

TOWN OF SOUTHEY
COUNCIL MEETING SUMMARY
REGULAR COUNCIL MEETING – SEPTEMBER 14, 2021

PRESENT:

Mayor:	Leigh Bishop
Councillors:	Gordon Baragar, Rob Dukes, Susan Hillier, Devon Orb
Acting Administrator:	Chris Lamontagne
Administrative Assistant:	June Lepard
Public Works Foreman:	Tristian Mohr (arrived at 8:00 pm, left at 8:50 pm)

ABSENT:

Councillor(s):	Ralph Boehmer, Jordan Hegglin
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(A) CALL TO ORDER:

A quorum being present, the meeting was called to order at 6:55 pm by Mayor Bishop.

(B) PRESENTATION OF AGENDA:

157/21 Baragar/Dukes:	That the agenda be approved as presented.	Carried
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(C) CONFLICTS OF INTEREST:

(D) ADOPTION OF MINUTES:

158/21 Dukes/Orb:	That the minutes of the August 24 th , 2021 regular meeting are approved as presented.	Carried
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(E) NOTICE OF PROCLAMATIONS:

(formal announcement; example state of emergency)

(F) PRESENTATIONS AND RECOGNITIONS:

(G) PUBLIC HEARING/PUBLIC FORUM/DELEGATIONS:

(bylaws, policies)

Delegation:

6:55 pm – Mallory Bezan & Russell Siebert – 30 Roderick Avenue
Mallory and Russell appeared before Council to discuss the “Stop Work Order” issued on September 9, 2021 regarding the replacement of the step and new deck added to the front of the residence at 30 Roderick Avenue. Mallory requested to see a list of issued development permits and provided Council and Administration with several documents showing projects completed at other locations in the Town that did not get required permits. Administration acknowledged they did not know about the projects and would look into them further. Mallory and Russell acknowledged they did obtain the required development permit for their new fence erected in fall of 2020 when Russell was still on Council. They also, indicated to Council and Administration that they were targeted for not complying in obtaining the required permits as the “Stop Work Order” was issued one (1) week after the request from Administration to submit required permit application/documentation.

Mallory Bezan & Russell Siebert left meeting at 7:16 pm.

Council discussed the information provided and tabled the topic to the end of the meeting.

Bylaw:

Bylaw to Regulate the Operation of Vehicles – discussion regarding changes/updates

Council reviewed the draft of the bylaw and went through all changes: recreational vehicle parking, parking on boulevards and streets, parking distances from intersections/hydrants, etc., traffic signs throughout the Town.

Public Works Foreman, Tristian Mohr, arrived at 8:00 pm.

Council moved to (I) Reports of Administration and Committees; 2. Staff Reports – Public Works.

(I) REPORTS OF ADMINISTRATION AND COMMITTEES:

2. Staff Reports (Acting Administrator/Public Works Foreman)

- Public Works Update – Public Works Foreman provided a verbal report regarding public works activities:
 - # 3 Lift station issues check valve quit working and pump seized, Municipal Utilities to come fix.
 - Sweeping and Oiling Streets
 - Tires replaced two tires on Back Hoe one on Tractor, last wheel changed on Volvo,
 - Volvo to have wheel alignment in Raymore
 - Fuel shut off lever broke was welded and air bag replaced.
 - Cemetery continued to be levelled 10 – 12 loads left to do
 - Winterizing Campground to be completed
 - Street Signs Ordered
 - Fall spraying, back alley maintenance, and tree pruning

With the Public Works Foreman in attendance Council addressed (I) Reports of Administration and Committees; 3. Public Works.

(I) REPORTS OF ADMINISTRATION AND COMMITTEES:

3. Public Works (Councillor Baragar) (THRL- R. Boehmer)

- Handicap Parking – Keats Street
Public Works Foreman and Council discussed the Handicap Parking in front of the Hall. They discussed instead of having two permanent spots; provide temporary handicapped parking for Hall Rentals as the two permanent spots would take up significant parking space and does not assist with access to the businesses on the west side of Keats Street. Council discussed the importance of installing a permanent handicapped parking spot at the Southey Health Centre.
- Sidewalk Quote – Emerson, Assiniboia & Browning

159/21 Baragar/Hillier: That we authorize DMD Services prepare, supply concrete and finish the sidewalks identified for replacement on Emerson Avenue, Assiniboia Avenue and Browning Street as per the quote in the amount of \$6,201.60. Carried

- Purchase of used oil container as per SGI requirements
Councillor Dukes to follow up.

Council then moved to (L) New Business; Request for Back Fill for lots on Burns Avenue and Milton Street.

(L) New Business

- Request for Back Fill for lots on Burns Avenue and Milton Street

160/21 Orb/Dukes: That we agree to supply and load backfill at the convenience of our Public Works Staff as requested to Lot 3, Block 27 Plan 102009158 (Milton Street) and Lot 2 & 3, Block 26 Plan 102009158 (Burns Avenue); and that further requests for backfill will be reviewed and approved based on our supply. Carried

(H) COMMUNICATIONS:

(correspondence by way of letter, email, phone or text)

1. Saskatchewan Housing Corporation – 2020 Settlement Municipal Share
Towns 5% municipal share for 2020 is \$2,844.78.
2. Development Permit – Southey Lions Club (Lions Park – Cement Pad)

Council to go to view area for cement pad placement and provide administration with feedback.

- 3. Development Permit – Lot 26-27, Block 02, Plan No. G413 (Senior's Centre)**
Installation of fence, landscaping of yard and accessibility ramp. Ramp installation at front of building must be approved by PBI. Administration has submitted application to PBI for review and approval.
- 4. Development Permit – Lot 14, Block 17, Plan No. 59R22710 (Fence)**
Installation of fence.
- 5. Development Permit – Lot 2 & 3, Block 15, Plan No. FJ5764 (Step/Siding/Sidewalk Replacement)**
Installation of step, siding, sidewalk.
- 6. Development Permit – Lot 8, Block 20, Plan No. 82R11551 (Fence)**
Installation of fence.
- 7. Saskatchewan Public Safety Agency – Amendment to Letter Regarding Fire Dispatch Fees**
Rate increase of \$0.25 per capita each year from 2022 to 2024.
- 8. Canada Community-Building Fund (formerly Gas Tax Fund) – Top Up 2020-21 & 2021-22 Installments 1 & 2**
2020-21 Top up \$48,280.20. 2021-22 Installment 1 – \$24843,60; Installment 2 – \$24,843.60
- 9. Canada Community Building Fund – IIP 2021 – 005529 “Repave” Streets in Town (Emulsion Application to Streets)**
Ministry approved the project and payment issued.
- 10. Ministry of Government Relations – Proposed Subdivision – Cemetery**
Water was pumped to North side of Town from South side needing to be clarified in next correspondence. Administration will prepare response, provide photos and submit to Ministry of Government Relations for review.

161/21: Baragar/Hillier **That we file the correspondence as read.**

Carried

(I) REPORTS OF ADMINISTRATION AND COMMITTEES:

1. Financial Statements

- List of Accounts – review and approval

162/21 Dukes/Hillier: **That accounts written on General Account cheque # 18825 to #18842 in the amount of \$13,673.12, Payroll in the amount of \$8,506.43, Utility Payments in the amount of \$4,912.72, Education Tax in the amount of \$211,352.64, SUMA in the amount of \$1,410.89, MEPP in the amount of \$3,894.72, and CRA remittance in the amount of \$6,828.28, be approved.**

Carried

2. Staff Reports (Acting Administrator/Public Works Foreman)

- Public Works Update – completed earlier in meeting.
- Admin Update – the Acting Administrator provided a verbal report of items being worked on and completed in the office: vaccination clinic cancelled, annual utility report completed and submitted, majority of tax payments received, September Newsletter went out – made updates to Calendar after distribution and reposted, Election Information.

3. Public Works (Councillor Baragar) (THRL- R. Boehmer)

Completed earlier in meeting.

4. Finance (Councillor Hillier)

- 2020 Annual Utility Information

Administration completed and submitted the 2020 Annual Utility Information to the Ministry. The report indicated a loss of \$10,019. Administration noted water rates have not changed since 2005, sewer rates have not changed since 2007, infrastructure fee was added in 2009.

- Tax Lien Removal – 270 Coleridge Street (Mineral parcel)
The property noted above was under tax enforcement prior to 2018. In 2018 the tax lien was removed off the surface parcel in 2018. When the property recently sold, it came to light the tax lien was also registered to the mineral parcel and was never discharged. Administration discharged the lien from the mineral parcel and notified the lawyers handling the sale. ISC will send discharge details to the registered owner.

5. Health

(Cupar and District Nursing Home – Ken Staruiala), (Primary Health- Mayor Bishop)

- Health Centre – update
Nimbus was out and changed filters on the reverse osmosis. Amanda Friesen, from The Dental Connection, has a couple bookings for her first day on September 27th and has set a second date for October 18th. Tables are to be shipped October 12th.
- Primary Health Care Meeting Minutes - update
Mayor Bishop gave a quick overview of the September 7th Primary Health Care Meeting.

6. Staff Relations (Councillor Hillier, Councillor Hegglin, Councillor Dukes)

7. Public Relations and Economic Development (Councillor Orb, Councillor Hegglin)

8. Protective Services (EMO, FIRE DEPARTMENT) (Councillor Dukes, Councillor Baragar)

- RCMP – building maintenance update
Administration informed Council there was mold found in the residence near a main floor window. Likely the window, drywall and insulation will require replacement. Inspect It All from Regina was scheduled to come out on the 28th and will provide a report to our office.

Shingles need to be replaced. Noted to get quotes and add to budget for next year. There is no coverage under our insurance as all damage is due to age.

9. Recreation Services (Councillor Hegglin, Councillor Orb)

- Hall Rental – September 11, 2021
Hall was rented for a wedding on the weekend. The cleaners went to clean Sunday evening and the hall had not been entirely cleaned up. Cleaner documented untidy items and provided Administration with photos. The tenant paid for the rental and the damage deposit.

Administration advised Council there is no Rental Agreement. Council discussed the damage deposit may require an increase. Administration is to bring a draft back to Council for review.

10. Mayor and Councillors Forum

(any sharing of events, activities or community functions attended, and any work of members on behalf of council for the community.)

11. Unfinished Business

12. New Business

- SGI Tender – Curling Rink Roof Replacement – Review
Administration will email the tender to Council for review. Administration to get additional information from Garth regarding our policy and options.

- Cemetery Plot Correction

163/21 Baragar/Dukes: That we authorize administration to correct the Cemetery Records which reflect an administrative error ("Joan" should be "John"); and, that Plot 119(d) was sold to John Isaac as per receipt #4090.

- Request for Back Fill for lots on Burns Avenue and Milton Street
Discussed earlier in meeting.
- Town of Southey – Permits (Development/Building)
Council continued their discussion regarding development and building permits within the Town of Southey. The agreed residents require more information. Administration is to provide a draft to containing permitting process/requirements to distribute to residents.

164/21 Baragar/Dukes: That we agree to not enforce permits until such time that administration prepares information to distribute to residents to educate them on the permitting process; and, any previous projects will not require permits. **Carried**

13. Adjournment

165/21 Baragar: That we adjourn the meeting at 10:50 pm. **Carried**