

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF BROADVIEW HELD WEDNESDAY THE 17<sup>th</sup> DAY OF NOVEMBER 2021 IN THE LOBBY OF THE BROADVIEW SKATING RINK AT 251 SEVENTH AVENUE IN BROADVIEW, SASKATCHEWAN.**

**Present:**

Deputy Mayor: Darren Ottenbreit  
Councillors: Daryl Francis, Ron Holloway, Wes Bangsund, Shawn Markwart and Jacob Louison.  
Via Facetime - Mayor Colleen Umpherville  
Administrator: Mervin J. Schmidt

**Call to Order:**

A quorum being present Deputy Mayor Ottenbreit called the meeting to order at 7:03 a.m..

**Agenda:**

2021260 W. Bangsund. THAT the Meeting Agenda be adopted as circulated and added too. CARRIED.

**Conflict of Interest in Matters on Agenda:**

No member of Council indicated that they felt that they would be or could be perceived to be in a Conflict of Interest in dealing with any item on the adopted agenda and no members of Council expressed that they felt any other member of Council may be or could be perceived to be in a Conflict of Interest in dealing with any item on the adopted agenda.

**Minutes:**

2021261 R. Holloway: THAT the Minutes of the Regular Meeting of the Council of the Town of Broadview held Wednesday, the 20<sup>th</sup> day of October 2021 be approved as circulated. CARRIED.

**Statement of Financial Activities:**

2021262 J. Louison: THAT the Statement of Financial Activities - Condensed for the period ending October 31, 2021 be accepted as circulated. CARRIED.

**Acknowledge Lay-off of Outside Employees:**

2021263 D. Francis: THAT it be acknowledged that the Dan Chaskavich as the Town's seasonal employee was laid-off on Friday, October 29, 2021. CARRIED.

**Town's Approval to Proceed to Engage Necessary Consultants to Design New Joint Administration Facility (JAF):**

2021164 J. Louison: THAT further to motion No.2021146 that with the Town of Broadview having the finances available to cover the Town's estimated cost of the New Joint Administration Facility that must include area for the Broadview Public Library and a multi-purpose room that the Town of Broadview approve of proceeding to engage the necessary consultants to design the new JAF on the understanding that the Council's for both the Town of Broadview and R.M. of Elcapo No.154 will have input into the design of the JAF and must both approve of the design and pre-tender estimated costing before the project would move forward to tendering for sub-contractors. CARRIED.

**Approve of Use of Request for Proposal - Project Management Services Document:**

2021165 S. Markwart: THAT the Town of Broadview approve of the use of the Request for Proposal (RFP) - Project Management Services for the new Joint Use Administration Facility as provided by Colliers Project Leaders with this RFP to be issued on Thursday, November 25, 2021 with the Closing Date and Time for RFPs to be 2:00 pm local time on Monday, December 20, 2021. CARRIED.

**Appointments to Joint Administration Facility (JAF) Design Committee:**

2021266 D. Francis: THAT Mayor Colleen Umpherville, Deputy Mayor Darren Ottenbreit and Councillor Ron Holloway be appointed to be the Town of Broadview's appointees to the Joint Administration Facility Design Committee with Councillor Daryl Francis to be the alternate appointee. CARRIED.

**Purchase of Radio Read Water Meters to Start Replacing Existing Water Meters:**

2021267 D. Francis: THAT further to motion No.2021243 that it be acknowledged that Town of Broadview had to purchase a minimum of 48 Mueller radio read water meters from Wolseley Canada Inc. to get their quoted price of \$295.00 per meter plus taxes and necessary fittings and that based on this 48 meters were ordered instead of 32. CARRIED.

**Authorization for Appreciation Gifts to be Purchased for Volunteer Paratransit Bus Drivers:**

2021268 S. Markwart: THAT authorization be given to the Coordinator of the Paratransit Bus to purchase an appreciation gift for each of the Paratransit Bus volunteer drivers. CARRIED.

**Refund Rent for Community Centre That Didn't End Up Being Used:**

2021269 W. Bangsund: THAT being that Khiana Kirby didn't use the Community Centre on August 28, 2021 for which she had already paid the rent for that Khiana Kirby be refunded \$160.00 of the rent she paid in addition to the \$200 damage deposit that she had also paid. CARRIED.

**Use of Signing Corridor by Non-Businesses or Occupants of the Town of Broadview:**

2021270 S. Markwart: THAT based on the Ministry of Highways' current Sign Corridor policy that leaves it up to the Town's discretion as to how to manage the sign corridor that the Town of Broadview continue to permit only businesses and/or individuals from within the Town of Broadview to have their advertising signs erected within the Town of Broadview's sign corridor. CARRIED.

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**2022 SUMAssure Municipal Insurance - Statement of Values, Schedule of Contractors Equipment:**

2021271 R. Holloway: That SUMAssure's Statement of Values and Schedule of Contractors' Property forms be approved as circulated and be used for the renewal of the Town of Broadview's Insurance Policy with SUMAssure for 2022, knowing that both the skating rink and curling rink are insured for less than their appraised replacement cost values. CARRIED.

**Appointment of an Auditor to Audit the 2021 Financial Statement of the Town of Broadview:**

2021272 J. Louison: THAT in accordance with section 188(1) of *The Municipalities Act* that Dudley & Company LLP Chartered Professional Accountants be appointed as the Auditors for the Town of Broadview to undertake an audit of the 2021 financial statements and affairs of the Town of Broadview in accordance with Canadian auditing standards. CARRIED.

**Public Disclosure Annual Declarations:**

2021273 J. Louison: THAT it be acknowledged that the Administrator has provided each members of Council with their Public Disclosure Annual Declaration and made them aware that they need to complete and return this Declaration to the Administration office by November 30, 2021. CARRIED.

**Correspondence:**

**Town Christmas Message in Special Christmas Section of December 24, 2021 Herald Sun Paper:**

2021274 C. Umpherville: THAT the Town of Broadview continue with placing a Christmas Message in the Christmas Greetings Section of the December 24, 2021 of the Herald Sun Paper at a cost of \$150.00 CARRIED.

2021275 W. Bangsund: THAT the list of correspondence as presented and dealt with be filed and that this list be annexed hereto and form a part of these minutes. CARRIED.

**Accounts:**

2021276 D. Francis: THAT the list of accounts as presented to Council, being cheques #19400 to #19425 and EFTs #158 to #179 totalling \$56,324.90 be approved for payment with a list of these accounts to be attached hereto and forming a part of these Minutes. CARRIED.

**Authorization for Town of Broadview to Proceed Under the Tax Enforcement Act with Title Acquisition:**

2021277 J. Louison: THAT with the arrears of taxes and costs not being fully paid since Form G (Final/30 Day Notice) was deemed serve for Lot 01, Block 75, Plan OLD41 that the Administrator be authorized and directed to proceed in accordance to *The Tax Enforcement Act* with title acquisition to this property. CARRIED.

**Public Works Foreman's Report for November:**

2021278 R. Holloway: THAT the Public Works Foreman's written report for November 2021 be accepted as circulated. CARRIED.

**Councillors' Reports:**

**Additional Lights to be Purchased to be Strung Across Main Street:**

2021279 J. Louison: THAT authorization be given for additional lights to be purchased and hung across Main Street up to a cost of \$1,000.00. CARRIED.

2021280 D. Francis: THAT the verbal reports provided by each member of Council on the matters they dealt with since the last meeting of Council be accepted as presented. CARRIED.

**Adjourn:**

2021281 W. Bangsund: THAT this meeting adjourn. (9:21 a.m.) CARRIED.

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CHAIRPERSON

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A DMINISTRATOR - Mervin Schmidt