

Minutes of the Council of the Village of Bulyea Held
 Wednesday, August 21, 2019 in the Municipal Office at Bulyea, Saskatchewan.

Present:

Mayor: Darren Cameron Administrator: Sherry Beatty-Henfrey
 Councillors: Rodney Glass
 Brian Gorrill
 Cynthia Lovequist

Absent:

Councillor: Jessica Donnelly

Spectators:

Linda Dmyterko
 Brian Flavel

Call to Order:

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

Minutes:

161/19 Gorrill That the minutes of the council meeting held on July 17, 2019 be approved and posted to the website. **Carried**

Business Arising from Minutes:

1. LMVBA Sign
 - Administrator called LMVBA and they came to pick up their sign from the office to be installed in sign corridor.

Delegation:

Harry Schmidt was concerned about his costs for taxes. He is considering requesting to re-zone his property from Commercial to Residential. Council advised him that if he chooses to do so the Administrator will look into costs and the steps to re-zone to residential for him. Harry also wondered why he has to pay a minimum base rate on water service. Council advised him that the minimum shall be payable in every case whether or not any water is consumed as per Bylaw 29/17. Harry would like his back alley finished. Council advised him that the plan is to have it finished before freeze up. Harry would like to donate 6 street barricades that were used for the back alley to the Village of Bulyea.

Staff Report:

162/19 Glass That verbal staff report provided by Administrator is accepted. **Carried**

Correspondence:

163/19 Lovequist That the following correspondence be filed and accepted as read:

1. MMSW Rebate top-up program received from the LMRL
 - Administrator to advise the LMRL that we will continue to do the reporting.
2. Gas Tax Top-up program
3. RCMP - Community Policing Report
4. Bulyea Hall - Term Renewal
 - Administrator forwarded to Brian Flavel to contact the bank for the Hall.
5. WUQWATR - Funding for abandoned or unused well decommissioning for landowners in Rural Municipalities.
6. SUMA - Urban update

7. SUMAdvantage Update
8. Lakeshore Tree Farms - option of purchasing trees and shrubs from as a wholesale customer.
9. Sask Parks & Recreation Association - New facility courses available.
10. SPWA Chapter - Winter Maintenance Certificates
11. SAMA - 2019 Primary Audit Report - Village of Bulyea is Compliant.
12. Tree Pruning Courses available
13. Loraas Disposal
 - Administrator to post the new poster on the Village of Bulyea website with the changes. **Carried**

Financial Reports:

- 164/19 Glass** That we approve the July 2019 financial statement for the Village. **Carried**
- 165/19 Lovequist** That we approve the July 2019 bank reconciliation for the Village. **Carried**
- 166/19 Gorrill** Administrator to write-off the pre-authorized debit of \$100 outstanding since November 2018. **Carried**

Accounts:

- 167/19 Glass** That the list of August accounts be approved for payment and attached. **Carried**

Appointments

- 168/18 Glass** That the following persons be appointed to the respective internal Committees
- | | | |
|-------------------|-------------------------|-----------|
| • Rodney Glass | Transportation Services | 2019/2020 |
| • Brian Gorrill | Utilities | 2019/2020 |
| • Darren Cameron | Environment | 2019/2020 |
| • Cindy Lovequist | Office | 2019/2020 |
| • Darren Cameron | Protective Services | 2019/2020 |

and the following persons be appointed to the respective external Committees as a representative of the Village of Bulyea:

- | | | |
|--------------------|----------------------------------|-----------|
| • Jessica Donnelly | Hall | 2019/2020 |
| • Rodney Glass | Cemetery | 2019/2020 |
| • Cindy Lovequist | Recreation | 2019/2020 |
| • Rodney Glass | Health | 2019/2020 |
| • Brian Gorrill | Last Mountain Pioneer Foundation | 2019/2020 |
| • Rodney Glass | Parkland Regional Library | 2019/2020 |
- Carried**

Committee Reports:

- Transportation Services:* Councillor Glass provided verbal report.
- More work to be finished as soon as he gets laid off.
 - Darren fixed the speed bump sign.

Utilities: Mayor Cameron gave a verbal report.

- The pump went down in the Water Treatment Plant. Tim called the EPO; we didn't know how long the water was off. They said 2 samples to be sent in and tested.
- The deep well was tested and came back fine. Protocol was followed.
- Tim got the monitor calibrated; the one isn't working, as it got corroded. The cost to fix the monitor is \$2,000.00. Tim is bringing the park monitor in to do the testing. A pipe needs to be fixed in the WTP. It's been dripping over the work bench.
- Administrator to prepare a list of meters that aren't working for the next utility billing that is coming up.

Last Mountain Regional Landfill: Mayor Cameron gave a verbal report

- Ad is out for the new operator.
- Next scheduled meeting is next week.
- Discussed strategic plan and budget.
- Strasbourg and Earl Grey is not a part of the landfill. I.D. is needed to qualify for a discount. This is only for the Village of Bulyea residents.

Old Business:

Tax Enforcement

169/19 **Lovequist** To amend resolution 150/19, that the List of Lands in Arrears, that has had no payments over a year, be accepted as presented and advertised as required for tax enforcement procedures. Whereas the amount outstanding is less than half of the 2018 tax levy is excluded from the list of lands in arrears to be advertised, as per subsection 3(3) of the Tax Enforcement Act. **Carried**

Aged Account Analysis - Utility Rates Bylaw

170/19 **Glass** That Utility accounts that are outstanding be received a Final Notice letter that if payment isn't received by September 10, 2019 their water service will be turned off and shall not be resumed until all arrears have been paid in full, together with a fee of \$75.00 to cover the expenses of turning the water off and on again, as per Bylaw 29-17. **Carried**

New Business:

Complaint - Unsightly property/public hazard - Lots 6-10, Block 3

171/19 **Gorrill** That an Order to Remedy is sent to the registered owners of Lots 6-10, Block 3. Under authority provided by Section 24 of Bylaw No 15/15 and Section 364 of the Municipalities Act, to cut and maintain grass and weeds on a regular basis, remove fallen tree branches, garbage removed from yard and loose objects picked up and to remove abandoned vehicles and bicycles to be completed by September 30, 2019. The second order to remedy is for the building to be fixed or demolished, repair or remove fence and trim trees along fence line to be completed by October 15, 2019. If the owners fail to remedy the contravention by the dates set forth or

fail to file an appeal, the Village of Bulyea will proceed to undertake action to remedy the contravention and that all costs will be added to their taxes on the property. That a letter is sent to the complainant advising them of same. **Carried**

Complaint - Unsightly property - Lots 14-15, Block 7

172/19 Lovequist That administrator sends a letter to the owners of Lots 14-15, Block 7 that as per Bylaw 15/15 - Nuisance Abatement Bylaw, the property is to be cleaned up and garbage removed. That a letter is sent to the complainant advising them of same. **Carried**

Complaint - In camera meetings

- Administrator to send a letter to the complainant advising them that we have spoken with Advisory Services and the Village of Bulyea Council was compliant to have an in camera meeting on July 17th to discuss long-range/strategic planning for the Village. This is within Part III of the Local Authority Freedom of Information and Protection of Privacy Act.
- Going forward the Administrator will put on the agenda as to why we are going into an in camera meeting.

Complaint - Agenda Procedures

- Administrator to send a letter to the complainant advising them that going forward we were advised to post the draft agenda's online prior to the meeting.

Access to Information Request

- Administrator to advise the taxpayer of the access fee, copying fee and labour charges that are required.

Village of Bulyea Price List

173/19 Glass That we approve the Strasbourg fees to be used for the Village of Bulyea for photocopying. **Carried**

Hall Donation

174/19 Gorrill That we donate to the Bulyea Hall a \$50 donation received from George and Beverley Beckett that was received by the Village of Bulyea. **Carried**

Affinity Terminal Costs

- Administrator presented costs for an Affinity Terminal. Costs are too high for the Village. Administrator to look into if taxpayers can pay for general items other than Utility and Taxes online.

Occupational Health & Safety Report

1. OHS Reg 334 - Identification of Asbestos-containing materials
 - Mayor Cameron to call Occupational Health Officer Jason Hilderman to discuss further.
2. OHS Reg 111 - Measurement of Noise Levels
 - Noise level is too high, ear protection is needed.
3. WHMIS Reg 12 - Supplier safety data sheets
 - Safety Data Sheet binder to be placed in WTP and shop.

4. OHS Reg 313 - Eye flushing equipment
 - Procedure started for WTP and shop. Received free sample, sign is on the way.
5. OHS Reg 361 - Fire Extinguishers
 - Fire Extinguisher tags for monthly inspection are ordered and on the way.
6. OHS Reg 54 - First Aid Personnel
 - First Aid kits and safety glasses are in the shop and WTP with procedures of how to use as well.
 - Administrator to set up first aid training and take WHMIS course online.

Policy:

Purchasing Policy 2019-007

- Administrator to make final edits and present to finalize at the next council meeting.

Harassment Policy 2019-006

175/19 Glass That we approve Harassment Policy 2019-006. **Carried**

Adjournment:

176/19 Glass That this meeting adjourn. (9:24 p.m.) **Carried**

Mayor

Administrator