

The Rural Municipality of Moose Jaw No. 161
Regular Council Meeting December 13, 2016

A Regular Meeting of Council of the Rural Municipality of Moose Jaw No.161 was held on Tuesday, December 13th, 2016 in the Municipal Office, 1410 Caribou St. W., Moose Jaw, Saskatchewan.

PRESENT

Reeve- Ron Brumwell
Councillor of Division 1- Jeff Crichton,
Councillor of Division 2- Marc Girard,
Councillor of Division 3- Jim Wilk,
Councillor of Division 4- Tom Hetherington,
Councillor of Division 5- Dave Delahey,
Councillor of Division 6- Kim Dalgarno
Administrator - Mike Wirges

DELEGATIONS

Sid Wilson -Municipal Public Works
Hon. David Marit- Ministry of Highways and Infrastructure

CALL TO ORDER

With a Quorum being present, Reeve Brumwell called the meeting to order at 8:00 a.m.

VISITOR

Honorable David Marit entered Council Chambers at 8:00 a.m. to discuss future plans for Highway 202 and other major roadways in RM 161.

Mr. Marit exited Council Chambers at 8:45 a.m.

AGENDA APPROVAL

351/16

Girard: That Council approve the Agenda as presented.

Carried

MINUTES

352/16

Girard: That the Minutes from the Regular Council Meeting held on November 15th, 2016 be approved as presented.

Carried

FINANCIAL STATEMENT

353/16

Delahey: That the Rural Municipality of Moose Jaw No. 161 approve the Financial Statement and Bank Reconciliation for the month of November 2016 as presented on Schedule A.

Carried

ACCOUNTS PAYABLE

354/16

Hetherington: That Council approve the Accounts Payable for corresponding cheque numbers 11452 to 11495 in addition to the Canada Trust Electronic Banking payments in the amount of \$252,559.66 as presented on Schedule B.

Carried

VISITOR

Sid Wilson from Municipal Public Works appeared before Council at 8:59 a.m. to discuss work related matters. The following topics, among other matters, were discussed:

- Successful mowing taking place in colder conditions allowing for further access into ditches;
- crushing postponed until warmer weather;
- new electrical panel installed at municipal shop for new pole shed;
- grader repairs taking place while Finning provided free rental grader;
- various road and culvert repairs.

Reeve's Initials

Administrator's Initials

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- ORGANIZATIONAL CHART** **355/16** **Girard:** That Council authorize the Administrator to prepare an organizational chart which would outline key roles, responsibilities and reporting structure.
Carried
- COMMITTEES AND APPOINTMENTS** **356/16** **Dalgarno:** That Council approve the 2017 committee appointments and non-council appointments as shown on Schedule C.
Carried
- 2017 FIDELITY BOND** **357/16** **Crichton:** That Council acknowledge the presentation of the bond for office staff, and further, that Council authorize bonding coverage in the amount of \$200,000.00 for the year 2017.
Carried
- EMO ROLE** **358/16** **Wilk:** That Council table the appointment of the Emergency Measures Coordinator for 2017 until the February meeting of Council, in order for Administration to determine feasibility with partnering the EMO services with the City of Moose Jaw.
Carried
- 2017 WCB** **359/16** **Crichton:** That each individual council member be registered for the minimum yearly coverage via the Saskatchewan Workers Compensation Board for the year 2017.
Carried
- 2017 REGULAR MEETINGS** **360/16** **Hetherington:** That Council schedule the 2nd Tuesday of every month for the Regular Meetings of Council, with the exception of days which conflict with SARM Conventions, or other potential conflicts whereby the meetings dates will be determined at a prior meeting of Council.
Carried
- SIGNING AUTHORITY** **361/16** **Crichton:** That the signing authority for all official municipal documents and agreements and for all financial instruments and transactions unless otherwise specified, be one of either the Reeve or Deputy Reeve and one of either the Administrator or Assistant Administrator.
Carried
- INVESTMENT AUTHORITY** **362/16** **Wilk:** That the Administrator be authorized to make both short-term and long-term investments of excess funds subject to the restrictions set out in *The Municipalities Act, 2007*, and further that all investments and transactions may be reviewed by Council at any time.
Carried
- COUNCIL INDEMNITY** **363/16** **Girard:** That Council authorize the rates of indemnity for members of Council shown below for 2017, as well as compensation for automobile travel for both members of Council and employees for 2016, such rates to be paid subject to any policy authorized by Council:

Description	Reeve	Council	Travel
Council/Committee of the Whole Meetings	\$275/day	\$250/day	\$.60/km
Authorized Conventions and Seminars	\$275/day	\$250/day	\$.60/km
Committee of Council Meetings	\$35/hour	\$35/hr	\$.60/km
Appointed Outside Committees/Boards	\$35/hour	\$35/hr	\$.60/km
	(Maximum \$1,500.00 total for indemnity/travel combined)		
Supervision of Works	\$35/hour	\$35/hr	\$.60/km

Carried

Reeve's Initials

Administrator's Initials

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CASH IN LIEU OF MUNICIPAL RESERVE	371/16	<p>Crichton: That the value per acre of raw, non-serviced land in this municipality for the purposes of establishing a sum to be paid as cash-in-lieu of the provision of public/municipal reserve lands regarding both residential and commercial subdivision applications be set as shown below for guideline purposes, subject to the condition that Council may increase the values noted depending upon the application and the land values surrounding the subject land of the application:</p> <p>a) Value where any portion of the subject property falls within a distance two kilometers of City of Moose Jaw limits- \$10,000.00 per acre;</p> <p>b) Value for the remainder of lands in the municipality- \$5,000.00 per acre.</p> <p style="text-align: right;"><u>Carried</u></p> <p>Councillor Girard declared a conflict of interest with regards to the following agenda item and exited Council chambers at 12:15 p.m.</p>
DEISEL AND GASOLINE FUEL TENDER	372/16	<p>Delahey: That Council authorize the Administrator to forward an Invitation to Tender (ITT) for approximately 50,000 litres of Diesel fuel and 5,000 litres of gasoline to all Card-lock retailers along the North Service Road with a closing date of Friday, January 13th, 2017.</p> <p style="text-align: right;"><u>Carried</u></p> <p>Councillor Girard rejoined the meeting at 12:25 p.m.</p>
DEVELOPMENT PERMIT NO. 37-2016- SUBDIVISION AMENDMENT	373/16	<p>Girard: That Council approve the Plan of Subdivision as submitted by the owner of Parcel B and Parcel C on Pt. NE 28-16-25 W2 subject to the following conditions: a) Due to setbacks of the proposed riding arena as shown on the plan contained within Parcel B, a 25 meter setback be applied to all proposed buildings for Parcel C; b) While a Servicing Agreement on this proposed amendment will not be required, however a Contract Zone will be established for Parcel B once the amendment is approved and registered at ISC.</p> <p style="text-align: right;"><u>Carried</u></p>
DEVELOPMENT PERMIT NO. 38-2016 PROPOSED SUBDIVISION	374/16	<p>Hetherington: That Council approve the proposed subdivision on Pt. SE 33-17-25 W2 in principle with the recommendation that the proposed parcel be relocated further away to the East from the existing 10 acre lot on the same quarter section.</p> <p style="text-align: right;"><u>Carried</u></p>
APPOINT PEST CONTROL AND WEED CONTROL OFFICERS	375/16	<p>Wilk: That Council appoint Glenn Chernick as Weed Control Officer and Ryan Budd for Pest Control Officer, both appointments effective for all of 2017.</p> <p style="text-align: right;"><u>Carried</u></p>
PAY REMAINING 2016 INVOICES	376/16	<p>Dalgarno: That Council authorize the Administrator to proceed paying all outstanding and remaining 2016 invoices.</p> <p style="text-align: right;"><u>Carried</u></p>
RMAA TAX TOOLS WORKSHOP	377/16	<p>Crichton: That Council authorize the Administrator and Assistant Administrator attend the Tax Tools Workshop taking place Wednesday February 15th, 2017 and furthermore the office be closed that day.</p> <p style="text-align: right;"><u>Carried</u></p>
MUNICIPAL LAND PURCHASE	378/16	<p>Delahey: That Council authorize the sale of Municipal owned lands, specifically Lots 9 thru 23 and 26 thru 40, Plan H1216 Pt. SE 10-17-26 W2, to the adjoining land owner, Meredith Knox for a total price of \$7,100.00 and furthermore these funds received be applied to the consolidation of the lots and registered right of ways to the adjoining/remaining quarter section.</p> <p style="text-align: right;"><u>Carried</u></p> <p>Councillor Delahey declared a potential Conflict of Interest on the following decision of Council and exited the meeting at 12:45 p.m.</p>

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BLOFIELD C/D	379/16	<p>Dalgarno: That Council approve the contribution for an equivalent amount of required culverts through Municipal roads for the Blofield Conservation and Development project in the amount of \$78,000.00 payable over 4 years, upon the project receiving final approval from Provincial authorities.</p> <p style="text-align: right;"><u>Carried</u></p> <p>Councillor Delahey rejoined the meeting at 12:55 p.m. Councillor Wilk exited the meeting at 12:55 p.m. and did not return.</p>
ROAD GRAVEL	380/16	<p>Hetherington: That Council approve of the supply of 75 yards of road gravel for the new road construction located at NE 3-18-25 W2.</p> <p style="text-align: right;"><u>Carried</u></p>
HIGHWAY 339 DETOUR AGREEMENT	381/16	<p>Girard: That Council authorize the Reeve and Administrator to sign the temporary Highway 339 detour agreement with Ministry of Highways, to accommodate a bridge replacement.</p> <p style="text-align: right;"><u>Carried</u></p>
CREDIT/DEBIT PAYMENT OPTIONS	382/16	<p>Crichton: That Council authorize the Administrator to research different payment options via debit and credit card payment vendors and present options to Council at the January 17th, 2017 Meeting.</p> <p style="text-align: right;"><u>Carried</u></p>
APPOINT ADMINISTRATOR	383/16	<p>Dalgarno: That Mike Wirges be appointed as Administrator for the RM of Moose Jaw No. 161 for 2017.</p> <p style="text-align: right;"><u>Carried</u></p>
COUNCIL MEETING	384/16	<p>Girard: That the next Regular meeting of Council take place on Tuesday, January 17th, 2017 beginning at 8:30 a.m. and furthermore a budget and employee review meeting be scheduled for Thursday, January 19th, 2017 beginning at 9:00 a.m.</p> <p style="text-align: right;"><u>Carried</u></p>
MOOSE JAW MUNICIPAL AIRPORT	385/16	<p>Crichton: That Council commit to a \$30,000.00 annual payment for a period of 5 years to the Moose Jaw Municipal Airport, commencing upon the airport receiving approval as an official "Authority" and furthermore the commitment be reviewed every 5 years thereafter.</p> <p style="text-align: right;"><u>Carried</u></p>
ADMINISTRATOR REPORT	386/16	<p>Delahey: That Council accept the Administrator's report as presented.</p> <p style="text-align: right;"><u>Carried</u></p>
CORRESPONDENCE	387/16	<p>Dalgarno: That Council acknowledge receipt of the correspondence as listed: a)</p> <p>SARM: MLDP Modules/dates/places; Rural Advisory Committee-Nomination process; Update; Sask Hospital New Beginnings-donation recommendation; RMAA Board of Examiners changes to regulations; OH&S Snow removal; PREP Newsletter; Policy Bulletin; LA FOIP (handout); Bulk Fuel program.</p> <p>b) RDARM-Annual Meeting, Minutes from 2016</p> <p>c) Plains Midstream- handout</p> <p>d) Agriculture in the Classroom- Report</p> <p>e) Sask Species at Risk- Farm Program</p> <p>f) Saskatchewan Municipal Hail-Municipal Hail remuneration letter</p> <p style="text-align: right;"><u>Carried</u></p>
ADJOURN	388/16	<p>Hetherington: That the meeting be adjourned at 1:37 p.m.</p> <p style="text-align: right;"><u>Carried</u></p>

Reeve's Signature

Administrator's Signature