

TOWN OF ROULEAU
MINUTES OF THE REGULAR MEETING OF THE COUNCIL
HELD ON MONDAY JANUARY 09, 2023
IN THE MUNICIPAL COUNCIL CHAMBERS
111 MAIN STREET
AT ROULEAU, SASKATCHEWAN.

PRESENT: Mayor: Grant Clarke (Via Zoom)

Councillors: Michael Faris
Colin Jones
Phyllis Sali
Jeff Weafer

Regrets: Michael McQueen

C.A.O: Guy Lagrandeur
MAIP Intern: Candice Zinn

Mayor Clarke solicited Deputy Mayor Weafer to chair this meeting.

Deputy Mayor Weafer called the meeting to order at 7:02 p.m.

Conflict-of-interest declaration – None

001/2023 Moved by Clr. Jones
That the Agenda for the January 09, 2023 meeting be accepted as presented and left open.
CARRIED

002/2023 Moved by Clr. Sali
That the Minutes of the Council Meeting held on December 13, 2022 be approved as circulated by the C.A.O.
CARRIED

003/2023 Moved by Clr. Faris
That the Statement of Financial Activities for the Month of December 2022 be accepted as read by the C.A.O.
CARRIED

004/2023 Moved by Clr. Jones
That the Accounts, as listed and attached to these minutes hereto, Cheque No. 9677 to 9746, be approved and authorize for payment or ratification of payment.
CARRIED

005/2023 Moved by Clr. Sali
That we acknowledge the Environmental Services Analysis Report received on December 12, 19 & 28, 2022 with no detectables reported.
CARRIED

DELEGATES: None

OLD BUSINESS:

006/2023 Moved by Clr. Sali
That the Town of Rouleau Community hall be designated as the polling place for the 2023 Municipal By-Election and that the election day be held on Tuesday April 25, 2023.
CARRIED

007/2023 Moved by Clr. Jones
That we authorize C.A.O. Lagrandeur and Intern Zinn to proceed with acquiring the services and products from Ceridian Payroll Services and to establish a new email address for the Town of Rouleau with Sasktel in order to begin accepting electronic fund transfers and e-transfers for services rendered.
CARRIED

NEW BUSINESS:

008/2023 Moved by Clr. Sali
That we authorize town administration to send letters to all residents that have utility accounts in arrears for 2022 and inform the users that all arrears need to be brought to current by June 30, 2023 and that an agreed form of payment options can be created between both the user and the town to attain the goal of a zero balance.
CARRIED

009/2023 Moved by Clr. Faris
That we approve the following members of council for the Town of Rouleau to have signing authority to sign cheques, agreements, other negotiable instruments and other municipal documents.

Mayor Grant Clarke Clr. Phyllis Sali Clr. Jeff Weafer C.A.O. Guy Lagrandeur

CARRIED

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010/2023 Moved by Clr. Jones
That we approve the wage increases to the following employees with the effective date being January 01, 2023:

Janitorial Position (Tace Elder) : \$19.25/hr
Kelly Duncan : \$14.00/hr
Brian Harle: \$325.00/month landfill
\$15.00/hr assisting maintenance.

CARRIED

011/2023 Moved by Clr. Faris
That we approve and accept the following provisions in relation to the Town of Rouleau Council members.

Meetings: 2nd Monday of every month.
Indemnity of \$1,200.00 for each member of council. (50.00 for special meetings)
.60 / km when using personal vehicle for town business

CARRIED

012/2023 Moved by Clr. Sali
That we approve the Letter of Employment offer to Ron Stettner of Milestone, Sk. to assist the Town of Rouleau in the capacity of a Water Treatment Class 2 Water Operator with a start date of December 19, 2022 and that he renumeralated with a salary of \$400.00 per inspection and \$100.00 per hour if extra duties are required and that a thirty day written notice be given from either party to cease this agreement.

CARRIED

013/2023 Moved by Clr. Jones
That we acknowledge the Certificate of Appointment as submitted to council from Professional Building Inspectors Inc. of White City, Sk. with the following inspectors being appointed as inspectors to the Town of Rouleau under the Authority of Subsections 16(2) and 16(3) of *The Construction Codes Act*.

Douglas Mulhall
Virginia Shepley
Bobby Baker
William Hudema
Amanda Kaufmann
Dustin Masuk
Walter Schroeder
David Kindred
Joshua Nitz

CARRIED

014/2023 Moved by Clr. Faris
That we acknowledge the letter submitted by Dudley & Company in regards to the Town of Rouleau's Management's Responsibility and the Auditor's responsibilities and that all members of council upon reviewing the contents sign the document.

CARRIED

015/2023 Moved by Clr. Sali
That we authorize the Mayor to sign the 2024 Saskatchewan Lotteries Community Grant on behalf of the Town stating that the population of Rouleau is 505 and that a per capita amount of \$10.95 with the total amount of the grant to be \$5,530.00.

CARRIED

016/2023 Moved by Clr. Jones
That we approve the following dates as vacation days as requested by the C.A.O.:

February 13, 2023 to February 28, 2023

CARRIED

017/2023 Moved by Clr. Faris
That the next regular council meeting scheduled for February 13, 2023 be changed to February 06, 2023 due to the conflict with the C.A.O. vacation.

CARRIED

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018/2023

Moved by Clr. Sali

That the Council of the Town of Rouleau 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 Bylaw;
Adoption of an Employee Code of Conduct; and
All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That the Town of Rouleau Council understands that if any requirement is not met, the Municipal Revenue Sharing Grant will be withheld until all requirements are met therefore Council authorizes the C.A.O. to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

019/2023

Moved by Clr. Jones

That this meeting be adjourned

CARRIED

Jeff Weafer
DEPUTY MAYOR

Guy Lagrandeur
C.A.O.