

**R.M. OF LUMSDEN No. 189
MINUTES OF THE REGULAR MEETING
HELD ON DECEMBER 14th, 2006**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on the evening of Thursday, December 14th, 2006 at 6:33 p.m. with Reeve Jim Hipkin presiding.

Present: Reeve: Jim Hipkin
Councillor: Al Szeles, Tracy Preete, Edward Thorpe,
Bill Marquardt, Mike Brodziak, Glen Samuelson

Administrator: Wayne Zerff
Asst. Administrator: Darcie Cooper

Foreman: Adri Vandeven

Declaration of Elected Official:

The following council member declared his Oath of Office before Administrator Wayne Zerff and the remainder of Council prior to commencing his official duties:

Division 3 – Bill Marquardt

Amend Minutes:

282-06 Szeles: : “That we agree to amend the minutes of the November 9th first meeting by replacing the name “Marquardt” with the name “Samuelson” in resolution numbers 261-06 and 270-06.”

Minutes:

283-06 Szeles: “That the minutes of the November 9th, 2006 first meeting be approved as amended.” **CARRIED**

Minutes:

284-06 Preete: “That the minutes of the November 21st, 2006 Joint Administration committee meeting be approved as circulated.” **CARRIED**

Delegations:

7:00pm Dean Wolfe with Redhead Equipment appeared before council to discuss the new Volvo Grader the municipality has purchased.

7:06pm Sergeant Doug Smith appeared before council to provide a report on activity within the municipality and the new Detachment Performance Plan.

Correspondence:

285-06 Samuelson “That the attached list of correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly.

- A. SARM Benefits Plan – Short Term Disability Benefits
- B. Sask Ag & Food – Info. sheets on 2006 Lease Postings
- C. Southeast Regional Library – Ltr./Invoice Library Fees
- D. Southeast Regional Library – Semi-Annual Trustees Mtg. Highlights/Resolutions
- E. Sask. Library Trustees Assoc. brief to Min. resp. for Libraries
- F. John Langford – Ltr. re: snowplow club rate proposal
- G. Sask Highways & Transport – Ltr. re: CN proposal to discontinue use of rail branchline
- H. 2007 Division 2 Municipal Curling Entry Form
- I. Town of Regina Beach – Ltr. from new Mayor announcing new council
- J. Regina Region Oct. 4/06 Meeting Minutes
- K. Regina District Assoc. of Rural Municipalities – 2006 Annual Mtg. Min.
- L. Lumsden & District Heritage Home – Oct. 17/06 Meeting Minutes
- M. Wilson Russell – Ltr. re: Russell Hill Road Sign replacement
- N. RCMP – Ltr. re: Detachment Performance Plan
- O. Sask Ag & Food – Approval of Plans for ILO – Babco Cattle Co.
- P. Friends of the Qu’Appelle Valley – Ltr. re: Proposed Babco ILO
- Q. Ian & Jan White – Ltr. re: Proposed Babco ILO
- R. Dr. Lewis Draper - Ltr. re: Proposed Babco ILO
- S. Briercrest Grain Ltd. – Ltr. re: Sale of Biodiesel
- T. Sask Municipal Awards – Ltr./Promotional Flyer/Nomination Guidelines & Form
- U. Armtec – Ltr. re: acquisition of the Culvert division of Prairie Steel Products
- V. Misc. Publications”

CARRIED

IRH WJ

Bank Reconciliation & Financial Statement:

286-06 Marquardt: "That the Bank Reconciliation and Financial Statement for the period ending November 30th, 2006 be accepted as submitted." **CARRIED**

Accounts to be Approved:

287-06 Thorpe: "That the list of accounts attached hereto and forming a part of these minutes and totalling \$284,972.42 plus the council remuneration, is hereby approved for payment by the Reeve and Administrator." **CARRIED**

Committee Reports:

Councillor Ed Thorpe provided a verbal report on the Lumsden & District Heritage Home meeting he attended.

Reeve Jim Hipkin provided a verbal report on the Upper Qu'Appelle Watershed Authority meeting he attended.

288-06 Preete: "That we accept these committee reports as presented." **CARRIED**

Staff Reports:**Administrator's Report:**

Administrator Wayne Zerff provided a verbal report on various administrative issues.

289-06 Preete: "That the Administrator's verbal report be accepted as presented." **CARRIED**

Public Works Foreman's Report:

Foreman Adri Vandeven provided a written report to Council on various public works issues.

290-06 Brodziak: "That the Foreman's written report be accepted as presented." **CARRIED**

APPOINTMENTS:**2006-2007 Standing Committee Appointment:**

291-06 Thorpe: "That we agree to appoint the following council members to the Employee Committee:

Chair-Al Szeles

Members Ed Thorpe, Glen Samuelson &

Mike Brodziak

Reeve Jim Hipkin is Ex-Officio of the Standing Committee." **CARRIED**

OLD BUSINESS:**2007 Regular Meetings:**

292-06 Thorpe: "That the regular meetings for the council of the Rural Municipality of Lumsden No. 189 be held on the second Friday of each month at 1:00 p.m. for the 2007 year." **CARRIED**

2007 Council Indemnity:

293-06 Thorpe: "That we agree the Council Indemnity rate of remuneration for 2007 be as follows which reflects no change from 2005:

- * *\$110.00 per day for Councillors attending council meetings and public works supervision,*
- * *\$150.00 per day for the Reeve attending council meetings, public works supervision and for office supervision as provided in Section 29 of the Rural Municipality Act,*
- * *For all other meetings attended by the Reeve and Councillors on behalf of the municipality including "Special Ratepayer's Meetings" and other such meetings called by council from time to time and dealing with specific municipal programs the same rates shall apply; and*
- * *That a rate of 40 cents per kilometre or 64 cents per mile be designated for reimbursement of all travel necessary for attendance of the aforementioned meetings and supervision.*
- * *That rooms be reimbursed only when meetings require an overnight stay*
- * *That meals be reimbursed when attending municipal business other than regular or special Council meetings*
- * *That the per day per diem be based on a meeting time period of exceeding 3 hours and meetings of 3 hours or less be considered a ½ day."*

JRH **CARRIED** W-3

Dept. of Highways Signage Replacement – Catley/Russell Hill and Etaples Road:

294-06 Thorpe: "That we authorize the Administrator to send a letter to the Department of Highways informing them that council feels the Catley Road, Russell Hill Road and Etaples Road signs are adequately serving their purpose and that we feel replacement of these signs is not necessary." **CARRIED**

Development Application #2006-034 – John Burke:

295-06 Thorpe: "That we agree to have the Professional Building Inspector inspect the property owned by John Burke on the land legally described as the NE ¼ 12-20-21-W2 as John Burke indicated in his letter that the residence is not temporary, contrary to his Development Application he submitted; and
That we authorize the building inspector to make a physical inspection and take pictures of the residence with a report to be provided to council." **CARRIED**

NEW BUSINESS:**Human Resource Policy Manual – Mike Morris:**

296-06 Thorpe: "That we agree to provide Mike Morris of SARM with a copy of the draft Human Resource Policy Manual to aid him in his contract negotiations with the Teamsters Union." **CARRIED**

SARM 2007 Membership Fees:

297-06 Szeles: "That we agree to pay the invoice from SARM in the amount of \$2,099.09 plus GST for the 2007 SARM Membership Fees." **CARRIED**

SARM Federal Lobbyist Voluntary Contribution:

298-06 Szeles: "That we agree to not pay the SARM Federal Lobbyist Voluntary Contribution for the 2007 year." **CARRIED**

SARM Fidelity Bond Self-Insurance Plan:

299-06 Thorpe: "That we agree to pay \$50.00 to the SARM Fidelity Bond Self-Insurance Plan for the 2007 year." **CARRIED**

SARM Liability Self-Insurance Plan:

300-06 Preete: "That we agree to participate in the 2007 SARM Liability Self-Insurance Plan (\$3,000,000 basic coverage) at the cost of \$2,736.04." **CARRIED**

SARM Property Self-Insurance Plan Participation:

301-06 Szeles: "That we agree to participate in the SARM Property Self Insurance Program and pay the premiums for the 2007 year; and
That we authorize the Administrator to check into the existing insurance coverage for the Church located in the SW 3-21-19-W2." **CARRIED**

RDARM Membership Fee:

302-06 Marquardt: "That we approve the payment of \$80.00 to the Regina District Association of Rural Municipalities for our 2007 membership; and
That we authorize all interested representatives to attend the RDARM Annual Meeting on January 4 - 5, 2007 in Regina, with costs to be reimbursed by the municipality." **CARRIED**

Tax Abatement – Ryan Fitzsimmons:

303-06 Preete: "That we agree to abate the taxes as detailed below on land legally described as Ptn. SW 26-19-21-W2 and owned by Ryan Fitzsimmons in consideration of an exemption under Clause 293(2)(e) of *The Municipalities Act* on land leased in this municipality:

Municipal	\$303.77	School	\$525.66	Total	\$829.43."
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CARRIED**Tax Abatement Request – Rootman Property:**

304-06 Thorpe: "That we agree to deny the request to abate the taxes for the years 1995 - 2005 as requested by Bertram Scrivens MacLeod for property owned by J.R. Rootman for land legally described as NE ¼ 33-19-21-W2 as it is the property owner's responsibility to check and ensure they are properly being assessed on a yearly basis to ensure the accuracy of their assessment." **CARRIED**

JRH W-3

Tax Abatement – Annette & Gavin Semple:

305-06 Thorpe: "That we agree to abate the taxes as detailed below on land legally described as SE 1-21-19-W2 and owned by Annette and Gavin Semple in consideration of a SAMA Assessment Error, assessing a 3 acre parcel when it should have been removed from the property assessment:

Municipal \$8.09 School \$13.99 Total \$22.08."

CARRIED

Snow Plow Club Agreements:

306-06 Szeles: "That we designate the following Snow Plow Clubs, their executive, operators, route and miles as active clubs for 2007, subject to the approval (initials on plow route page) by the respective division councillor:"

DIV #	SNOW PLOW CLUB	MILEAGE	OPERATORS
2	C.L. ELLIOTT SNOW PLOW CLUB	1.8	Cliff Elliott
3	WEST FOREST SNOW PLOW CLUB	2.5	Bill Marquardt
5	KENNEL SOUTH SNOW PLOW CLUB	22	E. Bateman, B. Hall, J. Davidson, M. Catley, T. Catley, K. Small

TOTAL MILES 26.30

CARRIED

Joint Administration – Salary Grid Increase:

307-06 Marquardt: "That we agree with the recommendation from the Joint Administration Committee to approve a 2.5% increase to the Joint Administration Salary Grids, to reflect a cost of living increase for 2007 to keep the grid current of industry pay levels."

CARRIED

Banking Solutions– Moneris Point of Sale:

308-06 Thorpe: "That we agree with the recommendation from the Joint Administration committee to approve the rental of the Moneris HiSpeed 6200 POS terminals for each municipality at a lower monthly cost with improved operation for staff and customers."

CARRIED

Automatic Doors - Municipal Office:

309-06 Preete: "That we agree with the recommendation from the Joint Administration committee to approve the inclusion of the automatic doors (2) for the front entrance as well as repair of the west Municipal Office steps as part of their 2007 Capital Budgets."

CARRIED

Joint Administration Staff – 2006 Performance Evaluations:

310-06 Marquardt: "That in consideration of the Joint Administration employee performance evaluations completed by the Administrator we agree with the recommendation from the Joint Administration committee to approve the following Joint Administration employee salary steps for the 2007 year:

Darcie Cooper	Asst. Administrator	Step 7 (4 to 7 points)	(\$34,602/yr)
Joan Agopsowicz	Office Services Clerk	Step 9 (8 to 9 points)	(\$12.87/hr)
Brenda Boos	Office Services Clerk (PT)	Step 8 (7 to 8 points)	(\$12.52 /hr)
Lorrie Farago	Office Services Clerk (PT)	Step 7 (6 to 7 points)	(\$12.13 /hr)
Wayne Zerff	Administrator	Step 14 (14 to 15 points)	(\$72,512yr) No change".

CARRIED

Joint Administration Staff – Population Steps:

311-06 Preete: "That we agree with the recommendation from the Joint Administration committee to approve the following point increase for Joint Administration Staff to reflect the population factor put in place in 1997 as part of the Joint Admin Salary Grid which comes into play when the combined population of the municipalities meets or exceeds 3,400; and; and

That the increase will take effect when the 2006 census results are released in March 2007 and that the following increases be retroactive to January 1, 2007:

Darcie Cooper	Asst. Administrator	Step 8 (7 to 8 points)	(\$35,677/yr)
Joan Agopsowicz	Office Services Clerk	Step 10 (9 to 10 points)	(\$13.18/hr)
Brenda Boos	Office Services Clerk (PT)	Step 9 (8 to 9 points)	(\$12.87 /hr)
Lorrie Farago	Office Services Clerk (PT)	Step 8 (7 to 8 points)	(\$12.52 /hr)-
Wayne Zerff	Administrator Step	Step 15 (15 to 16 points)	(\$75,820yr)".

CARRIED

JRH W-3

2007 Capital Budget:

312-06 Brodziak: "That we agree with the recommendation from the Joint Administration committee to accept the revised 2007 Joint Administration Capital budget as presented and attached hereto and forming apart of these minutes." **CARRIED**

2006 Employee Christmas Bonus:

313-06 Thope: "That we agree with the recommendation from the Joint Administration committee to approve an increase to the 2006 Christmas Bonus for the Public Works staff from \$40.00 to \$50.00 and from \$20.00 to \$25.00 for the Joint Administration Staff as this cost is shared with the Town of Lumsden." **CARRIED**

Invitation to next meeting:

314-06 Samuelson: "That we agree to invite the municipal planner, John Wolfenburg and Andy Jansen, Manager Sask Ag & Food, Inspection & Regulatory Management Branch to the next regular meeting to discuss the ILO Application submitted by Babco Cattle Corp." **CARRIED**

Adjournment:

315-06 Preete: "That we adjourn this meeting at 11:00 p.m." **CARRIED**


Reeve


Administrator