

**MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF RADISSON AS HELD IN  
THE COUNCIL CHAMBERS OF THE MUNICIPAL ADMINISTRATION BUILDING AT 329  
MAIN STREET ON  
TUESDAY JANUARY 21, 2020**

**PRESENT:** Deputy Mayor Marion Fehr-Stead and Councilors Kirk Maxwell, Robin Baker, Peter Reddekopp and Andrea Ray (arrived at 7:22pm) were present. Mayor Leona Bennett and Councilor Darren Harris and were absent

**STAFF:** Acting Administrator Chris Donaldson, Mentor Brenda Lockhart

Deputy Mayor Marion Fehr-Stead called the meeting to order at 7:00 pm.

Agenda

**01/20** Robin Baker/Peter Reddekopp: That the agenda for the January 21, 2020 meeting be adopted as presented

Carried

Minutes

**02/20** Kirk Maxwell/Robin Baker: That the Minutes from the December 18, 2019 Regular Meeting be approved as presented

Carried

**03/20** Robin Baker/Kirk Maxwell: That the Minutes from the December 30, 2019 Special Meeting be approved as presented

Carried

Financial Statements

**04/20** Robin Baker/Peter Reddekopp: That we approve the Financial Statements for December 2019 as presented

Carried

Accounts for Approval

**05/20** Kirk Maxwell/Robin Baker: That the accounts covered by Cheques numbered 9761 to 9789 and No.233 to 241 inclusive, and on-line payments totaling \$ 139,769.79 be approved for payment, identified as Schedule "A" and attached to these minutes

Carried

7:20 pm Deputy Mayor Marion Fehr-Stead declared Pecuniary Interest and excused herself from Chambers, while matter was discussed.

7:21 pm Deputy Mayor Marion Fehr-Stead returned to Chambers

**06/20** Peter Reddekopp/Robin Baker: That we approve indemnity for Marion Fehr-Stead for 16-43 meeting attendance.

Carried

7:22 pm Councilor Andrea Ray arrived

Reports

**07/20**

Peter Reddekopp/Andrea Ray: That the following reports be accepted as presented:

- a. Rec Board Report
- b. Maintenance Report
- c. Water Treatment Plant Report
- d. Employee Time Sheets
- e. Administrator's Report
- f. 16 to 43 Waste Management Report

Carried

Water Meter Reader

**08/20**

Kirk Maxwell/Andrea Ray: That we advertise for the position of Water Meter reader to read Meters in March & September at a wage of \$300 each time

Carried

Bylaw 10-2019

**09/20**

Robin Baker/Peter Reddekopp: That we agree to give Bylaw No. 10-2019, a bylaw to set the rates for water and sewer usage, be given a second reading at this meeting

Carried

**10/20**

Kirk Maxwell/Andrea Ray: That Bylaw 10-2019 be read a third time and finally adopted at this meeting

Carried

Greensand Filter Media

**11/20**

Andrea Ray/Marion Fehr-Stead: That we get quotes on greensand filter media replacement and bring forward to council ASAP

Carried

Richard Armstrong – Rescind Abatement

**12/20**

Marion Fehr-Stead/Kirk Maxwell: That a letter be sent to Richard Armstrong stating that there will be no abatement on his taxes and council will not revisit this matter

Carried

\*Deputy Mayor Marion Fehr-Stead and Councilor Robin Baker declared conflict of interest on upcoming discussion of Fire Dept. Both left Chambers at 8:50 pm and returned at 9:01 pm

## Personnel discussions

**13/20** Robin Baker/Andrea Ray: That we agree to move in Camera for personnel discussions

Carried

The meeting was moved “in camera” at 9:03pm for discussion of human resources and personnel issues

The meeting was moved into open session at 9:50pm

## Office Assistant

**14/20** Peter Reddekopp/Kirk Maxwell: That we agree to hold interviews for Office Assistant position on Tuesday February 11, 2020 @ 6:30pm

Carried

\*Deputy Mayor Marion Fehr-Stead declared pecuniary interest and left chambers at 9:55pm for discussions, she returned to chambers at 10:01 pm she also abstained from voting on the following discussion.

## Duncan Stead - Compensation

**15/20** Robin Baker/Andrea Ray: That we agree to compensate Duncan Stead as our Level II Water Oversight for hours worked conducting and overseeing backwash procedures, testing and reading during the PDWA upset and while Staff were away at Water Courses as follows:

Hours Worked: 9 Hours, Dec 9<sup>th</sup> to 13<sup>th</sup>, 2019 @ \$30/hour for a total of \$270.

Carried

## Colin Armstrong – Warning

**16/20** Robin Baker/Andrea Ray: That a written warning be given to Colin Armstrong in regards to cell phone use while operating town equipment and vehicles and that a signed copy be placed in his personnel file

Carried

## Tax Discounts/Levies

**17/20** Peter Reddekopp/Robin Baker: That we table discussion on tax discounts, annual interest rate and when it is applied, as well as, due date for current taxes going into arrears until our budget meeting discussion.

Carried

## Budget Meeting

**18/20** Kirk Maxwell/Marion Fehr-Stead: That we set the first 2020 Budget Meeting for Thursday March 5, 2020 @ 6:30pm

Carried

Service, Supply & Rental Rates

**19/20**

That the fees for Office Services for 2020 be set as follows:

1. Fees for searching for responsive records, Fees for the retrieval of archived emails and fees for preparing records for disclosure:
  - \$25 for the 1<sup>st</sup> hour or any part of an hour and \$15 per half hour after that.
2. Fees for the reproduction of records:
  - \$0.35 per page
3. Fees for Photocopying:
  - \$0.35 ea. for B & W
  - \$0.45 ea. for Colour
  - \$0.50/page for Faxing

Carried

**20/20**

Kirk Maxwell/Andrea Ray: That the Town of Radisson set its supply & service rates for 2020 as follows:

Gravel \$40/bucket

Grass Cutting \$50/hour per Mower used

Meter Deposit Fee \$100 per Service Connection

Utility Service Connection Fee \$50

Cemetery Plot Sales \$400 each

Grave Digging – opening and closing \$500 Non-winter, \$750 Winter

Carried

**21/20**

Peter Reddekopp/Kirk Maxwell: That the Town of Radisson set its 2020 rental rates as follows:

BBQ Rental Rates: - Only in Town Groups (inclusive of Rec. Board, FD, etc)

\$50/day BBQ will be rented tankless. Renters must supply their own tanks.

Sewer Snake: \$30/half day, \$60/ full day

Steamer: \$50/hour with Maintenance person

Carried

**22/20**

Peter Reddekopp/Robin Baker: That the equipment rates of 2020 be set as follows:

Town Custom Rates with Town Operator (As time permits. Must have operator)

Grader Fee: \$350/hour

Man Lift: \$75/hour or \$250/day. Weekly rates negotiable

Backhoe: \$200/hour

Skid Steer: \$200/hour

Carried

**23/20**

Peter Reddekopp/Andrea Ray: That the casual rate for 2020 be set to Minimum Wage plus \$1.00 per hour.

Carried

**24/20**

Robin Baker/Kirk Maxwell: That the Town of Radisson set the mileage rate at current CRA rates per Kilometer

Carried

#### Signing Authority – Financial Institutions

**25/20**

Marion Fehr-Stead/Kirk Maxwell: That we agree to remove Brenda Lockhart as having signing authority for the Town of Radisson with CIBC and Affinity Credit Union

Carried

**26/20**

Peter Reddekopp/Robin Baker: That we agree to add Chris Donaldson to having signing authority for the Town of Radisson at the Affinity Credit Union

Carried

**27/20**

Peter Reddekopp/Kirk Maxwell: That we agree to add Chris Donaldson to have signing authority for the Town of Radisson at the CIBC

Carried

**28/20**

That a motion be passed to borrow a sum not to exceed \$257,000 for the purpose of financing operating expenditures; and the amount of the said debt shall be payable upon receipt of current year's taxes and/or unconditional provincial or federal grants.

This resolution was accepted by council and the administrator is authorized to sign the resolution for CIBC

Carried

#### Volunteer Fire Dept./First Responder Members

**29/20**

Andrea Ray/Kirk Maxwell: That we acknowledge the Radisson Volunteer Fire Department and the Radisson First Responders for 2020 as follows:

- Jack Werezak Fire Chief, Nolan Loessin and John Hessell as Co-Deputy Fire Chiefs for Radisson Volunteer Fire Department
- Randy Hosegood, Duncan Stead, Darren Garrett, Connor Garrett, Travis Loessin, Nathan Halischuk, Cameron Halischuk, Justin Barth,

Brian Manson, James Usselman, Josie Mickalishen, Anneke Elgersma and Chris Donaldson to the Radisson Fire Department

- Brian Manson, Robin Baker, James Usselman, Josie Mickalishen, Anneke Elgersma, Chris Donaldson and Inga Abrahamson to the Radisson First Responders

Carried

\*Deputy Mayor Marion Fehr-Stead and Councilor Robin Baker declared conflict and abstained from voting on the above.

### Committee Appointments

**30/20**

Andrea Ray/Kirk Maxwell: That the following appointments be made for the Town of Radisson for 2020:

- Robertsom Stomberg of Saskatoon, Saskatchewan be appointed the solicitor for the Town of Radisson for the year 2020
- Bullee Consulting of Saskatoon as our consulting engineers and Meridian Surveys Ltd of North Battleford, Saskatchewan as our Legal Surveyors
- Marion Fehr-Stead to the 16 to 43 Waste Management Corporation
- Shirley Hawes, Brian Spence, Tina Hessel, Gertrude Maxwell, Rob Gust and Nikki Friesen to the Radisson Local Board of the Lakeland Regional Library Board with Rob Gust for the Regional Library Board
- Kirk Maxwell appointee for the Town of Radisson to the Borden Care Home
- Maintenance Foreman Kevin Hepburn and Maintenance Assistant Colin Armstrong as Animal Catchers for the Town of Radisson for 2020
- Kirk Maxwell and Darren Harris be appointed as the Community Planning Committee
- Kim Waterhouse and Barb Leschyshen to the Board of Revision
- Kirk Maxwell, Linda Hosegood and Joyce Schultz to the Radisson Cemetery Committee
- Bryan Clair, Linda Hosegood, Don Harris, Derek Murphy and Marcy Harris to Radisson Recreation Association
- Derek Murphy, Cliff Wilke, Edwin Loessin and Doris Hamp to Radisson Curling Club
- Derek Murphy, Chris Donaldson, Darryl Amey and Eileen Fountain to the Radisson Agricultural Society
- Andrea Ray to the Radisson EMO Committee for 2020
- Peter Reddekopp to the Highway 16 Committee

Carried

Council Committee Appointments

**31/20**

Kirk Maxwell/Marion Fehr-Stead: That the following appointments be made for the Town of Radisson Council Committees for 2020:

**Water and Sewer Committee:**

Chair: Peter Reddekopp, Leona Bennett  
Responsibilities – Water and Sewer

**Streets Committee:**

Chair: Kirk Maxwell, Andrea Ray  
Responsibilities – Streets, Sidewalks, Boulevards & Grass, Street Lights, Snow Removal, Nuisances

**Recreation Committee:**

Chair: Darren Harris, Marion Fehr-Stead  
Responsibilities – Rec. Board, Recreational Facilities, Library, Town Hall, Parks/Campground, Tourism

**Finance Committee:**

Chair: Robin Baker, Kirk Maxwell  
Responsibilities – Town Financial Matters

**Fire and Protective Committee:**

Chair: Andrea Ray, Darren Harris  
Responsibilities – Fire Dept., First Responders Dept., EMO, Police Relations

**General Government Service:**

Chair: Robin Baker, Peter Reddekopp  
Responsibilities – Grants Planning Committee, Employee Relations, Public Relations, Economic Development

Carried

\*Councilor Robin Baker declared conflict and left Chambers at 10:46 pm and returned at 10:49 pm for the following resolution

**32/20**

Peter Reddekopp/Andrea Ray: That we set the 2020 honorarium rates for First Responders at \$25 per call out hour and \$20 per meeting

Carried

Correspondence

**33/20** Robin Baker/Andrea Ray: That the correspondence be accepted as presented

Carried

Adjourn

**34/20** Kirk Maxwell/Marion Fehr-Stead: That we adjourn

Meeting adjourned at 10:54 pm

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Deputy Mayor Marion Fehr-Stead

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Acting Administrator Chris Donaldson