

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, JULY 18, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

Councilor: Trevor Read, Noelle Hubbard, Bev Panas, Egon Vinding,
Gerry Chouinard, Ila Klassen

Administrator: Randy Sherstobitoff

Assistant
Administrator: Bev Dovell

Others: 5

**CALL
TO ORDER:**

A quorum being present, Mayor Glen Thiessen called the meeting to order at 18:30.

AGENDA:

194/2011 N. Hubbard: **THAT** we accept the agenda with the following addition:
Correspondence:

- RCMP Service costs for 2011

New Business:

- Urban Highway Connector Program
- Park Avenue Water & Sewer Project
- SUMAssure Insurance
- Sewer Lift #1 Project
- Sewer Works Permit
- Langham Library Windows
- GST Charges

CARRIED

MINUTES:

- 1) **Regular Council Meeting of June 20, 2011**
195/2011 G. Chouinard: **THAT** the minutes of the June 20, 2011 Regular Council meeting be approved as presented.

CARRIED

DELEGATIONS:

- 1) **6:45 pm Lloyd Strelieff**
RE: Town Bylaws

Lloyd Strelieff appeared before Council and the topics of discussion included:

- Unsightly Yard
- Abandoned Cars
- Rodents
- Dogs Barking
- Fence Placement

Council thanked Mr. Strelieff for appearing and expressing his concerns.

RECESS:

At 19:15 Mayor Glen Thiessen suspended the regular council meeting and entered into the public hearing to deal with a discretionary use item.

RECALL:

A quorum being present, Glen Thiessen recalled the regular council meeting to order at 19:20.

CORRESPONDENCE:

- 196/2011** B. Panas: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of June 17, 21, 23 & July 14

- 2) **Tourism Saskatchewan**
RE: June 16 Industry Matters Newsletter
: Here and There Newsletter - June
: Online Survey
- 3) **Saskatoon Regional Economic Development Authority**
RE: The Regional Newsletter
- 4) **SUMA**
RE: Urban Voice – June Newsletter
: Meritorious Service Award Information
: Urban Highways Conference Calls-July 25 to 27
: Annual Golf Tournament
: Asset Management Workshop – Oct. 19-20
- 5) **Municipal Affairs**
RE: July Newsletter
- 6) **Prairie Central District Sport – Culture - Recreation**
RE: July Newsletter
- 7) **ATAP Infrastructure Management**
RE: Courses offered
- 8) **Provincial Public Safety Address Registry**
RE: Address Data Base for 911 Calls
- 9) **Public Health Services**
RE: West Nile Risk Summary to July 8
- 10) **North Central Transportation Planning Committee**
RE: May 20, 2011 Minutes
- 11) **Western Canada Hazmat Conference**
RE: Meetings in Saskatoon October 12-14
- 12) **Saskatchewan Ministry of Agriculture**
RE: Animal Control/Bylaw Officer Conference
Sept. 23-25 in Saskatoon
- 13) **New Horizons for Seniors Program**
RE: Project Grant application to September 16
- 14) **Statistics Canada**
RE: National Household Survey
- 15) **Waste Minimization Form**
RE: Sept. 15-16 Conference in Swift Current

- 16) **Modular Housing Association**
RE: June Newsletter

- 17) **Langham Museum & Plus 60 Club**
RE: Thank you

- 18) **Prairie Mapping**
RE: GIS Mapping Services

- 19) **Sawyer's Trees & Landscaping**
RE: Services Provided

- 20) **Western Municipal Tax Solutions**
RE: Invitation Aug. 9 – Riverboat Cruise

CARRIED

**FINANCIAL
STATEMENTS:**

- 1) **Bank Reconciliation to June 30, 2011**

197/2011 I. Klassen: **THAT** the Bank Reconciliation to June 30, 2011 be approved as presented.

- 2) **Statement of Financial Activities to June 30, 2011**

198/2011 G. Chouinard: **THAT** the Statement of Financial Activities to June 30, 2011 be approved as presented.

CARRIED

CARRIED

**PAYMENT OF
ACCOUNTS:**

- 1) **List of Accounts for Approval**
Batch: 2011-0042 to 2011-0046 & Payroll

199/2011 T. Read: **THAT** the accounts presented, except for cheque # 26880 to Read Automotive, being identified on the List of Accounts for approval, attached hereto and forming part of these minutes, be approved for payment.

CARRIED

Councilor T. Read declared a pecuniary interest in the next item of business and retired from Council Chambers.

200/2011

N. Hubbard: **THAT** the Read Automotive account being identified as cheque number # 26880 be approved for payment.

CARRIED

Councilor T. Read returned to Council Chambers.

**PORTFOLIO
REPORTS:**

1) Human Resources, Finance and Budget Portfolio

Mayor G. Thiessen presented a verbal report

RE: Borden Hospital Update

2) Parks, Recreation & Culture Portfolio

Councilor B. Panas presented a verbal report

RE: Interagency Minutes of June 3, 2011

: School Reunion

: Lions Park

: Weed Spraying

Councilor T. Read presented a verbal report

RE: Curling Rink furnaces

3) Protective Services Portfolio

Councilor G. Chouinard presented a verbal report

RE: Bylaw Enforcement Officer

: Nuisance Properties

: Parking of large trucks

4) Water, Public & Environmental Health Portfolio

Councilor I. Klassen presented a verbal report

RE: Menno Industries Loads

: Keith Bailey - Recycle Bin Concerns

: Curbside Recycling

- 5) **Transportation, Infrastructure & Buildings Portfolio**
Mayor G. Thiessen presented a verbal report
RE: Warman Homes Projects
: Town sign lights
: Town Shop Yard

**STAFF
REPORTS:**

- 1) **Administration Report**
A verbal report of Office activities was presented
- Town Office Roof repair
- Implementation of GST charges
- PDAP Approval
- 2) **Transfer Station User Report**
A written report of Transfer Station User activities for June, 2011 was presented.
- 3) **Bylaw Enforcement Officer Report**
A written report of the Bylaw Officers activities for June 2011 was presented.

201/2011 N. Hubbard: **THAT** the reports be received as information and filed.

CARRIED

APPOINTMENT:

- 1) **Langham Fire Department**
RE: New Firefighter

202/2011 N. Hubbard: **THAT** Tyrell Smith be appointed as a member of the Langham Volunteer Fire Department; and
THAT this appointment be subject to the probation period as determined by the operating procedures of the said Department.

CARRIED

NEW
BUSINESS:

- 1) **Associated Engineering**
RE: Shop Yard & Draft Drainage Information

203/2011 T. Read: **THAT** the Town of Langham acknowledge the draft Drainage information from Associated Engineering regarding the shop yard; and
THAT upon approval from PDAP we will have Associated Engineering draw up detailed drawings for the shop yard and drainage on the west side of Town; and
THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 2) **Summer Activities Program Staff**
RE: Hiring

204/2011 T. Read: **THAT** the following persons be hired for the Summer Activities Program at the listed rate of pay and for the listed term;

Victoria Krishan

- Thirteen dollars (\$13.00) per hour to a maximum of forty (40) hours per week
- June 29 to August 26, 2011

Jenna Houston

- Twelve dollars (\$12.00) per hour to a maximum of forty (40) hours per week
- July 4 to August 26, 2011

CARRIED

- 3) **Recreation Director**
RE: Resignation

205/2011 T. Read: **THAT** the Town of Langham accept the letter of resignation from Brooke Burletoff with regrets; and

THAT Council wishes her the best in her future endeavors.

CARRIED

4) **Block Party Request**

Re: 100 Block of James Street

206/2011

G. Chouinard: **THAT** the One Hundred Block (100) of James Street be granted permission to hold a block party from the hours of 14:00 to 23:00 Saturday, August 13, 2011; and

THAT the Administrator inform the RCMP and the Town of Langham Bylaw Officer of the said party; and

THAT the Town Foreman be instructed to barricade the said area for the said time in a manner deemed satisfactory to ensure public safety.

CARRIED

5) **Urban Highway Connector Program**

Re: 2012/2013 Participation

207/2011

T. Read: **THAT** the Town of Langham apply for the 2012/2013 Urban Highway Connector Program; and

THAT we complete a Master Transportation Plan for the Town; and

THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

6) **Park Avenue Water & Sewer Project**

Re: Award Contract

208/2011

G. Chouinard: **THAT** the Town of Langham contract Town & Country Contracting to run water & sewer lines to 320 Park Avenue South for the sum of One Hundred Twenty Seven Thousand Seven hundred and Five dollars and thirty cents (\$127,705.30) plus GST upon approve from the motel property owners; and

THAT the following conditions apply:

-The paving project is to be completed in 2012;

-The Town agrees to approve up to a 20% variance in the price to supply and install pavement on that area of road; and

THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 7) **SUMAssure**
Re: Amendments

209/2011

B. Panas: **THAT** the Town of Langham votes as follows on the proposed questions as outlined by SUMAssure in their correspondence of June 28, 2011:

Item #1 – in favor

Item #2 – in favor

Item #3 – in favor

Item #4 – in favor

; and

THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 8) **Sewer Lift Station #1 Project**
Re: Construction Change

210/2011

T. Read: **THAT** the proposed change order to raise the finished floor height on the Sewer Lift Station #1 Project by point seven (.7) meters for the cost of Twenty Thousand Nine hundred Sixteen dollars and thirty one cents (\$20,916.31) be approved; and

THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 9) **Sewage Works Permit**
Re: Permit Renewal

211/2011

N. Hubbard: **THAT** the Town of Langham considers the draft sewage works permit from the Saskatchewan Ministry of Environment acceptable; and

THAT the Town will waive the thirty (30) day review process; and

THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 10) **Langham Branch Library**
Re: Window Replacement

212/2011 I. Klassen: **THAT** the following repairs be done to the Langham Library;
Repair and replace the four (4) upstairs windows
; and
THAT the job be awarded to The Energy Doctor at a cost not to exceed the budgeted amount of Six Thousand dollars (\$6,000.) including all taxes; and
THAT the Administrator be authorized to act on behalf of the Town for the said item of business.

CARRIED

- 11) **GST Fees**
Re: Charging GST

213/2011 T. Read: **THAT** the Town of Langham start to charge GST on taxable items that the Town provides as per our GST audit of June, 2011; and

THAT this procedure start August 1, 2011 on any items provided after that date.

CARRIED

ADJOURNMENT:

214/2011 G. Chouinard: **THAT** this meeting be adjourned, the time being 21:10.

CARRIED

MAYOR

ADMINISTRATOR