

The Town of Eastend

The minutes of the Regular Meeting of the Council of the Town of Eastend, in the Province of Saskatchewan, held on Wednesday January 13th, 2016 at 7:00 P.M. in the Council Chambers of the Municipal Office in Eastend, SK.

Deputy Mayor Charles Michel presiding.

Councillors Present: Mayor Alan Howard, by Skype
Val Bidaux
Robert Stork
Stephanie Davisson
Jesse Gordon

Administrator Edna Laturus was present.

DELEGATIONS:

- 7:15 pm: Rafe Ring, Eastend brochure presentation

Deputy Mayor Michel called the meeting to order at 7:00 P.M.

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| 1/16 | Minutes | STORK/DAVISSON: That the minutes of the December 9 th , 2015 regular meeting of council be approved as circulated. | CARRIED |
| 2/16 | Reports | STORK/BIDAUX:: That the following reports be acknowledged as presented: <ul style="list-style-type: none">- Administrator's report as presented by Edna Laturus- Mayor's report as presented by Alan Howard- Fire Chief's report as presented by councilor Robert Stork | CARRIED |
| 3/16 | Brochure | DAVISSON/STORK: That the council of the Town of Eastend accept the presentation from Rafe Ring, for a new promotional brochure of the Town of Eastend, containing an edited 'Valley of Hidden Secrets' logo. | CARRIED |
| 4/16 | Acknowledgement | STORK/DAVISSON: That the Town of Eastend give acknowledgement to Mr. Rafe Ring and the Calgary firm, Sandbox Creative Group Inc., for their donation of their time and resources to develop the promotional brochure of the Town of Eastend. | CARRIED |
| 5/16 | Bank Rec | BIDAUX/STORK: That the Bank Reconciliation for the month ending December 31, 2015, as attached hereto and forming part of these minutes, is accepted as presented. | CARRIED |
| 6/16 | Financial Statement | DAVISSON/GORDON: That the Statement of Financial Activities for the month ending December 31, 2015 is approved as presented. | CARRIED |
| 7/16 | Accounts | BIDAUX/STORK: That the accounts as per cheque # 23014 to # 23085, totaling \$ 121,235.08, as attached hereto and forming part of these minutes, be approved for payment; FURTHER, that the 'Payroll' accounts, as per cheque # 433 to # 442, in the amount of \$ 27,207.14, as attached hereto and forming a part of these minutes, be approved for payment. | CARRIED |

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| 8/16 | Water Upgrade | DAVISSON/BIDAUX: That the council of the Town of Eastend acknowledges the update with respect to the progress of the design of a 'rock riffle', making contact with the Town of Shaunavon, and making contact with Hayter Drilling Ltd. | CARRIED |
| 9/16 | WSA | DAVISSON/BIDAUX: That the council of the Town of Eastend accepts the 2015 Waterworks System Assessment, as prepared by Bullee Consulting Ltd., and as deemed complete by Glenn Greve, Environmental Project Officer, and thereby meeting the requirements of the Saskatchewan Water Security Agency Standard. | CARRIED |
| 10/16 | First Responder | DAVISSON/HOWARD: That the council of the Town of Eastend acknowledges that Chelsea Verpy has enrolled in the First Responder Training, starting on January 8, 2016; the Town of Eastend is no longer compelled to refund a tuition fee to the Cypress Health Region. | CARRIED |
| 11/16 | Cypress Lake | STORK/GORDON: That the council of the Town of Eastend acknowledges the information as received with respect to the East Cypress Dam rehabilitation project. | CARRIED |
| 12/16 | SaskTel | STORK/BIDAUX: That the council of the Town of Eastend approve the Customer Agreement as received from SaskTel to share a trench with Sask Power for service into the EMS Building, at a cost of \$490.00. | CARRIED |
| 13/16 | Noddis | STORK/BIDAUX: That the council of the Town of Eastend acknowledges the correspondence as received from Rick Siddon, Pres. & CEO of Noddis Water Security Ltd. | CARRIED |
| 14/16 | LGA | BIDAUX/STORK: That the council of the Town of Eastend reimburse $\frac{1}{4}$ of the Local Government Administration tuition fees to Rosa Vazquez, at a cost of \$ 490.30 for the first semester; as a result, that a Five Year Employment Agreement Must be signed, with the tuition fees repayable if the Agreement is not fulfilled. | CARRIED |
| 15/16 | Unpaid Taxes | BIDAUX/GORDON: That the council of the Town of Eastend acknowledges the Auditor Confirmation letters, as required as per the list of 'Unpaid Taxes' at December 31, 2015 were sent. | CARRIED |
| 16/16 | Bond | DAVISSON/HOWARD: That the council of the Town of Eastend acknowledges the 2016 Bond as per the SGI policy for 2016 as presented with respect to the Chief Administrative Officer, Edna Laternus, and other office employees carrying out duties relating to any money or security belonging to or held by the Town of Eastend. | CARRIED |
| 17/16 | WTP | DAVISSON/GORDON: That the council of the Town of Eastend approve the Water Treatment Plant records for the month of December, 2015, as submitted by Clint Lewis, Foreman. | CARRIED |

January 13, 2016

Trans Canada Trail Sub Committee	<ul style="list-style-type: none">- Charles Michel- Penny Banford- Marie Hanson- Robert Gebhardt- Tannis Topham- Janette Eglan- Dr. Anne Davis
Airport Committee	<ul style="list-style-type: none">- Public Works Committee- Lynne Giverhaug- JB Gordon, Manager
Freedom of Information Head:	<ul style="list-style-type: none">- Edna Laturus
Eastend Chinook Library -	<ul style="list-style-type: none">- Emily Bamforth, Chair- Lorraine Armstrong, Sec.- Kay McCuaig, RM#49- Karmen McNabb, RM#79- Mary Thomson, Town- Vic Dohei- Tim Tokaryk- Trea Jensen- Diana Svennes-Smith
Eastend Wolf Willow Trust Acct	<ul style="list-style-type: none">- Stephanie Davisson- Charles Michel
Eastend Health Liaison	<ul style="list-style-type: none">- Mayor Alan Howard-alternate - Charles Michel
Pine Cree Regional Park	<ul style="list-style-type: none">- Dennis Webster
Condominium Board	<ul style="list-style-type: none">- Dennis Webster-alternate Val Bidaux
Eastend Community Tourism & Economic Development Authority Inc.	<ul style="list-style-type: none">- Deb Giverhaug, President- Emily Bamforth, Secretary- Ethel Wills, Treasurer- Shannon Morris- Renee & Kerry George- Todd Humphrey- Kevin Gilbert- Rafe Ring- Mayor Alan Howard- alternate – Dennis Webster
South West Waste Management Authority	<ul style="list-style-type: none">- Mayor Alan Howard- alternate – Robert Stork
Whitemud Economic Development Co-operative	<ul style="list-style-type: none">- Robert Stork-alternate - Charles Michel
Emergency Measures Coordinator(s)	<ul style="list-style-type: none">- Deb Giverhaug- Laurelei Hanson- Kerry George
Building Inspector:	<ul style="list-style-type: none">- SW Inspection Services Level II & III- Ron MacRae Level I
Pound Keepers	<ul style="list-style-type: none">- Clint Lewis- Wendy Armstrong
Trapping	<ul style="list-style-type: none">- Lee Eglan

Fire Arms

- Dale Taylor
- Lee Egland
- Keith Schuett
- Paul Bidaux
- Shawn Johnston
- Chris Mokolki
- Clint Lewis
- Stacey Gleim
- Bob Stork
- Devin Taylor
- Grant Taylor
- Clint Davisson

Eastend Swimming Pool:

- Robert Stork
- Don Lundberg
- Lester Morvik
- Mary Thomson
- James Leroy, Chairman
- Deb Fletcher, Secretary
- Jim Fletcher, Treasurer

Stream Bank Golf Club:

- Elaine Stork, Pres.
- Bryce Busse, V.P.
- Hazel Meyer, Secretary
- Ryan Medforth, Treasurer
- Ryan Lundberg
- Curtis Wills
- Jody Mokolki
- Clint Davisson

Eastend Rink Complex:

- Clayton Osinski – Chairman
- Casey Ziegler – Secretary
- Trina Humphrey – Treasurer
- Rick Silzer
- Jeff Humphrey
- Ted Gleim
- Stacey Gleim
- Laurel Schuett
- Dustin MacRae
- Dean Busse
- Val Bidaux

CARRIED

24/16

Fire Dept.

STORK/GORDON: That the following members be appointed to the Eastend & District Volunteer Fire Department at January 1, 2016:

- Fire Chief - Bob Stork
- Deputy Fire Chief - Bill Arendt
- Fire Department:
- Shawn Johnston - Clint Lewis
- Tom Pearson - Jason Barton
- Stacey Breen - Hal Topham
- Larry Bird - Jim Johnson
- Colin Hammer - Laurelei Hanson
- Travis Wills - Clint Davisson
- Brent Giverhaug - Crystal Hanson
- Rafe Ring - Ravi Mudiliar
- Emily Elrix

CARRIED

25/16

VFF Rates

GORDON/STORK: That the council of the Town of Eastend approve the 2015 rates of Reimbursement for services as provided by the volunteers of the Eastend & District Volunteer Fire Department, as per Bylaw No. 707/2015:

- Fire Chief: \$7,200.00/annum (\$600.00/month);
- Firemen & Fire Chief:
- Fire Fighting: \$20.00/hour (1 hour minimum);
- Meetings: \$17.00/meeting;
- Practices: \$17.00/hour; and
- Out of Town Training: \$125.00/day.
- Individual Travel to Occurrence \$.50/km

CARRIED

- 26/16** **SUMA VFF Insurance** **HOWARD/BIDAUX: That the Town of Eastend renew the SUMA Volunteer Fire Fighter Insurance coverage, Option C, and the Volunteer Firefighter 24 Hour Off Duty Coverage, Option C, with payment of the premium to be divided amongst the participating municipalities of the Eastend & District Volunteer Fire Department.**
- CARRIED**
- 27/16** **Fire Fees** **STORK/BIDAUX: That the 2016 Fire Service fees for the Eastend & District Volunteer Fire Department be postponed to the February 10, 2016 regular Council Meeting, pending the decision of the Council of the RM of White Valley No. 49.**
- CARRIED**
- 28/16** **VFF Assoc.** **STORK/DAVISSON: That the council of the Town of Eastend approve the 2016 membership fee for the Saskatchewan Volunteer Fire Fighters Association Inc., in the amount of \$170.00.**
- CARRIED**
- 29/16** **Fire Training** **HOWARD/BIDAUX: That the Eastend & District Fire Department enroll 4 persons to attend the 2016 Balgonie Fire School on April 7 – 9, 2016, at a cost of \$200.00/member.**
- CARRIED**
- 30/16** **SAFC** **GORDON/DAVISSON: That the council of the Town of Eastend approve the 2016 membership fee for the Saskatchewan Association of Fire Chiefs, in the amount of \$135.00.**
- CARRIED**
- 31/16** **SAFC Conference** **BIDAUX/DAVISSON: That Fire Chief Robert Stork and Laurelei Hanson be registered to attend the 2016 Fire Chief’s Conference on April 14 - 16th, 2016 in North Battleford, SK.**
- CARRIED**
- 32/16** **9-1-1 Dispatch** **BIDAUX/GORDON: That the Town of Eastend approve the 2016 9-1-1 Dispatch fees in the amount of \$658.75.**
- CARRIED**
- 33/16** **Auditor** **DAVISSON/STORK: That the firm of de Jong & Associates be appointed as Auditors for the Town of Eastend for 2016.**
- CARRIED.**
- 34/16** **Solicitor** **DAVISSON/GORDON: That the firm of MacBean Tessem be appointed as Solicitors for the Town of Eastend for 2016.**
- CARRIED**
- 35/16** **Board of Revision** **BIDAUX/HOWARD: That Krismer and Associates be appointed as the panel for the Pine Cree Regional Board of Revision as follows:
Board members: Clinton Krismer (Chair), Gord Krismer (Vice-Chair), Brian Lynch, Reg Skinner, Don Van Beseleare and Cory Halverson;
Board Secretary: Christina Krismer
Fees:
Full panel (3 members) - \$1000 per day plus GST
Single Panel Chair - \$ 375 per day plus GST**
- A day is considered to be 5 hours to 9 hours
 - 3 to 5 hours is considered a 1/2 day
 - All hours in excess of 9 will be charged at \$60 per hour per panel member
 - The minimum fee for any hearing is \$100 per panel member
- Meals - \$45 per day (b \$9, d \$15, s \$21) per panel member**

Hotels - actual and reasonable
 Mileage- \$0.50 per km
 Travel time - \$20 per hour per panel member
 Written Decisions - a minimum of \$60 for each appeal
 Secretarial Services - \$25 per hour plus related costs
 Annual Retainer Fee - \$300 +GST for a district board.

CARRIED.

36/15 Custom Rates

BIDAUX/DAVISSON: That the following rates be set for 2016:

Town Equipment Rates (with personnel) for ratepayers
- 1/2 hr minimum charge

3 Ton Truck	\$50.00/hour
1 Ton Truck	\$50.00/hour
Tractor & Loader	\$75.00/hour
Tractor & Mower	\$75.00/hour
Tractor & Blade	\$75.00/hour
Sweeper	\$90.00/hour
Mower	\$65.00/hour
Skid Steer	\$150.00/hour
Electric Eel	\$100.00/hour
Sander	\$45.00/hour with one man
Weed Whipper	\$40.00/hour
Snake-Sewer Tape	\$20.00/hour with no man
Sewer Camera	No Charge
Snow Blower	\$60.00/hour

Town Equipment Rates (with personnel) for non-ratepayers

Electric Eel	\$125.00/hour with one man and \$0.50/km
<u>Miscellaneous Rates:</u>	
Sand & Salt	\$30.00/yard
Campsites	\$20.00/day for Water & Power services \$35.00/day for Full Service
Bylaw Reproduction	First Copy of Bylaw –photocopy rates Additional Copies -\$4.00/bylaw
Town Maps	\$15.00 each
Water Turn On Fees:	\$15.00 during regular hours \$50.00 after regular hours \$10.00 after shut off per bylaw
Election Officials	DRO-\$250.00 per poll Poll Clerk - \$200.00 per poll
Tax Certificate	\$10.00 each - Bylaw 583/01
Outgoing Faxes	\$1.00/page
Incoming Faxes	\$0.50/page
Photo copies	\$0.25/page up to 20 copies \$0.10/page thereafter
Camp Kitchen rental	\$35.00/day Plus clean up fee at man power hourly rate
SAMA Assessment	
Field Sheets	Photo copy rates
Pins	\$3.00

CARRIED

37/16 MuniSoft

HOWARD/BIDAUX: That the council of the Town of Eastend approve the 2016 Munisoft Equipment Maintenance Agreement and Software Support cost of \$3,467.10, reflecting the cost sharing with the RM of White Valley No. 49.

CARRIED

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| 38/16 | Specific Security Agreement | <p>STORK/MICHEL: That Mayor Alan Howard and the Administrator be authorized to sign the 2016 ‘Specific Security Agreement’ for the Town of Eastend with the Innovation Credit Union, to be utilized to secure the ‘Operating Line of Credit’ in the amount of \$75,000.00, at a rate of Prime -0.25%, to be utilized for the purpose of financing operating expenditures, if required.</p> <p style="text-align: right;">CARRIED</p> |
| 39/16 | WCB Rate | <p>HOWARD/DAVISSON: That the council of the Town of Eastend acknowledges the Saskatchewan Workers’ Compensation Board 2016 Premium Rate Notice, reflecting a 15% experience rate discount in recognition of the ‘claims free’ status of the municipality.</p> <p style="text-align: right;">CARRIED</p> |
| 40/16 | Chinook Regional Library | <p>STORK/BIDAUX: That the Town of Eastend approve the 2016 Municipal Grant to the Chinook Regional Library in the amount of \$ 10,965.76.</p> <p style="text-align: right;">CARRIED</p> |
| 41/16 | FCM | <p>STORK/GORDON: That the council of the Town of Eastend approve the 2016 Federation of Canadian Municipalities membership fee of \$ 201.45.</p> <p style="text-align: right;">CARRIED</p> |
| 42/16 | Heritage Sask. | <p>DAVISSON/BIDAUX: That the council of the Town of Eastend approve the 2016 Heritage Saskatchewan membership fee in the amount of \$50.00.</p> <p style="text-align: right;">CARRIED</p> |
| 43/16 | Friends of Small Bus. | <p>STORK/BIDAUX: That the council of the Town of Eastend acknowledges the December 14, 2015 letter as received from the Friends of SW Building Small Business Inc. In response, that this Committee be referred to Southwest Inspection Services Ltd. to answer the questions vital to the feasibility of this proposal.</p> <p style="text-align: right;">CARRIED</p> |
| 44/16 | SHC Loss | <p>BIDAUX/GORDON: That the council of the Town of Eastend acknowledges and approves payment of the Town’s 5% share of the Saskatchewan Housing Corporation operating loss for 2014, in the amount of \$126.30.</p> <p style="text-align: right;">CARRIED</p> |
| 45/16 | Great SW | <p>BIDAUX/DAVISSON: That the renewal of the Great SW Map, Guide & Website Community feature, in the amount of \$265.00 + GST, be tabled to the February 10, 2016 regular council meeting, pending further information from Chamber.</p> <p style="text-align: right;">CARRIED</p> |
| 46/16 | ECTA | <p>GORDON/STORK: That the council of the Town of Eastend acknowledges the Minutes of the September, November & January, 2016 ECTA meetings.</p> <p style="text-align: right;">CARRIED</p> |
| 47/16 | Chamber | <p>HOWARD/GORDON: That the council of the Town of Eastend acknowledges the Minutes of the January 6, 2016 Eastend Chamber of Commerce meeting.</p> <p style="text-align: right;">CARRIED</p> |

- 48/16** **Sask Lotteries** **BIDAUX/STORK: That the council of the Town of Eastend approve the 2016 Application Form for the Saskatchewan Lotteries Community Grant Program, with the Allocation Amounts from the RM of White Valley No. 49 and the RM of Arlington No. 79.**
- CARRIED**
- 49/16** **Joint Meeting** **STORK/BIDAUX: That the council of the Town of Eastend acknowledges the Joint Municipal Meeting on January 19, 2016 in Shaunavon, SK, as hosted by the RM of Wise Creek No. 77; that Deputy Mayor Michel will attend this meeting to represent the Town of Eastend.**
- CARRIED**
- 50/16** **Hockey Donation** **HOWARD/GORDON: That the Town of Eastend make a donation of surplus 2014 Eastend Centennial items for the Eastend Atom Jets Hockey Tournament, hosted by Eastend on January 15 – 17, 2016.**
- CARRIED**
- 51/16** **Bylaw #711/2016** **DAVISSON/STORK: That Bylaw No. 711/2016, being a Council Procedures Bylaw, be introduced and read the first time.**
- CARRIED**
- 52/16** **Bylaw #711/2016** **STORK/BIDAUX: That Bylaw No. 711/2016 be read the second time.**
- CARRIED**
- 53/16** **Bylaw #711/2016** **BIDAUX/GORDON: That Bylaw No. 711/2016, being a Council Procedures Bylaw, be given three readings at this meeting of council.**
- CARRIED UNANIMOUSLY**
- 54/16** **Bylaw #711/2016** **GORDON/HOWARD: That Bylaw No. 711/2016, being Council Procedures Bylaw No. 711/2016, be read the third time and finally adopted.**
- CARRIED**
- 55/16** **Corresp.** **STORK/BIDAUX: That the council of the Town of Eastend acknowledges the following correspondence has been presented; that this correspondence now be suitably filed:**
-SUMA – Urban Updates
-Natural Gas Awareness
-SaskTel – High Speed Internet cost increase.
- CARRIED**
- 56/16** **Adjourn** **DAVISSON/BIDAUX: That the meeting adjourn at 9:30 p.m. to meet again on Wednesday, February 10th, 2016 at 7:00 P.M. in the council chambers of the Municipal Office in Eastend, SK.**
- CARRIED.**

Mayor

Administrator

The Town of Eastend