

RM of Pleasantdale #398
Regular Meeting Minutes
Thursday, November 19, 2020 9:00 am
Legion Room in the Municipal Office Building in Naicam

Oath of Office completed, signed and witnessed.

The Council members present:

Reeve: Frank Kilborn
Councillor Division 1 Ernest Pederson
Councillor Division 2 Helen Meekins
Councillor Division 3 Jennifer Bushby
Councillor Division 4 Doug Hardy
Councillor Division 5 Kris Gage

Regrets: Councillor Division 6 Bruce Willett

Staff present: Diane Gilbertson – Assistant Administrator

Reeve Kilborn called the meeting to order at 9:10 a.m.

Conflict of Interest Declaration: None

274/20 ACTING ADMINISTRATOR

Hardy: THAT Diane Gilbertson be appointed as Acting Administrator in the interim absence of Administrator, Debra Parry. **Carried**

275/20 CONSULTATION SERVICES

Meekins: THAT Jolynne Gallays be contracted at a fee of \$100 per month for administration consults for Acting Administrator, Diane Gilbertson for the duration of the interim absence of Administrator, Parry. **Carried**

276/20 LATE ARRIVING CORRESPONDENCE

Kilborn: THAT the letter received in the mail drop of the RM office on the morning of November 19, 2020 addressed to Division 3 Councillor, Jennifer Bushby with a request to be read aloud during Council Meeting be added to the agenda and acknowledged. **Carried**

277/20 RATIFICATION

Meekins: THAT the Acting Administrator find out more about the legality of ratification and the use of ratification by Council and report back to Council at the December 10, 2020 regular meeting. **Carried**

278/20 MEETING MINUTES

Pederson: THAT the minutes of the October 8, 2020 Regular Meeting of Council and the minutes for October 19, 2020 and November 5, 2020 Special Meetings of Council be hereby approved as presented. **Carried**

279/20 BEAVER BOUNTY

Meekins: THAT the Acting Administrator obtain information on the SARM Beaver Control Program regarding persons eligible to collect a beaver bounty on beaver hunted/trapped within the municipality and report back to council at the December 10, 2020 regular meeting. **Carried**

280/20 ACCOUNTS PAYABLE

Bushby: THAT the cheques numbered 2851 to 2865; electronic payment vouchers numbered 1123 to 1133; and payroll vouchers numbered 1236 to 1264; totaling \$81630.42 as outlined on the payment registers and cheque reconciliation report attached to and forming part of these minutes be approved. **Carried**

Employees: Elmer Hanson and Randal Reiersen met with Council at 10:10am to 10:50am.

281/20 DRIVER'S ABSTRACT

Hardy: THAT the RM of Pleasantdale No.398 reimburse Elmer Hanson \$15.00 for costs incurred to obtain his Driver's Abstract from SGI. **Carried**

282/20 STATEMENT OF FINANCIAL ACTIVITIES

Meekins: THAT the Statement of Financial Activities for October be accepted as information and filed. **Carried**

283/20 BANK RECONCILIATION

Bushby: THAT the Bank Reconciliation for the month ending October 31, 2020 be accepted as presented and attached hereto forming part of these minutes. **Carried**

284/20 WATER WELL OPERATOR

Meekins: THAT the Acting Administrator advertise for a Water Well Operator via the RM Facebook page and The Wholesome Bean. Applicant will require applicable credentials, state expected wage and to start as soon as possible as current operator has given notice for December 31, 2020. **Carried**

285/20 INTRODUCTION

Meekins: THAT the Acting Administrator advertise new Council names and phone numbers on the RM Facebook page. **Carried**

286/20 COMMITTEE REPORTS

Meekins: THAT the following reports be accepted as presented:

- Council members' verbal reports
- Administrator Parry's written report
- Acting Administrator Gilbertson's verbal report
- Lac Vert Well monthly reading report

Carried

That this meeting be recessed for 30 minutes for a lunch break (12:08pm)
Council reconvened the meeting at 12:29pm

That this meeting be closed to the Public for the purpose of discussing the legal matters regarding Resolution #268/20. (12:30pm) [LA FOIP 16]

All members of council in attendance for this council meeting remained in the Room for the in-camera session, as well as Acting Administrator Gilbertson.

Council resumed an open meeting at 12:51pm

287/20 LEGAL

Meekins: THAT the Acting Administrator contact Bill Johnson for consultation to determine if RM council mediation will impede the legal process regarding Resolution #268/20 and advise Council at the December 10, 2020 regular meeting. **Carried**

288/20 RIRG GRANT FOR GRID 773 & GRID 777

Kilborn: THAT the Acting Administrator collect more information in regarding the RIRG grant for Grid 773 and Grid 777 clay cap projects and provide to Council at the December 10, 2020 meeting. **Carried**

289/20 BRIDGE REPORTS

Bushby: THAT Council has received and acknowledges the 2020 Stantec Bridge Inspection Reports. **Carried**

290/20 ORDER TO REMEDY

Kilborn: THAT the Acting Administrator contact the landowner for Lot 01 Block 01 Plan No. AO430 for an update on the order to remedy issued on September 21, 2020 and report back to Council at the December 10, 2020 regular meeting. **Carried**

291/20 RESCIND MOTION

Meekins: THAT Resolution 296/17 be rescinded. **Carried**

292/20 MINUTES

Meekins: THAT the fee be set at \$0.25 per page for black and white copies of council meeting minutes for the RM of Pleasantdale No.398; AND THAT a decision on fees for electronic copies be tabled for discussion at a later date; AND FURTHER THAT Administration upload the minutes for council meetings to the RM of Pleasantdale No. 398 Facebook page after the minutes have been adopted, beginning with the minutes of the October 08, 2020 Regular Meeting of Council. **Carried**

293/20 ELECTION RESULTS

Meekins: THAT the council for the RM of Pleasantdale No.398 acknowledges the results as presented for the 2020 General Election for Reeve and Councillors for Division 1, 3, and 5. In accordance with subsection 139(2) of the *Local Government Election Act, 2015*. **Carried**

294/20 OATH OF OFFICE

Hardy: That the Oath of Office Declarations were signed by newly elected council members Kilborn, Pederson, Bushby and Gage and were presented to Council for inspection. **Carried**

295/20 FIRST MEETING NOTIFICATION

Bushby: THAT Council acknowledges receiving notification of the first RM Council meeting following the election. **Carried**

296/20 REQUEST FOR AUDIT

Hardy: THAT the request received for an interim audit be denied, AND THAT the Acting Administrator obtain a cost of a forensic audit and provide the information to Council at the December 10, 2020, regular meeting. **Carried**

297/20 LEGION DONATION

Bushby: THAT the RM of Pleasantdale No. 398 donates \$100.00 donation to the Naicam Legion Poppy Fund, AND THAT this donation will be an annual donation henceforth. **Carried**

298/20 SARM CYBER INSURANCE

Bushby: THAT the Acting Administrator obtain a quote and a secure program rate for 2021 for the SARM Cyber Insurance. **Carried**

299/20 GFI SYSTEMS

Pederson: THAT the extra GFI system be placed on the excavator and activated when utilized. **Carried**

300/20 SARM LIABILITY SELF-INSURANCE RENEWAL

Meekins: THAT premium changes for the SARM Liability Self-Insurance Program for 2021 be acknowledged and accepted. **Carried**

301/20 SARM BENEFIT INSURANCE RENEWAL

Hardy: THAT the SARM benefit insurance renewal for 2021 be acknowledged and accepted. **Carried**

302/20 SARM INSURANCE RENEWAL

Meekins: THAT the Reeve be authorized to sign and return the SARM 2021 Insurance Renewal form. **Carried**

303/20 NDCC REQUEST

Pederson: THAT the RM of Pleasantdale No.398 donates \$100.00 for an auction item for the Naicam & District Community Council Christmas Campaign. **Carried**

304/20 MELFORT & DISTRICT TRAIL RIDERS REQUEST

Hardy: THAT the Reeve be authorized to sign the one-year Land Use Agreement, as requested by the Melfort & District Trail Riders and shown on the route map included with the Agreement, for the period of November 19, 2020 through March 30, 2021, with permission granted subject to the following terms:

- The Melfort & District Trail Riders shall be required to notify the municipality in writing of any route changes during the agreement period;
- No trails are permitted on municipal roads that are seasonally closed for the winter months; and
- The municipality shall notify the Melfort & District Trail Riders of the commencement of plowing open seasonal roads if said opening commences before March 30, 2021.

Carried

305/20 SMHI WITHDRAWAL

Bushby: THAT the SMHI withdrawal for SW 28-40-18 W2 be acknowledged and accepted. **Carried**

306/20 2021 APPOINTMENTS

Meekins: THAT Schedule "A" 2021 Appointments be approved as outlined below, AND THAT the terms of the appointments are effective immediately:

**2021 COUNCIL COMMITTEE APPOINTMENTS
RM of Pleasantdale # 398
Schedule "A" 2021 Appointments**

- 1. Hillcrest Lodge Willett
- 2. Weed Inspector Kris Gage
- 3. Melfort Vet Board..... Bushby
- 4. Naicam Fire Dept.....
- 5. Melfort Fire Dept.....
- 6. Tisdale Fire Dept.....
- 7. Pound keeper Myles & Mark Buckingham
- 8. Cemetery Caretaker Ruth Willett
- 9. Municipal Hail Delegate.....
- 10. Wapiti Library Board Meekins
- 11. Finance Committee All Council
- 12. Road Committee..... All Council
- 13. Kip Regional Park..... Donna Albertson and Hardy
- 14. Naicam Library Pederson
- 15. ADD Board Willett
- 16. REACT..... Bushby
- 17. Deputy Reeve..... Meekins
- 18. Acting Deputy Reeve..... Pederson
- 19. Naicam Health Advisory Meekins
- 20. Labour Relations Committee..... All of Council
- 21. Administrator Debra Parry
- 22. Assistant Administrator..... Diane Gilbertson
- 23. Auditor Ingram & Yeadon Accountants
- 24. Pest Control Officer Jim Redgwell
- 25. Board of Revision..... Clint Krismer-Chair, Gord Krismer-Vice Chair, Jeff Hutton, Kirby Bodnard, Brenda Lauf, Charmaine Luscombe, Cam Duncan, Dave Lang Gail Wartman
- 26. Secretary to BOR..... Aileen Swenson
- 27. Signing Authority (cheques) Kilborn, Pederson & Administrator or Ass't Admin
- 28. Returning Officer (Elections) Administrator
- 29. Deputy Returning Officer..... Assistant Administrator
- 31. CMI (Co. Voting Shares)..... Kilborn
- 32. Lake Charron Regional Park Hardy & Meekins
- 33. Quill Lake Watershed Authority..... Kilborn
- 34. Clubroot Pest Control Officers Katel Makohiuk, Joanne Kwasnicki, Betty Johnson, Lynne Roszell, Chelsea Baraniecki, Colleen Fennig

Carried

307/20 CHEQUE SIGNING AUTHORITY

Bushby: THAT effective immediately, the cheque signing authority for the RM of Pleasantdale No.398 shall be as follows:

- One of either Administrator Parry or Assistant Administrator Gilbertson AND
- One of either Reeve Kilborn or Councillor Pederson.

Carried

308/20 CHRISTMAS SOCIAL

Hardy: THAT the RM of Pleasantdale No.398 Council and Staff Christmas Social be held at the Lac Vert Community Hall at 5:00pm on Friday, December 11, 2020, AND THAT the Acting Administrator arrange for supper and refreshments to be provided.

Carried

309/20 CHRISTMAS HOURS

Kilborn: THAT Administration be authorized to close the RM Office from December 21, 2020 to December 25, 2020 inclusive, AND THAT the Public Works Department be authorized to be closed from December 24, 2020 to December 27, 2020 inclusive, weather permitting, AND FURTHER THAT Administration advertise the office closure in *The Wholesome Bean* and on RM of Pleasantdale Facebook Page.

Carried

310/20 LABOUR RELATIONS COMMITTEE

Kilborn: THAT the Labour Relations Committee review employee wages at the December 10, 2020 regular meeting AND THAT the Acting Administrator provide a report showing the current wages and experience of each employee and wages for some of the surrounding municipalities for comparison.

Carried

311/20 SASKPOWER WORK ORDER

Hardy: THAT the Council for the RM of Pleasantdale No.398 acknowledges the SaskPower work order #40158571 as presented. **Carried**

312/20 SARM DIVISON 4

Hardy: THAT the council for the RM of Pleasantdale No.398 acknowledges the receipt of information regarding the creation of a Resolutions Committee for SARM Division 4. **Carried**

313/20 REGIONAL ROAD MAINTENANCE GROUP

Meekins: THAT the RM of Pleasantdale No.398 accepts the invitation from the RM of Lake Lenore No. 399 for a meeting for our Regional Road Maintenance Group AND THAT Reeve Kilborn and Councillor Pederson be appointed to attend the meeting tentatively scheduled for some time during the week of November 23-27, 2020, AND FURTHER that Kilborn and Pederson shall report back to Council at the December 10, 2020 regular meeting. **Carried**

314/20 WSA REQUEST

Kilborn: THAT the council for the RM of Pleasantdale No.398 acknowledges the Water Security Agency (WSA) request for a project with Ducks Unlimited AND THAT the council for the RM of Pleasantdale No. 398 is aware that WSA has tabled said request to Spring 2021, 2021, AND FURTHER THAT Gerry Letain, of Ducks Unlimited, be invited to the council table prior to that deadline. **Carried**

315/20 SARM "RESPECT IN THE WORKPLACE"

Meekins: THAT the council for the RM of Pleasantdale No.398 invites staff to attend and complete the SARM Respect in the Workplace course as a group in one sitting, AND THAT, the RM of Pleasantdale No.398 shall be responsible to pay the registration fee of \$21.00 per person for the course and to provide lunch for all participants. **Carried**

316/20 EQUIPMENT

Hardy: THAT the RM of Pleasantdale No.398 purchase ne (1) One-Way Plow from Capital I for \$36000.00 plus applicable taxes. **Carried**

317/20 GFI MONITORING

Meekins: THAT Council acknowledges that Council has the option of being a GFI designated user. **Carried**

318/20 2020-2021 SNOW RIDGING MAP

Bushby: THAT the Councillors for the RM of Pleasantdale No.398 shall be responsible to contact applicable landowners in their respective divisions to obtain permission for the municipality to access land for the purpose of creating snow traps ridges. **Carried**

319/20 2020-2021 SNOW ROUTE MAP

Meekins: THAT the RM of Pleasantdale No.398 acknowledges the amended 2020-2021 RM398 municipal snow plow route maps. **Carried**

320/20 PUBLIC DISCLOSURES

Hardy: THAT the council of the RM of Pleasantdale No.398 acknowledges the receipt of the Public Disclosure Statements and the Annual Declarations as the case may be, from those council members in attendance at this meeting. **Carried**

321/20 OUTSIDE WORKER CONTACT

Kilborn: THAT each council member contacts the outside worker himself/herself as needed for municipal work needing to be attended AND THAT the outside employees be required to attend every regular meeting of Council meeting at 10:00am. **Carried**

322/20 EQUIPMENT OPERATOR TRAINING

Bushby: THAT the Acting Administrator look in to rescheduling operator PME training for all applicable outside workers and provide the information to Council at the December 10, 2020 regular meeting. **Carried**

323/20 HISTORY BOOK WRITE-UP

Meekins: THAT the municipal write-up for the Naicam & District History Book be approved and submitted to the Naicam History Book Committee, AND THAT a copy of the write-up be attached hereto forming part of these minutes. **Carried**

324/20 CORRESPONDENCE

Meekins: THAT the following list of correspondence from November 19, 2020 Meeting Agenda and miscellaneous correspondence be accepted as read, dealt with, and filed and/or disposed of in the usual manner:

- a) SARM Weekly
- b) 2021 Shelter Belt Program
- c) SARM News Release-Provincial Election
- d) Wapiti Regional Library Rep
- e) Triple S Transport
- f) React AGM December 2, 2020
- g) Winter Weight Season Restriction Bulletin
- h) NEATPC Annual Meeting
- i) AgroMax-Strychnine
- j) Sask Public Safety Agency change
- k) Surplus & Scrap Pipe
- l) React Meeting Minutes
- m) Sask Energy Drone Surveys
- n) SCGA Information
- o) Wapiti Regional Library
- p) Sask Industry West Magazine
- q) Titan Flyer
- r) InfraStructure Magazine
- s) Bloom Webinars
- t) APAS Magazine
- u) Outline Construction Flyer
- v) Grainger magazine
- w) PHO Quarterly Newsletter

Carried

325/20 ADJOURNMENT

Hardy: THAT this meeting be adjourned at 4:27pm.

Carried

Originally signed by

Originally signed by

Reeve

Acting Administrator