

BIENFAIT TOWN COUNCIL
Regular Meeting of Council
Thursday, January 23, 2020
Municipal Office at Bienfait, Saskatchewan
AGENDA

01 Call to Order

02 Delegation

Dave MacKenzie – Resident – 6:15 p.m.

03 Consideration of Agenda

Review of Agenda as presented, revise as required

04 Minutes of Previous Meeting

- a. Review of Minutes of the January 8, 2020 Regular Council Meeting
- b. Presentation of errors, omissions or corrections – MOTION to approve

05 Reports – Council, Staff and Other

- a. Verbal Council Reports:
- b. Written Staff Reports: Administrator's Report
- c. Committee/Board Meetings:
- d. Other Written Reports:
- e. Waterworks Operational Records of the Water Treatment Plant – December 2019

06 Financial

- a. Bill List #1 - MOTION to approve payment
- b. Payroll Lists #1 - MOTION to approve payment
- c. Council Remuneration – January 2020 - MOTION to approve payment



07 Unfinished Business

- a. Approval of the 2019 Wages Payable
- b. Approval of the 2019 Vacation Payable



08 New Business

- a. Ammonia Testing – Nexom
- b. TSheets Time Tracker Subscription - \$30/mth & \$6.25/employee – 20% discount with 1-year subscription
- c. Payment of Invoice #BY-4555 to Cummins Canada ULC - \$20,618.33
- d. Invoice RC Electric - \$5,528.80 (over payment of quote)
- e. Royal Canadian Legion Military Service Recognition Book Donation
- f. Estevan Mercury Tourism Book Ad - \$225.00
- g. SaskAlert Training
- h. **Change of Regular Council Meeting Dates – February**

09 Correspondence

- a. Ministry of Parks, Culture and Sport and Heritage Saskatchewan are pleased to invite Council Staff to the 2020 Heritage Forum that will be held in Saskatoon on Thursday, February 27. Registration deadline is February 24, 2020. Registration fee is \$70.00 + GST per person
- b. The next Economic Transition Committee meeting date is Tuesday, February 18, 2020 at 1:30 p.m. at the Estevan City Hall
- c. SAMA Annual Meeting is on Thursday, April 9, 2020 at the Hilton Garden Inn in Saskatoon. The theme of SAMA's 2020 Annual Meeting will be "Looking ahead to 2021," and will focus on the ways SAMA is preparing for the upcoming 2021 Revaluation. Municipal Councils may appoint up to two voting delegates to attend the meeting. The voting delegates can be any

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- elected or administrative representative. SAMA will be offering a half day session the day before the meeting specifically gear to Administrators.
- c. RCMP has invited Council and staff to the RCMP Regimental Ball on Friday, February 14, 2020 at the Beefeater Plaze. Cocktails are at 5:30 p.m. and Dinner at 6:30 p.m. The event is Semi-Formal with a fee of \$75.00. Proceeds are for the Southeast Regional Victim Services.
 - d. Quote from Nix 6 Electric to place a new heater and plug in the old town office - \$438.08
 - e. Two Quotes from Nelson Motors for the purchase of a John Deere 3039 R Compact Utility Tractor – \$41,700.45 & \$49,926.64

10 Other Business

11 Adjournment



TOWN OF BIENFAIT
Minutes of the Regular Meeting of Council
Thursday, January 23, 2020 6:00 p.m.
In the Municipal Office at 417 Main Street, Bienfait, Saskatchewan

PRESENT: Mayor Paul Carroll – *arrived at 6:13 p.m.*

Councillors Ivan Boyer
Chris Dupuis – *departed the meeting at 7:07 p.m.*
Ken Bonokoski
Shirley Wheeler
Rob Forster - *absent*
Steven Matthewson

Administrator Jessica Franklin

20/01/02-01 Call to Order:

A quorum being present, Deputy Mayor Steven Matthewson called the meeting to order at 6:05 p.m.

20/01/02-02 Delegation:

6:05 p.m. David Mackenzie and Keith Smith met with Council to discuss the recently purchased Town of Bienfait office, employment opportunities posted and the Town of Bienfait's website.

6:24 p.m. David Mackenzie and Keith Smith left the meeting.

20/01/02-04 Minutes:

Bonokoski/Wheeler

THAT the minutes of January 8, 2020, Regular Meeting of Council shall be approved as presented.

Carried

20/01/02-05 Reports:

Forster/Bonokoski

THAT the following reports be accepted as presented:

- a. Verbal Reports
Council Reports
- b. Written Staff Reports – nothing to report
Administrator's Report
- c. Committee and Other
- d. Other Written Reports – nothing to report

Carried



20/01/02-06 Financials:

a. Bill List No. 1:

Boyer/Dupuis

THAT Bill List No. 1 as indicated by cheque #9447 – cheque #9472 in the amount of \$62,201.97 is approved for payment as presented.

Carried

b. Payroll Lists No. 1:

Matthewson/Boyer

THAT Payroll List No. 1 as indicated by cheque #9631 – cheque #9635 in the amount of \$6,651.39 shall be approved for payment as presented.

Carried

c. Council Remuneration:

Dupuis/Bonokoski

THAT the Council Remuneration for the month of January 2020 as indicated by cheque #9636 to cheque #9642 in the amount of \$2,970.00 shall be approved for payment as presented.

Carried

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20/01/02-07 Unfinished Business:

a. Approval of the 2019 Wages Payable

Bonokoski/Wheeler

THAT the Town of Bienfait shall approve the 2019 wages payable as presented.

Carried

b. Approval of the 2019 Vacation Payable

Dupuis/Matthew

THAT the Town of Bienfait shall approve the 2019 vacation payable as presented.

Carried

20/01/02-08 New Business:

a. Ammonia Testing – Nexom

Wheeler/Matthewson

THAT the Town of Bienfait table the ammonia testing request from Nexom until the next regular meeting of Council.

Carried

b. TSheets Time Tracker Subscription

Bonokoski/Wheeler

THAT the Town of Bienfait purchase TSheets Time Tracker from Intuit for an monthly cost of thirty dollars (\$30.00) plus six dollars and twenty five cents (\$6.25) per employee for a monthly total of forty eight dollars and seventy five cents (\$48.75); and that the Town of Bienfait will sign an annual subscription to receive an additional twenty percent (20%) discount.

Carried

c. Payment of Invoice BY-4555 Cummins Canada ULC

Bonokoski/Wheeler

THAT the Town of Bienfait table the payment of invoice BY-4555 in the amount of twenty thousand six hundred and eighteen dollars and thirty three cents (\$20,618.33) for the opportunity to meet with RC Electric regarding the outstanding balance owing for the generator that RC Electric Ltd. installed at the new lift station on Main Street.

Carried

d. Invoice RC Electric Ltd.

Matthewson/Boyer

THAT the Town of Bienfait table the invoice to RC Electric Ltd. for the opportunity to meet with Council and discuss the remaining balance owing for the generator that RC Electric Ltd. installed at the new lift station on Main Street.

Carried

f. Estevan Mercury Tourism Book Ad

Dupuis/Bonokoski

THAT the Town of Bienfait purchase a quarter page annual ad in the Estevan Mercury Tourism Book for the cost of two hundred and twenty-five dollars (\$225.00).

Carried

g. SaskAlert Training

Wheeler/Matthewson

THAT the Town of Bienfait contact the Government of Saskatchewan regarding location, price and availability for sending Jessica Franklin and Carri Clarke for SaskAlert training; and that this be brought to the next regular meeting of Council for approval.

Carried

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h. Change of Regular Council Meeting Dates – February 2020

Matthewson/Boyer

THAT the Council for the Town of Bienfait shall change the time and the dates for the following February 2020 Regular Council Meetings:

1. THAT the first regular council meeting to be held at 6:00 p.m. Wednesday, February 5, 2020, shall be changed to Wednesday, February 12, 2020 at 6:00 p.m.
2. THAT the second regular council meeting to be held at 6:00 p.m. Wednesday, February 19, 2020, shall be changed to Thursday, February 27, 2020 at 6:00 p.m.

Carried

20/01/02-09 Correspondence:

Dupuis/Bonokoski

THAT the correspondence as listed on the agenda be acknowledged and filed for future reference.

Carried

c. SAMA Annual Meeting

Bonokoski/Wheeler

THAT the Town of Bienfait appoint the Administrator Jessica Franklin to attend the 2020 SAMA Annual Meeting half day training session on April 8, 2020 from 1:30 p.m. to 4:30 p.m. at the Hilton Garden Inn in Saskatoon, SK; and that all travel and out of pocket expenses are to be paid by the Town of Bienfait.

Carried

d. Nix6 Electric Ltd. Estimate No. 1148

Bonokoski/Boyer

THAT the Town of Bienfait pay Nix6 Electric Ltd. four hundred thirty-eight dollars and eight cents (\$438.08) for the electrical work that was completed in the old town office at 412 Main Street.

Carried

20/01/02-10 Other Business:

a. Dupuis/Boyer

THAT the Town of Bienfait replace the leaking taps in the old Town Office at 412 Main Street.

Carried

b. Bonokoski/Wheeler

THAT the Town of Bienfait install an alarm activated thermostat in the old Town Office at 412 Main Street.

Carried

20/01/02-11 Adjournment:

Bonokoski/Wheeler

THAT this meeting be adjourned at 7:47 p.m.

Carried



Mayor



Administrator