

**MINUTES OF A REGULAR MEETING OF COUNCIL OF THE TOWN OF STOUGHTON HELD ON THURSDAY
THE 2nd DAY OF JANUARY, 2024 IN COUNCIL CHAMBERS AT STOUGHTON, SASKATCHEWAN.**

Present:

Councilors Scott Ogilvie, Brad Gervais, Stephanie Zoer, Shirley Coderre, Stefan Clark, Mayor Clarence Hoffort, and Administrator Danielle Hoffman

Absent: Councilor Derek Hoffman

Call to Order:

A quorum being present, Mayor Hoffort called the meeting to order at 6.55pm.

Agenda:

1/24 Ogilvie/Coderre That the Agenda be accepted as presented.

Carried

Declaration of conflict:

Clark and Coderre declared for accounts.

Minutes:

2/24 Gervais/Ogilvie That the minutes for the Regular Meeting held on December 12th be approved as circulated.

Carried

Delegations:

No delegations

Accounts:

3/24 Ogilvie/Gervais That payments of accounts of the attached list covering cheques #12087-12116 in the amount of \$32,045.86 be approved.

Carried

Financial Statements:

4/24 Clark/Gervais That the financials be accepted as presented

Carried

Board reports:

That Brad Gervais be recognized as the Deputy Mayor for the 2024 year

Correspondence:

Nothing to report

Old Business:

Nothing to report

New Business:

5/24 Clark/Coderre To appoint Dudley and Company as our auditors for 2024

Carried

6/24 Clark/Ogilvie To appoint Trobert as our lawyer for 2024

Carried

7/24 Gervais/Ogilvie To appoint the Stoughton Vet Clinic as our animal pound for 2024

Carried

8/24 Clark Coderre To appoint PBI as our building officials for 2024

Carried

- 9/24 Clark/Gervais To appoint Centralized Board of Revisions for our Board of Revisions for 2024
Carried
- 10/24 Gervais/Clark **To approve a 5% raise to all town employees with the exception of Nathaniel Carrington and Derek Hoffman as they have not been with the town for 1 year. New wages as follows:**
Tom Creighton - \$62,790/year
Lincoln Adams - \$24.70/hour
Carmen Sparks - \$16.55/hour
Carol Dickie - \$33.00/hour
Jade Larose - \$23.10/hour
Danielle Hoffman - \$76,230/year
Carried
- 11/24 Gervais/Clark **That Council Indemnity be set out as follows;**
Council Meetings – Mayor at \$200.00 per meeting, Councilors at \$150.00 per meeting
Committee and Board Meetings at \$50.00/meeting up to 2 hours, an additional \$50 for any meetings going over 2 hours
Per Diems at \$150.00 per full day
Travel and Meal Allowance – Breakfast - \$16.00, Lunch - \$18.00, Supper - \$25.00, Mileage at \$0.5548 per KM.
Carried
- 12/24 Clark/Coderre To acknowledge that the CAO presented the appropriate bonds as per legislation to the council
Carried
- 13/24 Ogilvie/Clark To approve the Town of Stoughton Employee Code of Conduct policy
Carried
- 14/24 Clark/Gervais To approve policy number 20-008 – Bereavement Leave & policy number 2019-004 Sick Leave
Carried
- 15/24 Clark/Ogilvie To approve policy number 2023-011 – Annual Vacation & Vacation Payout
Carried
- 16/24 Ogilvie/Clark That the allowance for the purchase of certified safety footwear be \$105 per calendar year to be reimbursed to employee upon submission of receipt to the office
Carried
- 17/24 Coderre/Gervais That the Board and Appointments remain the same for 2024 with exception that we no longer have a need for Care-A-Van board therefore that board will be dissolved.
Carried
- 18/24 Clark/Gervais To dispense with the preparation of assessment notices for 2024 as they have not changed
Carried
- 19/24 Clark/Ogilvie To enter into a 5 year contract with Sasktel for the Clinic phones at a rate of \$85.22/mnth
Carried

20/24 Gervais/Coderre

That the municipality of Stoughton has met the following eligibility requirements for the MSR grant:

- * Submission of the 2022 audited financial statement to the Ministry of Government Relations
- * Submission of the 2022 reporting on Municipal Waterworks to the Ministry of Government Relations
- * In good standings with respect 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 annual updated their public disclosure statements

That we understand if any requirements are not met, our municipality Revenue Sharing Grant (MRS) may be withheld until all requirements are met.

That we authorize the administrator to sign the declaration of eligibility and submit to the Ministry of Government Relations.

Carried

Administrators Reports:

21/24 Clark/Coderre

To continue to pay half of the SUMA Benefits for Lincoln Adams while he is off due to medical reasons, in the amount of \$193.00/month.

Carried

22/24 Clark/Coderre

To authorize CAO Danielle Hoffman and PW Derek Hoffman to take holidays from August 30th to September 9th, 2024

Carried

23/24 Clark/Gervais

To purchase paint from the Co-op to repaint the town shop at \$100/pail

Carried

Adjournment:

24/24 Ogilive

That this meeting be adjourned at 8:44pm

Carried

Clarence Hoffort, Mayor

D. Hoffman, Administrator