

R.M. OF BUCKLAND NO. 491
December 12, 2011
REGULAR MEETING MINUTES

Councillors

Division 1 – Arthur Brandolino	Division 2- Linda Clavelle
Division 3 – Orest Romanchuk	Division 4 – Don Lavoie
Division 5 – Fred Isayew	Division 6 – Bill Hayes
Reeve – Larry Fladager	Administrator – Wendy Gowda
	Intern Administrator – Jill Omiecinski

Reeve Fladager called the meeting to order at 9:15 a.m.

376-2011 **Agenda: Clavelle** That the agenda be accepted as presented. *Carried*

377-2011 **Minutes: Brandolino** That the minutes of the November 4th, 2011 First Meeting of Council be accepted as corrected. *Carried*

*Reeve Fladager left the meeting 10:15; Deputy Reeve Bill Hayes assumed chair
Administrative Assistant Cori Sarginson joined the meeting and coordinated a Website Review*

378-2011 **In-Camera: Clavelle** That it being 11:05, that the regular meeting go in-camera. *Carried*
Reeve Fladager returned to chair at 11:45

379-2011 **Reconvene Regular Meeting: Romanchuk** That the Regular Meeting reconvene 12:05. *Carried*

Jason Kaptein, Director of Planning, joined the meeting

380-2011 **Building Permit/Block J, Plan 02PA02849, SE 30-49-26 W2: Hayes** That with the concerns respecting private access and excessive water accumulation on property, Block J, Plan 02 PA02849, that issuance of a building permit for the residential development be conditional to the satisfactory Building Inspector plan review, building inspection ensuring construction is to the engineered drawings specifications and confirmation of adequate engineer professional liability coverage. *Carried*

381-2011 **Park Meadow Estates Drainage: Isayew** That with consideration to the completed AECOM Drainage Report; that the RM solicitor be requested to arrange a meeting between RM representatives and Park Meadow Developers to discuss and update the Developers as to the proposed drainage alternatives being considered. *Carried*

382-2011 **Bank Reconciliation and Statement of Financial Position: Hayes** That the Bank Reconciliation and the Statement of Financial Position for the month of October 2011 be accepted as presented. *Carried*

383-2011 **2011 Budget Reconciliation Amendment: Romanchuk** That the Cash Budget adopted by Council on June 13th, 2011 be amended to include the reconciliation to the accrual based budget, as attached and forming part of these minutes. *Carried*

384-2011 **Budget/Planning Meeting: Fladager** That a budget meeting including capital planning discussions be set for February 15th, 2012 commencing at 9:00 a.m. in the Council Chambers of the Municipal Building located at 99 River Street East, Prince Albert, with an information package to be provided in advance to allow an opportunity for Council pre-view prior to February 15th. *Carried*

*The meeting recessed for lunch 12:30 – 1:10
Art Wright joined the meeting 1:10 – 1:30*

385-2011 **Nuisance Property.NE 32-48-27 W2: Romanchuk** That due to current weight restrictions on Diefenbaker Bridge, that an extension to June 15th, 2012 be allowed to the property owner to remove all unlicensed equipment and parts from NE 32-48-27 W2; failing which the items will be moved, with all costs being added to the taxes of the property. *Carried*

*Michael Dansereau joined the meeting 1:35 – 1:45
Jason Kaptein, Director of Planning, rejoined the meeting 1:45*

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- 386-2011** **Bylaw No. 1 of 2011: Hayes** That Bylaw No. 1 of 2011, having received first reading on June 13th, 2011 be removed from the table, as the subdivision proposal for SE 36-48-28 W2 does not comply with the conditions of the Official Community Plan, and is not being given consideration at this time.
Carried
- 387-2011** **Request for Proposals, Country Residential Development: Lavoie** That due to a newly determined opening for development of multi-parcel country residential development in the RM of Buckland; that the Director of Planning prepare a Request for Proposals for advertisement in a local newspaper and the RM website, with a closing date to co-incide with a Council review at the March meeting of Council.
Carried
- 388-2011** **Policy/Prince Albert District Planning Commission/Member at Large: Hayes** That due to the recent resignation of Doug Charrette as Member at Large on the Prince Albert District Planning Commission that the Council of the RM of Buckland support the Prince Albert District Planning Commission's (PADPC) suggested process for selection of a candidate for a Member at Large representative as:
Advertising the "member at large" position through an "expression of interest" whereby an advertisement is placed in a local newspaper, inviting submissions from local individuals identifying their personal qualifications, and reasons for interest in the position, with the member municipalities supporting the PADPC candidate selection at a later date.
Carried
- 389-2011** **Development Agreement/Lot 03 Block 5 Plan 71PA11475, NW 28-49-26 W2: Clavelle** That Council acknowledge a development agreement, drafted by the RM Solicitor, has been entered into with Claude April for the development of a garage on Lot 03, Block 5 Plan 71PA11475.
Carried
Jason Keptin left the meeting at 2:10
- 390-2011** **Reports: Romanchuk** That the reports be accepted as presented.
Carried
- 391-2011** **Correspondence: Romanchuk** That the following correspondence be filed as received:
- November 21, 2011 correspondence respecting nuisance beaver and unauthorized drainage on private land
- November 28th correspondence respecting dangerous dogs
Carried
- 392-2011** **Used Rock Rake: Isayew** That the R.M. of Buckland No. 491 decline to purchase the used rock-rake being offered by Ted Campbell, and that Mr. Campbell be requested to remove the rock-rake from RM property as soon as conditions permit.
Carried
- 393-2011** **Superintendent Position: Romanchuk** That the Road Committee and Administrator interview selected applicants for the vacant Superintendent position, that the advertisement be modified to include a base salary range and benefits paid in accordance with RM policy, and continue until a suitable candidate is selected.
Carried
- 394-2011** **MREP Extension Bridge E 22-50-26 W2: Isayew** That due to contractor delays, that the Administrator request an extension to the Municipal Roads to the Economy Program (MREP) for completion of bridge repairs to bridge E 22-50-26 W2.
Carried
- 395-2011** **Corby Ditch Maintenance: Hayes** That the municipality enter an agreement with the Ministry of Highways to provide 2011 mowing/maintenance of Corby Ditch at a 50% Cost Share between the Ministry and the RM.
Carried
- 396-2011** **Exemplary Services: Romanchuk** That commendatory comments be forwarded to Triple S Construction for the work done on Yankee Drainage Ditch Maintenance.
Carried

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397-2011 Tractor Rent to Purchase: Lavoie That Council authorize a \$5,000.00 rental of a John Deere 7320 from Lee Norheim, Norheim Ranching, pending a satisfactory Green Light Inspection at the RM's request, until January 1st, 2012, for purchase in the 2012 Budget Year at \$63,000.00.

Carried

398-2011 Equipment Investigation: Clavelle That the Road Committee be authorized to investigate and report back to Council for approval, options for the purchase of the following items for ordering in the 2012 budget,

- Mower
- 1 Ton Ford Truck
- Sand/salt spreader attachment
- New Tandem Dump Truck

Carried

399-2011 Road Closure: Isayew That the Administrator be directed to prepare a Bylaw for the Lease and Closure of Road Allowance, North of 27-50-26 W2 for consideration at the January Council Meeting.

Carried

400-2011 Road Haul Agreement: Romanchuk That the RM of Buckland No. 491 agree to enter a Road Haul Agreement with Glen Zelensky, Lehner Wood Preservers for approximately 150 loads of timber to be hauled along White Star Grid from Section 8-5-27 W2 in the RM of Buckland No. 491, Road Maintenance and Loss of Road Life to be paid in accordance with Ministry of Highway Winter Haul Regulations.

Carried

401-2011 Scrap Metal Disposal: Lavoie That Council direct the RM Force to remove scrap metal to be collected from the RM shop yard and hauled to McDonald Metals for disposal over the winter months.

Carried

402-2011 Winter Road Maintenance: Isayew That any municipal roads under water as of freeze-up, remain closed over the winter months, that said roads not be snow plowed or maintained through the winter months, and that the lead hand be directed to ensure roads are signed accordingly.

Carried

403-2011 Recess: Brandolino That it being 4:15 p.m.; that this session be recessed to reconvene to 10:00 a.m. on Friday, December 16th, 2011.

Carried

Friday, December 16th, 2011

Session reconvened at 10:00 a.m. with all of Council, Reeve and Administrator in attendance

404-2011 Rescind Resolution 380-2011: Hayes That Resolution 380-2011 respecting the issuance of a building permit be rescinded.

Carried

405-2011 Building Permit/Block J, Plan 02PA02849, SE 30-49-26 W2: Hayes That the permit to continue construction on Block J, Plan 02PA02849, be issued on condition that the owner enter a Development Agreement that addresses the requirement that all construction requires engineered drawings stamped by an Engineer together with proof of Engineer liability insurance in a sum of not less than \$1,000,000 per claim, that all construction is inspected and conforms to the drawings, and that the owner agrees to release the RM from liability and to indemnify the RM from the concerns respecting private access and excessive water accumulation on the property.

Carried

406-2011 Dog Pound Concerns: Hayes That Todd Nelson's December 15th correspondence raising concerns with RM animal control and pound contact information be filed as received; that after reviewing the information provided by Mr. Nelson and the animal control officer that it is Council's position that the animal control measures taken in this incident were in accordance with the R.M. of Buckland Dog Control Bylaw.

Carried

407-2011 Obstruction Removal: Romanchuk That at the recommendation of the Road Committee, that Council authorize Dmyterko Enterprises Ltd. removal of obstruction from waterway upstream of bridge E 22-50-26 W2 at a cost not to exceed \$2500.00.

Carried

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- 408-2011 Investigate & Review Fuel Buying Group: Isayew** That the Administrator investigate and prepare a report for Council respecting Options for Fuel Purchase for consideration at the January Council Meeting.
- Carried

Roger Topping joined the meeting 10:45 – 11:00

- 409-2011 Dirt Bike Concerns: Romanchuk** That the municipality endeavor to facilitate a meeting with the RM Council, RCMP, Bylaw Enforcement Officer, Concerned Citizens and R.M. resident Dirt Bike enthusiasts to discuss concerns arising from dirt bike use in the Buckland area.
- Carried

- 410-2011 Tax Adjustment/R1 105 A, 76PA10072: Romanchuk** That Council authorize a pro-rata adjustment of taxes due to a mid-year acquisition of municipal property and an error on property class as follows:
- | <u>ROLL</u> | <u>LEGAL</u> | <u>MUN</u> | <u>SCHOOL</u> |
|-------------|--------------------|------------|---------------|
| 2520 | R1 105 A 76PA10072 | \$338.52 | \$442.50 |
- Carried

- 411-2011 Tax Adjustment/SE 26-50-25 W2: Brandolino** That in accordance with Section 294 of the Municipalities Act, that Council authorize an adjustment of taxes due to an unclaimed exemption for 2010 and 2011 as follows:
- | <u>ROLL</u> | <u>LEGAL</u> | <u>MUN</u> | <u>SCHOOL</u> |
|-------------|------------------------|------------|---------------|
| 499 | SE 26-50-25 W2 Arrears | \$400.66 | \$425.12 |
| 499 | SE 26-50-25 W2 Current | \$421.75 | \$401.05 |
- Carried

- 412-2011 WCB Certificate File 4319001: Hayes** That Council acknowledge the Workers Compensation Board correspondence reducing the Certificate issued May 26th, 2010 to \$14,711.26, and acknowledge the following balances:
- | | |
|---------------------------------|------------|
| Lot 1 Block 1, SW 10-51-26 W2 | \$3,677.81 |
| Lot 2 Block 1, SW 10-51-26 W2 | \$3,677.81 |
| Lot 2A, Block 1, SW 10-51-26 W2 | \$3,677.82 |
| Lot 9 Block 2, SW 10-51-26 W2 | \$3,677.82 |
- Carried

- 413-2011 2012 Insurance Coverage: Clavelle** That the municipal insurance for 2012 be renewed with Western Financial and amended to update equipment values to \$1,316,300 maintain liability at \$5,000,000.00 with the annual premium be paid in the amount of \$10,475.00; and that insurance coverage be investigated with comparable coverage from other sources for 2013.
- Carried

- 414-2011 Fidelity Bond Coverage: Hayes** That Council acknowledge the SARM Fidelity Bond Coverage and \$75.00 premium for the period January 1, 2012 to January 1, 2013 in the following amounts:
- | | |
|----------------------|-------------|
| Fidelity Bond | \$25,000.00 |
| Registered Mail | \$50,000 |
| Money and Securities | \$10,000 |
- Carried

- 415-2011 Group Life Insurance Program: Romanchuk** That Council acknowledge the Group Life Coverage being offered by the SARM benefit programs as mandatory for RMAA Member employees and Group Optional for other municipal employees; that Council agree to consider the coverage for all other municipal employees, other than RMAA members, at the time of union salary negotiations, and be it further noted that RMAA employee members be responsible for the premium for the mandatory individual coverage.
- Carried

Mike Dansereau joined the meeting 11:50 – 12:05

- 416-2011 Prince Albert Rural Water Utility Appointments: Hayes** That in accordance with Council's recommendation to reduce the expenses of the operation of the Prince Albert Rural Water Utility, and with due consideration to the make-up of the current utility board, that Council decline to reappoint an RM of Buckland appointment of a Member at Large, and as such, that Ralph Anderson be commended for his dedicated service to the board, and that Mr. Anderson be notified his appointment to the board will end in January 2012.
- Carried

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- 417- 2011 Prince Albert Rural Water Utility Board Expenses: Isayew** That the Prince Albert Rural Water Utility be responsible for remuneration of Prince Albert Rural Water Utility Members effective January 1, 2012.
Carried
- Recess for lunch 12:25 – 1:00 p.m.
- 418-2011 Wendy Gowda, Administrator Vacation: Clavelle** That Council acknowledge and agree that Administrator, Wendy Gowda, has earned 20 days vacation for 2012, and has accumulated an additional 6 days vacation that were not taken in 2011, and that Council agrees to carry over these days vacation to be taken in 2012.
Carried
- 419-2011 Salary and Hourly Wage Discussions: Hayes** That consideration of 2012 Salary and Performance Plans for salaried employees, wages for Non-Unionized Employees be tabled until February, 2012.
Carried
- 420-2011 Councillor Remuneration/Municipal Mileage: Lavoie** That Council acknowledge and implement the October 1, 2011 Public Service Commission Travel Allowance Rates with a mileage change to 39.68 cents per km. and meals to \$41.00 per diem for municipal business, effective January 1, 2012.
Carried
- 421-2011 Peter Pond Rink/Public Reserve Contribution: Romanchuk** That Council agree to contribute \$1200.00 towards the care and maintenance of Peter Pond Ice Rink located on public reserve, to be allocated from public reserve funding for the year 2011.
Carried
- 422-2011 Shoreline Alteration Permit: Romanchuk** That Council agree to the issuance of a Ministry of Environment Shoreline Alteration Permit to Claire Middleton for shoreline stabilization at sites along the Shell River SW 10-49-27 W2 in the RM of Buckland No. 491, with all work to be in accordance with regulatory requirements from all other jurisdictions.
Carried
- 423-2011 Holiday Office Hours: Hayes** That Council acknowledge the following office hours during the holiday season.

Monday, December 26th – Closed (Boxing Day Holiday)
Tuesday, December 27th – Closed (Christmas Day Holiday)
Monday, January 2, 2012 – Closed (New Years Day Holiday)
Carried
- 424-2011 Military Service Recognition: Isayew** That Council authorize a business card advertisement support in the Military Service Recognition Book for the price of \$195.00.
Carried
- 425-2011 Spring Flooding Preparations: Romanchuk** That the municipality facilitate a meeting with the Ministry of Highways and Saskatchewan Watershed Authority in February to initiate discussions around Spring Run-Off and Flood Prevention.
Carried
- 426-2011 Correspondence: Hayes** That the correspondence be filed as received.
Carried
- 427-2011 Accounts: Lavoie** That the list of Accounts, Cheques 6694-6717 for the month of November and December Cheques 6718-6781 be approved for payment.
Carried
- 428-2011 Adjournment: Romanchuk** That this meeting adjourn. (1:45 p.m.)
Carried

Reeve

Administrator