

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF
THE RURAL MUNICIPALITY OF STANLEY NO.215
HELD ON TUESDAY, DECEMBER 10, 2019
AT THE MUNICIPAL OFFICE AT 238 - 3RD AVE. WEST, MELVILLE, SK**

<u>Present:</u>	Reeve	Max Halyk		
	Councillor Division 1	<i>vacant</i>	Councillor Division 4	Glen Gamracy
	Councillor Division 2	Aaron Golly	Councillor Division 5	Sherri Wlock
	Councillor Division 3	Brent Ulmer	Councillor Division 6	Perry Issel
			Administrator	Dawn Oehler

Call to Order:

A quorum being present, Deputy Reeve Sherri Wlock called the meeting to order at 9:05 am.

Agenda:

29/19-20 **ISSEL:** That the agenda for the meeting be approved.
Carried Un

Minutes:

30/19-20 **GAMRACY:** That the minutes of the Regular Meeting of Council, held on November 12, 2019 be adopted as read.
Carried Un

Fencing and Use of Public Road Allowances:

31/19-20 **GAMRACY:** That a deadline of December 31, 2020 be set for retro applications to be received to fence off road allowances as per Roads Policy TS-300-80.
And that the approved public information letter be distributed in a January 2020 mail-out and on the stanley.ca website.
And that a *Frequently Asked Questions* advertisement be issued in the Melville Advance in January 2020.
Carried Un

Bush Clearing Applications:

32/19-20 **WLOCK:** To approve bush clearing application for Division 4 Project 4.6 - NW 30-24-07 W2 to remedy snow drifting on road and Division 5 Project Extra 5.4 - NE 25-24-08 W2 for field access.
Carried

Financial Report:

33/19-20 **ULMER:** That the financial statement for the month of November 2019 be approved as presented.
Carried Un

34/19-20 **ISSEL:** That the bank reconciliation as at December 1, 2019 be accepted as presented.
Carried Un

Reeve Max Halyk joined the meeting at 10:00 am.

35/19-20 **WLOCK:** That the accounts as presented be approved for payment and that a list of cheques # 8460 – 8510 and payroll EFT payments # 23201901 – 24201906 and # 11192001 - 11192006; be annexed hereto and form a part of these minutes.

Carried Un

36/19-20 **ISSEL:** That the Audit Planning and Independence Letter be accepted as presented and that the Letter of Engagement be signed for the year ending December 31, 2019.

Carried Un

Tax Enforcement:

37/19-20 **WLOCK:** That the Municipality retain for its own use, title 123892443 to the land described as Parcel D, Plan BG3016 acquired under subsection 31(7) of *The Tax Enforcement Act*, and pay outstanding taxes and liabilities to the Good Spirit School Division totaling **\$56.98**.

And that Council ensure that the property lines be adjusted to correct the existing encroachment issues prior to, or as part of conditions to a private sale.

Carried Un

38/19-20 **ISSEL:** That Council propose an Encroachment Agreement with the property owner of Lot 51, Block 11, Plan 102309049 for existing quonset structure with the understanding that the issuance of an Encroachment Agreement does not relieve the owner and authorized agents from complying with the requirements of the National Building Code of Canada, as amended and within the scope of the Uniform Building and Accessibility Standards Act.

Carried Un

39/19-20 **HALYK:** That the RM engage TAXervice of Swan River, MB to manage property tax arrears recovery as outlined in the attached proposal.

Carried Un

Standing Committee Appointments:

40/19-20 **GOLLY:** That the Shop Committee Terms of Reference be removed from the current list of Standing/Internal Committees, and that the members of the standing committees in the schedule attachment be appointed for 2020.

Carried Un

Strategic Planning – Organizational Re-structure:

41/19-20 **HALYK:** That draft bylaws be introduced for Administration and Committees with the intention of planning to establish an organizational re-structure for the RM. And that Council support the potential engagement of a consultant to perform a governance audit and facilitate an overall strategic planning exercise for the RM.

Carried Un

OH Westview Meeting Minutes:

42/19-20 **WLOCK:** That Council recognize receipt of the minutes provided by the Westview Hamlet Board for the meeting held on November 18, 2019.
Carried Un

Administrative Staff Salary and Wages:

43/19-20 **WLOCK:** That Administrator, Dawn Oehler's annual salary be set at \$59,326, and that half-time Office Assistant, Angela Dobson's hourly wage be set at \$22.75 for 2020.
Carried Un

Correspondence/Communications:

44/19-20 **HALYK:** That the correspondence having been read is filed, and the list of correspondence having been read is annexed hereto and forms a part of these minutes.
Carried Un

Projects Policy:

44/19-20 **ISSEL:** That Council approve Projects Policy # TS-300-45 as attached for implementation in 2020.
Carried Un

Proposed Bylaw 9-2019: a bylaw to amend Council Procedures Bylaw 1-2015

46/19-20 **GOLLY:** That proposed Bylaw 9-2019 a bylaw to amend Council Procedures Bylaw 1-2015 be read a first time.
Carried Un

47/19-20 **ISSEL:** That proposed Bylaw 9-2019 a bylaw to amend Council Procedures Bylaw 1-2015 be read a second time.
Carried Un

48/19-20 **GOLLY:** That proposed Bylaw 9-2019 a bylaw to amend Council Procedures Bylaw 1-2015 be read a third time at this sitting of Council.
Carried Un

49/19-20 **GAMRACY:** That proposed Bylaw 9-2019 a bylaw to amend Council Procedures Bylaw 1-2015 be read a third and final time.
Carried Un

Appointments:

50/19-20 **WLOCK:** That the schedule attachment for 2020 Appointments be approved;
That the Agreement for Service with Pest Control Officer Ronal Lang be approved by Council; and
That Gord Krismer & Associates Ltd. be appointed and retained for an annual retainer fee is \$150 plus GST to provide Municipal Board Services on a fee for service basis as outlined in the attached proposal. Board of Revision and Development Appeal Board Members are as follows;

Clint Krismer (Chair)	Charmaine Luscombe
Gord Krismer (Vice Chair)	Cameron Duncan
Jeff Hutton	Brenda Lauf
Gail Wartman	Dave Lang
Kirby Bodnard	Aileen Swenson (Secretary)

Carried Un

Road Maintenance Agreement:

51/19-20 **GOLLY:** That for the convenience of both Municipalities, by mutual agreement the RM of Stanley No. 215 and the RM of McLeod No. 185 agree to service the roads as detailed in the map attached hereto and forming part of these minutes.

Carried Un

NW 02-23-07 W2:

52/19-20 **ISSEL:** Dispose of surplus salvage items acquired with land purchase by public tender listing for sale.

Carried Un

53/19-20 **ISSEL:** Arrange for disposal and demolition of dilapidated residence on NW 02-23-07 W2 as a training exercise for the City of Melville Fire Department or Parkland College Firefighting Program.

Carried Un

Municipal Revenue Sharing:

54/19-20 **GOLLY:** The Council of the Rural Municipality of Stanley No. 215 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 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, required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried Un

TLE Crown Land Request:

55/19-20 **ULMER:** That the RM respond to TLE Crown Land Request - Okanese 816.49.3 and indicate that the Council of the RM of Stanley No. 215 has no future plans that will require widening of the Road Allowances adjacent to the South ½ Sec. 15-22-09 w2. However, the Municipality does wish to retain all existing developed and undeveloped road allowances.

Carried Un

Education and Training:

56/19-20 **HALYK:** That all current elected officials and staff be required to complete the Respect in the Workplace training offered by SARM through an online training module by March 31, 2020 and that the training be a requirement for all new Elected Officials and Employees as part of an orientation process.
Carried Un

57/19-20 **GAMRACY:** That all current elected officials and administration staff be required to attend Municipal Leadership Development Program training with a goal of completing the six modules as they come available through SARM and that the training be a requirement for all new Elected Officials as part of an orientation process.
Carried Un

Melville Veterinary Services District Board:

58/19-20 **ISSEL:** That the Council of the RM of Stanley is in favor of the Melville Veterinary Services (MVSD) Board negotiating a sale agreement with Dr. Zach Johnson for the land and buildings owned jointly with the RMs of Grayson No. 184 and Cana No. 214, with the following conditions;

- That a commercial appraisal of the land and buildings be done to determine a fair value of the property, and
- That the MVSD Board present a plan for disorganization under the Veterinary Services Act to include the dissolution of shares to be distributed to the three RMs equally.

Carried

Adjournment:

59/19-20 **WLOCK:** That this meeting now be adjourned at 1:30 pm.
Carried Un

Submitted to Council this 14th day of January, 2020.

Reeve

Administrator

CORRESPONDENCE READ AT THE December 10, 2019 MEETING

Date Received	From	Subject
11/22/19	East Central Transportation Planning Committee	December Newsletter
11/25/19	Good Spirit School Division	From the Board Report
11/25/19	SARM	Resolution Deadline 2020 - Jan 24
11/25/19	Saskatchewan Public Safety Agency	Ministry Responsibility Transition
12/03/19	City of Melville / SaskWater	Water Supply System Commissioning
12/05/19	Agriculture in the Classroom	Partner Newsletter
12/05/19	East Central Transportation Planning Committee	ECTPC Transportation Plan 2019
12/03/19	MP Cathay Wagentall	Christmas Reception Dec 19 - 3-6pm
11/25/19	Ombudsman Saskatchewan - Public Interest Disclosure Commissioner	Municipal Mythbusters
11/20/19	CN Corporate Services	Federal Grade Crossings Regulations - information share follow-up

Report Date
12/05/19 3:07 PM

RM of Stanley No. 215
List of Accounts for Approval
As of 12/05/19
Batch: 2019-00090

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
8460	11/18/19	Alf's Service			
		53121	aspen fuel	42.74	42.74
8461	11/18/19	Larry Bashutski			
		738481-2	westview grass cutting	90.00	
		738481-2362020	mower blades	88.84	178.84
8462	11/18/19	Prairie Cooperative Limited			
		Oct19-DIE	diesel	8,011.87	
		Oct19-OIL	oil	150.80	
		Oct-19-Gas	truck fuel	339.59	
		Oct19-shop	shop supplies	241.00	8,743.26
8463	11/18/19	Mr. Glen Gamracy			
		8Oct19	1 beaver tail - Div4	30.00	30.00
8464	11/18/19	Hauser's Machinery & Welding			
		63246	mower repairs	46.24	
		63480	mower repairs	199.58	
		63504	mower repairs	2,237.00	
		63515	grader repair	102.77	2,585.59
8465	11/18/19	KIT-CAT AGRO			
		1018	Div2 proj2.3 SW33-22-08	14,989.44	14,989.44
8466	11/18/19	Golly's Trenching			
		082009	ChannelClearingDiv4-Proj4.3	4,373.00	4,373.00
8467	11/18/19	Mr. Ronald Lang			
		29-OCT-2019	16 Beaver Tails	480.00	480.00
8468	11/18/19	City Of Melville			
		20191214	FireCall066-19 FEDUK NE9-23-7	5,435.33	
		30NOV2019	office water-sewer-garbage	126.35	5,561.68
8469	11/18/19	N & R Concrete Ltd.			
		16211	Div1-25ydsW14-23-7	269.06	269.06
8470	11/18/19	Mrs. Dawn Oehler			
		14NOV2019	SARM Midterm travel expense	185.00	185.00
8471	11/18/19	OSS WASTE DISPOSAL			
		157804	westview waste collection	275.18	
		157892	shop dumpster rental	226.11	501.29
8472	11/18/19	Pattison Agriculture			
		2378139	80W90 OIL	387.39	387.39
8473	11/18/19	Minister of Finance			
		238847	Rural Binder release	131.25	131.25
8474	11/18/19	Melville Regional Park			
		2019	Annual Donation/Support	2,000.00	2,000.00
8475	11/18/19	REPSCH AGRI-PARTS & SALES LTI			
		12626	adapter	27.81	
		12627	oil/fuel filters	138.49	

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		12632	hyd hose ends	60.04	226.34
8476	11/18/19	Scotty's Garage & Towing			
		38136	FORD tailgate	41.07	
		16845	CHEV service	185.92	226.99
8477	11/18/19	R+S Wlock Farms			
		10-SEP-2019	1 used tractor tire	275.00	275.00
8478	11/29/19	Floyd Asplund			
		2019WV	westview beautification grant	100.00	100.00
8479	11/29/19	Larry Bashutski			
		2019WV	westview beautification grant	100.00	100.00
8480	11/29/19	Mr. Scott Brown			
		2019WV	westview beautification grant	100.00	
		738485SB	Nov18/19 Hamlet Board Mtg	20.00	120.00
8481	11/29/19	Garry Cherney			
		2019WV	westview beautification grant	100.00	100.00
8482	11/29/19	E&H REDI-MIX LTD.			
		128-19 WV738483	20 yds overcrush	222.00	222.00
8483	11/29/19	Ms. Eileen Farough			
		738485EF	Westview Sec. Duties	75.00	75.00
8484	11/29/19	Jeff Fortune			
		2019WV	westview beautification grant	100.00	
		738484	WV fuel & heating cables	124.63	
		738485JF	Nov18/19 Hamlet Board Mtg	20.00	244.63
8485	11/29/19	Bradley Hein			
		2019WV	westview beautification grant	100.00	100.00
8486	11/29/19	Matthew Holliinger			
		2019WV	WestView Beautifcation	100.00	
		738482	auger rental - WV	147.00	247.00
8487	11/29/19	Mitchell Kirkwood			
		2019WV	westview beautification grant	100.00	100.00
8488	11/29/19	Robert Kohlenberg			
		2019WV	westview beautification grant	100.00	100.00
8489	11/29/19	Ms. Aimee Lukash			
		2019WV	westview beautification grant	100.00	
		738485AL	Nov18/19 Hamlet Board Mtg	20.00	120.00
8490	11/29/19	Mr. Dennis Novak			
		2019WV	westview beautification grant	100.00	100.00
8491	11/29/19	Lin Orosz			
		2019WV	westview beautification grant	100.00	100.00
8492	11/29/19	Vince Raczynski			
		2019WV	westview beautification grant	100.00	100.00
8493	11/29/19	Curtis Reinheimer			
		2019WV	westview beautification grant	100.00	100.00

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
8494	11/29/19	Alvin Sieben 2019WV	westview beautification grant	100.00	100.00
8495	11/29/19	Nathan Stein 2019WV	westview beautification grant	100.00	100.00
8496	11/29/19	Bill Sullivan 2019WV	westview beautification grant	100.00	100.00
8497	11/29/19	Mr. Rick Wright 2019WV	westview beautification grant	100.00	100.00
8498	11/29/19	Mark Yastrub 2019WV	westview beautification grant	100.00	100.00
8499	11/30/19	Acklands - Grainger Inc. 9355890030	GAS Cust. 886409209	167.79	167.79
8500	11/30/19	Grasslands News Group 7144	notice of poll	78.20	78.20
8501	11/30/19	CHRIST THE TEACHER SCH. DIV. Nov2019	November collections	564.50	564.50
8502	11/30/19	SaskEnergy 738486P 738486E	Westview Power Westview Energy	54.54 80.44	134.98
8503	11/30/19	Minister of Finance 6178776NOV19	November collections	13,123.52	13,123.52
8504	11/30/19	The Saskatchewan Municipal Nov2019	Nov Hail Collections	34,325.13	34,325.13
8505	11/30/19	Saskpower/Saskenergy 0864-0058-2174P 0864-0058-2174E 1689-0055-6927P 1689-0055-6927E	Shop Power Shop Energy office power office energy	248.82 340.74 125.79 106.27	821.62
8506	11/30/19	Receiver General Nov2019	sourceDeductPP23-24&CSL11	5,385.65	5,385.65
8507	11/30/19	Mrs. Jean Sagan NOV2019	November caretaking	200.00	200.00
8508	11/30/19	SARM FINNSI000114097 SARM19730 1231-50004812 PRINT19649 ST215191031 ST 51818164	grader transport warranty Gravel Pit Volumetrics ATS - safety decals ballot printing staples order toner HP280A	2,811.94 2,437.56 220.62 211.44 248.92 142.75	6,073.23
8509	11/30/19	MEPP NOV19-PP23 NOV19-PP24	Biweekly PP23 Biweekly PP24	1,879.02 1,772.44	3,651.46
8510	11/30/19	Saskatchewan Telecommunication Nov2019	telephone & internet	206.42	206.42

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Other:					
11192001-Man	11/15/19	Aaron Golly 11192001	Nov Council Remun	566.92	566.92
11192002-Man	11/15/19	Mr. Brent Ulmer 11192002	Nov Council Remun	699.88	699.88
11192003-Man	11/15/19	Perry Issel 11192003	Nov Council Remun	280.00	280.00
11192004-Man	11/15/19	Mr. Glen Gamracy 11192004	Nov Council Remun	853.76	853.76
11192005-Man	11/15/19	Max Halyk 11192005	Nov Council Remun	299.57	299.57
11192006-Man	11/15/19	Mrs. Sherri Wlock 11192006	Nov Council Remun	989.78	989.78
23201901-Man	11/22/19	Mr. Garry Hahn 23201901	Bi-Weekly PP23	1,821.75	1,821.75
23201902-Man	11/22/19	Michael Hahn 23201902	Bi-Weekly PP23	1,542.81	1,542.81
23201903-Man	11/22/19	Larry Hovdestad 23201903	Bi-Weekly PP23	1,335.43	1,335.43
23201904-Man	11/22/19	Ronald McLellan 23201904	Bi-Weekly PP23	663.14	663.14
23201905-Man	11/22/19	Mrs. Dawn Oehler 23201905	Bi-Weekly PP23	1,520.55	1,520.55
23201906-Man	11/22/19	Angela Dobson 23201906	Bi-Weekly PP23	655.32	655.32
24201901-Man	12/06/19	Mr. Garry Hahn 24201901	Bi-Weekly PP24	1,765.75	1,765.75
24201902-Man	12/06/19	Michael Hahn 24201902	Bi-Weekly PP24	1,512.81	1,512.81
24201903-Man	12/06/19	Larry Hovdestad 24201903	Bi-Weekly PP24	1,420.37	1,420.37
24201904-Man	12/06/19	Mrs. Dawn Oehler 24201904	Bi-Weekly PP24	1,490.55	1,490.55
24201905-Man	12/05/19	Angela Dobson 24201905	Bi-Weekly PP24	640.51	640.51
				Total for AP:	126,506.90