

RURAL MUNICIPALITY OF PRINCE ALBERT NO. 461

Minutes of the regular meeting of the Council of the Rural Municipality of Prince Albert No. 461 held in the Joint Council Chambers of the Municipal Centennial Building, Prince Albert, SK, on Thursday, January 14, 2016.

Present: Norma Sheldon, Reeve
Ted Hradec, Division #1 Councillor
Paul Rybka, Division #2 Councilor
Barton Franc, Division #3 Councillor
Richard Wilson, Division #4 Councillor
Eugene Matwishyn, Division #5 Councillor
Mike Ethier, Division #6 Councillor

Terrence Schneider, Administrator
Roxanne Roy, Assistant Administrator
Jason Kaptein, Director Planning and Development
Prince Albert District Planning Commission (11:15 am)
Fran Lucyshyn, Shop Foreman (11:30 am)

1. CALL TO ORDER

Reeve Norma Sheldon called the meeting to order at 9:00 am.

2. AGENDA

#001/2016 **MATWISHYN** That the agenda be accepted as amended:

Add: 4. f) Council Indemnities
Re: Reeve Indemnity

Delete: 6. a) Larry Zatlyn, Zatlyn Law Office
Re: Fire Management Bylaw

9. a) Bylaw 7 of 2015
Re: Fire Management Bylaw.

CARRIED

3. MINUTES

#002/2016 **RYBKA** That the Minutes of the Regular Meeting held on December 10, 2015 be accepted as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

**a) Prince Albert Rural Water Utility – White Star Booster Station
Re: RCMP Report – April 2015 Incident**

T. Schneider informed Council that on December 16, 2015 Staff Sergeant Griffiths, RCMP, informed the RM office that eight interviews were conducted with individuals regarding the April 2015 security matter at the Prince Albert Rural Water Utility White Star Booster Station, and that based on the information received from the interviews, no suspects were confirmed and therefore the RCMP closed this file on December 11, 2015.

**b) Old 2.6 km Section of Highway #2 Leading to Old St. Louis Bridge
Re: Letter to Ministry of Highways**

Correspondence dated December 16, 2015 sent to Ron Pikaluk, Senior Project Manager, Ministry of Highways and Infrastructure was reviewed.

**c) Prince Albert Mobile Crisis Unit
Re: Letter to Minister – Funding**

Correspondence dated January 7, 2016, sent to the Honourable Dustin Duncan, Minister of Health was reviewed

#003/2016 **FRANC** That items a), b) and c) above, from Business Arising from the Minutes, be received as information for filing. **CARRIED**

**d) Alex Soloducha – Road Naming Request
Re: “Jug Handle Roadway”
West/East Road South of Section 5-49-22 ending at South Forks Road
Soloducha Road**

#004/2016 **HRADEC** That the West/East Road which includes the “jug handle section” that is North of Highway #302 and the balance of the road that lies south of Section 5-49-22-W2 and ends at the South Forks Road, be named Soloducha Road and that it be signed as such subject to the Soloducha family paying for the two road sign name plates that will be installed at this location. **CARRIED**

e) Agriculture Lease Land

SE 29-49-22-W2

NE 29-49-22-W2

NW 28-49-22-W2

SW 28-49-22-W2

Re: Gravel Deposit Exploration – Heritage Property Requirement for Archeologist Monitoring

#005/2016 HRADEC That an archeologist be hired to monitor gravel deposit test hold digging project at the following land locations:

SE 29-49-22-W2

NE 29-49-22-W2

NW 28-49-22-W2

SW 28-49-22-W2....

...as required by the Saskatchewan Heritage Conservation Branch.

CARRIED

f) Council Indemnities

Re: Reeve Indemnity

#006/2016 WILSON That the Reeve's indemnity rate be increased from \$350.00 per day to \$400.00 per day.

Councillor **MATWISHYN** requested a recorded vote in accordance with Section 101 of the Municipalities Act.

Vote Results:

Hradec Opposed

Rybka Opposed

Franc Opposed

Wilson In Favour

Matwishyn Opposed

Either Opposed

Sheldon Opposed

DEFEATED

5. NEW BUSINESS

a) New Pest Control Officer

Re: Appointment of Officer

#007/2016 RYBKA That Allen McKay be appointed as the RM of Prince Albert No. 461 Pest Control Officer.

CARRIED

Councillor Hradec departed from Council Chambers at this point of the meeting – 9:25 am.

b) Roll # 1604000

Re: Ag Exemption – Municipalities Act Sec 293(2) (e)

#008/2016

MATWISHYN That an Agricultural Land Exemption, to account for 65,430 in assessed value of agricultural assessed acres of land in the RM of Birch Hills, be applied to home improvements located in the RM of Prince Albert, for lands owned by the same land owner, be applied to Roll #1604000 amounting to a cancellation of \$713.51 in taxes.

CARRIED

c) Sask Alert

Re: RM of Prince Albert to join City of Prince Albert Organization

#009/2016

the

WILSON That the RM of Prince Albert No. 461 (RM) joins the City of Prince Albert (City) organization in order to participate in the Sask Alert Program and to allow trained individuals from the City to issue alerts on behalf of the RM.

CARRIED

d) Beaver Trappers List

Re: Edwin Frith & Phillip Northey

#010/2016

RYBKA That Edwin Frith and Philip Northey be added to the RM's list of eligible beaver trappers.

CARRIED

e) Payments in Lieu of Taxes (PILT) Cancellations

Re: Sask. Penitentiary

#011/2016

MATWISHYN That the following Sask. Penitentiary PILT tax roll account outstanding balances be cancelled:

<u>Roll #</u>	<u>Amount</u>
2294000	\$ 7,040.98
2295000	\$ 74.38
2296000	\$ 3,931.52
2621000	\$ 8,388.14
2299000	\$ 1,182.68
2300000	\$13,361.51.

CARRIED

f) Saskatchewan Penitentiary

Re: Memorandum of Understanding – Tree Maintenance

#012/2016 **ETHIER** That the Administrator be authorized to sign a Memorandum of Understanding with Correctional Service Canada, that will allow the RM access Saskatchewan Penitentiary lands for the purpose of tree clearing on these lands adjacent to Penitentiary Road (Range Road 2271), as per the Memorandum of Understanding, which will assist with future maintenance of the road.

CARRIED

g) Banking Proposal Report

Re: Banking Institution

#013/2016 **RYBKA** That Conexus Credit Union be advised that it will be the RM's banking institution for a five year term effective January 1, 2016.

CARRIED

h) Shop & Equipment Committee Mandate Policy

Re: Adopt Policy

#014/2016 **WILSON** That the Shop & Equipment Committee Mandate Policy be amended and approved of as discussed.

CARRIED

i) Ministry of Agriculture

Re: Authorization for Approval of Lease Land Applications

#015/2016 **RYBKA** That Barton Franc be appointed as the RM's representative to on both the John M. Cuelenaere and Wapiti Library boards for the year 2016.

CARRIED

Ben Wilkinson entered Council Chambers at 10:25 am.

6. Delegations

a) Ben Wilkinson

Re: Property Assessment and Taxes

Ben Wilkinson asked Council if they would consider refunding taxes related to the removal of a mobile home from RL 18-47-27-W2.

Council informed Mr. Wilkinson that in 2015 taxes were reduced on this account upon the RM being advised of an assessment change on this property. Further, Mr. Wilkinson was informed that based on the advice of the RM's solicitor, no further tax adjustments would be made to this account.

Ben Wilkinson departed from Council Chambers at 10:30 am.

7. EPS MANAGEMENT SERVICES INC.

#016/2016 **FRANC** That the December 2015 EPS Management Services Report be accepted as presented.

CARRIED

8. CORRESPONDENCE

#017/2016 **WILSON** That Reeve Sheldon, Councillor Rybka and the Administrator be authorized to attend the January 28, 2016 State of the City of Prince Albert Address.

CARRIED

#018/2016 **MATWISHYN** That the following correspondence be received and filed:

- **SARM**
 - Carrot River Valley Watershed Association – Weed Management Workshop – January 28, 2016 Melfort
 - Sask Highways Maintenance Vehicles – Blue and Amber Lights
 - Official Community Plan – Workshop – January 20, 2016 Frontier
 - Proposed Changes to Bylaws
 - Resolution Deadline – February 24, 2016
 - Prosperity Thru Partnerships Conference: Communities Coming Together – January 13-14, 2016
 - Solid Waste Management and Landfill Workshops – January 26, 2016 Regina or February 4, 2016 Saskatoon
 - Civic Addressing Signage Program – Sign order delay
 - COOL (Country of Origin Labeling) Repealed by USA
 - 2016 SARM Fees
 - Carmen Sterling – Vice President Candidate
 - Harvey Malanowich – Vice President Candidate
 - Excess Liability Insurance for 2016
- **PREP (Provincial Rate Eradication Program) – 2016 Winter Workshops**
- **City of Prince Albert – Mayor’s State of City Address January 26, 2016**
- **Jason Everitt, Fire Chief – Severe Storm Spotting Training & Safety March 2016**
- **Sask Waste Reduction Council – Charting the Course Conference – April 20-22, 2016 Regina**
- **South Sask River Agri-Environmental Group Plan Newsletters – Fall 2015**
- **Heritage Saskatchewan – 2016 Membership Application**
- **Hudson Bay Route – 2016 Membership Application**
- **Ministry of Highways and Infrastructure – Public Improvement Lands (Service Road).**

CARRIED

Jason Kaptein entered Council Chambers at 11:15 am.

10. PLANNING

a) Phyllis Dunphy

Re: Subdivision Application, NW-26-48-24-W2

#019/2016 **RYBKA** That the application by Phyllis Dunphy, to subdivide approximately 6.06 hectares from NW 26-48-24-W2, be approved under Section 3.6.3.(8)(a)(i) of the Prince Albert Planning District Official Community Plan and Section 6.2 of the R.M. of Prince Albert Zoning Bylaw.

CARRIED

b) Bylaw No. 1 of 2016

Re: Closing and Selling Portions of Road Allowance Situated on River Lot 1, 46-26-W2 and River Lots 50, 51 and 52, 46-25-W2

#020/2016 **MATWISHYN** That Bylaw No. 1 of 2016 be given first reading.

CARRIED

Fran Lucyshyn entered Council Chambers at 11:30 am.

c) RM of Prince Albert Zoning Bylaw No: 3 of 2010

Re: Discussion to Amend

Jason Kaptein presented a proposal to amend commercial sign can clear sight vision triangle requirements. He noted that he would return to the meeting with a Draft Amending Bylaw proposal later during this meeting.

d) Highway 11 Commercial Corridor Planning

Re: Consultant Request for Proposal Process

Jason. Kaptein noted that four consultants have been engaged in the proposal

Jason Kaptein advised Council that an amendment would be made to the Request for Proposals to allow for public engagement early in the process.

e) Peter Ballantyne Cree Nation

Re: Land Agreement – Joint Planning Board Meeting

Jason Kaptein noted that he would call land management staff at Peter Ballantyne Cree Nation to try and arrange for a meeting to review the Land Agreement between the RM and Peter Ballantyne.

Jason Kaptein departed from Council Chambers at 12:00 pm and Councillor Hradec returned to Council Chambers at this point of the meeting.

9. REPORTS:

b) Management Team

The Management Team report was reviewed as circulated.

- #021 **EITHER** That Administration be authorized to apply for federal government infrastructure funding, in support of improving Russtan Road, should the federal government announce and move forward with an applicable funding program.

CARRIED

Council recessed for lunch at 12:15 pm.

Council reconvened at 12:50 pm.

9. REPORTS:

b) Management Team - Continued

Division I Steep Creek Water Well

A request to consider development of a new well in Division I was addressed.

Administration was asked to discuss water service options to Division I with the Prince Albert Rural Water Utility General Manager.

March 2016 Council Meeting Date

- #022/2016 **RYBKA** That the March 2016 regular Council meeting be held on March 23, 2016 due to the Saskatchewan Association of Rural Municipalities convention scheduled for March 7-10, 2016.

CARRIED

a) Council

Reports presented by each Councillor.

- #023/2016 **WILSON** That the Foreman be authorized to purchase a rock truck valued at \$75,000.00 or less.

CARRIED

- #024/20165 **HRADEC** That the Councillor and Management Team reports be accepted as presented.

CARRIED

Fran Lucyshyn departed from Council Chambers at 2:05 pm

Jason Kaptein returned to Council Chambers at 2:15 pm.

10. PLANNING (Continued)

c) RM of Prince Albert Zoning Bylaw No: 3 of 2010 Re: Discussion to Amend

Jason Kaptein introduced a DRAFT version of Bylaw No. 2 of 2016 that would serve to amend the RM's current Zoning Bylaw No: 3 of 2010.

Jason Kaptein noted that he would present an updated version of this Bylaw to Council at the February 2016 meeting.

Jason Kaptein departed from Council Chambers at 2:40 pm.

11. ACCOUNTS

#025/2016 **MATWISHYN** That the Accounts 8091 to 8167, in the amount of \$937,488.59 a list of which is attached and forms a part of these Minutes, be approved for payment and that Cheque No. 8158, payable to the City of Prince Albert be reviewed with City of Prince Albert officials prior to sending this payment.

CARRIED

12. FINANCIAL STATEMENT

#026/2016 **RYBKA** That the December 2015 Financial Statement be accepted as presented.

CARRIED

13. 2016/2017 Staff Wages/Salaries

#027/2016 **EITHER** That Council enters an In-Camera session to review staff wages and salaries at 3:49 pm.

CARRIED

Terrence Schneider and Roxanne Roy departed from Council Chambers at this point of the meeting.

CARRIED

#028/2016 **RYBKA** That Council returns to the regular scheduled agenda at 5:19 pm.

CARRIED

Terrence Schneider and Roxanne Roy returned to Council Chambers at this point of the meeting.

#029/2016 **RYBKA** That the wage grid for all shop staff positons be increased by \$0.60/hour in 2016, retroactive to January 1, 2016, and increased by \$0.60/hour in 2017.

CARRIED

#030/2016 **WILSON** That the form of pay for Fran Lucyshyn, Shop Foreman, be changed from an hourly wage to a monthly salary, that the monthly salary be reflected in an employment contract and that this salary be \$80,000.00 in 2016, retroactive to January 1, 2016 and \$81,600.00 in 2017.

CARRIED

#031/2016 **EITHER** That the salary for Shelley Jasnoch, Administrative Assistant be increased by \$0.85 per hour (\$1,657.50/year) in 2016, retroactive to January 1, 2016, and increased by \$0.85 per hour (\$1,657.50/year) in 2017.

CARRIED

#032/2016 **HRADEC** That the salary for Roxanne Roy, Assistant Administrator, be increased by 3% (\$1,620.60) in 2016, retroactive to January 1, 2016, and increased by 3% (\$1669.22) in 2017.

CARRIED

15. ADJOURNMENT

#033/2016 **HRADEC** That the meeting be adjourned at 5:25 pm.

CARRIED

Reeve: Norma Sheldon

Administrator: Terrence Schneider