

RM of Rosthern #403

Agenda

Council Meeting

Tuesday, April 9, 2024 @ 9:00 AM

1. CALL MEETING TO ORDER

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.1. March 5/2024 - Regular Meeting
- 3.2. March 27/2024 - Budget Committee Meeting

4. PUBLIC WORKS

- 4.1. In-Camera Per Section 12 of the Council Procedures Bylaw 9.2023 - HR - Employee Reviews
- 4.2. Foreman & Division Verbal Reports
- 4.3. 2024 Gravel Program
- 4.4. Spring Road Bans
- 4.5. SARM Convention

5. 10:00AM - PUBLIC HEARING

- 5.1. Discretionary Use Application - SE 34-40-03-W3 - Abattoir

6. CORRESPONDENCE

- 6.1. Bylaw Enforcement
- 6.2. Saskatchewan Revenue Sharing
- 6.3. Town of Hague
- 6.4. SARM
- 6.5. AG Health and Safety Network Membership
- 6.6. Ministry of Government Relations - 2024 School Mill Rates
- 6.7. Hague Museum Donation
- 6.8. Municipal Governance Workshop
- 6.9. Jim Pattison Children Hospital

7. REPORTS OF ADMINISTRATION & COMMITTEE'S

- 7.1. Administrator Report
- 7.2. Council Indemnity
- 7.3. Affinity Credit Union
- 7.4. Financials

8. UNFINISHED BUSINESS

- 8.1. Asbestos Testing
- 8.2. Landfill
- 8.3. RCMP
- 8.4. Bylaw 1.2024 - Council Code of Ethics
1st reading only
- 8.5. 2024 Capital & Operations Budget Discussion

9. NEW BUSINESS

- 9.1. Town of Rosthern - Doctors Residence Renovations
- 9.2. Outdoor Sign
- 9.3. Violence Prevention in the Workplace Policy
- 9.4. Motion 390.2019 - Set Review

10. ADDITIONAL BUSINESS

11. ADJOURNMENT

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RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF APRIL 9TH 2024

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Chambers located at 1001 6th Street Rosthern, SK on Tuesday April 9th 2024 commencing at 9:00AM.

ATTENDANCE

PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, LARRY FEHR – DIVISION 2, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, CHAD KRIKAU – DIVISION 5, CHARLES KRIKAU – DIVISION 6, TOM MADDEN – DIVISION 7

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 2 IN ATTENDANCE (1 Municipal Employee K.F / 1 Gallery - G. B as registered)

IN PERSON GALLERY – 1 RESIDENT (A.R)

Reeve read the Conduct of public to gallery – 9:04AM (Section 34- Bylaw 9.2023)

**AGENDA
130.2024**

DIVISION 1 / DIVISION 7:

That Council approve the agenda presented with the following additions:

- Insert to 9.4 – In Camera – Per Section 12 of the Council Procedures Bylaw 9.2023 to Discuss Legal Advice.
- Neuanlage Recreation Committee
- Neuanlage Minutes

CARRIED

131.2024

DIVISION 5/ DIVISION 3:

That Council add to Additional Business – Discussion on Old Office Property Sale.

CARRIED UNANIMOUSLY

**MINUTES
132.2024**

DIVISION 4 / DIVISION 7:

That the minutes from March 5th 2024 Regular Council Meeting be approved as presented.

CARRIED

133.2024

DIVISION 5 / DIVISION 3:

That the minutes from March 27th 2024 Budget Committee be approved as presented.

CARRIED

IN CAMERA SESSION

134.2024

DIVISION 5 / DIVISION 7:

That Council move to In Camera Session per Section 12 of the Council Procedures Bylaw 9.2023 – HR Matters. 9:15AM

CARRIED

ALL IN ATTENDANCE

OUT OF IN CAMERA – 9:50AM

135.2024

DIVISION 5 / DIVISION 4:

That Council resume regular meeting – 9:50AM

CARRIED

OUTSIDE EMPLOYEE REVIEWS

136.2024

DIVISION 4 / DIVISION 2:

That Council set all outside staff wages at an additional \$1.50 for the 2024 year.

CARRIED

137.2024

DIVISION 2 / DIVISION 7:

That Council approve foreman Robin to take home the RM truck daily, and be used for RM business only when required after hours.

CARRIED

BREAK FOR RECESS – 9:53AM – 10:04AM

MOVE TO ITEM

138.2024

DIVISION 3 / DIVISION 5:

That Council move to item 5 on the agenda.

CARRIED

PUBLIC HEARING – DISCRETIONARY USE SE 34-40-03-W3 – ABATTOIR

139.2024

DIVISION 1 / DIVISION 7:

That Council move to Public Hearing for Discretionary Use at SE 34-40-03-W3 - Abattoir – 10:04AM.

CARRIED

0 – verbal submission

0- written submissions

1 – in person - no comment

2- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)

140.2024

DIVISION 1 / DIVISION 6:

That Council close public hearing and return to regular Council meeting – 10:10AM

CARRIED

DISCRETIONARY USE SE 34-40-03-W3 – ABATTOIR

141.2024

DIVISION 7 / DIVISION 2:

That the application be approved per Discretionary Use Schedule A Section 1.1.22 of the Zoning Bylaw. That the following conditions be applied and once the office has received the information required a formal approval will be granted. The following conditions apply to the discretionary use:

1. The applicant be solely responsible for all of the costs associated with the discretionary use application
2. The application be reviewed every 5 years, if sold the new owner is to be informed of the conditions applied



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3. Building and Development permits be taken to turn the existing location into a suitable building standard for the business.
4. Full compliance with the RM Zoning bylaw including but not limited to:
 - a. Developable area site plan
 - b. Signage and parking requirements
 - c. lighting
5. The slaughter plant license be Sask Health Authority be submitted to the RM
6. The applicant shall provide a letter of assurance from the Saskatchewan Health Authority that the existing septic can continue to be used for the purposes of the abattoir, or upgrade the system as required. Should the upgrade be required the installation of any new plumbing and sewage system shall be permitted, inspected and approved but he Saskatoon Health Region
7. If potable water is required – submission of potable water source approval be submitted.
8. Obtaining the necessary approvals and providing evidence of compliance to the RM of Rosthern of the requirements and recommendations of all applicable federal and provincial governments ministries and agencies
9. Animal waste product is to be stored in sealed containers in a manner and location that will avoid attracting wildlife until removal from site occurs
10. Animal waste product to be removed from the site regularly so as to not cause a nuisance or attract additional wildlife though a Canadian Food Inspection Agency (CFIA)
11. Applicant is required to follow all CFIA regulations and standards for operations of the abattoir.
12. Burying of animal parts of carcasses as it relates to the abattoir operation is prohibited on this site, including disposal of Specified Risk Materials (SPR) from cattle

CARRIED

**MOVE TO ITEM
142.2024**

DIVISION 3 / DIVISION 5:
That Council move to item 4.2 on the agenda.

CARRIED

**RADIO SYSTEM
143.2024**

DIVISION 1 / DIVISION 3:
That we try no radio at the office for 1 month and see how that works for both the office and outside staff.
That an update be presented next month.

CARRIED

**SPOT GRAVEL
144.2024**

DIVISION 2 / DIVISION 7:
That spot gravel be approved as required before the 2024 Gravel Program to a max of 2,000 yards.

CARRIED

**SPEED SIGNS
145.2024**

DIVISION 7 / DIVISION 2:
That Council approve to have speed signs installed within Division 2 as requested.

CARRIED

DIVISION & FOREMAN REPORTS

146.2024 **DIVISION 1 / DIVISION 4:**
That Council accept the verbal Division & Foreman reports given.

CARRIED

2024 GRAVEL PROGRAM

147.2024 **DIVISION 7 / DIVISION 4:**
That the 2024 Gravel Inspections be conducted by the Foreman and Division Councillor. That the Reeve or Deputy Reeve also be present.

CARRIED

148.2024 **DIVISION 7 / DIVISION 5:**
That Council tender out the 2024 Gravel Haul Program, tenders go out for a minimum of 15,000 cubic yards, that the hauling be completed by June 15th 2024. Tenders close May 6th 2024 at 4PM to be awarded May 7th Regular Council Meeting. Details to be in the bidding instructions.

CARRIED

149.2024 **DIVISION 5 / DIVISION 6:**
That Council approve the rates from Lyndell Trucking for 2024 road maintenance spot gravelling as required. That the rate is \$ 140.00/hr. with 6% fuel surcharge.

CARRIED

2024 SPRING ROAD BANS

150.2024 **DIVISION 3 / DIVISION 2:**
That the removal of road bans be submitted when Public Works and Foreman see fit.

CARRIED

BYLAW ENFORCEMENT

151.2024 **DIVISION 5 / DIVISION 3:**
That Council accept the Bylaw Enforcement reports from the Months of February & March as presented.

CARRIED

2024 HAGUE JOINT FIRE BUDGET

152.2024 **DIVISION 7 / DIVISION 1:**
That Council accept the 2024 proposed budget from the Hague Fire Department.

CARRIED

AGRIC URAL HEALTH AND SAFETY NETWORK

153.2024 **DIVISION 7**
That Council accept the 2024 membership from the AG Health and Safety Network.

MOTION WAS RESCINDED

154.2024 **DIVISION 3 / DIVISION 5:**
That Council table the AG Health and Safety Network membership for 2024 until next meeting.

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
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SASKATCHEWAN RIVER VALLEY MUSEUM

155.2024

DIVISION 5 / DIVISION 3:

That Council send a letter that 2023 has been closed but the RM is happy to donate \$2,000 for the 2024 year. That Council request letter of support be sent by the museum should they request funding every year.

CARRIED

MUNICIPAL GOVERNANCE WORKSHOP

156.2024

DIVISION 3 / DIVISION 7:

That Council send Administrator McCormick and 2 Councillors to the Municipal Governance Workshop held in Nipawin in November 2024.

CARRIED

JIM PATTISON CHILDREN'S HOSPITAL FOUNDATION

157.2024

DIVISION 7 / DIVISION 2:

That Council donate \$2,000 to the Jim Pattison Children's Hospital Foundation.

CARRIED

FILE CORRESPONDENCE

158.2024

DIVISION 1 / DIVISION 7:

That Council file correspondence.

CARRIED

ADMINISTRATOR HOLIDAYS

159.2024

DIVISION 2 / DIVISION 7:

That Council approve holidays for Administrator McCormick for April 29 2024 - May 3 2024.

CARRIED

ADMINISTRATOR REPORT

160.2024

DIVISION 1 / DIVISION 5:

That the verbal Administrator report be filed.

CARRIED

COUNCIL INDEMNITY

161.2024

DIVISION 1 / DIVISION 2:

That Council Indemnity be approved as presented in the amount of \$ 10,502.30.

CARRIED

AFFINITY CREDIT UNION – LINE OF CREDIT

162.2024

DIVISION 1 / DIVISION 7:

That Council remove the line of credit with the Affinity Credit Union. That confirmation of interest discharge on all properties and equipment be requested.

CARRIED

DIRECT DEPOSIT PAYROLL

163.2024

DIVISION 7 / DIVISION 6:

That Council approve the Direct Deposit payroll for the month of March as verbally presented in the amount of \$ 32,255.43.

CARRIED

PERFORMANCE BONDS

164.2024

DIVISION 3 / DIVISION 7:

That Council approve the Performance Bonds to be released on permits 19.2023 and 33.2023 that final inspection has been completed by the building official and the files have been closed.

CARRIED

COUNCILLOR POCHIPINSKI LEFT MEETING – 12:00PM

ACCOUNTS FOR APPROVAL

165.2024

DIVISION 3 / DIVISION 4:

That Council approve the list of accounts presented cheque number 17034 - 17080 and the manual online payment numbers 1786-MAN – 1808-MAN in the amount of \$ 470,525.68.

CARRIED

FINANCIAL STATEMENT

166.2024

DIVISION 1 / DIVISION 5:

That Council accept the Financial Statement Summary as presented for the month of March.

CARRIED

BANK RECONCILIATION

167.2024

DIVISION 3 / DIVISION 2:

That Council approve the bank reconciliation for the month of February 2024.

CARRIED

BREAK FOR LUNCH – 12:03PM – 12:58PM

LANDFILL

168.2024

DIVISION 7 / DIVISION 3:

That Council approve 2024 monitoring agreement as presented by Tetra Tech.

CARRIED

169.2024

DIVISION 4 / DIVISION 7:

That a Council approve the quote 3-year agreement from Loraas as presented for 2 40-yard bins for the Landfill.

CARRIED

170.2024

DIVISION 7 / DIVISION 3:

That Council table the metal bins until the July 2024 meeting.

CARRIED

OFFICE WASTE / RECYCLE BINS

171.2024

DIVISION 1 / DIVISION 3:

That Council approve the roll off bins for the office from the Town of Rosthern at \$25/mo. Added to the utility billing.

CARRIED

COUNCILLOR FEHR LEFT MEETING – 1:21PM



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
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**BYLAW 1.2024 – COUNCIL CODE OF ETHICS BYLAW
172.2024**

DIVISION 1 / DIVISION 4:

That Bylaw 1.2024, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan known as the Council Code of Ethics Bylaw be given its first reading.

CARRIED

2024 OPERATIONS BUDGET / 5-YEAR CAPITAL BUDGET

173.2024

DIVISION 1 / DIVISION 5:

That Council table the proposed draft 2024 Operations Budget and 5-year Capital Plan to the May meeting.

CARRIED

TOWN OF ROSTHERN – DOCTOR RESIDENCE RENOVATIONS

174.2024

DIVISION 3 / DIVISION 7:

That Council approve as presented \$ 4,421.21 costing for doctor's residence renovations as requested by the Town of Rosthern.

CARRIED

OUTSIDE OFFICE SIGN / FLAGS

175.2024

DIVISION 7 / DIVISION 1:

That Council table the outside sign until the May meeting – Councillor Braun to get pricing.

CARRIED

176.2024

DIVISION 3 / DIVISION 6:

That Council purchase 4 flag poles for the outside of the office to be installed consisting of the Canadian Flag, Saskatchewan Flag, RM of Rosthern Flag and Treaty 6 Flag. That the extendable poles be purchased from Home Hardware in Rosthern.

CARRIED

IN CAMERA SESSION

177.2024

DIVISION 7 / DIVISION 3:

That Council move to In Camera Session per Section 12 of the Council Procedures Bylaw 9.2023 – Legal. 2:26PM

CARRIED

ALL IN ATTENDANCE

OUT OF IN CAMERA – 2:38PM

178.2024

DIVISION 4 / DIVISION 5:

That Council resume regular meeting – 2:38PM

CARRIED

PROVIDE REASONS FOR 076.2024

179.2024

DIVISION 1 / DIVISION 7:

That Council provide G.B reasons for 076.2024 as follows:

1. Based on G.B previous requests to attend the annual general meetings for the Hamlet and the Utility Board, and based on his conduct between the date of the last review and the Resolution during which G.B was generally maintained neutral interactions with the RM, that Council determined it was reasonable to allow him to attend the Community Hall solely for the purposes of attending those 2024 annual general meetings.

CARRIED

MOTION 390.2019 – SET FOR REVIEW

180.2024

DIVISION 7 / DIVISION 3:

That Council instruct legal counsel to advise the resident (G.B) that a review be set for the May 7th 2024 meeting and offer the resident to make written submission to be considered by Council.

CARRIED

ORGANIZED HAMLET OF NEUANLAGE

181.2024

DIVISION 7 / DIVISION 1:

That Council accept motion 23.2024 with the amendment reading his costs and his crew in the OH minutes.

CARRIED

182.2024

DIVISION 3 / DIVISION 7:

That Council accept motion 24.2024 in the OH minutes.

CARRIED

OLD OFFICE SALE

183.2024

DIVISION 3:

That the presented agreement from the Town of Rosthern be sent to legal for review, Council wishes to amend Purchase Price section C to read " that the remaining \$45,000 plus 6% interest a month be paid to vendor, on or before May 2nd 2025" with clarification of possession date.

MOTION RESCINDED

184.2024

DIVISION 4 / DIVISION 1:

That Council will accept the offer of \$90,000 with the change being paid in full by the possession date of May 9th 2024. Council request acceptance of offer by April 12th 2024.

CARRIED

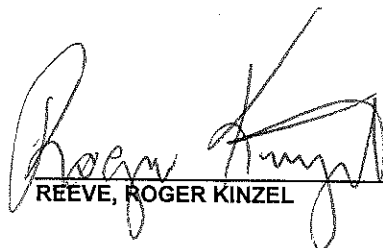
ADJOURNMENT

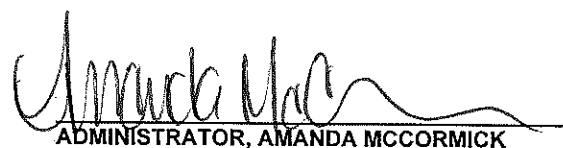
185.2024

DIVISION 4 / DIVISION 1:

That the Regular Council Meeting adjourn – 3:34PM

CARRIED


REEVE, ROGER KINZEL


ADMINISTRATOR, AMANDA MCCORMICK