

**MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE TOWN OF LANGHAM
IN THE PROVINCE OF SASKATCHEWAN
HELD ON MONDAY, OCTOBER 24, 2016
AT THE TOWN OFFICE**

PRESENT: MAYOR: Beverly Panas
COUNCILLOR: John Hildebrand, Alan Sneddon, Tracy Simpson,
Brendan Proctor, Ryan Klassen, Korbin Myer
ADMINISTRATOR: Jamie Paik

GUESTS: 7

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

DELEGATIONS: 6:30 pm – Curling Club - Agreement
7:00 pm – Skate Park Committee – Insurance

MINUTES:

274/2016 **MINUTES – LAST REGULAR MEETING** A. Sneddon: THAT the minutes of the October 11, 2016 Regular Council Meeting, be approved as presented. **Carried**

275/2016 **PAYMENT OF ACCOUNTS:** J. Hildebrand: THAT the accounts presented, on the List of Accounts for Approval # 2016-0006, attached hereto and forming part of these minutes, be approved for payment in the amount of \$63,513.20, in addition to payroll. **Carried**

276/2016 **FINANCIAL STATEMENTS:** R. Klassen: That the following Financial Statements be accepted as presented:
1. RBC Dominion Securities – September Statement
2. Bank Reconciliation – August
3. Statement of Financial Activities - August **Carried**

277/2016 **CORRESPONDENCE:** R. Klassen: THAT we have read and accept the following Correspondence:
1. SREDA - Economic News Flash - October 11 to October 19, 2016
2. SREDA – letter dated October 12, 2016
3. SUMAssure – Insurance Reciprocal – November 2014
4. Urban Update – October 17, 2016
5. FCM e-mail – October 11, 2016
6. NSMA Meeting Minutes – September 16, 2016
7. Saskatchewan Cemetery Index
8. RCMP reports for October 3 to October 17, 2016
9. Letter from Kelly Block – re: surface drainage
10. Cummins – Generator Repair Estimate **Carried**

OLD BUSINESS:

278/2016 **WATERLINE LOOPING** A. Sneddon: THAT the Town of Langham accept Integrated

	ENGINEERING	Engineering's quote to do the engineering work on the installation of a water line on King Avenue, in the amount of \$7,500.00 plus applicable taxes.	Carried
279/2016	WATERLINE LOOPING CONSTRUCTION	T. Simpson: THAT the Town of Langham contract out the installation of a water line on King Avenue for the amount of \$90,000.00.	Carried
280/2016	SKATEPARK FUNDING LETTER	B. Proctor: THAT the Town of Langham write a letter to the Prairie Spirit School Division, stating the Town's support for the Skate Park project and agreeing to cover ongoing insurance costs of the park, if the Town is able, based on insurance requirement on location; and THAT motion 231/2016 be amended by replacing the funding date of October 14 with "the date that CIF confirms a funding extension".	Carried
281/2016	ANNEXATION LAWYER	K. Myer: THAT the Town of Langham seek legal advice from MLT in regards to annexation.	Carried
NEW BUSINESS:			
282/2016	TAX ABATEMENT	B. Proctor: THAT the Town of Langham grant an abatement to roll number 419 000 for taxes between September 1, 2016 and December 31, 2016 in the amount of: (rebate for 4 months) Municipal Taxes \$151.48 School Taxes \$181.44 = \$ 332.92	Carried
283/2016	TAX ABATEMENT	K. Myer: TAX ABATEMENT B. Proctor: THAT the Town of Langham grant an abatement to roll number 418 000 for taxes between September 1, 2016 and December 31, 2016 in the amount of: (rebate for 4 months) Municipal Taxes \$137.82 School Taxes \$165.12 = \$ 302.94	Carried
284/2016	UTILITY WRITE OFFS	R. Klassen: THAT the Town of Langham write off the list of utility account attached to and forming part of these minutes.	Carried
285/2016	STREET CLOSURE REQUEST	A. Sneddon: THAT the Town approve Kim Hagglunds request to block off Third Avenue from Main Street to South of the alley North of Main Street to hold a fundraiser from the hours of 09:00 to 21:00 Saturday, November 26, 2016; and THAT the Administrator inform the Town of Langham Bylaw	

Officer of the said fundraiser; and
 THAT the Town Foreman be instructed to barricade the said area for the said time in a manner deemed satisfactory to ensure public safety.

Carried

- 286/2016 TAX ENFORCEMENT AD
 J. Hildebrand: THAT the Town accept the list of outstanding taxes and publish the Tax Enforcement List in the next edition of the Clarks' Crossing Gazette.
Carried
- 287/2016 TRANSFER STATION HOURS - HOLIDAYS
 T. Simpson: THAT the Town of Langham close its Transfer Station for the following days during the holidays season: December 24, 2016, December 27, 2016, December 31, 2016
Carried
- 288/2016 OFFICE HOURS – HOLIDAYS/YEAR END
 T. Simpson: THAT the Town of Langham office holiday and year end procedures hours will be as followed:
 Dec. 23 Closed at 12:00 pm
 Dec. 24 - 27 Closed
 Dec. 28 & 29 Regular Office Hours
 Dec. 30 Closed at 3:00 pm
 Jan. 2 Closed
 Jan. 3 Regular Office Hours
 Jan. 4 - 6 Closed for Year End Procedures
 Jan. 9 Regular Office Hours Resume
Carried
- PECUNIARY INTEREST
 K. Myer excuses himself at 8:50pm, declaring pecuniary interest while Council discusses tender submissions for a nuisance property.
- 289/2016 NUISANCE PROPERTY CLEANUP
 A. Sneddon: WHEREAS the Town of Langham issued a call for tenders in resolution 249/2016; and
 WHEREAS the bids received exceeded Councils the cost that Council was willing to carry;
 BE IT RESOLVED that the Town Public Works Department remediate the property at 216 Railway Street to the specifications described in the order to the property owner; and
 THAT an interest be placed on title and the costs incurred by the remediation be placed on the property taxes.
Carried
- PECUNIARY INTEREST
 K. Myer returns to Council Chambers at 9:05pm.
- 290/2016 EMPLOYEE
 J. Hildebrand: THAT the Town Council acknowledge Darcey Bomoks return to the office from Maternity leave on November 1, 2016.
Carried
- 291/2016 EMPLOYEE
 J. Hildebrand: WHEREAS in March 2016 Bev Dovell gave notice that she will be reducing her hours with the Town;

WHEREAS it was agreed that Bev would stay with the Town on a casual basis for the purpose of training staff on financial operations;
 WHEREAS Bev Dovell has requested to instead stay on part time and come in casually to use up her holiday time gradually;
 BE IT RESOLVED that the Town of Langham approve Bev Dovell's request to stay on as part time until December 31, as scheduled by the Administrator; and
 THAT a hiring Bev Dovell on a contract basis in 2017 will be discussed at that time, if more training is needed in the office.

Carried

292/2016 EMPLOYEE

J. Hildebrand: WHEREAS the Rebecca Peterson transitioned to full time employment with the Town to cover a maternity leave; and
 WHEREAS Bev Dovell has transitioned out of her role as assistant administrator and into a temporary training role until her departure December 31, 2016;
 BE IT RESOLVED that the Town extend her full time term position into a permanent full time position at her current rate of pay and hours.

Carried

293/2016 CHRISTMAS PARTY

K. Myer: THAT the Town of Langham facilitate a Christmas party for staff, fire department and Council, with costs not to exceed \$1,000.00.

Carried

294/2016 **STAFF REPORTS:**

ADMINISTRATION

A. Sneddon: THAT we receive the staff reports as presented.

1. Drainage
2. Lagoon
3. Development/ Economic Development
4. Arena
5. Human Resources
6. Miscellaneous / Last Meeting Business

RECREATION
DIRECTOR

1. Affinity Community Hall
2. Upcoming Events
3. Grants
4. Miscellaneous
5. Community Park
6. Board and Committee Insurance

BYLAW
ENFORCEMENT

1. Reports October 2 to October 23

Carried

**PORTFOLIO
REPORTS:**

HUMAN RESOURCES

1. Committee Meeting

PLANNING, LANDS,

ECONOMIC
DEVELOPMENT

PARKS, RECREATION,
CULTURE, TOURISM,
PUBLIC HEALTH

1. Arena

PUBLIC WORKS,
INFRASTRUCTURE,
BUILDINGS,
ENVIRONMENTAL
HEALTH

1. Road/Sidewalk Repair – Park Ave

PROTECTIVE
SERVICES, POLICE,
FIRE, BYLAW
ENFORCEMENT,
EMERGENCY
MEASURES

1. EMO Resignation

WATER, SEWER,
LAGOON

MAYOR'S REPORT

295/2016

ADJOURNMENT:

B. Panas: THAT this meeting now adjourn – Time 10:20 pm

Carried

Mayor

Administrator/CAO