

BIENFAIT TOWN COUNCIL
Regular Meeting of Council
Thursday, February 27, 2020
Municipal Office at 417 Main Street, Bienfait, Saskatchewan
AGENDA



01 Call to Order

02 Delegation

6:00 p.m. Ed Johansen

03 Consideration of Agenda

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

04 Minutes of Previous Meeting

- a.) Review of Minutes of the February 12, 2020 Regular Council Meeting
- b.) Presentation of errors, omissions or corrections – MOTION to approve

05 Reports – Council, Staff and Other

- a.) Verbal Council Reports:
- b.) Written Staff Reports:
- c.) Committee/Board Meetings:
- d.) Other Written Reports:

06 Financial

- a.) Bill List #1 - MOTION to approve payment
- b.) Payroll Lists #1 - MOTION to approve payment
- c.) Payroll Lists #2
- d.) Payroll Lists #3
- e.) Council Remuneration
- f.) Financial Statements – January 2020
- g.) Bank Reconciliations – January 2020
 - 1. CU Save Savings Account
 - 2. CU Town/Coal Creek Reserve Fund
 - 3. Locomotive Restoration Fund

07 Unfinished Business

- a.) Community Recreation Plan Grant
- b.) Public Works Manager
- c.) Tyros Tree Services Quote – Stump Removal
- d.) Payment of Invoice BY-4555 Cummins Canada ULC
- e.) Lagoon Manhole Cover Designs
- f.) R.M. of Browning No. 34 - Letter of Support

08 New Business

- a.) Change of Regular Council Meeting Dates – March 2020
- b.) Surveillance Camera System Quote – Signal Direct Communications Ltd.
- c.) Museum Repairs
- d.) Wildland Fire Suppression Course – Regina Beach, SK – Sunday, March 14
- e.) Lift Station – Insulation Repairs
- f.) Outstanding Water and Sewer Bill 323 Young Street – Apply to Property Taxes
- g.) MLT Aikins – SK Labour Update 2020 Seminar – Regina, SK - Wednesday, May 27
- h.) Town of Bienfait Rates – Update
- i.) Dust Control Tender

09 Correspondence

- a.) Triple S Industries Ltd. – Asphalt Zipper Brochure

10 Other Business

11 Adjournment

TOWN OF BIENFAIT
Minutes of the Regular Meeting of Council
Thursday, February 27, 2020 6:00 p.m.
In the Municipal Office at 417 Main Street, Bienfait, Saskatchewan



PRESENT: Mayor Paul Carroll
Councillors Ivan Boyer
Chris Dupuis - *absent*
Ken Bonokoski
Shirley Wheeler
Rob Forster
Steven Matthewson - *absent*
Administrator Jessica Franklin

20/02/02-01 Call to Order:

A quorum being present, Mayor Paul Carroll called the meeting to order at 6:00 p.m.

20/02/02-02 Delegation:

6:00 p.m. Ed Johansen met with Council to discuss recent items that Public Works could be completing throughout the Town of Bienfait; also, to discuss items that the Town shall purchase when the 2020 Budget is finalized.

6:22 p.m. Ed Johansen departed the meeting.

20/02/02-04 Minutes:

Bonokoski/Boyer

THAT the minutes of February 12, 2020, Regular Meeting of Council shall be approved as presented.

Carried

Wheeler/Forster

THAT the minutes of February 24, 2020, Special Meeting of the Landfill Committee shall be approved as presented.

Carried

20/02/02-05 Reports:

Wheeler/Bonoskoski

THAT the following reports be accepted as presented:

- a. Verbal Reports
 - Council Reports
- b. Written Staff Reports
- c. Committee and Other
- d. Other Written Reports

Carried

20/02/02-06 Financials:

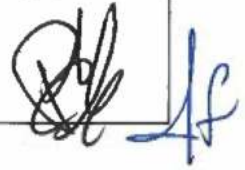
a. Bill List No. 1:

Boyer/Bonokoski

THAT Bill List No. 1 as indicated by cheque #9499 – cheque #9519 in the amount of \$60,621.31 is approved for payment as presented.

Carried

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b. Payroll Lists No. 1:

Bonokoski/Wheeler

THAT Payroll List No. 1 as indicated by cheque #9643 – cheque #9647 in the amount of \$7737.38 shall be approved for payment as presented.

Carried

c. Payroll Lists No. 2:

Wheeler/Forster

THAT Payroll List No. 1 as indicated by cheque #9648 in the amount of \$1648.37 shall be approved for payment as presented.

Carried

d. Payroll Lists No. 3:

Forster/Boyer

THAT Payroll List No. 1 as indicated by cheque #9649 – cheque #9652 in the amount of \$5714.04 shall be approved for payment as presented.

Carried

e. Council Remuneration:

Boyer/Bonokoski

THAT the Council Remuneration for the month of February 2020 as indicated by cheque #9660 to cheque #9666 in the amount of \$3200.00 shall be approved for payment as presented.

Carried

20/02/02-07 Unfinished Business:

a. 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

b. Public Works Manager

Forster/Boyer

THAT the Town of Bienfait shall hire Kent Mehler as a part-time Manager on a twenty-four (24) hour work week at an annual salary of fifty four thousand dollars (\$54,000.00); and that the employment to commence on March 11th 2020 on a three-month probation period; and that all employee benefits and Municipal Employee's Pension Plan (MEPP) will be submitted after completion of the three-month probation period.

Carried

c. Tyros Tree Services Quote – Stump Removal

Wheeler/Bonokoski

THAT the Town of Bienfait shall contact Tyros Tree Services to remove the stumps at the Town Office, 214 Aldridge Street and 402 Young Street in the amount of two thousand four hundred and seventy-eight dollars (\$2,478.00) as per quote on file.

Carried

d. Payment of Invoice BY-4555 Cummins Canada ULC

Forster/Bonokoski

THAT the Town of Bienfait shall call Cummins Canada ULC to discuss and arrange payment details on Invoice BY-4555; and that the Town of Bienfait shall request a new Electrician to complete the finalization and commissioning of the generator at the Sewer Lift Station.

Carried

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e. Lagoon Manhole Cover Designs

Forster/Wheeler

THAT the lagoon manhole covers design submitted by Public Works is approved by Council and that Public Works shall erect and anchor five (5) insulated manhole covers around the Town of Bienfait's lagoon manholes to ensure the water does not freeze over during the winter months.

Carried

f. R.M. of Browning No. 34 – Letter of Support

Boyer/Bonokoski

THAT the Town of Bienfait shall send the R.M. of Browning No. 34 a letter of support regarding the use of the surrounding communities ice surface availability as opposed to the City of Estevan's proposal of a new ice rink surface during a time of declining population and dwindling property tax revenue.

Carried

20/02/02-08 New Business:

a. Change of Regular Council Meeting Dates – March 2020

Forster/Wheeler

THAT the Council for the Town of Bienfait shall change the time and the dates for the following March 2020 Regular Council Meetings:

1. THAT the first regular council meeting to be held at 7:00 p.m. March 11, 2020, shall be changed to 6:00 p.m.
2. THAT the second regular council meeting to be held at 7:00 p.m. March 25, 2020, shall be changed to 6:00 p.m.

Carried

b. Surveillance Camera System Quote – Signal Direct Communications Ltd.

Boyer/Bonokoski

THAT the Surveillance Camera System Quote from Signal Direct Communications Ltd. be tabled until the 2020 Budget has been completed and approved to ensure that availability of funds.

Carried

c. Museum Repairs

Wheeler/Forster

THAT the Museum repairs be tabled until the 2020 Budget has been completed and approved to ensure the availability of funds.

Carried

d. Lift Station – Insulation Repairs

Forster/Bonokoski

THAT the Town of Bienfait shall contact BDM Roofing to repair to the insulation on the Lift Station roof as some of the insulation had been accidentally torn down during the recent repairs to the roof by BDM Roofing; And that access into the lift station has to be approved and recorded due to facility being declared as a confined space.

Carried

e. Outstanding Water and Sewer Bills 323 Young Street – Apply to Property Taxes

Boyer/Forster

THAT as per *The Municipalities Act 369(1)(b)* the Town of Bienfait shall apply the outstanding water and sewer bill at 323 Young Street in the amount of two hundred seventy-seven dollars and fourteen cents (\$277.14) to the property taxes of said property.

Carried

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f. MLT Aikins – SK Labour Update 2020 Seminar – Regina, SK – Wednesday, May 27
Forster/Boyer

THAT the Town of Bienfait shall register Jessica Franklin and Carrie Clarke for the SK Labour Update 2020 Seminar provided by MLT Aikins in Regina, SK on Wednesday, May 27, 2020 for a cost of four hundred seventy five (\$475.00) dollars plus GST per person; And that all travel and out of pocket expenses are to be paid by the Town of Bienfait.

Carried

g. Town of Bienfait Rates - Update

Boyer/Wheeler

THAT Administration shall inquire about updating the rates for the Town of Bienfait; and that the updated rates shall be brought to the next regular meeting of Council for approval.

Carried

h. Dust Control Tender

Forster/Bonokoski

THAT the dust control tender be tabled until the 2020 Budget has been completed and approved to ensure the availability of funds.

Carried

20/02/02-09 Correspondence:

Wheeler/Bonokoski

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

Carried

20/02/02-10 Other Business:

a. Paperless Meetings

Wheeler/Bonokoski

THAT the Town of Bienfait shall purchase a flat screen television and mount to hang on the wall of Council Chambers for paperless meetings hereon forward; and that all information presented at Council Meetings shall be prepared and presented on the said television.

Carried

b. Town of Bienfait Public Library – Bathroom Remodel

Boyer/Bonokoski

THAT the Town of Bienfait shall request quotes from B&S Construction, Dexeco Construction, Guidelines Construction, Hirsch Construction Ltd. and Sector 1 Construction to remodel the bathroom at the Bienfait Public Library due to water damage on and inside the vanity, flooring, and trim; and that due to the Capital Asset Threshold of Building Improvements being five thousand (\$5,000.00) dollars, the Town of Bienfait is not obligated to tender the project.


Carried

20/02/02-11 Adjournment:

Wheeler/Forster

THAT this meeting be adjourned at 8:07 p.m.

Carried



Mayor



Administrator