

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 December 14th, 2016 at 7:00 P.M. in the Council Chambers of the Municipal Office in Eastend, SK.

Mayor Jesse Gordon presiding.

**Councillors Present: Charles Michel
Val Bidaux
Stephanie Davisson
Casey Ziegler**

Administrator Edna Laturus was present.

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

Councilor Charles Michel declared the Oath or Affirmation for the Office of Councilor for the Town of Eastend.

Councilor Michel was also presented with Schedule 1 as per Section 3.1 of The Municipalities Act, the Code of Ethics for Members of Council.

Councilor Michel was also presented with the ‘Public Disclosure Statement’, to be completed within 30 days of election.

DELEGATIONS:

- 7:15 pm – Eastend School students – WE Day presentation
- 7:30 pm - Deborah Giverhaug, EMO Representative; ECTA update.

364/16	Minutes	MICHEL/ZIEGLER: That the minutes of the November 9th, 2016 regular Council Meeting and the December 5th, 2016 Joint Administrative Wage Review and Public Wage Review Committee meetings be adopted as circulated.	CARRIED
365/16	Reports	ZIEGLER/DAVISSON: That the following reports be acknowledged as presented: - Administrator’s report as presented by Edna Laturus - Mayor’s report as presented by Alan Howard	CARRIED
366/16	Financial Statement	MICHEL/DAVISSON: That the Statement of Financial Activities for the month ending at November 30, 2016 be accepted as circulated.	CARRIED
367/16	Bank Reconciliation	DAVISSON/MICHEL: That the Bank Reconciliation for the month of November, 2016 be accepted as circulated.	CARRIED
368/16	Accounts	ZIEGLER/BIDAUX: That the accounts as per cheque # 2367734o # 23675, totaling \$ 106,758.94, as attached hereto and forming part of these minutes, be approved for payment; FURTHER, that the ‘Payroll’ accounts, as per cheque # 524 to # 530, in the amount of \$ 20,770.37, as attached hereto and forming a part of these minutes, be approved for payment.	CARRIED

Councilor Michel declared Conflict of Interest with the next Agenda item, and absented himself from Council chambers at 7:30 pm.

369/16 WE Day Gala ZIEGLER/DAVISSON: That the Town of Eastend give Silver Sponsorship, in the amount of \$500.00, to the Eastend School for their WE Day Project "Raising Hope" for the Ronald McDonald House; Further, that the 4 Gala tickets be resold to the public for additional Funds.

CARRIED

Councilor Michel was recalled to the council chambers at 7:35 pm.

370/16 "Scotty" MICHEL/BIDAUX: That the council of the Town of Eastend accept the presentation from Deborah Giverhaug with respect to the former ECTA; that the Town of Eastend seek legal counsel with respect to the transfer of the Trade Marks 'Scotty' to the Town of Eastend.

CARRIED

371/16 Fire Chief Letter BIDAUX/DAVISSON: That the council of the Town of Eastend continue to postpone a response to the November 7, 2016 letter as received from Fire Chief Stork; that this letter will be referred to the proper authorities in due course to obtain guidance in order to provide a written response to Mr. Stork, as requested.

CARRIED

372/16 Closed Meeting BIDAUX/MICHEL: That the council meeting of the Town of Eastend move to a 'Closed' meeting to discuss Agenda items 10.2) and 10.3).

CARRIED

The time of this motion was 8:05 pm.

Deborah Giverhaug and Laurelei Hanson left Council Chambers. The council of the Town of Eastend resumed their regular meeting at 8:30 pm.

373/16 Peer Support MICHEL/DAVISSON: That the council of the Town of Eastend acknowledges the letter as received from Prairies to Peaks Consulting Inc. with respect to Peer Support Training; that no further payments be made for peer support to Fire Chief Robert Stork, as previously provided by Chris Siddons.

CARRIED

374/16 Invoice #2 BIDAUX/MICHEL: That Invoice #2 as received from Chris Siddons, in the original amount of \$2,500.00, was amended by Fire Chief Stork to an amount of \$1,400.00; that the Town of Eastend offer to pay \$1,000.00 in settlement of this Invoice.

DEFEATED

375/16 First Responder DAVISSON/MICHEL: That, pursuant to Resolution No. 328/16, Chris Siddons has enrolled in the First Responder course; the initial payment of \$800.00 to Mary Howell will be utilized.

CARRIED

376/16 First Responder Dispatch BIDAUX/DAVISSON: That the council of the Town of Eastend acknowledges the method of listing First Responder contact information for dispatch by the Sask 911 Centre in Prince Albert, SK.

CARRIED

377/16 Fire Dept. Minutes BIDAUX/MICHEL: That the council of the Town of Eastend acknowledges receipt of the Fire Department minutes.

CARRIED

378/16 **Fire Dept. Report** **MICHEL/ZIEGLER:** That the council of the Town of Eastend accept the report as presented by Councilor Bidaux, as Town Representative on the Eastend & District Volunteer Fire Department, stressing adoption of rules, an Inventory list by January 31, 2017, a review of the Code of Ethics, and that representatives from the three Municipal councils should meet in January, 2017.

CARRIED

379/16 **WTP Upgrade** **BIDAUX/DAVISSON:** That the council of the Town of Eastend accepts the Administrator's report as presented for the Water Treatment Plant Upgrade Project; that the Town of Eastend has submitted Answers to the INFC Questions, as requested, and awaits a response; Financial Statements have been submitted to the Innovation Credit Union and contact has been made with the Saskatchewan Municipal Board.

CARRIED

380/16 **Lift Station Claim** **BIDAUX/ZIEGLER:** That the council of the Town of Eastend acknowledges the December 1, 2016 letter as received from All Claims Insurance Adjusters with respect to the July 4, 2016 Lift Station claim; that these calculations be assessed prior to advising if the Town of Eastend will proceed with this claim.

CARRIED

381/16 **WTP Records** **DAVISSON/ZIEGLER:** That the council of the Town of Eastend approve the Water Treatment Plant records for the month of November, 2016, as submitted by Clint Lewis, Foreman.

CARRIED

382/16 **Office Salaries** **MICHEL/DAVISSON:** That the following Office Administration salaries be ratified for implementation at January 1st, 2017, as per Recommendation from the Personnel Committee Wage Review meeting:

- Marnie MacRae - \$48,000.00/annum plus 5% to \$50,400.00/annum;
- Rosa Vazquez - \$36,000.00/annum plus 5% to \$37,800.00/annum, on a permanent casual basis, with days of work at the discretion of the Administrator;
- Edna Laturus - \$140,993.35/annum plus 5% to 148,043.00/annum

Pay out of Administrator's holidays not used by December 31st, 2016, and, due to the employee shortage, that the Office Clerk's unused 2016 holidays at December 31, 2016 be also paid out.

CARRIED

383/16 **Public Works Salaries** **MICHEL/DAVISSON:** That the following Public Works salaries be ratified for implementation at January 1st, 2017, as per recommendation from the Personnel Committee Wage Review meeting:

- Clint Lewis: \$68,619.00/annum plus 5% to \$72,049.95/annum plus Overtime Hours as required for snow removal or other emergent situations;
- Kendra Moore: \$23.50/hour, plus potential increase to \$25.00/hour, with minimum of 1 year Commitment; 1% with 6 month commitment to \$23.75/hour.
- Wendy Armstrong: \$22.35/hour plus 1% to \$22.60/hour;
- Sheldon Richardson: \$16.00/hour plus 1% to \$16.20/hour, with hours of work to be determined as required, at the Foreman's discretion.

- Ken Johnson: \$15.00/hour with No increase requested, with 4 months of work requested - April, May, September & October, 2017, to be determined at the Foreman's discretion;
- Jim Johnson: \$25.00/hour, with No increase requested; hours of work to be determined at the Foreman's discretion.

Pay out of Foreman's holidays not used by December 31st, 2016.

CARRIED

384/16 **Employee Position** **MICHEL/DAVISSON: That the Town of Eastend advertise a Permanent Part Time Public Works position, focusing on a future Water Treatment Plant Operator.**

CARRIED

385/16 **Human Rights** **MICHEL/DAVISSON: That the council of the Town of Eastend acknowledges that Sarah Mudiliar has filed a Human Rights Complaint against the Town of Eastend; that this complaint be referred to the MacBean Tessem Law office for representation.**

CARRIED

386/16 **CRAG** **MICHEL/ZIEGLER: That the council of the Town of Eastend acknowledges the November 22, 2016 letter from the Ministry of Parks, Culture & Sport advising that the 2016 Community Rink Affordability Grant has been suspended for 2016, due to decreased Provincial revenues.**

CARRIED

387/16 **Chili Cookoff** **DAVISSON/ZIEGLER: That the Town of Eastend approve payment for the rental of the Eastend Hall tables for the 2016 Chili Cookoff, in the amount of \$200.00.**

CARRIED

388/16 **WCB** **ZIEGLER/DAVISSON: That the council of the Town of Eastend acknowledges the 2017 Workers' Compensation Board Premium Rates, at a 30% Experience Rate Discount to \$0.90/\$100 of payroll.**

CARRIED

389/16 **FoodSafe** **DAVISSON/MICHEL: That the council of the Town of Eastend acknowledges the 'FoodSafe' Course schedule for 2017, as received from the Cypress Health Region.**

CARRIED

390/16 **SADD** **MICHEL/DAVISSON: That the council of the Town of Eastend approve a \$25.00 Membership in the Eastend School SADD Chapter.**

CARRIED

391/16 **ERP** **DAVISSON/MICHEL: That the council of the Town of Eastend pursue options for the update and/or development of an Emergency Response Plan for the Town of Eastend, presenting cost estimates and quality of final product.**

CARRIED

392/16 **Demolition Permit** **BIDAUX/DAVISSON: That the council of the Town of Eastend approve the Application for a Permit to Demolish a Building as received from Mr. Richard Girard at #304 Elm Avenue North; further, that permission be given to remove the obstructive tree on the boulevard adjacent to this property.**

CARRIED

- 393/16 SWMG BIDAUX/MICHEL: That the council of the Town of Eastend acknowledges the copy of the October 21, 2016 South West Municipal Government Committee meeting minutes.**
CARRIED
- 394/16 SWMA BIDAUX/MICHEL: That the council of the Town of Eastend acknowledges the copy of the November 29, 2016 South West Waste Management Authority meeting minutes.**
CARRIED
- 395/16 Chamber BIDAUX/DAVISSON: That the council of the Town of Eastend acknowledges the copy of the November 16, 2016 Eastend Chamber of Commerce meeting minutes.**
CARRIED
- 396/16 WMO BIDAUX/MICHEL: That the council of the Town of Eastend acknowledges the copy of the November 20, 2016 Wilkinson Memorial Observatory meeting minutes.**
CARRIED
- 397/16 2017 SUMA BIDAUX/MICHEL: That the council of the Town of Eastend and the CAO register for the 2017 SUMA Convention on February 5th – 8th, 2017 in Saskatoon, SK.**
CARRIED
- 398/16 Kinsmen BIDAUX/MICHEL: That the council of the Town of Eastend acknowledge the December 13, 2016 letter as addressed to the Manager, Eastend Wolf Willow Health Centre, with respect to the ‘Meals on Wheels’ program.**
CARRIED
- 399/16 Corresp. DAVISSON/MICHEL: 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
- Advance Design & Construction Ltd. appreciation
- SaskTel – expanded LTE coverage to our community
- Elliot Lindsay – River Restoration project.
- Go Out & Play Challenge – Blue Cross
CARRIED
- 400/16 Adjourn BIDAUX: That the meeting adjourn at 9:35 p.m. to meet again on Wednesday, January 11th, 2017 at 7:00 P.M. in the council chambers of the Municipal Office in Eastend, SK.**
CARRIED

Mayor

Administrator

The Town of Eastend