

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 7th, 2021.

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

Margaret Brown
Raymond Martin
Marissa Gellner
Wanda Newans

Additions to the Agenda

251/2021 ~~Margaret Brown~~ ^{WANDA NEWANS}: New Business: s) Closed session of council
Carried

Minutes

252/2021 Marissa Gellner: That the November 2021 minutes be approved as presented.
Carried

Committee Reports

253/2021 Raymond Martin: That the following verbal reports be accepted as presented:
a) Raymond Martin: No Report
b) Margaret Brown: Jean Louis Legare Regional Park
c) Wanda Newans: Willow Bunch Recreation Authority
d) Marissa Gellner: No Report
e) Wayne Joyal: South Sask Ready Committee meeting
South Central Municipal Association
Big Muddy Mutual Aid
Carried

Employee Reports

254/2021 Wanda Newans: That the following reports be accepted as presented:
a) CDO Report as Filed
b) Foreman Report as Filed
c) Admin Report as Filed as well as verbal report:
Sask Municipal Award to RM of Willow Bunch in conjunction with the Town of Willow Bunch for the RM's water/sewer project to the Jean Louis Legare Regional Park
Carried

Special Meeting of Council

255/2021 Wanda Newans: That a special meeting of council take place on Tuesday, December 14th, 2021 at 5:30 p.m. to discuss the former Willow Bunch school and lease agreement with Dosch Organic Acres.
Carried

Table item a) Old Business - School Tenders and 10. Delegation – Dosch Organic Acres

256/2021 Margaret Brown: That council table item a) of Old business – School Tenders and delegate Dosch Organic Acres until the special meeting of council to be held December 14th, 2021.
Carried

RM Water/Sewer Project

257/2021 Raymond Martin: That the Town approve the request as submitted by BCL Engineering Ltd. on behalf of the RM of Willow Bunch for the installation of a treated water supply main to and sewage force main from the Jean Louis Legare Regional Park.
Carried

WJ

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 7th, 2021.

Agreement for Installation of Water/Sewer Main

258/2021 Wanda Newans: That the Town send the draft agreement presented, with amendments to the RM of Willow Bunch for approval in regards to the installation of a treated water supply main and sewer main to and from the Jean Louis Legare Regional Park

Carried

DELEGATION: Barb Gibbons & Deana Thompson – Willow Bunch Regional Library Year End Report

Willow Bunch Library Extra Hours

259/2021 Marissa Gellner: That the Town approve the request to fund an additional 6.25 hours at a cost of \$7,593.75 for the Willow Bunch Regional Library at a 50% cost share with RM of Willow Bunch; the Town's share being \$3,796.88.

Carried

DELEGATION: Lisa Cairns – Taxation/Mill Rate, Proposed Expansion of CDO position to fulltime, Organizational Control and Finance
Ms. Cairns was unable to complete her presentation of her verbal/written report as Mayor Joyal only provided 15 minutes for the presentation. Ms. Cairns requested the report be attached as an addendum to the December 2021 Town Council minutes and posted on the Town of Willow Bunch website in advance of budget discussion for 2022.

Addendum to Minutes

260/2021 Raymond Martin: That Lisa Cairns' report be attached hereto and form part of these minutes and are posted as an addendum to the minutes on the Town of Willow Bunch website.

Carried

Marissa Gellner declared a conflict and left the room.

Table item e) Old Business - CDO

261/2021 Wayne Joyal: That we table discussion/decision regarding the Community Development Officer's position to full time until the January 2022 meeting and until council has had an opportunity to discuss with volunteer organizations regarding the workload as performed for them by the CDO.

Carried

Marissa Gellner returned to the meeting.

SUMAssure Liability Claim 2020-0005952– Paul Lesperance

262/2021 Margaret Brown: That the due to the breach of the aggregate limit as provided by SUMAssure for liability claims in 2020 and the resulting increase to the deductible to \$5,000, that a letter be sent to Paul Lesperance indicating the Town will not cover the additional cost and deductible for damages as the line repaired, by the Town, was not town property.

Carried

Willow Bucks

263/2021 Raymond Martin: That in lieu of a community Christmas party that the Town implement Willow Bucks as in 2020; and that \$35 in Willow Bucks be provided to organizations/volunteers as appointed to by the Town of Willow Bunch.

Carried

WJ

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 7th, 2021.

Untidy Premises - #31 Edouard Beaupre

264/2021 Wayne Joyal: That a letter be sent to the property owner at #31 Edouard Beaupre St. regarding violation of Nuisance Bylaw #221/09 and that the required remedies be performed by January 30th, 2022.
Carried

Lease Agreement – Saskatchewan Health Authority

265/2021 Wanda Newans: That the Town acknowledge and sign a renewal lease agreement with Saskatchewan Health Authority for office space at #17, 3rd St. E, for 3 years at \$715/month.
Carried

Apply to New Horizons

266/2021 Margaret Brown: That the Town apply to the New Horizons for Seniors Program for replacement of exterior doors at the Hills of Home centre and lower level south facing exterior windows (West side of porch) at the Willow Bunch Museum & Cultural Centre.
Carried

Abate Municipal Taxes

267/2021 Wayne Joyal: That the Town abate the 2021 municipal portion of taxes for roll #107/246 Willow Bunch Wildlife Federation in the amount of \$1,750.00 and roll #141 The Sportsman's Club in the amount of \$1,222.09.
Carried

2022 Appointments

268/2021 Marissa Gellner: That the list for 2022 appointments attached hereto and forming part of these minutes, be approved.
Carried

2022 Meeting Dates

269/2021 Marissa Gellner: That the list for 2022 council meeting dates, attached hereto and forming part of these minutes, be approved, as set by Section 6.1 & 6.3 of the Council Procedures bylaw.
Carried

2022 Bonuses

270/2021 Raymond Martin: That the following year-end/Christmas bonuses be approved, payable in local gift cards:
Trevor Wandler \$500
Claire Lesperance \$250
Ken Gaudry \$250
Sarah Thorhaug \$250
Carried

Christmas/New Year's Holiday Hours

271/2021 Wanda Newans: That the Christmas and New Year's holiday hours are set as follows: Closed December 24th, 27th, 2021 and January 3rd, 2022.
Carried

Admin Holidays

272/2021 Margaret Brown: That the Town acknowledge the following days for the Administrator's holidays:
January 10th to 17th, 2022 inclusive.
Carried

ms

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 7th, 2021.

Street Light Request

273/2021 Raymond Martin: That upon discussion with the bus driver for the Assiniboia School bus, that the pick up location be moved from the corner of 3rd St. S.E. and Ave I to #9 Ave I in front of Albert and Kathy Lavallee's property where there is a street light and sufficient lighting for early morning pick ups in the winter months.

Carried

Board of Revision

274/2021 Margaret Brown: That the Town appoint and retain Western Municipal Consulting for the 2022 Board of Revision and pay the corresponding retaining fee of \$250.

Carried

Dudley & Company Engagement Letters

275/2021 Marissa Gellner: That the Town approve and sign the letters from Dudley & Company for the terms of engagement & the responsibilities of Council & Auditors.

Carried

SEDA Membership

276/2021 Raymond Martin: That the Town cancel their membership to the Saskatchewan Economic Development Association.

Carried

Outstanding Custom Work to Tax Roll

277/2021 Margaret Brown: That the Town add any outstanding custom work and invoices and any accounts receivables to the tax roll if not paid by Dec.31st, 2021.

Carried

COLA Policy

278/2021 Wayne Joyal: That the Town approve a 2.5% wage increase for the CDO and Town Foreman and that the 2022 wages will be as follows: CDO \$19.90/hour and Foreman \$63,037.50 annually.

Carried

Guardrails on Highway 36 South of Willow Bunch

279/2021 Marissa Gellner: That the Town send a letter to the Minister of Highways and Infrastructure regarding the poor and dangerous placement of the new guardrails.

Carried

Enter "Closed" Session – Office Employees

280/2021 Wanda Newans: That council enter into an "closed" session at 9:20 p.m. to discuss confidential items as per Section 12.1 of the Council Procedures bylaw; those being present for the session being: Mayor Wayne Joyal, Councillors Raymond Martin, Margaret Brown, Marissa Gellner, Wanda Newans and Administrator Sharleine Eger.

Carried

Exit "Closed" Session

281/2021 Margaret Brown: That council exit the "closed" session at 9:32 p.m.

Carried

SUMAssure

282/2012 Raymond Martin: That the Town of Willow Bunch prepare the 1 year's notice to withdraw from SUMAssure for the 2023 year.

Carried



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 7th, 2021.

Correspondence

283/2021 Margaret Brown: That the following correspondence be approved as presented:

- a) RCMP
- b) SUMAssure
- c) Lisa Cairns – Submission to Council Agenda

Carried

Financials

284/2021 Marissa Gellner: That the November 2021 financial statements and bank reconciliation be approved as presented.

Carried

Accounts Payable

285/2021 Wanda Newans: That the accounts paid and presented for payment be approved and a list of the cheques #12707 to #12775 (\$101,142.38) inclusive, the November payroll in the amount of (\$4,649.25) and EFT payments (\$5,184.16) be annexed hereto and form a part of these minutes.

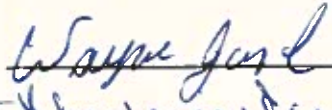
Carried

Adjournment

286/2021 Raymond Martin: That this meeting adjourn at 9:45 p.m.

Carried

MAYOR



ADMINISTRATOR



NEXT MEETING – January 3rd, 2022 at 7:00 p.m.