

RM of Meadow Lake #588 Minutes – August 12, 2019

Minutes of the Regular Council Meeting, of the RM of Meadow Lake #588 held in Council Chambers at Meadow Lake, Sask. on the 12<sup>th</sup> day of August, 2019.

**Present:**

Reeve – Timothy McKay

Councillors:

Div. 1 – Sent Regrets

Div. 4 – Garry Ratke

Div. 2 – Russ Jones

Div. 5 – Sent Regrets

Div. 3 – Ron Johnson

Div. 6 – Ernie Schwartz

Chief Administrative Officer – Gina Bernier

The meeting was called to order by Reeve Timothy McKay at 9:00 a.m.

Interviews:

- Anne Danielson, Bolt from the Blue – 10:00 a.m.
- Darwin Schwartz, Manager of Public Works – 11:00 a.m.
- Lenn Lennea, Sr., Road Consultant – 11:30 a.m.
- Robbie and Flora Katzer – 1:15 p.m.
- Darwin Schwartz and Shop Crew – 3:00 p.m.

159/19

**Agenda**

SCHWARTZ

That the agenda as presented and forming part of these minutes be approved with the addition of:

1. Gravel Crushing Expression of Interest
2. Culvert Quote – Range 3183/593.

Carried.

160/19

**Regular Meeting Minutes**

JONES

That the Minutes of the Regular Meeting held on July 8, 2019 be adopted as read.

Carried.



161/19

**List of Accounts for approval**

RATKE

That the list of accounts be approved as follows:

Cheque #29648 – 29686 - \$18,092.86

Cheque #29687 – 29705 – \$36,712.05

Cheque #29706 – 29724 - \$59,780.15

Cheque #29725 – 29752 - \$57,085.86

EFT – July 5, 2019 - \$32,416.18

EFT – July 5, 2019 - \$315.36

EFT – July 19, 2019 - \$10,699.06

EFT – July 31, 2019 - \$1,260.00

Payroll – July 5, 2019 - \$32,559.80

Payroll – July 19, 2019 - \$32,604.72

Council – July 9, 2019 - \$6,619.10

Carried.

162/19

**Monthly Financial Statement**

JOHNSON

That the Monthly Financial Statement for July 2019 be accepted as presented.

Carried.

163/19

**In Camera Session – 9:51 a.m.**

SCHWARTZ

That the Council go to In-camera session at 9:51 a.m.

Carried.

Council recessed for dinner from 12:15 p.m. to 1:00 p.m.

Reeve called the meeting back to order at 1:15 p.m.

164/19

**Open Herd Bylaw #3/19**

JONES

That the Open Herd Bylaw #3/19 being a Bylaw to allow for an Open Herd be read a 1<sup>st</sup> time at this meeting.

Defeated.



165/19

**Community Grant**

SCHWARTZ

WHEREAS the RM of Meadow Lake has approximately \$4,500.00 left to distribute for the Community Grant for 2019/2020;

THEREFORE BE IT RESOLVED that the CAO advertise to have another intake for the Community Grant Program and that the Recreation Committee meet to make the recommendations on the allotments.

Carried.

166/19

**FDN – SW-35-59-16-W3 - TLE**

RATKE

WHEREAS the Flying Dust First Nation owns the NW-35-59-16-W3 and are desirous to turn this property to Treaty Land Entitlement;

THEREFORE BE IT RESOLVED that the Council for the RM of Meadow Lake are unaware of any General or Environmental concerns that may be on the property of NW-35-59-16-W3.

Carried.

167/19

**Emergency Measure Co-Ordinator Job Description**

JOHNSON

That the job description for the Emergency Measures Co-Ordinator be Tabled until the Emergency Measures Plan is complete.

Carried.

168/19

**Emergency Plan - Appointment**

SCHWARTZ

WHEREAS in accordance with the Emergency Planning Act, 1989, the RM of Meadow Lake is required to complete an Emergency Plan; and

WHEREAS the Council is wanting this Plan to be completed by a qualified person;

THEREFORE BE IT RESOLVED that the Council for the RM of Meadow Lake contract Bolt from the Blue to complete the Emergency Plan at an approximate cost of \$5,300.00.

Carried.



169/19

**Commissionaires**

JONES

WHEREAS the RM of Meadow Lake are looking for assistance in the compliance with Bylaws and general help with Enforcement;

THEREFORE BE IT RESOLVED that the RM of Meadow Lake #588 contract with the Commissionaires at a rate of \$51.00/hour plus expenses

Carried.

170/19

**Road Diversion-SE-30-60-19-W3**

JONES

WHEREAS the road allowance on the SE-30-60-19-W3 has been completed and is being registered; and

WHEREAS the road diversion going through the SE-30-60-19-W3 is no longer needed; and

WHEREAS Sask. Highways has provided their consent to abandon the old road diversion and consolidate in conjunction with the plan to widen the road to the east; and

That a resolution of Council is all that is required for this abandonment of road in accordance with Sask. Highways; and

That the old road will be transferred back to the adjacent landowners, who are in agreement to the transfer;

THEREFORE BE IT RESOLVED that the CAO be instructed to complete a deregistration of the diversion along the northeast portion of the SE-30-60-19-W3.

Carried.

171/19

**Road Diversion-NW-11-60-20-W3**

RATKE

WHEREAS an old trail exists through the NW-11-60-20-W3; and

WHEREAS this old trail is no longer needed as there is alternate access; and

WHEREAS Sask. Highways and Transportation have given their approval for the road abandonment; and

That a Bylaw is required to complete this abandonment as through Sask. Highways requirements;

THEREFORE BE IT RESOLVED that the CAO be instructed to bring forward a Bylaw to begin proceedings to have that trail deregistered and the land placed back to the property which it came from.

Carried.



172/19

**Road Registration – NE16/SE21-58-17-W3**

JONES

WHEREAS there is a road built through the north part of NE-16-58-17-W3 and that south portion of the SE-21-58-17-W3; and

WHEREAS the regular road allowance that runs on the east side of these 2 quarters is not built; and

THEREFORE BE IT RESOLVED that the RM of Meadow Lake place the rebuild on the road allowance as registered.

Carried.

173/19

**Road Closure-S ½ 16 and 17-61-15-W3**

JOHNSON

WHEREAS an old trail exists through the S ½ of 16 and 17-61-15-W3; and

WHEREAS this old trail is no longer needed as there is alternate access; and

WHEREAS Sask. Highways and Transportation have given their approval for the road abandonment; and

That a Bylaw is required to complete this abandonment as through Sask. Highways requirements;

THEREFORE BE IT RESOLVED that the CAO be instructed to bring forward a Bylaw to begin proceedings to have that trail deregistered and the land placed back to the property which it came from.

Carried,

174/19

**Bylaw Review Committee**

JONES

That the following Members be appointed to review the Bylaws for the RM of Meadow Lake and make recommendations for any changes or updates:

- Ernie Schwartz
- Tim McKay
- Garry Ratke

Carried.

175/19

**Budget Committee**

SCHWARTZ

That the following Councillors be appointed to the Budget Committee to review and bring recommendations to the Council:

- Blair Mysko
- Garry Ratke

Carried.



176/19

**Clearing the Path – Hinterland Road**

SCHWARTZ

WHEREAS the Saskatchewan Association of Rural Municipalities has a program called Clearing the Path (CTP) which allows for Primary weights to be hauled along a road system which connects a provincial highway with another provincial highway for the purpose of allowing primary weights; and

WHEREAS the CTP has a grant dollar amount of \$1,000.00 per kilometer of road; and WHEREAS the road located from Dorintosh along Township 622 from Range 3183 to 3195 is a direct route to the RM of Beaver River #622 road system; and

WHEREAS the RM of Beaver River #622 is completing an application under Clearing the Path to have their portion of road designated as a Primary Clearing the Path Road; THEREFORE BE IT RESOLVED that the Council authorize the CAO to complete an application to place the road Township 622 from Range 3183 to 3195 into the Clearing the Path program.

Carried.

177/19

**Collective Agreement – LOU #2**

JONES

That the Letter of Understanding #2 as forming part of the Collective Agreement 2018-2020 be approved as attached to these minutes.

Carried.

178/19

**Website Design/Maintenance**

RATKE

WHEREAS the Council requires that the Administration staff be involved in the regular updates and uploads onto the RM of Meadow Lake website; and

WHEREAS the present website does not allow for the Administration Staff to have access to upload any information;

THEREFORE BE IT RESOLVED that the Council authorize the CAO to obtain the services of MR Website to develop a website and train the Administration Staff on the implementation of updates and uploads to this website, and

BE IT FURTHER RESOLVED that MR Website shall be available to train future staff on the website.

Carried.



179/19

**PDAP Assistance – Culvert 3183/593**

JONES

That the community of the RM of Meadow Lake #588 apply to the Ministry of Government Relations to be designated an eligible assistance area under the Provincial Disaster Assistance Program (PDAP), which provides financial assistance for restoring essential services and property as a result of substantial damages caused by rain on the date of July 10, 2019.

Carried.

180/19

**Culvert repair – 3183/593**

JONES

WHEREAS a culvert washed out and the road collapsed on Range Road 3183/593; and WHEREAS this is an emergency repair with little time to obtain tenders to repair; THEREFORE the Council for the RM of Meadow Lake instructed the CAO to obtain quotes to fix this culvert and road; and BE IT RESOLVED That the Culvert repair on the Range Road 3183/593 be repaired by BMTR Ventures Ltd. at a quoted price of \$119,287.61; and That the Road Consultant oversee the program in consultation with the Manager of Public Works.

Carried.

181/19

**Fire Hose**

JOHNSON

That the Council authorize the MPW to obtain the written quote for the fire hose to purchase up to 50 hoses at an approximate cost of \$100.00 per hose.

Carried.

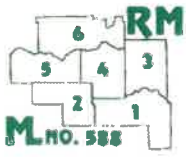
182/19

**Gravel Crushing - 2019**

SCHWARTZ

WHEREAS the Council for the RM of Meadow Lake #588 require to have approximately 40,000 yards of gravel to be crushed in the 2019 season; and WHEREAS there has been an expression of interest posted for the purpose of crushing gravel for the RM 588 on the Sask. tenders website; THEREFORE BE IT RESOLVED that the Council authorize the CAO to contact Von Rose Contracting at a rate of \$4.50/yard for 2019 and discuss the crushing at the gravel quarries within the RM of Meadow Lake; and That authorization be given to enter into a one year agreement with the anticipation of a potential ability to have more crushing in the future 2 years depending on availability of gravel quarry supply; and That the agreement shall have a timeline which will need to be met.

Carried.



RM of Meadow Lake #588 Minutes – August 12, 2019

The RM crew attended this meeting at 3:00 p.m. to listen to the information on “Respect in the Workplace” and held discussions on the operations with the outside work.

183/19

**Adjournment – 4:04 p.m.**

SCHWARTZ

That the meeting be adjourned.

Carried.

  
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CAO

  
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REEVE



Agenda  
RM of Meadow Lake #588  
August 12, 2019 – 9:00 a.m.

1. Call to order
2. Agenda
3. Minutes
4. List of Accounts for approval
5. Financial Statement
6. Interviews
  - a. In Camera Session – 9:30 to 12:00 noon
  - b. Robbie and Flora Katzer – 1:15 p.m.
  - c. Respect in the Workplace – 2:50 p.m.
  - d. OHS – Harassment Seminar – 3:00 p.m.
7. Bylaws
  - a. 03/19 – Open Herd Bylaw
  - b. 08/14 – Emergency Expenses Bylaw review
8. Other
  - a. Community Grant Program Advertisement
  - b. 2021 Revaluation Information Sheet
  - c. PHO Quarterly Summary 2019
  - d. Flying Dust FN re: SW-35-59-16-W3 – Treaty Land Entitlement
  - e. Emergency Measure Co-Ordinator Job Description
  - f. Emergency Measure Plan Developer
  - g. Commissionaires
  - h. Road Registrations
    - i. South 16 & South 17-61-15-W3
    - ii. SE-30-60-19-W3
    - iii. 10/11-5916-W3
    - iv. SE-14-60-20-W3
    - v. NE 16/SE21-58-17-W3
    - vi. NW-11-60-20-W3
  - i. Road Allowance – Fence removals
  - j. Set Bylaw Review Committee
  - k. Set Budget Committee
  - l. RM of Beaver River Re: Clearing the Path
  - m. Waste management Report
  - n. Water Security Re: Channel Clearing
  - o. Collective Agreement – Letter of Understanding #2
  - p. Fencing on Road Allowances – due Sept 30/19
  - q. Website
  - r. Provincial Disaster Assistance Program
9. Adjournment

**Consultant:** Anne Danielson-Bolt From The Blue Management

**Client:** R.M. Meadow Lake No. 588

1. **Retention and Description of Services:** During the time of this Agreement, the Consultant will furnish consulting services and advice, as requested by the Rural Municipality of Meadow Lake No. 588. The services and advice will be related to work being done or planned by the Client in the field of Disaster & Emergency Management and will be within the area of the Consultants' subject matter expertise and will include:

- ✓ Written Emergency Plan & Supporting Documentation
- ✓ Hazard Risk & Vulnerability Assessment

2. **Terms of Agreement:** Consultant will complete the Hazard Risk & Vulnerability Assessment on a mutually agreed date with the Client no later than October 31, 2019. The Consultant will complete and submit the Emergency Plan and Supporting Documentation by November 30, 2019.

3. **Place of Work:** It is understood that the Consultants' services will be rendered at the Client's place of business and at the office of the Consultant.

4. **Consulting Hours:** In performance of the services, the hours that the Consultant is to work on any given day will be within the Consultant's control and the Client will rely on the Consultant to put in such hours as may be reasonably necessary to fulfill the purpose of this Agreement.

5. **Compensation:** The Consultant will provide a statement, upon request, to the Client, in order to ascertain the current status of the account. The Client will pay the following fees for service under this agreement:

- \$5250.00 plus GST.

6. **Compensation Schedule:** The client will pay the amount indicated above following completion of the services within 30 days of the billing date. Late fees will apply.

7. **Other Fees:** Mileage will be billed at a rate of .50/kilometer. Additional expenses including materials, meeting refreshments, rental or other event costs will be paid by the Client.

8. **Consultant is an Independent Contractor:** Consultant will furnish consulting services as an independent contractor and not an employee of the Client or of a company affiliated with the Client. Consultant has no power or authority to act for, represent, or bind Client, or any company affiliated with the Client, in any manner.

9. **Confidentiality:** The Consultant expressly agrees not to communicate any information regarding the Client's business to any person. All information obtained by the Consultant during this Agreement, shall remain the property of the Client and the Consultant shall keep all such matters confidential.

10. **Termination of Agreement by Notice:** Either party may terminate this Agreement upon 30 days' notice. If this Agreement is terminated by either party, the Client shall only be liable for payment of the Consultant's fees earned as a result of work actually performed, prior to the effective date of the termination.

11. **Errors and Omissions:** It is agreed that the Consultant will not be held liable for errors or omissions. This Agreement carries no warranty or guarantee, expressed or implied.

12. **Governing Law:** This Agreement is subject to and shall be interpreted in accordance with the laws of the province of Saskatchewan.

In witness whereof the parties have agreed and executed this Agreement on: Aug 12/2019

Consultant: Anne Danielson  
Printed Name

Anne Danielson  
Signature

Client: Gina Beonier  
Printed Name

Gina Beonier  
Signature

**RM of Meadow Lake #588**  
**Statement of Financial Activities - Summary**  
For the Period Ending July 31, 2019


	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
<b>Revenues</b>			
Taxation	4,743,042.74	4,757,031.15	4,731,000.00
Fees and Charges	12,304.24	115,927.23	59,800.00
Maintenance and Development Charges		48,018.19	
Grants	170,257.20	462,070.69	737,200.00
Grants in Lieu of Taxes		5,010.02	18,600.00
Investment Income and Commissions	14,529.31	78,467.15	20,000.00
Other Revenues	39.90	39.90	
<b>Total Revenues:</b>	<b>4,940,173.39</b>	<b>5,466,564.33</b>	<b>5,566,600.00</b>
<b>Expenditures</b>			
General Government Services	40,181.01	367,730.11	684,800.00
Protective Services	2,379.57	136,897.88	220,600.00
Transportation Services	222,279.45	1,332,485.60	3,218,200.00
Environmental Health Services	7,750.00	39,931.30	77,500.00
Planning and Development Services	3,014.10	10,423.76	5,000.00
Recreation and Cultural Services	15,924.00	155,182.40	168,400.00
<b>Total Expenditures:</b>	<b>291,528.13</b>	<b>2,042,651.05</b>	<b>4,374,500.00</b>
<b>Change in Net Financial Assets</b>	<b>4,648,645.26</b>	<b>3,423,913.28</b>	<b>1,192,100.00</b>
<b>Operating Surplus/Deficit (Chg in Net Asst)</b>	<b>4,648,645.26</b>	<b>3,423,913.28</b>	<b>1,192,100.00</b>
Transfers			
<b>Account Balances</b>	<b>Current</b>	<b>Year to Date</b>	<b>Balance</b>
<b>Cash &amp; Investments</b>			
<b>Cash</b>			
Cash - On Hand - Petty Cash.	(47,882.69)	(2,453,800.18)	3,207,778.09
<b>Municipal</b>			
Municipal - Tax Receivable - Current	4,719,490.96	4,363,539.60	4,876,366.92
<b>Loans Payable</b>			
<b>Loans</b>			
Long Term Debt - General Government		(48,596.22)	1,128,275.73
<b>Change in General Surplus</b>	<b>9,320,253.53</b>	<b>5,285,056.48</b>	<b>9,213,520.74</b>

Certified correct and in accordance with the records

Presented to council on

August 12, 2019

  
\_\_\_\_\_  
Gina Bernier  
Chief Administrative Officer

  
\_\_\_\_\_  
Timothy McKay  
Reeve

LETTER OF UNDERSTANDING #2

BETWEEN THE

RURAL MUNICIPALITY OF MEADOW LAKE NO. 588

AND

SASKATCHEWAN GOVERNMENT AND GENERAL EMPLOYEES' UNION

In recognition of Administrative Classifications added subsequent to the last negotiated Collective agreement between the Rural Municipality of Meadow Lake No. 588 and Saskatchewan Government and Employees' Union.

The following classifications have been negotiated and will be recognized as included as inscope employees in the RM of Meadowlake No. 588 under Clerical in Schedule A Occupational Classifications and Hourly Rate.

Schedule of Wages – Hourly rates of Pay  
Effective January 1, 2018 to January 1, 2020

	CLERICAL		
	January 1 2018	January 1 2019	January 1 2020
Year 3	\$19.11	\$19.30	\$19.49
Year 2	\$18.18	\$18.36	\$18.54
Year 1	\$15.01	\$15.16	\$15.31

The parties agree that, a schedule of wages for additional clerical positions will be included in the next Collective Agreement.

**Hours Of Work**

This Letter of Understanding shall serve to amend Hours of Work Article 11 of the current Collective Bargaining Agreement January 1, 2018 to December 31, 2020 to include:

**Office Receptionist:** Normal hours of work shall be as follows:

Monday to Friday, 8:30 AM to 4:30 PM with one paid one half hour (1/2) meal period, eight (8) hours per day, forty (40) hours per week unless otherwise agreed between the Employer and the Union.

**Shop Secretary:** Normal hours of work shall be as follows:

**Summer months:** In an alternating weekly rotation, Monday to Thursday alternating with Tuesday to Friday, 7:00 AM to 5:30 PM, with one unpaid half hour (1/2) meal period, ten (10) hours per day, forty (40) hours per week.

**Winter months:** Monday to Friday, 7:00 AM to 3:30 PM with one half (1/2) hour unpaid meal period, eight (8) hours per day, forty (40) hours per week.

These hours of work are agreed unless otherwise between the Employer and the Union.

The Parties agree that these encumbered Classifications shall be entitled to the economic increases previously agreed to.

This letter of understanding will remain in effect until negotiation of the next Collective Agreement between Rural Municipality of Meadow Lake # 588 and Saskatchewan Government and General Employees' Union at which time these Classifications shall be included under Article 11 Hours of Work and shall be shown in Schedule A Occupational Classifications and Hourly Rate.

Signed on behalf of the Rural Municipality of Meadow Lake # 588, in the province of Saskatchewan, this 30 day of July, 2019.

  
\_\_\_\_\_  
Administrator

Signed on behalf of the Saskatchewan Government and General Employees' Union and the Employees' of the Rural Municipality of Meadow Lake # 588, in the Province of Saskatchewan, this 30 day of July, 2019.

  
\_\_\_\_\_  
Chief Steward

  
\_\_\_\_\_  
Agreement Administration Advisor