

TOWN OF ELROSE
MINUTES OF THE REGULAR MEETING
HELD IN THE TOWN COUNCIL CHAMBERS
Located at 101 Main Street, Elrose, SK.
Tuesday November 14th 2023

Mayor: Dane MacDonald
 Councillors: Ross Hintze
 Allen McDonald
 Martha Tansey
 Rob Minogue
 Kirston Rouse

Administrator: Cheryl Joel

Foreman: Brian Knorr

Absent: Assistant Administrator: Shanda Poirier

Mayor Dane MacDonald called the meeting to order at 7:14 p.m.

259/23 Greg Friesen That the Agenda being read and be accepted as presented. CARRIED

260/23 Martha Tansey That the Minutes for the Public Meeting of October 10 , 2023 be approved as corrected. CARRIED

261/23 Ross Hintze That the Minutes for the regular meeting of October 10, 2023 be approved as presented. CARRIED

Councillor Rob Minogue attended the meeting at 7:39 p.m.

Foreman Brian Knorr attend the Council Meeting at 7:145 p.m.

Foreman Brian Knorr gave his verbal report to Council.

Foreman Brian Knorr left the Council Meeting at 8:02 p.m.

The Administrator & Assistant, and Committee Reports were verbally presented to council. CARRIED

262/23 Allen McDonald That the Reports, having been given and dealt with accordingly, be accepted as presented. CARRIED

263/23 Allen McDonald That Council go in camera at 8:22 p.m. to discuss Human Resources. CARRIED

264/23 Martha Tansey That the Administrator left the Council meeting at 8:23 p.m. CARRIED

265/23 Kirston Rouse That the Administrator returned to the meeting at 8:33 p.m. CARRIED

246/23 Ross Hintze That Council come out of in camera session at 8:33 p.m. CARRIED

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- 247/23 Martha Tansey That the Correspondence, having been read and dealt with accordingly, be accepted as presented. CARRIED
- 248/23 Kirston Rouse That Council approves the Building Permit submitted by Elrose ABC Family Center For 311 Main Street East on the condition the drawings are approved by Dan Knutson Building Official.
- 249/23 Dane MacDonald That the Mayor Dane MacDonald will sign the Environmental Assessment Access Agreement with SaskPower to install 3 additional environmental well monitoring to be installed. CARRIED
- 250/23 Martha Tansey That the Town of Elrose will agree to help the Elrose Wheatland Regional Library Caretaker during the winter months on snow removal located at 401 Main Street on the following conditions:

During the winter months the Town Maintenance Staff a will remove heavy snow fall when available and during regular working hours on the sidewalks only.

Town Maintenance Staff shall use their discretion and subject to availability.

Main Street and all Emergency Routes are to be plowed first after a major snow storm. CARRIED
- 251/23 Ross Hintze That the Business Correspondence, having been read and dealt with accordingly, be Accepted as presented. CARRIED
- 252/23 Greg Friesen That the Financial Statements for the month ended September 30, 2023 be accepted as presented. CARRIED
- 253/23 Martha Tansey That the Accounts Payable cheques numbered 21124 to 21145 and online payments Totaling \$78,267.17 be approved for payment. CARRIED
- 254/23 Greg Friesen That the Town of Elrose Christmas Party will be held on December 14, 2023 at Elrose Tavern at 6:00 p.m. Mayor, Council Members, Foreman, Administrator and Assistant Administrator and staff and spouses are invited. CARRIED
- 255/23 Ross Hintze That the Town of Elrose Staff will close the Shop and Office on December 25 &26, 2023 and January 1, 2024 for Christmas Holidays. CARRIED
- 256/23 Greg Friesen That the Administrator, Assistant Administrator, Foreman and staff of the Maintenance staff will receive one flex day off with pay to be used by June 30, 2024. If not used there is no cash value or payout value. CARRIED
- 257/23 Ross Hintze That Council reviewed the custom Rates for the year 2023-2024. Backhoe and Driver be increased from the sum amount of 120.00 per hour to 160.00 per hour effective November 14, 2023. No further rates will be changed for the year 2023-2024. CARRIED

- 258/23 Kirston Rouse That the Annual Appointments and the Boards and Committees for year 2023-2024 As indicated on the attached list and form a part of these minutes.
CARRIED
- 259/23 Ross Hintze That the indemnity rates for Council members remain the same as year 2023-2024 and further attached list and form part of these minutes.
CARRIED
- 260/23 Rob Minogue That the TOWN OF ELROSE appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through 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: (see attached list).

That 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 for a hearing shall determine the chair of that hearing from among their members.

CARRIED
- 261/23 Rob Minogue That the TOWN OF ELROSE appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk 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.
CARRIED
- 262-23 Rob Minogue That the TOWN OF ELROSE appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through 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: (see attached list).

That 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 for a hearing shall determine the chair of that hearing from among their members.

CARRIED
- 263/23 Ross Hintze That the request from Travis Giles to be reimbursed from the sum amount of \$384.48 From Midtown Auto Body to remove tar from his truck is declined.
CARRIED
- 264/23 Kirston Rouse That any outstanding overdue utilities or custom work at year-end be added to the tax Roll after the property owner has been advised via registered letter 30 days in advance Under Section 369 1 (ii) under The Municipalities Act.
CARRIED
- 265/23 Rob Minogue That the Annual Public Disclosure Statement was presented to council and returned to The Administrator completed.
CARRIED

266/23 Martha Tansey That Council of the Town of Elrose confirms that the municipality now meets the following Eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 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 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.

That we authorize the Administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to Receive their Municipal Revenue Sharing Grant.

CARRIED

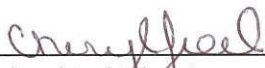
267/23 Martha Tansey That the next regular scheduled meeting to be held on December 12, 2023 located at 101 Main Street, Elrose, SK.

CARRIED

268/23 Martha Tansey That this meeting adjourns at 11:28 p.m.

CARRIED


Dane MacDonald Mayor


Cheryl Joel Administrator

November 14, 2023

