

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

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

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

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

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

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

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