

**Minutes from Regular Council Meeting
May 22, 2018**

PRESENT:

Mayor Leier, Councillors Szczepanski, Parent, Baker, Klein, and Currie; Chief Administrative Officer Samantha Gillies, Assistant Administrator Ruth Solie

045-18 A quorum being present Mayor Leier called the meeting to order at 7:02 PM.

046-18 **Councillor Klein** that the agenda be accepted as presented with the following additions:

- Water pricing
- Sedley Auto Parts
- Semi Parking
- 324 Martin Street
- Loraas bins (recycle)
- Planter

Carried

047-18 **Councillor Parent** that the minutes from the regular meeting are accepted as presented and filed.

Carried

048-18 **Councillor Currie** that the Public Works Foreman report is accepted as presented and affixed to these minutes.

Carried

049-18 **Councillor Baker** that the Financial Statement for the month ended March 31st, 2018 are accepted and filed.

Carried

050-18 **Councillor Baker** that the correspondence is accepted as presented.

Carried

051-18 **Councillor Currie** that Lang's Heavy Duty Repair is contracted to repair the grader for a cost of \$2,500.

Carried

Delegation – CanPacific Potash

Environmental Impact Study has been completed and will be submitted to the Ministry late June. There will be an open house in Sedley on May 30th and Vibank May 31st.

052-18 **Councillor Szczepanski** that the Accounts Payable for May 22, 2018 totaling \$50,002.13 are approved and bills are paid.

Carried

053-18 **Councillor Baker** that the Financial Statement dated April 30, 2018 and April bank reconciliation are accepted as presented and filed.

Carried

054-18 **Councillor Currie** that Dawson Bachelu and Curtis Szakacs are hired to be our summer students with a wage of \$12/hour.

Carried

055-18 **Councillor Klein** that the following policies are adopted:

General Government – Procurement - As per Bylaw #2017-02, The Sedley Procurement Bylaw:

- For goods and/or service between 1,000 and \$10,000, 3 informal quotes are required.
- For goods and/or services \$10,001 and over, a Request for Quote is required. The request will be advertised in the local paper (Quad Town Forum) and on the municipal website (www.villageofsedley.com).

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No employee shall purchase or offer to purchase any goods and/or services, except in accordance to Bylaw #2017-02, The Sedley Procurement Bylaw.

General Government – Tax Enforcement - Each year, after the yearend audit has been completed, the Administrator will conduct a review of the Outstanding Taxes list. The Administrator will send a letter to those with outstanding taxes whether the outstanding amount represents taxes or utilities. The property owner will be given 30 days to remedy the situation before next steps in the tax enforcement process is taken. The Administrator will allow extra time and / or develop a payment plan for the property owner should he / she requires additional time to make payments. In those instances where the property owner requires additional time or is setting up a payment plan, a tax lien will be placed on the property.

General Government – Online Business Directory - Businesses, including home-based and other, will be added to the on-line directory on the Village of Sedley web site only if it has been issued a business license by the Village Office and the license has been renewed for the year.

Protective Services – Fire Fees - When a fire occurs in the Village of Sedley fire fees will not be charged. Fire fees will only be charged for responding to a fire outside the local area or agreement. Fees will be charged according to the current Fee Schedule. Should the Sedley Fire Department respond to a fire at a property currently in tax arrears, fees will be charged according to the current Fee Schedule. Should the Fire Department respond to a fire in the RM of Francis, the Fire Report Form will be completed and submitted to the RM. Fees will be collected and shared as per the Fire Agreement with RM of Francis.

Transportation Services - If the temperature falls below -35 C with or without the wind chill, there will be no garbage pick-up that day.

Utility – Water Breaks - Should a water break occur on property owner’s property, it is their responsibility to pay to have the break fixed and any landscaping required. If the break is on Village property, the Village will pay for repairs. Curb stop is Village property and everything from the curb stop including curb stop out to the street is Village property.

Carried

The next regular meeting of council will be held June 19, 2018 at 7:00 PM in the Village Office.

056-18 Councillor Szczepanski that the meeting be adjourned at 9:33 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER