

**R.M. OF LUMSDEN NO. 189  
MINUTES OF THE REGULAR MEETING  
HELD ON JANUARY 14, 2016**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on Thursday, January 14, 2016 at 1:05 p.m.

**Present:** Reeve: Jim Hipkin  
Councillors: Cody Jordison, Ian White, Dale Srochenski,  
Al Szeles, Kent Farago (arrived at 1:10pm)  
Chief Administrative Officer: Darcie Cooper  
Asst. Administrator: Krystal Strong  
Financial Officer: Sheena Carrick (arrived at 1:26pm, left at 1:47pm)  
Manager of Public Works: Leighton Watts

**Absent:** Councillor: Ed Thorpe

**Agenda Acceptance:**

01-16 White: "That the agenda for the meeting be accepted as presented." **CARRIED**

**PUBLIC WORKS REPORT:**

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

*Councillor Kent Farago arrived at the meeting at 1:10 p.m.*

**Extended Warranty Purchase – Mini Excavator:**

02-16 Srochenski: "That we agree to purchase extended warranty (twenty-months) for the Mini Excavator, at a cost of \$2,100.00." **CARRIED**

03-06 White: "That the Public Works report be accepted as presented." **CARRIED**

**MINUTES:**

04-16 Jordison: "That the minutes of the December 10, 2015 regular meeting be approved, as presented." **CARRIED**

**COMMITTEE REPORTS & MINUTES:**

Councillor Al Szeles and Reeve Jim Hipkin reported on the Regina District Association of Rural Municipalities (RDARM) annual meeting they attended on January 7<sup>th</sup> and 8<sup>th</sup> in Regina.

05-16 Srochenski: "That the report on the RDARM meeting be accepted, as presented." **CARRIED**

*Financial Officer, Sheena Carrick arrived at the meeting at 1:26pm*

**FINANCIAL REPORTS:**

Financial Officer, Sheena Carrick, provided a written report on the 2015 budget transfers to and from various reserves to fund projects.

**Reserve Establishment & Transfer - Wascana Creek Rechanneling:**

06-16 Farago: "That we agree to establish a reserve for the Wascana Creek Rechanneling project; and  
That we authorize administration to transfer the 2015 budgeted unspent amount of \$69,090.00 into the Wascana Creek Rechanneling reserve." **CARRIED**

**Reserve Transfer – Graf Bridge Replacement Project:**

07-16 Srochenski: "That we authorize administration to transfer the balance of the funds that were budgeted but unspent for the Graf bridge replacement project located in the SE 5-20-20-W2, estimated to be \$48,817.00 into the Infrastructure Renewal Reserve to be utilized for the completion of the project next year." **CARRIED**

**Bank Reconciliation & Monthly Financial Statement:**

08-16 White: "That we accept the Bank Reconciliation and Monthly Financial Statement the period ending November 30, 2015, as presented by Finance Officer, Sheena Carrick." **CARRIED**

09-16 Farago: "That Financial Officer, Sheena Carrick's report be accepted, as presented." **CARRIED**

**CORRESPONDENCE:**

- 10-16 Srochenski: "That the attached list of correspondence and reports has been reviewed and the Chief Administrative Officer is authorized to file the same accordingly.
- A. Lumsden & District Heritage Home – Regular Meeting Minutes – November 23, 2015
  - B. RM of Longlaketon – Ltr. re: Lumsden & Area Weed Management Area Committee Appt.-Slough
  - C. SAMA – Ltr. re: 2015 Audit Primary Report
  - D. Sask 4-H Foundation – Ltr re: Thank you for Support
  - E. Sask Municipal Board – Ltr. re: Appeal DAB Decision – Whitbread – Zoning Compliance Order
  - F. Development Appeals Board – Notice of Appeal Hearing – Jan. 15, 2016 - Ludwig – SE 19-20-20-W2
  - G. Water Security Agency – Ltr. re: Rybchuk Surface Water Work Approved – NE 04-20-20-W2
  - H. SMHI – Ltr. re: Remuneration for Hail Roll
  - I. Min of Gov Relations - Certificate of Approval – Mitschke – NW 3-20-21-W2 – Road Right of Way
  - J. Min of Gov Relations – Certificate of Approval – Langmaier – SW 26-19-19-W2 – Subd.
  - K. Min of Gov Relations - Notice of Decision – Proposed Res. Subd. SE 21-19-21-W2
  - L. Min of Gov Relations – Notice of Decision – Proposed Res. Subd. NE 1-20-21-W2
  - M. Lumsden Valley Community Assoc. – Ltr of thanks re: cash in lieu increase & opportunity to comment at recent OCP Amendment hearing
  - N. WCB – Ltr. re: 2016 Premium Rates
  - O. Stenroos – Email re: iHunter App – Request for RM pdf map and distribution rights
  - P. SARM – Ltr. re: 2016 Fee changes
  - Q. SARM – Email re: Call for Nominations – 2016 Lieutenant Governor's Award
  - R. SARM – Policy Bulletins – December 2015 & January 2016
  - S. SARM – Annual Convention Resolution Deadline – February 14, 2016
  - T. SARM – Email re: Signage on hold for Civic Addressing Update
  - U. TransCanada – Ltr re: Thank you for Support
  - V. Town of Lumsden – Ltr re: Use of Town Facilities for Municipal Business
  - W. Town of Lumsden – Ltr re: Colhoun Subd App. – SE 21-19-21-W2 – Refusal to Community Planning
  - X. Hudson Bay Route Association – Ltr. re: Request for 2016 membership
  - Y. Miscellaneous Publications."

**CARRIED****Hudson Bay Route Association – 2016 Membership:**

- 11-16 Szeles: "That, due to the Hudson Bay Route Association being the front-line in support of the Churchill Transportation Corridor to make municipalities transportation concerns heard at the national level and the benefit of their efforts in promoting awareness of the need for continued and increased use of the Hudson Bay Route and the Port of Churchill; and That shipment of freight through the Port of Churchill alleviates the constraints of moving all freight through either West or East coast ports, and the practical benefit of this to our ratepayers, we agree to become members for the 2016 year and purchase a membership at a cost of \$300.00."

**CARRIED*****Councillor Cody Jordison declared a financial interest and left the Council Chambers at 2:17 p.m.*****ACCOUNTS TO BE APPROVED:**

- 12-16 White: "That the 2015 and 2016 list of accounts attached hereto and forming a part of these minutes and totalling **\$261,151.92** for 2015 and **\$23,850.64** for 2016 are hereby approved for payment by the Reeve and the Chief Administrative Officer."

**CARRIED*****Councillor Jordison resumed his council chair at 2:19 p.m.*****STAFF REPORTS:****Administrative Report:**

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

**Overtime Pay out – Manager Public Works:**

- 13-16 White: "That we authorize administration to pay out 120 Hours of accumulated overtime to Manager of Public Works, Leighton Watts."

**CARRIED****Local Development Appeals Board Hearing – Crosby Hanna Representation:**

- 14-16 Srochenski: "That we authorize Tim Steuart with Crosby Hanna & Associates to represent the municipality at the Local Development Appeals Board hearing for the appeal launched by Lyle & Cathy Ludwig on the Zoning Enforcement order issued by the municipality for land legally described as Parcel C, Plan 97R28274 Ext. 1 located in the SE Ptn. 19-20-20-W2."

**CARRIED****SARM Resolution – Protective Services - Development Levy and Servicing Fee:**

- 15-16 Farago: "That we authorize administration to prepare a resolution for council's consideration, for submission at the 2016 SARM Annual Convention regarding inclusion of protective service capital costs in the calculation of servicing agreement fees and development levies in The Planning and Development Act, 2007."

**CARRIED**

**Crosby Hanna - SARM Resolution Drafting Assistance:**

16-16 Farago: "That we authorize administration to work with Crosby Hanna & Associates to prepare the draft resolution for the SARM Annual Convention regarding lobbying for change to Section 172 of *The Planning and Development Act, 2007*, particularly in the establishment of servicing fees for subdivisions and the decisions being made by the Saskatchewan Municipal Board."

**CARRIED****Council Procedural Bylaw:**

Chief Administrative Officer, Darcie Cooper provided a written report on changes to the Council Procedural Bylaw, pursuant to Section 81.1 of Bill 186, *The Municipal Conflict Amendment Act*.

17-16 Srochenski: "That we authorize administration to amend the following sections of the draft Council procedure bylaw:

- Order of business for meetings, move Reeve and Councillors forum to just preceding adjournment
- Public hearing section, provide for Administration recommendations before council decision and after submissions are received from the public
- Communications – leave in provision to consult Reeve regarding communications that don't meet criteria
- Delegations – leave in provision to refuse a delegation request if council has already heard the matter
- Conduct at Council Meetings – Reeve, remove the provision that allows for the Reeve to make motions."

**CARRIED****OLD BUSINESS:****Saskatchewan Association of Rural Municipalities – Elected & Appointed Officials Group****Benefits Coverage:**

18-16 Srochenski: "That we agree to purchase the Saskatchewan Association of Rural Municipalities (SARM) Elected and Appointed Officials Group Benefit Coverage at a premium cost of \$800.00 for the 2016 year."

**CARRIED****NEW BUSINESS:****SARM - Group Life Insurance - CAO:**

19-16 Farago: "That we agree to pay the premium for the Group Life Insurance from the Saskatchewan Association of Rural Municipalities for Chief Administrative Officer, Darcie Cooper for the 2016 year, as purchase of this insurance is mandatory."

**CARRIED****SARM - Excess Liability Insurance:**

20-16 Szeles: "That we agree to purchase an additional \$2 million in Excess Liability Insurance with SARM at a rate of \$853.00, for a total of \$5 million excess liability coverage for the municipality."

**CARRIED****Saskatchewan Association of Rural Municipalities (SARM) - Membership:**

21-16 Farago: "That we agree to purchase the SARM membership for the 2016 year in the amount of \$3,694.93."

**CARRIED****Rural Municipal Administrators' Association (RMAA) - Membership Fees:**

22-16 Farago: "That we approve the payment of 2016 regular membership fees to the Rural Municipal Administrators' Association of Saskatchewan for Chief Administrative Officer, Darcie Cooper; and

That we approve the payment of 2016 associate membership fees to the Rural Municipal Administrators' Association of Saskatchewan for Assistant Administrator, Krystal Strong."

**CARRIED****Federation of Canadian Municipalities (FCM) - Membership:**

23-16 Farago: "That we agree to purchase a membership with the Federation of Canadian Municipalities for the 2016 year in the amount of \$392.08."

**CARRIED**

*Councillor A Szeles declared a conflict of interest citing the reason being that he is a board member of the South Central Transportation Planning Committee and left the Council Chambers at 4:25 p.m.*

**South Central Transportation Planning Committee 2016 Membership:**

24-16 Farago: "That we agree to renew our membership to the South Central Transportation Planning Committee at a cost of \$600.00 for the 2016 year."

**CARRIED**

*Councillor Szeles resumed his council chair at 4:26 p.m.*

**Chief Administrative Officer – Salary:**

M-11

25-16 White: "That we acknowledge the following Joint Administration employee 2016 salary, reflecting no step increase over the 2015 year:

Darcie Cooper Chief Administrative Officer Step 5 (\$95,019/yr.)" **CARRIED**

**Audit Planning and Engagement Letters and Bank Confirmation:**

26-16 Farago: "That we acknowledge and sign the Audit Planning and Engagement Letters and the Bank Confirmation as prepared by Dudley & Company, for the 2016 audit services."

**CARRIED**

**Regina Humane Society – Impoundment Services:**

27-16 Srochenski: "That we authorize the Reeve and the Chief Administrative Officer to enter into the agreement with the Regina Humane Society for impoundment services for the 2016 year."

**CARRIED**

**WUQWATR - Qu'Appelle Strategic Weed Management Area Program:**

28-16 Szeles: "That we agree to participate in the Qu'Appelle Strategic Weed Management Area Program, delivered by the Wascana Upper Qu'Appelle Watershed Association Taking Responsibility (WUQWATR) for the 2016 year and support the hiring of a summer student to be cost shared with other participating municipalities." **CARRIED**

**Snow Plow Club Agreements:**

29-16 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
6	WEST END VALLEY SNOW PLOW CLUB	2.5	A. Huculak, R. Teed, D. Willoughby
1	FOXLEIGH SNOW PLOW CLUB	15	Brian Lowe Reed Andrew Al Szeles Mike Cook
5	CRAVEN SOUTH SNOW PLOW CLUB	8.5	John Langford Shawn Hansen

**CARRIED**

**Snow Plow Club Agreement – 2014/15 Season:**

30-16 Szeles: "That we agree to accept the late snow plow club agreement from the Foxleigh Snow Plow Club, and designate their executive, operators, routes and miles as an active club for the 2014/2015 year; and  
That we authorize the grant payment at 50% of the eligible amount: and  
That we hereby authorize the Reeve and Chief Administrative Officer to sign the agreement on behalf of the municipality."

**CARRIED**

**Amend Resolution #512-15 - Boot & Glove Allowance for Public Works Employees:**

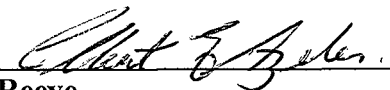
31-16 Srochenski: "That we agree to amend resolution #512-15 by adding the words 'CSA Approved Safety' before the word 'boots'."

**CARRIED**

**Adjournment:**

32-16 Farago: "That we adjourn the meeting at 5:01 p.m."

**CARRIED**

  
Reeve

  
Chief Administrative Officer