

VILLAGE OF PARADISE HILL

February 10, 2014, Regular Meeting

TIME: 6:30 P.M., February 10, 2014

PLACE: Village Office, Paradise Hill

PRESENT: Mayor Isabelle Jasper, Councilors Dave Konopelski, Michael Nasby, Merle Bielecki, Brad Form, Administrator M. Hougham

VISITOR:

Mayor Jasper called the meeting to order at 6:35pm.
Brad Form completed the Oath of Office.

#36/14

AGENDA:

NASBY moved the adoption of the agenda.

CARRIED.

VISITOR: Marvin Loewen, Associated Engineering 6:40pm
Marvin presented the design drawings for the Block 29 and Block 30 subdivision, currently 50% complete. The following points were discussed:

- Some discussion regarding the use of swales vs culverts to handle the flow of water. Marvin suggested that 16" culverts would not plug up, but this would mean a ditch that 2 to 2 ½ feet deep, making landscaping difficult.
- Regarding the tender:
 - Open tender vs an invitational tender. Marion will check into the requirements for tendering.
 - Optimal timing to issue the tender is spring when contractors are looking for work, so timing is
 - Suggested specifying a completion date on the tender
- Recommended that we dig a few test holes to determine how wet the area is with underground springs. This may alleviate contractors padding their prices in case there is water to deal with.
- Marvin was asked about leaving cost of materials out of the tender. He said that is not typical. Contractors may be concerned about timely delivery, damage to materials, etc and may price accordingly to compensate for potential inconveniences.

#37/14

MINUTES:

KONOPELSKI moved that the minutes of the January 6, 2014 regular meeting be adopted, as circulated.

CARRIED.

#38/14

FINANCIAL STATEMENT:

BIELECKI moved that the financial statement for the month ending January 31, 2014 be adopted, as circulated.

CARRIED.

#39/14

BANK RECONCILIATION:

FORM moved that the bank reconciliation statement dated January 31, 2014 be accepted, as circulated.

CARRIED.

#40/14

PARADISE HILL FIRE DEPARTMENT MINUTES:

NASBY moved that the minutes of the regular meeting of the Paradise Hill Volunteer Fire Department held on January 20, 2014 be accepted, as presented.

CARRIED.

#41/14

FIRE DEPARTMENT TRAINING:

PUBLIC WORKS CONTRACTOR'S REPORT:

Bernard Ecker was unable to attend the meeting, but provided the following information:

- Two membranes have been replaced in the RO units, one in each unit. Conductivity readings decreased from 481 us/cm to 41.3 us/cm on MTU#2 and from 264 us/cm to 5.41 us/cm on NTU#1 immediately after the change. These readings are normal levels.
- Three more membranes have been ordered and one more vessel unit will be replaced as soon as they arrive.
- Replacement pins for the water meter heads were received so three meters that are not registering with the handheld will be replaced and sent away for warranty.
- On January 16, there was a plugged sewer line on 1st Avenue on the east side of Norwest building. Some backup in Norwest they were able to mop up without any major damage. George helped to clear the line.
- Lots of snow up to January 17.
- The creek behind Jasper's is good. Ice has built up some, but not enough to need digging out yet.

#43/14

MONTHLY WATER TREATMENT PLANT REPORT:

FORM moved that the Water Treatment Plant Monthly Operating Report for the month ending January 31, 2014 be accepted, as presented.

CARRIED.

#44/14

BYLAW #01/2013:

KONOPELSKI moved that Bylaw #01/2013, being a bylaw to adopt an Official Community Plan, be read a third time and adopted.

CARRIED.

#45/14

BYLAW #02/2013:

BIELECKI moved that Bylaw #02/2013, being a bylaw to adopt a Zoning Bylaw, be read a third time and adopted.

CARRIED.

#46/14

MUTUAL AID AGREEMENT:

FORM moved that the Village of Paradise Hill enter into a Mutual Aid Agreement with the following municipalities:

- Town of St. Walburg
- Town of Turtleford
- Village of Mervin
- Village of Loon Lake
- Village of Meota
- R.M. of Loon Lake No. 561
- R.M. of Turtle River No. 469
- R.M. of Frenchman Butte No. 501
- Resort Village of Kivimaa-Moonlight Bay
- Brightsand Lake Regional Park Authority

to establish a mutual aid area to pool their resources in order to improve their emergency response.

CARRIED.

#47/14

PLANNING SERVICES AGREEMENT:

FORM moved that the Village of Paradise Hill enter into a Planning Services Agreement, effective date January 1, 2014, between the existing Planning Services partner municipalities, consisting of:

- R.M. of Mervin No. 499
- R.M. of Frenchman Butte No. 501
- R.M. of Turtle River No. 469
- R.M. of Parkdale No. 498
- Town of Turtleford

#48/14 EMERGENCY OPERATIONS CENTRE TRAINING:
 NASBY moved that training expenses be approved for Marion Hougham, and any councilors who wish to participate, to attend the Emergency Operations Centre training session, on February 22, 2014 at the St. Walburg Senior Centre.

CARRIED.

#49/14 TRANSFER TO RESERVE – REC & CULTURE:
 BIELECKI moved that \$65,642.00, the R.M. of Frenchman Butte's 2013 recreation & culture funding allocation, be transferred to the reserve for Recreation & Culture, effective December 31, 2013.

CARRIED.

#50/14 TRANSFER FROM RESERVE – REC & CULTURE:
 NASBY moved that \$1,210.00, the recreation and culture funding allocation for the Paradise Hill Bowling Alley and \$7,454.45, the recreation and culture funding allocation for the Paradise Hill Kinettes, be transferred from the reserve for Recreation and Culture projects to the operating fund, effective December 31, 2013.

CARRIED.

#51/14 SASKATCHEWAN MINISTRY OF ENVIRONMENT AGREEMENT:
 FORM moved to authorize the administrator to enter into an Agreement for the Hire of Equipment with Operator, with the Saskatchewan Minister of Environment, to set remuneration payable and to authorize the Paradise Hill Fire Department to fight fires in the provincial forest and along provincial highways in the 2014 fire season.

CARRIED.

#52/14 MUNISOFT WEBINARS:
 KONOPELSKI moved that the administrator enroll in the following Munisoft Webinars, at a cost of \$100.00 per webinar:

- May 6 - AP Advanced
- April 16 - Hardware Maintenance
- June 13 - General Ledger - Custom Reports
- July 22 - Excel Advanced

CARRIED.

#53/14 CIRCLE THE NORTHWEST ADVERTISEMENT:
 BIELECKI moved that a ¼ page advertisement be purchased in the Circle the Northwest 2014 edition, the cost totalling \$225.54.

CARRIED.

#54/14 CORRESPONDENCE:
 BIELECKI moved that the following correspondence be noted and filed:

- 1) Paradise Hill School – Scholarship Program
- 2) Northwest School Division – Weed Control
- 3) Community Planning – Certificate of Approval – Lot 8&9, Block 28
- 4) K.L. Inspections – Rate increases
- 5) Lloydminster & District Health Advisory Council
- 6) SEPA Conference – March 17-20, 2014
- 7) Government of Sask. – Premier's Service Club Award
- 8) WCB – Coverage for Coaches and Instructors

CARRIED.

#55/14 ACCOUNTS:
 BIELECKI moved to approve payment of all accounts as per:
"Deposit Register Pay Period: 01/01 Jan 2014 to 31 Jan 2014"

#56/14

ADJOURNMENT:

KONOPELSKI moved to adjourn, council to meet again Monday, March 10, 2014.

CARRIED.

Presented to Council this 17 day of March, 2014

MAYOR *[Signature]* ADMINISTRATOR *Maureen Haughan*