

**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 THURSDAY JANUARY 4, 2018**

**PRESENT:** Mayor Dave Summers

Councilors: Kirk Maxwell, Marion Fehr- Stead, Michelle Dubyk, Suren  
Chetty, Darren Harris, Bradley Penno

**STAFF:** Foreman Kyle Gage, Administrator Pat Peacock

Mayor Summers called the meeting to order at 7:00 pm

**AGENDA APPROVAL**

**001/18** Darren Harris/Suren Chetty: THAT the agenda for January 4, 2018 be  
approved with one additions 8(n-t) as attached. CARRIED

**MINUTES**

**002/18** Marion Fehr-Stead/Kirk Maxwell: THAT the minutes of the council  
meeting held on Tuesday, December 5, 2017 in the council chambers of the  
Municipal Administration building at 329 Main Street be adopted as presented.  
CARRIED

*Delegate Terri Mitchler presented her concerns regarding Canada 150 at 7:08 pm.  
Mayor Dave Summers thanked her for the information and advised that Council  
will have a discussion at a later date and respond to her by April 1, 2018. Terri  
Mitchler left Council Chambers at 7:14 pm.*

*Delegate Shawn Mitchler presented his concerns regarding working for the town  
at the Waste Transfer Station at 7:15 pm. Mayor Dave Summers thanked him for  
the information and advised that Council would consider the information and  
make a decision later in this meeting and that Administrator Pat Peacock would  
advise the decision result on Friday, January 5, 2018. Shawn Mitchler left Council  
Chambers at 7:18 pm.*



### **WASTE TRANSFER STATION WINTER HOURS**

**003/18** Kirk Maxwell/Bradley Penno: THAT Council advises winter hours at Waste Transfer Station to be ONLY open on Saturdays from 1 – 6 pm. With a review in early spring. CARRIED

### **ACCOUNTS**

**004/18** Darren Harris/Michelle Dubyk: THAT Cheque No. 8991-9034 inclusive in the amount of \$96,889.63 and debit items for January 4, 2018 in the amount of \$5607.30; be approved for payment as listed, and attached to these minutes.

CARRIED

### **APPLY FOR INCREASE TO LINE OF CREDIT**

**005/18** Bradley Penno/Kirk Maxwell: THAT Council apply to increase the line of credit \$225,000 on the CIBC chequing account immediately. CARRIED

*Deputy Mayor Marion Fehr-Stead declared conflict of interest and left Council Chamber at 8:13 for the following discussion.*

### **FOREMAN KYLE GAGE REPORT**

**006/18** Kirk Maxwell/Suren Chetty: THAT Council acknowledges the verbal information presented by Foreman Kyle Gage. CARRIED

*Deputy Mayor Marion Fehr-Stead returned to Council Chambers at 8:17 pm.*

### **NANCY BLACK LOTS**

**007/18** Michelle Dubyk/Marion Fehr-Stead: THAT Council defers the decision on mobile home lots on Alexander to the February 8, 2018 for more information.

CARRIED

### **CITIZEN'S ON PATROL MEETING**

**008/18** Marion Fehr-Stead/Bradley Penno: THAT Council defers the decision on the date for the Citizen's on Patrol meeting until office staff can obtain more information from Jay Slack about the length and details of his presentation.

CARRIED

### **POLICY MANUAL**

**009/18** Darren Harris/Michelle Dubyk: THAT Council acknowledges the receipt of sample policies Administrator Pat Peacock creating a draft policy manual and will



await additional schedules as they become available before approving any of the pages. Administrator Pat Peacock advised this will be a lengthy process with the volume of things happening in the office at this time. CARRIED

#### **RADISSON EMO COMMITTEE**

**010/18** Dave Summers/Suren Chetty: THAT Council defer the decision on the EMO Committee until the March 7<sup>th</sup> Council meeting. CARRIED

#### **KYLE GAGE WATER AND WASTE WATER TRAINING**

**011/18** : THAT Council acknowledge Kyle Gage's decision to take his water training on line by distant learning starting January, 2018 and FURTHERMORE agree to cover the costs of enrollment and textbooks with this course.

CARRIED

#### **TWEEDSMUIR HALL UTILITIES**

**012/18** Bradley Penno/Darren Harris: THAT Council instruct Foreman Kyle Gage to turn off the water supply at the Tweedmuir Hall as soon as possible and FURTHERMORE notify the Town Office so the utilities can be disconnected.

CARRIED

#### **WASTE TRANSFER STATION RATES**

**013/18** Bradley Penno/Marion Fehr-Stead: THAT Council agree to make changes to the current price list and instruct Administrator Pat Peacock to make the changes for posting at the station and on the website.

CARRIED

#### **16-43 GUARANTOR PAPERS**

**014/18** Kirk Maxwell/Michelle Dubyk: THAT Council, having read and understood the guarantor papers for the 16-43 Waste Management Corporation, instruct Mayor Dave Summers to sign the documents and return them to the Corporation.

CARRIED

#### **COUNCILLOR ELECTION RESULTS**

**015/18** Darren Harris/Suren Chetty: THAT Council acknowledge receipt of the December 6, 2017 councillor election results and welcome Councillor Bradley Penno to the table.

CARRIED

#### **OFFICE SECURITY**

**016/18** Michelle Dubyk/Kirk Maxwell: BE IT RATIFIED THAT Colin Armstrong accepted the responsibility to provide security for the Town Office, until





December 22, 2017 and that Council will consider extending this, should the need arise.

CARRIED

#### **ASSET MANAGEMENT**

**017/18** Suren Chetty/Darren Harris: THAT Council acknowledge time is limited to implement an approved Asset Management system in accordance with the Gas Tax Fund regulations AND FURTHERMORE acknowledge receipt of PubWorks information for implementing the requirements of Gas Tax requirements.

CARRIED

#### **FIVE YEAR PLAN**

**018/18** Bradley Penno/Marion Fehr-Stead: THAT Council agrees the Town of Radisson needs a five- year plan and the Finance Committee needs to work toward implementation.

CARRIED

#### **TAX COLLECTOR**

**019/18** Kirk Maxwell/Suren Chetty: THAT Council agrees to hire Taxservice collect the outstanding taxes.

CARRIED

#### **100 ALBERT STREET UTILITIES**

**020/18** Darren Harris/Marion Fehr-Stead: THAT Council instructs Administrator Pat Peacock to notify Mervin and Phyllis that these utilities remain outstanding.

CARRIED

#### **RECYCLE AND GARBAGE CARTS FOR LIBRARY AND TOWN OFFICE**

**021/18** Marion Fehr-Stead/Suren Chetty: THAT Council approves of adding a single garbage and recycle cart to 329 Main Street for the collection of waste at this location.

CARRIED

#### **CANADA SUMMER JOB GRANT**

**022/18** Kirk Maxwell/Darren Harris: THAT Council agree to making application for the Summer Student Grant in 2018.

CARRIED

#### **STILL STANDING CREW**

**023/18** Marion Fehr-Stead/Kirk Maxwell: THAT Council agrees to provide the filming crew of Still Standing with food and Beverages while they are filming Radisson January 26, 2018.

DEFEATED



### **COGENT ACCOUNTING FIRM**

**024/18** Suren Chetty/Bradley Penno: THAT Council instructs Mayor Dave Summers discuss the release of information by this accounting firm with Robertson Stromberg next week and defer a decision on retaining this firm until the February 6<sup>th</sup> meeting. CARRIED

### **2018 COUNCIL COMMITTEES**

**025/18** Michelle Dubyk/Darren Harris: THAT Council approves of the committees as presented for the 2018 calendar year. CARRIED

### **WOLSELEY FIRE HYDRANT TRAINING**

**026/18** Kirk Maxwell/Suren Chetty: THAT Council approves Foreman Kyle Gage and Colin Armstrong attending the free fire hydrants training at Wolseley, Saskatoon on January 31, 2018 and FURTHERMORE agrees to provide them with lunch. CARRIED

### **INTERNAL FINANCIAL REPORTING**

**027/18** Michelle Dubyk/Kirk Maxwell: THAT Council agrees with the suggestions from Councillor Bradley Penno and defers the implementation date until the June Council meeting. CARRIED

### **PERMISSION TO TRANSFER OUTSTANDING UTILITIES TO TAXES**

**028/18** Kirk Maxwell/Suren Chetty: THAT Council approves Administrator Pat Peacock to transfer outstanding utility accounts overdue for +90 days to the taxes for the locations whether or not the utility account is in the name of the homeowner. CARRIED

### **PERMISSION TO LEAVE YEAREND OPEN UNTIL JANUARY 4, 2018**

**029/18** Michelle Dubyk/Marion Fehr-Stead: THAT Council approves Administrator Pat Peacock to close 2017 books as of today and begin the year end close procedure. CARRIED

### **ADMINISTRATOR AND STAFF BOND**

**030/18** Darren Harris/Suren Chetty: THAT Council acknowledge the \$500,000 bond as per insurance policy for employee dishonesty in 2018. CARRIED



**SGI INSURANCE FOR 2017/18**

**031/18** Kirk Maxwell/Bradley Penno: THAT Council acknowledges receipt of the statement from Radmont Insurance and SGI policy for 2018; and FURTHERMORE instruct Mayor Dave Summers and Administrator Pat Peacock to sign and choose the monthly payment plan for 2018. CARRIED

**206 EDWARD STREET WATER METER**

**032/18** Kirk Maxwell/Michelle Dubyk: THAT Council acknowledges the information supplied by Foreman Kyle Gage and plumber Nathan Halischuk AND FURTHERMORE instructs Administrator Pat Peacock to advise the residents that the costs of the repair are their responsibility for not providing adequate heat to the meter during the cold weather. CARRIED

**RODGER ARMSTRONG REQUEST FOR INFORMATION**

**033/18** Marion Fehr-Stead/Michelle Dubyk: THAT Council acknowledge receipt of email from Rodger Armstrong to LAFOIP. CARRIED

**WATER PLANT REPORT FOR DECEMBER, 2017**

**034/18** Darren Harris/Kirk Maxwell: THAT Council acknowledge the December, 2017 water plant report, approves Councillor Kirk Maxwell signing and instruct the report be filed. CARRIED

**WSA PERMIT TO OPERATE A WATERWORKS**

**035/18** Marion Fehr-Stead/Suren Chetty: THAT Council acknowledge receipt of the permit to operate a waterworks and instruct the report to filed. CARRIED

**WATERWORKS COMPLIANCE INSPECTION**

**036/18** Michelle Dubyk/Kirk Maxwell: THAT Council acknowledge receipt of the waterworks compliance inspection provided by WSA Bruce Dahl and instruct the report be filed. CARRIED

**ADMINISTRATION REPORT**

**037/18** Suren Chetty/Darren Harris: THAT Council acknowledge the January 4, 2018 administration report and instruct the report be filed. CARRIED

**MAYOR AND COUNCILLOR REPORTS**

**038/18** Bradley Penno/Kirk Maxwell: THAT Council acknowledge the verbal reports presented by Mayor Dave Summers and Councillors. CARRIED

**COMMUNICATION ITEMS**

**039/18** Suren Chetty/Darren Harris: THAT Council acknowledge receipt of the eight communication items listed on the agenda and instruct them to be filed. CARRIED

**ADJOURN**

**040/18** Marion Fehr-Stead/Dave Summers: THAT this meeting be adjourned at 10:45 pm.

Next Council Meeting is at 7:00 pm, February 8, 2018.

  
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Mayor David Summers  
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Administrator Pat Peacock