

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF BROADVIEW HELD WEDNESDAY THE 23rd DAY OF MARCH 2022 IN THE COUNCIL CHAMBERS OF THE MUNICIPAL ADMINISTRATION OFFICE AT 524 MAIN STREET IN BROADVIEW, SASKATCHEWAN.

Present:

Mayor: Colleen Umpherville

Councillors: Darren Ottenbreit, Jacob Louison, Wes Bangsund, Ron Holloway and Shawn Markwart.

Administrator: Mervin J. Schmidt

Absent: Councillor: Daryl Francis

Call to Order:

A quorum being present Mayor Umpherville called the meeting to order at 7:01 a.m..

Agenda:

2022038 S. Markwart: THAT the Meeting Agenda be adopted as circulated.

CARRIED.

Conflict of Interest in Matters on Agenda:

Councillor Holloway stated that he would be in a Conflict of Interest in dealing with Holloway & Son's invoice in the List of Accounts for Approval, no other 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:

2022039 W. Bangsund: THAT the Minutes of the Regular Meeting of the Council of the Town of Broadview held Wednesday the 16th day of February 2022 be approved as circulated.

CARRIED.

Statement of Financial Activities:

2022040 J. Louison: THAT the Statement of Financial Activities - Condensed for the period ending February 28, 2022 be accepted as circulated.

CARRIED.

Resignation of Public Works Foreman:

2022041 S. Markwart: THAT Chris McRobbie's written resignation as the Town of Broadview's Public Works Foreman received on Monday, March 14, 2022 and was effective immediately be acknowledged as received.

CARRIED.

Advertise to Invite Applications for the Position of Public Works Foreman:

2022042 D. Ottenbreit: THAT the Town of Broadview publish a notice in the Herald Sun and post a notice on SaskJobs inviting applications for the position of a Public Works Foreman with applications to be received by Friday, April 8, 2022 at 4:00 p.m. CST.

CARRIED.

Increased Compensation for Assistant Public Works Foreman Until Public Works Foreman Positioned Filled:

2022043 W. Bangsund: THAT the Assistant Public Works Foreman's wage be increased by \$3.00 per hour retroactive to Tuesday, March 15, 2022 and up until the first day of work of the new Public Works Foreman.

CARRIED.

KGS's Proposal and Cost Estimate to Conduct Bi-annual Monitoring & Sampling of Well Network for Lagoon System:

2022044 R. Holloway: THAT KGS Group's March 22, 2022 proposal and cost estimate of \$10,224.90 plus applicable taxes to conduct the biennial monitoring and sampling of the monitoring well network associated with the Town of Broadview's lagoon system be accepted and that the Administrator be authorized and directed to sign KGS's Engineering Services Agreement to engage KGS Group's services for this project.

CARRIED.

New Joint Use Administration Facility - Project Sponsor, Members of Steering Committee and Level of Authority to Steering Committee:

2022045 J. Louison: THAT it be the position of the Town of Broadview that with regards to the project governance for the New Joint Administration Facility (JAF) that:

1. Mervin Schmidt, as the Administrator, shall fulfill the role of the project sponsor:

2. Mayor Colleen Umpherville and Councillor Ron Holloway and/or Darren Ottenbreit shall be the Town's appointed members to the JAF Steering Committee; and

3. The Town of Broadview approves of granting the JAF Steering Committee with the Authority to approve of changes to the JAF contracts up to a value of \$15,000.00.

CARRIED.

Application to be Submitted to Active Transportation Fund - Planning Projects Component:

2022046 R. Holloway: THAT based on Crosby Hanna & Associates' proposal with costs to provide landscape architectural services to develop a Multi-Park Master Plan for Memory Park, the Museum and Saskatchewan Wildlife's area and a trail to connect all three properties together that an application be submitted to Infrastructure Canada's Active Transportation Fund's Planning Component for 100% of the cost of \$49,505 to develop this plan.

CARRIED.

2021 Year-end Transactions:

2022047 D. Ottenbreit: THAT it be acknowledged that for the year ended December 31, 2021 the following amounts were transferred to and from reserves leaving an Accumulated Surplus of \$74,508;

Transfer to Reserves

\$33,344.77 to Fire Dept. Reserves

\$1,504.04 to Parks & Rec. Reserves

\$6,191.10 to Cemetery Reserves

Transfer to General Reserves

\$100,000.00 to Water Meter Replacement Program

\$157,325.43 to Building Fund

\$999.87 to EMO Fund

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and that it be further acknowledged that the Utility Fund had a Surplus \$48,163.27 that was transferred to the General Fund reducing the internal debt from the Utility Fund to the General Fund to \$138,208. CARRIED.

Approval of Financial Statements for the Year Ended December 31, 2021:

2022048 J. Louison: THAT the Town of Broadview's Financial Statements for the year ended December 31, 2021 as audited by Dudley & Company LLP who's opinion is that these financial statements present fairly, in all material respects, the financial position of the Town of Broadview as at December 31, 2021 and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards be approved as circulated. CARRIED.

Approval of Management's Responsibility Letter & Management's Representation Letter for 2021 Financial Statements:

2022049 J. Louison: THAT the Management's Responsibility Letter and the Management's Representation Letter with regards to the financial statements of the Town of Broadview for the period ended December 31, 2021 be approved as circulated and that authorization and direction be given for these letters to be signed and returned to Dudley & Company LLP. CARRIED.

Asbestos Assessment on Lot 02, Block 76, Plan OLD41 - 333 Morley Street a Tax Title Property:

2022050 W. Bangsund: THAT the Town of Broadview arrange for an asbestos assessment to be undertaken on Lot 02, Block 76, Plan OLD41 - 333 Morley Street being a Tax Title Property that the Town desires to demolish the uninhabitable buildings on this property. CARRIED.

SAMA's Reinspection of the Town of Broadview in 2022:

2022051 J. Louison: THAT the Town of Broadview acknowledge that the Saskatchewan Assessment Management Agency (SAMA) is planning to undertake a Reinspection of all properties in the Town of Broadview in 2022. CARRIED.

Reduced Rental for Skating Rink Due to Time Clock Not Working:

2022052 S. Markwart: THAT approval be given to reducing the rental of the skating rink for a rec hockey tournament to 50% of the rental rate due to the time clock not working. CARRIED.

Offer to Purchase Lots 11-16, Block 39, Plan OLD41:

2022053 S. Markwart: THAT Jambr Industries and Repsch Agri Parts offer to purchase Lots 11-16, Block 39, Plan OLD41 for \$7,500.00 that is in accordance with the Town of Broadview policy to sell vacant lots in Town for a minimum of \$50.00 per frontage foot be accepted and that upon receipt of this amount that the Administrator arrange for the transfer of title to these lots into the name as directed by Jambr Industries and Repsch Agri Parts. CARRIED.

Correspondence:

Advertising in Grasslands News Group's 2022/23 Tourism Guide:

2022054 D. Ottenbreit: THAT the Town of Broadview continue to have a full page ad in the Grassland News Group's 2022/23 Tourism Guide at a cost of \$390.00. CARRIED.

2022055 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:

2022056 D. Ottenbreit: THAT the list of accounts as presented to Council, being cheques No.19525 to No.19548 and EFTs #255 to #285 totalling \$77,268.82, 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:

2022057 J. Louison: THAT with the arrears of taxes and costs not being fully paid since Form G (Final/30 Day Notice) was deemed served for Lot 07, Block 86, Plan D2167 that the Administrator be authorized and directed to proceed with title acquisition to this property. CARRIED.

Authorization to Proceed Under Tax Enforcement Act to Acquire Title:

2022058 R. Holloway: THAT the Administrator be authorized and directed to proceed under *The Tax Enforcement Act* to acquire title to the following properties:
- Lot 03, Block 101, Plan AF805 - 932 North Front Street - Roll No.6.000 and SAMA Alternate No.495001300;
and
- Lots 02 & 03, Block 67, Plan OLD41 - 713 Calgary Street - Roll No.359.000 and SAMA Alternate No.505034450. CARRIED.

Councillors' Reports:

2022059 J. Louison: 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:

2022060 W. Bangsund: THAT this meeting adjourn. (10:00 a.m.) CARRIED.

CHAIRPERSON

ADMINISTRATOR - Mervin Schmidt