

**RURAL MUNICIPALITY OF PRINCE ALBERT NO. 461**

Remaining Minutes of the regular meeting of December 10, 2020, the Council of Rural Municipality of Prince Albert No. 461 held in joint Council Chambers of the Municipality Centennial Building, 99 River Street East, Prince Albert, SK S6V 0A1 on Thursday, December 17, 2020.

- Present: Eric Schmalz, Reeve
- Michael Grassick, Division #1 Councillor  
 Tyler Hazelwood, Councillor #2  
 Guy St. Hilaire, Division #3 Councillor  
 Richard Wilson, Division #4 Councillor  
 Colin Sheldon, Division #5 Councillor  
 Mike Ethier, Division #6 Councillor
- Roxanne Roy, Administrator
- Fran Lucyshyn, Foreman

Absent: Karri Willick, Assistant Administrator

Reeve Eric Schmalz called the meeting to order at 9:08 am

**Karri Willick, Assistant Administrator entered council chambers at 9:10 am**

**CROP DAMAGE**

**#470/2020 HAZELWOOD** That the following crop damage be paid to the following:

Russtan Road – Gas Tax

SW & SE 06-48-24-W2	\$1,537.55
SE 05-48-24-W2	\$ 331.20
SW 05-48-24-W2 & NE 31-47-24-W2	\$1,447.68
NE 32-47-24-W2	\$ 144.55
NW 32-47-24-W2	\$1,561.96

Deer Park Road

NE & SE 08-46-27-W2	\$ 320.00
(Lucyshyn)	\$ 560.00
NE 08-46-27-W2	\$ 160.00

Correction Line

PT NW 32-46-27-W2	\$ 160.00
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**CARRIED UNANIMOUSLY**

**Karri Willick, Assistant Administrator left council chambers at 9:41 am**

**TAX CANCELLATION**

**#471/2020 WILSON** That we agree to cancel the following taxes due to sale of land.

PT RL 33-46-26-W2	\$3,223.42
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**CARRIED UNANIMOUSLY**

**LOCAL IMPROVEMENT**

**#472/2020 HAZELWOOD** That the Report prepared by Roxanne Roy, with respect to the proposed local improvement listed below, be adopted; that application be made under clause 5(1)(a) of *The Local Improvement Act, 1993* to the Saskatchewan Municipal Board, Local

Government Committee, to undertake this work/service as a local improvement at an estimated cost of \$36,823.31 plus RM Administration fee to be determined later:

Work/Service: Installation of Street Lights on Sunshine Road

**CARRIED UNANIMOUSLY**

**REPORTS**

#473/2020 **ETHIER** That the recommendation of the Fleet Management and Operations Committee is to put out a Request for Proposal (RFP) for a used 30Ton Rock Truck.  
**CARRIED UNANIMOUSLY**

#474/2020 **WILSON** That the recommendation of the Fleet Management and Operations Committee is to put out a Request for Quote (RFQ) for our 2021 gravel supply.  
**CARRIED UNANIMOUSLY**

#475/2020 **GRASSICK** That the recommendation of the Fleet Management and Operations Committee is to use the SARM Program for our 2021 culvert supply.  
**CARRIED UNANIMOUSLY**

#476/2020 **ETHIER** That the recommendation of the Fleet Management and Operations Committee is to use Redhead Equipment for our 2021 grader blade supply.  
**CARRIED UNANIMOUSLY**

#477/2020 **ETHIER** That the recommendation of the Fleet Management and Operations Committee is to put out an invitational request for quote for our 2021 Gasoline and Oil supply.  
**CARRIED UNANIMOUSLY**

#478/2020 **ETHIER** That the recommendation of the Fleet Management and Operations Committee is to put out a Request for Quote (RFQ) for our 2021 Diesel Supply.  
**CARRIED UNANIMOUSLY**

#479/2020 **ETHIER** That we recess at 10:26 am.  
**CARRIED UNANIMOUSLY**

**CHRISTMAS HOURS**

#480/2020 **ST. HILAIRE** That the RM Office 2020 Christmas and New Years hours be set as follows:  

- December 24, 2020 – Closed at noon
- December 25, 2020 – Closed
- December 28, 2020 – Closed
- December 31, 2020 – Closed at 3:00 pm
- January 1, 2021 - Closed

**CARRIED UNANIMOUSLY**

**ACCOUNTS**

#481/2020 **SHELDON** That the rates for Indemnity, Supervision and Mileage remain the same as 2020:

Retainer for all Council Members - \$400.00 / month

Indemnity and Supervision - \$200.00 / day or \$25.00 / hour; any meeting exceeding 4 hours shall be considered one day.

Reeve Supervision - \$350.00 / day, maximum of 24 days annually; in the absence of the Reeve, the Deputy Reeve or Council Designate Supervision to be \$350.00 / day.

Mileage - \$0.50 / km.

Communication Allowance (cellular, phone, fax) - \$35.00 / month may be claimed.

Meal Allowance – actual costs, receipt must be submitted. The RM of Prince Albert will not reimburse for the purchase of spirit beverages.

Members at Large appointed to committees on behalf of the RM of Prince Albert receive remuneration as follows - \$20.00 / hour Indemnity and \$0.50 / km mileage (if not paid by committee appointed to by Council).

**CARRIED UNANIMOUSLY**

### **MEMBERSHIPS**

#482/2020 **HAZELWOOD** That we agree to pay the respective 2021 membership fee in the amount of \$100.00 to Sasktip Inc.

**CARRIED UNANIMOUSLY**

#483/2020 **ST. HILAIRE** That we agree to pay the respective 2021 membership fee in the amount of \$958.05 to the Federation of Canadian Municipalities (FCM).

**CARRIED UNANIMOUSLY**

#484/2020 **GRASSICK** That we agree to pay the respective 2021 membership fee in the amount of \$14,037.13 to the Agricultural Producers Association of Saskatchewan (APAS)

**CARRIED UNANIMOUSLY**

### **MUNICIPAL REVENUE SHARING**

#485/2020 **WILSON** The Council of the RM of Prince Albert No. 461 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED UNANIMOUSLY**

### **POLICY REVIEW**

#486/2020 **HAZELWOOD** That the Roads & Approaches – Snow Plowing Policy, P-06.37 be adopted as presented.

That the Roads & Approaches – Snow Plowing Policy, P-06.37 review resolution number and date be included in the RM of Prince Albert's Policy Manual.

**CARRIED UNANIMOUSLY**

### **BYLAW REPORT**

#487/2020 **ETHIER** That the Bylaw report submitted by Dean Mcleod, RM of Buckland Bylaw Officer, be approved as presented.

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

#488/2020 **ST. HILAIRE** That the following correspondence be received and filed:

- Clearing the Path

**CARRIED UNANIMOUSLY**

**GAS TAX**

#489/2020 **WILSON** That we agree to engage K & D Prime Time to continue the completion of Russtan Road as per the terms outlined in the Supplemental Agreement No. RM201611-1.

**CARRIED UNANIMOUSLY**

#490/2020 **ETHIER** That it being 12:12 pm, we adjourn for lunch.

**CARRIED UNANIMOUSLY**

Reeve Eric Schmalz called the meeting back to order at 12:55 pm

**REPORTS CONTINUED**

#491/2020 **WILSON** That the Foreman's verbal report be approved as presented.

**CARRIED UNANIMOUSLY**

**BEAVER TRAPPERS**

#492/2019 **HAZELWOOD** That as of December 31, 2020, the current approved Beaver Trapper list will expire. Applications for the 2021 Beaver Trapper List maybe submitted after January 1, 2021.

**CARRIED UNANIMOUSLY**

**REPORTS CONTINUED**

#493/2020 **ST. HILAIRE** That as per the recommendation of our auditors, we authorize the Administrator to create a Doubtful Account.

**CARRIED UNANIMOUSLY**

#494/2020 **ETHIER** That the Administrator's written report be approved as presented.

**CARRIED UNANIMOUSLY**

#495/2020 **SCHMALZ** That we agree to put forth a Request for Proposal (RFP) for an HR Consulting Contractor.

**CARRIED UNANIMOUSLY**

#496/2020 **ETHIER** That we recess at 2:55 pm.

**CARRIED UNANIMOUSLY**

Reeve Eric Schmalz called the meeting back to order at 3:09 pm

**IN CAMERA**

#497/2020 **HAZELWOOD** That the meeting proceed in camera at 3:10 pm, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss legal matters.

**CARRIED UNANIMOUSLY**

Fran Lucyshyn, Foreman left council chambers at 3:09 pm

#498/2020 **ETHIER** That Council returns to the regular scheduled agenda at 3:42 pm.

**CARRIED UNANIMOUSLY**

Fran Lucyshyn, Foreman entered council chambers at 3:43 pm

**RETAINER AGREEMENT**

#499/2020 **HAZELWOOD** That we agree to retain the services of Neil Raas as the RM Solicitor effective January 1, 2021.

**CARRIED UNANIMOUSLY**

#500/2020 **SCHMALZ** That the Councillor's verbal report be approved as presented.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

#501/2020 **ETHIER** That is being 4:11 pm, we now adjourn.

**CARRIED UNANIMOUSLY**

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**Eric Schmalz, Reeve**

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**Roxanne Roy, Administrator**