



RM of Rosthern #403

Agenda

Council Meeting

Tuesday, December 6, 2022 @ 8:30 AM

1. CALL MEETING TO ORDER

- 1.1. Election Results
- 1.2. Division 2, 4, 6 Oath of Affirmation to Council

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.1. November 8/2022 Regular Meeting
- 3.2. November 28/2022 Policy Committee Meeting

4. CORRESPONDENCE

- 4.1. Bylaw Enforcement
- 4.2. Town of Hague - Joint Fire Meeting
- 4.3. Good Neighbours Food Centre
- 4.4. Lieutenant Governors Award - Nominations Open

5. REPORTS OF ADMINISTRATION & COMMITTEES

- 5.1. Administrator Report
- 5.2. 10:30AM - Delegation - RM Auditor - Financial Analysis Report
- 5.3. Council Indemnity
- 5.4. Financials

6. PUBLIC WORKS

- 6.1. Summer Students 2023 Grants Open
 - 6.1. 11:00AM - Foreman Report
- 6.2. Division Report

7. UNFINISHED BUSINESS

- 7.1. Ministry of Highways - Mennonite Nursing Home Road
- 7.2. Civic Addressing Update

8. NEW BUSINESS

- 8.1. Subdivision - Lot 35 Block 4 - Organized Hamlet of Neuanlage
- 8.2. Subdivision NW 22-43-04-W3
- 8.3. Municipal Revenue Sharing
- 8.4. Holiday Office - Landfill Hours
- 8.5. 2023 Employee Benefits Renewal
- 8.6. Council Indemnity Review
- 8.7. 2023 Council Meeting Dates
- 8.8. Organized Hamlet of Neuanlage
- 8.9. 2023 Proposed Council Committees
- 8.10. 2023 Development / Bylaw Appeals Board
- 8.11. 2023 Proposed Annual Appointments
 1. RM Solicitor
 2. TIPS Grant (Saskatchewan Lotteries)
 3. Deputy Reeve
 4. Signing Authority (Reeve, Administrator and Deputy Reeve)
 5. Pest Control Officer
 6. Landfill Manager
- 8.12. IN Camera - Per Section 12 of Bylaw 1.2016 Council Procedures Bylaw
- HR Matters - Office Employee Reviews.

9. ADDITIONAL BUSINESS

10. ADJOURNMENT





**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 6TH 2022**

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 6th 2022 commencing at 8:37AM.

ATTENDANCE

PRESENT:

REEVE - ROGER KINZEL

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

ABSENT: CHAD KRIKAU – DIVISION 5, ADMINISTRATOR MCCORMICK

ASSISTANT ADMINISTRATOR: KERRI FAHL

447.2022 DIVISION 4 / DIVISION 7:
That Council appoint Assistant Administrator Fahl as secretary of the meeting. **CARRIED**

ELECTION RESULTS

448.2022 DIVISION 7 / DIVISION 1:
That Council accept the election results from the Division 2 election held November 9th 2022. **CARRIED**

COUNCILLORS FOR DIVISION 2, DIVISION 4 AND DIVISION 6 READ OATHS

449.2022 DIVISION 3 / DIVISION 7:
That Council accept the oaths read. **CARRIED**

AGENDA

450.2022 DIVISION 3 / DIVISION 2:
That Council add to the agenda the following items:
• Organized Hamlet of Neuanlage Expenses **CARRIED**

451.2022 DIVISION 7 / DIVISION 4:
That Council approve the agenda presented with the additions. **CARRIED**

MINUTES

452.2022 DIVISION 6 / DIVISION 4:
That the minutes from November 8th 2022 Regular Council Meeting be approved as presented. **CARRIED**

453.2022 DIVISION 7 / DIVISION 4:
That Council accept the minutes from the Policy Committee meeting November 28th 2022. **CARRIED**

TOWN OF HAGUE – JOINT FIRE

454.2022 DIVISION 1 / DIVISION 2:
That Council accept the minutes and budget from the Hague Joint Fire Committee. **CARRIED**

GOOD NEIGHBOURS FOOD CENTRE

455.2022 DIVISION 4 / DIVISION 6:
That Council purchase 5 hampers for the Good Neighbours Food Centre at a cost of \$90/hamper. **CARRIED**

GOVERNOR GENERAL AWARD

456.2022 DIVISION 1 / DIVISION 4:
That Council table the Governor General Award till the January Meeting. **CARRIED**

CHRISTMAS THANK YOU TO STAFF

457.2022 DIVISION 3 / DIVISION 2:
That Council purchase \$100 gift cards for all staff of the RM for Christmas. **CARRIED**

ADMINISTRATION HOLIDAYS

458.2022 DIVISION 1 / DIVISION 7:
That Council grant the holidays for Administrator December 16th, December 28th to 30th and January 23rd to January 31st. Holiday granted for Fahl for December 21st. **CARRIED**

MOVE TO ITEM

459.2022 DIVISION 7 / DIVISION 3:
That Council move to item 5.3 on the agenda. **CARRIED**

COUNCIL INDEMNITY

460.2022 DIVISION 3 / DIVISION 2:
That Council Indemnity be approved as presented in the amount of \$ 4,488.60. **CARRIED**



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 6TH 2022**

DIRECT DEPOSIT PAYROLL

461.2022 DIVISION 7 / DIVISION 1:
That Council approve the Direct Deposit payroll for the month of November as verbally presented in the amount of \$ 43,120.63.

CARRIED

PERFORMACNE BONDS

462.2022 DIVISION 3 / DIVISION 6:
That Council approve the Performance Bond to be released on permits 27.2019, 18.2021, 18.2022 that final inspection has been completed by the building official and the files have been closed.

CARRIED

ACCOUNTS FOR APPROVAL

463.2022 DIVISION 7 / DIVISION 4:
That Council approve the list of accounts presented cheque number 16275 - 16316 and the manual online payment numbers 1370-MAN- 1393-MAN in the amount of \$144,575.66.

CARRIED

FINANCIAL STATEMENT

464.2022 DIVISION 2 / DIVISION 4:
That Council approve the presented Financial Statement Summary for the month of November as presented.

CARRIED

BREAK FOR RECESS – 9:57AM – 10:04AM

2023 SUMMER STUDENT

465.2022 DIVISION 1 / DIVISION 3:
That Council apply for 2 positions for the summer student grant for 2023.

CARRIED

MOVE TO ITEM

466.2022 DIVISION 1 / DIVISION 3:
That Council move to item 6.1.1 on the agenda.

CARRIED

EQUIPMENT QUOTE

467.2022 DIVISION 1 / DIVISION 7:
That Council table the quote until the Foreman comes for his report.

CARRIED

MOVE TO ITEM

468.2022 DIVISION 3 / DIVISION 6:
That Council move to item 7.2 on the agenda.

CARRIED

SUBDIVISION – LOT 35 BLOCK 4 - ORGANIZED HAMLET OF NEUANLAGE

469.2022 DIVISION 3 / DIVISION 4:
That Council approve the application per Schedule C aSection 1.8.2 with the following conditions:

1. All fees applicable to the subdivision including legal are the applicant's responsibility
2. Source of potable water to both sites, the original site has connection to the SVRW the new site does not, it is the applicant's responsibility to notify the new owners that the SVRW is not available, this will also be addressed in the service agreement.
3. Proper sewer to the sites as per Sask Health
4. Access to the new site to be completed by the applicant.
5. All other conditions within the Zoning and Community plan.

CARRIED

MOVE TO ITEM

470.2022 DIVISION 3 / DIVISION 7:
That Council move to item 5.3 on the agenda.

CARRIED

MOVE TO ITEM

471.2022 DIVISION 1 / DIVISION 2:
That Council move to item 6.1.1 on the agenda.

CARRIED

CAPITAL PURCHASE

472.2022 DIVISION 3 / DIVISION 4:
That Council approve to purchase the Capital I Oneway Blade for cost of \$48,600.

CARRIED

FOREMAN / DIVISION REPORTS

473.2022 DIVISION 4 / DIVISION 2:
That Council accept the verbal Foreman and Division reports as verbally presented.

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 6TH 2022**

474.2022 DIVISION 1 / DIVISION 4:

That Council move to item 8.9 on the agenda.

CARRIED

2023 PROPOSED APPOINTMENTS

475.2022 DIVISION 7 / DIVISION 2:

That Council table the appointments to the January meeting pending approval and acceptance of changes.

CARRIED

MOVE TO ITEM

476.2022 DIVISION 3 / DIVISION 4:

That Council move to item 8.12 on the agenda.

CARRIED

477.2022 DIVISION 3 / DIVISION 1:

That Council move to In Camera Session – Per Section 12 of Council Procedures Bylaw 1.2016 –HR Matters Office Employee Reviews– 11:51AM

CARRIED

All in attendance

Fahl asked to leave the in camera session – 11:51AM

Councillor Pochipinski Left meeting – 12:05PM

OUT OF IN CAMERA – 12:21PM

478.2022 DIVISION 3 / DIVISION 4:

That Council resume regular meeting – 12:21PM

CARRIED

2023 OFFICE EMPLOYEE REVIEW

479.2022 DIVISION 4 / DIVISION 6:

That the wages for 2023 are as follows, Administrator \$88,000 salary, Assistant Administrator \$27/hr. office Assistant \$24/hr. with all legislative holidays.

CARRIED

MOVE TO ITEM

480.2022 DIVISION 6 / DIVISION 4:

That Council move to item 8.2 on the agenda.

CARRIED

SUBDIVISION – NW 22-43-04-W3 – PROPOSED PARCEL A

481.2022 DIVISION 6 / DIVISION 3:

That the application to subdivide 4.05HA (10 acre) parcel from NW 22-43-04-W3 for the purpose of creating an existing farmstead as per Schedule A Section 1.6.6 of the R.M of Rosthern #403 Zoning Bylaw 5.2008 be approved subject to the following:

- a) That a service agreement be required – all fees associated with the subdivision including these legal fees be of the applicant.
- b) Municipal reserve is not required for the new parcel
- c) Remaining AG lands to be tied and have access to each, these costs are the owners responsibility

CARRIED

MUNICIPAL REVENUE SHARING

482.2022 DIVISION 7 / DIVISION 2:

That Council table agenda item to the January Meeting.

CARRIED

HOLIDAY OFFICE / LANDFILL HOURS

483.2022 DIVISION 2 / DIVISION 3:

That the office be closed for the Holidays December 26th, 27th and January 2nd. That the landfill be closed December 24th 2022.

CARRIED

EMPLOYEE BENEFITS RENEWAL

484.2022 DIVISION 3 / DIVISION 4:

That this item be tabled to the January Meeting.

CARRIED

COUNCIL INDEMNITY RATES 2023

485.2022 DIVISION 3 / DIVISION 4:

That Council leave the Council Indemnity rates the same as last year.

CARRIED

2023 REGULAR COUNCIL MEETING DATES

486.2022 DIVISION 4 / DIVISION 3:

That the Regular Council Meeting dates be as presented for the 2023 year:

- | | |
|---------------------------------|-------------------------------|
| January 10 th 2023 | February 7 th 2023 |
| March 7 th 2023 | April 11 th 2023 |
| May 2 ND 2023 | June 6 th 2023 |
| July 11 th 2023 | August 8 th 2023 |
| September 12 th 2023 | October 10 th 2023 |
| November 2 nd 2023 | December 5 th 2023 |

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 6TH 2022**

- 487.2022** **MOVE TO ITEM**
DIVISION 3 / DIVISION 6:
That Council move to item 8.10 on the agenda. **CARRIED**
- 488.2022** **DEVELOPMENT / BYLAW APPEALS BOARD**
DIVISION 3 / DIVISION 2:
That Council table this item to the January meeting. **CARRIED**
- 489.2022** **2023 PROPOSED ANNUAL APPOINTMENTS**
DIVISION 7 / DIVISION 6:
That Council table this item to the January meeting. **CARRIED**
- 490.2022** **ORGANIZED HAMLET OF NEUANLAGE**
DIVISION 7 / DIVISION 3:
That Council approve payment of financials for the Hamlet as presented. **CARRIED**
- 491.2022** **ADJORNMENT**
DIVISION 3 / DIVISION 4:
That the Regular Council Meeting adjourn – 1:00PM **CARRIED**



REEVE, ROGER KINZEL



ASSISTANT ADMINISTRATOR, KERRI FAHL