

**Minutes of the Regular Meeting of the Council of the Town of Gravelbourg**  
**July 21, 2015**

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**Present: Mayor:** Edward Lagassé

**Aldermen:** John Vant  
Toos Giesen-Stefiuk  
Darcy Stefiuk  
Michel Vézina  
Bob Bowler

**CAO:** Chris Costley

**Absent:**

**Call to Order** *A quorum being present, Mayor Lagassé called the meeting to order at 7:03 p.m.*

*Laurie Emmons, Vivian Bouvier, and Carly Kilback arrived at 7:00 p.m.*

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|--------|--|---|
| 332/15 | <b>Agenda</b>  | <b>Vézina/Bowler</b><br>That the agenda be adopted as amended.<br><p style="text-align: right;"><b>Carried</b></p>  |
| 333/15 | <b>Minutes –<br/>June 22, 2015</b>                                 | <b>Stefiuk/Giesen-Stefiuk</b><br>That the minutes of the Council meeting held June 22, 2015 be adopted.<br><p style="text-align: right;"><b>Carried</b></p>   |
| 334/15 | <b>CSF<br/>Aquaplex<br/>Agreement</b>                              | <b>Vant/Giesen-Stefiuk</b><br>To authorize Mayor Ed Lagassé and CAO Chris Costley to sign the Facility Use Agreement, as presented, to commit the Town of Gravelbourg to the terms therein for the use of the Aquaplex owned by Le Conseil Scolaire Fransaskois pending proof of May 1, 2015 SaskEnergy readings.<br><p style="text-align: right;"><b>Carried</b></p> |
| 335/15 | <b>Bylaw 1352/10 –<br/>Custom Work<br/>Rates</b>                   | <b>Stefiuk/Vézina</b><br>That the CAO prepare a draft bylaw to replace Bylaw No. 1352/10, which sets rates for custom work and equipment rental, removing the part that states that rates by linear feet shall only apply “For New Construction/ Installation Only.”<br><p style="text-align: right;"><b>Carried</b></p>  |
| 336/15 | <b>Adjust–<br/>Custom Work<br/>Billings for two<br/>Ratepayers</b> | <b>Stefiuk/Bowler</b><br>To adjust the invoice billings for Pang Kham Pathammavong (water line replacement) and Victor Holmes (sewer line replacement) to reflect linear rates as per Bylaw No. 1352/10.<br><p style="text-align: right;"><b>Carried</b></p>  |

- 337/15**      **Courthouse  
Basement  
Labour**      **Stefiuk/Vézina**  
To approve the hiring of Elvis Asaula, Nycolas Boisvert, Trevor Couty, Bonifacio Geron, Noé Morin, Jose Verdiales Castro, and Luis Lu Verdiales as temporary labour for the preparation for the installation of weeping tile in the Courthouse basement at a rate of \$25.00/hour for digging and concrete removal, and \$15.00/hour for preparation and cleanup.  
**Carried**
- 338/15**      **Courthouse  
Landscaping  
Design**      **Giesen-Stefiuk/Vant**  
To table discussion regarding Courthouse landscaping design plans until next regular meeting of Council.  
**Carried**
- 339/15**      **Library  
Location-  
General  
Agreement**      **Giesen-Stefiuk/Bowler**  
To amend Memorandum of Understanding #2015-01 between the Chinook Regional Library, the Town of Gravelbourg, the Rural Municipality of Gravelbourg #104, and the Association Communautaire Fransaskoise de Gravelbourg as such:
- 1) Remove “Electrical plugins for employees” from the Town and RM commitments section.
  - 2) Replace the section that reads, “Rent to ACFG is to be split... $\frac{2}{3}$  by the Town and  $\frac{1}{3}$  by the RM” with “Rent to ACFG is to be split... $\frac{1}{2}$  by the Town and  $\frac{1}{2}$  by the RM.”
  - 3) Replace “Rent is to increase on January 1 of each year by \$15.00 per month until a new contract is in effect” with a schedule, expressing a \$15 annual increase in the rental rate more clearly.
- Further, that the affected parties be notified of the changes requested by the Town of Gravelbourg and that an official agreement be prepared based on these terms should all parties find them acceptable.  
**Carried**
- 340/15**      **Airstrip  
Report and  
Funding  
Plans**      **Giesen-Stefiuk/Vant**  
To accept the report by Clifton Associates giving a geotechnical evaluation and pavement design recommendation for the Gravelbourg Airstrip and that administration seek quotes from contractors for construction based on such; further, that the CAO be authorized to send out the letter to surrounding municipalities requesting financial support as presented.  
**Carried**

341/15	<b>Duncan’s Environmental- Permission for Disposal into Lagoon</b>	<p><b>Bowler/Stefiuk</b> To approve the request by Duncan’s Environmental Services to empty into the Gravelbourg lagoon system and authorize CAO Chris Costley to sign the related Water Security Agency Permission to Dispose of Liquid Domestic Waste.</p> <p style="text-align: right;"><b>Carried</b></p>
342/15	<b>Financial Statements Approval</b>	<p><b>Vézina/Stefiuk</b> To approve the 2014 financial statements of the Town of Gravelbourg prepared by MNP LLP as presented and authorize, Mayor Ed Lagassé and CAO Chris Costley to sign the management’s responsibility letter, Statement of Financial Position and any other required documentation in connection with the 2014 audit.</p> <p style="text-align: right;"><b>Carried</b></p>
343/15	<b>Resignation EMO Forest</b>	<p><b>Giesen-Stefiuk/Vézina</b> To accept the resignation of EMO Coordinator Matt Forest, effective July 14, 2015.</p> <p style="text-align: right;"><b>Carried</b></p>
344/15	<b>Repost EMO Advertisement</b>	<p><b>Bowler/Vant</b> That the CAO repost the advertisement for the EMO Coordinator position for one week.</p> <p style="text-align: right;"><b>Carried</b></p>
345/15	<b>Sk Heritage Foundation Agreement</b>	<p><b>Stefiuk/Vézina</b> That Mayor Edward Lagassé be authorized to sign the Saskatchewan Heritage Built Heritage Grant Program Agreement as presented.</p> <p style="text-align: right;"><b>Carried</b></p>
346/15	<b>Removal of Trees – Driving Range</b>	<p><b>Giesen-Stefiuk/Vant</b> That administration approach Hawk’s Agro to discuss the relocation of trees at the Gravelbourg Driving Range; further, that should it be agreed that they be relocated, to approve the hiring of Vic Baron for their relocation at a rate of \$125.00/hour, if able to do so.</p> <p style="text-align: right;"><b>Carried</b></p>
347/15	<b>Subdivision Approval – Parcel U</b>	<p><b>Stefiuk/Vant</b> To recommend approval by the Community Planning branch of the Ministry of Government Relations of the proposed Parcel U, currently part of NE¼-36-10-5-W3 (file #T0551-15R), for the purpose of allowing Parcel U to be sold; further, that the municipality receive land on the southern part, in line with Heritage Crescent, for the purpose of a future road to fulfill the municipal reserve requirement for this application.</p> <p style="text-align: right;"><b>Carried</b></p>

348/15	<b>Rezone Parcel U – Industrial</b>	<b>Bowler/Vézina</b> That the CAO draft an amending bylaw to Bylaw No. 796/84, known as the Zoning Bylaw, to rezone the proposed Parcel U from Urban Reserve to Industrial.	<b>Carried</b>
349/15	<b>Heritage Crescent Road Requirements</b>	<b>Vant/Vézina</b> That CAO Chris Costley approach Hawk’s Agro to discuss the additional 0.6821 hectares that would be required for the future extension of Heritage Crescent to Highway #58.	<b>Carried</b>
350/15	<b>Driving Range Temporary Closure</b>	<b>Giesen-Stefiuk/Vant</b> To close the Gravelbourg Driving Range, due to the pending sale of the property by the owner, College Mathieu, as soon as required by the new owner; further, that Public Works remove all buildings and equipment as soon as appropriate.	<b>Carried</b>
351/15	<b>Driving Range Relocation</b>	<b>Bowler/Vézina</b> That administration approach the owner of Parcel Z Plan 101861490 to explore the possibility of relocating the Gravelbourg Driving Range to that property.	<b>Carried</b>
352/15	<b>Subdivision Approval</b>	<b>Stefiuk/Bowler</b> To recommend approval by the Community Planning branch of the Ministry of Government Relations of the proposed Lot 70 Block 13 Plan A1200 subdivision (file #T0546-15R) for the purpose of allowing the owner to legally separate the manse from the church; further, that the municipal reserve requirement be waived for this application.	<b>Carried</b>
353/15	<b>Frontier Masonry- Brick Testing</b>	<b>Stefiuk/Vant</b> To approve strength testing to be performed on the bricks of the Courthouse chimney base by Frontier Masonry Ltd at a cost of \$430.00 plus GST as per the quote dated July 2, 2015.	<b>Carried</b>
354/15	<b>Reimburse- Solstice Fencing &amp; Mileage</b>	<b>Vant/Bob</b> To approve payment to Louis Gauthier for three (3) trips to Moose Jaw for the pickup and return of fencing for the Gravelbourg Summer Solstice Festival at the approved rate of \$0.45 cents/km.	<b>Carried</b>

- 355/15 Solstice Fencing Giesen-Stefiuk/Stefiuk**  
To approve an additional \$230 (total approved cost of \$630) for the rental of fencing for the Gravelbourg Summer Solstice Festival as per invoice #IN248273 from Clark's Supply & Service Ltd.  
**Carried**
- 356/15 Alfalfa Agreement and Foxtail Bowler/Vézina**  
To waive the commission of \$30/ton to be paid by Jean-Paul Monvoisin for hay harvested by him on land owned by the Town of Gravelbourg surrounding the lagoon in exchange for spraying and reseedling of alfalfa to be performed by Mr. Monvoisin at his expense in order to address foxtail contamination in all areas thereof.  
**Carried**
- 357/15 Request To Paint Sidewalk Stefiuk/Bowler**  
To approve the painting of the curb by the owner of Lot 37-41 Block 22 Plan A1200, as necessary to ensure sufficient access to the shop door.  
**Carried**
- 358/15 Server Concerns Vézina/Vant**  
That the cost of the replacement server, as per the quote for a PowerEdge R320 server at a cost of \$3,628.48 plus taxes, be added to the 2016 preliminary budget.  
**Carried**
- 359/15 Team Building Giesen-Stefiuk/Bowler**  
To table discussion regarding team building events until next regular meeting of Council.  
**Carried**
- 360/15 Sidewalk Priority List Giesen-Stefiuk/Vant**  
That the sidewalks adjacent to the following properties be scheduled for replacement, as per the sidewalk replacement list prepared by administration, in the following order of priority: 1) Lots 15-18 Block 17 Plan A1200; 2) Lots 25-26 Block 47 25 Plan A1200; 3) Lot 34-36 Block 31 Plan A1200; and 4) Lots 31-34 Block 48 30 Plan A1200.  
**Carried**
- 361/15 Radios vs. Cell Phones Stefiuk/Vézina**  
To table discussion regarding the replacement of cell phones with a radio system until the 2016 budget meeting.  
**Carried**

362/15	<b>Flood Prevention Gate – Alternative Plan</b>	<b>Stefiuk/Vant</b> To approve the alternative flood prevention gate plan prepared by Manager of Public Works Edgard Bormate, as presented, at a total cost of \$20,895; further, that administration arrange contractors for the execution of the work within budget limits at their own discretion.	<b>Carried</b>
363/15	<b>Magnan Sidewalk</b>	<b>Stefiuk/Bowler</b> That the Magnan Street sidewalk preparation (removal of dirt) be undertaken by contract labour, at the discretion of the Manager of Public Works, by whichever contractor can begin soonest.	<b>Carried</b>
364/15	<b>RGT dig- Contract Labour</b>	<b>Giesen-Stefiuk/Vant</b> To approve the hiring of Boire Trucking to provide track hoe services to support the upcoming Renaissance Gaiety Theatre (RGT) water leak repair at a rate of \$200/hour or less, depending on the machinery requirements for the dig.	<b>Carried</b>
365/15	<b>Fire Pump Installation</b>	<b>Stefiuk/Bowler</b> To approve the supply and installation of a fire pump by Municipal Utilities at the Gravelbourg water treatment plant owned by SaskWater as per invoice #1710 (cost of \$51,637.54 plus taxes).	<b>Carried</b>
366/15	<b>Correspondence</b>	<b>Vézina/Stefiuk</b> That the correspondence presented be received for informational purposes.	<b>Carried</b>
367/15	<b>Monthly Activity Reports</b>	<b>Giesen-Stefiuk/Vézina</b> That Monthly Activity Reports for July (Chief Administrative Officer; Public Works; Sports, Culture & Recreation and Finance & Administration) be accepted as presented.	<b>Carried</b>
368/15	<b>Committee Minutes and Reports</b>	<b>Giesen-Stefiuk/Vant</b> That the minutes for the Sports, Culture & Recreation Advisory Committee meeting held June 16, 2015, be accepted as presented.	<b>Carried</b>

369/15	<b>SDCL Report – Water Samples</b>	<b>Vézina/Stefiuk</b> That SDCL reports for water samples collected June 2 (invoice #3212215), June 8 (invoice #3212886), June 29 (invoice #3214384, 3214385, and 3214386), June 16 (invoice #1065521, 1065522, and 1065523) and June 22 (invoice #1065695, 1065696, and 1065697) be acknowledged as received.	<b>Carried</b>
370/15	<b>Building Permit Report</b>	<b>Giesen-Stefiuk/Bowler</b> To accept the Building Permit Report as presented.	<b>Carried</b>
371/15	<b>Bylaw Enforcement Report</b>	<b>Stefiuk/Vézina</b> That the Bylaw Enforcement Report for June of 2015 be accepted as presented.	<b>Carried</b>
372/15	<b>Bylaw No. 1404/15 – F/S Deadline Extension</b>	<b>Bowler/Stefiuk</b> To waive the procedural requirement barring three (3) readings of a bylaw within the same meeting, as stipulated by Bylaw No. 1393/14, known as the Procedural Bylaw, for the purposes of Bylaw No. 1404/15, a bylaw to extend the deadline for completion of the 2014 Financial Statements of the Town of Gravelbourg.	<b>Carried</b>
373/15	<b>Bylaw No. 1404/15</b>	<b>Giesen-Stefiuk/Vézina</b> That Bylaw No. 1404/15, a bylaw to extend the deadline for completion of the 2014 Financial Statements of the Town of Gravelbourg, receive first reading.	<b>Carried</b>
374/15	<b>Bylaw No. 1404/15</b>	<b>Vézina/Vant</b> That Bylaw No. 1404/15, a bylaw to extend the deadline for completion of the 2014 Financial Statements of the Town of Gravelbourg, receive second reading.	<b>Carried</b>
375/15	<b>Bylaw No. 1404/15</b>	<b>Stefiuk/Vant</b> That Bylaw No. 1404/15, a bylaw to extend the deadline for completion of the 2014 Financial Statements of the Town of Gravelbourg, be given three readings at this meeting.	<b>Carried</b>
376/15	<b>Bylaw No. 1404/15</b>	<b>Bowler/Vézina</b> That Bylaw No. 1404/15, a bylaw to extend the deadline for completion of the 2014 Financial Statements of the Town of Gravelbourg, receive third reading and be adopted.	<b>Carried</b>

- 377/15**      **Accounts Payable**      **Vant/Vézina**  
That accounts payable in the amount of \$16,357.05 (batch #2015-00025) be approved; and in the amount of \$100,662.55 (batch #2015-00027) be approved; and in the amount of \$170,538.58 (batch #2015-00028) be approved; further, that the Payment Posting Audit Trail for batches #2015-00025, #2015-00027, and #2015-00028 be attached to and form part of the minutes.  
**Carried**
- 378/15**      **Committee of The Whole, Closed Session**      **Vézina/Giesen-Stefiuk**  
That Council recess to the Committee of the Whole, closed session, at 9:53 p.m., to discuss employees, pursuant to Section 120(2) (a) of *The Municipalities Act*.  
**Carried**
- 379/15**      **Reconvene**      **Stefiuk/Vant**  
That Council move out of the closed session and reconvene the regular meeting at 10:47 p.m.  
**Carried**
- 380/15**      **Courthouse Basement Labour**      **Stefiuk/Vant**  
That the CAO be authorized to hire any existing Public Works staff interested in conducting the removal of concrete and digging in preparation for weeping tile at the Courthouse basement on weekends at a rate of \$25.00/hour  
**Carried**
- 381/15**      **Darcy Stefiuk – Supervisor**      **Bowler/Vant**  
To appoint Darcy Stefiuk as supervisor, on a volunteer basis, of weekend work performed by temporary or other staff to prepare for the installation of weeping tile in the Courthouse basement.  
**Carried**
- 382/15**      **Adjournment**      **Vézina/Vant**  
That the meeting be adjourned at 11:15 p.m.  
**Carried**

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*Mayor/Deputy Mayor*

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*Chief Administrative Officer*



July 21, 2015