

TOWN OF MARSHALL

Minutes of the Regular Meeting of the Council of the Town of Marshall held at the Town Office at 6:30 P.M., December 12, 2023.

Present:

Mayor: Darlene Puckey
Deputy Mayor: David Hardy
Councillors: Garry Christian and Percy Neufeld
Administrator: Linda E. Row

Absent:

Councillor: Reg Lorenz
Town Foreman: Tom Van Der Voort

Call to Order:

A quorum being present, Mayor Puckey called the meeting to order at 6:30 p.m.

Approval of Minutes:

322/2023 Hardy:

That the minutes of the Regular Meeting of Council held November 14, 2023 be approved as circulated.

Carried

Additions to Agenda:

323/2023 Neufeld:

That the following item be added to the agenda:

- 8.1 -Sparkes Builders - Community Rink Expansion Expense
- 10.1 - Western Municipal Consulting - Board of Revisions

Carried

Approval of Agenda:

324/2023 Christian:

That the agenda for the December 12, 2023 Council Meeting be approved.

Carried

Presentations/Recognitions/

Proclamations:

Public Hearing:

325/2023 Hardy:

That the Public Hearing to hear comments on the amendments to the Official Community Plan
Bylaw No. 04-2014: Bylaw 07-2023, Changing all that portion of the Original Road Allowance 21 49-26-W3 to Industrial. Changing a portion of Parcel, A, Plan 102309139 from Green Space to Residential and intends to consider the adoption of the Bylaw 07-2023 to amend the Official Community Plan Bylaw No. 04-2014 under the *Planning and Development Act, 2007* being called to order at 6:00 pm.

Present: Mayor: Darlene Puckey
Deputy Mayor: David Hardy
Councillors: Garry Christian, Percy Neufeld
Administrator: Linda E. Row

There were no written submissions received.
There were no verbal submissions received or representation made. That the Public Hearing be adjourned at 6:30 pm and that the Council resume the regular meeting at 6:30 pm.

That the Public Hearing to hear comments on the amendments to the Zoning Bylaw No. 04-2015:
Bylaw 08-2023, Lot 20, Blk 5 Plan 82B15082, Parcel A, Plan 102309139 within S.W. ¼ Sec.5, TWP. 49, RGE. 26 W.3 Mer. and intends to consider the adoption of the Bylaw to amend the Zoning Bylaw No. 04-2014 under the *Planning and Development Act, 2007* being called to order at 6:15 pm.

Present: Mayor: Darlene Puckey
Deputy Mayor: David Hardy
Councillors: Garry Christian, Percy Neufeld
Administrator: Linda E. Row

There were no written submissions received.
There were no verbal submissions received or representation made. That the Public Hearing be adjourned at 6:30 pm and that the Council resume the regular meeting at 6:30 pm.

Carried

Delegations:**Approvals including List of****Accounts:**

326/2023 Neufeld:

That the list of accounts from cheque No. 13204 to 13227 and online payments 248(23) - 269(23) in the amount of \$79,150.96 be approved as per the attached Schedule "A" which shall form a part of these minutes.

Carried

327/2023 Christian:

That the Statement of Financial Activities to November 30, 2023 be accepted as circulated.

Carried

328/2023 Hardy:

That the Bank reconciliation for the Town of Marshall for November 2023 be accepted as circulated.

Carried

329/2023 Neufeld:

That the Bank Reconciliation for the Retail Postal Outlet for November 2023 be accepted as circulated.

Carried

330/2023 Christian:

That the Council of the Town of Marshall authorize an additional cheque run before year-end, if required.

Carried

331/2023 Hardy:

That the Council of the Town of Marshall accept the Reserve Funded Account(s) Summary Reports for January 10, 2023 to December 12, 2023.

Carried

332/2023 Neufeld:

That all Council Members receive a copy of the regular scheduled Council Meeting dates for 2024, as per Section 6, subsection 6.4 of the Council Procedure Bylaw No. 03-2021

Carried

333/2023 Christian:

That the Council of the Town of Marshall approve to enter into an agreement with Hach Sales & Service Canada LP for the annual calibration of water testing equipment providing that the Town of Maidstone, Town of Lashburn and the RM of Wilton #42 enters into the same agreement with Hach as past years the Town has been servicing our pumps with the Town of Lashburn.

Carried

334/2023 Christian:

That Policy #2101, Outdoor Park (Railway Ave) Inspection Policy be approved, as per the attached Schedule "B" which shall form a part of these minutes.

Carried

335/2023 Hardy:

That Policy #1109, Asset Retirement Obligation Policy be approved, as per the attached Schedule "C" which shall form a part of these minutes.

Carried**Management Reports:**

Assistant Town Foreman, Harold McLaine entered Council Chambers at 6:50 pm to address Council with additional information regarding the Town grader and left at 6:45 pm

336/2023 Hardy:

That the Council of the Town of Marshall approved to purchase a new grader hydraulic pump for the cost of \$3,200.00 plus shipping of \$200.00 and further that to use the funds from the Infrastructure Funded Account.

Carried

337/2023 Christian:

That the Council of the Town of Marshall approve the cost of the electrical repair at the Town Shop and further that to use the funds from the Infrastructure Funded Account.

Carried

338/2023 Hardy:

That the Town Foreman's report written report dated November/December 2023 be accepted as presented.

Carried

339/2023 Christian:

That the Administrators report dated December 08, 2023 be accepted as presented.

Carried

**Outside Boards/Committee:
Reports/Other Bodies:
340/2023 Neufeld:**

Mayor Darlene Puckey called a ten-minute break at 7:45 pm. resumed the Council meeting at 7:50 pm.

That the Town of Marshall appoints Western Municipal Consulting Ltd. to manage the Board of Revisions process for the term of January 1, 2024, though to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revisions; Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Cory Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appoint a delegate to perform the chair of that hearing from among their numbers.

Carried

341/2023 Neufeld:

That the Town of Marshall appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revisions for the term January 1, 2024, though to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. 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 purpose of any hearing.

Carried

Mayor and Councillors Forum:

That the information presented was for discussion purposes only, which was acknowledged by all Council members and that no motions were made.

Unfinished Business:

342/2023 Neufeld:

That the Council of the Town of Marshall acknowledge the 2023-24 Community Rink Affordability Grant approval letter dated November 13, 2023.

Carried

343/2023 Christian:

The rental fees for the Community Rink will remain the same for the 2023-24 season as per Policy #2401.

Carried

344/2023 Neufeld:

That the Council of the Town of Marshall hereby declares the Marshall Hotel Building located on Lots 1-4, Block 2 Plan B3029, 10 Main Street to be a nuisance under Section 5,6,7 and 8 of Bylaw 01-2020, Nuisance Abatement Bylaw for the Town of Marshall, for the following reasons; The unoccupied Commercial Building has deteriorated into a state of disrepair such that the Building is a danger to the public safety; That the Town of Marshall is hereby authorized to issue an order to the owner(s) of the said property requiring them to undertake the following work: Demolish the entire building, excavate, drain the water, fill and neatly level the property, replace the sidewalk, neatly trim grass/trees; said work noted above is not completed by the date stated in the order, the Municipality is authorized to take whatever steps that are necessary to complete the work and recover the costs by the owner(s) of the property.

Carried

345/2023 Christian:

That the Council of the Town of Marshall approve the “draft” copy of the Memorandum of Agreement between the Town and the Marshall East Conservation and Development Area Authority in order to develop the Marshall Flood Control Project.

Carried

New Business:

346/2023 Hardy:

That the Council of the Town of Marshall confirms the Municipality has met the following eligibility requirements to receive the Municipal Revenue Sharing Grant;

- Submission of the 2022 Audited Financial Statements to the Ministry of Government Relations;
- Submission of the 2022 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 Procedure 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 we authorize Administrator, Linda E. Row to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

That the Council of the Town of Marshall go into a closed session of the Committee as a whole to discuss a Human Resource Matter at 8:30 pm., pursuant to Section 120 (2)(a) of *The Municipalities Act*.

That the Council of the Town of Marshall instruct Administrator, Linda E. Row to leave the Council Chambers at 8:40 pm and returned at 8:50 pm.

That the Council of the Town of Marshall come out of the closed session of the Committee as a whole and reconvene the regular meeting at 8:50 pm.

347/2023 Christian:

That the Council of the Town of Marshall approve the 2024 employee salary increases as per the attached Schedule “D” which shall form a part of these minutes.

Carried

348/2023 Christian:

That the Council of the Town of Marshall approve the SUMA Group Benefits/MEPP Pension rates for 2024 as per the attached Schedule “E” which shall form a part of these minutes.

Carried

349/2023 Neufeld:

That the Council of the Town of Marshall acknowledge the 2024 WCB Premium Rates as presented.

Carried

350/2023 Hardy:

That the Council of the Town of Marshall acknowledge the letter dated November 28, 2023 given to the Marshall Legion Branch #92 to support the liquor permit to allow liquor sales within the Town of Marshall including motion 315/2023 that was sent to the Saskatchewan Liquor and Gaming Authority.

Carried

351/2023 Neufeld:

That the Council of the Town of Marshall acknowledge the “new” Legislated information for the 2023 fiscal year audit, Asset Retirement Obligations (AROs) to be included in the Financial Statements for the Municipality.

Carried

Bylaws:

352/2023 Neufeld:

That Bylaw 07-2023, A Bylaw to amend Bylaw No. 03-2014 known as the Official Community Plan be read a second time.

Carried

353/2023 Christian:

That Bylaw 07-2023, A Bylaw to amend Bylaw No. 03-2014 known as the Official Community Plan be given three readings at this meeting.

Carried
Unanimously

354/2023 Hardy:

That Bylaw 07–2023, A Bylaw to amend Bylaw No. 03-2014 known as the Official Community Plan be read a third time and adopted by the Council of the Town of Marshall.

Carried

355/2023 Hardy:

That Bylaw 08-2023, A Bylaw to amend Bylaw No. 04-2014 be known as the Zoning Bylaw be read a second time.

Carried

356/2023 Christian:

That Bylaw 08-2023, A Bylaw to amend Bylaw No. 04-2014 known as the Zoning Bylaw be given three readings at this meeting.

Carried
Unanimously

357/2023 Neufeld:

That Bylaw 08-2023, A Bylaw to amend Bylaw No. 04-2014 be known as the Zoning Bylaw be read a third time and adopted by the Council of the Town of Marshall.

Carried

**General Correspondence and/
or No Action Taken:**

358/2023 Neufeld:

That the following agenda items having been brought to Council be filed and or no action taken at this time:
15.1 - SUMA 2024 Membership Renewal Letter
15.2 - NCTPC - Newsletter - December 01, 2023

Carried

359/2023 Neufeld:

That the correspondence having been reviewed or dealt with be filed.

Carried

Adjournment:

360/2023 Hardy:

That this meeting be adjourned at 9:15 PM

Carried



MAYOR



ADMINISTRATOR