



RM of Rosthern #403

Agenda

Council Meeting

Tuesday, December 1, 2020 @ 8:30 AM

Page

1. CALL MEETING TO ORDER

- 1.1. Due to Covid 19 Pandemic this meeting is held at the RM office basement for proper social distancing, the meeting was made available to the public via Zoom online upon request as advertised on the Municipal website
- 1.2. Acceptance of the Returning Officers Results for Municipal Election 2020
- 1.3. Acceptance of Oath to Office

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.1. November 3rd Regular Meeting

4. CORRESPONDENCE

- 4.1. 2021 APAS Membership
- 4.2. Town of Hague - Joint Fire
- 4.3. Snowmobile Association
- 4.4. Minister of Government Relations - Congratulations Elected Officials

5. REPORTS OF ADMINISTRATION & COMMITTEE'S

- 5.1. In Camera Session - Per Section 12.1 of the Council Procedures Bylaw - Discuss Strategic Planning (12.1b) - HR Matters - Office Employee Reviews
- 5.2. Administrator Report
- 5.3. Council Indemnity
- 5.4. Electronic Approval - D.H Refund for overpayment for Building Permit
- 5.5. Financials

6. FOREMAN & COUNCIL REPORTS

- 6.1. Foreman Report
- 6.2. Division Report
- 6.3. Public Works

PK *JM*

6.3.1. Gravel Purchase Tender

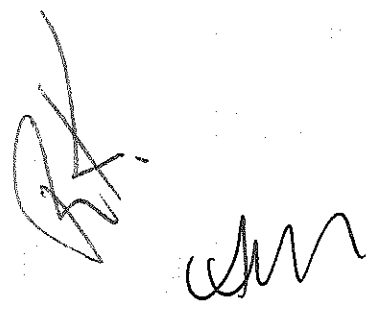
7. NEW BUSINESS

7.1. Setting January 2021 meeting Date

7.2. Hamlet of Neuanlage

8. ADDITIONAL BUSINESS

9. ADJOURNMENT

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**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 1ST 2020**

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Basement located at 2022 6th Street Rosthern, SK on Tuesday, December 1st 2020, commencing at 8:38AM.

ATTENDANCE

PRESENT:

REEVE: ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI - DIVISION 1, PETER UNGER – DIVISION 2, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, ROBERT BAYNTON – DIVISION 6, TOM MADDEN – DIVISION 7

ABSENT: DIVISION 5 SEAT VACANT

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH ATTENDANCE (2 at this time)

Reeve read out loud

1. Due to Covid-19 Pandemic this meeting is held at the RM office basement for proper social distancing, the meeting is made available to the public via Zoom online audio upon request advertised on the Municipal website.
2. Conduct of Public – Section 34 of Bylaw 1.2016 to the gallery that are online zoom.

469.2020 **DIVISION 2/DIVISION 4:**
That Council accept the Oath to Office from Reeve, Division 1, Division 3, and Division 7 that were read out loud by each Councillor.

CARRIED

470.2020 **DIVISION 7/ DIVISION 4:**
That Council accept the Returning Officers results from the 2020 Municipal Election.

CARRIED

AGENDA

471.2020 **DIVISION 1/DIVISION 3:**
That the following additions be made to the agenda:
Landfill Discussion
Assigning 99 Road from Business Park to Highway as Primary Weights

CARRIED

472.2020 **DIVISION 2/DIVISION 7:**
That Council approve the agenda with the additions.

CARRIED

MINUTES

473.2020 **DIVISION 7/DIVISION 6:**
That the minutes from November 3rd 2020 Regular Council Meeting be approved as presented

CARRIED

2021 APAS MEMBERSHIP

474.2020 **DIVISION 1/DIVISION 6:**
That Council renew the APAS Membership for the 2021 year in the amount of \$13,689.14

CARRIED

TOWN OF HAGUE – JOINT FIRE

475.2020 **DIVISION 2/DIVISION 6:**
That Council accept the minutes from the Town of Hague Joint Fire meeting as presented.

CARRIED

SNOWMOBILE ASSOCIATION

476.2020 **DIVISION 7/DIVISION 6:**
That Council approve the request from the Snowmobile Association to use the RM right of ways.

CARRIED

CORRESPONDENCE

477.2020 **DIVISION 6/DIVISION 7:**
That the Correspondence be filed.

CARRIED

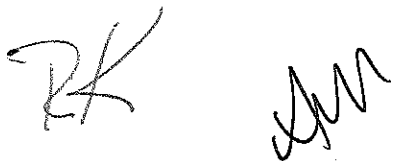
478.2020 **DIVISION 7/DIVISION 4:**
That Council move to in camera session – Per Section 12 of the Council Meeting Procedures Bylaw 1.2016 – to discuss Strategic Planning (12.1b), HR Matters, and Office Employee Reviews – 11:51AM

CARRIED

ALL IN ATTENDANCE

ADMINISTRATOR ASKED TO LEAVE 10:20AM
OFFICE ASSISTANT LEHMANN ENTERED – 10:58AM – 11:03AM
OFFICE ASSISTANT FAHL ENTERED – 11:03AM – 11:13AM
ADMINISTRATOR RETURNED – 11:15AM

OUT OF IN CAMERA – 11:24AM



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NO ATTENDEES WAITING IN THE WAITING ROOM

- 479.2020 DIVISION 7/DIVISION 3:**
That Council resume Regular Meeting – 11:24AM. **CARRIED**
- HR REPORT**
- 480.2020 DIVISION 7/DIVISION 2:**
That Council accept the report from Jessie C. Buydens of Scott Phelps & Mason. **CARRIED**
- HR APPOINTED LEGAL**
- 481.2020 DIVISION 7/DIVISION 6:**
That Council appoint Little & Co for HR Matters. **CARRIED**
- BREAK FOR RECESS – 11:24AM – 11:33AM – NO NEW ATTENDEES** **CARRIED**
- OFFICE EMPLOYEE REVIEWS**
- 482.2020 DIVISION 7/DIVISION 3:**
That the wage for Office Assistant Lehmann be set for \$18.50/hr. that wage for Office Assistant Fahl be set for \$20.50/hr. that Administrator McCormick be set for \$74,000/year. That all office employees receive the legislated holidays. That this comes to affect January 2021. **CARRIED**
- MOVE TO ITEM ON AGENDA**
- 483.2020 DIVISION 7/ DIVISION 4:**
That Council move to 6 on the agenda. **CARRIED**
- SEMI REPAIR**
- 484.2020 DIVISION 1/ DIVISION 3:**
That Council approve the quote from Lyndell Trucking for the repair to the semi in the amount of \$3,875.98 **CARRIED**
- BACKHOE REPAIR**
- 485.2020 DIVISION 7/ DIVISION 2:**
That the Backhoe be taken to Redhead Equipment for repairs. **CARRIED**
- FOREMAN HOLIDAYS**
- 486.2020 DIVISION 3/ DIVISION 2:**
That Council approve holidays for Foreman Robin for December 24th – 31st 2020. That he be sure someone is made available should they be needed. **CARRIED.**
- DIVISION REPORTS**
- 487.2020 DIVISION 7/DIVISION3:**
That the verbal Division reports be filed as presented. **CARRIED**
- FOREMAN REPORT**
- 488.2020 DIVISION 1/DIVISION 3:**
That the verbal Foreman reports be filed as presented. **CARRIED**
- BREAK FOR LUNCH – 12:26PM – 1:31PM** **CARRIED**
- MOVE TO ITEM ON AGENDA**
- 489.2020 DIVISION 7/ DIVISION 3:**
That Council move to 5.2 on the agenda. **CARRIED**
- OFFICE HOLIDAYS**
- 490.2020 DIVISION 1/ DIVISION 7:**
That Council Office Assistant Fahl's holidays of December 21st – December 25th and Administrator McCormick holiday's December 28th – December 31st 2020. **CARRIED**
- OFFICE HOLIDAY HOURS**
- 491.2020 DIVISION 3/ DIVISION 4:**
That the office be closed for the holidays December 24th at noon, December 25th, December 31st at noon and January 1st. **CARRIED**
- LANDFILL HOLIDAY HOURS**
- 492.2020 DIVISION 3/ DIVISION 7:**
That the landfill be closed December 24th for the holidays. **CARRIED**

**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
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- SASKATCHEWAN WASTE REDUCTION ONLINE MEETING**
493.2020 **DIVISION 3/ DIVISION 4:**
That Council appoint Councillor Madden to attend the online meeting. **CARRIED**
- ADMINISTRATOR REPORT**
494.2020 **DIVISION 3/DIVISION 7:**
That the verbal Administrator report be filed. **CARRIED**
- COUNCIL INDEMNITY**
495.2020 **DIVISION 7/DIVISION 2:**
That Council Indemnity be approved as presented in the amount of \$ 3,190.60. **CARRIED**
- D.H BUILDING PERMIT OVERPAYMETN REFUND – ELECTRONIC APPROVAL**
496.2020 **DIVISION 1/DIVISION 2:**
That Council refund the overpayment of Building Permit Fees to D.H as electronically approved. **CARRIED**
- DIRECT DEPOSIT PAYROLL**
497.2020 **DIVISION 4/DIVISION 6:**
That Council approve the Direct Deposit payroll for the month of November as verbally presented in the amount of \$40,812.98. **CARRIED**
- PERFORMANCE BONDS**
498.2020 **DIVISION 7/DIVISION 3:**
That Council approve the Performance Bonds for the month of November for Permits 36.2018, 29.2019, 10.2020 that the bond be released upon final paperwork from Building Officials that the final inspection has been completed and file is closed. **CARRIED**
- COUNCILLOR UNGER STEPPED AWAY – 1:44PM – 1:46PM** **CARRIED**
- ACCOUNTS FOR APPROVAL**
499.2020 **DIVISION 1/DIVISION 2:**
That Council approve the list of accounts presented cheque number 15188 - 15250 and the manual online payment numbers 759-MAN– 779-MAN in the amount of \$ 240,407.54. **CARRIED**
- FINANCIAL STATEMENT**
500.2020 **DIVISION 7/DIVISION 2:**
That Council approve the presented Financial Statement Summary for month of November as presented. **CARRIED**
- GRAVEL RE-TENDERING**
501.2020 **DIVISION 3/DIVISION 1:**
Due to communication errors was advised by legal that Council re-tender for 25,000 yards of gravel. That the tender be requested in yards not tones, that all costs including taxes be submitted tenders will be open and awarded at the next Council Meeting of January 12th 2021. The tender request type 106 gravel to be hauled and piled at the landfill site. That the haul be completed by mid-march, that random testing will be done on the gravel throughout the hauling period. The tender will close January 4th 2021 at 4:00PM. **CARRIED**
- JANUARY REGULAR COUNCIL MEETING**
502.2020 **DIVISION 1/DIVISION 7:**
That the next Regular Council Meeting be set for January 12th 2021. **CARRIED**
- 503.2020 **DIVISION 3/ DIVISION 7:**
That should COVID-19 restrictions apply and Council cannot meet in person for the January 12th Regular Meeting, that it be held via Zoom and paper information be distributed to the Council. **CARRIED**
- ORGANIZED HAMLET OF NEUANLAGE**
504.2020 **DIVISION 7/DIVISION 3:**
That Council approve motion 62.2020 of the OH minutes **CARRIED**
- 505.2020 **DIVISION 7/DIVISION 3:**
That Council approve motion 63.2020 of the OH minutes. **CARRIED**
- 506.2020 **DIVISION 7/DIVISION 2:**
That Council approve motion 64.2020 of the OH minutes. **CARRIED**

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DESIGNATING PRIMARY WEIGHT

507.2020

DIVISION 2/ DIVISION 7:

That Council proceed with a bylaw to designate the 99 Road from the business park located at NE 05-41-03-W3 to the highway as primary weights that signs be ordered to mark the designation. That the bylaw be prepared to be read at the January Meeting.

CARRIED

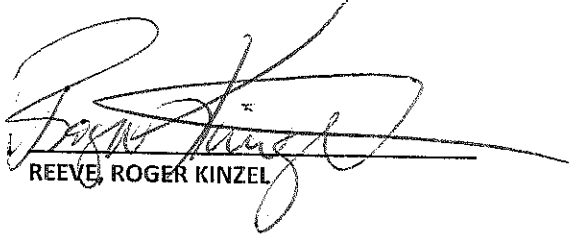
ADJORNMENT

508.2020

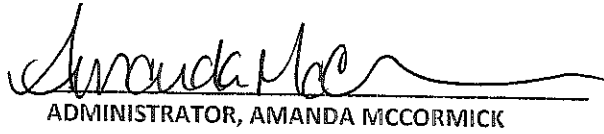
DIVISION 1/DIVISION 7:

That the Regular Council Meeting adjourn – 2:45PM.

CARRIED



REEVE, ROGER KINZEL



ADMINISTRATOR, AMANDA MCCORMICK