**Minutes of the Regular Meeting of the Council for the Town of Cabri Held the 11th day of December, 2023**

**At the Cabri Town Office- 202 Centre Street**

**Present:** Mayor David Gossard, Councillors Kim Gehl, Wendy Johnson, Kim Lacelle and Danielle Sorenson and Chief Administrative Officer Janelle Desautels.

Councillor Jim Wallis joined the meeting via electronic means.

**Regrets:** Councillor Norma Pederson.

**Also Present:** Assistant Foreman Brenan Thoreson.

**Call to Order:**

A quorum being present, Mayor Gossard called the meeting to order at 6:30 pm.

**Agenda**:

2023-237 Johnson/Sorenson

THAT the agenda for the council meeting of December 11, 2023 be approved as circulated.

CARRIED.

**Minutes:**

2023-238 Gehl/Lacelle

THAT the minutes of the regular Council meeting held November 13, 2023 be adopted.

CARRIED.

**Business Arising:**

*Sale of Town Property – 312 1st Street North*

2023-239 Lacelle/Sorenson

THAT the proposal received from Geoverra in the amount of $3,290.00 plus taxes for the legal subdivision of 312 1st Street North be accepted and that CAO Desautels be authorized to sign the proposal.

CARRIED.

**New Business:**

*Success Office Systems – Photocopier/Printer Quotes*

2023-240 Gehl/Sorenson

THAT the Town be authorized to enter into an Agreement with Success Office Systems to lease the Canon IR Advance DX-C3826i Photocopier/Printer/Scanner for a 60-month term at a monthly rate of $119.00 plus service and maintenance fees and taxes.

CARRIED.

*Ever Green Early Learning Centre – Request for Approval*

2023-241 Wallis/Lacelle

THAT, as per Lease Agreement, the request received from Ever Green Early Learning Centre for interior renovations including the addition of a patio door as well as removal of the washroom in the porch with the funding received from grants be hereby approved.

CARRIED.

**Staff Reports:**

2023-242 Gehl/Johnson

THAT the Community Development Director Report, Town Foreman Report, and Waterworks Operational Records for November, 2023 attached to and forming part of these minutes, be accepted.

CARRIED.

**New Business Continued…**

*Municipal Revenue Sharing – Annual Declaration*

2023-243 Lacelle/Sorenson

THAT the Council of the Town of Cabri 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 Municipal Waterworks to the Ministry of Government Relations
* Is in good standing with respect to the reporting and remittance of Education Property Taxes;
* Has adopted a Council Procedures Bylaw (updated in 2021);
* Has adopted an Employee Code of Conduct; and
* All members of council have filed and annually updated their Public Disclosure Statements, as required; and

THAT we understand if any requirements are not met, our Municipal Revenue Sharing grant may be withheld until all requirements are met; and

THAT we authorize CAO Desautels to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED.

*Staff Holiday Gifts*

2023-244 Wallis/Gehl

THAT all employees of the Town receive a $100 Coop gift card as a holiday gift.

CARRIED.

***Bylaw:***

*Bylaw No. 2023-07 Amend Zoning Bylaw*

2023-245 Gehl/Johnson

THAT Bylaw No. 2023-07 being a Bylaw to Amend the Zoning Bylaw No. 2017-02 be given a second reading.

CARRIED.

2023-246 Lacelle/Wallis

THAT Bylaw No. 2023-07 be read a third time and adopted.

CARRIED.

**Financial Reports:**

2023-247 Lacelle/Gehl

THAT the Bank Reconciliation and the Statement of Financial Activities for the Town for the month of November, 2023 be accepted as presented.

CARRIED.

2023-248 Sorenson/Johnson

THAT the Bank Reconciliation for the EMS House for the month of November, 2023 be accepted as presented.

CARRIED.

**Accounts:**

2023-249 Wallis/Lacelle

THAT the List of Accounts for Approval, Appendix “A”, attached to and forming part of these minutes be approved for payment.

CARRIED.

2023-250 Sorenson/Gehl

THAT Appendix “B” and “C”, attached to and forming part of these minutes, be approved for payment.

CARRIED.

*Announcements*

The next Regular Council Meeting will be held on TUESDAY, January 9, 2024 at 6:30 pm.

**Adjournment:**

2023-251 Gehl

THAT this meeting be adjourned. (8:32 pm)

Mayor Chief Administrative Officer