

**THE MINUTES OF A REGULAR MEETING OF COUNCIL  
FOR THE VILLAGE OF EARL GREY, HELD IN THE MUNICIPAL OFFICE,  
AT EARL GREY ON WEDNESDAY, JANUARY 10, 2018**

**Present: Mayor Debbie Hupka-Butz, councillors Brad Bougher, Cameron Fischer, Peter Gallo, Mitchell Nixon and administrator Courtney Wiers.**

**Call to Order**

A quorum being present, mayor Debbie Hupka-Butz called the meeting to order at 6:25 p.m.

**Minutes**

2018-01 Cameron Fischer – That the minutes of the regular meeting of council for the Village of Earl Grey held on Wednesday, December 13<sup>th</sup>, 2017 be approved as circulated.

CARRIED

**Financial Report**

2018-02 Mitchell Nixon – That the administrator’s statement of cash receipts, payments and balances for the period ending December 31<sup>st</sup>, 2017 be accepted as presented.

CARRIED

**Accounts for Payment**

2018-03 Peter Gallo – That the following list of accounts be approved for payment:

5554 – Corey Anderson – December pay advance	1,185.00
5555 – Owen Krupp – December pay less deductions	1,903.47
5556 – Corey Anderson – December pay less deductions	1,526.06
5557 – Bullee Consulting Ltd. – Lagoon expansion engineering	4,298.75
5558 – KMS Construction Ltd. – Lagoon expansion construction	30,533.44
5559 – City of Prince Albert – Dispatching services	307.50
5560 – Minister of Finance – Sask Health – Water lab fees	92.00
5561 – SaskTel Mobility – Cell phone charges	81.12
5562 – S.U.M.A – Council membership	1,706.25
5563 – E.G. Longlaketon Fire Protection – Final allocation for 2017	3,500.00
5564 – Village of Earl Grey a/c Evan Mohr – Utility bill	146.71
5565 – Evan Mohr – Water security deposit refund	103.29
5566 – ClearTech Industries – Chemical for water	358.69
5567 – RM of Longlaketon – Fuel purchase for 2017 and postage purchase	721.86
5568 – Bulyea Co-op – Water treatment plant supplies	99.50
5569 – Wild’s Electric – Lift station repairs	514.71
5570 – Autoworks of Southey – Service truck repairs	268.07
5571 – Mikes Home Centre – Purchase of tools	26.80
5572 – Flaman Sales – Water treatment plant part	2.69
5573 – South Country Equipment – Tractor repairs	1,210.74
5574 – Sherwood Gas (Southey) – Fuel & supplies	242.72
5575 – Brad Bougher – Council supervision and indemnity (Jul to Dec)	700.00
5576 – Peter Gallo – Council supervision and indemnity (Jul to Dec)	860.00
5577 – Cam Fischer – Council supervision and indemnity (Jul to Dec)	930.00
5578 – Mitchell Nixon – Council supervision and indemnity (Jul to Dec)	948.00
5579 – Debbie Hupka-Butz – Mayor supervision and indemnity (Jul to Dec)	1,639.00
5580 – Loraas Disposal Service – Garbage & recycling	2,970.99
5581 – Petty Cash c/o Courtney Wiers – Water testing postage	31.80
5582 – M.E.P.P. – December remittance	1,031.86
5583 – Receiver General – December remittance	1,651.06
5584 – Prairie Valley School Division – December remittance	5,684.38
5585 – Queen’s Printer – Assessment roll advertising	30.00
5586 – Last Mountain Regional Landfill – 2017 operating & capital membership levy	3,735.75
5587 – Parkland Regional Library – 2018 levy	1,586.70
5588 – Urban Municipal Administration Certificate - Membership	185.00
5589 – Minister of Finance – Sask Health – Water lab fees	23.00
5590 – S.U.M.A. - Membership & premium	925.31
5591 – Suncorp Valuations – Annual appraisal revision	1,077.30
5592 – The Stripe Shop – Office sign	876.90
5593 – Sherwood Gas (Southey) – Fuel	81.42
5594 – South Country Equipment – Tractor repair parts	66.81

**Preauthorized Payments**

SaskPower - Street Lights	566.70
- Lift Station	178.17
- Shop	93.17
- Water Treatment Plant	280.06

CARRIED

### **Federation of Canadian Municipalities**

2018-04 Cameron Fischer – That we become a member of FCM and pay our 2018 membership fee of \$91.90 plus GST.

CARRIED

### **East Central Transportation Planning Committee**

2018-05 Mitchell Nixon - That we renew our membership with the ECTPC and pay our 2018 membership fee of \$59.00.

CARRIED

### **Correspondence**

2018-06 Brad Bougher – That the following list of correspondence has been dealt with and may now be suitably responded to and/or filed with the records of the municipality:

- |   |   |
|---|---|
| - Ministry of Health                    | Re: Dec. 18 <sup>th</sup> , 19 <sup>th</sup> & Jan. 2 <sup>nd</sup> Coliforms |
| - SUMA                                  | Re: Urban Updates   |
| - Saskatchewan Public Works Association | Re: Annual Conference   |
| - Communities in Bloom                  | Re: 2018 Contest  |
| - FCM                                   | Re: 2018 Membership   |
| - ECTPC                                 | Re: 2018 Membership   |
| - Cameron Fischer                       | Re: Resignation   |
| - Last Mountain Regional Landfill       | Re: 2017 Membership Levy  |
| - Ministry of Government Relations      | Re: Wildfire Community Preparedness Day                                       |
| - SAMA                                  | Re: Annual Meeting  |

CARRIED

Corey Anderson, village maintenance man, met with council at 7:03 p.m. to update council on the following matters:

- water hydrant flush;
- pump repair; and
- equipment repairs;

Mr. Anderson left the meeting at 7:12 p.m.

### **Board and Committee Reports**

2018-07 Mitchell Nixon – That the following board and committee reports be accepted as presented:

- |   |   |
|---|---|
| - Water & Sewer Committee               | Re: Water Leak at 233 Pearson Street    |
| - Earl Grey Skating & Curling Club      | Re: Winter Carnival & Skating Rink Ice  |
| - Earl Grey Community Hall Board        | Re: Sign, TIP Grant & Loan Payments     |
| - Earl Grey Housing Authority           | Re: Manager Position                    |
| - Earl Grey Longlaketon Admin Committee | Re: Administration Salaries & Employees |

CARRIED

### **By Election**

2018-08 Debbie Hupka-Butz – That upon receipt of Councillor Cameron Fischer’s resignation that we hold a by-election for the vacant councillor position with the nomination day being February 14<sup>th</sup>, 2018 and the election day, if required, be March 21<sup>st</sup>, 2018 and further that no advance poll be held.

CARRIED

### **Community Event License**

2018-09 Mitchell Nixon – That we ratify the issuance of a blanket Community Event License for the Earl Grey Curling and Skating Rink in order to host fundraisers and special events between the dates of January 1<sup>st</sup>, 2018 and March 30<sup>th</sup>, 2018.

CARRIED

### **Emergency Plan & Vital Services Directory**

2018-10 Debbie Hupka-Butz – That the Emergency Plan and Vital Services Directory dated December, 2017 and attached hereto and forming a part of these minutes be approved.

CARRIED

### **Sale of Tax Title Property – Lots 11 & 12, Block 2, Plan FX3222**

2018-11 Brad Bougher - That the tender of \$4,700.00 for the purchase of Lots 11 and 12, Block 2, Plan FX3222 and the improvements thereon, of Chad and Kim Hornung of Bulyea, Saskatchewan, be accepted.

CARRIED

### **2018 Saskatchewan Lotteries TIP Grant**

2018-12 Debbie Hupka-Butz – That the Village of Earl Grey’s population of 246 be allocated to the Earl Grey Recreation Board for the 2019 Saskatchewan Lotteries Community Grant Program.

CARRIED

**2018 Council Indemnity and Travel**

2018-13 Cameron Fischer – That council indemnity for 2018 be set at \$100.00 per council meeting attended and all day committee meetings; \$40.00 for evening board and committee meetings and that mileage be set at \$0.50 per kilometer. Council supervision will be set at \$20.00 per hour. Council indemnity, meals, mileage and lodging will be paid to delegates that attend the annual SUMA convention.

CARRIED

**2018 Custom Work Rates**

2018-14 Mitchell Nixon – That the following rates be charged for the year 2018:

- Cemetery Plots \$200.00/plot
- Cremation Plots \$50.00/plot
- Custom Rental of Equipment and Operator \$75.00/hour
- \* \$37.50 minimum charge on all custom work
- Bucket of Gravel/Top Soil \$12.00/bucket
- Maintenance Man Labour \$35.00/hour
- \* 1 hour minimum charge on all requests for maintenance man labour with no prorating of the hours.
- Sewer Snake Rental \$20.00/day
- \* rental rate to non-residents only

CARRIED

**2018 Office Service Rates**

2018-15 Mitchell Nixon - That the following rates be charged for the year 2018:

- Transient Traders \$50.00/day or \$300.00/year
- Tax Certificate Fees \$25.00/certificate
- Assessment Appeal Fees \$40.00/assessment appealed

CARRIED

**Earl Grey Curling & Skating Club and Earl Grey Community Hall & Library**

2018-16 Cameron Fischer – That in lieu of the Earl Grey Curling & Skating Club and the Earl Grey Community Hall receiving a charitable donation from the Village of Earl Grey, that the Village of Earl Grey will not charge for water and sewer in 2018 and further that the village give a \$200.00 grant to the library.

CARRIED

**Election Officials & Polling Place**

2018-17 Brad Bougher – That Courtney Wiers be appointed as returning officer for municipal elections in 2018, and remuneration for election officials be set at \$20.00 per hour and further that the municipal office boardroom be designated as the official polling place for the village.

CARRIED

**LAFOIP Coordinator**

2018-18 Peter Gallo – That Courtney Wiers be appointed as the LAFOIP coordinator for purposes under the Local Authority Freedom of Information & Protection Privacy Act for the year 2018.

CARRIED

**Professional Building Inspections**

2018-19 Debbie Hupka-Butz – In accordance with the service agreement with Professional Building Inspections, Inc., the Village of Earl Grey hereby resolves to issue a Certificate of Appointment for Myron Stenka, a Licensed Building Official who is a resident of the Province of Saskatchewan.

CARRIED

**Miscellaneous Appointments**

2018-20 Brad Bougher – That the following appointments be approved for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2018:

- |                             |   |
|-----------------------------|---|
| Assessor                    | Courtney Wiers  |
| Board of Revision           | Stephen Brewster, Janice Ritter & Blair Herman  |
| Board of Revision Secretary | Maureen Herman-Wilde  |
| Building Officials          | Professional Building Inspections   |
| Development Officer         | Courtney Wiers  |
| Volunteer First Responders  | Stephen Brewster, Sheryl Scherle & Shirley Mohr   |
| Fire Chief                  | Shayne Krochak  |
| Volunteer Fire Fighters     | Peter Gallo, Alvin Schmidt, David Schmidt, Jordan Schmidt, Adair Manz, Garrett Manz, Aron Mohr, Matthew McDougall, Mitchell Nixon, Brendan Gebhart, Dyllan Krochak, Karson Becker, Garry Cawdell, Brad Bougher, Graehme Sievert & Ken Hornung |

CARRIED

**Sask. Workers Compensation Board**

2018-21 Mitchell Nixon – That the assessable earnings for members of council of the Village of Earl Grey under the Saskatchewan Workers Compensation Board be set at minimum industry standards for 2018.

CARRIED

**Fire Protection Board & Administration Meeting**

2018-22 Debbie Hupka Butz – That we hold our Fire Protection Board meeting and Joint Administration meeting on February 1<sup>st</sup>, 2018 at the municipal office in Earl Grey commencing at 6:30 p.m. and 7:30 p.m., respectively.

CARRIED

**Closed Session**

2018-23 Mitchell Nixon – That we move into a closed session to discuss employee performance reviews.

CARRIED

Courtney Wiers left the room at 8:28 p.m.

Closed session started at 8:28 p.m. Present were Debbie Hupka-Butz, Brad Bougher, Cameron Fischer, Peter Gallo and Mitchell Nixon. Legislative authority under clause 17 (1)(g) of the *Local Authority Freedom of Information and Protection of Privacy Act*. The closed session concluded at 8:37 p.m.

Courtney Wiers returned at 8:37 p.m.

**Adjourn**

2018-24 Cameron Fischer – That this meeting adjourn. (8:38 p.m.)

CARRIED

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Mayor

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Administrator