

**R.M. OF LUMSDEN NO. 189  
MINUTES OF THE REGULAR MEETING  
HELD ON NOVEMBER 28<sup>th</sup>, 2013**

The Lumsden Rural Municipal Council convened their meeting in the Council Chambers of the R.M. Office, on Thursday, November 28<sup>th</sup>, 2013 at 7:06 p.m. with Reeve, Jim Hipkin presiding.

**Present:** Reeve: Jim Hipkin  
Councillors: Jim Atcheson, Ian White, Dale Srochenski, Kent Farago, Al Szeles  
Chief Administrative Officer: Darcie Cooper  
Asst. Administrator: Krystal Strong

**Absent:** Councillor: Tom Harrison

**MINUTES:**

446-13 White: "That the minutes for the Curtis rezoning public hearing held on November 14, 2013, be approved as circulated." **CARRIED**

**MINUTES:**

447-13 Szeles: "That the minutes for the Kathuria rezoning public hearing held on November 14, 2013, be approved as circulated." **CARRIED**

**MINUTES:**

448-13 Atcheson: "That the minutes of the regular meeting held on November 14, 2013, be approved as circulated." **CARRIED**

**COMMITTEE REPORTS & MINUTES:**

Councillor Jim Atcheson provided a verbal report on the Employee Committee meeting he attended on October 29, 2013 as well as the public works staff year end interviews he attended on October 31, 2013.

**Minutes:**

449-13 Farago: "That the minutes of the Employee Committee meeting held on October 29, 2013, be approved as circulated." **CARRIED**

**Minutes:**

450-13 Atcheson: "That the minutes of the Joint Administration Committee meeting held on November 19, 2013, be approved as circulated." **CARRIED**

**DELEGATION:**

8:45pm Neil Cromarty appeared before council to discuss concerns regarding the discretionary use application for a winery to be located on land legally described as Parcel B located in Ptn. SW 3-19-21-W2 submitted by Dean & Sylvia Kreutzer.

Dean Kreutzer, member of the audience, was asked by council if he wished to make any comments. Dean provided comments to council regarding his proposed winery for the land indicated above.

**CORRESPONDENCE:**

451-13 Szeles: "That the attached list of correspondence and reports has been reviewed and the Chief Administrative Officer is authorized to file the same accordingly.

- A. Gov of SK – Ltr re: ZB Amend Approval Bylaw 14-2013 - Wirtz
- B. WSA – Ltr re: Rybchuk Surface Water Complaint
- C. Community Planning - Cert of Approval – Clark – NW 10-20-20-W2
- D. Community Planning – Cert of Approval – Gejdos – NE 26-19-22-W2
- E. Min's of Ag & Env – Ltr re: Prov Lands Act update postponed
- F. Commissionaires – Email re: Bylaw services additional information
- G. Town of Lumsden – Ltr re: Joint Public Utility Board
- H. Miscellaneous Publications."

**CARRIED**

**Accounts to be Approved:**

452-13 Szeles: "That the list of accounts attached hereto and forming a part of these minutes and totalling **\$19,157.88**, is hereby approved for payment by the Reeve and the Chief Administrative Officer." **CARRIED**

JRH

**Bank Reconciliation:**

453-13 Srochenski: "That we accept the Bank Reconciliation for the period ending October 31<sup>st</sup>, 2013, as presented by CAO, Darcie Cooper." **CARRIED**

**Financial Statement:**

454-13 Atcheson: "That we accept the Financial Statement for the period ending October 31<sup>st</sup>, 2013, as presented by CAO, Darcie Cooper." **CARRIED**

**STAFF REPORT:****Administrative Report:**

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

455-13 Srochenski: "That the CAO's report be accepted as presented." **CARRIED**

**OLD BUSINESS:****Dev. App. # 2013-037 – Subdivision – Wirtz – SE Ptn. 33-19-20-W2:**

456-13 Farago: "That we agree to recommend approval to the Director of the Community Planning Branch of the Ministry of Government Relations for the subdivision application submitted by Wayne Wirtz to subdivide seven parcels from land legally described as LS 2 SE Ptn. 33-19-20-W2, subject to the following:

- A servicing agreement be signed with the municipality, including the requirement to pay the off-site servicing fee, currently established at \$10,000.00 per parcel;
- A road development agreement to be signed with the municipality to upgrade the portion of the grid road known as "Binnie Road" to Main Farm Access standards to access the proposed subdivision area;
- Cash in lieu of Municipal Reserve land dedication be accepted, if required by the Community planning branch of the Ministry of Government Relations."

**CARRIED**

**Dev. App. #2013-018 – Winery – Kreutzer – SE Ptn. 03-19-21-W2:**

457-13 Farago: "That we agree to forward development application #2013-018, submitted by Dean Kreutzer, for a winery on land legally described as SE Ptn. 03-19-21-W2, to the municipal planner, Jim Walters, for his review and recommendations." **CARRIED**

**NEW BUSINESS:****Rescind Resolution #435-13 – Tax Abatement - Deck:**

458-13 Atcheson: "That, due to an administration error, we agree to rescind resolution #435-13 regarding a tax abatement for Brian & Denise Deck for land legally described as Parcel E, Plan 94R62305 located in Ptn. SE 04-20-21-W2." **CARRIED**

**Part Time Office Services Clerk:**

459-13 Farago: "That we agree with the recommendation of the Joint Administration Committee and keep Brenda Boos on as Part time office services clerk, due to the increasing workload of the staff and the assistance she can provide in archiving records, filing and support to other staff members while on holidays, days off and in the areas of building permits and accounts payable; and

That her employment be based on 2 days per week at an estimated cost of \$16,500/year to be shared by the RM and Town in accordance with the Joint Administration Agreement." **CARRIED**

**Salary Grid Increase:**

460-13 Srochenski: "That we agree with the recommendation of the Joint Administration Committee and approve a 3.9% increase to the 2013 Salary Grids for the 2014 year for Joint Administration staff due to the following background information:

- Consumer Price Index for Regina is 1.8%
- Urban Municipal Administrator's Association's recommendation 3.4%
- Rural Municipal Administrator's Association's recommendation 6.5% (flat rate increase of \$3,000 per certificate averages about 6.5%); and

That the averages of the above rates were used in determining the 3.9% Salary Grid increase; and

That the 2013 Manager of Public Works Salary grid be increased by 3.9% for the 2014 year." **CARRIED**

**Employee Salary Steps:**

461-13 Srochenski: "That in consideration of the employee performance evaluations completed by the Chief Administrative Officer and as recommended by the Joint Administration

JRH

Committee, we approve the following employee 2014 salary steps:

(Salary and Wage amounts below reflect the 2013 rates of the Salary grids)

Krystal Strong	Asst. Administrator	Step 4 to Step 5	(\$43,058 to \$44,781) eff. Jan.1/14
		Step5 to Step 6	(\$44,781 to 46,572) eff. Jul 1/14(AnnDate)
Joan Agopsowicz	Office Services Clerk	Step 11	(\$20.72/hr)
Marla Lillejord	Office Services Clerk	Step 4 to Step 5	(\$18.13/hr to \$18.58/hr) eff. Jan.1/14
		Step 5 to Step 6	(18.58/hr to 19.04/hr) eff. May.13/14(Anniv Date)
Jill Scriven	Office Services Clerk	Step 5 to Step 6	(\$18.58/hr to 19.04/hr) eff. Jan.1/14
		Step 6 to Step 7	(\$19.04/hr to \$19.52) eff. Apr.15/14(Anniv Date)
Sheena Carrick	Finance Officer		\$70,000/year – Anniv. date June 24/14

**CARRIED**

**CAO Salary Step Increase:**

462-13 Atcheson: "That we agree with the recommendation of the Joint Administration Committee and approve the following step increase for the Chief Administrative Officer for the 2014 year, as follows:

Darcie Cooper CAO Step 3 to Step 5 (\$79,855 to \$86,372); and

That this two-step increase approved with consideration given to the Joint Office Salary guideline proposed by the Urban Municipal Administrators Association with endorsement by SUMA, recognition for her additional year experience and the additional work load she carried during the 2013 year while short staffed."

**CARRIED**

**Bateman Subdivision RM of Dufferin – Servicing Agreement:**

463-13 White: "That we rescind resolution 323-13; and

That, in consideration of negotiations with developer Lyle Bateman, Reeve Hipkin and Division Councillor Ian White and comments from Community Planning, we agree to the following terms with developer Lyle Bateman regarding the clay capping of the ¼ mile of road adjacent to the WSW 30-19-22-W2 south of Disley to accommodate the anticipated increased traffic from the developer's proposed subdivision located in the RM of Dufferin No. 190 on land legally described as NW 24-19-23-W2;

- The Developer will agree to provide the clay for the project plus a cash payment to the municipality of 12.5% of the project to a maximum of \$5,000; or
- If the clay is not suitable or available, the Developer will provide a cash payment to the municipality of 25% of the project to a maximum of \$10,000."

**CARRIED**

**Gravel Material - Complaint:**

464-13 Szeles: "That, pending submission of pictures from the claimant, we authorize administration to invoice Botkin Construction in the amount of \$729.00 which represents the claim for costs submitted by David Slater to remove metal scraps from the municipal road adjacent to the SW & NW 28-19-19-W2 which appeared to come from material hauled by Botkin Construction."

**CARRIED**

**MREP Grant Application:**

465-13 Farago: "That we agree to submit applications for bridge repair to SARM and the Ministry of Highways and Infrastructure under the Municipal Roads for the Economy Program (MREP) for the following projects;

- Bridge File No. 221-19-07 located in the SW 7-19-21-W2, estimated repair cost - \$30,000
- Bridge File No. 220-20-05 located in the ESE 5-20-20-W2."

**CARRIED**

**Tax Abatement - Cromarty:**

466-13 Srochenski: "That we agree to abate the 2013 taxes for land owned by Neil Cromarty legally described as Parcel A, Plan 80R26059 located in Ptn. SW 03-19-21-W2 as detailed below in consideration of an exemption under Clause 293(2)(e) of *The Municipalities Act* for land owned in an adjacent municipality:

Municipal	\$410.25	School	\$176.23	Total	\$586.49."
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**CARRIED**

**Saskatchewan Municipal Hail Insurance - Withdrawal List:**

467-13 Atcheson: "That we accept the list of withdrawals of lands from the Saskatchewan Municipal Hail Insurance Association, as attached hereto and forming a part of these minutes."

**CARRIED**

**Snow Plow Club Agreements:**

468-13 Szeles: "That we designate the following Snow Plow Club, their executive, operators, routes and miles as an active club for the 2013/2014 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."

*JRN*

<b>DIV #</b>	<b>SNOW PLOW CLUB</b>	<b>MILEAGE</b>	<b>OPERATORS</b>
1	GARTH HECKER SNOW PLOW CLUB	1.3	Garth Hecker Linda Hecker Michael Hecker
			<b>CARRIED</b>

**Development Application # 2013-065- Colhoun Rezoning:**

469-13 Farago: "That we refuse the application for rezoning from R1-Low Density Valley Residential District to A-Agriculture District requested by Norm Colhoun for land legally described as Parcel C, Plan 101443823 located in NE 32-19-21-W2."


**CARRIED**

**Adjournment:**

470-13 Farago: "That we adjourn this meeting at 10:45 p.m."

**CARRIED**

  
Reeve

  
Chief Administrative Officer