



- PRESENT:** Mayor Deb Winder
Councillors Cary Brunett
Darcy Peakman
Stacey Rathgeber
Nic Vandenameele
Chief Administrative Officer Damon Werrell
- ABSENT:** Councillors Lee Cisecki
Shelley Worth
Assistant Chief Administrative Officer Crystal Rathgeber
Assistant Town Foreman Caley Dokken

1. CALL TO ORDER

The meeting was called to order at 5:58 P.M.

2. NEW BUSINESS

15-26 Brunett/Peakman

That we accept the 2026 town insurance policy quoted in the amount of \$76,194 (taxes included) and approve the fidelity bond as presented.

CARRIED

3. BYLAWS/POLICIES

16-26 Brunett / Rathgeber

That Bylaw 1-2026, being a bylaw to enter into an agreement for the provision of office and hall caretaking services be read a first time.

CARRIED

17-26 Vandenameele / Rathgeber

That Bylaw 1-2026 be read a second time.

CARRIED

18-26 Brunett / Peakman

That Bylaw 1-2026 be given three readings at this meeting.

CARRIED

19-26 Peakman / Vandenameele

That Bylaw 1-2026 be read a third time and adopted.

CARRIED

4. ADJOURNMENT

20-26 Brunett / Winder

That this meeting be adjourned at 6:05 P.M.

CARRIED

10. Report any damages immediately to the Chief Administrative Officer who will bill the renter.
11. Keep an up-to-date inventory of tables, chairs, kitchen equipment, etc. and advise the Chief Administrative Officer of replacements needed. This should be done in January or February before the budget is prepared.
12. Ensure that the building is properly locked and secured in between bookings.
13. Ensure that the heating system is operating efficiently and that the thermostats are set at appropriate levels in between bookings.
14. Sweep and clean the furnace room at least twice a year. Furnace filters shall be inspected and changed as required.
15. Clean the oven at least once a year and defrost the fridge and freezer semi-annually.
16. Wash the kitchen cupboards both inside and out at least once a year.
17. Wash all throw rugs and mats at least once a year.
18. Clean and wash all light fixtures at least once a year.
19. Be responsible for minor repairs such as repairing chairs, replacing lights, etc.
20. Perform general cleaning of walls, doors, counters, furniture, fixtures, light switches, venetian blinds, pictures, coffee pots and plaques as needed but also performing a thorough "deep" clean of the interior including washing of all walls, trim, cupboards, and doors at least once each year.

E. Duties Outside of the Contract to be Negotiated

The following list of duties are not considered part of this contract but may be performed by the caretaker if consensus can be reached as to the value of these additional services:

1. Stripping and waxing the tile floors in the Hall Complex to be done at the discretion of both the Town and the Caretaker.
2. Stripping and oiling the wood floors in the Hall Complex annually.


The Town of Delisle and the Caretaker agree to the set of terms as set out above and acknowledge their agreement by their signatures as witnessed below.



 Witness



 Caretaker



 Mayor



 Chief Administrative Officer