

Minutes of the Regular Meeting of the Council of the Town of Gravelbourg

September 14, 2015

Present: Mayor: Edward Lagassé

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

Recording Secretary: Florence Martin

Absent: Chris Costley, CAO

Call to Order *A quorum being present, Mayor Lagassé called the meeting to order at 7:00 p.m.*

Laurie Emmons, Terry Bouvier, Carly Kilback, Dan Lamarre, and David Martin arrived at 7:00 p.m. Guy Prefontaine arrived at 7:01 p.m. Paul Boisvert, representing the Gravelbourg Tribune, arrived at 7:02 p.m.

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| 420/15 | Agenda | Vézina/Vant
That the agenda be adopted as amended.
<p style="text-align: right;">Carried</p> |
| 421/15 | Minutes –
August 17, 2015 | Bowler/Vant
That the minutes of the Council meeting held August 17, 2015 be adopted.
<p style="text-align: right;">Carried</p> |
| | Delegation | <i>Dan Lamarre led a discussion regarding upgrading the storm sewer system, flooding concerns, and sidewalks. He left the meeting at 7:20 p.m.</i> |
| 422/15 | Courthouse
Landscaping
Design | Vézina/Stefiuk
To table discussion regarding Courthouse landscaping design plans until next regular meeting of Council.
<p style="text-align: right;">Carried</p> |
| 423/15 | Sewer
Jetting
Quotes | Vant/Bowler
To approve the hiring of Duncan's Environmental to conduct sanitary sewer main jetting at a cost of \$0.38/foot and jetting of storm sewers at a cost of \$160.00/hour and as directed by Public Works.
<p style="text-align: right;">Carried</p> |
| 424/15 | Courthouse
Exterior
Water Service | Stefiuk/Vézina
That \$2,133 for the installation of exterior water taps at the Courthouse be added to the 2016 preliminary budget.
<p style="text-align: right;">Carried</p> |
| 425/15 | Courthouse
Exterior Lighting | Giesen-Stefiuk/Vant
That the CAO request quotes from electricians, at his discretion, to re-install the former exterior lighting at the Courthouse and provide these at the next regular meeting of Council.
<p style="text-align: right;">Carried</p> |
| 426/15 | Street
Closure
Adjustment –
Harvest Days | Giesen-Stefiuk/Vézina
To approve the closure of Main Street from 2 nd Avenue to 6 th Avenue from 8:00 a.m. on September 26, 2015 to 2:00 a.m. on September 27, 2015 for the Harvest Ho-Down Cabaret as well as the closure of Nicole Avenue from Highway 58 North to the landfill |

access road, as may be required from September 25 – 27, 2015; further, that notice be posted advising of the temporary closures and stating that the landfill can only be accessed from the west side via the cemetery road heading north.

Carried

427/15	Truck Route	Bowler/Giesen-Stefiuk That Public Works order and install truck route signs as soon as possible.	Carried
428/15	Replacement RAM	Vant/Vézina To approve up to \$150 for the purchase of replacement RAM for two (2) of the office computers; further that resolution #398/15 be rescinded.	Carried
429/15	BCF Project	Stefiuk/Vant To designate repairs and upgrades to the storm sewer system as the intended grant project for the next round of funding through the New Building Canada Fund; and further, that the incoming Manager of Public Works be assigned to assess the storm sewer system and prepare a cost estimate for repairs and upgrades at his discretion.	Carried
430/15	Ratepayer Report	Giesen-Stefiuk/Stefiuk To table discussion regarding the 2015 Ratepayer Report, as presented, until next regular meeting of Council.	Carried
431/15	SUMA Southwest Regional Meeting	Stefiuk/Giesen-Stefiuk To approve the attendance of up to two (2) of Council/administration at the SUMA Regional Meeting in Hebert on October 1, 2015, in addition to remuneration and mileage at the approved rates.	Carried
432/15	Landfill Charges	Vant/Vézina To cancel landfill billing #26, as presented, in the amount of \$10, and to authorize staff to waive all fees for property that appears to have moisture damage until October 31, 2015; further, that the CAO be authorized to approve refunds for any charges of this nature, at his discretion, that were received since July 28, 2015.	Carried
433/15	Trailtech Quote – For Trailer	Stefiuk/Vant To table discussion regarding the purchase of a Trailtech 26' light tandem dual trailer at a cost of \$17,848 until the 2016 budget meeting.	Carried
434/15	SEDA Conference	Giesen-Stefiuk/Vant To approve the attendance of Carleen Wallington at the 2015 SEDA Conference in Humboldt on November 3-4, 2015 at a cost of \$350 plus GST plus mileage and accommodations.	Carried
435/15	Boire Trucking	Stefiuk/Vant To approve the payment of Boire Trucking invoice #1316 and #1317 in the amounts of \$26,537.50 and \$14,705.00 respectively, plus GST, at the discretion of the CAO based on comparison to employee timesheets.	Carried
436/15	Harvest	Stefiuk/Bowler	

	Days Fencing	To approve the rental fee for fencing, at a cost not exceeding \$375, for the Lighthouse on the Prairies: Harvest of the Past celebration on September 25-27, 2015; further, that payment for mileage at the approved rate for the pickup of said fencing be approved. Carried
437/15	Tree Trimming	Giesen-Stefiuk/Bowler That Public Works proceed with tree trimming as soon as possible, with specific emphasis on areas for which the Town has received complaints, and complete the work within the next 30 days; and further, that Public Works also remove the tree on Magnan Street that is affecting the completion of the sidewalk. Carried
438/15	Prepare Bylaw	Stefiuk/Vant That the CAO prepare a bylaw requiring all sewer system users to install backflow prevention valves to reduce the potential for damage from sewer backup; and further, that the CAO prepare a bylaw prohibiting sump pump discharge into the sanitary sewer system during the spring and summer. Carried
439/15	Engineered Plans - Basement Supports	Stefiuk/Bowler That the Town approve up to \$10,000 to hire J.C. Kenyon Engineering Inc. to provide stamped drawings for the replacement of the Courthouse basement supports and restoration of the chimney. Carried
440/15	Correspondence	Bowler/Vant That the correspondence presented be received for informational purposes. Carried
		<i>Paul Boisvert and Guy Prefontaine left the meeting at 8:40 p.m.</i>
441/15	Monthly Activity Reports	Giesen-Stefiuk/Bowler That Monthly Activity Reports for August (Economic Development & Tourism; Sports, Culture & Recreation and Finance & Administration) be accepted as presented. Carried
442/15	SDCL Reports – Water/Wastewater Samples	Vézina/Stefiuk That SDCL reports for water samples collected July 29 (invoice #1066924 and #1066926), August 3 (invoice #1066969, #1066970, and #1066971), August 6 (invoice #3217337), August 11 (invoice #3217858, #3217861, #3217864, and #3217867), August 12 (invoice #3217859, #3217865, and #3217870), August 18 (invoice #3218326), and August 25 (invoice #3218943) be acknowledged as received. Carried
443/15	Bylaw Enforcement Report	Giesen-Stefiuk/Vant That the Bylaw Enforcement Report for August of 2015 be accepted as presented. Carried
444/15	Gravelbourg Flying Club Income Statement - May 1–Aug 31, 2015	Stefiuk/Vézina That Council accept the Gravelbourg Flying Club financial summary for May 1 – August 31, 2015, as presented, and that these be attached to and form part of the minutes. Carried

445/15	Accounts Payable	<p>Giesen-Stefiuk/Vézina That accounts payable in the amount of \$28,651.56 (batch #2015-00034) be approved; and further, that the Payment Posting Audit Trail for batch #2015-00034 be attached to and form part of the minutes.</p> <p style="text-align: right;">Carried</p>
446/15	Accounts Payable	<p>Vézina/Stefiuk That accounts payable in the amount of \$41,328.35 (batch #2015-00038) be approved; and further, that the Payment Posting Audit Trail for batch #2015-00038 be attached to and form part of the minutes.</p> <p style="text-align: right;">Carried</p>
447/15	Accounts Payable	<p>Giesen-Stefiuk/Vant That accounts payable in the amount of \$129,184.96 (batch #2015-00039) be approved; and further, that the Payment Posting Audit Trail for batch #2015-00039 be attached to and form part of the minutes.</p> <p style="text-align: right;">Carried</p>
448/15	Bank Reconciliations – July 31, 2015	<p>Stefiuk/Vézina To accept the bank reconciliations as at July 31, 2015, as presented, and that these be attached to and form part of the minutes.</p> <p style="text-align: right;">Carried</p>
449/15	Bank Reconciliations – August 31, 2015	<p>Vant/Vézina To accept the bank reconciliations as at August 31, 2015, as presented, and that these be attached to and form part of the minutes.</p> <p style="text-align: right;">Carried</p> <p><i>Laurie Emmons, Terry Bouvier, and Carly Kilback left the meeting at 8:45 p.m.</i></p>
450/15	Committee of The Whole, Closed Session	<p>Giesen-Stefiuk/Stefiuk That Council recess to the Committee of the Whole, closed session, at 8:45 p.m., pursuant to Section 120(2)(a) of <i>The Municipalities Act</i>.</p> <p style="text-align: right;">Carried</p>
451/15	Reconvene	<p>Bowler/Stefiuk That Council move out of the closed session and reconvene the regular meeting at 9:35 p.m.</p> <p style="text-align: right;">Carried</p>
452/15	Letter – Safety Concern	<p>Stefiuk/Bowler That the CAO prepare a letter to the owner of Parcel T Plan 68MJ07601 to advise that the Council of the Town of Gravelbourg considers the property a safety hazard and that if it is not addressed within thirty (30) days, the Town will arrange clean-up of the site and the owner will be billed accordingly.</p> <p style="text-align: right;">Carried</p>
453/15	Letter – Zoning Bylaw enforcement	<p>Stefiuk/Vézina That the CAO prepare a letter to the owner of Lots 29-30 Block 15 Plan A1200 to advise that the property is zoned commercially and believed by the Council of the Town of Gravelbourg to have had a change in primary use that is not approved as per the Zoning Bylaw; and further, that compliance with the Zoning Bylaw be ordered.</p> <p style="text-align: right;">Carried</p>

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| 454/15 | Letter –
Safety
Concern | <p>Stefiuk/Bowler
That the CAO prepare a letter to the owner of Lots 19-20 & 29 Block 18 Plan A1200 to express concerns regarding reports that children have been seen sitting in the open doorway where there is no balcony; and further, that the CAO discuss the matter with the Building Inspector and report back to Council.</p> <p style="text-align: right;">Carried</p> |
| 455/15 | Letter-
Ratepayer | <p>Stefiuk/Vézina
That the CAO prepare a letter to Claude Piché, suggesting that he acquire a handicap sign for his vehicle.</p> <p style="text-align: right;">Carried</p> |
| 456/15 | Letter-
Ratepayer | <p>Stefiuk/Vant
That the CAO prepare a letter to the owner of Lot 24 Block 19 Plan A1200, advising of building permit requirements in the Town of Gravelbourg; and further, that the CAO discuss the matter with the Building Inspector and request that he inspect the property.</p> <p style="text-align: right;">Carried</p> |
| <i>Ed Lagassé declared pecuniary interest and left the meeting at 9:50 p.m.</i> | | |
| 457/15 | Staff
Training-
Backhoe | <p>Vant/Bowler
To approve payment of \$400 to Ed Lagassé for providing backhoe training to Renée Newton; and further, to approve training by same for Sheldon Filson as soon as possible at a cost of \$400.</p> <p style="text-align: right;">Carried</p> |
| <i>Ed Lagassé returned to the meeting at 9:55 p.m.</i> | | |
| 458/15 | Staff
Training-
Sheldon Filson-
Confined Space | <p>Stefiuk/Bowler
To approve the cost of \$198 plus taxes and mileage for Sheldon Filson to attend a Confined Space Level 1 and 2 course at Great Plains College in Swift Current.</p> <p style="text-align: right;">Carried</p> |
| 459/15 | Night
Shift
Overtime | <p>Stefiuk/Vant
To table discussion regarding night shift overtime until next regular meeting of Council.</p> <p style="text-align: right;">Carried</p> |
| 460/15 | Temporary
Performance
of Higher Duties | <p>Giesen-Stefiuk/Vézina
To table discussion regarding the temporary performance of higher duties policy until next regular meeting of Council.</p> <p style="text-align: right;">Carried</p> |
| 461/15 | Out-of-Scope
Employee
Policies | <p>Vant/Bowler
To table discussion regarding the Out-of-Scope Employee Policies, as presented, until next regular meeting of Council.</p> <p style="text-align: right;">Carried</p> |
| 462/15 | Adjournment | <p>Bowler/Stefiuk
That the meeting be adjourned at 10:10 p.m.</p> <p style="text-align: right;">Carried</p> |

Mayor/Deputy Mayor

Chief Administrative Officer

