

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, MARCH 7, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

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

Assistant Administrator: Bev Dovell

Absent: Randy Sherstobitoff

**CALL
TO ORDER:**

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

MINUTES:

- 1) **Regular Council Meeting of February 22, 2011**
- 059/2011** B. Panas: **THAT** the minutes of the February 22, 2011 Regular Council meeting be approved as presented.

CARRIED

CORRESPONDENCE:

060/2011 G. Chouinard: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of Feb. 14, 21 and 28, 2011
: Sustainable Communities Conference Review
- 2) **Saskatoon Regional Economic Development Authority**
RE: Meeting March 15 at 9:30 am in Saskatoon

- 3) **Tourism Saskatchewan**
RE: Industry Matters Newsletter February 18 & March 3
: Here & There - February Edition
- 4) **North Central Transportation Planning Committee**
RE: Meeting April 14 in Rosthern
: April 2011- March 2012 Membership Fee \$600.00
- 5) **Office of the Fire Commissioner**
RE: Training Series
- 6) **Saskatoon Regional Health Authority**
RE: Authority Meeting March 9
- 7) **Prairie Spirit School Division**
RE: Annual General Meeting March 29 in Warman
- 8) **Communities in Bloom**
RE: Sign Up Information
- 9) **Prairie Central Dist. for Sport Culture & Rec.**
RE: Community Survey
- 10) **Census Communications – Stats Canada**
RE: Employment Opportunity
- 11) **Wrestling Fundraiser**
RE: Event Promotion
- 12) **WWF – Canada - Earth Hour**
RE: Earth Hour March 26
- 13) **EPEC Consulting**
RE: Service offer
- 14) **Flaman Group of Companies**
RE: Sand Bagger and Bags
- 15) **Chatterson Janitorial Supplies**
RE: Online Health & Safety Training Courses
- 16) **Wishbone Site Furnishings**
RE: Park Furniture
- 17) **Canadian Rock Signs**
RE: Park Benches
- 18) **University of Saskatchewan**
RE: Leadership Conference May 4-5, 2011

CARRIED

**PAYMENT OF
ACCOUNTS:**

- 1) **List of Accounts for Approval**
Batch: Batch: 2011-00014 to 2011-00016 & Payroll

061/2011 T. Read: **THAT** the accounts presented, except for Cheque #26478 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 chamber

062/2011 N. Hubbard: **THAT** the Read Automotive account being identified as cheque number # 26478 be approved for payment.

CARRIED

Councilor T. Read returned to Council Chambers.

**PORTFOLIO
REPORTS:**

- 1) **Protective Services Portfolio**
Councilor T. Read presented a verbal report
RE: Fire Bylaw read for next meeting

- 2) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Park Benches
: Geothermal at Rink
: Snow Rally Route Markings & Concerns

Councilor N. Hubbard presented a verbal report
RE: Grass Cutting at Soccer Fields
: Signs for Soccer Pitch Location
: Outdoor Rink – Snow by Boards
: Outdoor Rink - Lock Gate

- 3) **Water, Public & Environmental Health Portfolio**
 Councilor I. Klassen presented a report
 RE: Recycle Bins
 : To call Loraas to set up Open House in May
 : Fortune Minerals
- 4) **Transportation, Infrastructure & Buildings Portfolio**
 Mayor G. Thiessen presented a verbal report
 RE: Borden Hospital Foundation Update
 : Grader Repairs and Replacement
 : Hall Key Pick up Deposit
 : Library Window Replacement
- 5) **Economic Development and Tourism Portfolio**
 Councilor E. Vinding presented a verbal report
 RE: Engineering Firms for Small Projects

**STAFF
 REPORTS:**

063/2011

B. Panas: **THAT** the staff reports be received as information and filed.

- 1) **Water Treatment Plant Summary**
 A written report of Water Treatment Plant readings for the month of February 2011 was presented.
- 2) **Bylaw Enforcement Officer Report**
 A written report of the Bylaw Officers activities to February 26, 2011 was presented.
- 3) **Transfer Station User Report**
 A written report of Transfer Station User activities for February, 2011 was presented.

CARRIED

**NEW
 BUSINESS:**

- 1) **Policy 510-TEC-001**
 RE: Training, Education & Convention Attendance

064/2011

E. Vinding: **THAT** Administration modify Policy 510-TEC-001 for presentation at the next Council meeting.

CARRIED

- 2) **Office Cleaning**
RE: Tender open to March 31

065/2011 N. Hubbard: **THAT** the Town of Langham advertise for office cleaning personnel; and

THAT applications to be reviewed at the April 4, 2011 Council meeting, and
THAT the successful cleaner will have to be bonded; and
THAT a criminal record check done on acceptance of the position at their expense.

CARRIED

- 3) **Bjorn (Didrik) Strand**
RE: Home Based Business and Non Profit Organization

066/2011 T. Read: **THAT** Administration collect further information on the Home Based Business that Mr. Strand plans for his property; and
THAT the recommendations be brought back to the next Council Meeting.

CARRIED

- 4) **Placement of Student**
RE: Great Plains College Practicum

067/2011 E. Vinding: **THAT** the Town of Langham decline participation in the work practicum from Great Plains College for the period of March 14 to March 31, 2011.

CARRIED

- 5) **Provincial Public Safety Telecommunications Network**
RE: Fire Department Radio Increase

068/2011 T. Read: **THAT** the Town of Langham increase the request for the number of radios for the Langham Fire Department from the Provincial Public Safety Telecommunications Network program from three (3) to four (4) in total; and

THAT the request specify that three (3) of the radios be of the mobile type and one (1) of the radios be of the portable type; and

THAT the Administrator act on behalf of the Town in this matter.

CARRIED

6) **Yellowhead It**
RE: Yearly Ad on Web Page

069/2011 T. Read: **THAT** the Town of Langham sign up to advertise on the Yellowhead It website at a cost of One Hundred Forty-nine dollars (\$149.00) plus taxes.

CARRIED

BYLAWS 1) **Bylaw No. 2011-01 Enter into an Agreement for Fire Protection Services**

070/2011 E. Vinding: **THAT** Bylaw No. 2011-01, being a Bylaw of the Town of Langham to Enter into an Agreement with the Village of Borden to Provide Fire Protection Services, be introduced and read for the first time.

CARRIED

071/2011 G. Chouinard: **THAT** Bylaw No. 2011-01 be read a second time.

CARRIED

072/2011 E. Vinding: **THAT** Bylaw No. 2011-01 be given three readings at this meeting.

CARRIED
UNANIMOUSLY

073/2011

T. Read: **THAT** Bylaw No. 2011-01 be read a third time and adopted.

CARRIED

ADJOURNMENT:

074/2011

N. Hubbard: **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, MARCH 21, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen
Councilor: Egon Vinding, Noelle Hubbard, Trevor Read, Ila Klassen
Administrator: Randy Sherstobitoff
Assistant Administrator: Bev Dovell
Absent: Gerry Chouinard, Bev Panas
Others: 6

**CALL
TO ORDER:**

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

MINUTES:

- 2) **Regular Council Meeting of March 7, 2011**
075/2011 N. Hubbard: **THAT** the minutes of the March 7, 2011 Regular Council meeting be approved as presented.

CARRIED

DELEGATIONS:

- 1) **6:45 Kevin Madden and Kyle Scott of Aon Reed Stenhouse Brokers for SUMAssure**
RE: Insurance Coverage

Kevin Madden and Kyle Scott from Aon Reed Stenhouse appeared before Council to discuss insurance coverage on Town buildings. Topics of discussion included:

Different types of insurance coverage they offer to cover each of the Town's buildings:
Replacement Cost – Cash Value – Functional Replacement or Wreckage Value, as well as the deductible for claims.
Council will need to decide what type of coverage they want on each building.

Council thanked Mr. Madden & Mr. Scott for their presentation and they will be notified of their decision.

2) **7:30 Langham Minor Sports Committee**
RE: Soccer Park

Janice Seeley, Michael Neufeld, Adam Douglas & Glen Leite appeared before Council to discuss the Soccer Park concerns. Topics of discussion included:
120 kids registered for the season
Minor Sports purchase of outdoor porta-potties
Could Town clean washrooms if purchased by Soccer?
Concession for the area – utilities close by
Field maintenance, grass cutting, fertilizer, pumping
Services covered by Town or Soccer
Upgrades to field – who does what??
Roles and responsibilities of each party
Adult soccer league?? High school teams??
Valley Cup games
Fencing and advertising on fence.
Better communication between Town and Soccer

Council thanked Ms. Seeley, Mr. Neufeld, Mr. Douglas & Mr. Leite for their presentation and they will be notified of their decision.

CORRESPONDENCE:

076/2011

N. Hubbard: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of March 7, 2011
: Latest Trends in Air Quality and Emissions

- 2) **Saskatoon Regional Economic Development Authority**

RE: March 15, 2011 Meeting

- 3) **Mid Sask. Enterprise Region**
RE: Winter/Spring Newsletter
- 4) **Hudson Day Route Association**
RE: Annual Convention April 15-16
- 5) **Village of Carievale**
RE: Community owned Grocery Store
- 6) **New Horizons for Seniors Program**
RE: Programs offered and Funding Available
- 7) **Prairie Spirit School Division**
RE: Annual General Meeting March 29 in Warman
- 8) **Sask. Watershed Authority**
RE: Report on Precipitation, Streamflow & Lake Level
Conditions for Saskatchewan as at Feb. 1, 2011
- 9) **Sask. Housing Corporation**
RE: Meetings to discuss Housing concerns in Sask.
- 10) **Sask. Ministry of Municipal Affairs**
RE: Web Resources available
- 11) **Sask. Waste Reduction Council**
RE: Meeting April 7-8 in Saskatoon
- 12) **Contractor Safety Awareness Association (CSAA)**
RE: Contractor Safety Breakfasts
- 13) **SUMA**
RE: 2011 Membership Fees \$1,587.60
: Golf Tournament in Melfort, Aug. 18-19
- 14) **SGI**
RE: Business Recognition Assessment
- 15) **Enterprise Saskatchewan**
RE: Winter Newsletter
- 16) **Rural Early Years Coalition**
RE: Meeting March 22 in Wakaw
- 17) **The Royal Heraldry Society of Canada**
RE: Coat of Arms

- 18) **International Day of Pink**
RE: Bully Awareness – April 13, 2011

- 19) **SaskPower Shand Greenhouse**
RE: Spring Newsletter

- 20) **Communities of Tomorrow**
RE: Municipal Infrastructure Innovation Fund

CARRIED

**FINANCIAL
STATEMENTS:**

- 1) **Bank Reconciliation to February 28, 2011**
077/2011 T. Read: **THAT** the Bank Reconciliations to February 28, 2011 be approved as presented.

- 2) **Statement of Financial Activities to February 28, 2011**
078/2011 E. Vinding: **THAT** the Statement of Financial Activities to February 28, 2011 be approved as presented.

CARRIED

CARRIED

**PAYMENT OF
ACCOUNTS:**

- 1) **List of Accounts for Approval**
Batch: 2011-00019 & Payroll

- 079/2011** N. Hubbard: **THAT** the accounts presented, except for cheque # 26526 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 pecuniary interest in the next item of business and retired from Council Chambers.

080/2011

E. Vinding: **THAT** the Read Automotive account being identified as cheque number # 26526 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: Condolence/Hospitalization Policy

- 2) **Protective Services Portfolio**
Mayor G. Thiessen presented a report
RE: North Saskatoon Mutual Aid- Meeting Minutes
January 19
: Next meeting April 27 @ 1:30 pm in Osler
: RCMP – Elected Officials meeting March 22
7 pm in Warman.

- 3) **Water, Public & Environmental Health Portfolio**
Councilor I. Klassen presented a report
RE: Fortune Minerals Meeting Information
: Menno Industries, Load Count
: Loraas Disposal Open House

- 4) **Economic Development and Tourism Portfolio**
Councilor E. Vinding presented a report
RE: SREDA meeting March 15
: Communities of Tomorrow
: Local Grocery Store inquiry
: Motel Construction on schedule
: Transfer Station Operation questions

: Envirotec Hazardous Waste Day

- 5) **Parks, Recreation & Culture Portfolio**
Councilor N. Hubbard presented a verbal report
RE: Weed Spraying Course for parks

**STAFF
REPORTS:**

- 1) **Administration Report**
A report of town office activities and recommendations
was presented.
- 2) **Recreation Director's Report**
A report of Recreation Department activities and
recommendations was presented.
- 3) **Foreman's Report**
A written report of Public Works Department activities for
February was presented.

081/2011 N. Hubbard: **THAT** the staff reports be received as
information and filed.

CARRIED

Mayor Glen Thiessen excused himself and left the meeting.

082/2011 N. Hubbard: **THAT** we appoint Trevor Read as
Chairman for the remainder of the meeting.

CARRIED

**OLD
BUSINESS:**

- 1) **Bjorn Strand**
RE: Home Based Business

083/2011 I. Klassen: **THAT** a letter be written to inform Mr.
Strand that a non-profit hamburger stand does not meet the
Town's requirement as a Home Based Business in a R2
Residential zone.

CARRIED

**NEW
BUSINESS:**

- 1) **Access Communications**
RE: Upgrade service to Langham
Install Power Supply Pedestal – Park Ave & 1st St.

084/2011 N. Hubbard: **THAT** the Town of Langham allow Access Communications to upgrade cable service in Town by installing a power supply pedestal at the corner of Park Avenue and First Street West as per the drawing submitted; and
THAT the Administrator act on behalf of the Town in completing this matter.

CARRIED

- 2) **2011 Spring Education & Training Symposium**
RE: Attendance

085/2011 N. Hubbard: **THAT** the Recreation Director be authorized to attend the Spring Education & Training Symposium in Humboldt on April 4 to 7, 2011; and
THAT the Town pay the course fee in its entirety; and
THAT she be reimbursed for expenses incurred upon presentation of suitable documentation.

CARRIED

- 3) **Contract Snow Removal**
RE: Funds for Snow Removal

086/2011 E. Vinding: **THAT** the Town of Langham contract outside services to help with Snow removal and drainage concerns this spring; and
THAT we budget up to Five Thousand dollars (\$5,000.00) for this project; and
THAT the Administrator be authorized to act on behalf of the Town to complete this matter.

CARRIED

- 4) **Water & Sewer Interest Holiday**
RE: Penalty for April 1 cancellation

087/2011 I. Klassen: **THAT** the Town of Langham not charge interest/penalties on Utility bills under 60 days old, April 1, 2011 due to implementation of a new computer utility program being installed.

CARRIED

- 5) **RInC Program**
RE: Additional Funding

088/2011 E. Vinding: **THAT** the Town of Langham apply for additional funding under the RInC program in the amount of Twenty Thousand, Fifty-six dollars (\$ 20,056.00) for the Geothermal Skating Rink project; and **THAT** the Mayor and Administrator be authorized to act on behalf of the Town for this item of business.

CARRIED

ADJOURNMENT:

089/2011 N. Hubbard: **THAT** this meeting be adjourned, the time being 21:45.

CARRIED

MAYOR

ADMINISTRATOR