

**R.M. OF LUMSDEN NO. 189
MINUTES OF THE REGULAR MEETING
HELD ON DECEMBER 10, 2015**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on Thursday, December 10, 2015 at 1:03 p.m.

Present:	Reeve:	Jim Hipkin (arrived at 1:06)
	Councillors:	Cody Jordison (left at 7:15 pm), Ian White, Dale Srochenski, Al Szeles, Kent Farago (left at 3:05pm), Ed Thorpe (arrived at 1:04pm)
	Chief Administrative Officer:	Darcie Cooper
	Asst. Administrator:	Krystal Strong
	Financial Officer:	Sheena Carrick (left at 1:57pm)
	Manager of Public Works:	Leighton Watts

Deputy Reeve, Kent Farago, in the absence of Reeve Hipkin, called the meeting to order at 1:03 p.m.

PUBLIC WORKS REPORT:

Manager of Public Works, Leighton Watts provided a verbal report on various public works matters.

Reeve Jim Hipkin commenced Chairing the meeting upon his arrival at 1:06 p.m.

Seven Bridges Road – Bridge Repair – NW 18-19-21-W2:

502-15 Farago: "That we authorize the Manager of Public Works to make the necessary preparation for the repair of the bridge located in the NW 18-19-21-W2, on the road commonly referred to as Seven Bridges Road, including ordering of materials through the SARM Bridge branch and lining up contractor to repair the bridge in accordance with the recommendations from the SARM bridge branch, at an estimated cost of \$90,000.00."

CARRIED

Crack Sealer Purchase:

503-15 Farago: "That we agree to fund the purchase of a Crack Sealer through the Pavement Reserve and authorize administration to transfer \$8,199.82 from the Pavement Reserve to the General Account to fund this purchase."

CARRIED

Trailer Purchase:

504-15 Farago: "That we authorize the purchase of a flat deck trailer from Target Trailer Sales Inc. at a cost of \$9,870.00 plus GST."

CARRIED

505-15 Farago: "That the Public Works report be accepted as presented."

CARRIED

MINUTES:

506-15 Farago: "That the minutes of the November 26, 2015 regular meeting be approved, as presented."

CARRIED

MINUTES:

507-15 Jordison: "That the minutes of the November 26, 2015 Official Community Plan Amendment Public Hearing meeting be approved, as presented."

CARRIED

COMMITTEE REPORTS & MINUTES:

Manager of Public Works, Leighton Watts reported on the meeting he attended along with Councillor Jordison, Reeve Hipkin and CAO Darcie Cooper at the Town of Regina Beach, regarding the renewal of the Inter-Municipal Road Maintenance agreement with the Town of Regina Beach for the Lagoon Haul Road on November 26, 2015.

508-15 Farago: "That the report on the meeting with the Town of Regina Beach be accepted, as presented."

CARRIED

Councillor, Al Szeles reported on the Employee Committee meeting he attended on December 1, 2015.

509-15 Farago: "That the minutes of the December 1, 2015 Employee Committee be accepted, as presented."

CARRIED

JRH

Scott Haynes – Supervisory Role and Compensation:

510-15 Srochenski: "That we agree that full time Heavy Equipment Operator, Scott Haynes will act in a supervisory role in the absence of Manager of Public Works, Leighton Watts; and That we agree to compensate Scott Haynes an additional \$10.00 per day when performing supervisory duties in the absence of the Manager of Public Works." **CARRIED**

Public Works Employee Salary Grid:

511-15 Szeles: That we agree with the recommendation of the Employee Committee and approve the following Salary Grid for the Public Works Operators and Casual Labourer for the 2016 year:

	Step 1	Step 2	Step 3
Heavy Equipment Operator	\$ 25.60	\$ 27.10	\$ 28.50
Mower/Utility Operator	\$ 20.90	\$ 22.40	\$ 24.00
Casual Labourer	N/A	N/A	\$ 18.50; and

That we set the following salary steps for the public works employees:

Cooper, Brian	Heavy Equipment Operator	Step 3 \$28.50/hr
Glass, Rodney	Mower/Utility Operator	Step 2 \$22.40/hr, Step 3 \$24.00 eff.Sep29/16
Nicholson, David	Heavy Equipment Operator	Step 3 \$28.50/hr
Walters, Randy	Heavy Equipment Operator	Step 3 \$28.50/hr."

CARRIED

Boot & Glove Allowance for Public Works Employees:

512-15 Srochenski: "That we agree with the recommendation of the Employee Committee to provide an annual Boot and Glove allowance to a maximum of \$300.00 per year, commencing in 2016, upon submission of receipts for either boots and/or gloves."

CARRIED

Personal Protective Equipment:

513-15 Srochenski: "That we agree with the recommendation of the Employee Committee and authorize an additional clause to the Human Resource Policy indicating that Personal Protection Equipment will be supplied by the employer in accordance with Occupational Health and Safety requirements, along with high visibility reflective safety outerwear, at the discretion of the Manager of Public Works."

CARRIED

Scott Haynes – Annualized Salary:

514-15 Farago: "That, due to the fact that Scott Haynes is a full time, year round employee we agree with his request to provide an annualized salary commencing January 1, 2016 in the amount of \$68,172.00, based on an hourly amount of \$28.50/hour being Step 3 of the Salary Grid and the following work hours per day:

January – March and November – December; 8 hours/per – 5 days per week

April – October 10 hours/day – 5 days per week

(calculated as 2,392 hours for the 2016 year); and

That annual vacation pay will now be accrued as opposed to paid out on each pay cheque."

CARRIED

Statutory Holidays:

515-15 Szeles: "That we agree to align the statutory holidays for the Public Works staff with the Joint Administrative staff."

CARRIED

FINANCIAL REPORTS:

Dale – Tax Abatement – SW 22-19-19-W2:

516-15 Szeles: "That, in accordance with Section 274(2)(a) of The Municipalities Act, we agree to abate a portion of the taxes for land legally described as SW 22-19-19-W2 owned by Dorothy Jean Dale, in consideration of the portion of the year that the dwelling was lost by fire and burnt; as detailed below:

Municipal \$351.83 School \$137.61 Total \$489.44." **CARRIED**

Fire Call Out & Custom Work Fees – Amounts Added to Taxes:

517-15 Farago: "That we authorize the Chief Administrative Officer to add the following fire call out fees and outstanding custom work dust control fees to property taxes, if left unpaid at December 31, 2015:

Alt. No. 000516201-010 Inv.1624 Extra Inspection Building Permit 2000-005 -Blk A Pl 101260415, NW Ptn. 16-20-19-W2 \$560.24

Alt. No. 000329401-010 Inv. 1737 Extra Inspection Building Permit 2012-069 – Lot 01, Blk 01 Pl 102007190, SW Ptn. 29-19-21-W2 \$336.00

Alt. No. 000303402-010 Inv.1800 Dust Control -Pcl A Pl 80R26059, SW Ptn. 3-19-21-W2 \$500.00

Alt. No. 000714106-010 Inv.1809 Dust Control -Pcl G, NE Ptn. 14-20-21-W2 \$500.00

JRH

M-11

Rescinded
Res # 132-16

Amended
Res # 31-16

CARRIED**Tax Abatement – Brinkworth:**

518-15 Thorpe: “That, we agree to abate the minimum tax on the pole shed with a residential tax class for Property No. 000516301-OT2, land legally described as Parcel A Plan 101260404 in the Ptn SE 16-20-19-W2 and owned by Douglas Brinkworth as detailed below:

Municipal	\$1,400.00	School	\$0.00	Total	\$1,400.00.”
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CARRIED**Council Member Public Disclosure Statement:**

519-15 Srochenski: “That we accept the Council Member Public Disclosure Statement as provided by the Ministry of Government Relations and as required by the Municipal Conflict of Interest Amendment Act as attached hereto and forming a part of these minutes.”

CARRIED**Abate 2014 Tax Enforcement Levy’s & Penalties:**

520-15 Farago: “That, due to an administration error in not registering a tax lien pursuant to Section 10 of the Tax Enforcement Act (The Act), we agree to cancel the following tax enforcement levy for the advertising cost and subsequent penalty for the 2014 advertising done pursuant to Section 4 of The Act:

Alt # 000306300-010	SE 06-19-21-W2	\$19.25	3.51 (penalty)
Alt # 000306400-010	SW 06-19-21-W2	\$19.25	3.51 (penalty)
Alt. #000402100-010	NE 02-19-22-W2	\$19.25	3.51 (penalty)
Alt. #000411300-010	SE 11-19-22-W2	\$19.25	3.51 (penalty)
Alt. #000420303-010	Parcel B Plan 101369268Ext.10	\$19.25	3.51 (penalty)
Alt. #000425304-010	Blk 4, SE Ptn. 25-19-22-W2	\$19.25	3.51 (penalty)
Alt. #000808300-010	SE 08-20-22-W2	\$19.25	3.51 (penalty)
Alt. #001005300-010	SE 05-21-19-W2	\$19.25	3.51 (penalty)
Alt. #515001900-010	Lot 38 Blk 1 Plan 01RA14458	\$19.25	3.51 (penalty)
Alt. #505002850-010	Lot 06 Blk 4 Plan 00RA29175	\$19.25	3.51 (penalty).”

CARRIED

Financial Officer, Sheena Carrick left the meeting at 1:57pm

CORRESPONDENCE:

521-15 White: “That the attached list of correspondence and reports has been reviewed and the Chief Administrative Officer is authorized to file the same accordingly.

- Development Appeals Board – Notice of Decision – Whitbread Zoning Compliance Order
- Lumsden & District Heritage Home - Regular Meeting Minutes – October 26, 2015
- STARS – Ltr re: Thank you for support & Calendar
- SE Regional Library – Semi-Annual Trustees’ Meeting Highlights
- Miscellaneous Publications.”

CARRIED**COMMITTEE REPORT:**

Councillor Ian White provided a report on the Lumsden & District Heritage Home and that he has agreed to sit on a committee to ensure that the Heritage Home becomes an accredited facility with the Regina Qu’Appelle Health Region and notified council that there will be additional meetings he will be required to attend due to his involvement.

Councillor Cody Jordison declared a financial interest and left the Council Chambers at 2:03 p.m.:

ACCOUNTS TO BE APPROVED:

522-15 Srochenski: “That the list of accounts attached hereto and forming a part of these minutes and totalling **\$86,107.41** plus council remuneration & expenses in the amount of **\$10,967.50**, are hereby approved for payment by the Reeve and the Chief Administrative Officer.”

CARRIED

Councillor Jordison resumed his council chair at 2:07 p.m.

STAFF REPORTS:**Administrative Report:**

Chief Administrative Officer, Darcie Cooper, provided a written report on various administrative matters.

Amend Resolution 406-15 Supper Meeting Provision:

523-15 Thorpe: “That, as the provision for supper expenses for Council is addressed in the Council remuneration resolution, we agree to amend resolution 406-15, replacing the word “Council” with the word “staff in attendance”.”

CARRIED

JRH

M-11

Zoning Bylaw Amendment Review:

524-15 Farago: "That we authorize administration to work with the municipal planner to prepare miscellaneous Zoning Bylaw #7-2012 amendments; including development setbacks from a road; sea container regulations and other wording, numbering issues that staff have come across in the application of the Zoning Bylaw No. 7-2012, for council's consideration." **CARRIED**

Emergency Operations Management Training:

525-15 Srochenski: "That we authorize Manager of Public Works, Leighton Watts to attend the training course in Regina Beach on January 16th and 23rd, 2016, with expenses to be reimbursed by the municipality." **CARRIED**

In-Camera Session:

526-15 Farago: "That we agree to go in-camera at 2:22 p.m. including staff." **CARRIED**

Reconvene:

527-15 Farago: "That we agree to reconvene the meeting at 2:23 p.m." **CARRIED**

KMP Law Response – Wirtz Servicing Agreement:

528-15 Farago: "That we authorize Solicitor Ray Petrich to respond to the KMP Law letter we received regarding the Wirtz Servicing Agreement respecting subdivision of land in the SE 33-19-20-W2, as proposed by Mr. Petrich." **CARRIED**

529-15 Szeles: "That the Administrative report be accepted as presented." **CARRIED**

APPOINTMENTS:

2016 Standing Committee Appointments:

530-15 Farago: "That we agree to appoint the following council members to the following Standing Committees for the 2016 year:

- Finance Committee:* Kent Farago, Ian White, Dale Srochenski
 - Joint Administration & Fire Committee:* Kent Farago, Dale Srochenski
 - Public Works Committee:* Ian White, Ed Thorpe, Cody Jordison
 - Employee Committee:* Ed Thorpe, Dale Srochenski
- Reeve Jim Hipkin is Ex-Officio member of all Committees." **CARRIED****

Other 2016 Appointments:

531-15 Farago: "That the following individuals are appointed to represent the municipality as follows for the 2016 year:

- Weed Inspector* Councillor Al Szeles
- Deputy Weed Inspectors* Entire Council
- Agricultural Councillor* Councillor Al Szeles
- Regina Regional Opportunities Commission* Councillor Ian White
- E.M.O. Co-ordinator* Manager of Public Works, Leighton Watts
- Building Inspector* Professional Building Inspections, Inc.
- Assessor* Sheena Carrick
- Solicitor* Mike Morris (SARM)
- Auditor* Dudley & Company
- WUQWATR (Wascana Upper Qu'Appelle Watersheds Taking Resp.)* Reeve, Jim Hipkin
- Lumsden & District Heritage Home* Councillor Ian White
- Qu'Appelle South Weed Mgmt Area* Councillor Al Szeles
- Trans Canada Trail Representative* Councillor Cody Jordison
- Town of Lumsden Wastewater Treatment Committee* Councillor Kent Farago
- Pest Control Officer* Tyler Paslawski." **CARRIED**

2016 Agriculture Committee Appointment:

532-15 Szeles: "That we agree to re-appoint the following representatives to the Agriculture Committee for the 2016 year, subject to their acceptance:

- Doug Leonard* Division 1
- Bill Gilmour* Division 2
- Bruce Hipkin* Division 3
- Ed Pelzer* Division 4
- Mark Catley* Division 5
- Gordon Kistner* Division 6."

CARRIED

JRH

M-11

Deputy Reeve Appointment:

533-15 Farago: "That we appoint Councillor Kent Farago as the Deputy Reeve for the 2016 year."

CARRIED**Special Committees:**

534-15 Farago: "That the following Special Committees are appointed for the 2016 year, subject to their acceptance:

<i>District Board of Revision</i>	<i>Albert Molnar</i>
<i>District Board of Revision (member at large)</i>	<i>Bob Johnson</i>
<i>District Board of Revision Secretary</i>	<i>Dianne Romphf</i>
<i>RCMP Consultative Group</i>	<i>Councillors Ed Thorpe & Kent Farago</i>
<i>Lumsden & District Rec. Board</i>	<i>Councillor Ian White</i>
<i>Upper Qu'Appelle Watershed Rep</i>	<i>Reeve Jim Hipkin</i>
<i>Pilot Butte Mutual Aid Area Emergency Measures Control Committee</i>	<i>Reeve Jim Hipkin & Councillor Dale Srochenski</i>
<i>Library Board Representative</i>	<i>Councillor Cody Jordison</i>
<i>S.E. Regional Library Board Rep.</i>	<i>Councillor Cody Jordison."</i>

CARRIED**Pound Keeper Appointment:**

535-15 Szeles: "That we agree to appoint *Heartland Livestock* Moose Jaw, as pound keeper for all divisions, representing the municipality for the 2016 year, subject to their acceptance."

CARRIED**2016 Building Official Appointment:**

536-15 Farago: "That in accordance with the service agreement with Professional Building Inspections, Inc. the RM of Lumsden No. 189 hereby resolves that the RM issue or confirm Certificates of Appointment for the following Licensed Building Officials, all residents of the Province of Saskatchewan: Norman Kindred, Douglas Mulhall, William Hudema, David Kashmere, Walter Schroeder, David Kindred, and Grant Paulson."

CARRIED**NEW BUSINESS:****2016 Council Indemnity:**

537-15 Farago: "That we agree to the following Council Indemnity rate for the 2016 year:

- * \$200.00 per day for Councillors attending council meetings and public works supervision,
- * \$240.00 per day for the Reeve attending council meetings, public works supervision and for office supervision as provided in Section 82 of The Municipalities Act,
- * For all other meetings attended by the Reeve and Councillors on behalf of the municipality including "Special Ratepayer's Meetings" and other such meetings called by council from time to time and dealing with specific municipal programs the same rates shall apply; and
- * That a rate of 50 cents per kilometre be designated for reimbursement of all travel necessary for attendance of the aforementioned meetings and supervision.
- * That rooms be reimbursed only when meetings require an overnight stay
- * That meals be reimbursed when attending municipal business and regular or special Council meetings when the meeting time exceeds 5 hours
- * That the per day per diem be based on a meeting time period of exceeding 3 hours and meetings of 3 hours in length or less be considered a half day." **CARRIED**

2016 Regular Meetings:

538-15 Szeles: "That the regular meetings for the council of the Rural Municipality of Lumsden No. 189 be held on the second and fourth Thursday of each month commencing at 1:00pm, and 7:00pm respectively, with the exception of the following the following months where there will be only one meeting per month commencing at 1:00pm:

March 17, 2016 (due to SARM Convention)
 July 21, 2016
 August 18, 2016
 September 8, 2016."

CARRIED**SARM Fidelity Bond Self-Insurance Plan:**

539-15 Jordison: "That we agree to pay the annual premium of \$275.00 to the SARM Fidelity Bond Self-Insurance Plan for the 2016 year, which provides maximum protection of \$200,000 protection to the municipality from financial losses due to dishonest or fraudulent acts by their employees."

CARRIED

JRH


M-11

Notice of Intention – Municipal Heritage Property – Parcel A, Plan 102174836:

540-15 Jordison: "That we agree to serve the Notice of Intention to designate Parcel A Plan No. 102174836 in the SW ¼ 16-20-22-W2 as municipal heritage property referred to as the "Harold Gatenby Homestead" under The Heritage Property Act and authorize administration to proceed with the required advertisement and notice; and That we acknowledge receipt of the deposit in trust from family member Sheila Page to cover the expenses incurred from the heritage property designation." **CARRIED**

Crown Land Sale Program Policy – Application Processing:

541-15 Jordison: "That we agree to authorize the Division Councillor, in consultation with the Reeve, Manager of Public Works Manager and the Chief Administrative Officer to provide comments and/or approve any applications received for the purchase of agricultural land through the Crown Land Sale Program administered by the Ministry of Agriculture." **CARRIED**

Request for Tax Payment Refund – Investors Group:

542-15 Srochenski: "That we agree to refund a tax payment in the amount of \$3,300.85 to Investors Group Management Ltd. for the payment of taxes on land legally described as Parcels A, B & C in the SW Ptn 09-19-21-W2, Property No. 000309401-010 and owned by David & Cathie Harrison, as they claim the payment was made in error because they did not have an interest in the property, subject to the following:

- Receipt of a letter from Investors Group confirming the day they ceased to have an interest in the property and consultation with the property owner to confirm the information."

CARRIED

Inter-Municipal Road Maintenance Agreement - Town of Regina Beach:

543-15 Jordison: "That we authorize the Reeve and Chief Administrative Officer to sign the Inter-Municipal Road Maintenance Agreement with the Town of Regina Beach for the maintenance, any future upgrades and dust control of the road commonly referred to as the "Lagoon Haul Road" located on the W 10 & 3-21-22-W2 as amended for the period of January 1, 2016 to December 31, 2020." **CARRIED**

Development Application #2015-061 – Subdivision – Prud'homme – SE 05-20-19-W2:

544-15 Thorpe: "That we recommend approval to the Director of the Community Planning Branch of the Ministry of Government Relations for the subdivision application submitted by Denis Prud'homme to subdivide a first parcel out of land legally described as SE 05-20-19-W2, subject to the following:

- Signing of a servicing agreement, including the requirement to pay \$10,000 per parcel in off-site servicing fees."

CARRIED

Development Application #2015-068 – Subdivision - Eberts – NW 31-20-21-W2:

545-15 Jordison: "That we recommend approval to the Director of the Community Planning Branch of the Ministry of Government Relations for the subdivision application submitted by Eberts to subdivide a first parcel out of land legally described as NW 31-20-21-W2, subject to the following:

- Signing of a servicing agreement, including the requirement to pay \$10,000 per parcel in off-site servicing fees."

CARRIED

Development Application #2015-069 – Subdivision – Omoth/Ries – NE & SE 02-20-21-W2:

546-15 Srochenski: "That we recommend approval to the Director of the Community Planning Branch of the Ministry of Government Relations for the subdivision application submitted by Barbara and Kevin Omoth to subdivide 2 small parcels out of land legally described as NE & SE 02-19-21-W2 to correct a recent legal survey discovery that the residence owned by Omoth's is partially located on the adjacent landowner's property being the NE ¼ 2-20-21-W2 and owned by Cheryl Ries subject to the following:

- Proposed Parcels B and C are to be tied to the SE ¼ 2-20-21-W2."

CARRIED

Regina District Association of Rural Municipalities (RDARM) – Membership & AGM:

546-15 Szeles: "That we agree to renew our membership with the Regina District Association of Rural Municipalities (RDARM) at a cost of \$150.00 for the 2016 year; and That we authorize any interested councillors to attend the Annual Meeting to be held in Regina on January 7th and 8th, 2016 with expenses to be reimbursed by the municipality." **CARRIED**

JRH


Snow Plow Club Agreements:

547-15 Srochenski: "That we designate the following Snow Plow Clubs, their executive, operators, routes and miles as active clubs for the 2015/2016 year; and That we hereby authorize the Reeve and Chief Administrative Officer to sign the agreements on behalf of the municipality with the effective date to be the date of receipt in the municipal office."

DIV #	SNOW PLOW CLUB	MILEAGE	OPERATORS
1,2,5	NORTH TREGARVA SNOW PLOW CLUB	11.5	K. Dickson, N. Holt, D. Irvine, D. Thunberg, L. Weber, P. Miller, W. Oddie, B. Punga, D. Srochenski, W. Wirtz, K. Affleck, K. McGillivray
1	DWAYNE PEARCE SNOW PLOW CLUB	0.75	D. Pearce

CARRIED

BYLAWS:

Bylaw No. 17-2015 – Official Community Plan Amendment – 2nd Reading:

548-15 Srochenski: "That Bylaw No. 17-2015, being a bylaw to amend the Official Community Plan, be read a second time." **CARRIED**

Bylaw No. 17-2015 – Official Community Plan Amendment – Adoption:

549-15 White: "That Bylaw No. 17-2015, being a bylaw to amend the Official Community Plan, be adopted, signed and sealed." **CARRIED**

Bylaw No. 21-2015 – Bylaw to Prohibit Dogs Running at Large – 2nd Reading:

550-15 Jordison: "That Bylaw No. 21-2015, being a bylaw to prohibit dogs running at large, be read a second time." **CARRIED**

Bylaw No. 21-2015 – Bylaw to Prohibit Dogs Running at Large – Adoption:

551-15 Szeles: "That Bylaw No. 21-2015, being a bylaw to prohibit dogs running at large, be adopted, signed and sealed." **CARRIED**

In Camera Session:

552-15 White: "That we agree to go in-camera at 4:20 p.m. excluding staff." **CARRIED**

Reconvene:

553-15 Thorpe: "That we agree to reconvene the meeting at 6:41 p.m." **CARRIED**

Manager of Public Works Salary Grid Increase:

554-15 Srochenski: "That we agree to increase the Salary Grid for the Manager of Public Works 2.5% for the 2016 year." **CARRIED**

Sale – Sand Spreader Unit:

555-15 White: "That we authorize the sale of the 2002 Western Sand Spreader unit, via public offering." **CARRIED**

In Camera Session:

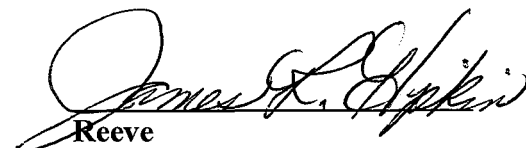
556-15 White: "That we agree to go in-camera at 7:15 p.m. excluding staff." **CARRIED**

Reconvene:

557-15 Szeles: "That we agree to reconvene the meeting at 7:45 p.m." **CARRIED**

Adjournment:

558-15 Thorpe: "That we adjourn the meeting at 7:54 p.m." **CARRIED**


Reeve


Chief Administrative Officer

M-11