

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY OCTOBER 3, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

Councilor: Gerry Chouinard, Trevor Read, Noelle Hubbard, Bev Panas,
Roy Hansen

Administrator: Randy Sherstobitoff

Assistant
Administrator: Bev Dovell

Absent: Ila Klassen

**CALL
TO ORDER:**

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

AGENDA:

279/2011 G. Chouinard: **THAT** we accept the agenda as presented.

CARRIED

MINUTES:

1) **Regular Council Meeting of September 19, 2011**

280/2011 N. Hubbard: **THAT** the minutes of the September 19, 2011
Regular Council Meeting be approved as presented.

CARRIED

CORRESPONDENCE:

281/2011 G. Chouinard: **THAT** the following correspondence, having
been read, be filed:

1) **FCM**
RE: FCM News of September 16, 22 and 28

- 2) **Saskatoon Regional Economic Development Authority**
RE: Globe & Mail Report on Business.
- 3) **RM of Corman Park**
RE: Annexation Proposal West Side of Town
- 4) **Benesh Bitz & Company**
RE: Borden Hospital Foundation
- 5) **Saskatoon Regional Health Authority**
RE: Meeting October 5, 2011
- 6) **North Central Transportation Planning Committee**
RE: October Workshops Available
- 7) **Sask. Parks and Recreation Association**
RE: 2011 Annual General Meeting in Saskatoon
- 8) **Saskatoon North Community Association**
RE: May Meeting Minutes
Agenda for September Meeting
- 9) **North Saskatoon Mutual Aid**
RE: September Meeting Minutes
- 10) **Saskatchewan Trails Association**
RE: Trail Summit Meeting in December
- 11) **Multi-Forms**
RE: Items to purchase
- 12) **ICompass**
RE: Website Access
- 13) **Ministry of Municipal Affairs**
RE: Diamond Jubilee Celebration

ACCOUNTS:

- 1) **List of Accounts for Approval**
Batch: Payroll & Batch 2011-0062 to 2011-0064

282/2011

T. Read: **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

**PORTFOLIO
REPORTS:**

- 1) **Human Resources, Finance and Budget Portfolio**
Mayor Thiessen presented a verbal report
RE: Interviews for Recreation Director
Borden Hospital Foundation
- 2) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Hall Kitchen items needed
Hall Storage Room item removal
New Sound System at Hall
Microphone Deposit
Hall Rental review in New Year
Hall Washroom Repairs
- 3) **Protective Services Portfolio**
Councilor G. Chouinard presented a verbal report
RE: Bylaw Officer Enforcement Update
ATV Bylaw
- 4) **Economic Development and Tourism Portfolio**
Councilor R. Hansen was appointed to this portfolio
- 5) **Water, Public & Environmental Health Portfolio**
RE: Menno Industries Monthly Load Sheets
Recycle Bins here in late October
- 6) **Transportation, Infrastructure & Building Portfolio**
Mayor Thiessen presented a verbal report
RE: Park Avenue Road Gravel
Garage in violation of Zoning Bylaw

**STAFF
REPORTS:**

- 1) **Administration Report**
A verbal report of Administration activities
were presented. Items include:
Building Permit Update
Sewer Lift Station Update
Borrowing Bylaw

- 2) **Hall Caretaker Report**
RE: Storage Room

283/2011

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

CARRIED

**OLD
BUSINESS:**

- 1) **Park Avenue Servicing**

284/2011

G. Chouinard: **THAT** the Town pay Town & Country Contracting the sum Twenty Four Thousand, Six hundred Ninety-Seven dollars and fifty four cents (\$24,697.54) for work completed to date for Park Avenue Utility Services; and

THAT a detailed billing of services rendered is required before any further payment will be made; and

THAT when the bill is inspected, the Administrator is authorized to make payment, if any, to cover any outstanding project items.

CARRIED

**NEW
BUSINESS:**

- 1) **Tax Discount Extension**
RE: Tax Roll # 151 000 and # 196 000

285/2011

T. Read: **THAT** the Town grant the request for an extension of the discount for payment for Taxes, of five percent (5%) for Tax roll #151 000 and #196 000 due to a computer error; and

THAT this extension last until 5pm on October 14, 2011 with the total discount allowed being \$193.01.

CARRIED

- 2) **Mutual Aid Emergency Measures Organization**
RE: Agreement Signature

286/2011

T. Read: **THAT** the Town of Langham sign the Mutual Aid Emergency Measures Organization Agreement 2008; and **THAT** the Administrator be authorized to act on behalf of the Town to finalize the agreement requirements.

CARRIED

- 3) **Tax Enforcement List**
RE: Advertisement

287/2011

G. Chouinard: **THAT** the Tax Enforcement List be accepted as presented; and **THAT** the list be advertised as required.

CARRIED

- 4) **UMAAS**
RE: Bylaw Workshop

288/2011

B. Panas: **THAT** the Assistant Administrator be registered for the UMAAS Bylaw Preparation Workshop in North Battleford on November 15, 2011; and **THAT** expenses be paid upon submission of proper paperwork.

CARRIED

- 6) **Saskatoon Emergency Measures**
RE: Workshop Attendance

289/2011

N. Hubbard: **THAT** Heather Martin, EMO Coordinator, be registered in the Basic Emergency Management Course in Saskatoon; and **THAT** expenses be paid upon submission of the proper paperwork.

CARRIED

- 7) **Hall Grant**
RE: W.W. Brown School

290/2011

T. Read: **THAT** the Town approve a Fifty dollar (\$50.) grant for the rental of tables and chairs from the hall on September 12, 2011; and
THAT a Fifty dollar (\$50.) grant be approved for the October 5, 2011 table and chair rental by W.W. Brown School for the Cross Country Track Meets.

CARRIED

ADJOURNMENT:

291/2011

N. Hubbard: **THAT** this meeting be adjourned, the time being 20:30.

CARRIED

MAYOR

ADMINISTRATOR

**MINUTES OF A REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY OCTOBER 17, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Mayor: Glen Thiessen

Councilor: Gerry Chouinard, Trevor Read, Bev Panas, Roy Hansen,
Ila Klassen

Administrator: Randy Sherstobitoff

Absent: Noelle Hubbard, Bev Dovell

**CALL
TO ORDER:**

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

AGENDA:

292/2011 G. Chouinard: **THAT** we accept the agenda with the
following additions:
- SUMAssure

CARRIED

MINUTES:

1) **Regular Council Meeting of October 3, 2011**

293/2011 G. Chouinard: **THAT** the minutes of the October 3, 2011
Regular Council Meeting be approved as presented.

CARRIED

DELEGATIONS:

- 1) **18:45 PM**
Maureen Kinch & Marilyn Dunne
Langham Curling Club
RE: Heating Repairs Funding

Maureen Kinch & Marilyn Dunn representing the Langham Curling Club appeared before Council to discuss the following items:

- Their success at receiving a grant from the Rural Municipality of Corman Park No. 344 for their heating project
- To request reconsideration of their request for a grant from the Town of Langham for the said project.

Council thanked Ms. Kinch & Ms. Dunne for their appearance and thanked them for their initiative with Corman Park, congratulated them on their success, and assured them that their request would be affirmed later in the meeting.

CORRESPONDENCE:

294/2011 T. Read: **THAT** the following correspondence, having been read, be filed:

- 1) **FCM**
RE: FCM News of Sept. 30 & October 4 & 5, 2011
- 2) **Saskatoon Regional Economic Development Authority**
RE: Grow Opportunity
: Community Trade Mission
: Fall Economic Forum
- 3) **Ministry of Environment**
RE: WCW Newsletter
- 4) **Prairie Central District**
RE: News Update of October 11, 2011
- 5) **SUMA**
RE: Region Meeting Notice
: Urban Highways Connector Program

- 6) **North Central Transportation Planning Committee**
RE: Plan Review Questionnaire
- 7) **Tourism Saskatchewan**
RE: Here & There for September 2011
: Industry Matters of Sept. 29 & October 13, 2011
- 8) **Cowan Graphics**
RE: Printing Services
- 9) **North Saskatoon Mutual Aid Meeting (NSMA)**
RE: Basic Emergency Management Course Cancellation
: November 9, 2011 Meeting Notice
- 10) **Ace Truck Driver Training Ltd.**
RE: Training Dates & Costs
- 11) **Sharlene Lange**
RE: Victims Petition & Event
- 12) **Sask West Central Tourism**
RE: VR 360 Marketing Project
: Cessation of Association Funding
- 13) **Ministry of Municipal Affairs**
RE: Sustainability Self-Assessment Tool Update
- 14) **Statistic's Canada**
RE: Outreach Program
: Census Assistance Appreciation
- 15) **Cecelia & George Eikel**
RE: Langham in Bloom Contest
- 16) **Heritage Saskatchewan**
RE: Awareness Campaign
- 17) **Headstart on a Home**
RE: Information Kit

**FINANCIAL
STATEMENTS:**

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

295/2011 G. Chouinard: **THAT** the Bank Reconciliation to September 30, 2011, be approved as presented.

CARRIED

2) **Statement of Financial Activities to September 30, 2011**

296/2011

T. Read: **THAT** the Statement of Financial Activities to September 30, 2011 be approved as presented.

CARRIED

PAYMENT OF ACCOUNTS:

1) **List of Accounts for Approval**

Batch: Payroll & Batch 2011-0066

297/2011

T. Read: **THAT** the accounts presented, except for cheque #27138 to Read Automotive and # 27127 to Gerry Chouinard, being identified on the List of Accounts for approval attached hereto and forming part of these minutes, be approved for payment.

CARRIED

Councilors T. Read & G. Chouinard declared a pecuniary interest in the next item of business and retired from Council Chambers.

298/2011

I. Klassen: **THAT** the Read Automotive account being identified as cheque #27138 and cheque # 27127 to Gerry Chouinard be approved for payment

CARRIED

Councilors T. Read & G. Chouinard returned to Council Chambers.

PORTFOLIO REPORTS:

1) **Human Resources, Finance and Budget Portfolio**

Mayor Thiessen presented a verbal report

RE: Utility Worker Applicants

- 2) **Economic Development and Tourism Portfolio**
Councilor R. Hansen presented a verbal report
RE: Submission of Councilor's individual priority need list

- 3) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Minor Sports Meeting of October 13, 2011
: Upcoming Museum Pot Luck
: Rose Dick to receive award from Prairie Central
District for Sport, Culture & Recreation

- 4) **Protective Services Portfolio**
Councilor G. Chouinard presented a verbal report
RE: Bylaw Enforcement Meeting Required

**STAFF
REPORTS:**

- 1) **Administration Report**
A written report of the Lift Station Project was presented.

- 2) **Foreman's Report**
A written report of Public Works Department activities for August & September was presented.

- 3) **Transfer Station User Report for September 2011**
A written report of Transfer Station User activities for the month of September 2011 was presented.

- 4) **Water Treatment Plant Summary for September 2011**
A written report for the Water Treatment Plant for the month of September 2011 was presented.

299/2011

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

CARRIED

**OLD
BUSINESS:**

- 1) **Utility Worker**
RE: Hiring Committee
- 300/2011 B. Panas: **THAT** Council appoint the following persons to the hiring committee for Utility Worker:
- Glen Thiessen, Ron Thiessen and Bev Dovell

CARRIED

**NEW
BUSINESS:**

- 1) **Water Discount Request**
RE: Parkview Shell Station
- 301/2011 T. Read: **THAT** the Town of Langham reduce the Parkview Shell utility bill by the amount of seventy dollars and twenty cents (\$70.20) due to service disruptions and quality concerns caused by the Park Avenue South Water & Sewer Extension Project.

CARRIED

- 2) **Sarilia Country Estates**
RE: Request for signage
- 302/2011 G. Chouinard: **THAT** the Town of Langham permit Sarilia Country Estates to install two (2) directional signs within the corporate limits of the Town as follows:
- One sign on property owned by Parkview Shell at the corner of Park Avenue North and the Shell service road.
 - One sign on the road allowance on the east side of Park Avenue North in the area adjacent to the Sports Grounds turnoff.

CARRIED

- 3) **Federation of Canadian Municipalities**

RE: 2012 Membership

303/2011

T. Read: **THAT** the Town of Langham secure a membership in the Federation of Canadian Municipalities for the year 2012.

CARRIED

4)

Sewer Lift Station Project

RE: \$500,000.00 Loan / Debenture

304/2011

T. Read: **THAT** application be made to the Local Government Committee for permission to borrow by way of debentures, the sum of five hundred thousand dollars (\$500,000.00) in 2011 repayable over a period of five (5) years, for the purpose of financing the Sewer Lift #1 Upgrade and Expansion Project; and

THAT the debentures are to be repayable so that principal and interest are combined and made payable in equal annual installments during the term of the securities interest at the rate of two point three five per centum (2.35%), per annum, payable at least annually; and

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

CARRIED

5)

Blocked Sewer Line

RE: Cost Reimbursement Request

305/2011

G. Chouinard: **WHEREAS** the owner of 308 First Street East has requested a reimbursement of cost for a sewer lateral line cleaning by Roto Rooter on October 11, 2011; and

WHEREAS an investigation has determined that the said line was cleaned by the Town crew on September 29, 2011 and that an internal blockage existed on that day; and

WHEREAS the Roto Rooter invoice indicates that the blockage encountered was located fifteen (15) feet outside of the house which is located on privately owned property:

THEREFORE BE IT RESOLVED THAT the Town of Langham not reimburse the owner of 308 First Street East due to the fact that the reported blockage occurred on his property and is therefore his responsibility; and

THAT the owner be informed of this decision in writing.

CARRIED

6)

Curling Rink

RE: Grant Request

306/2011 T. Read: **THAT** the Langham Curling Club, having obtained the required Rural Municipality of Corman Park No. 344 grant for their heating project, be given a five thousand dollar (\$5,000.00) grant as budgeted in the 2011 budget.

CARRIED

7) Recreation Director
RE: Hire new Director

307/2011 T. Read: **THAT** Corrine Waldner be hired as Recreation Director Employee for the Town of Langham; and **THAT** she work a forty (40) hour week; and **THAT** she be paid at the rate of two thousand nine hundred & fifty dollars (\$2,950.00) per month, plus benefits; and **THAT** she begin work on November 1, 2011, with a three (3) month probation period.

CARRIED

BYLAWS:

1) Bylaw 2011-06
Development Appeals Board Remuneration

308/2011 T. Read: **THAT** Bylaw 2011-06, being a Bylaw to set remuneration rates for the members of the Development Appeals Board be given first reading.

CARRIED

309/2011 G. Chouinard: **THAT** Bylaw 2011-06 be read a second time.

CARRIED

310/2011 R. Hansen: **THAT** Bylaw 2011-06 be given three (3) readings at this meeting.

CARRIED
UNANIMOUSLY

311/2011 I. Klassen: **THAT** Bylaw 2011-06 be read a third time and adopted.

CARRIED

2) **Bylaw 2011-07**
All Terrain Vehicle Bylaw

312/2011 T. Read: **THAT** Bylaw 2011-07, being a Bylaw to regulate all terrain vehicles within the corporate limits of the Town of Langham be given a first reading.

CARRIED

313/2011 G. Chouinard: **THAT** Bylaw 2011-07 be read a second time.

CARRIED

314/2011 R. Hansen: **THAT** Bylaw 2011-07 be given three (3) readings at this meeting.

CARRIED
UNANIMOUSLY

315/2011 I. Klassen: **THAT** Bylaw 2011-07 be read a third time and adopted.

CARRIED

ADJOURNMENT:

316/2011 B. Panas: **THAT** this meeting be adjourned, the time being 20:36.

CARRIED

MAYOR

ADMINISTRATOR