

Minutes of the Village of Bulyea Council Meeting
held Wednesday, December 16, 2020 at the Bulyea Community Hall at Bulyea, Saskatchewan.

Present:

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

Call to Order:

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

Minutes:

214/20 Lovequist That the minutes of the council meeting held on November 19, 2020 be approved and posted to the website. **Carried**

Delegation:

1. Brian Flavel – Administration costs and use of Administrator’s mentor
Brian explained Administrator Beatty-Henfrey’s contract in detail and her mentors’ contract to council and asked council questions regarding her contract. He wanted to know why we hired a mentor and didn’t use the prior Admin, why she didn’t get her Certificate early enough, why when the Administrator got her Certificate; we kept using the mentor, why her pay was increased yearly, all as per her contract and that he felt that the budget was not being adhered to.

The Mayor then began to respond on these questions saying that our budget is being followed and its our right to shift the numbers. Regarding mentorship we are following the Administrators Association and following guidelines that are set. The Admin has her Business Diploma, she didn’t need to be sent to school but she had to work the 1800 hours under a qualified mentor in order to receive her Standard Certificate. Council felt that using LGA services would give the Admin the proper mentorship plus LGA services is also used for technical support which you need to be qualified for that many Municipalities use.

Councillor Dmyterko then called a Point of Order on the Mayor. Saying that the Mayor needs to follow the Council Procedures Bylaw for Delegations.

Mayor Cameron then explained that the UMAAS rules are for every municipality and that no rules were broken. We continue to use LGA Support Services for technical support and to run the back ups. The auditor suggested we needed a proper back up system and this was the best solution.

Councillor Dmyterko interrupted the Mayor again and said this was not up to a debate as per the Council Procedure Bylaw.

215/20 Cameron That Brian Flavel’s concern regarding Administration costs and the use of the Administrator’s mentor is tabled until further discussion. **Carried**

Staff Report:

216/20 Gorrill That the verbal staff report provided by Administrator is accepted. **Carried**

Correspondence:

- 217/20 Gorrill** That the Village of Bulyea accepts the Fire Dispatch Contract and its services that they provide. **Carried**
- 218/20 Dmyterko** That the following correspondence be filed and accepted as read.
1. Municipalities of Saskatchewan Rebranding
 2. Parkland Regional Library – Information Sessions Update
 3. RM McKillop – Letter to Yorkton Library Proposed Boundary Change **Carried**

Financial Reports:

- 219/20 Dmyterko** That we approve the November 2020 Financial Statement for the Village. **Carried**
- 220/20 Glass** That we approve the November 2020 Bank Reconciliation for the Village. **Carried**

Accounts:

- 221/20 Gorrill** That the list of December accounts be approved for payment and attached for the Village. **Carried**
- 222/20 Lovequist** 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.

- Not much has happened.
- Basic maintenance of cleaning streets.
- Mayor Cameron thanked him for his volunteer efforts.

Utilities: Councillor Gorrill gave a verbal report

- Heater needed in Water Treatment Plant. Need a replacement part.

Last Mountain Regional Landfill: Mayor Cameron gave a verbal report

- No meeting in December.
- Hired new Auditor out of Yorkton.
- Set up a committee. Put out a request for services for decommissioning the one hole. Getting costs for new hole.
- No meeting until January.

Health: Councillor Lovequist gave a verbal report.

- Clinic has been approved for \$300,000. Infrastructure grant for the sinking floor and ceiling.
- Increase covid cases has scaled back face to face visits.
- Both Doctors are evaluating their schedules to switch back to phone visits.
- Monday and Friday walk-ins are gone, instead there same day access appointment and follow up for more urgent issues.
- Unfortunately, they are unable to see patients if they have another provider elsewhere.
- Over a month away appointments, unfair to our patients to wait that long.

- Moving forward in January to same day appointments have been increased to 3 per provider as well as same number of follow up appointments. This allows urgent issues to be addressed in a timely manner.
- Unfortunately, this leaves bookings into February for non-urgent patients.
- We need another provider, but this is out of the question at this time. We would need at least a year's worth of data or 3rd next available numbers. Another consideration is where to put another provider.
- Workload has increased substantially for everyone, nurses clean, screen and triage patients while trying to catch up with lab backups.
- To help an extra nurse has been brought in one day a week. Over a week wait for lab appointments. Jessica has been coming in after hours to get filing caught up.
- Tiffany has been there full time too to keep things running.
- Payroll project will be over this fiscal year, but money will be spent to support providers and provide health care to the community to best of their abilities.

Curling Rink Meeting Reports: All councillors reviewed the minutes.

- The administrator reported that the Curling Club decided to hold off putting ice in due to Covid concerns and money concerns.
- The Administrator applied for the Community Rink Affordability Grant for the Curling Rink.

BGS Skating Rink Meeting Reports: All councillors reviewed the minutes.

- The Administrator applied for the Community Rink Affordability Grant for the BGS Rink.

223/20 Glass That the Curling Rink and BGS Rink just provides the Annual Report for the years going forward. **Carried**

Hall: Councillor Dmyterko gave a verbal report.

- Hall meeting was cancelled for the month of November.

Old Business:

Internal Committee Appointments

224/20 Dmyterko That the following person be appointed to the respective internal Committee:

- Darren Cameron Environment 2020/2021 **Carried**

225/20 Lovequist That the Administrator reaches out to the Parkland Regional Library to see if they will be having an information session via zoom or if they would be coming closer to Bulyea. Need more information.

External committee as a representative of the Village of Bulyea.

- TABLED Parkland Regional Library **Carried**

Taxervice – Roll 9

226/20 Gorrill THAT TAXervice, on behalf of the Village of Bulyea, be authorized on or after January 16, 2021 to proceed under the Tax Enforcement Act to acquire title for the following described land:

- LOT 13-BLK/PAR 2-PLAN E2775 EXT 0, 146221062
- LOT 14-BLK/PAR 2-PLAN E2775 EXT 0, 146221084
- LOT 15-BLK/PAR 2-PLAN E2775 EXT 0, 146221095
- LOT 16-BLK/PAR 2-PLAN E2775 EXT 0, 146221107

Carried

Taxervice – Roll 9 Value

227/20 Lovequist That Lots 13-16, Block 2 is valued at the fair market value from SAMA totaling \$44,900.00

Carried

New Business:

Request for Assistance

228/20 Dmyterko That a letter is sent to Donna Martynuk on behalf of Margaret and Tom Bender stating that this is not a municipal cost and we are enforcing our bylaws and to suggest cat rescues that could help better their needs.

Carried

Municipal Revenue Sharing Grant – Declaration of Eligibility

229/20 Lovequist 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 2019 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2019 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

2020 Audit

230/20 Dmyterko That we approve and sign the audit engagement letter, planning letter and complete the fraud risk assessment paperwork.

Carried

Munisoft – Year End Webinars

231/20 Gorrill That the year end webinar is not needed as it is repeated training for the Administrator.

Carried

Munisoft – Budget Extension

232/20 Lovequist That we purchase the budget extension before December 31, 2020 to receive the loyalty discount. **Carried**

Village of Bulyea Laptop

233/20 Glass That we table an updated laptop until next month and add to budgeting for more consideration. **Carried**

Water Bill Readings

234/20 Glass That Councillor Brian Gorrill and Cynthia Lovequist agrees to handle the 4th Quarter Utility Readings for the Village of Bulyea. **Carried**

Office Administrator performance evaluation and yearly wage

235/20 Gorrill That we enter into a closed session at 8:51 p.m. to discuss the Office Administrator performance evaluation and yearly wage. **Carried**

Returned from closed session at 9:37 p.m.

236/20 Gorrill That Sherry Beatty-Henfrey's rate of pay be increased to \$23.00 per hour effective January 1, 2021. **Carried**

237/20 Cameron That we enter into a closed session at 9:38 p.m. to discuss long-range and strategic planning regarding Linda Dmyterko's letter of complaint. **Carried**

Returned from closed session at 9:38 p.m.

238/20 Lovequist That before municipal property is altered in any way it must be brought to council's attention prior to doing so. This matter is closed regarding the culvert. **Carried**

Other:*Old office printer*

239/20 Gorrill That the Administrator contacts the church that inquired about the printer to see if they want it for free. If not, we can donate to Sarcan or keep as a back up. **Carried**

2021 Loraas Schedule

240/20 Cameron That the Administrator sends the 2021 Loraas Schedule with the utility invoices and posts online. **Carried**

Announcement:

Administrator to post notices to the public to access the next council meeting on January 20, 2021 at 7:00 to be *tentatively* held at the Bulyea Hall due to the social distancing requirements of Covid-19.

Adjournment:

241/20

Glass

That this meeting adjourn. (10:17 p.m.)

Carried

Mayor

Administrator