

Minutes of the regular meeting of the Council of the Town of Willow Bunch held in the Municipal Board room at #16 Edouard Beaupre St., Willow Bunch, Saskatchewan on December 4<sup>th</sup>, 2017 at 7:00 p.m.

The meeting was called to order by Mayor, Wayne Joyal at 1:00 p.m.

Present were: Mayor Wayne Joyal, Administrator Sharleine Eger and the following councillors:

Murray Otterson  
Roger Philippon  
Wanda Newans  
Gisele Fafard

#### Additions to Agenda

259/2017 Murray Otterson: That council approve the addition of the following to the agenda:

Employee Reports: Town Shop  
Old Business: d) Waste Collection  
New Business: p) 150<sup>th</sup> Committee Request  
q) Write off Accounts Receivable

Carried

#### Minutes

260/2017 Roger Philippon: That the minutes of the November 6<sup>th</sup>, 2017 regular meeting be adopted as amended.

Carried

#### Committee Reports

261/2017 Murray Otterson: That the following reports be accepted as presented:

- a) Wanda Newans: Rec Board Elections – Virgil Cairns as president, Dawn Lessard as Vice President, skating rink is open, skating lesson program, curling rink almost ready to go.
- b) Wayne Joyal: Joint Meeting regarding emergency plan, WB 150 Committee Meeting

Carried

#### Employee Reports

262/2017 Murray Otterson: That the following reports be accepted as presented:

- a. CDO report as filed
- b. Foreman Water reports – change out hose on WTP load out to a softer hose (lay flat?), cover sewer pipe with tarp or store inside
- c. Admin report as filed

Carried

#### Cost Share Dirt Work at Landfill

263/2017 Murray Otterson: That the Town hire Paul Tendler Trucking to perform the required fill work at the landfill / transfer station site and cost share (50/50) with the RM at a cost of \$5,000 each.

Carried

DELEGATION: Barb Gibbons-Palliser Regional Library – Willow Bunch Branch

#### 2018 Library Levy - Fund Extra Hours

264/2017 Gisele Fafard: That the Town approve funding 6.0 extra hours of opening for the Willow Bunch Library at a cost of \$3,132.00 for 2018.

Carried

#### Bin for Construction/Demolition Materials

265/2017 Roger Philippon: That the Town rent a 30 yard bin from Goliath Disposal strictly for construction and demolition materials and that the charges for depositing in this bin is as follows:

Half Ton Truck or Utility Trailer	\$100
Half Ton Truck or Utility Trailer with Sides	\$150
One Ton Truck	\$200
3 Ton Truck	\$500

Carried

**Landfill Charges**

266/2017 Wanda Newans: That the Town set the fees for accepting furniture and appliances at the transfer station as follows:  
Furniture \$20 per piece  
Small Appliances \$10 per piece  
Large Appliances No Charge  
Refrigeration Appliances \$35 per piece

Carried

**Dudley & Company Engagement Letters**

267/2017 Murray Otterson: That the Town approve and sign the letters from Dudley & Company for the terms of engagement & the responsibilities of Council & Auditors.

Carried

**Purchase Sand Spreader**

268/2017 Roger Philippon: That the Town purchase a Saltdogg 2.5-3 cubic yard sand spreader from Commercial Truck Equipment Co. at a cost of \$7,200 plus applicable taxes.

Carried

**2017 Municipal Tax Abatement**

269/2017 Roger Philippon: That the Town abate the municipal portion of the taxes for 2017 on the following properties:  
The Sportsman Club – Parcel J Plan 60MJ01378 in the amount of \$831.36

Carried

**Review COLA Policy C-1**

269/2017 Wanda Newans: That the Town approve a 2.2% wage increase, upon review of the COLA policy, for the CDO and Town foreman and approve the increase to Admin staff upon approval from the RM of Willow Bunch No. 42.

Carried

**2017 Bonuses**

271/2016 Gisele Fafard: That the Town give their employees the following bonuses:  
a) Keith de Ronde, Claire Lesperance, Ken Gaudry, Sarah Thorhaug, \$100 in local gift cards.

Carried

**Approve 2018 Council Meeting Dates**

272/2016 Roger Philippon: That the Town accept the list of regular council meeting dates, attached hereto and forming part of these minutes, as set by Section 6.1 & 6.3 of the Council Procedure bylaw.

Carried

**Revise Recycling Charges**

273/2017 Murray Otterson: That the Town charge \$9.00 per month recycling fee for regular curbside recycling and \$250 per quarter for commercial pick up.

Carried

**Outstanding Custom Work to Tax Roll**

274/2017 Wanda Newans: That the Town add any outstanding custom work and invoices and any accounts receivables to the tax roll if not paid by Dec. 31<sup>st</sup>, 2017.

Carried

Page 3 of the minutes of the regular meeting of the Council of the Town of Willow Bunch held in the Municipal Boardroom at #16 Edouard Beaupre St., Willow Bunch, Saskatchewan December 4<sup>th</sup>, 2017 @ 1:00 p.m.

**PCO Report**

275/2017 Gisele Fafard: That the Town accept the Pest Control Officer's report for the July to December 2017 and that the invoice of \$549 be paid. Carried

**First Responders**

276/2017 Murray Otterson: That the Town pay the First Responders \$20/hour for call outs as per the invoices submitted and that the 53 hours for training for Keith de Ronde be paid upon verification of training dates. Carried

**Request for Funding**

277/2017 Murray Otterson: That the Town approve the request submitted by the Willow Bunch 150<sup>th</sup> Committee for a \$5,000 donation as seed money for start up costs. Carried

**Cancel Utility Bills**

278/2017 Gisele Fafard: That the following utility arrears be cancelled:  
4747405 0020 \$171.01  
4747393 0000 \$791.10  
4747395 0010 \$129.60  
Carried

**Request to Cost Share**

279/2017 Roger Philippon: That the Town send a letter of request to the RM of Willow Bunch No. 42 to cost share for First Responder Services as is done for Fire Services (60% RM and 40% Town). Carried

**Donation Request**

280/2017 Roger Philippon: That the Town donate \$100 to the Willow Bunch Wildlife Fundraiser taking place December 9<sup>th</sup>, 2017. Carried

**Correspondence**

281/2017 Murray Otterson That the following correspondence be filed as read:  
a) RCMP report November  
b) RCMP Assiniboia – open house invitation Dec. 6/2017  
Carried

**Accounts Payable**

282/2017 Gisele Fafard: That the accounts paid and presented for payment be approved and a list of the cheques #10872 to #10922 (54,391.16) inclusive, and the November payroll in the amount of (\$4,166.05) be annexed hereto and form a part of these minutes. Carried

**Financials**

283/2017 Roger Philippon: That the November financial statements be approved as presented. Carried

**Adjournment**

284/2017 Murray Otterson: That this meeting adjourn 4:15 p.m. Carried

MAYOR



ADMINISTRATOR \_\_\_\_\_

**NEXT MEETING – January 8<sup>th</sup>, 2018 at 7:00 p.m.**