

**MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, JANUARY 9, 2017
AT THE TOWN OFFICE**

PRESENT: MAYOR: John Hildebrand
COUNCILLOR: Brendan Proctor, Korbin Myer, Tammy Beriault,
Dione Wall, Addison Wood
ADMINISTRATOR: Jamie Paik

ABSENT: COUNCILLOR: Jim Soper

GUESTS: 2

CALL TO ORDER: A quorum being present, Mayor Hildebrand called the meeting to order at 6:30 pm.

AGENDA:

001/2017 AGENDA AS PRESENTED A. Wood: THAT the agenda be passed as presented.
Carried

002/2017 AGENDA AMENDMENT A. Wood: THAT the following items be added to the agenda:
1. Town Survey
2. In camera session – RE: HR/ Personnel Discussion
3. Arena – Maintenance and Capital
4. Conflict of Interest
Carried

MINUTES:

003/2017 MINUTES – LAST REGULAR MEETING T. Beriault: THAT the minutes of the December 12, 2016 Regular Council Meeting, be approved.
Carried

004/2017 PAYMENT OF ACCOUNTS: D. Wall: THAT the accounts presented, on the List of Accounts for Approval # 2016-00078 – 2017-00001, attached hereto and forming part of these minutes, be approved for payment in the amount of \$170,734.15 in addition to payroll.
Carried

005/2017 FINANCIAL STATEMENTS: A. Wood: That the following Financial Statements be accepted as presented:
1. RBC Dominion Securities – November Statement and Confirmation Notice
2. Bank Reconciliation – November
3. Statement of Financial Activities – November
Carried

006/2017 CORRESPONDENCE: A. Wood: THAT we have read and accept the following Correspondence:
1. FCM – December 21, 2016
2. FCM Voice – December 16, 2016

- 3. FCM – Rural broadband program
- 4. SREDA – Economic NewsFlash – December 16, 2016
- 5. SREDA – Regional Committee Minutes
- 6. SREDA – Regional Committee Schedule
- 7. SREDA – BRC Agenda
- 8. ACM - recap of December 8, 2016
- 9. Caucus Committee on Crime Reduction
- 10. HBRA 2017 membership Invoice
- 11. NCTPC workshops – February 2017
- 12. Go Out & Play Challenge
- 13. RCMP reports for December 5th to December 19, 2016
- 14. SAMA – 2017 Revaluations Information Sheets SREDA – Economic Dashboard
- 15. Canadian Fallen Heroes Foundation – Donation
- 16. Gregory Guarnet – Property Damage
- 17. WSA – Waterworks Compliance Inspection

Carried

007/2017 **REPORTS:** B. Proctor: THAT we receive the staff reports as presented.

STAFF REPORTS:

ADMINISTRATION

- 1. Drainage
- 2. Lagoon
- 3. Development/ Economic Development
- 4. Grants
- 5. Miscellaneous / Last Meeting Business

RECREATION

- 6. Affinity Community Hall
- 7. Grants
- 8. Boards and Committees

PUBLIC WORKS

- 9. Nuisance Property Remediation
- 10. Snow Removal
- 11. WTP Repair

UTILITIES

- 12. Water Treatment Plant Summary - December

BYLAW ENFORCEMENT

- 13. Report - November 29 – January 2

Carried

Councillor Beriault leaves the meeting at 7:15pm, to return at a later time.

COMMITTEE REPORTS:

ARENA COMMITTEE

- 1. Arena Operations

008/2017 ARENA OPERATIONS A. Wood: THAT the Town of Langham begin the process of transferring operation responsibility of the arena to the Town; and THAT the Town Public Works and Recreation Staff shadow the current arena board and staff to learn maintenance and

administrative operations; and
 THAT the Town transition full responsibility of all arena operations to itself as of May 1, 2017.

Carried

Councillor Beriualt returns to the meeting at 8:15pm.

**PORTFOLIO
 REPORTS:**

POLICE, BYLAW
 ENFORCEMENT

1. Ride along with Bylaw Enforcement Scheduled

PLANNING, LANDS,
 ECONOMIC
 DEVELOPMENT

2. SEDA
3. Residential Development Meeting to be scheduled

PARKS, RECREATION,
 CULTURE, TOURISM,
 PUBLIC HEALTH

4. Storage alternatives from storage containers
5. Hall – projector mounting

PUBLIC WORKS,
 INFRASTRUCTURE,
 BUILDINGS,
 ENVIRONMENTAL
 HEALTH

FIRE, EMERGENCY
 MEASURES

6. Fire department minutes to be obtained
7. Rescue truck to be picked up end of month
8. Saskalert Training

WATER, SEWER,
 LAGOON

9. Meeting with SIA

OLD BUSINESS:

009/2017

STORM WATER
 STUDY - ASSOCIATED

B. Proctor: THAT the Town of Langham approve the proposed Storm Water Discharge Study suggested by the Ministry of Highways, presented by Associated Engineering with a budget of \$15,500.00; and
 THAT the Town reach out to the Ministry of Highways and the RM of Corman Park to discuss cost sharing of this study.

Carried

010/2017

PTIC GRANT
 APPLICATION

B. Proctor: THAT Council support the application for a PTIC and/or CWWF grant for Water and Sewer Line Rehabilitation, and Council agrees to meet legislated standards, to meet the terms and conditions of the relevant PTIC and/or CWWF program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the construction cost, to fund ongoing operation and maintenance costs, and to follow any mitigation measures as required by the *Canadian Environmental Assessment Act* and *The Environmental Assessment Act (Saskatchewan)*.

Carried

- 011/2017 PTIC GRANT APPLICATION - ASSOCIATED D. Wall: THAT the Town of Langham approve the proposed water and sewer line study to assist in providing information for the PTIC grant application, presented by Associated Engineering with a budget of \$6,200.00.
Carried
- 012/2017 SKATEPARK LEASE D. Wall: THAT the Town of Langham sign the proposed lease from the Prairie Spirit School Division for the Langham Skate Park.
Carried
- 013/2017 PRELIM DESIGN - LAGOON B. Proctor: THAT the Town of Langham accept the preliminary design as submitted by Associated engineering; and THAT Council proceed with design option #2 with alterations including a phase 3.
Carried
- NEW BUSINESS:**
- 014/2017 SPWA CCONFERENCE B. Proctor: THAT the Town of Langham register Steve Wiebe and Jarvis Martens for the 2017 SPWA Conference February 28 – March 2, 2017 in Saskatoon; and THAT they be reimbursed for expenses with upon remittance of receipts.
Carried
- 015/2017 SUBDIVISION REQUEST D. Wall: THAT the Town of Langham respond to Community Planning regarding the subdivision request on the property described as NE 20-39-07-W3M in the RM of Corman Park, with no concerns.
Carried
- 016/2017 TRANSFER STATION HOURS A. Wood: THAT the Town of Langham set new transfer station hours, beginning February 1, 2017, as follows:
Tuesday 1:00pm – 5:00pm
Saturday 9:00pm – 12:00pm
1:00pm – 5:00pm
Carried
- 017/2017 SIDEWALK SNOW CLEARING SERVICE A. Wood: THAT the Town of Langham's Public Works Department suspend the service of sidewalk snow clearing.
Defeated
- 018/2017 PARKING SPACE RENTAL MHI B. Proctor: THAT the Town of Langham approve the Ministry of Highways request to rent 2 parking spaces within the compound at the Town Shop with details and a rate to be discussed at a later date.
Carried
- 019/2017 UTILITIES TO TAXES A. Wood: THAT the Town of Langham transfer outstanding Utility accounts to the owners Tax accounts as follows:

Account #	Amount	Tax Roll
0535 0000	\$304.94	#596
0249 0000	\$322.15	#246
0093 0030	\$806.39	#92

Carried

020/2017 LORAAS CONTRACT 2017 K. Myer: THAT the Town of Langham sign the 2017 contract presented by Loraas Disposal.

Carried

021/2017 GENERATOR PURCHASE B. Proctor: THAT Council approve the quote from AIM Electric for the purchase and install of a Generator at the Town office in the amount of \$11,685.00.

Carried

022/2017 2017 APPOINTMENTS K. Myer: THAT the following appointments shall be effective January 1, 2017, unless otherwise stated:

Auditor	Davies and Drury
Development Officer	Jamie Paik
Solicitor	Miller Thomson and Associates
Engineers	Associated Engineering
Library Representative	Tammy Beriault
Development Appeals	Alan Sneddon
Deputy Mayor	Brendan Proctor
Fire Chief	Bill McCombs
EMO Coordinator	Bill McCombs
Bylaw Enforcement	Commissionaires – Dannie McDonnell
Building Inspectors	Municode Services
Board of Revision	Gord Krismer and Associates
Tan Enforcement	Taxervice

Carried

023/2017 ARENA OPERATORS A. Wood: THAT the Town of Langham approve Steve Wiebe, Karly Russin and Bill Johnston to attend the Arena Operator Level 1 Course in Lloydminster on January 17-18, 2017; and THAT they be reimbursed for expenses upon submission of receipts.

Carried

024/2017 TOWN SURVEY D. Wall: THAT the Councillor Proctor investigate staff operations in municipalities of similar size and compile a report for Council.

Carried

025/2017 ARENA ICEPLANT A. Wood: THAT the Town of Langham investigate systems for artificial ice for the arena and a system to replace the current heating system in the arena and the hall.

Carried

026/2017	CONFLICT OF INTEREST - LEGAL	B. Proctor: THAT the Town of Langham consult with a lawyer regarding Councillor Wall's perceived conflict of interest to help establish which subjects she should excuse herself from.	Carried
027/2017	MLDP SESSIONS	A. Wood: THAT the Town of Langham's all available Councillors or MLDP training on February 4, 2017 in Saskatoon; and THAT they be reimbursed for expenses following submission of receipts.	Carried
028/2017	PROPERTY DAMAGE – GREGORY GUARNET	B. Proctor: THAT the Town of Langham response to Gregory Guarnet's complaint regarding the alleged property damage that has occurred at his residence, near the outdoor rink.	Carried
029/2017	ACCOUNTS RECEIVABLE INTEREST	D. Wall: THAT the Town of Langham implement and enforce a 1.5% interest rate on all accounts received invoices 30 past due; and THAT a 1.5% interest continue to be applied every 30 days thereafter, until the invoice and interest is paid in full.	Carried
030/2017	SPEED ISSUES – BONNIE ROUFOSSE	D. Wall: THAT the Town of Langham response to Bonnie Roufosse's concern regarding vehicle speeds on Fourth Street East.	Carried
031/2017	TOWING BYLAW VIOLATIONS	A. Wood: THAT the Town of Langham enforce Section ___ of the Traffic Bylaw and begin towing vehicles that are violating the bylaw.	Carried
032/2017	IN CAMERA	B. Proctor: THAT Council moves to In-camera to discuss the HR/ Personnel at 11:35 pm.	Carried
	OUT OF CAMERA	Mayor Hildebrand reconvenes the public meeting at 11:55pm.	
033/2017	ADJOURNMENT:	D. Wall: THAT this meeting now adjourn – Time 11:55pm	Carried

 Mayor

 Administrator/CAO

**MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, JANUARY 23, 2017
AT THE TOWN OFFICE**

PRESENT: MAYOR: John Hildebrand
COUNCILLOR: Brendan Proctor, Korbin Myer, Tammy Beriault,
Dione Wall, Addison Wood, Jim Soper
ADMINISTRATOR: Jamie Paik

GUESTS: 1

CALL TO ORDER: A quorum being present, Mayor Hildebrand called the meeting to order at 6:30 pm.

AGENDA:

034/2017 AGENDA AS PRESENTED A. Wood: THAT the agenda be passed as presented.
Carried

MINUTES:

035/2017 MINUTES – LAST REGULAR MEETING T. Beriault: THAT the minutes of the January 9, 2017 Regular Council Meeting, be approved.
Carried

036/2017 **PAYMENT OF ACCOUNTS:** D. Wall: THAT the accounts presented, on the List of Accounts for Approval # 2017-00002- 2017-00004, attached hereto and forming part of these minutes, be approved for payment in the amount of \$6,779.91, in addition to payroll.
Carried

037/2017 **FINANCIAL STATEMENTS:** A. Wood: That the following Financial Statements be accepted as presented:
1. RBC Dominion Securities – December Statement
Carried

038/2017 **CORRESPONDENCE:** A. Wood: THAT we have read and accept the following Correspondence:
1. RCMP reports for December 20th to January 6, 2016
2. Gregory Guarnet – Property Damage
3. Service Canada – Employment Insurance
4. Energy Doctor – Greetings
5. Acadia – 2017 SUMA Convention
6. SAMA – Annual Meeting
7. SUMAssure – Annual General Meeting
Carried

039/2017 **REPORTS:** B. Proctor: THAT we receive the staff and committee reports as presented.

STAFF REPORTS:

ADMINISTRATION 1. Drainage

- 2. Lagoon
- 3. Development/ Economic Development
- 4. Grants
- 5. Miscellaneous / Last Meeting Business

COMMITTEE REPORTS:

ARENA COMMITTEE

- 1. Charitable Status of Arena Board
- 2. Advisory Committee

LAGOON COMMITTEE

- 3. RM of Corman Park Meeting – Discretionary Use

BUDGET COMMITTEE

- 4. Committee of the Whole Budget Meeting

Carried

PORTFOLIO REPORTS:

POLICE, BYLAW ENFORCEMENT

- 1. Ride along with Bylaw Enforcement
- 2. Meeting with Dalmeny Police
- 3. Tickets
- 4. Enforcement Tickets

PLANNING, LANDS, ECONOMIC DEVELOPMENT

PARKS, RECREATION, CULTURE, TOURISM, PUBLIC HEALTH

PUBLIC WORKS, INFRASTRUCTURE, BUILDINGS, ENVIRONMENTAL HEALTH

FIRE, EMERGENCY MEASURES

- 5. Rescue Truck has Arrived

WATER, SEWER, LAGOON

OLD BUSINESS:

040/2017

EAGLE CREEK PARK AUTHORITY RM REMOVAL

T. Beriault: THAT the Town of Langham accept the RM of Corman Park’s request to withdraw from the Eagle Creek Park Authority.

Carried

041/2017

EAGLE CREEK PARK AUTHORITY TOWN

D. Wall: THAT the Town of Langham send a letter to administration of the Eagle Creek Park Authority requesting to

REMOVAL withdraw from the board.

Carried

NEW BUSINESS:

042/2017 DETAILED DESIGN B. Proctor: THAT the Town of Langham contract Associated
LAGOON Engineering to begin the detailed design of Langham's New
Facultative Lagoon, based on motion #13/2017.

Carried

043/2017 30 DAY GIC D. Wall: THAT the Town of Langham relocate \$1,000,000.00 into
a 30 day GIC, at a rate of 1.01% interest with Affinity Credit
Union.

Carried

BYLAWS:

044/2016 BYLAW 2017-01 B. Proctor: THAT the Town of Langham Bylaw 2017-01, being a
SKATEPARK BYLAW Bylaw to establish a skate park committee, be read a First time.

Carried

045/2016 D. Wall: THAT the Town of Langham Bylaw 2017-01, being a
Bylaw to establish a skate park committee, be read a Second time.

Carried

046/2016 J. Soper: THAT the Town of Langham Bylaw 2017-01, being a
Bylaw to establish a skate park committee, be given three readings
at this meeting.

Carried Unanimously

047/2016 A. Wood: THAT the Town of Langham Bylaw 2017-01, being a
Bylaw to establish a skate park committee, be read a Third time
and adopted.

Carried

048/2017 **ADJOURNMENT:** T. Beriault: THAT this meeting now adjourn – Time 8:05pm

Carried

Mayor

Administrator/CAO