

Minutes of the Council of the Village of Bulyea Held
Wednesday, January 23, 2019 in the Municipal Office at Bulyea, Saskatchewan.

Present:

Mayor: Darren Cameron Administrator: Jenna Johnson
Councillors: Rodney Glass
Melody Kerr

Call to Order:

A quorum being present, Mayor Cameron called the meeting to order at 7:00 p.m.

Minutes:

01/19 Kerr That the minutes of the regular meeting of council held on
December 19, 2018 be approved. **Carried**

Business Arising from the Minutes:

1. BGS Skating Rink: Committee has been updated that village is collecting quotes for water metering options and will be in touch when analysis is prepared.
2. Battle Box: Councillor Kerr and Mayor Cameron will work on collecting and preparing list of needed items to Administrator.

Delegations:

Ratepayer Brian Flavel presented council with a verbal concern regarding the tree removal that occurred at the corner of Siltan Street and Assiniboia Avenue.

Ratepayer Harry Schmidt presented council with verbal comments regarding the possibility and/or options of installing curbstops at remaining locations within the village that don't have any.

Staff Report:

Foreman Denny Leonard presented a verbal and written report.

- Previous month tasks reviewed by council and items provided to Administrator to prepare and present list to foreman.

Administrator Johnson and WTP Operator Thiessen presented written reports.

Correspondence:

02/19 Glass That the following correspondence be filed:

1. East Central Transportation Planning Committee re: membership
2. William Derby School re: Yearbook Advertisement

03/19 Kerr That we place an advertisement in the William Derby School
yearbook per request. **Carried**

Carried

Financial Reports:

04/19 Glass That we approve the December 2018 bank reconciliation and
financial statement for the cemetery and hall accounts.

Carried

05/19 Kerr That we have reviewed the draft December 2018 bank reconciliation and financial statement for the village accounts. **Carried**

06/19 Glass That we transfer the amount collected in 2018 from the Utility Infrastructure fee to the Utility Infrastructure reserve fund and match to Savings Account #2. **Carried**

Accounts:

17/19 Glass That the list of December year end accounts be approved for payment and attached. **Carried**

18/19 Glass That the list of January accounts be approved for payment and attached. **Carried**

Committee Reports:

Transportation Services: Councillor Glass provided verbal report.

- Recent snow removal was done well.

Utilities: Councillor Donnelly gave verbal report

- Fire Access: all that remains to be done is connecting valve to outside of building
 - o Water Security Agency and Fire Department to be contacted as needed to confirm permit complete and valve in working order.
- Operator removed old pipe from the wall and temporarily covered. Further work to be done.

Hall: Verbal report provided

- Gas meter was replaced.
- Painting washrooms

Health: Councillor Glass gave a verbal report

- Meeting held with member of new Saskatchewan Health Authority
 - o Would like councils to provide thoughts on what area(s) they think the health board should be focussing on.
 - o Doctor's contract hasn't been signed.
 - o This clinic is one of the few still run by a board.

Last Mountain Regional Landfill: Mayor Cameron gave a verbal report

- Administrator is not renewing contract.
- Changing hours at the Landfill (3 days/week) to eliminate extra drop in hours
- Payment must be made to Receiver General per payroll analysis because of change in Contractor to Employee
- Considered point of sale machine – cost of phone line is approximately \$10,000
- Strategic Planning Proposal selection ongoing
- Cement blocks have been delivered to separate piles in metal area

BGS Rink: Councillor Donnelly provided a written report

- Suggestion for Bulyea to have a community calendar so that when scheduling dates for events there isn't a clash
- Will provide write-up of rink, fees and pictures for website.
- First rink night is February 22, 2019 (wings and ceaser salad)

Old Business:

Tax Enforcement

19/19 Kerr That we accept the proposal by the registered owner of Lots 6-10, Block 3, Plan E2775 and Lots 18-19, Block 4, Plan E2775 to make minimum monthly payments of \$300.00 and not apply tax lien through TAXervice at this time unless payment is missed.
Carried

Federation of Canadian Municipalities

- Not at this time.

New Business:

Councillor Resignation

20/19 Kerr That we accept the resignation presented by Councillor Henry Bergey to Administrator Jenna Johnson on January, 8, 2019
Carried

Election

21/19 Glass That we table the calling of an election until the new Chief Administrative Officer is hired.
Carried

Administration Position

22/19 Glass That we accept the electronic resolution provided January 2, 2019 to advertise the Administration position as up to part-time hours for 2 weeks with applications due January 31, 2019.
Carried

Hiring Committee

23/19 Kerr That the hiring committee include all of council: Darren Cameron, Jessica Donnelly, Rodney Glass, and Melody Kerr. **Carried**

Administrator will have questions prepared for a preliminary committee meeting February 4 and any requested questions to be included should be provided by January 29, 2019.

2019 Details

24/19 Kerr That we set the 2019 mileage rate at \$0.45/km. **Carried**

25/19 Glass That we appoint Dudley & Company as the village auditors for 2019. **Carried**

26/19 Glass That we appoint KMP Law in Regina as the village law firm for 2019. **Carried**

27/19 Glass That the 2019 remuneration is:
\$60.00/meeting for Mayor
\$50.00/meeting for Councillors and Administrator
\$50.00/day for supervisory days **Carried**

28/19 Kerr That the regular meeting dates for 2019 be held on the 3rd Wednesday of every month. **Carried**

29/19 Kerr That the bond insurance from Strasbourg Agencies be approved.

Carried

30/19 **Glass** That we appoint the village of Silton as our Board of Revision for 2019. **Carried**

31/19 **Kerr** That we appoint Rodney Glass to be the 2019 Library representative. **Carried**

Regional Water Operator Agreement

32/19 **Kerr** That we enter into a Regional Water Operator Agreement with Certified Operator Tim Gelinias and provide \$45 per visit compensation as invoices provided. **Carried**

Utility Job Descriptions

33/19 **Glass** That the Certified Water Treatment Plant Operator and Uncertified Water Treatment Plant Operator job descriptions be accepted as presented and provided to operators. **Carried**

Operator Training

34/19 **Kerr** That Water Operator Daniel Thiessen take his WHMIS and TDG training online and provide proof of completion to be filed. **Carried**

Signage for Water Treatment Plant

35/19 **Glass** That Mayor Cameron place order for required signage at water treatment plant: NO EXIT, Authorized Personnel, Confined Space, and No Smoking per quote. **Carried**

Outstanding Utility Accounts

36/19 **Glass** That final notice letters be sent to utility users at:
 Lots 23, 31, Block 5
 Lot 18-19, Block 4
 Lots 21-22, Block 5
 Lots 30-31, Block 2
 Lots 6-10, Block 4,
 requesting that full payment be made February 19, 2019 or else per bylaw water be disconnected. **Carried**

Monthly Vs. Quarterly Water Reading Analysis

- Cost of reading the meters quarterly is less than monthly by enough that it will remain at quarterly readings.

Authorized Personnel and/or Key Access

- Administrator will prepare policy and/or tracking form to manage

Summer Student Application

37/19 **Kerr** That an application be submitted for to the Summer Student program by January 31, 2019 and process reviewed if approved. **Carried**

Insurance Renewal

- Quotes provided by Galon Insurance and SUMAssure. Review cost and coverage differences with Strasbourg Agencies (SGI) by November 2019.

Complaint – December 19, 2018

38/19 **Glass** That a letter be sent to the dog owners at Block 8, Plan AM1540 requesting a valid licence be purchased and reminding them of the Animal Control bylaw and request dog be on a leash when off their property. **Carried**

LS REMO Membership Fee

39/19 **Glass** That the membership fee of \$50 for Living Sky Regional Emergency Measures Organization be paid for 2019. **Carried**

Sasktel Easement

- Review and provide feedback in February

Employee Code of Conduct Bylaw

40/19 **Kerr** That signed January 18, 2019 letter, be filed accordingly.

Other:

Administrator to research cost for employee to be registered as Commissioner for Oaths or Public Notary.

Meeting:

41/19 **Glass** That the next regular meeting be scheduled for February 20, 2019. **Carried**

Adjournment:

42/19 **Kerr** That this meeting adjourn. (9:20 p.m.) **Carried**

Mayor

Administrator