

Minutes of the Council of the Village of Bulyea Held  
Wednesday, December 18, 2019 in the Municipal Office at Bulyea, Saskatchewan.

**Present:**

Mayor:	Darren Cameron	Administrator:	Sherry Beatty-Henfrey
Councillors:	Rodney Glass		
	Brian Gorrill	<b><u>Spectators:</u></b>	
	Cynthia Lovequist	Cheryl Davidson	
	Jessica Donnelly	Linda Dmyterko	

**Call to Order:**

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

**Minutes:**

**213/19**      **Gorrill**      That the minutes of the council meeting held on November 27, 2019 be approved and posted to the website.      **Carried**

**Business Arising from Minutes:**

1. Outstanding Tax Account – Payment received  
**214/19**      **Donnelly**      That we authorize Taxervice to remove the Tax Lien for Lot 8 AM1540. The account is paid in full.

**Delegation:**

1. Certified Water Treatment Plant Operator Tim Gelinis attended meeting for his quarterly attendance.
  - Changed valves, sink installed.
  - He noticed electrical work was done by Don Acton. He would like to be notified prior to work being done.
  - He picked up the reagent package from the office.
  - Need more chlorine first week of January.
  - Council asked Administrator to look into increased costs for chlorine for budgeting. Check water usage.
  - He will be taking holidays from December 24-26 and February 4-12. Mayor Cameron and Brian Gorrill to assist while Tim is on holidays.
  - Working on getting liquid polymer, so we wouldn't need an air compressor, to eliminate costs. Air compressor is working for now.
  - Everything is working well and the way it is supposed to.
  - March will be his next quarterly attendance.
2. Janice Rothermel – Bylaw 29-17 Utility Rates
  - Janice began by reminding council the history with the Utility Rates that she received. She lived in Bulyea from 2011 to 2014 until she moved away. The curb stop was shut off. A letter was sent that no further charges for Utility will be invoiced while the regular Admin was away. Then when the prior Admin returned, she sent her a letter that the base rate is still to be paid. The disconnect fee was refunded. Janice didn't agree with the base rate charges when her curb stop is turned off.
  - Council explained that the fees in Schedule A are charged to pay for the infrastructure and her curb stop can be turned on at any point. The water and sewer are still there and can be accessed. The base rate for sewer, water and infrastructure all tie in together to

maintain the value. As per Point 5 of Bylaw 29-17 the minimum shall be payable in every case whether or not any water is consumed, even if curb stop is shut off.

- Janice would like the bylaw changed to reflect the base rate charges of \$110 per quarter to be all under one heading for infrastructure and not be broken down for each sewer, water and infrastructure. As she doesn't use sewer and water she feels its very misleading. She would also like point 5 of Bylaw 29-17 changed to add if the curb stop is shut off.
- Janice said she is looking for buyers for the house and the property and she asked for information about possibly knocking it down.
- Administrator to work on changing the bylaw in the near future and to contact Janice with a further response of her concerns.

**Staff Report:**

- 215/19**      **Glass**      That the verbal staff report provided by Administrator is accepted.  
**Carried**
- 216/19**      **Glass**      That the council of the Village of Bulyea confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant.
- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
  - Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
  - In Good Standing with respect to the reporting and remittance of Education Property Taxes;
  - Adoption of Council Procedures Bylaw;
  - Adoption of an Employee Code of Conduct; and
  - All members of council have filed and annually updated their Public Disclosure Statements, as required; and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.  
**Carried**

**Correspondence:**

- 217/19**      **Glass**      That the following correspondence be filed and accepted as read.  
**Carried**
1. Municipal Gas Tax Amendment Agreement – Infrastructure Investment Plan  
-Tabled, one IIP submitted by April 30, 2020.
  2. SGI Insurance Renewal  
-Councillor Donnelly to give Administrator information from the rink for the renewal.
  3. 2019 Audit
- 218/19**      **Glass**      That we approve and sign the audit engagement letter, planning letter and complete the fraud risk assessment paperwork.  
**Carried**
4. Workers Compensation Board – 2020 Premium Rate Notice & Certificate of Achievement
  5. Employment Standards Complaint – Former Employee  
- Administrator to send required information.

**Financial Reports:**

**219/19 Lovequist** That we approve the November 2019 financial statement and the bank reconciliation for the Village. **Carried**

**Accounts:**

**220/19 Glass** That the list of November (Continued) and December accounts be approved for payment and attached for the Village. **Carried**

**221/19 Gorrill** That the list of December accounts be approved for payment and attached for the Hall. **Carried**

**Committee Reports:**

*Transportation Services:* Councillor Glass gave a verbal report.

- The new sidewalk sweeper works excellent. Swept all the sidewalks, it took 12.5 minutes.
- Grader needs a circulator and a new block heater. The new grader is solid though. It should last for a long time. Its in good shape. The door needs to be fixed.

*Health:* Councillor Glass gave a verbal report.

- All is good, no meeting lately.

*Utilities:* Councillor Gorrill gave a verbal report.

- Tim covered most of it. Fixing and reading water meter reads on the 30<sup>th</sup>.
- Should do a lagoon inspection soon.

*Last Mountain Regional Landfill:* Mayor Cameron gave a verbal report

- Administrator to put the landfill hours online for Christmas and to post about the free Christmas tree drop off.
- Everything else is running smooth.
- Scale is to be done in the spring.

*Protective Services:* Councillor Lovequist gave a verbal report.

- Attended the Strasbourg and District Fire and Rescue Department Collaborative Planning meeting on December 2, 2019.
- Presentation and discussion on membership, training, equipment, response time, changes to the department – name change and boundary, recruitment and fundraising.
- Succession Planning – Ron Griffin is the Chief. Brian Gorrill, Greg Yung and Justin Kerr are Deputy Chiefs. Ron is in the process of stepping back from duties and planning for his successor.
- Members are all on call, 24/7 volunteers, response times are 12-15 minutes from the time the call is received. Variances can be directions given to the scene, distance of the fire from the trucks, weather, and where the volunteers are. All call outs come from a dispatch located in Prince Albert and are time stamped going out and when the fire is under control. Looking at a new app called Active 911 which will enable GPS trackers on their phones to be activated as soon as they answer the call.

- Training – STARS training, Sask. Volunteer Firefighting Association training in the Spring, grain rescue, anhydrous rescue, jaws of life, Sask Association of Fire Chiefs.
- Levels of Service – Interior fires, ground based, jaws of life and structural not industrial.
- Equipment – 3 trucks, pumper and rescue truck and tanker. The pump truck is at Bulyea. Thermal imaging cameras, leaf blowers, breathing apparatus, air bottles (31). They do a lot of their own repairs.
- The name was changed to Strasbourg and District Fire & Rescue to make it more inclusive and reflective of the area being served.
- Actively seeking volunteers, especially south of the 220 highway.
- Fundraising – Bartending Service, looking into possible Chase the Ace
- A new fire hall is needed and a new fire truck which will probably be purchased by lease.
- A joint advertising initiative will be happening in the near future to inform the public so they are aware of the costs of a fire call out and to check their insurance policies. Costs are \$5,000.00 for 3 hours and \$1500.00 for each additional hour.

**Old Business:**

*Purchasing Policy 2019-007*

**222/19**      **Glass**                      That we approve Purchasing Policy 2019-007 with changing the Administrators credit card limit increased to \$1,000.00. **Carried**

**New Business:**

*Used Grader for sale*

**223/19**      **Gorrill**                      That we place the 1965 Champion D562 Grader for sale in the Bulyea Newsletter, starting at \$8,000.00. **Carried**

*Grader Purchase*

**224/19**      **Lovequist**                      That we accept the electronic resolution made on November 29, 2019 to purchase the 1981 Champion 740 Grader from Can-American Enterprise Inc. **Carried**

*Reserve Transfer*

**225/19**      **Donnelly**                      That \$18,759.00 be transferred to reconcile from the Transportation Reserve to the chequeing account. **Carried**

**Other:**

*Newsletter Discussions*

- Administrator to add the following to the Bulyea Newsletter
  - o Strasbourg & District Fire & Rescue is looking for volunteers.
  - o Bulyea is looking for First Responders.
  - o Residents to check their insurance policies to make sure they have sufficient fire insurance as the Village taxes does not cover for fire insurance. Call out fees have increased to \$5,000.00 for the first 3 hours and \$1,500.00 for each additional hour.
  - o 2020 Loraas Schedule
  - o Free Christmas tree drop off dates for the Last Mountain Regional Landfill.

- Post that the 1965 Champion D562 Grader is now for sale. Asking price is \$8,000.00.
- Still actively looking for Foreman/Water Treatment Plant Operator

Entered into closed session at 8:57 p.m. to discuss the Office Administrator performance evaluation and yearly wage.

Returned from closed session at 9:17 p.m.

*Performance Evaluation*

**226/19**      **Donnelly**      That Sherry Beatty-Henfrey's rate of pay be increased to \$21.00 per hour effective January 1, 2020.      **Carried**

**Adjournment:**

**227/19**      **Lovequist**      That this meeting adjourn. (9:20 p.m.)      **Carried**

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**Mayor**

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**Administrator**