

MARCH 26, 2018

The regular meeting of the Council of the Town of Indian Head, in the Province of Saskatchewan, was held in the Council Chambers at the Town Office located at 419 Grand Avenue on March 26, 2018.

PRESENT:

Mayor Cole, Councillors Johner, Palmer, Craigie, Friesen, Moses, Assistant Administrator Amy Railton and Administrator Cam Thauberger

Councillor Simpson entered the meeting at 7:05 p.m.

ABSENT:

None.

CALL TO ORDER:

A quorum being present Mayor Cole called the meeting to order at 7:00 p.m.

AGENDA:

139-18 MOSES/JOHNER that the agenda be adopted as amended by adding:

New Business:
16. Fire Hall eaves trough and downspout replacement

CARRIED

MINUTES:

140-18 CRAIGIE/PALMER that the minutes of the regular meeting held March 12, 2018 are approved as circulated.

CARRIED

141-18 MOSES/JOHNER that the minutes of the special meeting held March 21, 2018 are approved as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES:

No business arising from the minutes.

DELEGATION:

7:15 p.m. – Tim Teeple – Emterra Environmental

Tim Teeple who is the General Manager of Emterra Environmental Saskatchewan was welcomed to the meeting. Tim spoke to the inconsistent recycling pick-up service the Town of Indian Head has been receiving in the recent past. Tim was glad to report that Emterra now has consistencies with their fleet, has adequate back-up drivers in place and has increases in capital. To hold Emterra Environmental more accountable Tim reviewed a sample “Service Performance” clause with Town Council that could be added into the current service agreement between the Town of Indian Head and Emterra. Town Council is in favour of the “Service Performance” clause and will be in contact with Emterra in the near future to finalize the wording of the amendment to the agreement.



7:45 p.m. – R.M. of Indian Head – Opening of Cemetery Maintenance Proposals

Town Council welcomed the R.M. of Indian Head Administrator Tracy Luscombe and Reeve Terry Rein to the meeting.

- 142-18** **CRAIGIE/MOSES** that the Seasonal Cemetery Maintenance Contract proposals be scored according to the following evaluation scoring system: proposed wage expectation – 50%, explanation of relative experience within proposal – 20%, met specifications of the request for proposal – 20%, has or will obtain liability insurances and workman compensation – 5% and additional information provided to enhance proposal (items described in proposal over and above what was listed in the request for proposal) – 5%.
CARRIED

Four sealed envelopes for the position of Seasonal Cemetery Maintenance contract were opened by Mayor Cole during the current meeting.

- 143-18** **PALMER/CRAIGIE** that the Seasonal Cemetery Maintenance contract from April 15 – October 15, 2018, and the option for 2019-2022 be awarded to Dave Miller of Indian Head at a rate of \$27,000 per year.
CARRIED

PUBLIC HEARING:

No scheduled public hearing.

MONTHLY FINANCIAL STATEMENTS:

No financial statements prepared for this meeting.

ACCOUNTS:

- 144-18** **CRAIGIE/FRIESEN** that the list of accounts for approval dated March 23, 2018 cheque No.7413 to 7439 in the amount of \$56,909.83 is approved for payment.
CARRIED

- 145-18** **CRAIGIE/PALMER** that the list of accounts for approval dated March 15, 2018 cheque No.7303 to 7314 in the amount of \$10,550.00 is approved for payment.
CARRIED

- 146-18** **CRAIGIE/MOSES** that the list of accounts for approval dated March 25, 2018 cheque No.7315 to 7321 in the amount of \$3,511.28 is approved for payment.
CARRIED

OLD BUSINESS:

- 147-18** **CRAIGIE/SIMPSON** that the proposed Public Works Wage Guide for the years 2019/2020, 2020/2021 and 2021/2022 be approved as presented and that the Administrator is to forward copies of the Public Works Wage Guide on to all Public Works Staff.
CARRIED

- 148-18** **JOHNER/MOSES** that Council authorizes the Administrator to sign the agreement between the Indian Head Theatre & Community Arts Inc. and the Town of Indian Head for the placement of an accessibility ramp on the sidewalk area in front of the Grand Theatre located at 631 Grand Avenue.
CARRIED

- 149-18** **PALMER/SIMPSON** that the Administrator is authorized to submit a letter on behalf of the Town of Indian Head's to the Prairie Valley School Division Board of Education regarding acquiring land to the west of the AJM Davies Arena.
CARRIED



150-18 CRAIGIE/PALMER that the draft Town of Indian Head Financial Statements – December 31, 2017, having been reviewed by Council now be approved.

CARRIED

NEW BUSINESS:

151-18 SIMPSON/JOHNER that the March 7, 2018 and March 12, 2018 Commissionaires Report to Council having been reviewed now be filed.

CARRIED

152-18 CRAIGIE/MOSES that the March 4 – 12 and March 12 – 18, 2018 RCMP News Report having been reviewed now be filed.

CARRIED

Councillor Simpson declared an interest in agenda item “New Business: 3. Fairview Street Subdivision Proposal for Engineering Services” as he is a property owner of land that backs the Fairview Street Subdivision and left the meeting at 9:05 p.m.

Councillor Friesen declared an interest in agenda item “New Business: 3. Fairview Street Subdivision Proposal for Engineering Services” as he is a property owner of land that backs the Fairview Street Subdivision and left the meeting at 9:05 p.m.

153-18 CRAIGIE/JOHNER that Council approves the Fairview Street Subdivision Proposal for Engineering Services submitted by MPE Engineering Ltd. in the amount of \$47,000 plus applicable taxes.

CARRIED

Councillor Simpson re-entered the meeting at 9:15 p.m.

Councillor Friesen re-entered the meeting at 9:15 p.m.

154-18 SIMPSON/MOSES be it resolved that the Town Council approve Administration completing and submitting an application to the Federation of Canadian Municipalities for the Municipal Asset Management program, be it therefore resolved that the Town commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’ Municipal Asset Management Program to advance our asset management program;

- Data collection of sanitary collection system, water distribution system, storm management system and roadway assets
- Prepare an Infrastructure Management Plan
- Establish a base GIS model for the Town’s infrastructure

Be it further resolved that The Town approve the municipal contribution amount of \$12,500 from its budget toward the costs of this initiative.

CARRIED

155-18 FRIESEN/SIMPSON that the Town pay the associate Lower Qu’Appelle Watershed Stewards Membership fee April 1, 2018 to March 31, 2019 in the amount of \$500.00.

CARRIED

156-18 MOSES/FRIESEN that the Indian Head and District Hospital Foundation Inc. Statement of Financial Position – December 31, 2017 having been read now be filed.

CARRIED

157-18 MOSES/JOHNER that the Administrator construct and send a letter to the Little Castle Childcare Centre thanking them for their letter regarding snow removal on Buxton Street and that the Administrator explain the uniqueness and challenges with timely snow removal on the 800 block of Buxton with the boulevards on either side of the street being paved and used for parking.

CARRIED

158-18 SIMPSON/PALMER that the Indian Head Community Development March 14th , 2018 meeting minutes having been reviewed by Council now be filed.

CARRIED

159-18 CRAIGIE/MOSES whereas with the drilling of a new raw water supply well the water plant may at times in 2018 be unable to meet the demands from the Town of Indian Head residents and bulk water tower and;

Whereas it is important to have a sufficient amount of water within the Town water storage tank for emergency purposes and;

Whereas a water usage plan must be created to guarantee adequate water within the water storage tank for emergency purposes;

Therefore in the year of 2018 the residents of Indian Head are permitted to water on odd days of the month with an odd numbered civic address and even days of the month with an even numbered civic address and that the bulk water tower be open at all times for RM residents purchasing water for household use and that the bulk water tower only be used for agricultural purposes on odd days of the month and that all residents be asked to be overall mindful with their watering practices.

CARRIED

160-18 CRAIGIE/PALMER that the landfill operates free of charge for yard refuse items such as leaves, grass clippings, pruning of tree debris etc. to Town of Indian Head residents on Saturday May 12, 2018 and Sunday May 13, 2018; businesses profiting off of taking loads to the landfill will still be required to pay landfill fees during this time and the Landfill Supervisor is able to hire two staff to help with the two free landfill days and they will be paid by the Town at the same hourly rate as the Landfill Supervisor.

CARRIED

161-18 JOHNER/SIMPSON that Council authorizes the Administrator to send a response to Nish Prasad with SaskWater that the Town is not interested at this time in confirming to SaskWater if the Town would have the capacity to provide a peak flow of 8 liters/second.

CARRIED

162-18 MOSES/FRIESEN that James Rudack be appointed to the position of Town Trustee on the Indian Head Public Library Board.

CARRIED

163-18 CRAIGIE/MOSES that the Indian Head Public Library Branch Board March 15th , 2018 meeting minutes having been reviewed by Council now be filed.

CARRIED

Councillor Friesen declared an interest in agenda item "New Business: 14. Letter to Council – Zoning Amendment Request" as it involves property that he is in ownership of and left the meeting at 9:50 p.m.

164-18 CRAIGIE/SIMPSON that Council authorizes the Administrator to construct a zoning bylaw amendment bylaw to be reviewed at the next regular scheduled meeting of Council.

CARRIED

Councillor Friesen returned to the meeting at 9:55 p.m.

165-18 FRIESEN/MOSES that Council authorizes the Administrator to construct a zoning bylaw amendment bylaw to be reviewed at the next regular scheduled meeting of Council.

CARRIED

166-18 FRIESEN/CRAIGIE that Council approves the installation of new eaves troughs and downspouts on the Fire Hall at a cost of \$2,500 with the Town of Indian Head portion being \$1,250 and the RM of Indian Head portion being \$1,250.

CARRIED



CORRESPONDENCE

No correspondence for this meeting.

COMMITTEE REPORTS

Councillor Palmer talked about the blind spot turning onto North Railway from Howard Street created by the installation of a fence.

Councillor Simpson reported that there is two open spots on the Sunbeam Lodge committee.

Councillor Johner reported to Council that she has an ITAC meeting on Tuesday March 27, 2018 and a Communities in Bloom meeting on Wednesday March 28, 2018.

ADJOURNMENT

167-18 MOSES/CRAIGIE that the meeting now adjourn. 10:00 p.m.

CARRIED



Mayor



Administrator