillor Robertson to request approval from Council for Cheque #9404 in the amount of \$ 2,359.42.

FURTHER Councillor Jason Lloyd declares a conflict of interest for Cheque #9387 in the amount of \$8,725.50.

*Mayor Kaye and Councillor Lloyd leave the meeting at 8:40. *

RESOLVED THAT Cheques #9404 and #9387 be approved.

* Mayor Kaye returns and continues the meeting at 8:45. *

* Councillor Lloyd returns to the meeting at 8:45. *

Carried.

26/2023 Councillor Lloyd

BE IT RESOLVED THAT Council for the Town of Cut Knife hereby approves the following payments:

General Cheques: # <u>9361</u> in the amount of	\$ 18,063.24
Other Payments (SaskTel July to December 2022)	\$ 5,135.15
General Cheques: # <u>9362</u> to # <u>9413</u> in the amount of	\$ 155,894.17
Other Payments (January: Utilities, School Division)	\$ 10,484.78
For a Grand Total of	<u>\$ 189,577.34</u>

Carried.

27/2023 Councillor Feser

That the Statement of Financial Activities for the month of January 2023 be approved as presented.

Carried.

28/2023 Councillor Robertson

The Council of the Town of Cut Knife confirms the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant.

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations
- Submission of the 2021 Public Reporting 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 a Council Procedures By-Law
- Adoption of an Employee Code of Conduct
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize Deborah Schaefer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried.

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

Reports

29/2023 Councillor Feser

That the following Reports be accepted as presented:

- PW Foreman Report
- By-Law Enforcement Officer Report
- Administrator Report
- Mayor Report
- Website Statistics Report
- Committee Report

Carried.

Old Business

30/2023 Councillor Robertson

That the Town of Cut Knife make a payment of \$9000 to cover bills for the Library/Museum Building.

Carried.

New Business

31/2023 Councillor Roschker

That the Saskatchewan Lottery Grant (2022 Season) in the amount of \$7,692.00 paid in error to the Town of Cut Knife, shall be paid to the Cut Knife Recreation Board.

Carried.

32/2023 Councillor Feser

That Town of Cut Knife Council is in Favor of cost sharing insurance with the RM of Cut Knife for the Senior Center for 2023.

Carried.

33/2023 Councillor Robertson

That we remove the permit for the transfer station.

Carried.

34/2023 Councillor Lloyd

That we purchase stainless steel pipe for the both wells.

Carried.

35/2023 Councillor Roschker

That buses turn on Battle Ave to Orton Street and proceed South to Railway.

Carried.

36/2023 Councillor Lloyd

That we send a letter out with the next utility billing on new rules for Elm Trees at the Transfer Station.

Carried.

Town of Cut Knife
Regular Council Meeting Minutes – February 13th, 2023 at 7:00 pm

37/2023 Councillor Lloyd

That we send a letter to Rechelle Deitner to inform her that there are plans for the property (old Library Building) and feel it is also unsafe. Thanking her for her interest.

Carried.

38/2023 Councillor Robertson

That Council as a whole now move in-camera and close the meeting to the public at 10:45 pm for discussion with regards to:

- Employee Matters
- Enforcement
- Arrears
- Ratepayer Concerns

Carried.

39/2023 Councillor Drake

That the In-Camera session be closed and the Regular Meeting be re-opened to the public at 11:20 pm.

Carried.

40/2023 Councillor Drake

WHEREAS Council received requests from ratepayers to reduce their outstanding water bills and charges.

THEREFORE outstanding bills must be paid.

Carried.

41/2023 Councillor Roschker

That a letter be send to Jennifer Mannix regarding concerns with By-Law issues.

Carried.

42/2023 Councillor Lloyd


That we get Carter Wasmuth to refurbish the old piano from the community center into a coffee nook for the cost of \$500.

Carried.

43/2023 Councillor Roschker

That this Regular Meeting of Council shall now be adjourned at 11:30 pm.

Carried.



Administrator – Deborah Schaefer



Mayor – Gwenn Kaye