

---

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

Held on Wednesday, December 9, 2020 at the Loreburn Town & Country Centre at Loreburn, Saskatchewan

Present: Mayor Lawrence Casey  
Councillor Grant Abbott  
Councillor Randy Urlacher  
Councillor Neil Ziegler  
Councillor Victor Dutkiewicz  
Administrator Brandy Losie

Observers: none

**Call to Order:**

A quorum being present, Mayor Casey called the meeting to order at 7:01 pm.

**Declaration of Conflict of Interest:**

none

**Minutes:**

291/2020 Abbott: That the minutes of the regular meeting of Council held on November 18, 2020 be approved. Carried

**Correspondence:**

292/2020 Dutkiewicz: That the following correspondence, having been read, be filed:

- COVID-19: Information for Municipalities (Gov't SK)
- FCM Membership Info
- SARM "MuniSask" name use
- SUMA "Munisask" name use
- Newly Elected Council Info (Gov't SK)
- SUMA membership info
- Infrastructure
- Engage
- Think Big
- Going Places

Carried

**Reports:**

Line 19 Water update presented by Councillor Abbott.

WaterWolf MAMP Program presented by Administrator Losie.

Villages Sector Meeting presented by Administrator Losie.



Village of Loreburn  
Regular Meeting Minutes  
December 9, 2020

**Financial Reports:**

293/2020 Abbott: That the statement of financial activities for the period ending November 30, 2020 be accepted as presented. Carried

294/2020 Urlacher: That the Administrator pay all necessary invoices to facilitate year end. Carried

**Old Business:**

Village Water Meter

295/2020 Urlacher: That the Village water meter be calibrated or replaced and that Brandy will get costs. Carried

Lagoon

296/2020 Abbott: That we pay out the crop loss as submitted by KL Forrest Farms. Carried

297/2020 Dutkiewicz: That Motion #268/2020 is rescinded. Carried

298/2020 Dutkiewicz: That the Village of Loreburn will charge \$0.10 per gallon for outside sewage hauling. Carried

Store

298/2020 Casey: That a Building Permit be submitted to the Building Inspector for the renovations to the former store building. Carried

299/2020 Abbott: That Brandy obtain a quote for plumbing work at the store. Carried

300/2020 Abbott: That we hire local labourers to remove the floor tiles in the store. Carried

Town & Country Centre

301/2020 Urlacher: That we hire Devin Ellscheid to replace and increase height of countertops at the Town & Country Centre. Carried

Sewer Cleanout Policy

302/2020 Abbott: That we add that the plumber has to provide the recorded camera footage and that the cleanout period be every 3 years instead of 2. Carried

Waterworks Assessment

303/2020 Casey: That we accept the final report of the Loreburn WaterWorks Assessment as prepared by BCL. Carried

**New Business:**

Municipalities of Saskatchewan Virtual Convention & Tradeshow

304/2020 Ziegler: That Brandy can register to attend the 2021 Municipalities of Saskatchewan Virtual Convention. Carried



Village of Loreburn  
Regular Meeting Minutes  
December 9, 2020

Loreburn Arena Guidelines

305/2020 Dutkiewicz: That we approve the updated Loreburn Arena guidelines as per the Government of Saskatchewan's covid restrictions. Carried

Mower

306/2020 Casey: That we accept the quote provided from Western Sales to trade in our 2018 John Deere mower to purchase a 2021 John Deere mower. Carried

Community Rink Affordability Grant

307/2020 Abbott: That Brandy apply for the Community Rink Affordability Grant for the Loreburn Arena. Carried

Loreburn Library

308/2020 Ziegler: That the Village of Loreburn will pay to the Loreburn Library the same amount as normally requested for the extra hours and that the money will be used for programming and library upgrades as it is not needed for the extra hours as a grant was received by Palliser Regional Library. Carried

309/2020 Ziegler: That the Village of Loreburn will repair the leak in library. Carried

310/2020 Ziegler: That the Village of Loreburn is in favor of the Loreburn Library replacing The carpet and repainting the walls and shelves at their cost. Carried

Fire Agreement

311/2020 Abbott: That a clause be added to the Fire Agreements that will address STARS calls. Carried

WaterWolf

312/2020 Ziegler: That the Village of Loreburn renew their membership with WaterWolf Planning for 2021/2022. Carried

313/2020 Ziegler: That the Village of Loreburn approves the 2021/2022 WaterWolf Planning budget. Carried

Tree Canada

314/2020 Urlacher: That the Village of Loreburn apply to Tree Canada for the Edible Trees Grant. Carried

315/2020 Urlacher: That we write a letter of support for the Loreburn Central School – School Community Council to apply to Tree Canada for their Greening School Grant. Carried

Official Community Plan Profile

316/2020 Dutkiewicz: That the Loreburn Council has reviewed the existing Loreburn community profile and the necessary changes will be made to update the profile. Carried

Village of Loreburn  
Regular Meeting Minutes  
December 9, 2020  
Administrator Raise Review

317/2020 Ziegler: That Administrator Losie will receive a wage increase of \$1.30/hour as per the UMAAS wage scale. Carried

**Ledger Entries**

Interest Reversal

318/2020 Dutkiewicz: That \$7.03 be removed from the utility account for 717 Whyte St as the Utility payment was received but not processed in time. Carried

**Invoices:**

319/2020 Abbott: That the following list of accounts be approved for payment:



Village of Loreburn  
**Payment Register**  
 As of *Dec 31, 2020*

Bank Code: GEN - General Bank

Payment #	Vendor	Date	Amount
Computer Cheques			
4983	B.N. Steel & Metal (2002) Inc.	2020-11-20	210.00
4984	MacLean, Nikolas	2020-11-20	197.50
4985	Saskatchewan Health Authority	2020-11-20	23.00
4986	South, Steven	2020-11-20	340.00
4987	Abbott, Grant	2020-11-30	122.00
4988	Brown, Craig	2020-11-30	622.85
4989	Line 19 Water Utility	2020-11-30	9,908.88
4990	Losie, Brandy	2020-11-30	399.26
4991	Sanden Trenching	2020-11-30	1,619.64
4992	Information Services Corp.	2020-12-02	596.81
4993	Prairie Centre Credit Union	2020-12-02	1,518.40
4994	Abbott, Grant	2020-12-07	150.00
4995	Armstead, Karen Loree	2020-12-07	75.00
4996	Casey, Lawrence	2020-12-07	400.00
4997	Diefenbaker Building Supplies	2020-12-07	413.80
4998	lost	2020-12-07	0.00
4999	Loraas Disposal	2020-12-07	2,792.82
5000	Losie, Brandy	2020-12-07	1,500.00
5001	Ouellette, Viviane	2020-12-07	182.00
5002	Saskatchewan Health Authority	2020-12-07	23.00
5003	Saskatchewan Research Council	2020-12-07	234.68
5004	South, Steven	2020-12-07	800.00
5005	Urlacher, Randy	2020-12-07	200.00
5006	Ziegler, Neil	2020-12-07	100.00
5007	Ellscheid, Devin	2020-12-09	1,500.00
5008	Loreburn Rec. Board	2020-12-09	60.00
5009	Master Industries	2020-12-09	99.46
5010	Town of Hanley	2020-12-09	1,937.50
5011	Village of Loreburn	2020-12-09	397.86
5012	WaterWolf Planning Inc.	2020-12-09	4,830.00
5013	Dodds, John	2020-12-11	940.50
5014	Losie, Brandy	2020-12-11	312.00
5015	MuniSoft	2020-12-11	86.86
5016	Saskatchewan Health Authority	2020-12-11	23.00
5017	Abacus Signs (2013) Inc.	2020-12-14	107.00
5018	Brown, Craig	2020-12-14	681.52
5019	South, Steven	2020-12-14	200.00
5020	The Salvation Army in Canada	2020-12-14	395.00
5021	Brown, Craig	2020-12-23	500.00
5022	Casey, Lawrence	2020-12-23	99.90
5023	Loreburn Rec. Board	2020-12-23	5,275.00
5024	Losie, Brandy	2020-12-23	312.00
5025	Aon Canada Inc.	2020-12-30	9,864.00
5026	Brown, Craig	2020-12-30	79.71
5027	Ellscheid, Devin	2020-12-30	1,500.00
5028	Hi Tech Electric	2020-12-30	210.00
5029	Line 19 Water Utility	2020-12-30	7,644.45

Village of Loreburn  
Payment Register  
As of Dec 31, 2020

Bank Code: GEN - General Bank

Payment #	Vendor	Date	Amount
5030	Losie, Brandy	2020-12-30	364.03
5031	Prairie Centre Credit Union	2020-12-30	1,227.43
5032	Saskatchewan Health Authority	2020-12-30	23.00
5033	Dutkiewicz, Victor	2020-12-30	200.00
5034	Listowel Trophies (Sask) '83 L	2020-12-30	2,014.10
5035	Loreburn Rec. Board	2020-12-30	300.00
5036	Ouellette, Viviane	2020-12-30	42.00
5037	Village of Loreburn	2020-12-30	1,458.22
5038	Loraas Disposal	2020-12-31	2,942.76
	Total:		68,056.94
	Total for GEN:		68,056.94

Payments Printed: 56

Village of Loreburn  
Regular Meeting Minutes  
December 9, 2020

**Announcements:**

January Meeting of Council

320/2020 Casey: That the next regular Council meeting will be on Wednesday,  
January 13th, 2021 at 7:00 pm at the Loreburn Town & Country Centre.


Carried

**Adjournment:**

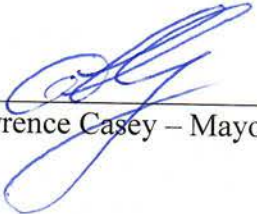
321/2020 Dutkiewicz: That this meeting adjourn. (9:42 pm).

Carried

Certified true and correct this 13th day of January, 2021.

  
Brandy Losie – Administrator

Submitted to Council for approval this 13th day of January, 2021.

  
Lawrence Casey – Mayor



 R

**VILLAGE OF LOREBURN  
SEWER POLICY  
Approved by Council, December 2020**

The Village of Loreburn is responsible for maintenance of sewer mains and manholes which are located in maintained roads. Property owners are responsible for maintenance of sewer lateral lines.

Definitions:

**Sewer Lateral**

A sewer lateral is the pipeline located between the Village Main and the building. The sewer lateral is owned and maintained by the property owner, including any part that may extend into the street or public right of way.

The Village, through a maintenance program, keeps the sewer system in a good state of repair. Occasionally conditions develop that may cause sewage to backup into a residence or business.

By authority given through the Municipalities Act, the Village is not liable in an action based on nuisance, or on any other tort that does not require a finding of intention or negligence for any loss or damage arising, directly or indirectly, from any public works, including streets, or from the operation or non-operation of a public utility; therefore will not assume any liability for any sewer backup damage, loss or cleanup resulting from the failure of the sewer infrastructure regardless of cause unless negligence on the part of the Village can be determined.

The purpose of the Policy is to make clear the Owner's responsibilities concerning the sewer lines on their property and the steps the owner should take when a backup occurs or when repairs are required.

**PROPERTY OWNERS RESPONSIBILITIES**

A property owner is responsible for keeping the building sewer lines free from blockages between the structure and the sewer main.

The cause of backup in the lateral is often from items the line is not meant to handle.

**CLEAN OUT PROCEDURE**

1. The owner is required to contact the Village Office to report any and all sewer blockages.
2. The Village will check to make sure the blockage is not in the sewer main.
3. If there is no sign that the blockage is in the sewer main, the property owner will be instructed to contact a qualified contractor to investigate the problem. The property owner is responsible for the cost of the contractor.
4. A Village Councillor is to attend with the plumber whenever possible, to determine where the first blockage is and what the blockage is (there must also be camera footage as proof taken by the plumber and recorded and that plumber then provides to village).



5. The Village will only reimburse the ratepayer for the sewer service line clean-out (as set out below) when it can be established that tree roots were the cause of the blockage, and that all other sewer service line blockages are the responsibility of the ratepayer.
  - a. If it is determined to be tree roots, the property owner is to submit the invoice from the plumber to the Village that details what the blockage was, and the location of the blockage.
  - b. Reimbursements for sewer blockages for tree roots will only be paid once in every three (3) year period to a maximum of 50% of the sewer clean out invoice not including taxes.

### **REPAIR PROCEDURE**

1. Three or more sewer backups in a 12 month period will cause the Village to take appropriate actions to repair the problem through the use of pipe relining, chemical foaming or replacement of the Village of Loreburn's portion of the service connection at the Village's expense and any repairs or replacement on the Property Owner's lateral line is the cost of the Property Owner. If replacement or relining occurs, no future blockages of the service will be attended to by the Village of Loreburn or its agent, nor will any request for reimbursement for costs to clean the sewer service be entertained.
2. Records of service clean outs and any camera work will be maintained by the Village of Loreburn and those records will determine the twelve month time frame for the basis of this policy.
3. HINTS:
  - a. Do not flush anything down any drain that may clog the drain
  - b. Do not dispose of oil or grease in any drain
  - c. Do not plant trees near the sewer lateral
  - d. Do not connect sump pumps into the sewer line
  - e. Install a backwater prevention device
  - f. Owners should be aware that many insurance policies exclude damage from sewer backups. Check with you insurance provider to add this coverage.
  - g. The Village will not pay for private plumbers work unless the Village directs that a plumber be contacted to solve the problem.