

**Town of Gravelbourg**  
**Meeting Minutes**  
**September 12, 2020 - Special - 12:30 PM**

Present: Mayor: Robert Bowler

Councillors:  
Andre Lorrain  
Darcy Stefiuk  
Lucien Sicotte  
Toos Giesen-Stefiuk  
Edward Lagasse  
Travis Rushinko

Administrator Joan Corneil

**1. Meeting Called To Order**

A quorum being present, Mayor Bowler called the meeting to order @12:30 PM

**2. Conflict of Interest**

None declared

**3. Adoption of Agenda**

Councillor Lagasse  
Councillor Sicotte

That Council adopts the agenda as presented at this meeting.

**Carried**

**4. New and Other Business**

**4.1 Returning Officer**

Councillor Stefiuk  
Councillor Sicotte

That due to the CAO not being able to fulfill Returning Officer duties for the 2020 Municipal Election, that Aline Kirk be appointed as Returniing Officer.

**Carried**

**4.2 Election Workers Remuneration**

Mayor Bowler  
Councillor Lagasse

That Council approves a rate of twenty dollars (\$20.00) as remuneration for poll clerks or if an employee is hired as a poll clerk, the remunerations shall be equal to the hourly rate of that employee and in the event a Deputy Returning Officer (DRO) is required, that position be paid at a rate of thirty dollars (\$30.00) per hour.

**Carried**

**4.3 Acting CAO**

Councillor Lagasse  
Councillor Giesen-Stefiuk

That due to the CAO leaving, Florence (Susy) Martin be appointed as Acting CAO for a term of such time as a permanent CAO is hired

**AND/OR**

That Florence Martin be given signing authority for the purposes of banking and signing any documents required to be signed by the CAO.

**Carried**

**4.3.1 Council recess**

Councillor Giesen-Stefiuk  
Councillor Stefiuk

That this meeting recess at 12:36 PM until 12:45 PM

**Carried**

**5. Committee of the Whole- in camera**

Councillor Stefiuk

RB  
RW

Councillor Rushinko

That Council recess to the Committee of the Whole, closed session at 12:47 PM pursuant to Section 120(2)(a) of *The Municipalities Act*, to discuss employee matters.

Carried

**5.1 Employee matters**

**5.2 Councillor Stefiuk left Chambers @2:48PM**

2020-0489

**6. Reconvene to Council**

Councillor Rushinko  
Councillor Lagasse

That Council move out of the closed session and reconvene the regular meeting at 2:48 PM hrs,

Carried

2020-0490

**6.1 CAO**

Councillor Lorrain  
Councillor Giesen-Stefiuk

That Council offer the position of CAO to Timothy Troy under the following terms:

1. Remuneration will be at one hundred thousand dollars (\$100,000.00) that amount to increase to One hundred and five thousand dollars (\$105,000.00) following a satisfactory six (6) months probationary period and the obtaining Certification through the Urban Municipal Administrators Association of Saskatchewan (UMAAS).
2. The Employee is entitled to five (5) weeks of paid annual leave to be pro rated for 2020 and a new allocation of five (5) weeks commencing Jan 01, 2021.
3. The Employee is entitled to moving expenses up to ten thousand dollars (\$10,000.000 to be validated with receipts or the invoices sent directly to the Town for payment.

2020-0491

**7. Adjournment**

Councillor Giesen-Stefiuk

That this meeting adjourn at 2:49 PM

Carried

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator (acting)