

**BIENFAIT TOWN COUNCIL**  
**Regular Meeting of Council**  
**Wednesday, February 12, 2020**  
**Municipal Office at 417 Main Street, Bienfait, Saskatchewan**  
**AGENDA**

**01 Call to Order**

**02 Delegation**

**03 Consideration of Agenda**

- a.) Review of Agenda as presented, revise as required

**04 Minutes of Previous Meeting**

- a.) Review of Minutes of the January 23, 2020 Regular Council Meeting
- b.) Review of Minutes of the January 27, 2020 Special Meeting of Council
- c.) Review of Minutes of the January 30, 2020 Special Meeting of Council
- d.) Presentation of errors, omissions or corrections – MOTION to approve

**05 Reports – Council, Staff and Other**

- a.) Verbal Council Reports:
- b.) Written Staff Reports: Administrator's Report
- c.) Committee/Board Meetings:
- d.) Other Written Reports:
- e.) Waterworks Operational Records of the Water Treatment Plant – January 2020

**06 Financial**

- a.) Bill List #1 - MOTION to approve payment
- b.) Payroll Lists #1 - MOTION to approve payment

**07 Unfinished Business**

- a.) Ammonia Testing – Nexom
- b.) Payment of Invoice #BY-4555 to Cummins Canada ULC - \$15,089.53
- c.) SaskAlert Training
- d.) Frozen Manhole Covers at Lagoon

**08 New Business**

- a.) Tree Removal Quotes
- b.) H2S Calibrator Quotes
- c.) Repairs to Shed by Town Shop
- d.) Boots on the Ground Coaching
- e.) Canada Summer Jobs 2020 – Call for Applications
- f.) Community Recreation Plan Grant
- g.) RMAA Spring Workshop 2020
- h.) Incident Report January 27, 2020
- i.) PBI Permit No. 11-010 – 201 Carbon Avenue
- j.) Bienfait Public Library
- k.) Snow Removal – 710 Bradley Avenue
- l.) Landfill Agreement
- m.) Public Works Manager
- n.) **Rescind Motion 16/11/01-10**
- o.) **Application for a Town Mastercard**



**09 Correspondence**

- a.) Genco Asphalt Inc. – Product and Services List
- b.) Town of Bienfait Vehicle and Driver's List
- c.) Nelson Motors & Equipment Quote
- d.) Nelson Motors & Equipment Quote

**10 Other Business**

**11 Adjournment**

**TOWN OF BIENFAIT**  
**Minutes of the Regular Meeting of Council**  
**Wednesday, February 12, 2020 6:00 p.m.**  
**In the Municipal Office at 417 Main Street, Bienfait, Saskatchewan**

**PRESENT:** Mayor Paul Carroll – *arrived at 6:21 p.m.*

Councillors Ivan Boyer  
Chris Dupuis  
Ken Bonokoski  
Shirley Wheeler  
Rob Forster – *departed the meeting at 7:40 p.m.*  
Steven Matthewson

Administrator Jessica Franklin

**20/02/01-01 Call to Order:**

A quorum being present, Deputy Mayor Steven Matthewson called the meeting to order at 6:11 p.m.

**20/02/01-02 Delegation:**

**20/02/01-04 Minutes:**

**Wheeler/Forster**

THAT the minutes of January 23, 2020, Regular Meeting of Council shall be approved as presented.

**Carried**

**Boyer/Matthewson**

THAT the minutes of January 27, 2020, Special Meeting of Council shall be approved as presented.

**Carried**

**Bonokoski/Boyer**

THAT the minutes of January 30, 2020, Special Meeting of Council shall be approved as presented.

**Carried**

**20/02/01-05 Reports:**

**Forster/Boyer**

THAT the following reports be accepted as presented:

- a.) Verbal Reports  
    Council Reports
- b.) Written Staff Reports  
    Administrator's Report
- c.) Committee and Other
- d.) Other Written Reports
- e.) Waterworks Operational Records of the Water Treatment Plant – January 2020

**Carried**

**20/02/01-06 Financials:**

**a.) Bill List No. 1:**

**Dupuis/Bonokoski**

THAT Bill List No. 1 as indicated by cheque #9474 – cheque #9498 in the amount of \$47,180.90 is approved for payment as presented.

**Carried**

**b.) Payroll Lists No. 1:**

**Wheeler/Forster**

THAT Payroll List No. 1 as indicated by cheque #9643 – cheque #9648 in the amount of \$9,385.75 shall be approved for payment as presented.

**Carried**

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**20/02/01-07 Unfinished Business:**

**a.) Ammonia Testing - Nexom**

**Bonokoski/Forster**

THAT the Town of Bienfait shall provide quarterly ammonia testing at the lagoon site, the water sample will be collected before the sagr and after the sagr to provide accurate ammonia results; These water samples will be sent to Roy Romanow Provincial Laboratory Environmental Services and the Environmental Services Analysis Report results from said water tests will be forwarded to Nexom to be placed on the Town of Bienfait's file.

**Carried**

**b.) SaskAlert Training**

**Matthewson/Wheeler**

THAT the Town of Bienfait shall register Jessica Franklin and Carri Clarke for SaskAlert Training from the Government of Saskatchewan; and that the training will be completed at the town office for a cost of zero (\$0.00) dollars.

**Carried**

**c.) Frozen Manhole Covers at Lagoon**

**Forster/Wheeler**

THAT the Town of Bienfait shall request Public Works to submit a design plan for approval to Council for wooden insulated frames with anchors for the manholes at the lagoon; and that the approved wooden insulated frames will be used hereon forward to prevent the manholes from freezing during the winter months.

**Carried**

**20/02/01-08 New Business:**

**a.) Tree Removal Quotes**

**Wheeler/Forster**

THAT the Town of Bienfait shall contact Tyros Consulting Inc. to cut and remove a tree from the Town of Bienfait's back alley behind 225 Cuddington Avenue; and that the cost of the tree removal will be five hundred and twenty five dollars (\$525.00) as per the quote provided.

**Carried**

**c.) Repairs to Shed by Town Shop**

**Forster/Boyer**

THAT the repairs to the shed by the Town of Bienfait's shop will be tabled until April 2020 to give Council the opportunity to inspect the quality and structural integrity of the building before any repairs will be completed.

**Carried**

**d.) Boots on the Ground Coaching**

**Dupuis/Matthewson**

THAT Administration shall proceed to register Public Works employees for Tools for High Performing Leaders Modules provided by Boots on the Ground Coaching; and that Administration will inquire on effective and appropriate modules for registration throughout the year of 2020; and that the completed modules will provide the CEU's required to maintain the Saskatchewan Water & Wastewater Association certification held by Public Works employees.

**Carried**

**e.) Canada Summer Jobs 2020 – Call for Applications**

**Boyer/Bonokoski**

THAT the Town of Bienfait shall apply for the Canada Summer Jobs 2020 grant; and that the application shall request for three (3) summer students.

**Carried**

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**f.) Community Recreation Plan Grant**

**Wheeler/Forster**

THAT the Community Recreation Plan Grant shall be tabled to the next regular meeting of Council to give Administration time to gather information regarding the grant details.

**Carried**

**g.) RMAA Spring Workshop 2020**

**Boyer/Dupuis**

THAT the Town of Bienfait shall register Jessica Franklin and Carri Clarke for the RMAA and UMAAS Spring Workshop 2020 to be held on March 26, 2020 at the Weyburn, SK. Travelodge; and that all costs associated shall be paid by the Town of Bienfait.

**Carried**

**h.) Incident Report January 2020**

**Bonokoski/Wheeler**

THAT the Town of Bienfait shall acknowledge the incident report filed on January 27, 2020; and that the incident report shall be kept on the employees file indefinitely.

**Carried**

**i.) Bienfait Public Library**

**Forster/Matthewson**

THAT the Town of Bienfait shall inquire about the linoleum crack in the Bienfait Public Library's bathroom and shall bring their findings to Administration; and that all fire extinguishers in the Bienfait Public Library shall be serviced in a timely manner.

**Carried**

**l.) Landfill Agreement**

**Boyer/Dupuis**

THAT the Town of Bienfait shall request a special meeting with GFL Environmental Inc. regarding the future status and negotiations of the Agreement between the Town of Bienfait and GFL Environmental Inc.

**Carried**

**m.) Public Works Manager**

**Forster/Bonokoski**

THAT the Public Works Manager be tabled to the next regular meeting of Council to give Administration the opportunity to discuss negotiations with the potential applicants.

**Carried**

**n.) Rescind Motion 16/11/01-10**

**Wheeler/Dupuis**

THAT the Town of Bienfait rescind motion 16/11/01-10 for the application for a Town Credit Card due to the motion having incomplete information required by Affinity Credit Union Estevan Branch.

**Carried**

**o.) Application for a Town Mastercard**

**Bonokoski/Boyer**

THAT the Administrator for the Town of Bienfait is authorized to apply for a Mastercard Credit Card from the Affinity Credit Union Estevan Branch, Estevan, Saskatchewan in the amount of ten thousand dollars (\$10,000.00); and if a name is required for this aforementioned card, the name of the Mayor, Paul Carroll and Administrator, Jessica Franklin shall be used.

**Carried**



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**20/01/02-09 Correspondence:**

**Wheeler/Bonokoski**

THAT the correspondence as listed on the agenda be acknowledged and filed for future reference.

**Carried**

**20/01/02-10 Other Business:**

**20/01/02-11 Adjournment:**

**Wheeler/Bonoksoki**

THAT this meeting be adjourned at 8:13 p.m.

**Carried**



\_\_\_\_\_  
**Mayor**

  
\_\_\_\_\_  
**Administrator**