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Minutes of the Twelfth Regular Meeting of the Council of the Village of Loreburn.

Held on Wednesday, December 12, 2018 at the Village Office, Loreburn, Saskatchewan

Present: Mayor Steve South  
Councillor Randy Urlacher  
Councillor Victor Dutkiewicz  
Councillor Grant Abbott  
Councillor Lawrence Casey  
Administrator Brandy Losie

Absent: none

**Call to Order:**

A quorum being present, Mayor South called the meeting to order at 7:04 pm.

**Declaration of Conflict of Interest:**

Councillor Urlacher has declared a conflict with the paying of invoices, namely paying him for water supervision for the month of December 2018.

Mayor South has declared a conflict with the paying of invoices, namely paying wages for Brandy Losie for December 2018 and Administrator's Raise Request.

Councillor Abbott has declared a conflict with the paying of invoices, namely paying him for parts for the village shop as well as the Loreburn Library extra hours request.

Councillor Dutkiewicz has declared a conflict with the Loreburn Library extra hours request.

**Minutes:**

287/18 Abbott: That the minutes of the regular meeting of Council held on November 14, 2018 be approved. Carried

**Correspondence:**

288/18 Casey: That the following correspondence, having been read, be filed:

- Supply Post
- Urban Update Dec 3, Nov.19
- Engage
- SUMA Member Benefits
- SUMA Advantage NEWS Nov.28, Nov.14
- Workplace Safety & Labour Relations
- Think Big

Carried

**Financial Reports:**

289/18 Casey: That the statement of financial activities for the period ending November 30, 2018 be accepted as presented.

Carried

Village of Loreburn  
Regular Meeting Minutes  
December 12, 2018

290/18 Abbott: That the Administrator pay all necessary invoices to facilitate year end. Carried

**Reports:**

Line 19 Water Pipeline  
291/18 Dutkiewicz: That the report given by Councillor Abbott be accepted. Carried

Planning Forum  
292/18 Casey: That the report given by Administrator Losie be accepted. Carried

WaterWolf Members Meeting  
293/18 Urlacher: That the report given by Administrator Losie and Councillors Abbott and South be accepted. Carried

**Old Business:**

Pancake Breakfast Fundraising  
294/18 Abbott: That the funds raised less expenses for 2018 for pancake breakfasts be transferred from the chequing account to the fire account. Carried

Minor Hockey Day Donation  
295/18 Urlacher: That the Village donate \$150 towards Minor Hockey Day on Dec. 15<sup>th</sup>. Carried

Eave it to Me Invoice  
296/18 Dutkiewicz: That we pay the additional invoice of \$477.30 to Eave it to Me for fascia repairs to the Village Office. Carried

Christmas Lights  
297/18 Dutkiewicz: That we purchase 2 pole mounts lights (deer & angel) at a cost of \$1425 plus taxes from CLG Displays. Carried

**New Business:**

Power for Village Shop  
298/18 Dutkiewicz: That we table this item for further investigation. Carried

WaterWolf Budget 2019/2020  
299/18 Abbott: That we approve the WaterWolf Budget for 2019/2020 as presented. Carried

First Aid Kit for Fire Truck  
300/18 Urlacher: That the Fire Department purchase items for a First Aid type kit to keep in the Grass Truck. Carried

SaskPower Permission  
301/18 Dutkiewicz: That Brandy sign to give permission to SaskPower to do the required work to remove their lines from the area where SaskTel is putting up their tower. Carried

Village of Loreburn  
Regular Meeting Minutes  
December 12, 2018

That Councillors Abbott and Dutkiewicz left the meeting at 8:13 pm.

Loreburn Library Extra Hours

302/18 Urlacher: That the Village will pay for an extra  $\frac{3}{4}$ 's of an hour of opening time  
For the Loreburn Library. Carried

Councillors Abbott and Dutkiewicz returned to the meeting at 8:16 pm.

Former Store Owner Request

303/18 Casey: That we get a list in writing from the former store owner of the personal  
contents that he wishes to remove from the store. Carried

Urban Systems Contract for Services

304/18 South: That the Village of Loreburn sign an agreement with Urban Systems  
to provide Asset Management training and GIS mapping as per the  
FCM Grant. Carried

Saskatchewan Fire Fighters Association

305/18 Urlacher: That we renew our membership with the Saskatchewan Fire Fighters  
Association for 2019. Carried

Village of Loreburn  
 Regular Meeting Minutes  
 December 12, 2018  
 Council Appointments for 2019  
 306/18 Casey:

That we approve of the following appointments for 2019:

Deputy Mayor	Grant Abbott
Emergency Measures Officer	Brandy Losie
Loreburn Recreation Board	Victor Dutkiewicz
Board of Revision	WaterWolf Planning Inc./Krismer & Assoc.
Chair	Clint Krismer
Vice Chair	Gord Krismer
Board Members	Jeff Hutton
	Kirby Bodnard
	Charmaine Luscombe
	Brenda Lauf
	Cameron Duncan
	David Land
	Gail Wartman
Secretary	Aileen Swenson
Loreburn Library Board	Grant Abbott
Development Appeals Board	WaterWolf Planning Inc. /Krismer & Assoc.
	(board as noted above)
Fire Chief	Steve South
Deputy Fire Chief	Ryley Urlacher
Water Testing	Randy Urlacher
Line 19 Water Board	Grant Abbott
Auditor	Twigg & Co.
Local Assessor	Brandy Losie
WaterWolf Voting Delegate	Grant Abbott
Parks & Recreation	Vic & Grant
Water & Sewer	Randy & Steven
Streets	Lawrence & Steven
RCMP Representative	Randy & Vic
Lake Diefenbaker Tourism Board	Brandy Losie

Carried

Mayor South and Administrator Losie left the meeting at 8:54 pm.

Village of Loreburn  
Regular Meeting Minutes  
December 12, 2018  
Administrator Raise Request

307/18 Casey: That the Administrator be given a raise to \$30.80 per hour effective January 1, 2019. Carried

Mayor South and Administrator Losie returned to the meeting at 9:00 pm.

**Ledger Entries**

Interest Correction

308/18 Dutkiewicz: That the interest charges of \$3.62 for G Yewell and \$17.92 for M Lemcke be reversed. Carried

Councillors Urlacher, Abbott & Mayor South left the meeting at 9:10 pm.

**Invoice for Payment** – Water Supervision – December 2018 – R Urlacher

309/18 Casey: That the invoice for water supervision for December 2018 for R Urlacher be accepted for payment. Carried

**Invoice for Payment** – Wages – December 2018 - B Losie

310/18 Casey: That the invoice for wages for December 2018 for B. Losie be accepted for payment. Carried

**Invoice for Payment** – Parts – December 2018 – G Abbott

311/18 Casey: That the invoice for parts for G Abbott be accepted for payment. Carried

Councillors Urlacher, Abbott & Mayor South returned to the meeting at 9:13 pm.

**Invoices:**

312/18 Casey: That the following list of accounts be approved for payment: Carried

Bank Code: GEN - General Bank

Payment #	Vendor	Date	Amount
Computer Cheques			
4397	Rob Forrest	11/15/2018	690.00
4398	Armstead, Gord	12/05/2018	150.00
4399	Armstead, Loree	12/05/2018	75.00
4400	Brown, Craig	12/05/2018	353.21
4401	Brown, Travis	12/05/2018	100.00
4402	Losie, Brandy	12/05/2018	1,667.02
4403	MEPP	12/05/2018	603.48
4404	Meridan Inspections Ltd.	12/05/2018	78.75
4405	Ministry of Highways and Infra	12/05/2018	1,627.33
4406	MuniSoft	12/05/2018	111.00
4407	Prairie Centre Credit Union	12/05/2018	1,062.52
4408	Robert Bramble	12/05/2018	6,877.50
4409	SUMA	12/05/2018	1,134.00
4410	Urlacher, Randy	12/05/2018	250.00
4411	Whole Wheat Web Design	12/05/2018	39.96
4412	Aon Reed Stenhouse	12/07/2018	8,696.00
4413	Grant Abbott	12/07/2018	712.84
4414	Line 19 Water Utility	12/07/2018	4,954.44
4415	Loraas Disposal	12/07/2018	3,718.02
4416	Saskatchewan Health Authority	12/07/2018	195.75
4417	B.N. Steel & Metal (2002) Inc.	12/17/2018	630.00
4418	Eave It To Me Eavestrophng Ltd	12/17/2018	477.30
4419	Line 19 Water Utility	12/17/2018	4,954.44
4420	Loreburn Rec. Board	12/17/2018	150.00
4421	Ouellette, Viviane	12/17/2018	168.00
4422	SARM	12/17/2018	63.00
4423	The Davidson Leader	12/17/2018	101.30
4424	Eave It To Me Eavestrophng Ltd	12/31/2018	3,141.30
4425	Line 19 Water Utility	12/31/2018	5,226.09
4426	Loreburn Rec. Board	12/31/2018	5,000.00
4427	MEPP	12/31/2018	480.74
4428	Prairie Centre Credit Union	12/31/2018	692.91
4429	Saskatchewan Health Authority	12/31/2018	138.00
4430	Village of Loreburn	12/31/2018	858.00
4431	Loreburn Rec. Board	12/31/2018	760.00
Total:			55,937.90
Total for GEN:			55,937.90

Payments Printed: 35

6

**Bylaws:**

Bylaw #5/2018 A Records Retention Bylaw

- 313/18 Abbott: That Bylaw #5/2018 A Records Retention Bylaw be read a first time. Carried
- 314/18 Dutkiewicz: That Bylaw #5/2018 be read a second time. Carried
- 315/18 Casey: That Bylaw #5/2018 be read a third time at this meeting. Carried Unanimously

- 316/18 Urlacher: That Bylaw #5/2018 having been read a third time is adopted. Carried

Bylaw #6/2018 A Bylaw for the Establishment of a Regional Emergency Organization

- 317/18 South: That Bylaw #6/2018 A Bylaw for the Establishment of a Regional Emergency Organization be read a first time. Carried
- 318/18 Abbott: That Bylaw #6/2018 be read a second time. Carried
- 319/18 Dutkiewicz: That Bylaw #6/2018 be read a third time at this meeting. Carried Unanimously

- 320/18 Urlacher: That Bylaw #6/2018 having been read a third time is adopted. Carried

**Announcements:**

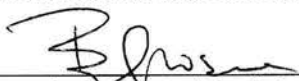
January Regular Meeting

- 321/18 Dutkiewicz: That the next regular meeting of council will be held on Wednesday, January 9, 2019 at 7 pm in the Village of Loreburn Council Chambers. Carried


**Adjournment:**

- 322/18 Abbott: That this meeting adjourn. (9:39 pm) Carried

Certified true and correct this 9th day of January, 2019.

  
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Brandy Losie – Administrator

Submitted to Council for approval this 9th day of January, 2019.

  
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Steve South – Mayor



VILLAGE OF LOREBURN

BYLAW # 5/2018

**A BYLAW FOR THE DESTRUCTION OF DOCUMENTS**

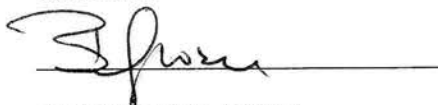
The Council of the Village of Loreburn in the Province of Saskatchewan, enacts as follows:

1. That a Records Retention and Disposal Schedule (Schedule A) for the Municipality, attached hereto and forming part of this bylaw, be adopted.
2. That the Administrator of the Municipality is hereby authorized to destroy all applicable documents of the Municipality in accordance with the Schedule.
3. That the Administrator contact the Saskatchewan Archives Board before the destruction of any records mentioned in section (2) above and ensure that any documents requested by the Board for preservation in the Archives be deposited with the Board.
4. That Bylaw #1-2012 is hereby repealed.





MAYOR



ADMINISTRATOR

Read a third time and adopted

This 12<sup>th</sup> day of December, 2018.



**BYLAW # 6-2018**

**VILLAGE OF LOREBURN**

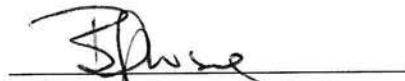
**EMERGENCY MEASURES ORGANIZATION BYLAW**

**A BYLAW TO ESTABLISH AN EMERGENCY MEASURES ORGANIZATION**

The Council of the Municipality of the Village of Loreburn in the Province of Saskatchewan enacts as follows:

1. Council shall establish a Local Emergency Management Organization to deal with any emergency or disaster that may occur.
2. Council shall appoint a person as a Local Emergency Coordinator; and
3. Council shall establish a Local Emergency Planning Committee composed of:
  - a. the Emergency Coordinator appointed in clause 2; and
  - b. any other persons Council considers necessary.
4. The Emergency Coordinator is the Chairperson of the Local Emergency Planning Committee.
5. The Municipality of the Village of Loreburn shall provide funding as deemed necessary and appropriate in the establishment and maintenance of the Emergency Management Organization.
6. Council may enter into agreements with other Municipalities for the purpose of jointly establishing and operating a Mutual Aid Area Emergency Management Organization.

  
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Mayor

  
\_\_\_\_\_  
Administrator



Adopted this 12<sup>th</sup> day of December, 2018.