

# Town of Carlyle

## Meeting Minutes

November 4, 2015 - Regular Meeting - 7:00 p.m.

Present: Mayor Wayne Orsted; Aldermen Dean Hoffman, Darcy Moore, Brian Romaniuk, Jennifer Sedor, Martin Tourand; CAO Huguette Lutz;

Regrets: - Alderman John Brownlee

**1. Call to Order (7:00 p.m.)**

Mayor Wayne Orsted called the meeting to order at 6:50 p.m.

Resolution No: 2015  
320

**2. Adoption of Agenda**

**Moved By:** Jennifer Sedor

**Seconded By:** Martin Tourand

THAT the Agenda for this Regular Meeting of November 4, 2015, be adopted as circulated.

Carried

**3. Declaration of Conflict of Interest**

None

Resolution No: 2015  
321

**4. Adoption of Minutes**

**Moved By:** Dean Hoffman

**Seconded By:** Darcy Moore

THAT the Minutes of the Regular Meeting of Council held on October 21, 2015, be adopted as circulated.

Carried

**5. Business Arising from the Minutes**

**6. Chief Administrative Officer's Report**

Resolution No: 2015  
322

**6.1 Regular Meeting of October 21, 2015**

**Moved By:** Martin Tourand

**Seconded By:** Brian Romaniuk

THAT the Chief Administrative Officer's Report of the October 21, 2015, Regular Meeting of Council be accepted as circulated and attached to these minutes.

Carried

Resolution No: 2015  
323

**6.2 Report to October 30, 2015**

**Moved By:** Jennifer Sedor

**Seconded By:** Dean Hoffman

THAT the Chief Administrative Officer's Report to October 30, 2015, be

accepted as circulated and attached to these minutes.

Carried

**Resolution No:** 2015 6.2.1 Well Tender  
324

**Moved By:** Martin Tourand  
**Seconded By:** Dean Hoffman

THAT Council reject the tenders received for the well completion and request that the project be retendered.

Carried

**Resolution No:** 2015 6.2.2 Tax Enforcement  
325

**Moved By:** Martin Tourand  
**Seconded By:** Jennifer Sedor

THAT Council authorize the CAO to proceed with tax enforcement on the following properties:

Roll Number	Legal Description	Amount
25 000	Lot 14, Blk 2, Plan 37568	\$4,007.10
178 000	Lot 8, Blk 13, Plan 58330	\$4,353.13
242 000	Lot D, E, Blk 17, Plan AM6492	\$1,516.89
261 000	Lot 14, Blk 17, Plan 58330	\$1,088.14
324 000	Lot 2, Blk 24, Plan D1465	\$3,731.87
421 000	Lot 3, Blk 30, Plan D1465	\$ 686.96
456 000	Lot 1, Blk 33, Plan 64R36110	\$2,421.59
555 000	Lot 3, Blk 40, Plan 81R32070	\$ 982.29
883 000	Unit 1, Plan 102142752	\$2,397.96
884 000	Unit 2, Plan 102142752	\$2,270.30
885 000	Unit 3, Plan 102142752	\$2,270.30
886 000	Unit 4, Plan 102142752	\$2,397.96

Carried

**7. Mayor's Report**

**8. Aldermen's Reports**

**9. Committee Reports**

9.1 Standing Committees

**Resolution No:** 2015 9.1.1 Sanitation Committee  
326

**Moved By:** Dean Hoffman  
**Seconded By:** Martin Tourand

THAT the Minutes of the Sanitation Committee Meeting held on October 28, 2015, be approved as circulated.

Carried

9.2 Advisory and Other Committees

**Resolution No:** 2015 **10. Approval of Accounts**

**Moved By:** Brian Romaniuk

**Seconded By:** Martin Tourand

THAT the list of accounts, in the amount of \$146,955.34, be approved for payment and attached to these minutes.

Carried

## 11. Bylaws

## 12. Unfinished Business

### 12.1 Bulletin Board

Add to 2016 Budget for consideration.

### 12.2 Generator Quotes

Add to 2016 Budget for consideration.

**Resolution No:** 2015 12.3 Policy: Infrastructure Costs  
328

**Moved By:** Brian Romaniuk

**Seconded By:** Jennifer Sedor

THAT Policy BLD 00020 be approved as circulated and attached to these minutes.

### 12.4 Doty Land

Add to 2016 Budget for consideration.

**Resolution No:** 2015  
329

## 13. Correspondence

**Moved By:** Brian Romaniuk

**Seconded By:** Darcy Moore

THAT the correspondence be received and filed.

Carried

### 13.1 Action

**Resolution No:** 2015 13.1.1 Multi Material Recycling Program  
330

**Moved By:** Dean Hoffman

**Seconded By:** Martin Tourand

THAT Council enter into an agreement with Multi Material Stewardship Western to participate in the Multi Material Recycling Program.

Carried

### 13.1.2 Rental Development Program

## 14. New Business

### 14.1 Christmas Party

**Resolution No:** 2015 14.2 SUMA Convention  
331

**Moved By:** Jennifer Sedor  
**Seconded By:** Martin Tourand

THAT Huguette Lutz be the Town's voting delegate to the SUMAssure annual general meeting.

Carried

**Resolution No:** 2015 14.3 Staff Hiring - Assistant Administrator  
332

**Moved By:** Jennifer Sedor  
**Seconded By:** Brian Romaniuk

THAT Council ratify the hiring of Natalie Miller as Assistant Administrator, effective November 1, 2015, at a salary of \$18.00 per hour.

Carried

Dean Hoffman left chambers at 8:30 p.m.

**Resolution No:** 2015 14.4 Staff Hiring - Office Assistant  
333

**Moved By:** Brian Romaniuk  
**Seconded By:** Martin Tourand

THAT Council ratify the hiring of Rebecca Hoffman as office assistant, effective November 1, 2015, at a salary of \$14.00 per hour.

Carried

Alderman Hoffman returned at 8:31 p.m.

14.5 Remembrance Day

14.6 Fire Department - Use of Commercial Lots

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**15. Other**

**Resolution No:** 2015 16. **Adjournment**  
334

**Moved By:** Darcy Moore  
**Seconded By:** Jennifer Sedor

THAT the meeting be adjourned.

The meeting adjourned at 8:35 p.m.

Carried

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Mayor / Deputy Mayor

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Chief Administrative Officer