

**THE REGULAR MEETING OF THE COUNCIL
FOR THE TOWN OF HAFFORD WAS HELD IN THE CHAMBERS OF THE
TOWN OF HAFFORD
TUESDAY, January 10th, 2023**

Mayor Moses called the meeting to order at 7:00 PM

PRESENT:

Mayor:	Victoria Moses
Councilors:	Sylvester Kohut John Kuzyk David Wintonyk Michael Nesbitt (Electronically)
Acting Administrator:	Denise Porter

- 01/2023 AGENDA
KUZYK & WINTONYK that the agenda for this January 10th, 2023, meeting be approved. CARRIED
- 02/2023 TOWN WATER REPORT
WINTONYK & KOHUT that Council acknowledge receipt of the December 2022 Water Treatment Plant Report as presented by Chief Water Technician Russell Krysak. CARRIED
- 03/2023 TOWN MAINTENANCE REPORT
KUZYK & WINTONYK that Council acknowledges the December 2022 Town Maintenance Report presented verbally by Public Works Foreman, Russell Krysak. CARRIED
Russell Krysak left the meeting at 7:44 P. M.
- 04/2023 MINUTES
NESBITT & KUZYK that the Minutes of the December 13th, 2022, regular meeting of council be approved as presented. CARRIED
- 05/2023 AMENDED MINUTES
WINTONYK & KOHUT that the Minutes of the November 8th, 2022, regular meeting of council be approved as amended. CARRIED
- 06/2023 LOCAL GOVERNMENT ADMINISTRATION CLASSES
NESBITT & KOHUT that Council agree to cover the admission fees and tuition for a full class for Administrative Assistant, Devan Shorrock. Studies to start at the earliest convenience but maintaining employment with the Town of Hafford is a requirement. CARRIED

- 07/2023 UMAAS SPRING WORKSHOP
 NESBITT & KUZYK that Council approve the registration of both the Acting Administrator and the Administrative Assistant in the Enhanced Municipal Administration Program (EMAP) Spring Workshop #1, which will be held Wednesday, March 22 at the Western Development Museum in North Battleford.
 CARRIED
- 08/2023 CORRESPONDENCE
 WINTONYK & NESBITT that Council grant approval to the titled owner(s) to legally tie or consolidate Lot 13, Block 23, Plan No. BX5553, Extension 0.
 CARRIED
- 09/2023 ACCESS COMMUNICATIONS LEASE
 WINTONYK & KUZYK that the Council of the Town of Hafford sign a Lease Agreement with Access Communications Co-operative Limited.
 CARRIED
- 10/2023 2023 LIST OF APPOINTMENTS
 KUZYK & KOHUT that Council agree to the 2023 List of Appointments for the upcoming calendar year as attached to and forming a part of these Minutes.
 CARRIED
- 11/2023 COUNCIL REMUNERATION AND MILEAGE
 WINTONYK & NESBITT that Council acknowledge the Public Notice that Council shall consider 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 an hourly rate For Special Meetings of \$25.00 and the per km rate to be .55 cents, in accordance with provincial rates.
 CARRIED
- 12/2023 AMENDMENT TO SNOW POLICY
 KOHUT & NESBITT that Council amend the Snow Policy to add the following Clauses:
 • “If you are clearing your sidewalks, after the plow has passed, the snow needs to be tossed onto your own property and not into the street.”
 • “Piling snow at intersections, or on a neighbours’ property or that of another ratepayer, is prohibited.”
 Copies of the Amended Snow Policy to be sent to all Custom Snow Removal contractors.
 CARRIED
- 13/2023 DOG CARRIER/SNARE POLE
 KUZYK & NESBITT that the Town of Hafford purchase a dog carrier and a standard snare pole for use in situations when dogs are allowed to roam at large.
 CARRIED
- 14/2023 FEE INCREASE TO UTILITY DEPOSIT
 WINTONYK & KOHUT that Council amend the fee for the utility deposit as of January 1, 2023 to \$250.00 per connection as the current fee does not cover a bi-monthly invoice.
 CARRIED

- 15/2023 WATER INVOICE WRITE OFF
 KUZYK & WINTONYK that Council write off \$4,824.27 for the utility bill for the Communiplex Zamboni room due to a defective meter. CARRIED
- 16/2023 INTEREST WRITE OFF
 KOHUT & KUZYK that Council write off \$18.30 outstanding interest on the utility bill for the residence at Lots 8 & 9, Block 22, Plan BX 5553, as the tenant has moved and the balance of the bill was fully paid. CARRIED
- 17/2023 PET LICENSING PROGRAM
 WINTONYK & KUZYK that Council purchase the Pet Licensing software from Munisoft if the total cost of obtaining this is \$300.00 plus taxes with a \$30.00 Annual fee. CARRIED
- 18/2023 COMMITTEE REPORTS
 KOHUT & NESBITT that Council acknowledge the following Committee Reports:
 Victoria Moses – 16 to 43 Waste Management Board
 David Wintonyk – Transit Committee
 No Fire Board or Centennial Committee Reports were provided. CARRIED
- 19/2023 DECEMBER STATEMENT OF FINANCIAL ACTIVITIES
 KUZYK & WINTONYK that Council acknowledge the presentation of the December 2022 Statement of Financial Activities by Denise Porter. CARRIED
- 20/2023 VOIDED CHEQUE
 KOHUT & NESBITT that Council acknowledge Cheque Number #7936, payable to the Municipal Employees Pension Plan, was voided as the amount of \$1637.40 was already paid by Electronic Funds Transfer. CARRIED
- 21/2023 BANK RECONCILIATION AND BANK STATEMENT
 KUZYK & WINTONYK that Council acknowledge the presentation of the December 2022 Bank Reconciliation, as well as the presentation of the November 2022 Bank Statement by Acting Administrator, Denise Porter. CARRIED
- 22/2023 PAYMENT OF ACCOUNTS
 KOHUT & WINTONYK that Council approves the payment of accounts, including all 2022 year-end accounts, being cheque #7924 to #7953 and the listed online payments including AFT payroll, totaling \$96,588.42, all paid from Innovation Credit Union Chequing Account and as attached to and forming a part of these minutes. CARRIED

23/20223

IN CAMERA

WINTONYK & NESBITT 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 9:39 P. M.

CARRIED

24/2023

END IN CAMERA

KUZYK & KOHUT that Council ends 'In Camera' session at 10:04 P. M.

CARRIED

25/2023

ADJOURN

KUZYK that we adjourn at 10:05 P. M.

CARRIED



Acting Administrator



Mayor

2023 List of Appointments

Boards/Committees: 2023 Appointed

Deputy Mayor	Mike Nesbitt
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Hospital Advisory Board	Victoria Moses
	Stan Novicki

Hafford & District Rec. Board	Dana Prystupa
	Heather Tanchak
	Mike Nesbitt

Library Board	Dennis Taylor
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Hafford Fire Board	David Wintonyk
	Sylvester Kohut

16-43 Waste Board	Victoria Moses
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Redberry Biosphere P & D Board	Victoria Moses
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Redberry Lake Biosphere Regional Board	Victoria Moses
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Centennial Board	David Wintonyk
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Transit Committee	David Wintonyk
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Emergency Measures Committee	Michael Nesbitt
	John Kuzyk
	Victoria Moses

Employee Relations Committee	All of Council
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Occupational Health & Safety Committee	Michael Nesbitt
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Infrastructure Committees

Water/Sewer	All of Council
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Streets/Drainage	All of Council
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Machinery/Equipment Committee	All of Council
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Board of Revisions	Nor-Sask
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Development Appeal Board	Nor-Sask
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TOWN OF HAFFORD

POLICY: Snow Removal		COUNCIL RESOLUTION: Resolution: 008/2020 Effective: February 11, 2020
DEPARTMENT: Maintenance	POLICY NUMBER: # 008/2020	Amended Date: November 13, 2020 December 8, 2020 January 10, 2023

Snow Removal Policy

PURPOSE:

To enforce a policy in regard to Snow Removal.

PROCEDURE:

The Snow Removal Policy of the Town of Hafford:

- Snow removal will not commence until the snow event is over unless roads become impassable.
- The priority shall be:
 - South Ave to Health Care Facility
 - Second Ave East to the Hafford School
 - Main Street
 - followed by Railway Avenue.
- Snow shall be cleared in front of firehall, across Railway, for helicopter landing.
- Windrows are allowed but shall not block driveways and the street portion of driveway entrances shall be cleared with the skid steer.
- Main street shall be windrowed to the middle and hauled away, with no snow allowed to build up next to the curbs
- All other streets will be cleared as wide as possible and snow hauled out of town as time permits.
- Windrows are allowed but shall not block driveways.
- No custom snow removal
- It is acceptable to move snow on to the roadway **BEFORE** the plow has been by. Snow moved onto the driving surface **AFTER** the street has been plowed will be billed for the time and machinery required to restore the snow removal.
- If you are clearing your sidewalks, after the plow has passed, the snow needs to be tossed onto your own property and not into the street.
- Only the alleys, for the first two blocks of the west side of Main Street and the first block on the east side of Main Street and behind the firehall shall be cleared.
- Piling snow at intersections, or on a neighbours' property or that of another ratepayer, is prohibited.

Town of Hafford January 2023 Payments

CHEQUES	Date	Vendor	Amount
7924	2022-12-15	MLT Aikens	\$ 2,500.00
7925	2022-12-15	Beninger, Lena & Darcy	\$ 57.51
7926	2022-12-30	Moses, Victoria	\$ 695.13
7927	2022-12-30	Kuzyk, John	\$ 436.26
7928	2022-12-30	Kohut, Sylvester	\$ 505.00
7929	2022-12-30	Wintonyk, David	\$ 837.03
7930	2022-12-30	Nesbitt, Michael	\$ 304.24
7931	2022-12-30	Aon Canada Inc. – T57048C	\$ 37,757.00
7932	2022-12-30	Blane Lake Vac/Septic Service	\$ 260.00
7933	2022-12-30	Hafford Recreation Board	\$ 6,600.00
7934	2022-12-30	K.C. Plumbing & Heating Ltd.	\$ 60.45
7935	2022-12-30	Saskatchewan Health Authority	\$ 23.00
7936	2022-12-30	VOID	\$ 0.00
7937	2022-12-30	Perfect Pen & Stationary	\$ 131.15
7938	2022-12-30	Pope, Sharon	\$ 110.25
7939	2022-12-30	Denise Porter – Petty Cash Nov/Dec	\$ 163.09
7940	2022-12-30	Saskatchewan Research Council	\$ 52.50
7941	2022-12-30	Station House Water Bottling	\$ 12.00
7942	2022-12-30	Ultra Print	\$ 308.58
7943	2022-12-30	UMAAS	\$ 200.00
7944	2023-01-10	Konica Minolta Business	\$ 45.74
7945	2023-01-10	Kuzyk, John	\$ 93.32
7946	2023-01-10	Saskatchewan Health Authority	\$ 23.00
7947	2023-01-10	MLT Aikens	\$ 2,176.43
7948	2023-01-09	16 to 43 Waste Management Corp.	\$ 7,502.92
7949	2023-01-09	Blaine Lake Vac/Septic Service	\$ 205.00
7950	2023-01-09	Fountain Tire Ltd.	\$ 187.71
7951	2023-01-09	Hafford Co-Op Assoc.	\$ 2,747.09
7952	2023-01-09	Konica Minolta Business	\$ 398.16
7953	2023-01-09	Krysak, Russell	\$ 31.79
		TOTAL CHEQUES	\$ 64,424.35
ONLINE	Date	Vendor	Amount
CAFT	2022-12-15	Devan Shorrocks	\$ 1,000.00
CAFT	2022-12-15	Rena D. Porter	\$ 800.00
CAFT	2022-12-15	Russell Krysak	\$ 1,200.00
2022373	2022-12-01	Sask Power – Water Treatment Plant	\$ 479.07
2022374	2022-12-30	Sask Power - Monument	\$ 47.52

2022391	2022-12-30	Sask Power – Office	\$ 374.64
2022392	2022-12-30	Sask Power – Sports Grounds	\$ 43.38
2022393	2022-12-30	Sask Power – Streetlights	\$ 1,142.32
2022394	2022-12-30	Sask Power – Monument	\$ 37.40
2022395	2022-12-30	Sask Power – Transit Shop	\$ 42.01
2022396	2022-12-30	Sask Power – Shop	\$ 143.30
2022398	2022-12-30	Sask Power – Water Treatment Plant	\$ 612.39
2022399	2022-12-30	Sask Power – National Hall	\$ 3.00
2022400	2022-12-30	Sask Energy – Water Tower	\$ 104.73
2022401	2022-12-30	Sask Energy – Transit	\$ 400.64
2022402	2022-12-30	Sask Energy – Shop	\$ 298.39
2022403	2022-12-30	Sask Energy – Water Treatment Plant	\$ 889.66
2022404	2022-12-30	Sask Power – Boyanchuk Camera	\$ 24.43
2022405	2022-12-30	Sask Power – Main Street Camera	\$ 24.43
2022406	2022-12-30	Sask Power – Railway Ave Camera	\$ 24.43
2022407	2022-12-30	Sask Tel Cmr	\$ 143.39
2022408	2022-12-30	Municipal Employees	\$ 1,729.20
2022409	2022-12-30	Municipal Employees	\$ 1,594.20
2022410	2022-12-30	Canada Revenue Agency	\$ 3,468.04
2022411	2022-12-30	Minister of Finance	\$ 8,973.03
2022412	2022-12-30	Collabria	\$ 1,016.35
2022413	2022-12-30	Collabria	\$ 484.84
2022414	2022-12-30	Sask Power – Railway Avenue Camera	\$ 24.43
20223697	2022-12-30	Sask Power – Water Tower	\$ 205.48
CAFT	2022-12-30	Devan Shorrock	\$ 1,171.68
CAFT	2022-12-30	Rena D. Porter	\$ 1,966.65
CAFT	2022-12-30	Russell Krysak	\$ 2,146.29
CAFT	2022-12-30	Al Stef	\$ 1,548.75
		Total Electronic Payments	\$ 32,164.07
		TOTAL PAYMENTS	\$ 96,588.42
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