

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 2<sup>nd</sup>, 2019 at 1:00 p.m.

Present were: Mayor Wayne Joyal, Administrator Sharleine Eger and the following councillors:  
Gisele Fafard  
Wanda Newans  
Roger Philippon

Regrets: Raymond Martin

DELEGATION: Trevor Wandler – Town Foreman

### Additions to Agenda

190/2019 Roger Philippon: That the following be added to the agenda:

Old Business: d) Clean Farm  
New Business:n) Pulse Plant- Verwood

Carried

### Minutes

191/2019 Wanda Newans: That the minutes of the November 4<sup>th</sup>, 2019 regular meeting be approved.

Carried

### Committee Reports

192/2019 Gisele Fafard: That the following reports be accepted as presented:

- a) Roger Philippon
  - WB Fire Department Meeting – First Responders
  - School Restoration – Building Inspector/demolition/roof repair
  - Lift Station – 3 phase power – cannot put regular generator
  - Water Treatment Plant – waiting on quote for well switches
- b) Wanda Newans
  - Skating Rink Report
- c) Gisele Fafard:
  - SCMA AGM – Assiniboia
- d) Wayne Joyal:
  - SCMA AGM – Assiniboia
  - Dr. Recruitment meeting: Levy reinstated for 2020

Carried

DELEGATION: Town Foreman – Trevor Wandler  
New tires ordered for skidsteer  
Doors at WTP – same size as skating rink?  
Swain property – charge for time spent pumping out the basement (Town/RM)

DELEGATION: Barb Gibbons – Willow Bunch Library Year End Report

### Employee Reports

193/2019 Wanda Newans: That the following reports be accepted as presented:

- a. CDO report as filed
- b. Foreman Water reports
- c. Admin Report

Carried

### Asset Management

194/2019 Wanda Newans: That Council engages Pillar Systems Inc. to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management to conduct the following activities in its proposed project submitted to the Federation of Canadian

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Municipalities' Municipal Asset Management Program to advance the municipalities' asset management program; Asset Management Analysis, Moving Forward Data and Program Management, and Reporting and Documentation; and further that the municipality commits \$9,964 from its budget towards the cost of the initiative; which includes 20 percent of the cost for Pillar Systems (\$49,820) to complete this project.

Carried

**Asset Management**

195/2019 Gisele Fafard: Should the Town be unsuccessful in its application to the Federation of Canadian Municipalities funding for asset management that the Council, Admin and Maintenance will perform the work for Asset Management.

Carried

**Willow Bunch Library Appointment**

196/2019 Roger Philippon: That the Town appoint Pam Hauschild to the Willow Bunch Library Board for 2019.

Carried

**2019 Final Pest Control Report**

197/2019 Gisele Fafard: That the final pest control report for 2019 be acknowledged as presented and that the invoice for \$408.00 to Brian Kuysten for Pest Control Services be approved for payment.

Carried

**Sask Housing Corporation 2018 Loss**

198/2019 Roger Philippon: That the Town acknowledge the Housing Coporation's financial loss for 2018 and acknowledge and pay the Town's 5% share of \$2,504.77.

Carried

**2020 Library Levy - Fund Extra Hours**

199/2019 Wanda Newans: That the Town approve funding 5.75 extra hours of opening for the Willow Bunch Library at a cost of \$3,110.75 for 2019.

Carried

**Declaration of Eligibility**

200/2019 Roger Philippon: The Council of the Town of Willow Bunch confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

Carried

**Board of Revision**

201/2019 Wanda Newans: That the Town appoint the following from Gord Krismer and Associates Ltd. for the 2020 Board of Revision; Clint Krismer, Gord Krismer, Jeff Hutton, Christina Krismer, Kirby Bodnard, Charmaine Luscombe, Brenda



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Lauf, Cam Duncan, Dave Lang, Gail Wartman and Aileen Swenson as Secretary, and that the RM pay the 2019 retainer fee of \$150 plus GST.

Carried

**2019 Bonuses**

202/2019 Roger Philippon That the Town the following bonuses:  
Trevor Wandler, Claire Lesperance \$500 in local gift cards  
Ken Gaudry, Sarah Thorhaug, \$250 in local gift cards.

Carried

**Approve 2020 Council Meeting Dates**

203/2019 Gisele Fafard: 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

**Review COLA Policy C-1**

204/2019 Gisele Fafard: That the Town approve a 1.7% wage increase, upon review of the COLA policy, for the CDO and the wages payable for 2020 are as follows:

Claire Lesperance CDO \$18.76/hour

Carried

**Dudley & Company Engagement Letters**

205/2019 Wanda Newans: That the Town approve and sign the letters from Dudley & Company for the terms of engagement & the responsibilities of Council & Auditors.

Carried

**Close Savings Account at Conexus Credit Union**

206/2019 Gisele Fafard: That the Town close the Savings Account at Conexus Credit Union and that any funds be transferred to regular chequing.

Carried

**Tax Incentives**

207/2019 Roger Philippon: That the Town offer the following tax incentives for new owner/residents to Willow Bunch, effective January 1<sup>st</sup>, 2020: 50% municipal tax abatement 1<sup>st</sup> year, 25% municipal tax abatement 2<sup>nd</sup> year.

Carried

**Correspondence**

208/2019 Wanda Newans: That the following correspondence be approved as presented:

- a) RCMP Report
- b) EMO Supper Meeting
- c) Saskatchewan Public Safety Agency

Carried

**Financials**

209/2019 Wanda Newans: That the November 2019 financial statements be approved as presented.

Carried

**Accounts Payable**

210/2019 Gisele Fafard: That the accounts paid and presented for payment be approved and a list of the cheques #11847 to #11872 (\$26,027.95) inclusive, and the November payroll in the amount of (\$4,500.10) be annexed hereto and form a part of these minutes.

Carried

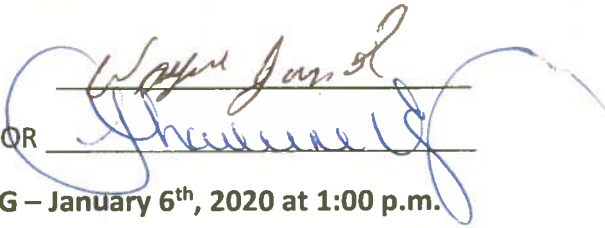
**Adjournment**

211/2019 Roger Philippon: That this meeting adjourn at 3:10 p.m.

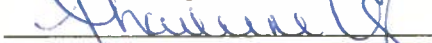
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Carried

MAYOR



ADMINISTRATOR



**NEXT MEETING – January 6<sup>th</sup>, 2020 at 1:00 p.m.**