

RM of Rosthern #403

Agenda Council Meeting Tuesday, January 10, 2023 @ 8:30 AM

1. CALL MEETING TO ORDER			
2.	APPROVAL OF AGENDA		
。 一日前前本学的智慧、全社的主义,是是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就 一日前一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们就是一个人,他们			
3. APPROVAL OF MINUTES			
3.1.	December 6/2022 Regular Meeting		
4. CORRESPONDENCE			
4.1.	Bylaw Enforcement		
4.2.	SARM		
4.3.	Saskatchewan Municipal Hail Insurance		
5. REPORTS OF ADMINISTRATION & COMMITTEE'S			
5.1.	Administrator Report		
5.2.	Building Permit 30.2020 Expired		
5.3.	Council Indemnity		
5.4.	Financials		
5.5.	Additional Invoices for 2023		
6.	PUBLIC WORKS		
6.1.	Bridge Inspections		
6.2.	Ministry of Highways - Mennonite Nursing Home Road		
6.3.	11:00AM - Foreman Report		
6.4.	Division Reports		
7.	UNFINISHED BUSINESS		
7.1.	Lieutenant Gov. Award Nominations		
7.2.	Organized Hamlet of Neuanlage - Letter of Support		
7.3.	Municipal Revenue Sharing		
7.4.	Employee Benefits Renewal		
7.5.	Board of Revision Appointment		

A. M.

- 7.6. Development & Bylaw Appeals Appointment7.7. 2023 Proposed Committee Appointments7.8. 2023 Other Appointments
 - 1. Solicitor
 - 2. TIPS SK Lotteries Grants
 - 3. Deputy Reeve
 - 4. Signing Authority
 - 5. Pest Control Appointment
 - 6. Landfill Manager

8. NEW BUSINESS

- 8.1. Ministry of AG Comments proposed application SW 02-41-04-W3
- 8.2. 2023 Insurance
- 8.3. 12.2022 Building Permit
- 8.4. Original Farmstead Request SW 29-40-03-W3
- 8.5. Landfill Recycle Bin Contract Renewal
- 8.6. Policy Manual Updates
- 8.7. Town of Hague Library & Arena Agreements
- 8.8. Town of Rosthern Joint Fire / Library & Recreation Agreements
- 8.9. Twin Rivers
- 8.10. Organized Hamlet of Neuanlage

9. ADDITIONAL BUSINESS

10. ADJOURNMENT



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, January 10th 2023 commencing at 8:34AM.

ATTENDANCE

PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI - DIVISION 1, LARRY FEHR - DIVISION 2, GLENN BRAUN - DIVISION 3, LEO PERRIN - DIVISION 4, CHAD KRIKAU - DIVISION 5, ROBERT

BAYNTON - DIVISION 6

ABSENT: TOM MADDEN - DIVISION 7 ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 2 IN ATTENDANCE (1 Municipal

Employee K.F - 1 PUBLIC G.B)

Reeve read the Conduct of public to gallery - 8:33AM (Section 34- Bylaw 1.2016)

AGENDA

001.2023

DIVISION 1 / DIVISION 3:

That Council approve the agenda presented.

CARRIED

MINUTES

002.2023

DIVISION 3 / DIVISION 2:

That the minutes from December 6th 2022 Regular Council Meeting be approved with the amendment of Councillor Fehr's name be added and Peter Unger be removed as

Division 2 Councillor.

BYAW ENFORCEMENT

003.2023

DIVISION 1 / DIVISION 5:

That Council accept the bylaw reports for the month.

CARRIED

CARRIED

2023 SARM MEMBERSHIP

004.2023

DIVISION 3 / DIVISION 6:

That Council approve the 2023 membership with SARM as presented.

CARRIED

CORRESPONDENCE 005.2023

DIVISION 1 / DIVISION 2:

That the Correspondence be filed.

CARRIED

2023 SUMMER STUDENT WAGE

006.2023

DIVISION 3 / DIVISION 5:

That Council set the wage for the 2023 summer student at \$18.00/hr.

CARRIED

BYLAW 14.2018 AMENDMENT

007,2023

DIVISION 2 / DIVISION 6:

That Council request Administrator McCormick to make amendments to bylaw 14.2018 being a bylaw for Record Destruction Schedule to amend the time line for keeping

Assessment and Tax Roll records as legislation has changed.

CARRIED

2023 SPRING WORKSHOP – ADMINISTRATION

008.2023

DIVISION 3 / DIVISION 5:

That Council approve to send Administrator McCormick and Assistant Administrator Fahl to the workshop in Prince Albert on March 23rd 2023 at the cost of \$100/ea.

ZONING BYLAW REVIEW

CARRIED

009.2023

DIVISION 3 / DIVISION 6:

That Council request a quote from Crosby Hannah & Associates to review and update the Community Plan and Zoning Bylaw.

ADMINISTRATOR HOLIDAYS 010.2023

DIVISION 1 / DIVISION 5:

That the holidays for Administrator McCormick be changed to February 13th - 17th 2023.

CARRIED

SAMA 2023 AGM

011.2023

DIVISION 6 / DIVISION 2:

That Administrator McCormick and Reeve Kinzel attend the SAMA AGM in Regina April 4th -5th 2023.

CARRIED

Page | 1



ADMINISTRATOR REPORT

012.2023

DIVISION 5 / DIVISION 3:

That the verbal Administrator report be filed.

BUILDING PERMIT 30.2020 - EXPIRED

013.2023

DIVISION 1 / DIVISION 6:

That Council revoke the bond for Building Permit 30.2020 as it has expired and not been closed by the building official. That the applicant be required to renew the permit being charged a performance bond of \$1000 and minimum permit fees of \$100.00 plus

applicable tax.

COUNCIL INDEMNITY 014.2023

DIVISION 1 / DIVISION 4:

That Council Indemnity be approved as presented in the amount of \$ 2,919.20.

DIRECT DEPOSIT PAYROLL

CARRIED

CARRIED

CARRIED

CARRIED

DIVISION 5 / DIVISION 3:

That Council approve the Direct Deposit payroll for the month of December as verbally presented in the amount of \$ 37,019.57.

PERFORMACNE BONDS

016.2023

DIVISION 4 / DIVISION 2:

That Council approve the Performance Bond to be released on permits 6.2022, 13.2022, 14.2022, 16.2022 that final inspection has been completed by the building official and the files have been closed.

VOID CHEQUES

017,2023

DIVISION 3 / DIVISION 4:

That Council void cheques 16317 - 16322 as printer error and 16152 to Lyndell Trucking in the amount of \$5,136.50 as it was never received and this be re-issued.

ACCOUNTS FOR APPROVAL

018.2023

DIVISION 4 / DIVISION 2:

That Council approve the list of accounts presented cheque number 16323 - 16364 and the manual online payment numbers 1394-MAN - 1416-MAN in the amount of \$133,446.16.

BANK RECONCILIATION

019.2023

DIVISION 5 / DIVISION 3:

That Council accept the presented Bank Reconciliation for month of November as presented.

2023 - ADDITIONAL INVOICES

020.2023

DIVISION 1 / DIVISION 2:

That Council approve the list of additional invoices presented cheque number 16365-16372 and manual online payment numbers 1417-MAN - 1418MAN in the amount of \$209,833.11.

MOVE TO ITEM

021.2023

DIVISION 5 / DIVISION 1:

That Council move to item 7 on the agenda.

CARRIED

CARRIED

CARRIED

CARRIED

ORGANIZED HAMLET OF NEUANLAGE - LETTER OF SUPPORT 022.2023 **DIVISION 3 / DIVISION 2:**

That the support letter drafted to the Hamlet of Neuanlage be sent to the Hamlet Board as requested in support of their decision to progress toward Village Status.

MUNICIPAL REVENUE SHARING GRANT - OUTSTANDING ELIGIBILITY REQUIREMENTS 023,2023 **DIVISION 5 / DIVISION 2:**

The Council of the Rural Municipality of Rosthern No. 403 confirms the municipality now meets the following eligibility requirements to receive the Municipal Revenue Sharing

- Submission of the 2021 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.

That we authorize the Administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing grant.

CARRIED

2023 - EMPLOYEE BENEFITS PLAN RENEWAL

024.2023

DIVISION 1 / DIVISION 3:

That Council accept the renewal plan for the employees for benefits from SARM as presented.

CARRIED

NOR-SASK BOARD SERVICES

025.2023

DIVISION 3 / DIVISION 4:

That Council appoint the following as secretary and members for the Board of Revision for 2023:

- Mike Ligtermoet Secretary
- Tim Furlong Member
- Kirby Fesser Member
- Glen Neuert Member
- Sabrina Saccucci Member

CARRIED

DEVELOPEMTN APPEALS BOARD 026.2023 DIVISION 3 / DIVISION 5:

That the RM OF ROSTHERN NO.403 appoints Western Municipal Consulting Ltd. to manage the **Development Appeals Board** process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Parn Malach, Stew Demmans, and Stu Hayward.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

027.2023

DIVISION 1 / DIVISION 4:

That the RM OF ROSTHERN NO.403 appoints Claudette McGuire with Western Municipal Consulting Ltd. as **Secretary to the Development Appeals Board** for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

CARRIED

MUNICIPAL BOARD OF APPEAL

028.2023

DIVISION 4 / DIVISION 2:

That the RM OF ROSTHERN NO.403 appoints Western Municipal Consulting Ltd. to manage the **Municipal Board of Appeal** process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeal: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, , Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

029.2023

DIVISION 2 / DIVISION 6:

That the RM OF ROSTHERN NO.403 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as **Municipal Board of Appeal** for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED**

Al MM

Page | 3



RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF JANUARY 10^{TH} 2023

2023 - COUNCIL COMMITTEES

030.2023

DIVISION 1 / DIVISION 6:

That the following list of committees be appointed for the 2023 year:

Twin Rivers Planning District

Reeve Kinzel, Councillor Fehr, and Administrator McCormick

Twin Rivers District Planning Commission

Councillor Madden

Fire Guardian

Each Councillor for his division

Publics Work Committee

Reeve Kinzel, Councillor's Pochipinski, Braun, and the Councillor of concern

Gravel Committee

Reeve Kinzel, Councillor's Baynton, Braun, and Pochipinski and the Councillor of concern

Personnel / HR Committee

Reeve Kinzel, Councillor's Baynton, Madden and Pochipinski

Flood Awareness Committee

Councillor's Braun, Pochipinski, Perrin and Councillor of concern

Municipal Hail Insurance

Councillor's Braun and Perrin

Hague Library Board

Reeve Kinzel / Brenda Neudorf / Christine Ens

Rosthern Library Board

Bette Tasker, Pam Fast

Valley Regional Park Board

Councillor's Fehr and Krikau, Bernie Kramchynski, Darren Kowalczik, Gerry Derksen

Rosthern Fire & Rescue Committee

Reeve Kinzel and Councillor Perrin

Hague Fire Committee

Reeve Kinzel and Councillor Madden

Sask Valley Rural Water Utility Board

Councillor Braun, Ruben Dyck

Seager Wheeler Historical Farm Board

Councillor's Pochipinski and Perrin

Finance and Budget Committee

Reeve Kinzel, Councillor's Krikau, Pochipinski, Perrin, and Administrator McCormick

Policy Committee

Reeve Kinzel, Councillor's Fehr, Madden, Krikau, and the Administrator McCormick.

Wheatland Regional Library

Reeve Kinzel and alternate Madden

Landfill Committee

Councillor's Perrin, Braun, Madden, Baynton, and the Administrator McCormick

APAS

Councillor Krikau

Laird Recreation Board

Peter Regier

CARRIED



RM SOLICITOR

031.2023

DIVISION 3 / DIVISION 4:

That Council appoint Robertson Stromberg as the municipal solicitor.

032.2023

DIVISION 3 / DIVISION 5:

That Council appoint Scott Phelps Mason & Little & Co. be appointed as municipal solicitor for Human Resources.

CARRIED

CARRIED

TIPS - SASK LOTTERIES GRANT

033.2023

DIVISION 1 / DIVISION 3:

That the Sask Lotteries grant numbers be as follows per 2021 census for the RM of

Town of Rosthern 986, Town of Hague 667, Village of Laird 250 and the Organized

Hamlet of Neuanlage 570.

CARRIED

DEPUTY REEVE

034.2023

DIVISION 2 / DIVISION 3:

That Council appoint Councillor Richard Pochipinski as Deputy Reeve for 2023

CARRIED

SIGNING AUTHORITY

035.2023

DIVISION 3 / DIVISION 5:

That the signing authority for the RM be Administrator Amanda McCormick, Reeve Roger Kinzel and Deputy Reeve Richard Pochipinski.

CARRIED

PEST CONTROL OFFICER

036.2023

DIVISION 4 / DIVISION 3:

That Marcel Baynton be appointed as Pest Control Officer for the 2023 year that his indemnity be set for \$23/hr. \$0.60/km.

CARRIED

LANDFILL MANAGER

037.2023

DIVISION 3 / DIVISION 4:

That the landfill manager John Heatwole receive \$23/hr. plus \$.60/km. to pick up the rubbish left in the ditches to be disposed of for use of truck and that he invoice the RM for use of the trailer if needed effective next payroll cycle.

CARRIED

PEST CONTROL OFFICERS FOR THE PURPOSE OF CLUBROOT

038,2023

DIVISION 5 / DIVISION 6:

That Council appoint the following members from SARM for Pest Control Officers for the Purpose of Clubroot:

Tayo Adegeye Plant Health Officer – SARM Division 1	Katey Makohoniuk Plant Health Officer – SARM Division 4
Joanne Kwasnicki Plant Health Officer – SARM Division 2	Chelsea Neuberger Plant Health Officer – SARM Division 5
Betty Johnson Plant Health Officer – SARM Division 3	Colleen Fennig Plant Health Officer – SARM Division 6

MOVE TO ITEM

039.2023

DIVISION 2 / DIVISION 1:

That Council move to item 6 on the agenda.

CARRIED

CARRIED

MENNONITE NURSING HOME ROAD - MINISTRY OF HIGHWAYS

040.2023

DIVISION 3 / DIVISION 2:

That Council sign the agreement presented by the Ministry of Highways to take over the Mennonite Nursing Home Road, and enter into a Maintenance Agreement with the Ministry.

BREAK FOR RECESS - 9:56AM - 10:04AM

CARRIED

MOVE TO ITEM

041.2023

DIVISION 5 / DIVISION 2:

That Council move to item 8 on the agenda.

CARRIED

Page | 5



MINISTRY OF AG - REQUEST FOR COMMENT - SW 02-41-04-W3 042.2023

DIVISION 3 / DIVISION 2:

That Council offer the following comments regarding the application for SW 02-41-04-W3:

- Discretionary Use Application be submitted should the Dairy reach over 99 AU.
- Because of provincial approval request the ministry to remind applicant its not municipal approval
- The Waste storage and management plans will be required to follow the distances within the Zoning bylaw for manure, this will be as part of the permits that will be required to be pulled. Concern would show that the non-incorporated manure described in the manure management plan to the plan on page 61 required to be 800 meters.
- The application will require to draw permits for the development of the operation.
- That the applicant be aware of the Zoning Bylaw for future expansion, development.

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

2023 INSURANCE PACKAGE

043.2023

DIVISION 3 / DIVISION 1:

That Council approve the presented policy by Rosthern Agencies.

044.2023

DIVISION 1 / DIVISION 5:

That Council accept the Fidelity Bond as part of the RM Insurance Policy as required by The Municipalities Act.

BUILDING PERMIT 12.2022

045.2023

DIVISION 1 / DIVISION 2:

That a letter be sent to the applicant of permit 12.2022 regarding the removal of the old house that is attached to the building permit. The letter state that the house be turned into the shed as described in the letter. That the permit remain open until the permit for the shed can be pulled. That inspections be required for the shed as the water supply for the house is within this proposed shed.

ORIGINAL FARMSTEAD REQUEST - SW 29-40-03-W3

046.2023

DIVISION 3 / DIVISION 6:

That Council deem the yard site located at SW 29-40-03-W3 an original farmstead per our zoning bylaw, as this was developed before the final passing of the current zoning bylaw.

LANDFILL RECYCLE BIN AGREEMENT

047.2023

DIVISION 5 / DIVISION 4:

That Council accept the proposed agreement from Loraas for the Landfill Recycle bins as presented.

RM POLICY MANUAL UPDATES

048.2023

DIVISION 3 / DIVISION 6:

That accept the proposed changes to the Policy Manual from the Policy Committee that these amendments be accepted.

049.2023

DIVISION 2 / DIVISION 1:

That Council accept and adopt the proposed Bereavement Policy and this be attached to the Policy Manual.

RECREATION AGREEMENTS - TOWN OF ROSTHERN, TOWN OF HAGUE

050.2023

DIVISION 3 / DIVISION 5:

That Council increase the amounts for the recreation agreements presented to \$15,000 for both the Town of Rosthern and Town of Hague, the presented agreements be amended to reflect this amount and be presented as Bylaws at the next meeting.

051.2023

DIVISION 2 / DIVISION 4:

That Council increase the amount for the Pool facility portion of the Town of Rosthern Recreation agreement to \$12,500. That the agreement presented be amended to reflect this amount and be presented as bylaw at the next meeting.

LIBRARY AGREEMETNS – TOWN OF ROSTHERN, TOWN OF HAGUE 051.2023 **DIVISION 1 / DIVISION 3:**

That Council accept the presented Library agreements from the Town of Rosthern and Town of Hague. That the agreements be presented as Bylaws at the next meeting.

CARRIED

COUNCILLOR POCHIPINSKI LEFT THE MEETING -- 11:17AM



DIVISION & FOREMAN REPORTS

052.2023 **DIVISION 5 / DIVISION 3:**

That Council accept the verbal Division and Foreman reports given.

MOVE TO ITEM

053.2023

DIVISION 5 / DIVISION 6:

That Council move to item 8.8 on the agenda.

CARRIED

CARRIED

CARRIFD

CARRIED

ROSTHERN JOINT FIRE

054.2023

DIVISION 4 / DIVISION 5:

That Council offer 33% of the Fire Chief wage requested at \$70,000 for the Rosthern Fire

Department.

055.2023

DIVISION 3 / DIVISON 4:

That Council accept the presented rates from the Town of Rosthern, the agreement be

updated to reflect these rates.

056.2023

DIVISION 4 / DIVISION 6:

That Council accept the presented rates for Firefighters at \$40/hr. for calls and \$ 50/per

meeting, this be reflected in the agreement.

TWIN RIVERS

057.2023

DIVISION 4 / DIVISION 6:

That Council proceed with the Twin Rivers Group for the CSO (Community Service

Officer) Program.

058.2023

DIVISION 4 / DIVISION 3:

That Council proceed with the Twin Rivers Group – for the Town of Rosthern joint recycle

program with SARCAN.

059.2023

DIVISION 5 / DIVISION 3:

That the 2023 membership for Twin Rivers be paid in the amount of \$200.

CARRIED

CARRIED

CARRIED

ORGANIZED HAMLET OF NEUANLAGE

060.2023 **DIVISION 2 / DIVISION 3:**

That Council approve motion 03.2023 of the OH Minutes.

That Council approve motion 04.2023 of the OH Minutes.

061.2023

DIVISION 3 / DIVISION 6:

062,2023

REEVE / DIVISION 3:

CARRIED

That Council reject motion 05.2023 for mediation but accept motion 06.2023 - that Mr. Benoit be allowed to attend the 2023 Hamlet AGM on February 22nd 2023.

063.2023

DIVISION 4 / DIVISION 3:

That Council pay the attached bills as presented within the Hamlet's minute package.

CARRIED

CARRIED

RM FIRE TRUCK - ROSTHERN LOCATION

064.2023

DIVISION 4 / DIVISION 6:

That Council sent the fire truck located in Rosthern to be serviced and fixed by Ford in Hague, that the tank be looked at by Lyndell Trucking if Lyndell Trucking can not provide

this service the Fire Chief find another place to have this fixed.

CARRIED

ADJORNMENT

REEVÉ, ROGER KINZEL

065.2023

DIVISION 4 / DIVISION 2:

That the Regular Council Meeting adjourn – 1:04PM

CARRIED

DA MCCORMICK

Page 17