

**R.M. OF LUMSDEN NO. 189
MINUTES OF THE REGULAR MEETING
HELD ON NOVEMBER 26, 2015**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on Thursday, November 26, 2015 at 7:01 p.m. with Reeve, Jim Hipkin presiding.

Present: Reeve: Jim Hipkin
Councillors: Cody Jordison (Left @ 11:00pm), Ian White (Left @ 7:10pm;
Returned @ 9:00pm), Dale Srochenski, Ed Thorpe
Chief Administrative Officer: Darcie Cooper
Asst. Administrator: Krystal Strong

Absent: Councillor: Al Szeles, Kent Farago

MINUTES:

469-15 Jordison: "That the minutes of the November 12, 2015 regular meeting be approved, as presented." **CARRIED**

COMMITTEE REPORTS & MINUTES:

Reeve Jim Hipkin reported on the Joint Administration Committee Meeting he attended on November 17, 2015.

Minutes:

470-15 Srochenski: "That the minutes of the November 17, 2015 Joint Administration Committee meeting be approved, as presented." **CARRIED**

Councillor Cody Jordison declared a pecuniary interest and left his chair at 7:04pm

Joint Administration Staff 2016 Salary Steps:

471-15 White: "That we agree with the recommendation of the Joint Administrative Committee and approve the following Joint Administration employee 2016 salary steps:

(Salary and Wage amounts below reflect the 2015 rates of the Salary grids)

Krystal Strong	Asst. Administrator	Step 9 to Step 10	(\$56,227 to 58,476) eff. Jul 1/16	
Joan Agopsowicz	Office Services Clerk	Step 11	(\$22.24/hr)	
Brenda Boos	Office Services Clerk	Step 11	(\$22.24/hr)	
Marla Lillejord	Office Services Clerk	Step 7 to Step 8	(20.95/hr to 21.27/hr) eff. May.1/16	
Jill Scriven	Office Services Clerk	Step 8 to Step 9	(\$21.27/hr to \$21.59) eff. Apr. 1/16	
Sheena Carrick	Finance Officer	Step 11	(\$80,203)." CARRIED	

Joint Administration Staff – Salary Grid Increase:

472-15 Srochenski: "That, in an effort to not have our salary grids fall behind the labour market, we agree with the recommendation of the Joint Administration Committee and approve a 2.5% increase to the 2015 Salary Grids for the 2016 year for the Joint Administration staff." **CARRIED**

Councillor Cody Jordison resumed his chair at 7:07pm

Grant Amounts – Landfill and Recycle:

473-15 White: "That we agree with the recommendation of the Joint Administration Committee and increase the annual Landfill grant to the Town of Lumsden from \$10,000.00 to \$11,000.00 for the 2016 year; and
That we increase the annual Recycle grant to the Town of Lumsden from \$9,360.00 to 10,000.00 for the 2016 year; and
That we agree to review the grant amounts on an annual basis." **CARRIED**

Councillor Ian White left his chair at 7:10pm

SAMEO Standards and Training Committee – SUMA/SARM Resolution Recommendations:

474-15 Srochenski: "WHEREAS the Saskatchewan Association of Municipal Enforcement Officers (SAMEO) Standards and Training Committee was formed in 2012 to address a number of emerging personnel and municipal needs and is made up of volunteers from other municipalities and associations including; SARM, SUMA, City of Regina, RM and Town of Lumsden, RM of St. Andrews and Town of Kyle; RM's of Grant & Aberdeen & Town of Vonda; RM of Moose Range; and

JRH

WHEREAS we understand that the respective councils/associations support their members in attendance of the meetings during respective municipal/association work hours and reimburse for travel expenses; and

WHEREAS we understand the Committee's goals and objectives include in a broad sense: standardization of Bylaw Enforcement in Saskatchewan; educate the Province, Municipalities and potential officers on the standards established; increase Bylaw Enforcement Officer's safety and quality; better the work environment for Bylaw Enforcement Officers; ensure Bylaw Enforcement Officers have the authority to meet the needs of municipalities; and

THEREFORE BE IT RESOLVED we agree with the recommendation of the Joint Administration Committee and recommend that SARM and SUMA take over this program as it benefits all municipalities but are being financially supported through provision of staff and travel expenses, by only a few municipalities." **CARRIED**

Councillor Cody Jordison declared a pecuniary interest and left his chair at 7:20pm

K. Strong – Sk Assoc. of Municipal Enforcement Officers (SAMEO) Standards & Training Committee Participation:

475-15 Thorpe: "That we agree with the recommendation of the Joint Administration Committee and authorize Krystal Strong to continue with her participation in the SAMEO (formerly known as SALIBO, Saskatchewan Association of License Inspectors and Bylaw Officials) Standards and Training Committee using municipal time to attend meetings of the special committee, with mileage to be reimbursed by the municipalities, up to a maximum of 7 days per year, until October 31, 2017." **CARRIED**

Councillor Cody Jordison resumed his chair at 7:22pm

FINANCIAL REPORTS:

Bank Reconciliation & Monthly Financial Statement:

476-15 Srochenski: "That we accept the Bank Reconciliation and Financial Statement for the period ending October 31, 2015, as presented by Chief Administrative Officer, Darcie Cooper." **CARRIED**

2008 Caterpillar 262c Skid Steer - Tender Bid Acceptance:

477-15 Srochenski: "That we accept the tender bid from Crown Shred & Recycling Inc. for the sale of the 2008 Caterpillar 262c Skid Steer in the amount of \$26,700.00." **CARRIED**

SARM Rental Equipment Insurance:

478-15 Srochenski: "That we agree to purchase SARM Rental Equipment Insurance at a premium cost of \$200.00 per year, providing the maximum insurance for equipment replacement rental in the amount of \$20,000.00." **CARRIED**

479-15 Thorpe: "That the Financial reports be accepted, as presented." **CARRIED**

OLD BUSINESS:

KMP Law – Wirtz Servicing Agreement:

480-15 Srochenski: "That we agree to send the letter received from KMP Law along with the relevant municipal information to Mike Morris, SARM Solicitor for his response to their concerns with sections of the Servicing Agreement entered into with Wayne and Brenda Wirtz for their subdivision on land legally described as LSD 2 SE ¼ 33-19-2-W2." **CARRIED**

CORRESPONDENCE:

481-15 Jordison: "That the attached list of correspondence and reports has been reviewed and the Chief Administrative Officer is authorized to file the same accordingly.

- A. Neuls – Ltr re: Complaint – Assessment Appeal Deadline and Tax Amount
- B. Water Security Agency – Rybchuk Surface Water Works NE 04-20-20-W2 – Update
- C. KMP Law – Ltr re: Wirtz Servicing Agreement SE 33-19-20-W2
- D. Min of Gov Relations – Bylaw 18-2015 Approval – Joint Growth Strategy
- E. Community Policing Report – RCMP Southey/Strasbourg Detachment
- F. Sask Labour Relations Board – Results of Vote on Collective Bargaining Agreement
- G. Min of Hwys & Infrastructure – Winter Weight Season Restriction Bulletin
- H. Min of Gov Relations – Municipal Boundary Alterations Process – Guidelines & Principles
- I. Canadian Federation of Independent Business – Best & Worst Tax Gaps in Sask RM's
- J. SaskWater – Buffalo Pound Yancoal Pipeline - Open House December 1, 2015 – Lumsden
- K. Min of Gov Relations – Bill 186 – Conflict of Interest Rules – Action Items for Municipalities
- L. Miscellaneous Publications." **CARRIED**

Councillor Cody Jordison declared a pecuniary interest and left the Council Chambers at 7:47 p.m.:

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M-11

ACCOUNTS TO BE APPROVED:

482-15 Srochenski: "That the list of accounts attached hereto and forming a part of these minutes and totalling **\$307,519.05** are hereby approved for payment by the Reeve and the Chief Administrative Officer."

CARRIED***Councillor Jordison resumed his council chair at 7:50 p.m.*****Recess:**

483-15 Thorpe: "That we agree to recess the meeting for the purpose of holding the required public hearing for the Official Community Plan Amendment Bylaw No. 17-2015 at 7:56 p.m."

CARRIED**Reconvene:**

484-15 Thorpe: "That we agree to reconvene the meeting at 8:30 p.m."

CARRIED**STAFF REPORTS:****Administrative Report:**

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

Develop Appeals Board Secretary Position:

485-15 Srochenski: "That we authorize administration to advertise in the Waterfront Press for the position of the Development Appeals Board Secretary."

CARRIED**Mapping Services – Associated Engineering:**

486-15 Srochenski: "That we agree to contract Associated Engineering to proceed with mapping services for the municipality at an estimated cost of \$3,500.00 for the first phase of the mapping, which would provide a map for public use; and
That we agree to contract Associated Engineering on an as needed basis for mapping updates."

CARRIED

487-15 Jordison: "That the Administrative report be accepted as presented."

CARRIED***Councillor Ian White resumed his chair at 9:00pm*****NEW BUSINESS:****2015 Christmas Party:**

488-15 Srochenski: "That, due to not enough tickets being sold for the Medieval Feast and the event being cancelled, we agree to participate with the Town of Lumsden in a Joint staff/Council Christmas Party on December 5th, 2015 at the Lumsden Curling Club; and
That we agree to hire Brian Martin to provide a sleigh ride for the Christmas Party and invite him to attend the supper."

CARRIED**2015 Employee Christmas Bonus:**

489-15 Thorpe: "That we approve a Christmas Bonus for the Public Works staff in the amount of \$100.00 and \$50.00 for the Joint Administrative staff as this cost is shared with the Town of Lumsden."

CARRIED**Saskatchewan 4-H Foundation – Request for Donation:**

490-15 Jordison: "That we agree to donate \$500.00 to the Saskatchewan 4-H Foundation with funds to be drawn out of the Agricultural budget."

CARRIED**Provincial Drainage – Water Management Conference – December 7, 2015:**

491-15 Srochenski: "That we authorize the Reeve Jim Hipkin, the Manager of Public Works, Leighton Watts and CAO Darcie Cooper to attend the Provincial Drainage – Water Management Conference hosted by the Wascana Upper Qu'Appelle Watersheds Taking Responsibility (WUQWATR) on December 7, 2015 in Earl Grey, with expenses to be reimbursed by the municipality."

CARRIED**Development Application #2015-064 – Subdivision - Colhoun – SE 21-19-21-W2:**

492-15 White: "That we recommend refusal to the Director of the Community Planning Branch of the Ministry of Government Relations for the subdivision application submitted by Norm & Laura Colhoun to subdivide a 2nd parcel out of land legally described as SE 21-19-21-W2, as it is located in the long term Urban growth area and would contravene the municipality's Official Community Plan, particularly Section 8.4 of the Joint Growth Strategy."

CARRIED

JRH

Development Application #2015-065 – Colhoun – Tie Code Removal - NE 01-20-21-W2:

493-15 Srochenski: "That we require the following information prior to making recommendations to the Director of the Community Planning Branch of the Ministry of Government Relations regarding the subdivision application submitted by Altus Geomatics on behalf of Norm and Laura Colhoun to remove a tie code for the purpose of creating a new residential yard site on land legally described as NE 01-20-21-W2, subject to the following outstanding issues being addressed:

- Submission of a favorable geotechnical report that proves there is a suitable building site that would meet the required setbacks of the municipality and the recommended setbacks of the CPR."

CARRIED

Snow Plow Club Agreements:

494-15 Thorpe: "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
5	KENNEL SOUTH SNOW PLOW CLUB	22	K. Small, E. Bateman, B. Hall, J. Davidson, T. Catley, M. Catley
5	COLINA SNOW PLOW CLUB	2.5	R. Waggoner
5	KENNEL CHURCH SNOW PLOW CLUB (B)	6.5	Jim Milliken Dave Milliken

CARRIED

Purchase – Mini Excavator:

495-15 White: "That we authorize the Manager of Public Works, Leighton Watts, to make the necessary lease to purchase arrangements with Redhead Equipment for the mini excavator with the understanding that the Excavator will be purchased in the 2016 budget."

CARRIED

Public Hearing Written Comments to Municipal Planner:

496-15 Srochenski: "That we agree to forward the comments received at the public hearing held this evening regarding the Official Community Plan Amendment Bylaw 6-2015, to our municipal planner, Jim Walters, for his review and comments."

CARRIED

In Camera Session:

497-15 White: "That we agree to go in-camera at 9:53 p.m. excluding staff and Councillor Cody Jordison."

CARRIED

Reconvene:

498-15 Thorpe: "That we agree to reconvene the meeting at 11:18 p.m."

CARRIED

Staff returned, Councillor Jordison had left at 11:00 p.m.

Rescind Resolution 94-15 - Manager of Public Works Reporting Policy:

499-15 White: "That we rescind resolution No. 94-15, resuming reporting procedures of the Manager of Public Works to the Chief Administrative Officer."

CARRIED

Bylaw No. 21-2015 – Bylaw to Prohibit Dogs Running at Large – 1st Reading:

500-15 Srochenski: "That Bylaw No. 21-2015, being a bylaw to prohibit dogs running at large, be read a first time."

CARRIED

Adjournment:

501-15 Thorpe: "That we adjourn the meeting at 11:26 p.m."

CARRIED


Reeve


Chief Administrative Officer