

**R.M. OF LUMSDEN NO. 189
MINUTES OF THE REGULAR MEETING
HELD ON JANUARY 10th, 2008**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on the afternoon of Thursday, January 10th, 2008 at 1:05 p.m. with Reeve Jim Hipkin presiding.

Present: Reeve: Jim Hipkin
Councillor: Kent Farago, Bill Marquardt, Jim Atcheson
Al Szeles

Administrator: Wayne Zerff
Asst. Administrator: Darcie Cooper

Public Works Mgr: Adri Vandeven

Absent: Councillor: Tom Harrison

Minutes:

01-08 Atcheson: "That the minutes of the December 14th regular meeting be approved as circulated." **CARRIED**

Minutes:

02-08 Marquardt: "That the minutes of the December 17th Joint Administration Committee meeting be approved as circulated." **CARRIED**

Delegations:

1:57pm Hilding Franson appeared before council to give an update on the Snoasis Development Project proposal.

2:30pm Stew Fettes appeared before council to discuss two development proposals, one near Craven and one in Division 1.

3:00pm Sgt Toffoli and Cpl. Alie with the Southey and Strasbourg RCMP detachments appeared before council, to discuss 2008 policing priorities for the municipality as well as an overview of criminal activity from 2007.

3:35pm Simon Brown with Group 5 Security appeared before council, at council's request, to discuss bylaw enforcement services that his company offers.

Correspondence:

03-08 Szeles: "That the attached list of correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly.

- A. SAMA – Ltr. re: response to Resolution 2007-01
- B. SAMA – Ltr. re: 2008 Assessment Maintenance Program
- C. Lumsden & District Heritage Home – Meeting Minutes Nov. 20/07
- D. SK Watershed – Ltr. re: Disley West Irrigation District – Water Rights license
- E. RMAA – Ltr. re: Curling info
- F. SK Worker's Comp. Bd – Ltr. re: 2008 Premiums
- G. PW Supervisor, Adri Vandeven – Ltr of resignation
- H. South Central Transportation Planning Committee – Ltr. re: 2008 Membership
- I. Community Planning – Babco subdiv. Approval – SE 14-20-22-W2
- J. Misc. Publications." **CARRIED**

Bank Reconciliation & Financial Statements:

04-08 Atcheson: "That the Bank Reconciliation and Financial Statements for the period ending December 31st, 2007 be accepted as submitted." **CARRIED**

Accounts to be Approved:

05-08 Marquardt: "That the list of accounts attached hereto and forming a part of these minutes and totalling \$45,651.41, including council remuneration, is hereby approved for payment by the Reeve and Administrator." **CARRIED**

JRH WJ

Committee Reports:

Councillor Albert Szeles provided a verbal report on the Regina District Association of Rural Municipalities annual meeting he and Reeve Hipkin attended in Regina, January 3 & 4th.

Councillor Szeles provided a verbal report on the meeting he attended with the outside employees on October 29, 2007.

Staff Reports:**Administrator's Report:**

Administrator Wayne Zerff provided a verbal report on various administrative issues.

06-08 Acheson: "That the Administrator's verbal report be accepted as presented."

CARRIED

Manager of Public Works - Report:

Public Works Manager, Adri Vandeven provided a written report on various public works issues.

07-08 Marquardt: "That the Public Works Manager's written report be accepted as presented."

CARRIED

APPOINTMENTS:**Lumsden & District Heritage Home:**

08-08 Szeles: "That we appoint Edward Thorpe as the municipality's representative on the Lumsden and District Heritage Home board of directors for a three year term expiring December 2010."

CARRIED

2008 Agriculture Committee Appointment:

09-08 Acheson: "That we agree to re-appoint the following representatives to the Agriculture Committee for the 2008 year, subject to their acceptance:

| | |
|-----------------------|---------------------|
| <i>Doug Leonard</i> | <i>Division 1</i> |
| <i>Bill Gilmour</i> | <i>Division 2</i> |
| <i>Bruce Hipkin</i> | <i>Division 3</i> |
| <i>Ed Pelzer</i> | <i>Division 4</i> |
| <i>Mark Catley</i> | <i>Division 5</i> |
| <i>Gordon Kistner</i> | <i>Division 6."</i> |

CARRIED

OLD BUSINESS:**Molnar Subdivision Application:**

10-08 Farago: "That in consideration of receiving the planner's comments today, we agree to table the decision on the subdivision application submitted by Albert Molnar until the next meeting."

CARRIED

Development Application 2007-055 - Darren Zimmer – Ptn. SE 11-20-21-W2:

11-08 Marquardt: "That we approve the development application submitted by Darren Zimmer to construct a residence on the land legally described as Ptn. SE 11-20-21-W2 subject to the following:

- the submission of a surveyor's certificate indicating that the building construction site will meet the 1:500 flood level as determined by Sask Watershed Authority
- All buildings shall be setback 150 feet from the center line of the municipal road and 50 feet from the side yard
- Installation of a 24" standard culvert in the approach."

CARRIED

NEW BUSINESS:**South Central Transportation Planning Committee - Membership:**

12-08 Szeles: "That we agree to continue being a non-member of the South Central Transportation Planning Committee."

CARRIED

JRAV W3

Hilding Franson – Snoasis Development:

- 13-08 Farago: "That we are very impressed and in support of the proposal concept presented by Hilding Franson regarding the Snoasis Development proposal located on the NW, SW & NE 14-21-19-W2 and the development could be accommodated through contract zoning; and
That we agree to request a deposit of \$5,000.00 for planning fees from Hilding Franson to begin the planning process for the development and encourage Mr. Franson to meet with the Administrator and our Planner, John Wolfenberg to begin the contract zoning discussions."

CARRIED**Councillor Samuelson – Resignation:**

- 14-08 Farago: "That we accept Councillor Glen Samuelson's resignation from the elected position for councillor in Division 5."

CARRIED**2008 Municipal By-Election – Polling Place and Advance Poll:**

- 15-08 Szeles: "That we designate all polling places for the R.M. of Lumsden No. 189 during the 2008 Rural Municipal By-Election for Division 5 be located in the basement of the centennial hall located at 40 Third Avenue in Lumsden; and
That Monday, February 4th, 2008 is Nomination Day; and
That Wednesday, March 5th, 2008 is Election Day."

CARRIED**2008 Municipal By-Election – Election Officials:**

- 16-08 Farago: "That we agree to appoint the following individuals as election officials for the 2008 Rural Municipal By-Election:

| | |
|--------------------------|--------------------------------|
| Returning Officer | Wayne Zerff |
| Nominating Officers | Joan Agopsowicz, Darcie Cooper |
| Deputy Returning Officer | Darcie Cooper |
| Poll Clerk | Brenda Boos; and |

That the Deputy Returning Officer and the Poll Clerk in the event of an election be reimbursed \$120.00 each for performing their duties as prescribed in The Municipalities Act; and

That we agree to set an Advance Poll for the 2008 municipal by-election on Saturday, March 1st, 2008 from 9:00 a.m. to 12:00 p.m.; and

That the remuneration for the Deputy Returning Officer and the Poll Clerk, in the event of an election, be reimbursed \$75.00 each for performing their duties at the Advance Poll as prescribed by The Municipalities Act."

CARRIED**2008 RMAA Membership:**

- 17-08 Farago: "That we approve the payment of \$330.00 to the Rural Municipal Administrators' Association of Saskatchewan for 2008 membership fees for Administrator, Wayne Zerff and Assistant Administrator, Darcie Cooper."

CARRIED**Sask Agriculture & Food – Request for comments on land sale:**

- 18-08 Farago: "That we authorize the Administrator to send a letter to Saskatchewan Agriculture and Food indicating that council has no concern over the sale of the land legally described as Ptn 6, NE 11-20-21-W2 (12.9 acres) for recreational purposes subject to the adjacent landowner being advised of the proposed sale."

CARRIED**Request for Tree Trimming from Prairie Valley School Division:**

- 19-08 Farago: "That we agree to send a letter to the Prairie Valley School Division indicating that Councillor Tom Harrision will inspect the situation and provide council with his recommendations."

CARRIED**SARM - Clearing the Path Primary Weight Corridor:**

- 20-08 Szeles: "That we reject the proposed phase-two corridor roads; and
That we recommend that the old Highway 11 between Highway 6 and Highway 11 be included as a Primary Weight Highway and impress upon SARM that this road is a paved road."

CARRIED

JRH W3

SARM Excess Liability Insurance:

21-08 Marquardt: That we agree to purchase Excess Liability Insurance coverage for 2008 in the amount \$2,000,000.00 at a cost \$949.00." **CARRIED**

Deer Valley 2007 Hamlet Allotment:

22-08 Farago: "That we authorize the administrator to apply \$37,159.36 to Deer Valley Developments Inc. tax arrears, as per the invoice submitted by Deer Valley for 2007 maintenance performed within the Hamlet, with this expense to be applied against their 40% Hamlet Allotment, in accordance with the Contract Zoning and Servicing Agreement." **CARRIED**

Joint Administration Salary Schedule Change:

23-08 Acheson: "That we agree with the recommendation from the Joint Administration Committee and approve the change in the Joint Administration Salary Grid for 2008, adjusting the starting wage to be competitive with other similar positions in the current job market:

- the merit step change recommendations as a result of the employee evaluations,
- dropping the first two steps on all Salary Grids and renumbering the grid,
- increasing each employee by two steps on the grid; and

This will set the 2008 wages for the Joint Administration staff at the following steps:

- Darcie Cooper-Asst. Administrator from Step 7 (Old Scale) to Step 9 New Scale) \$35,467 to \$39,365/yr
- Joan Agopsowicz - Office Services Clerk from Step 9 (Old Scale) to Step 10 (New Scale) \$13.19/hr to \$14.03/hr
- Brenda Boos - Office Services Clerk (PT) from Step 8 (Old Scale) to Step 9 (New Scale) \$12.83 /hr to \$13.80/hr
- Lorrie Farago - Office Services Clerk (PT) from Step 7 (Old Scale) to Step 9 (New Scale) \$12.43 /hr to \$13.80/hr."

CARRIED

Administrator's Salary Increase:

24-08 Farago: "That we agree with the recommendation from the Joint Administration Committee and adjust the Administrator's Salary Scale, in addition to the Salary Step increase due to population point, the Administrator's Salary Schedule be increased by 4% in 2008 and at least 4% in 2009 to align the Administrator's Salary Schedule to the UMAAS suggested salary grid for a population in excess of 3,000; and

That the Administrator's Salary be set at the following:

Wayne Zerff, Administrator – from Step 15 (Old Scale) Step 13 (New Scale) \$80,825/year".

CARRIED

Proposed Subdivision – Colhoun NE 1-20-21-W2:

25-08 Szeles: "That we recommend approval to the to the Director of Community Planning Services of Municipal Affairs for the proposed Cut-off Subdivision on the land legally described as the NE 1-20-21-W2 submitted by Norm & Laura Colhoun subject to the following:

- A road development agreement shall be signed with the municipality for the development of road to be constructed to Main Farm Access Standard
- Secure all right of way purchases required for road construction and provide the municipality with right of way of road through this parcel to provide access to the land legally described as NW 6-20-20-W2 currently owned by Ron & Shelly Patterson
- A service agreement shall be signed with the municipality which includes a requirement to pay \$2,500.00 in off-site servicing fees to the municipality,
- Cash-in-lieu of municipal reserve in the amount of \$500.00 if deemed applicable by Community Services Branch of Government Relations

That we are not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed site or any condition that would make the land unsuitable for the intended use; and

That we are not aware of any facilities that could be affected by the proposed development." **CARRIED**

JRH *MS*

Land Sale Agreements – Paintball Road Widening:

26-08 Marquardt: "That we approve the sale of land agreements with Evelyn Atcheson for a portion of land located at E 17-20-19-W2 and Brent & Joanne Rein for a portion of land located NW 16-20-19-W2 for the purpose of widening the road and the removal of clay."
CARRIED

Snow Plow Club Agreements:

27-08 Marquardt: "That we designate the following Snow Plow Clubs, their executive, operators, route and miles as active clubs for 2008, subject to the approval (*initials on plow route page*) by the respective division councillor:"

| DIV # | SNOW PLOW CLUB | MILEAGE | OPERATORS |
|-------|--------------------------------|---------|--|
| 1 | ROSE PLAIN SNOW PLOW CLUB | 2.0 | Marv Luster |
| 1 | EAST TREGARVA SNOW PLOW CLUB | 10.0 | N. & J. Apperly, K. & D. Brice, J. Ennis, O. Gudehus, M. Jorgenson, D. Jorgenson, B. Mustatia, B. Patterson, D. Wiens |
| 3 | WEST FOREST SNOW PLOW CLUB | 2.5 | Bill Marquardt |
| 4 | RAVENSWOOD SNOW PLOW CLUB | 15.0 | Bernie Bedard, Russell Hamann |
| 5 | KENNEL CHURCH SNOW PLOW CLUB | 6.5 | J. Milliken, D. Strong, D. Brennan, D. Milliken, R. Hodgins |
| 6 | LUMSDEN NORTH SNOW PLOW CLUB | 2.5 | M. Schwartz, D. Schwartz, R. Brown |
| 6 | CROSSROADS SNOW PLOW CLUB | 7.0 | John Glen, James Glen, Tom Glen, Joyce Glen |
| 6 | WEST END VALLEY SNOW PLOW CLUB | 2.5 | D. Willoughby CARRIED |

Ravenswood Snowplow Club - Snow Blockage Concern along Road Allowance:

28-08 Atcheson: "That we authorize the Administrator to send a letter to Douglas Brinkworth advising him of the 150' setback requirements for his trees located on his property legally described as SE ¼ 16-20-19-W2 and inform him that the road along the Southern boundary of his property will be monitored for snow blockage; and That if snow blockage becomes a problem, he may be required to re-locate his trees to the required setback; and That Councillor Atcheson include culvert replacement for this section of road in his 2008 budget; and That we inform Ravenswood Snow Plow Club that the Public Works will grade the ditch in 2008 to help alleviate brush build up."
CARRIED

Public Works Manager - Resignation:

29-08 Szeles: "That we accept, Public Works Manager, Adri Vandeven's resignation effective April 1, 2008."
CARRIED

Public Works Supervisor Position:

30-08 Szeles: "That we agree to advertise the Public Works Manager position pursuant to the Human Resource Policy Manual with the advertisement being placed in the following publications; The New Waterfront Press, Regina Leader Post, Sask Jobs, SARM Website, Western Producer."
CARRIED

Request for Support - Rail West Management:

31-08 Atcheson: "That we authorize the Administrator to send a letter to Rail West Management Ltd. indicating that after careful consideration council is unable to support the initiative or purchase shares on behalf of the municipality's ratepayers."
CARRIED

Bylaw #1-2008 Bylaw to amend Bylaw 2-99 Respecting Buildings – 1st Reading:

32-08 Marquardt: "That Bylaw No.1-2008, being a Bylaw to amend Bylaw 2-99 respecting buildings, be read a first time."
CARRIED


JRH WJ

Bylaw #1-2008 Bylaw to amend Bylaw 2-99 Respecting Buildings – 2nd Reading:

33-08 Farago: "That Bylaw No.1-2008, being a Bylaw to amend Bylaw 2-99 respecting buildings, be read a second time." **CARRIED**

Adjournment:

34-08 Szeles: "That we adjourn this meeting at 9:27 p.m." **CARRIED**


Reeve


Administrator

JRH