

**THE REGULAR MEETING OF THE COUNCIL  
FOR THE TOWN OF HAFFORD WAS HELD IN THE CHAMBERS OF THE  
TOWN OF HAFFORD  
TUESDAY, DECEMBER 19<sup>TH</sup>, 2023**

Mayor Moses called the meeting to order at 7:19 P. M.

PRESENT:

Mayor:	Victoria Moses
Councilors:	Sylvester Kohut John Kuzyk
Acting Administrator:	Devan Shorrock
Absent:	David Wintonyk Michael Nesbitt

- 341/2023     AGENDA  
KOHUT & KUZYK that the agenda for this December 19<sup>th</sup>, 2023, meeting be approved as presented. CARRIED
- 342/2023     MINUTES  
KUZYK & KOHUT that the Minutes of the November 23<sup>rd</sup>, 2023, regular meeting of Council be approved as presented. CARRIED
- 343/2023     CORRESPONDENCE  
KUZYK & KOHUT that Council acknowledge the correspondence as presented, and it be dealt with accordingly and filed in the municipal records. CARRIED
- 344/2023     TOWN WATER REPORT  
KOHUT & KUZYK that Council acknowledges receipt of the November 2023 Water Treatment Plant Report as presented. CARRIED
- 345/2023     NEW MOWER  
KOHUT & KUZYK that Council Table the new mower until the next regular meeting. CARRIED

- 346/2023      IN CAMERA - HR  
 KOHUT & KUZYK that Council moves to “In Camera” to discuss Human Resources as authorized by the legislative authority of *The Municipalities Act*, Section 120 including the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 8:13 P. M.  
 CARRIED
- 347/2023      END IN CAMERA  
 KUZYK & KOHUT that Council end in Camera at 8:39 P.M.  
 CARRIED
- 348/2023      REC BOARD SASK POWER & SASK ENERGY PAYMENTS  
 KUZYK & KOHUT that Council acknowledge the payments of Sask Power in the amount of \$883.27 and Sask Energy in the amount of \$736.61 for the Communiplex and that the Hafford and District Recreation Board will re-imburse the Town of Hafford for the pre-payments totaling \$1,619.88.  
 CARRIED
- 349/2023      REVENUE SHARING DECLARATION  
 KUZYK & KOHUT that the Council of the Town of Hafford confirms the municipality 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 reporting on the Municipal Waterworks to the Ministry of Government Relations
  - Is 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
  - All members of Council have filed and annually updated their public disclosure statements as required, and
- That we authorize the Acting Administrator to sign the declaration of eligibility and submit it to the Ministry of Government Relations.  
 CARRIED
- 350/2023      SETTING MILL RATE  
 KOHUT & KUZYK that the Mill Rate for the 2023 taxation year be set at 8.5 Mills, representing no change from the previous year.  
 CARRIED
- 351/2023      BROKEN WINDOW PAYMENT  
 KUZYK & KOHUT that Council agree to pay the \$130.00 for the broken window caused by the Town Mower.  
 CARRIED

- 352/2023      2023 SAMA PRIMARY AUDIT REPORT  
 KOHUT & KUZYK that Council acknowledge that SAMA has sent the Town of Hafford a letter indicating Compliance.  
 CARRIED
- 353/2023      2023 SAMA ASSESSMENT ROLL CLOSED  
 KUZYK & KOHUT that Council acknowledge that the Assessment Roll of the Town of Hafford is now closed as of November 29<sup>th</sup>, 2023 , with no appeals being filed.  
 CARRIED
- 354/2023      CANADA REVENUE AGENCY AUTHORIZATION  
 KUZYK & KOHUT that Council authorize acting administrator Devan Shorrock to be a representative and have signing authority for the Town of Hafford's Canada Revenue Agency Account.  
 CARRIED
- 355/2023      CRA NOTICE OF ASSESSMENT FOR 2022  
 KOHUT & KUZYK that Council acknowledge the amount owing and agree to pay the account balance of \$1,146.30 to Canada Revenue Agency for failure to remit during the 2022 Tax Year, as it was not completed or filed.  
 CARRIED
- 356/2023      PST RETURN FILE FOR 2022  
 KUZYK & KOHUT that Council acknowledge the 2022 Provincial Sales Tax Return was not filed when due in January 2023 and has incurred an additional fee for penalty and interest. The return has now been filed and paid and is no longer shown as delinquent on our account.  
 CARRIED
- 357/2023      LGA CLASSES  
 KUZYK & KOHUT that Council agree to cover the tuition fees for the second and third LGA classes for acting administrator, Devan Shorrock as part of the LGA program at the University of Regina, maintaining employment with the Town of Hafford is a requirement. Furthermore, the second class has been reimbursed, leaving the third to be paid in the amount of \$941.60.  
 CARRIED
- 358/2023      BANKED OVERTIME PAYOUT  
 KOHUT & KUZYK that Council agree to pay out the banked overtime for Devan Shorrock for the end of December 2023.  
 CARRIED
- 359/2023      OPERATOR CERTIFICATION BOARD RENEWAL  
 KUZYK & KOHUT that Council acknowledge that Chief Technician of Water & Wastewater, Russell Krysak, has completed the requirements to renew his Operators Certificate and Council agrees to pay the renewal fee of \$175.00.  
 CARRIED

- 360/2023      MLT AIKINS LLP  
 KUZYK & KOHUT that Council retain MLT Aikins LLP as general legal council for the Town of Hafford.  
 CARRIED
- 361/2023      IN CAMERA – STRATEGIC PLANNING  
 KOHUT & KUZYK that Council moves to “in camera” to discuss strategic planning, as authorized by the legislative authority of *The Municipalities Act* Section 120 including the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 9:04 P.M.  
 CARRIED
- 362/2023      END IN CAMERA  
 KUZYK & KOHUT that Council end in Camera at 9:07 P.M.  
 CARRIED
- 363/2023      CANCEL SALE AGREEMENTS  
 KOHUT & KUZYK that pursuant to a purchase and sale agreement dated June 14, 2022 (“Agreement”) and the requirement within S.2 that the purchaser agrees to commence building a new residential home or RTM within one year and the failure of the purchaser to abide that requirement, Council exercise its authority under S.8 of the agreement to void the agreement and return title of Lots 12 & 13, Blk/Par 19, Plan No. 81B11916 Ext. 0, Surface Parcel Nos. 131025597 and 131025631, Title Nos. 119513965 and 119513976 back to the Town of Hafford and withhold from the refunded amount of \$1,001.00 any amount reasonably incurred relating to the transfer of title back to the Town of Hafford.  
 CARRIED
- 364/2023      UMAAS MEMBERSHIP 2024  
 KUZYK & KOHUT that Council agree to pay the UMAAS yearly membership renewal of \$200.00 to the Urban Municipal Administrators Association of Saskatchewan for the 2024 year for Devan Shorrock.  
 CARRIED
- 365/2023      SUMASSURE INSURANCE  
 KUZYK & KOHUT that Council acknowledge the SUMAssure insurance price of \$43,852.00 for the 2024 year.  
 CARRIED
- 366/2023      AUDITOR APPOINTMENT 2024  
 KOHUT & KUZYK that Council appoint Elizabeth M. Torrens, CPA Professional Corp. to complete the 2023 Audit for the Town of Hafford.  
 CARRIED
- 367/2023      UTILITY ARREARS  
 KUZYK & KOHUT that Council acknowledge the report on utility arrears as presented by the Acting Administrator, and that the recommendations be carried out accordingly.  
 CARRIED

- 368/2023      TAX ARREARS  
 KUZYK & KOHUT that Council acknowledge the list of lands as presented.  
 CARRIED
- 369/2023      YEAR END ACCOUNTS  
 KUZYK & KOHUT that the Mayor and Acting Administrator be approved to pay all year end accounts as presented and attached to the next regular meeting minutes.  
 CARRIED
- 370/2023      IN CAMERA - HR  
 KUZYK & KOHUT that Council moves to “In Camera” to discuss Human Resources as authorized by the legislative authority of *The Municipalities Act*, Section 120 including the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 9:28 P. M.  
 CARRIED
- 371/2023      END IN CAMERA  
 KUZYK & KOHUT that Council end in Camera at 9:36 P.M.  
 CARRIED
- 372/2023      COMMITTEE REPORTS  
 KOHUT & KUZYK that Council acknowledge the following Committee Reports:  
 Fire Board – No Report  
 16 to 43 Waste Management Board – Victoria Moses  
 Transit – No Report  
 Centennial Committee – No Report  
 RBLR – Victoria Moses  
 Hospital Advisory Board – No Report  
 CARRIED
- 373/2023      NOVEMBER STATEMENT OF FINANCIAL ACTIVITIES  
 KUZYK & KOHUT that Council acknowledges the November 2023 Statement of Financial Activities as presented.  
 CARRIED
- 374/2023      NOVEMBER 2023 BANK STATEMENT  
 KOHUT & KUZYK that Council acknowledges the presentation of the November 2023 Bank Statement as presented.  
 CARRIED
- 375/2023      NOVEMBER 2023 BANK RECONCILIATION  
 KUZYK & KOHUT that Council accepts the November 2023 Bank Reconciliation as presented.  
 CARRIED

376/2023

PAYMENT OF ACCOUNTS

KOHUT & KUZYK that Council approves the payment of accounts, being cheque #8170 to #8187 and the listed online payments including AFT payroll, totaling \$ 44,005.31 all paid from Innovation Credit Union Chequing Account and as attached to and forming a part of these minutes.

CARRIED

377/2023

ADJOURN

KUZYK that we adjourn at 9:53 P. M.

CARRIED

  
\_\_\_\_\_  
Acting Administrator

  
\_\_\_\_\_  
Mayor

## Town of Hafford December 2023 Payments

CHEQUES	Date	Vendor	Amount
8170	2023-11-30	Krysak, Russell	\$ 122.51
8171	2023-11-30	Saskatchewan Health Authority	\$ 23.00
8172	2023-12-15	16 to 43 Waste Management	\$ 7,502.92
8173	2023-12-15	Aon Canada Inc. – T57048C	\$ 217.30
8174	2023-12-15	Canoe Procurement Group of	\$ 5,419.51
8175	2023-12-15	Clartech Industries Inc.	\$ 1,944.72
8176	2023-12-15	Easypay Payroll	\$ 417.95
8177	2023-12-15	Federation of Canadian	\$ 242.02
8178	2023-12-15	K.C. Plumbing & Heating Ltd.	\$ 220.89
8179	2023-12-15	Krysak, Russell	\$ 145.75
8180	2023-12-15	Ligtermoet, Mike	\$ 250.00
8181	2023-12-15	Munisoft	\$ 5,889.48
8182	2023-12-15	Priest, Paul	\$ 260.00
8183	2023-12-15	Saskatchewan Research Council	\$ 40.95
8184	2023-12-15	Minister of Finance	\$ 869.40
8185	2023-12-15	S.U.M.A.	\$ 929.50
8186	2023-12-15	Ultra Print	\$ 219.78
8187	2023-12-15	David Wintonyk	\$ 193.19
		<b>TOTAL CHEQUES</b>	<b>\$24,908.87</b>

ONLINE	Date	Vendor	Amount
AFT	2023-11-30	Shorrock, Devan	\$ 1,847.60
AFT	2023-11-30	Krysak, Russell	\$ 2,406.68
AFT	2023-11-30	Brunsch, Hilary	\$ 1,190.09
2023-243	2023-12-15	Minister of Finance – EPT	\$ 2,466.11
2023-244	2023-12-15	Sask Tel Cmr	\$ 88.81
2023-245	2023-12-15	Sask Tel Cmr	\$ 140.77
2023-246	2023-12-15	Canada Revenue Agency	\$ 2,995.57
2023-247	2023-12-15	Municipal Employees'	\$ 1,578.00
2023-248	2023-12-15	Sask Energy – Communiplex	\$ 736.61
2023-249	2023-12-15	Sask Power – Communiplex	\$ 883.27
2023-250	2023-12-15	Collabria	\$ 393.96
2023-251	2023-12-15	Hafford Co-op Assoc.	\$ 570.91
2023-252	2023-12-15	Sask Energy	\$ 181.14
2023-253	2023-12-15	Sask Power	\$ 191.29
2023-254	2023-12-15	Sask Power	\$ 47.94
2023-255	2023-12-15	Collabria	\$ 77.69
AFT	2023-12-15	Shorrock, Devan	\$ 1,400.00
AFT	2023-12-15	Krysak, Russell	\$ 1,200.00
AFT	2023-12-15	Brunsch, Hilary	\$ 700.00
		<b>Total Electronic Payments</b>	<b>\$19,096.44</b>

**TOTAL PAYMENTS** **\$44,005.31**

=====