

Minutes of a Regular Meeting of
Council of the District Of Katepwa
Held on June 19, 2018 in the Katepwa Center

Present:

- Mayor – Don Jewitt
- Councillor Ward 1 – Vacant
- Councillor Ward 1 – Vacant
- Councillor Ward 2 – Darwin Chatterson
- Councillor Ward 2 – Michael Alport
- Councillor Ward 2 – Dennis Temple
- Councillor Ward 3 – Dave Thauberger
- Councillor Ward 3 – Tim Stoll

Administrator – Laurie Rudolph

CALL TO ORDER

A quorum being present Mayor Jewitt called the meeting to order at 7:04pm.

AGENDA

145/2018 **THAUBERGER** - THAT the agenda be accepted with the following:

Additions:

Communications/Correspondence:

7.7 Pasqua First Nation #79

New Business:

- 12.24 Slump Road 159/161 Katepwa Road
- 12.25 Maintenance Shed – Metal Roofing
- 12.26 Dutch Elm Disease

Carried.

MINUTES

146/2018 **ALPORT** - THAT the minutes of the May 15, 2018 Regular Meeting of Council be approved as presented.

Carried.

OPEN SESSION:

Maintenance Supervisor Rick Weber presented his monthly report, his duties included installing new signage, grass cutting and trimming, waste collection, community spring cleanup, Andros boat launch cement pad installation, relocating sand bagger and crates to maintenance shed, cleanout of eaves trough at office, equipment maintenance, and arranging with R.M. of Abernethy grass cutting at lagoon.

Rick advised of a new chlorine feeder and kit needed for the public water supply at the quoted amount of \$2000.00. He also advised of the quotes provided by Mission Ridge Excavating for the supply and install of a 1500

gallon and 2000 gallon holding tank and well hook up with 1/2hp well pump for installation at the maintenance quonset.

- 147/2018** **MAINTENANCE QUONSET – HOLDING TANK**
ALPORT – THAT Corey’s Excavating and Maintenance be given the opportunity to quote for the supply and install of a 1500 gallon holding tank and to have quote submitted by Friday, June 22, 2018; and subject to the lowest bid being by Mission Ridge Excavating, the work be awarded to Mission Ridge Excavating in the amount of \$8065.26 for the supply and install of a 1500 gallon tank.

Carried.

DELEGATION:

Bob Herbison attended the meeting at 7:20p.m. to give a presentation on six guidelines for residential dark sky community friendly outdoor lighting. He left the meeting at 7:30p.m.

- 148/2018** **RESIDENTIAL DARK SKY COMMUNITY FRIENDLY LIGHTING**
THAUBERGER – THAT the District adopt and promote the following six guidelines for residential dark sky community friendly outdoor lighting and that the information be placed on the District’s website, newsletter email, and included with building permit applications:

- Always choose fully-shielded fixtures that point their light directly downward (and not sideways)
- Use “warm white” or filtered LEDs <3,000 K , to minimize blue emissions
- Look for products with adaptive controls like dimmers, timers and motion sensors
- Consider dimming or turning off the lights during overnight hours
- Avoid temptation to over light because of higher luminous efficiency of LEDs
- Only light to the edge of your own property in the amount required for particular tasks, and not onto the neighbour’s property

Carried.

- 149/2018** **ACCOUNTS PAYABLE**
ALPORT -THAT cheque 3863 to 3905 in the amount of \$47,984.15, direct payments of \$11,126.30, and the May 2018 payroll in the amount of \$12,039.89 be approved as presented.

Carried.

BANK RECONCILIATION AND STATEMENT OF REVENUE & EXPENDITURES

150/2018 **CHATTERSON** - THAT the Bank Reconciliation for the month of May 2018 be approved as presented.

Carried.

AUDITED FINANCIAL STATEMENT

151/2018 **CHATTERSON** - THAT the Audited Financial Statement for the year ended December 31, 2017 be accepted as presented.

Carried.

DELEGATION:

Rick Holmes attended the meeting at 7:20p.m. to advise of the work completed on the EMO trailer and EMO manual, and requested an additional \$500.00 to outfit the EMO trailer.

Rick Holmes recommended that four lock boxes be purchased for access to keys at the (3) three existing AED units, and a lock box and AED unit be purchased and located at the maintenance quonset. He left the meeting at 7:51p.m.

AED UNIT – LOCK BOXES

152/2018 **STOLL** - THAT lock boxes be purchased for the (3) three existing AED units in the amount of \$100.00 each; and a new AED unit in the amount of \$1200.00 and lock box be purchased to locate at the maintenance quonset.

Carried.

DELEGATION:

Terry Greiner attended the meeting at 7:52p.m. to receive clarification on the District's process and procedure for the enforcement of bylaws. He left the meeting at 8:13p.m.

ENCROACHMENT - #268 MAPLES ROAD

153/2018 **TEMPLE** – THAT a letter be sent to the property owners at #268 Maples Road to request that the portion of planter starting from Maples Road to the back of the tree (tree remain) be removed by Wednesday, June 27, 2018, and if not removed the District maintenance men perform the removal.

Carried.

#332 VICTORIA AVENUE – STORAGE BUILDING

154/2018 **STOLL** – THAT the proposed 40' X 60' storage building construction for #332 Victoria Avenue be exempt from the maximum size requirement set out in Section 4.6(2) of Zoning Bylaw 2014-06.

Carried.

155/2018 **BASE TAX CANCELLATION**
CHATTERSON – THAT a base tax cancellation of \$250.00 be given for the combining of properties Blk A, Plan 60R15265 and NW 27-19-12-2.

Carried.

PUBLIC MEETING – BYLAW NO. 3-2018

The public meeting commenced at 8:32p.m.

At the meeting the public expressed concerns of removing “public and open session” from the agenda.

No written submissions were received.

The public meeting closed at 8:53p.m.

156/2018 **BYLAW NO. 3-2018 PROCEDURE BYLAW AMENDMENT**
ALPORT - THAT Bylaw 3-2018, being a bylaw to amend Bylaw No. 2015-06 be read a first time.

Defeated.

DELEGATION:

Ray Heil attended the meeting at 8:54p.m. to request Council’s consideration for the District and Trans Canada Trail Committee to partner in sharing cost to pave the roadway portion between Uplands Drive and Sunset Boulevard in the 2019 budget year. He left the meeting at 9:03p.m.

157/2018 **BREESE PARK – TREES**
THAUBERGER - THAT the tree mover from Balcarres be hired to move the trees from Cedar Villa and the trees from Councillor Alport to the Breese Park area, and the watering and caring of the trees be by volunteers.

Carried.

158/2018 **CORRESPONDENCE REPORT**
ALPORT - THAT the correspondence report be accepted as presented.

Carried.

159/2018 **STAFF REPORT**
STOLL - THAT the Staff Report be accepted as presented.

Carried.

160/2018 **COMMITTEE REPORT**
CHATTERSON - THAT the Committee Reports be accepted as presented.

Carried.

161/2018 SANDY BEACH – TREES & TENNIS PRACTICE BOARD
ALPORT - THAT a tennis practice board in the amount of \$400.00 and trees in the amount of \$500.00 be purchased for the Sandy Beach area; the tree planting be coordinated with the maintenance supervisor, and the watering and caring of the trees be by volunteers.

Carried.

162/2018 BREESE PARK TENNIS COURT SEAL AND RESURFACE
- RESCINDED
THAUBERGER – THAT Resolution #122/2018 be rescinded.

Carried.

163/2018 BREESE PARK TENNIS COURT SEAL AND RESURFACE
STOLL – THAT \$8,585.00 be transferred from the Recreation - Breese Park reserve and allocated towards the seal and resurfacing of the tennis court in Breese park, subject to the District receiving grant funding through the Richardson Pioneer Foundation to offset the remainder of the cost.

Carried.

164/2018 BASE TAX CANCELLATION
CHATTERSON – THAT a base tax cancellation of \$250.00 be applied for each of the following:

- #60 Elm Street Lot 11, Blk 3 Plan AN3651/#64 Lakeview Lane Lot 32, Plan W5146 (parcel tie)
- #62 Elm Street Lot 12, Blk 3 Plan AN3651/#66 Lakeview Lane Lot 33, Plan W5146 (previous year applied)
- #165 Central Ave – Lot 8, Blk 3 Plan 60R18143/#136 Park Street Lot 11/PT 12, Blk 4 Plan 60R18143 (parcel tie)
- #318 S Katepwa Dr. – Parcel A, Plan 62R09019/Parcel B, Plan 10222767 (consolidation)

Carried.

165/2018 KATEPWA ROAD – PARK BENCH AND PLAQUE
THAUBERGER – THAT a park bench and name plate engraved with “Donated by Tim and Sherri Stoll” be purchased in recognition of their land donation towards the slump area along Katepwa Road,

Carried.

166/2018 PLAYGROUND AREAS SPRAYING
THAUBERGER – THAT weed control be performed in the District’s playground areas.

Carried.

167/2018 **PARKING REQUEST – GLENWOOD CUL-DE-SAC**
CHATTERSON – THAT the request for day time guest parking of vehicles in the cul-de-sac of the Glenwood area on Sunday, July 8, 2018 be approved.

Carried.

168/2018 **LIBRARY SUMMER STUDENT**
CHATTERSON – THAT Gregory Pugh be hired for the library summer student position at a rate of \$15.00 per hour to work Saturdays and Sundays from 8:30a.m. to 4:30p.m. for the months of July and August.

Carried.

169/2018 **SUMMER COORDINATORS**
CHATTERSON – THAT Karley Schwab and Haiven Tunison be hired for the summer coordinator positions at a rate of \$15.00 per hour to work Saturday, June 30th, and Monday to Friday from 9:30a.m. to 3:30p.m. for the month of July.

Carried.

170/2018 **RESERVE ALLOCATIONS**
CHATTERSON – THAT \$7,599.14 be transferred from the Get Active Glenwood Reserve to offset invoice amount for the purchase of playground apparatus; and that \$1000.00 be transferred from the Road Reserve, Landfill Reserve, and Engineering/Drainage Reserve to offset the reimbursement to 101105097 Saskatchewan Ltd. for the overpayment of service fee.

Carried.

171/2018 **MAINTENANCE – CASUAL POSITION**
ALPORT - THAT Rick Holmes be hired to assist maintenance men on a casual basis at a rate of \$20.00 per hour.

Carried.

172/2018 **COUNCIL – IPAD POLICY**
ALPORT – THAT the following iPad policy be adopted:
After 4 year term the iPad shall become the property of the council member; in the case of departure prior to the expiration of the 4 year term, the council member may purchase the iPad at assumed market value based on the following scale:

- \$400 within the 1st year
- \$300 within the 2nd year
- \$200 within the 3rd year
- \$100 within the 4th year

Or in the alternative if a council member wishes to use their own iPad the council member be provided an allowance of \$100.00 per year.

Carried.

173/2018 **ASSISTANT ADMINISTRATOR RESIGNATION**
TEMPLE - THAT the resignation of Denise Carr as of June 7, 2018 be accepted.

Carried.

174/2018 **MAINTENANCE SHED – METAL ROOFING & LABOUR**
STOLL - THAT the quote by R.W. & Sons Builders Inc. in the amount of \$4,869.41 for the supply and install of metal sheet roofing for the District maintenance shed be accepted.

Carried.

175/2018 **ADJOURNMENT**
ALPORT - THAT the meeting now be adjourned at 11:04p.m.

Carried.

Next Meeting: - July 17, 2018 at 7:00pm – Katepwa Center

Mayor

Administrator