

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

PRESENT:

Mayor: Glen Thiessen

Councilor: Trevor Read, Noelle Hubbard, Bev Panas,

Administrator: Randy Sherstobitoff

Assistant
Administrator: Bev Dovell

Absent: Ila Klassen, Gerry Chouinard

**CALL
TO ORDER:**

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

AGENDA:

239/2011 T. Read: **THAT** we accept the agenda with the addition of bill payment for VCM Construction Ltd.

CARRIED

MINUTES:

1) **Regular Council Meeting of August 15, 2011**

240/2011 N. Hubbard: **THAT** the minutes of the August 15, 2011 regular Council meeting be approved as presented.

CARRIED

DELEGATIONS:

1) **6:45 PM Langham Centennial Arena**
RE: 2011-12 Operations

Darren Shymko appeared before Council and the topics discussed included:

Recreation Director help with ice rentals
Town's long term plans to upgrade Arena
Bingo buyout increase

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

2) **7:00 PM Langham Curling Club**
RE: Mechanical Equipment Replacement

Marilyn Dunne and Maureen Kinch appeared before council to discuss the following Curling Rink items:
Furnace and Compressor Repairs
Ice scraper replacement
RM contact for funding
Registration night October 12, 2011

Council thanked Mrs. Dunne and Mrs. Kinch for appearing before them and will investigate funding.

CORRESPONDENCE:

241/2011

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

- 1) **FCM**
RE: FCM News of August 10, 18, 22, 23, 25 and September 1
- 2) **Tourism Saskatchewan**
RE: Here and There Newsletter for August
: Industry Matters Newsletter for August
- 3) **Prairie Central District for Sport, Culture & Recreation**
RE: August Newsletter
- 4) **North Central Transportation Planning Committee**
RE: Municipal Support System Sept. Workshop
- 5) **SUMAssure**
RE: Insurance Rate Increase

- 6) **Mathiason Valkenburg & Polishchuk**
RE: Park Avenue Utility Agreement
- 7) **MEPP**
RE: Summer Employer Bulletin
: It Pays to Belong information letter
- 8) **Minister of Municipal Affairs**
RE: Municipalities Today for August
- 9) **Saskatoon Regional Health**
RE: Meeting of September 7th
: Locations for October meeting
- 10) **West Nile Virus Update**
RE: Reports of August 12, 19, 26
- 11) **Dallas Waldner**
RE: Recreation Director
- 12) **Sask. Parks and Recreation Association**
RE: CIF Grant Program
- 13) **ArtVest Saskatchewan**
RE: Programs offered
- 14) **2012 Saskatchewan Volunteer Medal**
RE: Deadline October 18
- 15) **West Central Tourism Office**
RE: Relocation to Kindersley
- 16) **Business Incubation Program**
RE: Launch on September 12
- 17) **Emergency Management and Fire Safety**
RE: Railway Safety Workshop in Watrous
- 18) **Enterprise Saskatchewan**
RE: Sask. BizPal Update
- 19) **Municipal Affairs**
RE: Municipal Government Sustainability Self Assessment
Tool
- 20) **Saskatchewan SPCA**
RE: Welfare Conference September 23 to 25

- 21) **Saskatchewan Waste Reduction Council**
RE: Fall Forum in Swift Current
- 22) **Saskatoon Fire & Protection Services**
RE: Meeting in Saskatoon, September 14
- 23) **Destination Saskatchewan**
RE: Advertising
- 24) **Meridan Inspections Ltd.**
RE: Building Inspection Services
- 25) **Shercom Industries**
RE: Recycled Products
- 26) **Prairie Concrete Products**
RE: Fencing Products
- 27) **Correctional Service Canada**
RE: Restorative Justice Week Nov. 13 to 29
- 28) **Bjorn Strand**
RE: Speed on Park Avenue
- 29) **Saskatoon Regional Economic Development**
RE: Capital Projects

CARRIED

ACCOUNTS:

- 1) **List of Accounts for Approval**
Batch: 2011-0053 to 2011-0058 & Payroll
- 242/2011** N. Hubbard: **THAT** the accounts presented, except for cheque # 27030 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.

243/2011

N. Hubbard: **THAT** the Read Automotive account being identified as cheque number #27030 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: Recreation Director Job Duties

- 2) **Parks, Recreation & Culture Portfolio**
Councilor B. Panas presented a verbal report
RE: Hall ramp
Handicap signs
Grass, Weed and Tree maintenance
Sound system installed
Dishwasher progress
Town welcome sign lighting

- 3) **Protective Services Portfolio**
Councilor T. Read presented a verbal report
RE: Fire Department

- 4) **Water, Public & Environmental Health Portfolio**
Councilor T. Read presented a verbal report
RE: Menno Industries Load sheets
Recycle Bin locations

- 5) **Transportation, Infrastructure & Buildings Portfolio**
Mayor G. Thiessen presented a verbal report
RE: Warman Homes Projects
Motel Utility line and Pavement progress
Town office Plans

**STAFF
REPORTS:**

- 1) **Administration Report**
A verbal and written report of Administration activities was presented.
- 2) **Langham Fire Department**
July incident reports were presented.
- 3) **Water Treatment Plant August Summary**
A written report of Water Treatment Plant Summary for the month of August 2011 was presented.

244/2011

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

CARRIED**NEW
BUSINESS:**

- 1) **Volleyball Court Relocation**
RE: Move from Sports Grounds to WW Brown School

245/2011

T. Read: **THAT** the Town will allow the relocation of the two (2) Volleyball courts from the Sports Grounds to WW Brown School; and

THAT the Town will help move the sand to the School and remove the dirt from the new court area at no cost.

CARRIED**246/2011**

- 2) **Davies & Drury Chartered Accountants**
RE: TCA Listing

T. Read: **THAT** the Town of Langham hire Davies & Drury Chartered Accountants to help complete the TCA listings.

CARRIED

- 247/2011 3) **Capital Projects Loan**
 RE: Funding Options

T. Read: **THAT** the Town of Langham explore the possibility of borrowing Five hundred thousand dollars (\$500,000.) for the purpose of financing the Sewer Lift #1 project and the Park Avenue South Water and Sewer extension project; and

THAT Administration be instructed to pursue both the loan and debenture avenues for the said loan; and
THAT the report be presented at the October 3, 2011 regular meeting of Council; and
THAT public notice be given in the prescribed form for the said item of business at the said meeting.

CARRIED

- 248/2011 4) **SWWA Conference**
 RE: Staff Attendance

N. Hubbard: **THAT** we approve Ron Thiessen attendance at the SWWA conference in Saskatoon in November 16-17, 2011.

CARRIED

- 249/2011 5) **Recycling Carts**
 RE: Start date

T. Read: **THAT** the Town of Langham start the door to door Recycling program offered by Loraas Disposal/All Green Recycling as of November 2, 2011; and

THAT the Administrator finalize all the arrangements to have the bins dropped off so this can proceed on a bi-weekly basis.

CARRIED

6) **Town Shop Yard**
RE: Engineering

250/2011

T. Read: **WHEREAS** the Town of Langham has been approved for the Provincial Disaster Assistance Program for the property damage sustained at the Town shop site in the spring of 2011; and

WHEREAS the said program is receiving extraordinary numbers of claims due to the weather patterns of the past couple of years and is unable to respond quickly to our inquiries:

THEREFORE BE IT RESOLVED THAT the Town of Langham proceed with obtaining the final report from Associated Engineering regarding the Town Shop and Yard site; and

THAT upon receiving the said report the Administrator be authorized to proceed with the suggested repairs in order to take advantage of the fall construction season; and

THAT the Town of Langham apply to the Provincial Disaster Assistance Program for the maximum monetary advance allowed by the said program.

CARRIED

7) **Langham Fire Chief**
RE: Appointment

251/2011

T. Reads: **THAT** the Town of Langham appoint Bill McCombs as Fire Chief to December 31, 2011; and

THAT Council have the Fire Department members provide them with name(s) for appointment of Fire Chief for 2012.

CARRIED

8) **Lift Station**
RE: Payment of Bill

252/2011

B. Panas: **THAT** we pay the bill from VCM Construction Ltd. in the amount of One Hundred Twenty Seven Thousand, Two Hundred Thirty Eight dollars and forty eight cents (\$127,238.48).

CARRIED

ADJOURNMENT:

253/2011

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 SEPTEMBER 19, 2011
AT 18:30 IN THE COUNCIL CHAMBERS**

PRESENT:

Deputy Mayor: Gerry Chouinard
Councilor: Trevor Read, Noelle Hubbard, Bev Panas, Roy Hansen
Administrator: Randy Sherstobitoff
Assistant
Administrator: Bev Dovell
Absent: Ila Klassen, Glen Thiessen

CALL

A quorum being present and in the absence of Mayor Thiessen,

TO ORDER:

Deputy Mayor Gerry Chouinard called the meeting to order at 18:30.

AGENDA:

254/2011 T. Read: **THAT** we accept the agenda with the following additions:
Park Avenue Project
Public Works Employee Advertisement
Development Appeals Board
Hall Storage Room

CARRIED

MINUTES:

2) **Regular Council Meeting of September 6, 2011**
255/2011 N. Hubbard: **THAT** the minutes of the September 6, 2011 regular Council meeting be approved as presented.

CARRIED

DELEGATIONS:

- 3) **6:35 PM Kin Club**
RE: Hall Meeting Room Usage

Kelly Watson and Scott McIntyre appeared before Council to discuss the following items:

Club meets 2 times per month

Goal is to fundraise for Playground Upgrades

Would like to turn storage room into a meeting room

Permission to clean up room and put their items in

Council thanked Mr. Watson and Mr. McIntyre for appearing and they will be informed of Council's decision.

- 4) **6:45 PM Mr. & Mrs. Anthony Klassen**
RE: Detached Garage Zoning

Anthony Klassen & Jacqueline Klassen appeared before council to discuss zoning for their detached garage. Topics of discussion were:

Building overhangs property

Options: Could move garage & put new cement under

Buy land from Town; Change Zoning Bylaw or put Lien on the property

Council thanked Mr. & Mrs. Klassen for appearing and they will be informed of Council's decision.

CORRESPONDENCE:

256/2011

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

- 1) **FCM**
RE: FCM News of September 7 & 15
- 2) **Tourism Saskatchewan**
RE: Industry Matters Newsletters Sept. 1 & 13
- 3) **Saskatoon Regional Economic Development Authority**
RE: October Trade Mission to Edmonton Area
: September 20 Meeting in Saskatoon
: June 21, 2011 Minutes
- 4) **Prairie Central District for Sport, Culture & Recreation**
RE: September Newsletter

- 5) **Municipal Affairs**
RE: Municipalities Today for September
: Municipal Government Sustainability Self
Assessment
Tool
: Gas Tax Gazette
- 6) **SUMA**
RE: Tangible Capital Asset Management Pilot
Project
: August Urban Voice
: Municipal Leadership Development Program Fall
Modules
- 7) **West Nile Virus Updates**
RE: Reports of September 2 and Final Report
- 8) **Sask. Parks and Recreation Association**
RE: 2011 Election of Officers
- 9) **(SNCA) Saskatoon North Community Assoc.**
RE: Meeting September 22 in Delisle
- 10) **Saskatchewan East Enterprise Region**
RE: Trans Actions Conference Oct 26-27 in Yorkton
- 11) **Cowan Graphics - Saskatoon**
RE: Signs, Graphic products

CARRIED

ACCOUNTS:

- 1) **List of Accounts for Approval**
Batch: Payroll & Batch 2011-0060
- 257/2011** T. Read: **THAT** the accounts presented, except for cheque #27066 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.

258/2011

N. Hubbard: **THAT** the Read Automotive account being identified as cheque #27066 be approved for payment.

CARRIED

Councilor T. Read returned to Council Chambers.

**FINANCIAL
STATEMENTS:**

1) **Bank Reconciliation to August 31, 2011**

259/2011

R. Hansen: **THAT** the Bank Reconciliation to August 31, 2011, be approved as presented.

CARRIED

2) **Statement of Financial Activities to August 31, 2011**

260/2011

B. Panas: **THAT** the Statement of Financial Activities to August 31, 2011 be approved as presented.

CARRIED

3) **RBC Dominion Securities Statement to August 31, 2011**

261/2011

N. Hubbard: **THAT** the RBC Dominion Securities Statement to August 31, 2011, be filed as information.

CARRIED

4) **RBC Global Asset Management – 2011 Semi Annual Report**

262/2011

T. Read: **THAT** the RBC Global Asset Management – 2011 Semi Annual Report be filed as information.

CARRIED

**PORTFOLIO
REPORTS:**

1) **Parks, Recreation & Culture Portfolio**

Councilor B. Panas presented a verbal report

RE: Fowl Supper

Taylor Group work at Rink

Curling Rink ordered Furnace & Water Heater

- 2) **Protective Services Portfolio**
Councilor T. Read presented a verbal report
RE: Fire Department

- 3) **Economic Development and Tourism Portfolio**
Councilor B. Panas presented a verbal report
RE: Real Estate Agent Open Houses
Macro Properties update

**STAFF
REPORTS:**

- 1) **Administration Report**
Verbal and written reports of Administration activities were presented. Items include:
PDAP Report
Building Permit update
Sewer Lift Station Update

- 2) **Bylaw Officer**
RE: August Activity Report
ATV Bylaw

- 3) **Transfer Station**
Re: August Report

263/2011

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

CARRIED

**NEW
BUSINESS:**

- 264/2011 1) **Davies & Drury Chartered Accountants**
RE: Auditor Appointment
- T. Read: **THAT** the Town of Langham appoint Davies & Drury Chartered Accountants as the Town Auditor to prepare the 2010 Audit; and **THAT** they assist the Town with financial matters as needed;
and
THAT the Accounting firm Breen & Associates Chartered Accountants be contacted about these changes.

CARRIED

- 265/2011 2) **Benesh Bitz & Company**
RE: Borden Hospital Foundation Inc.
- N. Hubbard: **THAT** the Town of Langham pay the fee requested of Six Thousand dollars (\$6,000.) as final consideration for the Borden Hospital Foundation legal action taken by the Town; and **THAT** a cheque be forward to our lawyer to close this matter.

CARRIED

- 266/2011 3) **MuniCode Services Ltd.**
RE: Contract for Building Official Services
- N. Hubbard: **WHEREAS** MuniCode Services Ltd. Has agreed to furnish the Town of Langham with Plan review and Inspection Services for projects as needed, subject to the terms and conditions as set out in their contract, which is to be signed and filed in the Town office; and **THAT** this contract will be in effect until written notice is given by either party to terminate the agreement; and **THAT** the Administrator be authorized to act on the behalf of the Town to complete this matter.

CARRIED

- 4) **Recreation Director**
RE: Hiring Committee

267/2011

T. Read: **THAT** we appoint the following persons to the hiring committee for Recreation Director:
Glen Thiessen, Bev Panas, Noelle Hubbard and Bev Dovell

CARRIED

- 5) **Hall Grant Approval**
RE: Craft Sale November 19, 2011

268/2011

T. Read: **THAT** the Town approve the Hall Grant request of One Hundred dollars (\$100.00) for the November 19, 2011, Craft Sale to be organized by Mimi Marchewka of the Sonia's School of Ukrainian Dance.

CARRIED

- 6) **Anthony Klassen**
RE: Garage Location at 123 Main Street East

269/2011

T. Read: **THAT** after careful consideration Council has determined that the garage at 123 Main Street East must be moved from its present location as it is in contravention of the Town Zoning Bylaw; and **THAT** the Town will not sell land at that location.

CARRIED

- 7) **Park Avenue Utility Project**
RE: Payment of Fees

270/2011

T. Read: **THAT** the Town pay Town & Country Contracting the sum of Forty Thousand dollars (\$40,000.) for work completed to date; and **THAT** final payment for the work done will be made when it has been inspected and completed satisfactorily.

CARRIED

- 8) **Hall Storage Room**
RE: Clean up

271/2011

T. Read: **THAT** the Town ask all groups with items in the Hall storage room to remove any unused items by October 7, 2011 or the items will be moved by the Town.

CARRIED

9) Development Appeals Board
RE: Appointment of Members

272/2011

N. Hubbard: **THAT** the Town appoint the following Members to the Development Appeals Board:
Emery Ens – Secretary
Henry Friesen
Bob Izsak

The Board will:

- a) Meet a minimum of one (1) time per year with three (3) members in attendance.
- b) Secretary to be paid One hundred dollars (\$100.) per meeting
- c) Other members to be paid Fifty dollars (\$50.) per meeting.

CARRIED

10) Public Works Employee
RE: Employment Advertisement

273/2011

T. Read: **THAT** the Town advertise for a Public Works employee with the closing date for applications to be October 7 at 5 pm.

CARRIED

BYLAWS:

Bylaw 2011-05
RE: Private Swimming Pools

274/2011

T. Read: **THAT** Bylaw 2011-05, being a Bylaw of the Town of Langham to provide for the construction, erection, maintenance, repair, demolition and safety measures for private swimming pools, be introduced and read a first time.

CARRIED

275/2011

N. Hubbard: **THAT** Bylaw 2011-05 be read a second time.

CARRIED

276/2011

R. Hansen: **THAT** Bylaw 2011-05 be given three (3) readings at this meeting.

CARRIED UNANIMOUSLY

277/2011

B. Panas: **THAT** Bylaw 2011-05 be read a third time and adopted.

CARRIED

ADJOURNMENT:

278/2011

T. Read: **THAT** this meeting be adjourned, the time being 20:50.

CARRIED

MAYOR

ADMINISTRATOR