

Town of Hepburn Regular Council Meeting – August 21, 2019

Minutes of the Regular Meeting of the Town Council of the Town of Hepburn held at the Town Office (402 Main Street) at 7:06 P.M. August 21, 2019.

Present: **Mayor:** Jeff Peters
 Councillors: Ken Jeschke, Chris Crockett, Chris Becker
 Administrator: Amanda Peters
 Staff: Les Fehr, Tim Harms
Absent: Craig Kosowan

1. Call to Order: A quorum being present, Mayor Peters called the meeting to order at 7:06 P.M.

2. Approval of Agenda/Additions:

0176/19 Jeschke: That the agenda be accepted as presented.

Carried.

3. Approval of Minutes:

0177/19 Crockett: That the minutes of the regular meeting of council held July 17, 2019 be approved as presented.

Carried.

4. Business Arising from the Minutes: None.

5. Delegations: 5.1 – Brian Willms, Sr.
 5.2 – Ron Sigstad
 5.3 – Lisa Finn

7:15 pm Lisa Finn left

Ron Sigstad & Brian Willms, Sr. did not attend the meeting

6. Staff Reports:

0178/19 Jeschke: That all Staff verbal reports be accepted as presented.

Carried.

8:57 pm Tim Harms & Les Fehr left

7. Financial Statements & Accounts for Approval:

8:57 pm Chris Becker left

9:02 pm Chris Becker returned

7.1 – Accounts for Ratification

0179/19 Jeschke: That the Accounts for Ratification, Cheque No. 9280 to 9304 and online payments, in the amount of \$75,537.04 and Parks & Recreation Cheque No. 576 to 590 in the amount of \$8,716.66 for a total of \$84,253.70 be approved as presented.

Carried.

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7.2 – Accounts for Approval

0180/19 Crockett That the Accounts for Approval, Cheque No. 9305 to 9335 in the amount of \$55,435.40 be approved as presented.

Carried.

7.3 – Statement of Financial Activities July 2019

0181/19 Jeschke: That the Statement of Financial Activities for the month of July 2019 be approved as presented.

Carried.

8. Correspondence:

8.1 – Email from Ruth Letkeman RE Speeding on East Railway

8.2 – RCMP Report – July 2016

0182/19 Becker: That the correspondence be filed as presented.

Carried.

9. New Business:

9.1 – CAO Vacation Days

0183/19 Jeschke: That Council approve the following vacation days for Amanda Peters (CAO); March 23 to 30, 2020.

Carried.

9.2 – Hepburn Golden Age Centre – Tax Abatement

0184/19 Becker: That Council postpone the abatement of the Hepburn Golden Age Centre taxes and will revisit if a letter of request is received from the Hepburn Golden Age Centre.

Carried.

9.3 – Arena Plumbing Quotes

0185/19 Becker: That Council approve the quote of \$7,453.25 plus taxes from K.C. Plumbing for the installation of plumbing, new showers with push button metered valves, and a 60 gallon water heater in the Arena for dressing rooms #2 and #3.

Carried.

9.4 – Arena Fascia & Soffit Quotes

0186/19 Jeschke: That Council approve the quote of \$6,310 plus taxes from Jade Contracting for the removal and replacement of soffit and fascia at the Arena.

Carried.

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9.5 – In-Camera Session

0187/19 Crockett: *That Council move into an “in-camera” Session at 9:30 pm and this meeting be closed to the public for discussion of personnel.*

Carried.

Present: Jeff Peters, Ken Jeschke, Chris Crockett, Chris Becker, Amanda Peters

0188/19 Jeschke: *That Council re-open this meeting to the public at 9:58 pm.*

Carried.

0189/19 Becker: That Council approve sending Jeff Peters, Ken Jeschke, and Amanda Peters to the Northwest SUMA Regional Meeting on October 3, 2019 in Duck Lake.

Carried.

9.6 – Request for Barricades at the North End of West Railway Street

0190/19 Crockett: That Council decline the request for placement of barricades at the North End of West Railway Street.

Carried.

9.7 – Request for Culvert Installation (Lot 1 Block 27) – 102 South Hill

0191/19 Becker: That Council approve the installation of a 16 inch culvert on the North side of the driveway of Lot 1 Block 27, up to a maximum length of 6ft with all costs of installation being the responsibility of the property owner. The property owner shall ensure the following; that Sask 1st is contacted for line locates before proceeding with excavation and that public works staff have opportunity to inspect the installation before backfilling is undertaken. The Town of Hepburn is not liable for any costs associated with this project.

Carried.

9.8 – Request for Culvert Installation (Hepburn School – North to Arena Parking Lot)

0192/19 Jeschke: That Council approve the installation of a 16 inch culvert and sidewalk from the North School doors into the Arena Parking lot, with all costs associated being the responsibility of the Prairie Spirit School Division. The Prairie Spirit School Division shall ensure the following; that Sask 1st is contacted for line locates before proceeding with excavation, that the public works staff have opportunity to inspect the installation before backfilling is undertaken, and that the sidewalk material extends no more than 20 feet north of the garbage receptacle. The Town of Hepburn is not liable for any costs associated with this project.

Carried.

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9.9 – Quotes for Water Treatment Plant Dist. Pump #1 Motor Replacement

0193/19 Becker: That Council approve the quote of \$2,200 plus taxes from GMR Electric Motors for the removal, replacement and alignment of the motor for the Water Treatment plant Distribution pump #1.

Carried.

9.10 – Purchase Cell Auto Dialer for Prairie View Lift Station

0194/19 Crockett: That Council postpone the purchase of a cell auto dialer for Prairie View Lift Station and research options further.

Carried.

9.11 – Annual SWWA Conference November 6 – 8, 2019

0195/19 Jeschke: That Council approve sending Tim Harms to the Annual SWWA Conference November 6 to 8, 2019 in Saskatoon.

Carried.

9.12 – Advertise Arena Caretaker Position

0196/19 Crockett: That Council approve advertising the Arena Ice Caretaker Position.

Carried.

10. Bylaws/ Policies: None.

11. Council Committee Reports:

0197/19 Jeschke: That the verbal committee reports be accepted as presented.

Carried.

12. Adjournment:

0198/19 Becker: That this meeting be adjourned at 10:22 pm.

Carried.

Mayor

Administrator