



RURAL MUNICIPALITY OF
L U M S D E N
NO. 189

**Regular Council Meeting Minutes
January 12, 2017**

Call To Order

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on Thursday, January 12 2017 at 1:03p.m. with Reeve Kent Farago presiding.

Present:

Reeve: Kent Farago
Councillors: Jeremy Andrew, Charlene Richmond (arrived @1:11pm), Ian White, Ed Thorpe, John Langford, Cody Jordison (arrived 3:08pm)

Chief Administrative

Officer: Darcie Cooper
Finance Officer: Sheena Carrick
Assistant Administrator: Krystal Strong
Manager of Public Works: Leighton Watts

Additions to Agenda

Resolution No. Councillor Jordison - Resignation from Library Boards
2017-001 **Moved by:** Councillor White

"That we agree to add the following item to the agenda under New Business:
- Councillor Jordison resignation from Library Board and Regional Library Board."

CARRIED UNANIMOUSLY

Resolution No. Approval of Agenda
2017-002 **Moved by:** Councillor Thorpe

"That we approve the agenda as amended."

CARRIED

Councillor Charlene Richmond arrived at the meeting at 1:11pm

Declaration of Elected Official - Division 2 Councillor

Newly elected Division 2 Councillor, Charlene Richmond declared her affirmation of elected official in front of members of council before commencing her elected official duties.

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

Resolution No. Public Works Report
2017-003 **Moved by:** Councillor Langford

"That we approve the Manager of Public Works report as presented."

CARRIED

Resolution No. Land Sale Agreement - Seven Bridges Road Realignment - Kovatch
2017-004 **Moved by:** Councillor Andrew

"That we approve of the land sale agreement entered into with Christopher Kovatch for the purchase of a portion of land legally described as SE 1/4 18-19-21-W2 Ext. 1 (ISC Parcel No. 110607612) consisting of 0.706 acres for the Seven Bridges Road realignment project at a cost of \$2,252.99." **CARRIED**

Financial Reports

Finance Officer, Sheena Carrick, provided a written report on the 2017 Assessment Revaluation and the impact of the change in the Provincial Percentages of Value.

Resolution No. Authorization of Cheques and Approval Controls
2017-005 **Moved by:** Councillor White

"That, in an effort to create efficiencies in process, we agree with the recommendations presented by Finance Officer, Sheena Carrick in consultation with our auditors, Dudley and Company, we authorize

KF
JC

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administration to prepare a bylaw to consolidate and amend Bylaws 1-1990 and 2-2005 providing for the following:

- Cheque/Electronic Fund Signing authority - provide for two of any of the following individuals, in succession:
 - Chief Administrative Officer
 - Finance Officer
 - Reeve
 - Deputy Reeve; and
- That we allow a provision for the Chief Administrative Officer to authorize payment of additional expenses, outside of a council meeting, that are either provided for within the annual budget or of an emergent nature and it is deemed to be a benefit to the municipality to do so, up to a maximum of \$5,000.00; and

That our invoice approval procedures change from the Reeve/Deputy Reeve signing every invoice, to authorize an employee, who is not involved in the preparation of cheques, to initial the physical invoice indicating their review and approval."

CARRIED

Resolution No. Finance Officers Reports
2017-006 **Moved by:** Councillor Langford

"That the Finance Officer's reports be accepted as presented."

CARRIED

Minutes

Resolution No. Minutes of December 15, 2016 Regular Meeting
2017-007 **Moved by:** Councillor Langford

"That the minutes of the December 15, 2016 regular meeting be approved, as amended."

CARRIED

Communications

Resolution No. Federation of Canadian Municipalities - Canada 150 - Identification of Community Leaders
2017-008 **Moved by:** Councillor Richmond

"That we authorize administration to send the nomination of Reeve Kent Farago to the Federation of Canadian Municipalities for Community Leader for the Canada 150."

CARRIED

Resolution No. Approval of Communications
2017-009 **Moved by:** Councillor Richmond

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- a) Deer Valley Organized Hamlet-Minutes of December 6, 2016 Meeting
- b) Workers Compensation Board-2017 Premium Rate Notice and Cert. of Achievement
- c) Water Security Agency-Channel Clearing Assistance Suspended
- d) Saskatchewan Assessment Management Agency-2017 Revaluation Information Sheets
- e) South Shore First Responders-Minutes of November 30, 2016 Meeting and 2017 Budget
- f) SARM-Invasive Plant Control Program Claim Approval
- g) Federation of Canadian Municipalities-Canada 150 Recruitment Toolkit
- h) Note of Thanks from Brenda Boos
- i) Miscellaneous."

CARRIED

Reports of Committees

Councillors White and Andrew, Reeve Farago and Manager of Public Works, Leighton Watts provided a verbal report on the Regina District Association of Rural Municipalities (RDARM) meeting they attended on January 5 and 6, 2017 in Regina.

Resolution No. Regina District Association of Rural Municipalities Annual Meeting Report
2017-010 **Moved by:** Councillor Thorpe

"That the RDARM meeting reports be accepted as presented."

CARRIED

Reports of Administration

Chief Administrative Officer, Darcie Cooper provided reports and various administrative matters.

M-11

Resolution No. List of Accounts

2017-011 **Moved by:** Councillor Thorpe

"That the list of accounts attached hereto and forming a part of these minutes and totalling \$322,186.08 are hereby approved for payment by the Reeve and the Chief Administrative Officer." **CARRIED**

Resolution No. Nature Conservancy of Canada - Land Appraisal Calculation - Road Allowance Purchase

2017-012 **Moved by:** Councillor Andrew

"That we agree to consider the Nature Conservancy of Canada's third party methodology for land appraisal for the purchase price of an undeveloped road allowance through their land legally described as SW 12-21-22-W2." **CARRIED**

Resolution No. Farm Building - Development Permit Zoning Bylaw Amendment

2017-013 **Moved by:** Councillor White

"That we authorize administration to prepare a bylaw to amend Zoning Bylaw No. 7-2012 to require all farm buildings exceeding 500 ft² in size to obtain a Development Permit." **CARRIED**

Resolution No. SARM - Carbon Tax Letter to Prime Minister

2017-014 **Moved by:** Councillor Thorpe

"That we agree to send the letter prepared by the Saskatchewan Association of Rural Municipalities (SARM) to Prime Minister Justin Trudeau, supporting the position of the Government of Saskatchewan and SARM, opposing the National Carbon Tax." **CARRIED**

Councillor Jordison assumed his chair at 3:08 pm

Resolution No. Tax Certificate Fee Bylaw - Increase Fees

2017-015 **Moved by:** Councillor Langford

"That we authorize administration to prepare a bylaw to increase the fees noted Bylaw 01-2001 for the cost of tax and assessment information to non-owners from \$10.00 to \$15.00." **CARRIED**

Resolution No. Emergency Measures Coordinator position

2017-016 **Moved by:** Councillor Jordison

"That we authorize administration to advertise in the Waterfront Press and the municipal website for the volunteer position of EMO Coordinator until the position has been filled." **CARRIED**

Resolution No. Approve Administration Report

2017-017 **Moved by:** Councillor Langford

"That we approve the Chief Administrative Officers reports as presented." **CARRIED**

Appointments

Resolution No. Development Appeals Board - Re-Appoint Froc and Pelzer - 2 Year Term

2017-018 **Moved by:** Councillor Thorpe

"That we agree to re-appoint Gene Froc and Ed Pelzer to the Development Appeals Board for a 2 year term ending December 31, 2018, subject to their acceptance." **CARRIED**

Unfinished Business

Resolution No. Dev. App. #2016-059 - Proposed Ag Subd. - NW 29-19-21-W2

2017-019 **Moved by:** Councillor Andrew

"That we agree with the recommendation of our Planner, Jim Walters with Crosby Hanna and recommend refusal of the subdivision application submitted by Continental Developments and 0697110 BC Ltd. for an agricultural subdivision of two parcels located on the NW 29-19-21-W2 to the Director of the Community Planning Branch of the Ministry of Government Relations as the proposal does not comply with the municipality's Official Community Plan (OCP) Bylaw No. 6-2012 and the Zoning Bylaw No. 7-2012, specifically OCP Subsection 3.4.3 (8) Agricultural subdivision policy." **CARRIED**

New Business

Resolution No. Public Works Salary Grid Increase

2017-020 **Moved by:** Councillor White

"That we agree to increase the Public Works Salary Grids by 2% for the 2017 year." **CARRIED**

Resolution No. 2017 Public Works Salary Step Recommendations
2017-021 **Moved by:** Councillor Jordison

"That we agree to set the following Salary Steps for the Public Works Employees for the 2017 year
(wage rates indicated below are based on 2016 Salary Grid):

Bell, Jaden - Equipment Operator - Increase from Step 3 (\$21.20/hr) - Step 4 (\$22.58/hr)
Cooper, Brian - Heavy Equipment Operator - Step 5 (\$28.50/hr)
Glass, Rodney - Equipment Operator - Step 5 (\$24.00/hr)
Nicholson, David - Heavy Equipment Operator - Step 5 (\$28.50/hr)
Walters, Randy - Heavy Equipment Operator - Step 5 (\$28.50/hr)
Haynes, Scott - Year Round Heavy Equipment Operator - Step 5 (\$28.50/hr - annualized salary of \$68,172/yr)
Watts, Leighton - Manager of Public Works - Increase from Step 6 (74,505/yr) to Step 7 (\$77,671/yr) eff. May 1/17." **CARRIED**

Amended
Res. #
2017-039

Resolution No. SARM - Group Life Insurance for CAO
2017-022 **Moved by:** Councillor White

"That we agree to purchase Saskatchewan Association of Rural Municipalities' Group Life Insurance for Chief Administrative Officer, Darcie Cooper for the 2017 year in the amount of \$102.63." **CARRIED**

Resolution No. Rural Municipal Administrators Association - Memberships
2017-023 **Moved by:** Councillor Andrew

"That we approve the payment of 2017 regular membership fee in the amount of \$425.00 to the Rural Municipal Administrators' Association of Saskatchewan for Chief Administrative Officer, Darcie Cooper; and
That we approve the payment of 2017 associate membership fee in the amount of \$125.00 to the Rural Municipal Administrators' Association of Saskatchewan for Assistant Administrator, Krystal Strong." **CARRIED**

Resolution No. SARM - 2017 Membership Fees
2017-024 **Moved by:** Councillor Jordison

"That we agree to renew the SARM membership for the 2017 year in the amount of \$3,645.01 plus GST." **CARRIED**

Resolution No. 2017 SARM Fidelity Bond Self Insurance
2017-025 **Moved by:** Councillor Jordison

"That we agree to pay the annual premium of \$300.00 to SARM for Fidelity Bond Self-Insurance Plan for the 2017 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**

Resolution No. Federation of Canadian Municipalities - 2017/2018 Membership
2017-026 **Moved by:** Councillor Jordison

"That we agree to renew our membership with the Federation of Canadian Municipalities for the 2017/2018 year in the amount of \$402.21 plus GST." **CARRIED**

Resolution No. Hudson Bay Route Association - 2017 Membership
2017-027 **Moved by:** Councillor Jordison

"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 renew our membership for the 2017 year at a cost of \$300.00." **CARRIED**

Resolution No. Southeast College - Municipal Management Essentials Course
2017-028 **Moved by:** Councillor Richmond

"That we authorize Chief Administrative Officer, Darcie Cooper, to attend the Basic Business Law course offered by Southeast College, in partnership with SARM and SUMA, on February 27th and 28th in Swift

DC KF

Current at a cost of \$425.00, with expenses to be reimbursed by the municipality and cost shared with the Town of Lumsden." **CARRIED**

Councillor Jeremy Andrew declared a financial conflict of interest and left his chair at 3:37pm

Resolution No. 2017-029 R and J Farms - 2016 Tax Abatement - 293(2)(e) Exemption - SW 28-19-19-W2
Moved by: Councillor White

"In accordance with Clause 293(2)(e) of *The Municipalities Act* and the affidavit received from Jeremy Andrew, we agree to abate the 2016 taxes as detailed below on land legally described as SW 28-19-19 W2 and owned by R and J Farms for the residence occupied by Jeremy Andrew:

Municipal	\$1,401.12	School	\$931.30	Total	\$2,332.42."	CARRIED
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Resolution No. 2017-030 R and J Farms - 2016 Tax Abatement - Vacant Residence
Moved by: Councillor Langford

"In accordance with Clause 293(2)(a) of *The Municipalities Act*, we agree to abate the 2016 taxes for the portion of the year that the residence was vacant (June 30 - December 31, 2016), as detailed below on land legally described as SW 28-19-19 W2 and owned by R and J Farms:

Municipal	\$705.75	School	\$242.64	Total	\$948.39."	CARRIED
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Councillor Jeremy Andrew resumed his chair at 3:41 pm

Resolution No. 2017-031 Erosion Control Application Request Parcel Y, NE 14-20-21-W2
Moved by: Councillor Langford

"That we agree with James Rollins request to include a portion of the municipal road allowance in his erosion control application he is working on with Wascana Upper Qu'Appelle Watershed Authority Taking Responsibility (WUQWATR) to install erosion control along the north bank of the Qu'Appelle River between Russell Hill Road Bridge and the CPR Railroad bridge in an effort to reduce further erosion and protect his property on land legally described as Parcel Y, NE 14-20-21-W2 ; and That we are not in a position to make any monetary commitment to the project until such time as a plan and final costs are submitted for consideration." **CARRIED**

Resolution No. 2017-032 Bylaw 01-2017 Code of Ethics Bylaw - 1st reading
Moved by: Councillor Langford

"That Bylaw No. 01-2017, being the Code of Ethics Bylaw, be read a first time." **CARRIED**

Resolution No. 2017-033 Snow Plow Club Agreement
Moved by: Councillor Langford

"That we approve the following snow plow club agreements for the 2016-2017 season:

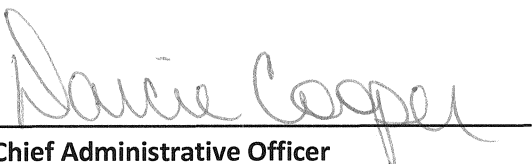
DIV #	SNOW PLOW CLUB	MILEAGE	OPERATORS	
6	WEST END VALLEY SNOW PLOW CLUB	2.5	A. Hucaluk, R. Teed, D. Willoughby	
1	FOXLEIGH SNOW PLOW CLUB	13	R. Andrew."	CARRIED

Resolution No. 2017-034 Adjournment
Moved by: Councillor Thorpe

"That we adjourn the meeting at 4:21pm." **CARRIED**



 Reeve



 Chief Administrative Officer