



RM of Meadow Lake #588 Regular Meeting Minutes – May 10, 2021

Minutes of the Regular Council Meeting, of the RM of Meadow Lake #588 held in Council Chambers at Meadow Lake, Sask. on the 10th day of May, 2021.

Present:

Reeve – Harvey Harriott

Councillors:

Div. 1 – Dale Sheppard

Div. 4 – Garry Ratke

Div. 2 – Russ Jones

Div. 5 – Blair Mysko

Div. 3 – Sent Regrets

Div. 6 – Sent Regrets

Chief Administrative Officer (CAO) – Gina Bernier

Intern – Shawn Sylvester

Attendees:

Dawn Schwartz, Receptionist re: Beaver Program Report – 10:45 a.m.

Regan Beck, City of Meadow Lake, Recreation Board Report – 11:00 a.m.

Shawn Heaver, Manager of Public Works – 11:30 a.m.

Staff Sargent, Ryan How attended at 1:00 p.m.

The meeting was called to order by Reeve Harvey Harriott at 9:00 a.m.

220/21

Agenda

RATKE

That the Agenda be adopted as presented and forming part of these minutes.
Carried.

221/21

Minutes – Regular Meeting

JONES

That the minutes of the Regular Council meeting dated April 12 and 16, 2021 be approved as circulated.

Carried.

222/21

Amend Resolution #187/21

MYSKO

That Resolution #187/21 be amended by striking out \$25.00 per tail and replacing that with \$30.00 per tail.

223/21

Minutes of the Recreation Committee

RATKE

That the Minutes of the Recreation Committee for the RM of Meadow Lake #588 for the dates of January 15, 2021 and February 22, 2021 as attached to and forming part of these minutes be approved as circulated.



RM of Meadow Lake #588 Regular Meeting Minutes – May 10, 2021

Carried.

224/21 **Financial Statement**

SHEPPARD

That the Statement of Receipts and Expenditures for the Month of April, 2021 be accepted as presented.

Carried.

225/21 **Bylaw #2/21 - 3rd Reading**

MYSKO

That Bylaw #2/21 being a Bylaw to Licensing Gravel Extraction be read a 3rd time at this meeting and approved.

Carried.

226/21 **Bylaw #4/21 - 1st Reading**

RATKE

That Bylaw # /21 being a Bylaw to Restrict the Speed of Vehicles be read a first time.

Carried.

227/21 **Bylaw #4/21 – 2nd Reading**

MYSKO

That Bylaw #4/21 being a Bylaw to Restrict the Speed of Vehicles be read a second time at this meeting.

Carried.

228/21 **Bylaw #4/21 - Approval**

JONES

That Bylaw #4/21 being a Bylaw to Restrict the Speed of Vehicles be approved to be given three readings at this meeting.

Carried Unanimously.

229/21 **Bylaw #4/21 – 3rd Reading**

SHEPPARD

That Bylaw #4/21 being a Bylaw to Restrict the Speed of Vehicles be read a third time at this meeting.

Carried.

WJH JB



230/21

Policy – PD-006

RATKE

That Policy PD-006 being a Planning and Development Building Repairs and Renovations Policy be adopted and form part of these minutes.

Carried.

231/21

Policy – GG-006 – Appendix A

JONES

That Council recognizes the rates as per Policy GG-006A and attach to these minutes be approved.

Carried.

232/21

Policy HR-005

MYSKO

That Policy HR-006 being an Employee Hiring/Evaluation Policy and attach to these minutes.

Carried.

233/21

Municipal Mill Rate

RATKE

That the Mill Rate be set at 7.5 Mills for the RM of Meadow Lake with the understanding that the Mill rate factors are as follows:

- Agriculture – 0.9662 plus 0.1538 for LTCF = 1.12 mill rate factor
- Commercial – 2.19 plus 0.15 for LTCF = 2.34 mill rate factor
- Residential – 0.51 mill rate factor

And that the Base tax is remains as follows:

- Residential Base tax is \$500.00 per parcel (\$350.00 plus \$150.00 for Long Term Care Facility (LTCF)).

Carried.

234/21

Education Property Tax Mill Rate

SHEPPARD

That the Council acknowledge the Provincial Education Property Tax Mill Rates as follows:

Commercial – 6.75 mills

Resource (oil and gas, mines and pipelines) – 9.79 mills

Residential – 4.46 mills

Agricultural – 1.36 mills

Carried.



235/21

Culvert Cleaning Program

MYSKO

WHEREAS the RM of Meadow Lake is experiencing a high amount of low maintenance culverts; and

WHEREAS these culverts are creating a drainage issue with the flow of the water;

THEREFORE BE IT RESOLVED that the Council authorize the CAO to implement a Culvert Cleaning Program as per the Request for Decision; and

BE IT RESOLVED that the Council commit an amount of \$20,000.00 for the 2021 season to contract for the purpose of the cleaning of culverts; and

BE IT EVEN FURTHER RESOLVED that the CAO and Manager of Public Works shall administer this program.

Carried.

236/21

GPS Program

MYSKO

WHEREAS the RM of Meadow Lake presently have a Text 2 Car Program GPS system; and

WHEREAS this GPS system does not suite the RM of Meadow Lake needs;

THEREFORE BE IT RESOLVED that the CAO be instructed to remove this GPS system from the RM of Meadow Lake's fleet.

Carried.

237/21

Road Registration

RATKE

WHEREAS the RM of Meadow Lake has purchased a half mile of road located south of NW-04-61-14-W3; and

WHEREAS the road is not registered on the NE-03-61-14-W3; and

WHEREAS the present landowner on the NE-03-61-14-W3 is requesting access to the property;

THEREFORE BE IT RESOLVED that the CAO be instructed to give the information to the landowner that they may build their road at their own expense.

Carried.

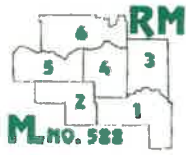
238/21

Resolution #199/20 Amendment

SHEPPARD

That Resolution #199/20 be amended to remove "and; That the property must be signed as a dangerous parcel".

Carried.



239/21 **Well Decommissioning - Laird**

JONES

That the RM of Meadow Lake #588 support and submit the application for the well decommissioning on the NW-31-59-17-W3 on behalf of Finnette Laird to the Farm and Ranch Water Infrastructure Program for Well Decommissioning; and
That Finnette Laird shall be invoiced for any and all costs incurred by the RM of Meadow Lake.

Carried.

240/21 **Municipal Hail Withdrawl**

MYSKO

That the Council accept the Municipal Hail Withdrawls on the following properties:

1. NE-26-60-18-W3
2. NE-35-60-18-W3
3. SE-35-6018-W3

Carried.

241/21 **Tilt Trailer**

JONES

WHEREAS the RM of Meadow Lake is looking to purchase a Tilt Trailer for the purpose of hauling heavy equipment; and

THEREFORE BE IT RESOLVED that the CAO be instructed to send out for a tender for the purpose of purchasing the tilt deck trailer with the specifications to be a minimum of:

1. Tandem Axle
2. Beaver Tails without flip down ramps
3. Length of deck to be a minimum of 25 feet
4. Pindle Hitch

Carried.



242/21

Sask. Public Safety Agency Invoice

MYSKO

WHEREAS the RM of Meadow Lake had actioned two fires in 2019 in Division 4; and
WHEREAS the Sask. Public Safety Agency was called in to assist with the fires; and
WHEREAS the RM of Meadow Lake has received the invoices for the fires;
THEREFORE BE IT RESOLVED that the Council for the RM of Meadow Lake pay
the invoices in the amount of \$47,430.97 and \$94,528.24 for a total of \$141,959.21;
and

BE IT FURTHER RESOLVED that the CAO be instructed to obtain the costs of these
invoices from the GIC Savings account for fire protection; and

BE IT EVEN FURTHER RESOLVED that the RM of Meadow Lake shall budget to
replenish this funding into the future.

Carried.

243/21

Adjournment – 2:45 p.m.

MYSKO

That this meeting be adjourned.

Carried.

CHIEF ADMINISTRATIVE OFFICER

REEVE



Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Municipal Mill Uniform Mill Rate Item #

Item: Mill Rate – RM of Meadow Lake

Background:

Presented by: GB

On April 16, 2021 the Council met and formalized the Mill Rate Factor Bylaw. With this formalization, the Council reviewed the Factors based on 7.5 mills as the Uniform Mill Rate. The Council choose Scenerio #4 in the attached Mill Rate Factor review chart to reflect a 2% increase across all property classes.

Option 1:

- 1. Pass a Resolution to set the Uniform Mill Rate for the RM of Meadow Lake at 7.5 mills**

Pros: Helps to maintain the budgeted requirements for the RM of Meadow Lake.

Cons:

Approved by CAO



Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Culvert Maintenance Program

Item #

Item: Contract Work

Background:

Presented by: GB and Shawn Heaver

The RM is plagued with many culverts. These culverts have been overgrown with weeds, grass and residue from the many years of neglect. Each division is equally in need of some serious cleaning. The RM has a backhoe and larger trackhoe, but it is of the opinion that a smaller trackhoe may be more suited to digging out the culverts and restoring them back to a useable water run.

It is requested that we set up a pilot project program to set aside a budget in order to facilitate this project and quote this project out to a contractor. And that the CAO And MPW be given the discretion to prioritize the work by division. Should this project prove to be beneficial, that the RM look into extending the project into future years and divisions.

If there are culverts that are in need of repair, the contractor would inform the MPW immediately in order that we may put that on the maintenance projects.

Option 1:

1. To put together a Program to help with the culvert cleaning.
2. Set this program as a pilot project to clean one Division at a time;
3. To set a budget of \$20,000.00 for this Pilot Project;
4. To allow for the CAO and MPW to organize and administer this program.

Pros:

1. Clean up the culverts and help with the water runs;
2. Through contracting, it frees up our crew to do the maintenance and repairs on the roads and culverts.

Cons:

1. Finding the right contractor to do the job.



Approved by CAO





Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: GPS Program

Item #

Item: Text 2 Car

Background:

Presented by: GB

The RM has tried many types of GPS programs and systems. The present system is Text 2 Car. The intention of GPS systems was to monitor where the equipment was for both safety reasons and for tracking the production of the organization. However, this, and other programs have not been successful in fulfilling the needs of our organization. The Text 2 Car program costs over \$5000.00 per year. The graders have a tracking device through John Deere and the Peterbilt trucks have a tracking device through their organization if we need to have those in our equipment.

This program was to remove the need to have our crew mark, physically with a marker, on maps as to where they were grading, gravelling or installing culverts. However, this program has not worked for that and the crew continue to use the physical maps.

This program was to create a safety process whereby the Manager would be able to see where a piece of equipment was and that the operator was still safely operating. However, it is so cumbersome to get into the program that this has not been working.

Option 1: To remove and discontinue the use of the Text 2 Car program

Pros:

1. Save money.
2. Save the battery power on the equipment as this program does create some issues on the battery life of equipment.

Cons:

1. The tracking will be removed – but it is not working well anyway.

Approved by CAO



Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Road Registration

Item #

Item: NW-04-61-14-W3

Background:

Presented by: GB

The ratepayer is asking for access to the NE-03-61-14-W3. The RM of Meadow Lake purchased the road allowance along the south part of the NW-04-61-14-W3. The RM did build a portion of the road many years ago along the southwest part of the NE-03-61-14-W3. Now that the slough has grown, that portion of the road has been washed away.

Option 1: To register that portion of road on the southwest of the NE-03-61-14-W3

Pros: 1. Provide access to the NE-03-61-14-W3.

Cons:

1. Will need to purchase that portion of right of way from the landowner which is costly;
2. Registration of right of way must have approval of the owner of the property and is removed from the quarter to be registered to "her majesty the queen" and this process can be a longer process and costly for survey and registration;
3. Will set a precedence for the future should others in the municipality require access to pasture land.

Option 2: Do not register and allow the landowner to find alternate access

Pros:

1. Save the RM the expense of registering and building a road through a slough.

Cons:

1. Landowner will not be able to access the parcel unless it is a dry year for access across the slough.


Approved by CAO





Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Amend Resolution #199/20

Item #

Item: Illegal Gravel Quarry

Background:

Presented by: GB

On October 13, 2020 the Council passed a resolution #199/20 dealing with an illegal gravel quarry. This resolution requires that the land owner decommissions the quarry. Upon discussing with the legal representative, Jeff Baldwin, he recommended that the portion of the resolution "That the property must be signed as a dangerous parcel" be removed. Upon decommissioning of this quarry, the property should no longer be a dangerous parcel and thereby no longer require the signing.

Option 1:

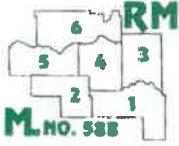
1. Amend the Resolution #199/20

Pros:

Cons:


Approved by CAO





Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Tilt deck Trailer

Item

Item: Trailers

Background:

Presented by: Shawn Heaver

The RM presently has a tridem trailer (single wheel) which is used to haul the skid steer and mulcher unit. This trailer is too light to haul the backhoe or anything bigger. As well, we have a tandem dump truck which we would like to utilize more and allow for the maintenance crew to be able to haul the backhoe to the job site.

We are recommending that a tilt deck trailer be purchased for the purpose of hauling equipment that is heavier than the skid steers but lighter than a large loader. And that can be pulled behind the Tandem Dump Truck.

This will eliminate the hauling of the backhoe behind the Dodge truck as the smaller trucks cannot handle the weight of the load.

This trailer is only actually be used an average of an hour a day as it sits at the job sites.

Option 1: 2015 triaxle easy2 load trailer \$25,000.00

Pros: Considerable cheaper then new. Trailer is in good shape and will last the RM a long period of time. Trailer is located 1.5 hours away. Easy to load and unload equipment.

Cons: This trailer is used and no warranty and has more components than a tandem.

Option 2: New tilt deck trailer \$45,200.00 - \$49,000.00

Pros: New Trailer Full warranty, long life span, Trailer is setup to haul heavy loads. the loading and unload are new and well designed for ease in loading and unloading.

Cons: Expensive

RFD – Tilt Deck Trailer – May 10/21 – Shawn Heaver

Option 3: New Tandem axle tilt trailer \$40,000.00

Pros: Cheaper to purchase than a new triaxle, lighter shorter, Full warranty, ease loading and unloading equipment, long life span.

Cons: Expensive trailer and not enough price difference from a new triaxle trailer, Limited on equipment it could haul (no Loader) less resale value, no trailer in stock so we would have to order for August -September delivery.

Option 4: Used Tandem axle trailer tilt deck. Approximately \$10,000.00-\$15,000.00

Pros: Cheapest option to purchase, Would haul equipment we most need it for Backhoe, Mulcher, packer, skid steer, service trucks

Cons: No suitable trailer on sales lots or private sales, possible to find at auction sales but will require inspection before purchasing.

Recommendation:

Option #1 is the best option as it is close for viewing and pickup, it is fairly inexpensive for the amount of time that it will be used in comparison to a new one, and the tandem trailers are very hard to find at this time.



Approved by CAO





Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Governance Audit

Item #

Item: Proposed Financial and Demographic Analysis

Background:

Presented by: GB

During our discussions with George Cuff and initiating the Governance Audit, there was further discussions about a Financial and Demographic Analysis.

Option 1:

1. Pass a resolution to have a Financial and Demographic Analysis completed.

Pros:

1. Develop a better understanding of how the RM of Meadow Lake compares to other Municipalities.
2. May give Council more information of what we may need to improve on or what we can reduce.

Cons:

1. Costs \$6,000.00
2. May take up some extra time from the Administrative Staff to assist in getting this information together.

Approved by CAO



Request for Decision

RM of Meadow Lake #588

Date: May 10/2021

Topic: Sask. Public Safety Agency

Item #

Item: SPSA – Operational Response – Schwartz/Soare Fires 2019

Background:

Presented by: GB

The RM of Meadow Lake had 2 fires which were actioned by the SPSA group in 2019. The one fire which was a house/trailer fire located on Soares' land was invoiced to us in the amount of \$47,430.97. The other fire was on the Township road 610 along the "Schwartz Road" in the amount of \$94,528.24.

Option 1:

1. **Pay the invoices. Invoice the landowner to which the invoice was incurred on**

Pros:

1. Obtain the costs back

Cons:


1. This could create a financial hardship on the landowner.
2. The Schwartz Road fire was in the ditch and therefore we have no one that we can invoice.

Option 2:

1. **Pay the invoices and transfer the costs from our GIC for Fire Protection.**

Pros: Get the bill paid

Cons: Reduction of our Fire Protection Reserve Account



Approved by CAO



Agenda
RM of Meadow Lake #588
May 10, 2021 – 9:00 a.m.

1. Call to order
2. Agenda
3. Minutes
 - a. April 12/16, 2021 Regular Council Minutes
 - b. Rec. Board Minutes
 - i. January 15, 2021
 - ii. February 22, 2021
4. Financial Statement
5. Interviews:
 - a. Dawn Schwartz, - 10:45 a.m.
 - b. Regan Beck – 11:00 a.m.
 - c. Shawn Heaver – 11:15 a.m.
6. Bylaws
 - a. Bylaw #2/21 – Licensing Gravel Extraction – 3rd Reading
 - b. Bylaw #4/21 – Regulating the Speed of Motor Vehicles
7. Policies
 - a. PD-006 – Building Repairs and Renovations
8. Other - Request for Decision
 - a. Municipal Mill Rate
 - b. School Mill Rates
 - c. Culvert Cleaning Program
 - d. GPS Program
 - e. Road Registration
 - f. Illegal Gravel Quarry
 - g. Well Decommissioning
 - h. Sask. Mun. Hail Ins. Withdrawal List
 - i. Tilt Deck Trailer
 - j. Governance Audit
 - k. Sask. Public Safety Agency
9. Adjournment

