



RM of Rosthern #403

Agenda

Council Meeting

Tuesday, December 7, 2021 @ 8:30 AM

1. CALL MEETING TO ORDER

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.1. November 18th 2021 Regular Meeting

4. CORRESPONDENCE

- 4.1. SARM - Rural Crime Watch
- 4.2. Saskatchewan Municipal Hail Insurance
- 4.3. FCM Membership
- 4.4. Wounded Warriors
- 4.5. ConX New Feat.

5. REPORTS OF ADMINISTRATION & COMMITTEE'S

- 5.1. Administrator Report
- 5.2. In-Camera - Per Section 12.1 of the Council Procedures Bylaw - Office Employee Reviews
- 5.3. Financials

6. PUBLIC WORKS

- 6.1. Road Complaint
- 6.2. Baynton Gravel Discussion

7. FOREMAN & COUNCIL REPORTS

- 7.1. Foreman Report
- 7.2. Division Report

8. UNFINISHED BUSINESS

- 8.1. Bylaw 7.2021 - Regulate Speeds

8.2. Valley Regional Park

9. NEW BUSINESS

9.1. Office & Landfill Holiday Hours

9.2. Municipal Revenue Sharing

9.3. Subdivision - NE 21-42-02-W3

9.4. Bylaw 17.2021 - Subdivision NE 21-42-02-W3 - Pending Approval

9.5. Subdivision - SE 09-41-04-W3

9.6. Bylaw Reporting

9.7. Organized Hamlet of Neuanlage - November / December Minutes

10. ADDITIONAL BUSINESS

11. ADJOURNMENT



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 7TH 2021**

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Chambers located at 2022 6th Street Rosthern, SK on Tuesday, December 7th 2021 commencing at 8:36AM.

ATTENDANCE

PRESENT:

REEVE: ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, CHAD KRIKAU – DIVISION 5, ROBERT BAYNTON – DIVISION 6, TOM MADDEN – DIVISION 7

ABSENT: PETER UNGER – DIVISION 2

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH ATTENDANCE (1 at this time- 1 Municipal Employee)

AGENDA

530.2021

DIVISION 6 / DIVISION 3:

That Council add to the agenda the following item:

- Foreman Invoices
- Council Indemnity
- Hague Rescue Truck
- In Camera – Section 12 of Council Procedures Bylaw – Legal Advice
- Civic Addressing Discussion

That Council approve the agenda presented with the addition.

CARRIED

COUNCILLOR UNGER ENTERED MEETING – 8:39AM

MINUTES

531.2021

DIVISION 7 / DIVISION 3:

That the minutes from November 18th 2021 Regular Council Meeting be approved as presented.

CARRIED

WOUNDED WARRIORS

532.2021

DIVISION 1 / DIVISION 3:

That Council approve the advertisement in the Wounded Warriors magazine being the business card size in the amount of \$625.

CARRIED

CONX NEW FEATURE

533.2021

DIVISION 1 / DIVISION 5:

That Council approve and sign up for the new feature for the ConX, that all of Council be signed up for the weekly reporting.

CARRIED

CORRESPONDENCE

534.2021

DIVISION 2 / DIVISION 6:

That the Correspondence be filed.

CARRIED

535.2021

DIVISION 1 / DIVISION 7:

That Council move to In Camera Session – Per Section 12 of the Council Procedures Bylaw 1.2016 for Office Employee Reviews – 8:47AM

CARRIED

ALL IN ATTENDANCE

ADMINISTRATOR ASKED TO LEAVE – 8:57AM – 10:01AM

OUT OF IN CAMERA – 10:01AM

536.2021

DIVISION 7 / DIVISION 2:

That Council resume regular meeting – 10:01AM

CARRIED

OFFICE EMPLOYEE REVIEWS

537.2020

DIVISION 3 / DIVISION 7:

That the wage for Office Assistant Lehmann be set for \$20.50/hr. that wage for Assistant Administrator Fahl be set for \$23.00/hr. that Administrator McCormick be set for \$76,900/year. That all office employees receive the legislated holidays. That this comes to affect January 2022.

CARRIED

BREAK FOR RECESS – 10:03AM – 10:11AM – NO NEW ATTENDEES

REMINDER TAX NOTICES

538.2021

DIVISION 1 / DIVISION 2:

That reminder for taxes due be sent.

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
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RMAA - WORKSHOP

539.2021 **DIVISION 1 / DIVISION 3:**
That Council send Administrator McCormick and Assistant Administrator Fahl to the workshop being held in Prince Albert March 24th 2022 – Dealing with Difficult Conversations.

CARRIED

ADMINISTRATION HOLIDAYS

540.2021 **DIVISION 1 / DIVISION 2:**
That Council approve holidays for Assistant Fahl being December 21st -23rd 2021 and Administrator McCormick being December 28th -31st 2021.

CARRIED

ADMINISTRATOR REPORT

541.2021 **DIVISION 7 / DIVISION 5:**
That the verbal Administrator report be filed.

CARRIED

MOTION RESCINDED

542.2021 **DIVISION 1 / DIVISION 2:**
That motion 540.2021 be rescinded and the new motion be that the holidays be for Assistant Fahl being December 21st -24th 2021 and Administrator McCormick being December 28th -31st 2021.

CARRIED

DIRECT DEPOSIT PAYROLL

543.2021 **DIVISION 7 / DIVISION 3:**
That Council approve the Direct Deposit payroll for the month of November as verbally presented in the amount of \$43,655.74.

CARRIED

PERFORMACNE BONDS

544.2021 **DIVISION 3 / DIVISION 2:**
That Council approve the Performance Bond to be released on permits 33.2020, 21.2021, 23.2021 that final inspection has been completed by the building official and the files have been closed.

CARRIED

ACCOUNTS FOR APPROVAL

545.2021 **DIVISION 1 / DIVISION 4:**
That Council approve the list of accounts presented cheque number 15752 - 15782 and the manual online payment numbers 1044-MAN- 1070-MAN in the amount of \$149,609.68.

CARRIED

FINANCIAL STATEMENT

546.2021 **DIVISION 2 / DIVISION 7:**
That Council approve the presented Financial Statement Summary for month of November as presented.

CARRIED

NO THROUGH ROAD SIGN

547.2021 **DIVISION 3 / DIVISION 6:**
That the no through road sign on range road 3033 be removed. As it will not be closed.

CARRIED

COUNCILLOR BAYNTON DECLARED INTEREST – PERSONAL PROPERTY – 10:33AM

BAYNTON GRAVEL

548.2021 **DIVISION 1 / DIVISION 3:**
That Council approve the payment to Langenburg Redi-Mix Ltd. in the total amount of \$216,512.59 for the crushing of gravel. That the amounts were measured and confirmed by the RM Engineer.

CARRIED

549.2021 **DIVISION 3 / DIVISION 7:**

That Council approve the payment owing to Robert and Carla Baynton for the purchase of the gravel as per the agreement that has been signed. Administrator will confirm the amounts before a cheque will be drawn up and sent.

CARRIED

COUNCILLOR BAYNTON RETURNED TO THE MEETING – 10:59AM

DIVISION REPORTS

550.2021 **DIVISION 7 / DIVISION 6:**
That Council accept the verbal division reports given.

CARRIED

FOREMAN REPORT

551.2021 **DIVISION 2 / DIVISION 7:**
That Council accept the verbal foreman report given.

CARRIED

**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 7TH 2021**

BYLAW 7.2021 – BYLAW TO REGULATE SPEED OF HEAVY HAUL TRUCKS

552.2021 **DIVISION 1 / DIVISION 3:**
That Bylaw 7.2021, being a bylaw for the Rural Municipality of Rosthern no. 403 of Saskatchewan to Regulate the Speed of Heavy Haul Trucks be given its second reading.

CARRIED

553.2021 **DIVISION 3 / DIVISION 4:**
That Bylaw 7.2021, being a bylaw for the Rural Municipality of Rosthern no. 403 of Saskatchewan to Regulate the Speed of Heavy Haul Trucks go to third reading this day.

CARRIED UNANIMOUSLY

554.2021 **DIVISION 7 / DIVISION 5:**
That Bylaw 7.2021, being a bylaw for the Rural Municipality of Rosthern no. 403 of Saskatchewan to Regulate the Speed of Heavy Haul Trucks be given its third and final reading this day.

CARRIED

OFFICE & LANDFILL HOLIDAY HOURS

555.2021 **DIVISION 3 / DIVISION 2:**
That the office be closed December 24th at 3:00PM, December 27th, December 31st at 12:00PM and January 3rd 2022 for the holidays.

CARRIED

556.2021 **DIVISION 3 / DIVISION 4:**
That the landfill be closed December 25th 2021 and January 1st 2022 for the holidays.

CARRIED

2022 MUNICIPAL REVENUE SHARING

557.2021 **DIVISION 1 / DIVISION 7:**
The Council of the *Rural Municipality of Rosthern No. 403* confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
• Submission of the 2020 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

SUBDIVISION – NE 21-42-02-W3 – PROPOSED PARCEL A

558.2021 **DIVISION 1 / DIVISION 4:**
That the application to subdivide 1.94HA (4.8acre) parcel from NE 21-42-02-W3 for the purpose of creating a newly created Agricultural Residential parcel as per Schedule A Section 1.6.7 of the R.M of Rosthern #403 Zoning Bylaw 5.2008 be approved subject to the following:
a) The Parcel be re-zoned to Agricultural Residential Schedule B Section 1.6.1 of the Zoning Bylaw
b) That a service agreement be required
c) All fees associated with the subdivision including legal fees for the service agreement be of the applicant.
d) Municipal reserve is not required for the new parcel
e) Service fee of \$5,000 be applied.

CARRIED

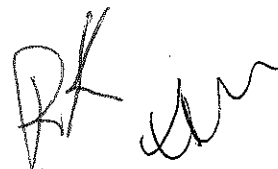
BYLAW 17.2021 – RE-ZONE – NE 21-42-02-W3 – PROPOSED PARCEL A

559.2021 **DIVISION 1/DIVISION 3:**
That Bylaw 17.2021, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Amend Zoning of Proposed Parcel A at NE 21-42-02-W3 be given its first reading.

CARRIED

SUBDIVISION – SE 09-41-04-W3 – PROPOSED PARCEL B

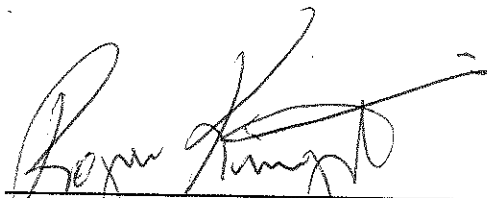
560.2021 **DIVISION 3 / DIVISION 2:**
That the application to subdivide 2.07HA (5.12 acre) parcel from SE 09-41-04-W3 for the purpose of creating a discretionary use parcel as per Schedule A Section 1.6.5 of the R.M of Rosthern #403 Zoning Bylaw 5.2008 be approved subject to the following:
a) That the requirements for the bins and sea cans as shown on the plan be moved to conform to the Zoning requirements for separation distances. Confirmation from the owner be submitted.
b) That a service agreement be required




**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
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- c) All fees associated with the subdivision including legal fees for the service agreement be of the applicant.
- d) Municipal reserve is not required for the new parcel

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| ORGANIZED HAMLET OF NEUANLAGE | | CARRIED |
| 561.2021 | DIVISION 1 / DIVISION 7: That Council approve motion 49.2021 of the OH minutes. | |
| 562.2021 | DIVISION 7 / DIVISION 3: That Council approve motion 50.2021 of the OH minutes. | CARRIED |
| 563.2021 | DIVISION 7 / DIVISION 6: That Council approve motion 51.2021 of the OH minutes. | CARRIED |
| 564.2021 | DIVISION 2 / DIVISION 3: That Council approve motion 54.2021 of the OH minutes. | CARRIED |
| 565.2021 | DIVISION 7 / DIVISION 5: That Council approve motion 55.2021 of the OH minutes. | CARRIED |
| FOREMAN INVOICES | | CARRIED |
| 566.2021 | DIVISION 1 / DIVISION 2: That Council approve the invoices from the foreman be paid, mileage for use of own vehicle \$76.80, Clothing Allowance reimbursement \$299.69. | |
| COUNCIL INDEMNITY | | CARRIED |
| 567.2021 | DIVISION 2 / DIVISION 6: That Council Indemnity be approved as presented in the amount of \$ 3,543.40. | |
| TOWN OF HAGUE – FIRE BUDGET | | CARRIED |
| 568.2021 | DIVISION 1 / DIVISION 6: That Council approve the remainder of the budget for the Hague Fire Department used for the supplies and costs of the new truck they plan to purchase. | |
| 569.2021 | DIVISION 7 / DIVISION 2: That Council move to In Camera Session – Per Section 12 of the Council Procedures Bylaw 1.2016 for Legal Advice– 12:12PM | CARRIED |
| ALL IN ATTENDANCE OUT OF IN CAMERA – 12:25AM | | CARRIED |
| 570.2021 | DIVISION 5 / DIVISION 4: That Council resume regular meeting – 12:25PM | |
| ADDITION TO AGENDA | | CARRIED |
| 571.2021 | DIVISION 3 / DIVISION 2: That Council add: <ul style="list-style-type: none">• Request from Jill Palichuk of a Letter of Employment of Past Administrator. | |
| LETTER OF EMPLOYMENT | | CARRIED |
| 572.2021 | DIVISION 2 / DIVISION 1: That contrary to legal advice Council send a letter of employment for the past administrator. | |
| ADJORNMENT | | CARRIED |
| 573.2021 | DIVISION 1 / DIVISION 7: That the Regular Council Meeting adjourn – 12:40pm. | |
| | | CARRIED |



REEVE, ROGER KINZEL



ADMINISTRATOR, AMANDA MCCORMICK