

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, JUNE 6, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

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

Administrator: Randy Sherstobitoff

Assistant
Administrator: Bev Dovell

**CALL
TO ORDER:**

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

AGENDA:

154/2011 N. Hubbard: **THAT** the agenda be adopted as presented.

CARRIED

MINUTES:

1) **Regular Council Meeting of May 16, 2011**

155/2011 B. Panas: **THAT** the minutes of the May 16, 2011 Regular Council meeting be approved as presented.

CARRIED

DELEGATIONS:

6:45 pm - Don Block
Re: Service Road

Don Block, owner of the Parkview Shell Service Station and Subway, appeared before Council to discuss the condition of the service road entering into the business area. Topics of discussion included:

Heavy Truck Route
Heavy Truck Parking/Weight of Vehicles
Bad spots on road
Drainage problem

Council thanked Mr. Block for his presentation and he will be notified of their decision.

CORRESPONDENCE:

156/2011

B. Panas: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of May 20, 23 and 31
- 2) **Tourism Saskatchewan**
RE: Industry Matters Newsletter – May 12, 26 & June 2
: Here and There – May Newsletter
: Regional Funding Program - Distribution Input
- 3) **Saskatoon Regional Economic Development Authority**
RE: Media Relations Workshop - June 21
- 4) **SUMA**
RE: Regional Meeting – June 1 in Warman
- 5) **Minister of Corrections. Public Safety & Policing**
RE: Provincial Public Safety Addressing System
(PPSAR)
- 6) **North Central Transportation Planning Committee**
RE: Minutes of April 14, 2011
: Next Meeting – June 29 in Rosthern
- 7) **Minister of Environment**
RE: Fortune Minerals
- 8) **Jon and Lianne Yellowlees**
RE: Fortune Minerals
- 9) **Pat Chinner Wood**
RE: Fortune Minerals
- 10) **Minister of Municipal Affairs**
RE: Revenue Sharing
: May Municipalities Today

- 11) **Prairie Panels**
Re: Rink Lights to purchase
- 12) **Prairie Spirit School Division**
RE: Audited Financial Statement Website Access
- 13) **SIGI - Rec**
RE: Deadline for Sask. Infrastructure Growth Initiative
- 14) **Sask. Economic Development Assoc (SEDA)**
RE: Membership
- 15) **Canada Post**
RE: Legal Strike Position
- 16) **2011 Order of Merit**
RE: Nominations to July 5, 2011
- 17) **Sask Power**
RE: Wind Turbine Sites Awarded
- 18) **Ministry of Highways & Infrastructure**
RE: Ditch Mowing
- 19) **National Film Board**
RE: Appointments
- 20) **Environment Canada**
RE: Environmental Sustainability Indicators
- 21) **K&L Equipment**
RE: Street Sweepers
- 22) **Regina Downtown Business Improvement District**
RE: Used Holiday Decorations
- 23) **Multi-Formes**
RE: Planters

CARRIED

**PAYMENT OF
ACCOUNTS:**

- 1) **List of Accounts for Approval**
Batch: Batch 2011-0034 & 2011-0036 & Payroll

157/2011

N. Hubbard: **THAT** the accounts presented, except for Cheque # 26735 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.

158/2011

G. Chouinard: **THAT** the Read Automotive account being identified as cheque number # 26735 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: Hire Full Time Outside Staff
Hire Summer Worker
Borden Hospital Update
- 2) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Hall Plants
Benches for Parks
Library Windows
Lions Park Pole shed
Sports Grounds – Concessions ceiling
Weed Spraying – Soccer/Linear Park
- 3) **Protective Services Portfolio**
Councilor G. Chouinard presented a verbal report
RE: Bylaw Officer Update
- 4) **Water, Public & Environmental Health Portfolio**
Councilor I. Klassen presented a verbal report
RE: Menno Industries Load Sheet - May 17
Recycling Public meeting–Contact Town partners

- 5) **Transportation, Infrastructure & Buildings Portfolio**
Mayor G. Thiessen presented a verbal report
RE: Shop Yard – Water line Repair
: Engineer to provide elevations

**STAFF
REPORTS:**

- 1) **Administration Report**
A written report of Recycling Public Meeting was presented.
Verbal report on – Building permits
Town Office Roof and Basement Drainage
- 2) **Bylaw Enforcement Activity Report for May**
A written report of Bylaw activity for the month of May was presented.
- 3) **Water Treatment Plant Summary**
A written report of Water Treatment Plant readings for the month of May 2011 was presented as well as a report on water meter inventory.
- 4) **Transfer Station Request for Closure**
A written request for Transfer Station Closure the morning of June 25, 2011, from 9:00am to 1:00 pm was presented and approved.

159/2011 T. Read: **THAT** the reports be received as information and filed.

CARRIED

**NEW
BUSINESS:**

- 1) **Gossen Cabinet Works**
RE: Semi-Detached Residence

160/2011

T. Read: **THAT** Gerald Gossen be informed that his intension to construct a semi-detached residence at 302 First Street East will not be opposed by the Town of Langham if there is no public opposition to the said project received following the normal advertising and public meeting procedures required for the said project; and

THAT the Administrator be authorized to begin the said procedures following receipt of a development permit application for the said project.

CARRIED

2)

Minister of Municipal Affairs

RE: Overpass Farms Inc.

161/2011

G. Chouinard: **THAT** the Town of Langham approve the subdivision application for NE ¼ section 17-39-7-W3M as applied for by Overpass Farms Inc. subject to the following conditions:

- 1) Zoning Bylaw and Basic Planning Statement changes being paid for by the applicant.
- 2) A mutually approved agreement covering the dedicated lands requirement which may include land only or a combination of land and monetary settlement.
- 3) A mutually approved agreement covering development levies. (off site fees)
- 4) A mutually approved agreement covering construction standards and costs for all services necessitated by the subdivision including, but not limited to, roads, culverts, natural gas, electricity, street lights, telephone, water, sewer and drainage; and

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

CARRIED

3)

WW Brown School SCC

RE: Soccer Pitch Area Planning Committee

162/2011

T. Read: **THAT** Councilor Noelle Hubbard be appointed the Council Representative for the Soccer Pitch Planning Committee.

CARRIED

- 4) **Mill Rate for 2011**
RE: Set Rate at 6.0 Mills

163/2011 H. Hubbard: **THAT** the mill rate of six point zero (6.0) mills as set by the Town of Langham, be approved and applied against confirmed assessments for tax purposes for the year 2011.

CARRIED

- 5) **2011 Capital & Operating Budgets**
RE: Confirmation

164/2011 G. Chouinard: **THAT** the 2011 Operating and Capital budgets, attached here to and forming part of these minutes, with the following details included, be approved and adopted:

1)	Operating Revenues	\$ 1,695,623.00
2)	Operating Expenditures	\$ 1,692,173.00
3)	Operating Surplus	\$ 3,450.00
4)	Capital Revenues	\$ 1,388,650.00
5)	Capital Expenditures	\$ 1,388,650.00

CARRIED

- 6) **Shop Yard**
RE: Water Problems

165/2011 T. Read: **THAT** we have the engineer come out and take elevations at the town shop yard to determine what is the best way to deal with the drainage problem at the shop; and **THAT** the Administrator be authorized to act on behalf of the Town for the said project.

CARRIED

BYLAWS:

- 1) **Bylaw #2011-03**
RE: Minimum Tax

166/2011 G. Chouinard: **THAT** Bylaw 2011-03, being a Bylaw of the Town of Langham to establish a Minimum Tax, be introduced and read for the first time.

CARRIED

167/2011 T. Read: **THAT** Bylaw 2011-03 be read a second time.

CARRIED

168/2011 I. Klassen: **THAT** Bylaw 2011-03 be given three (3) readings at this meeting.

**CARRIED
UNANIMOUSLY**

169/2011 N. Hubbard: **THAT** Bylaw 2011-03 be read a third time and adopted.

CARRIED

2) **Bylaw # 2011-04**
RE: Base Tax

170/2011 T. Read: **THAT** Bylaw 2011-04, being a Bylaw of the Town of Langham to establish a Base Tax, be introduced and read for the first time.

CARRIED

171/2011 B. Panas: **THAT** Bylaw 2011-04 be read a second time.

CARRIED

172/2011 G. Chouinard: **THAT** Bylaw 2011-04 be given three (3) readings at this meeting.

**CARRIED
UNANIMOUSLY**

173/2011 N. Hubbard: **THAT** Bylaw 2011-04 be read a third time and adopted.

CARRIED

ADJOURNMENT:

174/2011

T. Read: **THAT** this meeting be adjourned, the time being 20:35.

CARRIED

MAYOR

ADMINISTRATOR

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, JUNE 20, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

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

Administrator: Randy Sherstobitoff

Assistant
Administrator: Bev Dovell

Absent: Ila Klassen

Others: 1

**CALL
TO ORDER:**

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

AGENDA:

177/2011 T. Read: **THAT** we accept the agenda with the following addition:
\$25,000.00 Reserve to Parks & Recreation Playgrounds

CARRIED

MINUTES:

2) **Regular Council Meeting of June 6, 2011**

178/2011 G. Chouinard: **THAT** the minutes of the June 6, 2011 Regular Council meeting be approved as presented.

CARRIED

- 2) **Special Council Meeting of June 13, 2011**
179/2011 B. Panas: **THAT** the minutes of the June 13, 2011 Special Council meeting be approved as presented.

CARRIED

DELEGATIONS:

- 1) **6:50 Jeff Lindgren**
RE: SREDA

Jeff Lindgren appeared before Council and the topics of discussion included:
Manitoba Trade Mission
Langham Page on web site
SREDA Newsletter
Photos will be taken this summer to update data base
New Businesses in the region
Regional ambassador program

Council thanked Mr. Lindgren for appearing and presenting his update.

CORRESPONDENCE:

- 180/2011 N. Hubbard: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of June 7 & 13
- 2) **Randall Kary**
RE: Yard repairs - done
- 3) **Saskatoon Regional Economic Development Authority**
RE: Media Relations Workshop – June 21
: Rural Meeting, June 21 in Saskatoon
: Rural Committee Meeting Minutes of March 15
: June 27 Meeting with Seprotech
- 4) **SUMA**
RE: Urban Voice May Newsletter

: Water Management Session – June 29

- 5) **Government of Saskatchewan**
RE: Federal Gas Tax Program
- 6) **Prairie Central District Sport - Culture - Recreation**
RE: June Newsletter
- 7) **Recreational Infrastructure Canada Fund**
RE: Notice for events
- 8) **2011 Census**
RE: National Household Survey
- 9) **Provincial Public Safety Telecommunications Network**
RE: June Newsletter
- 10) **Minister of Municipal Affairs**
RE: June Municipalities Today News
- 11) **North Saskatoon Mutual Aid Committee (NSMA)**
Re: Summer Storm Response

CARRIED

**FINANCIAL
STATEMENTS:**

- 1) **Bank Reconciliation to May 31, 2011**
181/2011 N. Hubbard: **THAT** the Bank Reconciliation to May 31, 2011 be approved as presented.
CARRIED
- 2) **Statement of Financial Activities to May 31, 2011**
182/2011 G. Chouinard: **THAT** the Statement of Financial Activities to May 31, 2011 be approved as presented.
CARRIED
- 3) **RBC Dominion Securities Statement to May 31, 2011**
183/2011 T. Read: **THAT** the RBC Dominion Securities Statement

to May 31, 2011 be accepted as information.

CARRIED

**PAYMENT OF
ACCOUNTS:**

- 1) **List of Accounts for Approval**
Batch: Batch 2011-00040 & Payroll
- 184/2011 E. Vinding: **THAT** the accounts presented, being identified on the List of Accounts for approval, attached hereto and forming part of these minutes, be approved for payment.

CARRIED

Councilor Hubbard excused herself and left the meeting.

**PORTFOLIO
REPORTS:**

- 1) **Human Resources, Finance and Budget Portfolio**
Mayor G. Thiessen presented a verbal report
RE: Borden Hospital proceedings
Hiring of Public Works Employees
RCMP contacted about events this year
- 2) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Minor Sports organization
Parks maintenance
Weed spraying
Town sign lights
Library Windows
Hall Dishwasher
Facility Repair Lists
- 3) **Protective Services Portfolio**
Councilor G. Chouinard presented a verbal report
RE: Bylaw Enforcement Officer
Nuisance Properties

- 4) **Transportation, Infrastructure & Buildings Portfolio**
Mayor G. Thiessen presented a verbal report
RE: Sidewalks
Shop yard repairs ongoing
Grass Cutting
Drainage road by Shell Gas Station
Taylor Group at Rink

**STAFF
REPORTS:**

- 1) **Administration Report**
A verbal report of Office roof repairs was presented
- 2) **Recreation Directors' Report**
A written report of Recreation Department activity for the month of May was presented.
- 3) **Foreman's Report**
A written report of Public Works Department activities for April and May was presented.

185/2011 T. Read: **THAT** the reports be received as information and filed.

CARRIED

**OLD
BUSINESS:**

- 1) **Public Works - Full Time Employee**
RE: Wages & Hours of work

186/2011 G. Chouinard: **THAT** Randal Waldner be hired as Public Works Employee for the Town of Langham; and
THAT he work an eight (8) hour day, forty (40) hour week; and
THAT he be paid at the rate of two thousand nine hundred & eighty six dollars & fifty cents, (\$2,986.50) per month, plus benefits; and
THAT he begin work on July 1, 2011, with a six (6) month probation period.

CARRIED

- 2) **Summer Worker**
RE: Wages & Hours of work
- 187/2011 T. Read: **THAT** Jason Polski be hired as a Summer Worker for the Town of Langham; and
- THAT** he work an eight (8) hour day, forty (40) hour week; and
THAT he be paid at the rate of eleven dollars (\$11.00) per hour, plus life insurance benefits; and
THAT he begin work on June 21, 2011.

CARRIED

**NEW
BUSINESS:**

- 1) **Mathew Mirlin**
RE: Claim for Loss - Pothole
- 188/2011 E. Vinding: **THAT** the Town of Langham grant Mathew Mirlin damages of seven hundred dollars (\$700.) for his vehicle incident of July 5, 2010, without prejudice.

CARRIED

- 2) **Bylaw Enforcement Procedures**
RE: Written and Signed Complaint Requirement
- 189/2011 G. Chouinard: **WHEREAS** the Town of Langham receives untidy yard and other possible bylaw violations complaints from time to time; and
WHEREAS the said complaints require a visual inspection prior to a "Notice of Violation" being processed; and
- WHEREAS** sometimes the said inspections require entry into the said property as they cannot be seen from public owned property; and

WHEREAS the bylaw enforcement officer has cautioned that unauthorized entry onto private property without a written and signed complaint may invalidate our legal proceedings in a court of law:

THEREFORE BE IT RESOLVED THAT the Town of Langham require a written and signed complaint to investigate untidy yard or other possible bylaw violations in instances where the said possible violation cannot easily be seen from publicly owned property.

CARRIED

3) Uncollectable Sewer & Water Accounts
RE: Write Off Old Accounts

190/2011

T. Read: **THAT** the following accounts be considered uncollectable and written off from the Utility accounts receivable, after sending them to a collection agent.

#22-004 Roger Schulz & Fay Dreger	\$ 753.92 (July/07)
#197-003 Jamie Brezden	\$ 461.38 (June/07)
#204-005 Kiley Durocher	\$ 262.10 (Mar./07)
#408- 002 Allison Bronsch	\$ 283.71 (Jan./08)

	\$ 1,761.11

CARRIED

5) Designation to Reserve
RE: Parks & Recreation Playgrounds

191/2011

T. Read: **THAT** the Town of Langham transfer \$25,000.00 from general operating surplus to a Parks & Recreation Playground reserve, to be used for future upgrades.

CARRIED

6) Street Closure
RE: Langham Days

192/2011

B. Panas: **THAT** the following road be closed to vehicular traffic, from 11 am to 2 pm on June 25, 2011, to allow for Wagon Rides and a picnic area:

- The entire Third Avenue between Railway Street & Main Street East
- ; 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

ADJOURNMENT:

193/2011

B. Panas: **THAT** this meeting be adjourned, the time being 21:00.

CARRIED

MAYOR

ADMINISTRATOR