

**THE REGULAR MEETING OF THE COUNCIL
FOR THE TOWN OF HAFFORD WAS HELD IN THE CHAMBERS OF THE
TOWN OF HAFFORD
TUESDAY, January 12th, 2021**

Mayor called the meeting to order at 6:01 PM

PRESENT:

Mayor: Victoria Moses

Councilors: John Kuzyk
David Wintonyk
Dana Prystupa
Sylvester Kohut

Administrator: Jennifer Ernst

001/2021

AGENDA

PRYSTUPA & WINTONYK that the agenda for this January 12th, 2021 meeting be approved. CARRIED.

002/2021

TOWN WATER REPORT

KOHUT & WINTONYK that Council acknowledge receipt of the December 2020 Water Treatment Plant Report as submitted by the Chief Technician of Water & Wastewater. CARRIED

003/2021

IN CAMERA

PRYSTUPA & KUZYK that the Council of the Town of Hafford 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 111 of *The Local Authority Freedom of Information and Protection of Privacy Act*.

CARRIED

004/2021

END IN CAMERA

PRYSTUPA & KUZYK that Council ends in camera session.

CARRIED.

005/2021

FOREMAN TRAINING

PRYSTUPA & KOHUT that Council approves the enrollment of Kelley Caron in 5 online leadership training modules to fulfill his required education credits for water certification. CARRIED.

- 013/2021 END IN CAMERA
 PRYSTUPA & WINTONYK that Council ends in camera session.
 CARRIED.
- 014/2021 JOINT MEETING RM OF REDBERRY
 KOHUT & PRYSTUPA Council acknowledge that the Joint meeting with the
 RM of Redberry was rescheduled to Jan 20, 2021 at 7 pm at the Communiplex to
 discuss the Recreation Board, Fire Board, Transit committee and the Redberry
 Park Board.
 CARRIED
- 015/2021 360 RV RENTALS LEASE
 PRYSTUPA & WINTONYK That Council acknowledge the email sent by
 Shawn Sendicki regarding the lease of the 220 Main Street, in which he requests
 corner markers for the lot as well as garbage and recycling be included in his
 lease at no additional cost;
 And further, that the lease agreement revised to be \$1,500.00, without the shed,
 as it will be put up for tender, with the option of \$1,800.00 with garbage
 and recycling included;
 And further that corner markers are not allowed, and all maintenance of the lot is
 that of the lessee.
 CARRIED.
- 016/2021 CANADA SUMMER JOBS
 PRYSTUPA & WINTONYK that the Town of Hafford submit an application to
 the Canada Summer Jobs Program to hire 4 students to be hired from April 26
 2021 to Feb 26, 2022 at an hourly rate of \$13.50.
 CARRIED
- 017/2021 COUNCIL REMUNERATION
 KOHUT & WINTONYK That Council acknowledge the Public Notice that
 Council shall consider Council remuneration at this meeting as attached to and
 forming a part of these minutes;
 And further that the rates shall remain at \$190.00 per meeting for the Mayor,
 \$140.00 per meeting for Councilors and \$25.00 per committee meeting with the
 addition of an hourly rate for special meetings of \$25.00 and the per km rate to be
 in accordance with provincial rates.
 CARRIED.
- 018/2021 HAFFORD & DISTRICT CO-OP
 KOHUT & PRYSTUPA That Council acknowledge the request of the Hafford
 and District Co-op Association to access the Town water and sewer;
 And further, the Town of Hafford has no issues with this project moving forward
 and will provide 3 curb stops, one hydrant and the manpower required for the
 connections.
 CARRIED.

JMJE

- 019/2021 2022 SASK LOTTERIES
WINTONYK & PRYSTUPA Council acknowledge that the Town of Hafford has applied for the 2022 Sask. Lotteries grant in the amount of \$3822.00.
CARRIED.
- 020/2021 INSURANCE PREMIUMS
KUZYK & KOHUT Council acknowledge the breakdown of the insurance premiums and approve the amounts to be billed to the RM of Redberry and Hafford Senior Center;
And further that only half the bill be paid this month, with the balance to be paid next month.
CARRIED.
- 021/2021 UTILITY ARREARS
WINTONYK & PRYSTUPA that Council acknowledge the report on utility arrears as prepared by the Administrator, and that the recommendations be carried out as indicated.
CARRIED
- 022/2021 OFFICE FLOOR MATS
KOHUT & KUZYK That council approve the purchase of floor mats for the office as the present runner to protect the new flooring is slippery and dangerous.
CARRIED
- 023/2021 COMMITTEE REPORTS
PRYSTUPA & WINTONYK acknowledge the following committee reports:
Victoria Moses -16-43 Waste Management.
Sylvester Kohut – Fire Board
Victoria Moses - Convention
CARRIED
- 024/2021 BYLAW 2021-01
PRYSTUPA & WINTONYK That Bylaw 2021-01, being the Waste Collection fees Bylaw, be given first reading.
CARRIED
- 025/2021 BYLAW 2021-01
KUZYK & KOHUT That Bylaw 2021-01, being the Waste Collection fees Bylaw, be given second reading.
CARRIED
- 026/2021 BYLAW 2021-01
PRYSTUPA & KOHUT That Bylaw 2021-01, being the Waste Collection fees Bylaw, be given three readings at this meeting.
CARRIED UNANIMOUSLY



- 027/2021 BYLAW 2021-01
 KUZYK & WINTONYK That Bylaw 2021-01, being the Waste Collection fees Bylaw, be given third reading and finally adopted. CARRIED
- 028/2021 BYLAW 2021-02
 PRYSTUPA & KUZYK That Bylaw 2021-02, being the Tax Certificates Bylaw, be given first reading. CARRIED
- 029/2021 BYLAW 2021-02
 WINTONYK & KOHUT That Bylaw 2021-02, being the Tax Certificates Bylaw, be given second reading. CARRIED
- 030/2021 BYLAW 2021-02
 PRYSTUPA & KOHUT That Bylaw 2021-02, being the Tax Certificates Bylaw, be given three readings at this meeting. CARRIED UNANIMOUSLY
- 031/2021 BYLAW 2021-02
 WINTONYK & PRYSTUPA That Bylaw 2021-02, being the Tax Certificates Bylaw, be given third reading and finally adopted. CARRIED
- 032/2021 DECEMBER FINANCIAL STATEMENT
 KUZYK & PRYSTUPA that Council acknowledge the presentation of the December 2020 Financial Statement. CARRIED
- 033/2021 BANK RECONCILIATION
 PRYSTUPA & KOHUT that Council acknowledge the presentation of the December 2020 bank reconciliation as well as the December 2020 bank statement. CARRIED
- 034/2021 YEAREND PAYMENT OF ACCOUNTS
 KUZYK & PRYSTUPA that Council approve the report of accounts paid at yearend. CARRIED
- 035/2021 PAYMENT OF ACCOUNTS
 PRYSTUPA & KOHUT that Council approves the list of accounts for payment as presented and as attached to and forming a part of these minutes. CARRIED

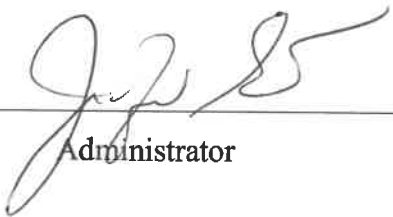
JMg⁵

036/2021


ADJOURN

PRYSTUPA that we adjourn at 10:25 pm.

CARRIED



Administrator



Mayor

⁶
Jmgz

**Town of Hafford January Meeting 2021
Payment Register**

CHEQUES	Date	Vendor	Amount
7358	12-31-2020	Moses, Victoria	\$ 806.47
7359	12-31-2020	Kuzyk, John	\$ 413.26
7360	12-31-2020	Kohut, Sylvester	\$ 280.00
7361	12-31-2020	Wintonyk, David	\$ 413.26
7362	12-31-2020	Prystupa, Dana	\$ 436.95
7363	12-31-2020	Anderson Pump Ltd	\$ 308.03
7364	12-31-2020	Birkett, Jean	\$ 44.40
7365	12-31-2020	Deleted Chq Put in Wrong Name	\$ -
7366	12-31-2020	Canada Post	\$ 289.80
7367	12-31-2020	Cook, James	\$ 31.90
7368	12-31-2020	Isbister, Diane	\$ 31.90
7369	12-31-2020	Dumont, Jean	\$ 63.80
7370	12-31-2020	Ernst, Jennifer PETTY CASH	\$ 57.26
7371	12-31-2020	Gerich, Jodi	\$ 100.00
7372	12-31-2020	Giassa, Andrew	\$ 31.90
7373	12-31-2020	Herman, Jennie	\$ 19.40
7374	12-31-2020	Herman, Peter	\$ 33.30
7375	12-31-2020	Kuzyk & Sons Lumber Yard	\$ 333.00
7376	12-31-2020	Larson, Linda	\$ 31.90
7377	12-31-2020	Saskatchewan Health Authority	\$ 46.00
7378	12-31-2020	Montague, Art	\$ 31.90
7379	12-31-2020	Moses, Victoria	\$ 249.76
7380	12-31-2020	NB LUK Plumbing	\$ 342.86
7381	12-31-2020	People First HR Services	\$ 65.52
7382	12-31-2020	Praxair	\$ 139.80
7383	12-31-2020	Schultz, Florence	\$ 34.40
7384	12-31-2020	Shred It c/o Stericycle ULC	\$ 201.99
7385	12-31-2020	Staples Business Advantage	\$ 344.35
7386	12-31-2020	Tennyson, Linda	\$ 31.90
7387	12-31-2020	Wintonyk, Cecile	\$ 34.40
7388	01-13-2021	16-43 Waste Management	\$ 8,027.41
7389	01-13-2021	Anderson Pump Ltd	\$ 767.99
7390	01-13-2021	Aon Reed Stenhouse Inc	\$ 16,216.42
7391	01-13-2021	Borne Consulting	\$ 819.00
7392	01-13-2021	Ernst, Jennifer	\$ 576.60
7393	01-13-2021	Federation of Canadian	\$ 220.77
7394	01-13-2021	Gerich, Jodi	\$ 114.85
7395	01-13-2021	Station House Water Bottling	\$ 10.00
7396	01-13-2021	Konica Minolta	\$ 356.51
7397	01-13-2021	Saskatchewan Health Authority	\$ 23.00
7398	01-13-2021	Munisoft	\$ 4,667.55
7399	01-13-2021	Saskatchewan Public Safety	\$ 534.19

AMSE

7400	01-13-2021	Schneider, Violet for Anna Bohun	\$	20.00
7401	01-13-2021	S.U.M.A		\$2,080.70

TOTAL CHEQUES \$ 39,684.40

ONLINE	Date	Vendor	Amount
CAFT	12-15-2020	Jennifer Ernst	\$ 500.00
CAFT	12-15-2020	Jodi Gerich	\$ 500.00
CAFT	12-15-2020	Kelley Caron	\$ 1,300.00
CAFT	12-15-2020	Darcey Reichert	\$ 800.00
2020-0132	12-21-2020	Hafford Coop	\$ 2,220.38
2020-0133	12-21-2020	CCSA	\$ 1,028.36
2020-0134	12-21-2020	Sask Power	\$ 10.08
2020-0135	12-21-2020	Sask Power	\$ 54.16
2020-0136	12-21-2020	Sask Power	\$ 70.71
2020-0137	12-21-2020	Sask Power	\$ 35.52
2020-0138	12-21-2020	Sask Power	\$ 594.22
2020-0139	12-21-2020	Sask Power	\$ 207.51
2020-0140	12-21-2020	Sask Power	\$ 282.68
2020-0141	12-21-2020	Sask Power	\$ 36.48
2020-0142	12-21-2020	Sask Power	\$ 1,092.20
2020-0143	12-21-2020	Sask Energy	\$ 276.49
2020-0144	12-21-2020	Sask Energy	\$ 321.76
2020-0145	12-21-2020	Sask Energy	\$ 103.06
2020-0146	12-21-2020	Sask Energy	\$ 211.73
2020-0147	12-21-2020	Sask Energy	\$ 621.37
2020-0148	12-21-2020	Sask Power	\$ 22.72
2020-0149	12-21-2020	Sask Power	\$ 22.72
2020-0150	12-21-2020	Sask Power	\$ 22.72
2020-0151	12-21-2020	Sask Power	\$ 22.72
2020-0152	12-22-2020	Sask Tel CMR	\$ 138.48
2020-0153	12-22-2020	S.U.M.A	\$ 669.50
2020-0154	12-31-2020	Canada Revenue Agency	\$ 4,306.86
2020-0155	12-31-2020	MEEP	\$ 2,218.54
2020-0156	12-31-2020	EPT	\$ 8,006.64
2020-0157	01-13-2021	Sasktel	\$ 91.36
2020-0158	01-13-2021	Hafford Coop	\$ 1,503.58
CAFT	12-31-2020	Kelley Caron	\$ 1,828.83
CAFT	12-31-2020	Jennifer Ernst	\$ 2,680.45
CAFT	12-31-2020	Jodi Gerich	\$ 1,806.35
CAFT	12-31-2020	Darcey Reichert	\$ 2,082.68

Total Electronic Payments \$35,690.86

TOTAL PAYMENTS

\$75,375.26

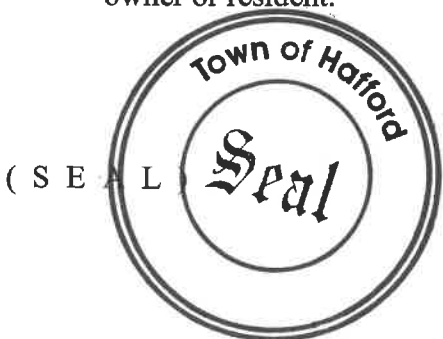
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**TOWN OF HAFFORD
BYLAW NO. 2021-1**

**A BYLAW OF THE TOWN OF HAFFORD TO ESTABLISH WASTE
COLLECTION FEES.**

The Council for the Town of Hafford in the Province of Saskatchewan enacts as follows:

1. That the Town of Hafford implement a utility for the purpose of waste management.
2. All properties using water and/or sewer services provided by the Town of Hafford, shall also be required to use the waste collection services provided by the municipality. Any other properties may also use such services upon request if granted approval by the Town.
3. The fees for providing waste collection shall be levied in accordance the service providers current rates.
4. Charges shall be invoiced to the premise owner or occupant at the end of each quarter, along with water/sewer billings.
5. Payment of water, sewer and waste collection fees shall be applied proportionately to the three categories.
6. Any charges and accrued interest that remains unpaid on December 31st of the year in which they were payable by bona fide owners may be added to and thereby form part of the taxes on the land with respect to which the charges were made.
7. A penalty of 4% will be added to waste collections fees outstanding after 30 days of billing.
8. If waste collection services have been discontinued from any premises for non-payment of a waste collection account, or for any other reason, the same premise shall not be supplied with waste collection until all penalties, fees, and arrears have been paid.
9. The fees may be amended from time to time, in order to reflect any increase in fees by 16-43 Waste Management
10. Each owner or resident receiving waste collection service will be provided with a bin. Any damage occurring or replacement of bin will be charged to the owner or resident.





Mayor



Administrator

Tax Certificates


Town of Hafford

BYLAW NO 2021-02

A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION

The Council of the Town of Hafford in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be referred to as the Assessment And Taxation Information Fee Bylaw.
2. In this bylaw:
 - a) "Act" shall mean *The Municipalities Act*;
 - b) "Designated officer" shall mean the Administrator of the municipality or any other person who has been assigned responsibility to issue tax certificates
 - c) "Town" shall mean the Town of Hafford.
3. The Town, upon receipt of a request for information or service and the Appropriate fee as described in Schedule 1, attached hereto and forming a part of this bylaw, shall provide to the applicant the information or service as described In Schedule 1.
4. Notwithstanding Section 3 of this bylaw, no person shall be required to pay a fee to inspect:
 - a) the assessment roll for the current year during the period the roll is open for inspection pursuant to subsection 213(1) of the Act; and
 - b) that portion of the assessment roll for the current year which council has authorized to be available for public inspection at any additional times
5. In addition to the requirements described within subsection 276(1) of the Act, tax Certificates issued by the municipality shall contain the following information:
 - a) tax levy for the current year;
 - b) tax levy for the previous year, if the taxes for the current year have not yet been levied;
 - c) other items which are deemed appropriate.
6. A tax certificate issued by the Town shall contain no more than one property.
7. This bylaw shall come into force on January 12, 2021.



Mayor



Administrator



Schedule 1 to Bylaw 2021-02
PROPERTY ASSESSMENT AND TAXATION FEES

<u>Service/Information</u>	<u>Fee</u>
1. Tax Certificate	
a) per alternate number	- \$25.00
<hr/>	
2. General property assessment and or tax information relating to a single property	
a) provided verbally	- no charge
i) to the property owner	
ii) to other than the property owner	
b) provided in written or electronic format	no charge
i) to the property owner	
ii) to other than the property owner	

MPZ