

December 13, 2017

Minutes of the Regular Meeting of Council for the Village of Canwood, held in the Village office on Wednesday, December 13, 2017, commencing at 12:59 p.m.

Present: Mayor – Robert Thompson
Deputy Mayor – Larry Freeman
Councillor –Lloyd Bather, Ron Anderson
Administrator – Erin Robertson

Delegations: 1:35 p.m. Dean Andersen, Maintenance Manager
Update on municipal maintenance affairs

188-17 **Bather** - That the minutes of the November 15, 2017, Regular Meeting of Council be approved as amended. Carried

189-17 **Anderson** - That the Statement of Financial Activities and Bank Reconciliation for the month of November 2017 be approved as presented. Carried

190-17 **Bather** - That we issue Cheques 4241 to 4277 and Other payments, totaling \$86,305.77 from the Village general account as detailed on attached List of Accounts for Approval. Carried

191-17 **Freeman** - That the water report for the month of November 2017 be approved as presented. Carried

192-17 **Bather** - That the Maintenance Manager November 2017 calendar be approved as presented. Carried

Committee updates:
➤ Highway 55 Waste Management Corporation, provided by Robert Thompson and Larry Freeman
➤ EMO, provide by Ron Anderson and Erin Robertson

193-17 **Thompson** - That we agree to partner with the R.M. of Canwood No. 494 for the purpose of our Emergency Measures Organization Plan (EMO Plan). The municipalities agree to have a joint plan that will be utilize by either municipality in the case of an emergency. Further to this, in the event of emergency within the Village we agree to appoint Lorna Benson, Administrator for the R.M. of Canwood as our Emergency Coordinator.

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EMO Plan expansion and maintenance will be subcontracted to Gail Westgard, Canwood, Sask., with her time spent to be split between the Village of Canwood and R.M. of Canwood on a 50/50 cost share basis.

- 194-17 **Thompson** - That we agree to the following addition to the agenda: Carried
- Café Flooring
 - Canwood Public School, request for donation
- Carried
- 195-17 **Freeman** - That we agree to the following Policy of Council:
- That we give consent for the Administrator to contribute \$50.00 for donation requests made from Village of Canwood community based clubs or organizations on annual basis. Further to this, the Administrator can establish with the organization if they would like the donation in a gift-certificate or monetary means.
- meeting
\$50.00
require prior
- These requests will be acknowledged by Council at the next regular following the donation. Requests for any amounts larger than annually or from non-community based organizations will require approval from Council.
- Carried
- 196-17 **Anderson** - That we agree to have Carpet World, Prince Albert, Sask., install new subfloor and flooring in the café at the quoted price \$13,107.45, plus applicable taxes. Carried
- 197-17 **Anderson** - That with respect the Lift Station Upgrades, we agree to move into the design phase with “Alternative 2 Building Addition” based on information presented by Associated Engineering Draft Pre-Design Report. Further to this, we authorize Associated Engineering to commence work on the Detailed Design phase. Carried
- Thompson** - That we recess at 3:28 p.m. for 12 minutes.
- Thompson** - That we reconvene at 3:37 p.m. as all members of Council are present.
- 198-17 **Bather** - That the correspondence be noted and filed:
- Shellbrook & Districts Health Services Foundation December 5, 2017, meeting minutes
 - Highway 55 Waste Management Corporation MMSW Recycle Administration Fee
 - Ministry of Government Relations Dedicated Lands Funding Agreement approval
 - PAPHR Home Care Clinic commencing January 2018
- Carried

- 199-17 **Freeman** - That we agree to appoint BuildTECH Consulting & Inspections Inc., in care of Chris Gates, Martensville, Sask., as the Building Official and authorize the Mayor and Administrator to sign Building Code Enforcement Services Agreement.
- Carried
- 200-17 **Anderson** - That we agree to the following Policy of Council:
- arise If a Special Occasion Permit request is made prior to a regular meeting of Council, we allow the Administrator to acknowledge and approve said event, with the condition that the Village accept no liability which may arise from the event. Further to this, these approvals will be acknowledged by Council at the next regular meeting.
- Carried
- 201-15 **Bather** - That in the matter of the Special Occasion Permit for the curling bonspiels, hosted by the Canwood Curling Club and to be held at the Canwood Curling Rink, 790 Main Street, Canwood, Sask., with the following times:
- Sunday, December 31, 2017, commencing at 2:00 p.m.
 Friday, January 12, 2018, commencing at 5:00 p.m.
 Friday, February 2 & 3, 2018, commencing at 6:00 p.m.
- We hereby approve and acknowledge said events but do not accept any liability which may arise from these events.
- Carried
- 202-17 **Thompson** - That in the matter of the Special Occasion Permit for the R.M. of
 Canwood No. 494 holiday supper, to be held at the Canwood Bowling Alley,
 640 2nd Avenue East, Canwood, Sask., at the following time:
- Friday, December 15, 2017, commencing at 5:00 p.m.
- We hereby approve and acknowledge the said event but do not accept any liability which may arise from the event.
- Carried
- 203-17 **Freeman** - That we instruct the Administrator to enroll the Village in
 “Saskatchewan Electronic Tax Service” or “SETS” allowing for pre-
 authorized remittance of provincial tax returns.
- Carried
- 204-17 **Anderson** - That we agree to maintain the appoint of Larry Freeman as Deputy Mayor, for a term ending December 31, 2018.
- Carried

- 205-17 **Bather** tax - That the we agree that Council Remuneration for the 2017 year be 1/3 exempt. Carried
- 206-17 **Thompson** - That we agree to authorize the registration for the Administrator and any other Council member who are able to attend the SUMA Convention in February 2018. Carried
- 207-17 **Thompson** - That we agree to the appointment of Mayor, Robert Thompson and Councillor, Larry Freeman to the Highway 55 Waste Management Corporation Board for a term ending December 31, 2018. Carried
- 208-17 **Freeman** - That we agree to facilitate the Christmas Light Contest within the Village and donate \$50.00 in prize money towards the contest. Carried
- 209-17 **Anderson** - That we agree to make the following appointments for the year 2018:
- | | |
|--------------------------|--|
| Public Works | Committee of the Whole |
| Health & Sanitation | Prince Albert Parkland Health Region |
| Canwood Regional Library | Laverne Adrian, Gerda Bruner, Christle Carey |
| Wapiti Regional Library | Laverne Adrian, alternate Christle Carey |
| Cemetery Committee | Gail Westgard, Robert Thompson, Larry Freeman and Dean Andersen |
| Skating Rink Board | President – Trevor Kvinlaug,
Secretary – Courtney Hansen,
Treasurer – Lorna Benson
Board Member – Dale Benson |
| Curling Rink Board | President – Diane Nordquist
Vice President – Lorne Benson
Treasurer – Marie-Anne Grimmard
Secretary – Karla Nordquist
Tara Huges- Member |
| Recreation Board | Jeff Sipes |
| Administrator | Erin Robertson |
| Insurance | SUMAssure – Aon Reed Stenhouse |

EMO Representative	Ron Anderson
EMO Coordinator	Lorna Benson
Solicitor	Garth Bendig
Volunteer Fire Department	Chief – Grant Person, Deputy Chief – Darren Charbonneau Firefighters: Robert Thompson, Darcy Nordquist, Richard Schwehr, Gary Thall, Jerry Nordquist, Jesse Wyatt, Jonathan Thall and Dale Piprell
Canwood Regional Park Board	Robert Thompson, Grant Person and Lloyd Bather
Land Committee	Committee of the Whole
North Saskatchewan River Basin Council	Erin Robertson
Shellbrook & District Health Services Foundation	Bruce Harper
Canwood Community Pride and Heritage	Susan Hansen
Parkland Physician & Recruitment	Ron Anderson, alternate Larry Freeman
Village and R.M. of Canwood 100 th Anniversary Committee	Chair – Susan Hansen Secretary Treasurer – Lisa Quessy
55 – 40 Urban Development Appeals Board	Robert Thompson

Carried

210-17 **Thompson** - That we agree Council indemnity rates will remain unchanged for 2018, and are as follows:

- Mayor, \$100 per council meeting
- Councillors, \$90.00 per council meeting
- Full day meetings, \$100.00
- Half day meetings (2-5 hours), \$60.00
- Two hours or less meetings, \$30.00
- Mileage \$0.45 cents per kilometer

Carried

211-17 **Bather** - That we agree to the following Policy of Council:

When Councillors, employees or appointed committee members are away on municipal business, and meals are not provided, they will be paid out at the following rate:

Breakfast	\$12.00
Lunch	\$15.00
Supper	\$20.00
Maximum daily rate of	\$45.00

Carried

Thompson -That we agree to move to in-camera at 4:47 p.m. and ask Administrator to leave Council chambers.

Thompson -That we ask Administrator to rejoin meeting and move out of in-camera at 5:09 p.m.

212-17 **Bather** - ~~That the hourly rate for Maintenance Manager, Dean Andersen, remain at \$29.00 per hour for 2018.~~

**Rescinded as per
January 22, 2018
Resolution 018-18**

Mayor Thompson requested that there be a recorded vote for this motion.
Bather – For, Freeman – For, Anderson – For, Thompson – Opposed

Carried

213-17 **Anderson** - That we agree to increase Administrator, Erin Robertson hourly rate of pay from \$27.00 to \$27.75 per hour, with an effective date of December 27, 2017.

Carried

214-17 **Freeman** - That we agree to increase Gail Westgard hourly rate of pay from \$18.00 per hour to \$20.00 per hour with an effective date of January 1, 2018.

Carried

215-17 **Freeman**
60 - That we authorize the Administrator to add any utility accounts that are days past due on December 31, 2017, to the appropriate tax roll.

Carried

216-17 **Bather**
be - That we agree to adjourn at 5:22 p.m. with the next Council meeting to held on Monday, January 22, 2018, commencing at 9:00 a.m.

Carried

Mayor

Administrator