

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF BROADVIEW HELD WEDNESDAY THE 20th DAY OF FEBRUARY 2019 IN THE MUNICIPAL ADMINISTRATION OFFICE AT BROADVIEW, SASKATCHEWAN.

Present:

Mayor: Carol Mills
Councillors: Andrea Johnson, Lori Stephan, Terry FitzGerald, Wesley Bangsund and Beverley Galbraith
Administrator: Mervin J. Schmidt
Absent: Councillor Darren Ottenbreit.

Call to Order:

A quorum being present Mayor Mills called the meeting to order at 7:00 a.m..

Agenda::

2019016 A. Johnson: THAT the Meeting Agenda be adopted as circulated. 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 or expressed that they felt that 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:

2019017 L. Stephan: THAT the Minutes of the Regular Meeting of the Council of the Town of Broadview held Wednesday the 16th day of January 2019 be approved as circulated. CARRIED.

Statement of Financial Activities:

2019018 T. FitzGerald: THAT the Statement of Financial Activities for the period ending January 31, 2019 be accepted as circulated. CARRIED.

Proposals to Conduct Hydraulic/Drainage Study on Drainage Ditches:

2019019 A. Johnson: THAT a decision on Clifton Associates & Catterall & Wright Consulting Engineers proposals to conduct a hydraulic/drainage study on the drainage ditches in Town be tabled until after the 2019/2020 Provincial Budget due to the amount of snow pack on the ground making nearly impossible to complete an accurate hydraulic/drainage study until after the snow pack melts and to ensure the funding for Water Security Agency's Flood Damage Reduction program remains in place for 2019/20. CARRIED.

Decision on Requests for the Removal of Trees:

2019020 L. Stephan: THAT based on the Public Works Committees determining the Maple tree on the East side of the house on 504 Nina Street, Lots 12 & 13, Block 01, Plan D3362, presenting a potential hazard to the this house that this tree be removed at the Town of Broadview's expense and that with the Public Works Committee determining the other trees on the East side of this property not presenting a potential hazard that should the owner of this property wants these trees removed they would be removed at his expense. CARRIED.

2019021 W. Bangsund: THAT based on the Public Works Committees determining that the trees on the Town's boulevard North of 371 Sixth Avenue, Lot 13, Block 03, Plan D3362, not presenting a potential hazard to the property to the East of these trees that these trees not be removed and that it be acknowledged that the Public Works Foreman indicated that he will arrange to trim some of the branches on these trees which will be at the Town's expense. CARRIED.

Dudley & Company's Engagement Letter and Audit Planning Letter for the 2018 Audit of the Financial Statements:

2019022 L. Stephan: THAT the Engagement Letter and the Audit Planning Letter that were presented to the Town of Broadview by Dudley & Company LLP Chartered Professional Accountants who are serving as the Town of Broadview's Auditors for the audit of the Financial Statements of the Town of Broadview for the year ending December 31, 2018 be approved as circulated and that authorization and direction be given for these letters to be signed by the Town of Broadview and returned to Dudley and Company LLP. CARRIED..

2018 Year-end Transactions:

2019023 B. Galbraith: THAT it be acknowledged that for the year ended December 31, 2018 the following amounts were transferred to and from reserves leaving an Accumulated Surplus of \$358,772:

Transfer to Reserves

\$41,976.98 to Fire Dept. Reserves

\$11,662.22 to Parks & Rec. Reserves

\$4,103.28 to Cemetery Reserves

\$3,000 to General Reserves-Future Land Development; and

THAT it also be acknowledged that the Utility Fund had a Deficit of \$157,716.82 that was covered by funds from the General Fund increasing the internal debt from the Utility Fund to the General Fund to \$192,246.33.

CARRIED.

Approval of Financial Statements for the Year Ended December 31, 2018:

2019024 T. FitzGerald: THAT the Town of Broadview's Financial Statements for the year ended December 31, 2018 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, 2018 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 to

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Council and authorization and direction be given for the Management Responsibility and Management Representation Letters to be signed and returned to Dudley & Company LLP. CARRIED.

Issue with Blockages in Sewer Line to 515 Edmonton Street:

2019025 A. Johnson: THAT being that the Town of Broadview has had to clear blockages in the sewer line to 515 Edmonton Street on several occasions that the owner of the property be advised that should there be another blockage in the sewer line servicing this property they will be responsible for the costs to investigate to determine what the ongoing issue is with this sewer line on their property. CARRIED.

Offer to Purchase Garage from 373 Sixth Avenue being Tax Title Property:

2019026 W. Bangsund: THAT the written offer received from G. H. Hanlin to purchase the garage on 373 Sixth Avenue being on one of the Town's Tax Title Properties be approved subject to the garage being removed by October 12, 2018, that it will be his responsibility to remove and dispose of all items presently in the garage, that he will be responsible for cleaning up all material from the garage down to the cement pad and that they will be required to provide the Town of Broadview with a \$500.00 refundable deposit prior to commencing any work to remove the garage. CARRIED.

Town of Broadview to be Willing to Partner with Non-profit Organizations Applying for Funding to FCC's AgriSpirit Fund:

2019027 A. Johnson: THAT authorization and direction be given for the Town of Broadview to agree to partner with any non-profit organization who is proposing to undertake a capital project of Town equipment or buildings in the Town of Broadview and under the administration of the Town of Broadview to make application for funding to the FCC AgriSpirit Fund for funding. CARRIED.

Correspondence:

Voluntary Contribution to the Federation of Canadian Municipalities (FCM)'s Travel Fund:

2019028 A. Johnson: THAT the Town of Broadview voluntarily contribute to the Federation of Canadian Municipalities travel fund for 2019 by paying the voluntary contribution of \$27.60 plus GST. CARRIED.

2019029 L. Stephan: 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.

Public Works Foreman Report: Brent Bagshaw, PW Foreman, (8:00 a.m. to 8:52 a.m.) addressed Town Council's concerns with the fact that Brent's Water and Wastewater Certification had lapsed, informed Town Council that Sheldon Kemp is working on his papers to get his Level 1 Certification for both Water and Wastewater and was hoping to take the course for his Level 2 Water Certification, informed Town Council of a text he had received from the Town's Seasonal Employee, asked Council about hiring another casual person to work in the shop and answered to concerns about the amount of bristles coming off the broom used on the Bobcat to sweep the sidewalks.

Accounts:

2019030 T. FitzGerald: THAT the list of accounts as presented to Council, being cheques No.17650 to No.17708 totalling \$72,532.18, be approved for payment with a list of these accounts to be attached hereto and forming a part of these Minutes. CARRIED.

Councillors' Reports:

2019031 B. Galbraith: 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:

2019032 L. Stephan: THAT this meeting adjourn. (9:13 a.m.) CARRIED

CHAIRPERSON

ADMINISTRATOR - Mervin Schmidt