

COUNCIL MEETING

**January 8, 2014**

Minutes of the Regular Meeting of Council for the Town of Birch Hills held on Wednesday, January 8, 2014 at 7:30 pm in the Council Chambers of the Civic Centre

**Present:** Mayor: Shirley Ulvild  
Councillors: Tyler Cochrane, Owen Stubbs, John Herd  
Barry Evans, Dale Pratt, Sharon Rolfes  
Administrator: Tara Gariepy

A quorum being present, Mayor Shirley Ulvild called the meeting to order at 7:30 pm.

1/14	AGENDA	<b>HERD STUBBS</b>	That the Agenda be accepted as presented to Council.  CARRIED.
2/14	MINUTES OF MEETING	<b>HERD PRATT</b>	That the minutes of the last Regular Meeting of Council of December 17, 2013 be accepted as presented to Council.  CARRIED.
3/14	MUNICIPAL CAPACITY DEV. PROG.	<b>PRATT STUBBS</b>	That the Town of Birch Hills agree to have the R.M. of Birch Hills make application to the Municipal Capacity Development Program on behalf of both municipalities.  CARRIED.
4/14	CORRESPONDENCE	<b>PRATT HERD</b>	That the following correspondence be received and filed: - SUMAssure Annual General Meeting – February 2, 2014 - Wilcox & Chovin Law Office – Change within Law firm - EPS Management – Monthly Report (December 2013) - RM of Birch Hills – Municipal Development Program  CARRIED.
5/14	ACCOUNTS PAYABLE	<b>HERD ROLFES</b>	That the accounts presented as the List of Accounts for Approval for both December 31, 2013 and January 8, 2014, attached hereto and forming part of these minutes, be approved for payment.  CARRIED.
6/14	BANK REC & R & D STAT	<b>HERD COCHRANE</b>	That the Bank Reconciliation Statement and Statement of Receipts and Disbursements for November 2013, attached hereto and forming part of these minutes, be accepted as presented to Council.  CARRIED.
7/14	AIRPORT FUEL TANK	<b>PRATT COCHRANE</b>	That the Town deny the storage of fuel tanks within hanger located at the airport due to liability and insurance complications and further because the Flying Club already provides an adequate fuel source.  CARRIED.
8/14	GRAVEL TENDERS	<b>COCHRANE EVANS</b>	That the Town award the gravel tender to Norman Wait to deliver 1,500 cubic yards of gravel to the town's stock pile at the tendered price of \$16.81 per cubic yard.  CARRIED.

9/14	ENVIRO. CHARGE ON W/S	<b>EVANS HERD</b>	That the Town increase the quarterly environmental fee to \$6.00 per quarter from \$5.00 per quarter; and further charge the fee on each monthly utility bill at \$2.00 per month.  CARRIED.
10/14	VACATION LEAVE	<b>HERD PRATT</b>	That the Town approve annual leave for Laurie Berube, Recreation Director from January 16 – 23, 2014.  CARRIED.
11/14	CLASS 1 WATER COURSE	<b>COCHRANE HERD</b>	That Darren Peterson attend the Class 1 Water Treatment & Water Distribution Course offered in Saskatoon on May 5 – 9, 2014.  CARRIED.
12/14	VACATION LEAVE	<b>COCHRANE HERD</b>	That the Town approve annual leave for Dean Braaten, Water Operator from February 4 – March 4, 2014 with his three weeks entitlement plus his one week of bank time; and further remind Dean that there is no further holiday or bank time for 2014.  CARRIED.
13/14	CANDY/SNACK MACHINES	<b>ROLFES PRATT</b>	That the Town of Birch Hills decline the proposal to inquire about group purchasing of candy/snack machines for the arenas.  CARRIED.
14/14	GIRL GUIDES FRUIT DRIVE	<b>COCHRANE HERD</b>	That the Birch Hills Girl Guides use the hallway of the Civic Centre for their fruit drive.  CARRIED.
15/14	CHEMICAL PUMP & MODULATOR	<b>PRATT HERD</b>	That the Town approve the purchase of a new chemical pump and modulator for the Water Treatment Plant.  CARRIED.
16/14	PURCHASE OF USED GENERATOR	<b>ROLFES PRATT</b>	That the Town accept the offer to purchase the used generator from Ritchie construction for \$5,000.  CARRIED.
17/14	LAW FIRM	<b>HERD COCHRANE</b>	That the Town of Birch Hills continue with the law firm of Wilcox-Chovin as solicitors for 2014.  CARRIED.
18/14	COUNCIL MEETING DATES	<b>HERD PRATT</b>	That Council Meetings in 2014 be held on the 2 <sup>nd</sup> and 4 <sup>th</sup> Wednesdays from February to December; with one meeting during the months of July, August and December, therefore being set on July 16, August 20 and December 17.  CARRIED.
19/14	TOWN AUDITORS	<b>COCHRANE HERD</b>	That the Town of Birch Hills continue with Meyers-Norris-Penny as Auditors for 2014.  CARRIED.

20/14	BOARD OF REVISION	<b>COCHRANE STUBBS</b>	That the Town have a joint Board of Revision for 2014 with the RM of Birch Hill and that the remuneration remain at \$80.00 per day, and  That the Town appoint Ashley Quayle and Dave McTaggart to the Board and further appoint Joan Budnick as Secretary to the Board at a rate of \$12.00 per hour.  CARRIED.
			(List of Fire Department Members was tabled for next meeting)
21/14	REGIONAL LIBRARY BOARD	<b>ROLFES EVANS</b>	That the Town appoint Marsha Bompais, Val Quayle, Karen Lemon, Rebecca Quaale, and Lee-Ann Hood to the Local Library Board; and further Lee-Ann Hood be appointed as the Wapiti Library Representative.  CARRIED.
22/14	CEMETERY BOARD	<b>HERD STUBBS</b>	That the Town appoint Wayne Boyle, Ray Stangeland, Marilyn Sorsdahl, and Beth Rude.  CARRIED.
23/14	COMMITTEE APPOINTMENTS	<b>PRATT HERD</b>	That the 2014 Committee Appointments be made as per the attached list.  CARRIED.
24/14	MILEAGE RATE	<b>HERD ROLFES</b>	That the mileage rate for the Town of Birch Hills be increased to \$ .45 per km.  CARRIED.
25/14	REMUNERATION AND PER DIEM	<b>COCHRANE PRATT</b>	That the remuneration remain the same at \$7,500 for Mayor and \$4,000 for Councillor; and further, the per diem for the Mayor and Councillors be set at \$175.00 for full day, \$75.00 for half day and at \$50.00 for a local meeting under 3 hours.  CARRIED.
26/14	SALARY	<b>PRATT HERD</b>	That the following changes be made to the following salaries: Tara Gariepy - \$60,465 annual salary Joan Budnick - \$32,760 annual salary Laurie Berube - \$48,372 annual salary  CARRIED.
27/14	HOURS OF WORK	<b>COCHRANE PRATT</b>	That the Administrator's job hours be increased from 30 hours per week to 35 hours per week.  CARRIED.
28/14	ADJOURN	<b>COCHRANE HERD</b>	That the meeting adjourn at 11:50 pm.  CARRIED.

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 Mayor

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 Administrator