

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., November 09, 2021.

Present:

Mayor: Darlene Puckey
Councillors: Garry Christian, Percy Neufeld and Reg Lorenz
Administrator: Linda E. Row
Town Foreman: Tom Van Der Voort – 6:45 pm – 7:00 pm.

Absent:

Deputy Mayor: David Hardy

Call to Order:

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

Approval of Minutes:

244/2021 Neufeld:

That the minutes of the regular meeting of Council held October 12, 2021 be approved as circulated.

Carried

Presentations and Recognitions:

Delegations:

Elaine Knowlson and Dale Dow, Marshall East C&D Area Authority (C&D Drainage) entered Council Chambers at 7:00 pm to discussion and provide information on the C&D Drainage in order to updated the original agreement that came into effect on May 09, 2006.
Left Council Chambers at 7:30 pm.

Additions to Agenda:

245/2021 Christian:

That the following item(s) be added to the agenda:

10.8. – Saskwater – The preliminary design of the facilities for the Prairie North Regional Waterline, including proposed plans for the Town of Marshall Water Treatment Plant (WTP), for our reference.

Carried

Approvals by Council:

246/2021 Neufeld:

That the list of accounts from cheque No. 12523 to 12558 and online payments 199(21) – 220(21) in the amount of \$179,319.70 be approved as per the attached Schedule “A” which shall form a part of these minutes.

Carried

247/2021 Christian:

That the Statement of Financial Activities to October 31, 2021 be accepted as circulated.

Carried

248/2021 Neufeld:

That the Bank reconciliation for the Town of Marshall for October 2021 be accepted as circulated.

Carried

249/2021 Neufeld:

That the Bank Reconciliation for the Retail Postal Outlet for October 2021 be accepted as circulated.

Carried

250/2021 Christian:

That the Council of the Town of Marshall acknowledge the 2021-2022 holiday business hours as per Employee Policy Manual #5001 and further that instruct Administrator, Linda E. Row to place public notice(s) on the Town Website and surrounding business for residents.

Carried

251/2021 Neufeld:

That the Council of the Town of Marshall approve that 2021 RM of Wilton #472 annual Rec. Grant of \$15,400.00 be used for the asphalt pad installed at the new outdoor gym area on the westside of Town.

Carried

252/2021 Christian:

That Policy #5004, Job Position Descriptions, be amended, as per the attached Schedule “B” which shall form a part of these minutes.

Carried



253/2021 Neufeld:	That Policy #5208, Harassment Policy, be amended as per the attached Schedule "C" which shall form a part of these minutes.	<u>Carried</u>
254/2021 Neufeld:	That Policy #5207, Progressive Discipline, be amended as per the attached Schedule "D" which shall form a part of these minutes.	<u>Carried</u>
Management Reports:		
255/2021 Lorenz:	That the Council of the Town of Marshall instruct Town Foreman, Tom Van Der Voort to purchase a good reliable electrical heater for backup in the Water Treatment Plant (WTP).	<u>Carried</u>
256/2021 Lorenz:	That the Town Foreman's report written report dated October/November 2021 be accepted as present.	<u>Carried</u>
257/2021 Christian:	That the Administrators report dated November 05, 2021 be accepted as presented.	<u>Carried</u>
258/2021 Neufeld:	That the Council of the Town of Marshall approve the RCMP "Camera Registration Program" and further that the information went out to all residents in their utility billing for Nov/Dec. 2021.	<u>Carried</u>
Outside Boards:	Mayor Darlene Puckey called a ten-minute break at 8:00 pm.	
Committee Reports:	Resumed the Council meeting at 8:10 pm.	
New Business:		
259/2021 Christian:	That the Council of the Town of Marshall acknowledge the annual public disclosure statements be completed and returned to the Town Office as per legislation and further that to review all Council material and signing the form that's part of the amended Harassment Policy #5208.	<u>Carried</u>
260/2021 Christian:	<p>That the Council of the Town of Marshall confirms the Municipality has met the following eligibility requirements to receive the Municipal Revenue Sharing Grant;</p> <ul style="list-style-type: none"> • Submission of the 2020 Audited Financial Statements to the Ministry of Government Relations; • Submission of the 2020 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 <p>That we authorize Administrator, Linda E. Row to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.</p>	<u>Carried</u>
261/2021 Neufeld:	That the Council of the Town of Marshall approve that the Contract Service Position (Agreement Bylaw No.10-2019) for the Town's Water/Wastewater Operator be terminated effective November 30, 2021.	<u>Carried</u>
262/2021 Neufeld:	That the Council of the Town of Marshall approve the purchase of two (2) monitors from Turnip Smart Home for the cameras at the East and West Entrances of Town for a total cost of \$1,017.00.	<u>Carried</u>

- 263/2021 Neufeld: That the Council of the Town of Marshall instruct Administrator, Linda E. Row to submit a Sidewalk Repair Project to Canada Community Building Fund (Gas Tax) for 2022. Carried
- 264/2021 Neufeld: That the Council of the Town of Marshall acknowledge that Dean Peters will be appointed as the new Legacy Regional Fire Department Chief for 2022. Carried
- 265/2021 Christian: That the Council of the Town of Marshall acknowledge the preliminary design of the facilities for the Prairie North Regional Waterline, including the proposed plans for the Town's water treatment plant (WTP) from Saskwater. Carried
- Old Business:**
- 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 8:50 pm., pursuant to Section 120 (2)(a) of *The Municipalities Act*.
- 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 9:25 pm.
- 266/2021 Christian: That Council of the Town of Marshall verbally dealt with a Code of Ethic complaint 2021-02, and if repeated or similar action of the Council member, further remedial action and possible suspension will be taken, depending on the severity of the violation, as well as whether the Council member has previous violated the Code of Ethics Bylaw 04-2021. Carried
- 267/2021 Neufeld: That the Council of the Town of Marshall instruct Administrator, Linda E. Row to submit to Canada Community Building (Gas Tax) for additional funds of \$6,425.00, that was associated with the Community Rink Project Upgrades that as previously been submitted. Carried
- Bylaws:**
- 268/2021 Neufeld: That Bylaw 04-2021, Code of Ethics Bylaw, be introduced and read a first time by the Council of the Town of Marshall. Carried
- 269/2012 Christian: That Bylaw 04-2021, Code of Ethics Bylaw, be read a second time. Carried
- 270/2021 Lorenz: That Bylaw 04-2021, Code of Ethics Bylaw, be given three readings at this meeting. Carried
Unanimously
- 271/2021 Christian: That Bylaw 04-2021, Code of Ethics Bylaw, be read a third time and adopted by the Council of the Town of Marshall. Carried
- 272/2021 Neufeld: That the Council of the Town of Marshall acknowledge that Bylaw 05-2021 – A Bylaw to Provide for Closing and Selling of a Municipal Road requires no changes and to proceed with the legislated process. Carried
- 273/2021 Neufeld: That Bylaw 05-2021, A Bylaw to Provide for Closing and Selling of a Municipal Road, be introduced and read a first time by the Council of the Town of Marshall. Carried

General Correspondence:

274/2021 Christian:

That the following agenda items having been brought to Council be filed and or no action taken at this time:

13.1 – NCTPC Newsletter – November 1, 2021

13.2 – Saskatchewan Multicultural Week Newsletter

13.3 – 2022 Shelterbelt Program Announcement

10.6 – Lion's Park Entrance Upgrade

11.3 – Tender – For Sale: Lot 23 Block 14 Plan 80B15343

12.1 – Bylaw 03-2021 – Council Procedure Bylaw

12.4 – Bylaw 02-2019 Business Licence Bylaw

12.5 – Bylaw 01-2015 Administration Bylaw

Carried

No Action Taken:

275/2021 Christian:

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

Carried

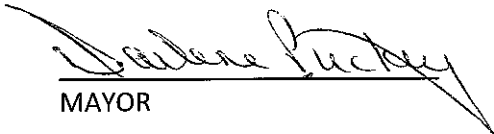
Question Period:

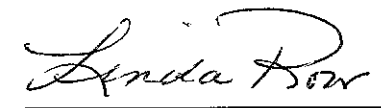
Adjournment:

276/2021 Lorenz:

That this meeting be adjourned at 9:45 PM.

Carried


MAYOR


ADMINISTRATOR