

RURAL MUNICIPALITY OF PRINCE ALBERT NO. 461

Minutes of the regular meeting of 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 Wednesday December 7th, 2022.

Present: Eric Schmalz, Reeve

Michael Grassick, Division #1 Councillor
Tyler Hazelwood, Division #2 Councillor
Guy St. Hilaire, Division #3, Councillor
Richard Wilson, Division #4 Councillor
Colin Sheldon, Division #5 Councillor

Rochelle Neff, Chief Administrative Officer
Karri Willick, Assistant Chief Administrative Officer
D.J. Harris, Director of Public Works

Absent: Donovan Brule, Division #6 Councillor

Reeve Eric Schmalz called the meeting to order at 9:10 am

AGENDA

#424/2022 **SHELDON** That the agenda be approved as amended to include:

Bylaws and Policies:

P-02.04 – Dress Code
P-06.14 – Sick Days

New Business:

17. 2023 Meetings of Council
18. Line of Credit

Delegation: 10:00 am – Ross Cargan
10:30 am – All-Net Meetings

CARRIED UNANIMOUSLY

MINUTES

#425/2022 **GRASSICK** That the Regular Meeting Minutes of November 10th, 2022, be approved as presented.

CARRIED UNANIMOUSLY

#426/2022 **SHELDON** That the Special Meeting Minutes of November 29th, 2022, be approved as presented.

CARRIED UNANIMOUSLY

ACCOUNTS

#427/2022 **WILSON** That the November Financial Statement be accepted as presented.

CARRIED UNANIMOUSLY

#428/2022 **HAZELWOOD** That the Accounts 13472 to 13531, in the amount of \$181,813.30, a list of which is attached and forms a part of these minutes, be approved for payment.

CARRIED UNANIMOUSLY

#429/2022 **ST.HILAIRE** That the Payroll Deposit in the amount of \$8,648.75, which is made up of November's Council Indemnity be approved for payment.

CARRIED UNANIMOUSLY

#430/2022 **GRASSICK** That the Direct Deposit in the amount of \$53,389.50, which is made up of the November's Office and Public Works Net Payroll, be approved for payment.

CARRIED UNANIMOUSLY

#431/2022 **SHELDON** That the Electronic Transfer to Municipal Employee Pension Plan for the month of November in the amount of \$13,858.10, be approved for payment.

CARRIED UNANIMOUSLY

IN CAMERA

#432/2022 **WILSON** That the meeting proceed in camera at 9:27 am, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters.

CARRIED UNANIMOUSLY

#433/2022 **ST.HILAIRE** That Council returns to the regular scheduled agenda at 9:50 am.

CARRIED UNANIMOUSLY

MUNICIPAL REVENUE SHARING

#434/2022 **SCHMALZ** That 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 2021 Audited Financial Statements to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of Council have filed and annually update their Public Disclosure Statements, as required.

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

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED UNANIMOUSLY

RECESS

#435/2022 **HAZELWOOD** That we recess at 9:52 am.

CARRIED UNANIMOUSLY

Reeve Eric Schmalz called the meeting to order at 10:03 am

SOFTWARE PURCHASE

#436/2022 **SCHMALZ** That Council agrees to purchase All-Net Meetings software for \$5,495.00.

CARRIED UNANIMOUSLY

BYLAW ENFORCEMENT

#437/2022 HAZELWOOD That Council agrees to extend the Dec. 31/22 deadline from the Order of Remedy - Res. #332/2022, on Roll No. 1692, pending a site visit and owner providing a priority timeline with completion dates.

CARRIED UNANIMOUSLY

BYLAWS

#438/2022 WILSON That Council agrees to amend Bylaw 10 of 2022 to include “more than one dwelling, not located in the same yard site”.

CARRIED UNANIMOUSLY

RESOLUTION AMENDMENT

#439/2022 HAZELWOOD That Council agrees to amend Resolution # 248/2022 due to a clerical error, resolution shall read as follows:

That the Accounts 13180 to 13235 in the amount of \$194,827.23, a list of which is attached and forms a part of these minutes, be approved for payment.

CARRIED UNANIMOUSLY

#439/2022 GRASSICK That Council agrees to amend Resolution # 249/2022 due to a clerical error, resolution shall read as follows:

That the Accounts 13236 to 13254 in the amount of \$51,633.78, a list of which is attached and forms a part of these minutes, be approved for payment.

CARRIED UNANIMOUSLY

#440/2022 SHELDON That Council agrees to amend Resolution Number 294 of 2022 as follows:

Roll number 2269 should read 2148,

And that roll number 178 to be removed as per Bylaw 10 of 2022 which states that if one or more than one residence is owned and is occupied by a renter, the residence is subject to an ESF,

and that, roll number 1552, as per Bylaw 10 of 2022, which states that every property is subject to an ESF including bare land and should be removed from resolution number 294 of 2022 and subject to an ESF.

CARRIED UNANIMOUSLY

POLICY

#441/2022 HAZELWOOD That Council agrees to enact Policy P-02.05, The Dress Code Policy, as presented.

CARRIED UNANIMOUSLY

#442/2022 SCHMALZ That Council agrees to amend Policy P-06.14, The Sick Leave Policy, as presented.

CARRIED UNANIMOUSLY

2023 COMMITTEE APPOINTMENTS

#443/2022 HAZELWOOD That Council agrees to the 2023 Committee Appointment list, a list that is attached and forms part of the minutes.

CARRIED UNANIMOUSLY

RECESS

#443/2022 HAZELWOOD That we recess for Lunch at 12:02 am.

CARRIED UNANIMOUSLY

Reeve Eric Schmalz called the meeting to order at 12:57 pm

2023 WEED INSPECTOR

#444/2022 **ST. HILAIRE** That Council agrees to appoint Marcel Baynton as the RM Weed Inspector for 2023.

CARRIED UNANIMOUSLY

#445/2022 **HAZELWOOD** That Council approves the 2023 Weed Management Plan for the RM, as presented.

CARRIED UNANIMOUSLY

2023 PEST CONTROL OFFICER

#446/2022 **SCHMALZ** That Council agrees to appoint Peter Ksynduk as the RM 2023 Pest Control Officer, wages and milage set by the ADD Board.

CARRIED UNANIMOUSLY

2023 BEAVER CONTROL PROGRAM

#447/2022 **SCHMALZ** That Council agrees that the previously approved 2022 Beaver Control program and list be carried forward as the approved Beaver Control list for 2023.

CARRIED UNANIMOUSLY

2023 COUNCIL INDEMNITY

#448/2022 **HAZELWOOD** The rates for Indemnity and Supervision for the 2023 calendar year are as follows:

Retainer for all Council Members - \$400.00

Indemnity and Supervision (including special meetings) - \$250.00/day or \$30.00/hour; any meeting 4 hours and over shall be considered one day.

Reeve Supervision - \$400.00/day, maximum of 24 days annually; in the absence of the Reeve, the Deputy Reeve, or Council Designate Supervision to be \$400.00/day.

Mileage – \$0.75/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 - \$30.00/hour indemnity and \$0.75/km mileage (if not paid by committee appointed to by Council).

CARRIED UNANIMOUSLY

2023 HAUL RATES

#449/2022 **GRASSICK** That Council agrees that the 2023 RM Haul Agreement Rates be set at:

Winter Rates: \$0.03/t.km

Summer Rates: \$0.04/t.km

CARRIED UNANIMOUSLY

TAX ENFORCEMENT COSTS

#450/2022 **SHELDON** That Council agrees to post the following Tax Enforcement costs to the following properties:

<u>Roll No.</u>	<u>Land Location</u>	<u>Amount \$</u>
1146	PCL In LSD 04	\$ 330.00
1726	PT SW 20-48-25 W2	\$ 330.00

1765 NW 25-48-25 W2 \$ 330.00
3015 PT SW 20-47-27 W2 \$ 330.00

CARRIED UNANIMOUSLY

HOLIDAY OFFICE CLOSURES

#451/2022 SCHMALZ That Council agrees and approves the Municipal Office and Public Works Department to close for the following 2022 Holiday Hours as presented:

December 23rd – Closed day in lieu
December 26th – Closed Boxing Day
December 30th – Closed at 3:00 pm
January 2nd – Closed day in lieu

CARRIED UNANIMOUSLY

GRATUITY

#452/2022 WILSON That Council agrees that the 2022 Employee Gratuity of \$200.00 be paid to Rochelle Neff, Shelley Jasnoch, Karri Willick, D.J. Harris, Ronnie Bor, Craig Christianson, Delvin Dyck, and a \$100.00 to be paid to Terry Nemish, Barry Halcro, Chris Donald, Kevin Butterfield, Chris Delorme, Robert Blocka, Mason MacKay, Taylor Haydukewich and Dennis Pott.

CARRIED UNANIMOUSLY

CHRISTMAS PARTY

#453/2022 ST. HILAIRE That Council agrees to host a Staff Christmas Party, to take place on December 10th, 2022, at Plaza 88, in Prince Albert.

CARRIED UNANIMOUSLY

SASK LOTTERIES

#454/2022 SCHMALZ That Council agrees to pay an additional amount of \$1345.00 to the Prince Albert Trail Riders for added qualifying expenditures through the Saskatchewan Lotteries Community Grant Program for Sport, culture, and recreation, and Council agrees to request unspent conditional grant funding from:

- West Central Comm. Club, in the amount of \$582.00
- West PA 4H Club in the amount of \$435.00
- Osborne Rec Board in the amount of \$5,056.00
- East Central Recreation in the amount of \$532.00
- Vintage Power in the amount of \$2,710.00

To remain in good standing. \$7,970.00 is to be remitted back to Sask Lotteries Community Grant Program for the April 1, 2021, to March 31st, 2022, period.

CARRIED UNANIMOUSLY

GRANT IN LIEU

#455/2022 WILSON That Council agrees to cancel the Grant in Lieu 2023 taxes for the Department of Transportation, Roll# 1768 in the amount of \$604.25 and for SK Energy, Roll# 3051 and # 3036 in the amount of \$299.88.

CARRIED UNANIMOUSLY

EXTENDED HEALTH AND DENTAL

#456/2022 HAZELWOOD That the eligible employees be covered under the 2023 SARM Extended Benefits Health and Dental Plan Level 5. The RM will also remit premiums to SARM on behalf of Council members choosing to join the SARM Extended Benefits Plan. This is at the request of SARM, in turn, Councillors will remit premiums to the municipality.

CARRIED UNANIMOUSLY

EXCESS LIABILITY INSURANCE

#457/2022 GRASSICK That Council agrees to the renewal of the RM of Prince Albert No. 461 Excess Liability Insurance for 2023 through SARM, applying the same limit as purchased in 2022: \$3,000,000.00 limit of Excess Liability, along with a limit of optional Excess Administrative Errors and Omissions Liability.

CARRIED UNANIMOUSLY

REGULAR MEETINGS OF COUNCIL

#458/2022 SCHMALZ That in 2023, the Regular Meeting of Council be held on the second Thursday of each month beginning at 9:00 am.

CARRIED UNANIMOUSLY

LINE OF CREDIT

#459/2022 GRASSICK That Council agrees to renew the Operating Revolving Line of Credit with the Conxus Credit Union in the amount of \$750,000, with the Current Prime Rate of 5.85%.

CARRIED UNANIMOUSLY

CORRESPONDENCE

#460/2022 ST. HILAIRE That the following correspondence, be received, and filed.

CARRIED UNANIMOUSLY

RECESS

#461/2022 HAZELWOOD That we recess at 2:19 pm.

CARRIED UNANIMOUSLY

Reeve Eric Schmalz called the meeting to order at 2:29 pm

FUEL TANK PURCHASE

#462/2022 SCHMALZ That Council agrees to purchase a used 50,000 LWSTL fuel tank for \$42,000 from Lake Country Co-op January 1st, 2023, including the trade-in of the RM 10,000L tank for \$5,000.00.

CARRIED UNANIMOUSLY

REPORTS

#463/2022 ST. HILAIRE That the Director of Public Works verbal report be approved as presented.

CARRIED UNANIMOUSLY

#464/2022 SHELDON That the Chief Administrative Officer's verbal report be approved as presented.

CARRIED UNANIMOUSLY

#465/2022 SCHMALZ That the Councillor's verbal report be approved as presented.

CARRIED UNANIMOUSLY

#466/2022 HAZELWOOD That it being 3:59 pm, we now adjourn.

CARRIED UNANIMOUSLY

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer