

**R.M. OF BUCKLAND NO. 491
MARCH 12, 2012
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 9:00 a.m.

A tributary moment of silence was held in memory of Walter Palidwar, and of his contribution as Councillor from 1973-1974 and from 1977 - 2007

- 67-2012 Agenda: Brandolino** That the agenda be accepted as presented. *Carried*
- 68-2012 Minutes: Romanchuk** That the minutes of the February 13th, 2012 Regular Meeting be accepted as circulated. *Carried*
- 69-2012 Minutes: Hayes** That the minutes of the February 15th Preliminary Budget Meeting of Council be accepted as circulated. *Carried*
- 70-2012 Reports: Clavelle** That the reports be accepted as presented. *Carried*

*Lead Hand Richard Jezowski and incoming Superintendent Rob Vaillancourt joined the meeting
10:00 – 10:15*

Rob Vaillancourt was introduced to Council

Commendatory comments were extended by Road Committee, Reeve Fladager and Councillors Romanchuk and Isayew, to Richard Jezowski in respect to the exemplary services Mr. Jezowski provided to the municipality as lead-hand, during the period the Superintendent position was vacant, from October 2011 – March 2012.

- 71-2012 2011 Bank Reconciliations: Lavoie** That the Bank Reconciliations for the Public Reserve, Recreation Board, Capital Trust, Green Acres, New Deal and Equity accounts for the year ended December 31, 2011 be accepted as presented. *Carried*
- 72-2012 Statement of Financial Position/Reconciled Bank Statement: Lavoie** That the Statement of Financial Position and the Reconciled Bank Statement for the month of January 2012 be accepted as presented. *Carried*
- 73-2012 T-4 Summary Information: Clavelle** That the T-4 Summary Employee Information be acknowledged as presented. *Carried*
- 74-2012 Equipment Listing: Fladager** That the Tangible Capital Asset “equipment listing” be acknowledged, with the listing referred to the road committee for input and estimates for remaining useful life of assets, for planning purposes. *Carried*
- 75-2012 Ranch Ehrlo Concerns: Hayes** That citizen concerns respecting Ranch Ehrlo operations be referred to the RM Solicitor to determine whether there is any recourse the municipality would be involved in. *Carried*
- 76-2012 Superintendent Hiring: Isayew** That Council agree to hire Robert Jon Vaillancourt as the successful applicant for the Superintendent position, commencing March 12th, 2012, subject to the terms of the contract, job - description and out of scope evaluation agreed to as to the terms of employment. *Carried*
- 77-2012 Policy/Spring Road Restrictions: Romanchuk** That Council acknowledge that the Road Committee will be monitoring Spring Road Restrictions, and in compliance with the RM Bylaw, may be restricting weights as may be necessary due to Spring break up. *Carried*

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78-2012 **Seasonal Employee Call-back: Romanchuk** That Doug Nicholson be called back to work as soon as possible, with other employees being called upon confirmation of work availability by the Superintendent.
Carried

79-2012 **Spring Flood Mitigation: Clavelle** That Council agree to obtain Saskatchewan Watershed Permits for pumping, as an alternate, the excess spring water build up from the area adjacent to the Ministry of Highway's service road in Red Wing/Pine Village, in the event the Highway maintenance crew is unavailable.
Carried

80-2012 **Excessive Run-off Accumulation: Romanchuk** That Council agree to obtain permits for temporary pumping accumulated water in ponds adjacent to Madden Place and Lempeurer Road locations (NW 27-49-26 W2 and NE 28-49-26 W2) as the need arises.
Carried

Director of Planning, Jason Kaptein, joined the meeting 11:00 – 11:20

81-2012 **Park Meadow Building and Development Consideration: Hayes** That the following requirements be adopted for Council Consideration of Park Meadow Estates Development Permit & Building Permit Requirements:

Development Permit

1. Completed development permit and building permit application forms
2. A site plan is required for the Development Permit, the information required to be shown on the site plan is outlined on the front page of the application form
3. Application fee of \$100 payable to the Prince Albert District Planning Commission
4. A copy of the executed Addendum to Purchase Agreement between the developer and the lot purchaser

Building Permit

1. For the building permit, 2 copies of the building plans are required showing that it has been designed according to NBC Standards. Additionally, the building plans should identify the elevation of the foundation, and the foundation design should comply in all regards to the recommendations made within the Machibroda Geotechnical Investigation Report.
2. A letter/report from a qualified engineer that designates a safe building elevation (SBE) specific to the lot, along with confirmation that the elevation of the foundation is above the SBE . with survey certificate confirming the SBE, post foundation construction.
3. Execution of a Development Agreement (Recognition, acknowledgement, acceptance, release and indemnity) that recognizes the drainage pattern differs from the Report and that all new development is at the Owner's risk and not at the risk of the R.M. (To be drafted by RM solicitor, Larry Zatlyn)
4. Building Permit Fees to be paid to the Rural Municipality of Buckland No. 491

Further, as per section 3.6.2 of the Zoning Bylaw, all applications within this subdivision will be referred to Council for decision. Individual resolutions will be made for each application.

The Municipality reserves the right to require additional items on a case by case basis.

Carried

82-2012 **Building Permit/Block J, Plan 02PA02849, SE 30-49-26 W2: Clavelle** Being that the owners have entered a Development Agreement with the municipality, that Council authorize a building permit to be issued for the construction of a single parcel residence on this property.

Carried

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- 83-2012 Country Residential RFP Selection: Romanchuk** That in consideration of proposals received, that favorable consideration for a Multiple-Lot Country Residential Development be given to:
- Holdfast Estates – Development Proposal NE & SE 4-49-27 W2
- Subject to additional requirements including but not limited to street lighting, grade elevation certificates, geotechnical reports provided by a qualified firm, off-site levies and public reserve requirements being addressed through service agreements with the R.M.
- Carried*
- The meeting recessed for lunch 11:55 – 12:22*
- 84-2012 Administrator Job Description and Organization Chart: Fladager** That the Administrator job description and Rural Municipality of Buckland No. 491 organization chart, as developed by Shared Office Solutions/Joe Rybinski, be submitted to the Administrator for review and comment at the April 11th meeting of Council.
- Carried*
- 85-2012 Intern Administrator Training: Lavoie** That Intern Administrator, Jill Omiecinski, be authorized to attend the RM of Monet No. 257 Administration Office to obtain oil and gas well training, and to observe a second municipal office Council meeting and procedures from April 10th- 13th, with no loss of remuneration or vacation.
- Carried*
- 86-2012 Councillor Remuneration: Isayew** That due to the bi-weekly Ceridian payroll frequency, and Council remuneration being paid on a monthly basis; that Council remuneration continue to be paid on a monthly basis by manual cheques with calculation of payroll deductions being processed prior to October 1 of the pay-period year, to allow for source deductions of any amounts owing.
- Carried*
- 87-2012 Stale Dated Cheque No. 6557 - \$674.83: Brandolino** That Council acknowledge Cheque No. 6557 issued September 9, 2011 to Sask Tel as payment on account has not been cashed, is stale dated, and the amount is being paid with Cheque No. 6947 in the amount of \$1,182.79 being approved at today's meeting.
- Carried*
- 88-2012 Dog Kennel License Renewal: Romanchuk** That Council authorize the renewal of Kennel License for 2012 to Shetoby Kennels, upon receipt of the \$200.00 Annual License Fee.
- Carried*
- 89-2012 Assessment Board of Revision: Hayes** That Council agree to participate in a District Board of Revision and to entering a Bylaw and/or Agreement with area municipalities for the hearing of assessment appeals, or otherwise, appointing Gord Krismer & Associates Ltd. with Board Members Reg Skinner, Brian Lynch, Murray Houland and Gord Krismer and Christina Krismer as Secretary to the Board of Revision at the proposed rates.
- Carried*
- 90-2012 Recycle Bin Placement: Romanchuk** That recycle bins be distributed to the following locations throughout the Rural Municipality:
- Spruce Home Mail Boxes
 - Spruce Home School
 - Red Wing (as may be recommended by the Principal)
 - R & W Collision (3)
 - Honeymoon Hall
 - Henribourg, mail boxes.
- Carried*
- 91-2012 Regular Council Meeting Dates: Hayes** That the dates for the next four months be held on the following dates:
- April 11th, May 11th, June 11th, July 16th,
- due to conflicting schedules with otherwise regular meeting dates; and that all meetings commence at 9:00 a.m. in the Council Chambers of the Municipal Building located at 99 River Street East, commencing at 9:00 a.m.
- Carried*
- 92-2012 North Central Waste Management: Isayew** That Councillor Romanchuk be appointed as a rural member appointment to the Board of Directors for North Central Waste Management.
- Carried*

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- 93-2012** **Fire Service Contract: Hayes** That the municipal solicitor, Lawrence Zatlun, be invited to meet with Council to discuss scenarios around the contract for provision of fire services.
Carried
- 94-2012** **Forest Products Operation: Romanchuk** That the R.M. of Buckland No. 491 endorse Vermette Wood Products Ltd. operation of a wood processing facility on SW 10-51-26 W2 for a three year period, 2012-214, and that it is the R.M. of Buckland's understanding that Saskatchewan Environment will address all environmental issues.
Carried
- 95-2012** **North Saskatchewan River Basin Annual Meeting: Brandolino** That Councillor Romanchuk, and Councillor Clavelle as an alternate, attend the North Saskatchewan River Basin Annual Meeting to be held in North Battleford on March 28th, remuneration and expenses to be paid in accordance with RM approved rates.
Carried
- 96-2012** **North Central Transportation Annual Meeting: Isayew** That Councillors Romanchuk and Hayes attend the North Central Transportation Annual Meeting to be held in Blaine Lake on April 19th, remuneration and expenses to be paid in accordance with RM approved rates.
Carried
- 97-2012** **SAMA Annual Meeting: Isayew** That Councillor Linda Clavelle be appointed to attend the SAMA Annual Meeting to be held in Saskatoon on April 17th, 2012, remuneration and expenses to be paid in accordance with RM approved rates.
Carried
- 98-2012** **Correspondence: Brandolino** That the correspondence be filed as received.
Carried
- 99-2012** **Lease Land Purchase: Clavelle** That consideration of the purchase for Sask Ag, Lease Land SW 6-50-25 W2 be tabled to obtain additional information.
Carried
- 100-2012** **Summer Office Student: Hayes** That Emma Stark be rehired as a summer office student, with a start date to be considered as the HR Summer Student Program guidelines.
Carried
- Duane McKay, Fire Commissioner and J.D. Lloyd, Emergency Services Officer joined the meeting 1:00 – 1:50*
- 101-2012** **Accounts: Hayes** That the list of Accounts, Cheques 6899-6913 for the month of February and March Cheques 6914-6952 totaling \$108,975.61 be approved for payment.
Carried
- 102-2012** **Adjournment: Romanchuk** That this meeting be adjourned (2:00 p.m.)
Carried

Reeve

Administrator