

**Minutes of the Regular Meeting of the Council of the Rural Municipality of Orkney No. 244 Held
Thursday the 11st Day of March 2021 at 137 George Avenue, Collacot Subdivision, Yorkton,
Saskatchewan**

Present:

Reeve	Randy Trost
Councillor Division 1	Matt Charney
Councillor Division 2	Trevor Protz (Deputy Reeve)
Councillor Division 3	Ronald Mehling
Councillor Division 4	Shirley Cole
Councillor Division 5	Vern Effa
Administrator	Bridgette MacDonald
Assistant Admin.	Meagan Sherring-Reese
Public Works Manager	Kevin Zamonsky

Absent:

Councillor Division 6 Robert Kriger

- 111/21 **Minutes:**
Charney: That the minutes of the Regular Meetings of Council held on Thursday, February 11, 2021 be approved as presented. **Carried.**
- 112/21 **In-Camera Session:**
Trost: That the Council closes the Regular Meeting for an in-camera session at 8:06 a.m. **Carried.**
- 113/21 **Trost:** That the Council closes the in-camera session and resumes the Regular Council Meeting at 9:19 am.
- 114/21 **Charney:** That Council finds that the signing of the Memorandum of Agreement with the International Union of Operating Engineers, Hoisting, Portable and Stationary, Local 870, previously verbally discussed, and the signing of the Purchase Agreement from Finning, by the Reeve, was done in conflict of the Code of Ethics, as they were signed against resolutions stating there was no authority to sign and without a resolution of Council and thereby the Reeve shall have his signing authority suspended for a period of three months (effective from March 11 to June 11, 2021) and he shall take the course offered by the Municipal Leadership and Development Program being, Municipal Leaders Roles and Responsibilities, within the three month period. **Carried.**
- 115/21 **Protz:** That Council directs that all correspondence in regards to dealing with such matters as the Union and any legal matters are to be directed to the Administrator and the Administrator shall forward any such information to Council should it be deemed necessary and in accordance with the direction of a majority of Council. **Carried.**
- 116/21 **Protz:** That Council directs that all correspondence in regards to any Grants, construction projects, assets, requests for Council information and/or action and development must be directed to the Administrator who shall forward to Council should it be deemed necessary and in accordance with the direction of a majority of Council. **Carried.**
- 117/21 **Protz:** That any concerns that ratepayers are asking Council to deal with, or when requested to do so by Council, the concern must be filed on a completed Complaint/Request form, as attached, which is to contain the individuals: name, contact information, and specifics of incidences, and if Administration is unable to address the concern the information shall be brought forward to a Council meeting. **Carried.**
- 118/21 **Effa:** That; further to resolution 286-20, appointing Vern Effa, Robert Kriger, and Randy Trost as the members for the Springside Fire Department that the appointed members be revised to reflect the Division Councillors for the Divisions that are covered by the Springside Fire Department being Vern Effa, Robert Kriger and Ronald Mehling. **Carried.**
- 119/21 **Council Reports:**
Protz: That the Council acknowledges the Council reports as given verbally by each member. **Carried.**

- Board of Revision:**
120/21 **Charney:** That the Administrator and three Council members from the R.M. of Calder are appointed as the Secretary and Board Members for the R.M. of Orkney No. 244's Board of Revision and that they shall be paid the rates as follows:
Board Members: \$299.25 per meeting with a mileage rate of \$0.59 per kilometer,
Secretary: \$299.25 per Board meeting plus an hourly rate of \$39.50 for additional work with a mileage rate of \$0.59 per kilometer and office supplies at cost as invoiced.
Carried.
- Bylaw Enforcement:**
121/21 **Mehling:** That the contract, as received from the South Saskatchewan Commissionaires to provide bylaw enforcement from March 2021 to April 2022, is accepted and the Administrator and Deputy Reeve are authorized to sign the contract and that it be attached to Bylaw 13-2018.
Carried.
- Grader Purchase:**
122/21 **Cole:** That, in order to prevent any additional fees and charges for dispute resolution, the Council agrees to honour the sales agreement that was signed without Council agreement on November 30, 2020 and without the inclusion of the G.P.S. mapping system, for the purchase of a new 2021 Finning CAT, model: 160 JOY-BR, Grader to include the trade-in of the R.M.'s G970 2012 Volvo Grader for a cost of \$459,469.92 (including the trade in allowance and taxes).
Carried.
- Real Time Mapping:**
123/21 **Effa:** That Council approves the Connectivity Proposal as received from Finning CAT to purchase a one-year subscription of Vision Link, providing the previously requested real time G.P.S. mapping system for the three R.M. graders at a cost of \$1,584.00 with training for the system to be provided to the Public Works Manager and the Administrator.
Carried.
- Mulcher Attachment:**
124/21 **Vern:** That that Council approves of the quote received from Capital I Industries to install the plumbing for the mulcher on the new grader being purchased from Finning Cat (resolution 122/21) at a cost of \$7,250.00.
Carried.
- RM Office:**
125/21 **Protz:** That the Council hires P3 Architectural Partnership to complete an analysis and engineered drawings in accordance with the floor plan provided by D.K., for 137 George Avenue, Collacot subdivision, R.M. of Orkney No. 244 for Council to review and prepare for tendering at the next Regular Meeting of Council.
Carried.
- Financial Reports:**
126/21 **Charney:** That the bank reconciliation for the month of February 2021 be accepted as presented and attached hereto.
Carried.
- Financial Reports:**
127/21 **Protz:** That the Statement of Financial Activities for the month of February 2021 be accepted as presented and attached hereto.
Carried.
- GIC:**
128/21 **Cole:** That Council ratifies the signing of the documentation from Scotia Bank authorizing that any renewing G.I.C.'s not provided direction for prior to the maturity date are to be held in a savings account until such time as a decision can be made (document signed February 24, 2021).
Carried.
- Willowbrook Water Report:**
129/21 **Effa:** That the Council acknowledges the receipt of the Environmental Service Analysis Report, Water Treatment Report, and Willowbrook Water Report for the month of February, 2021.
Carried.
- Public Works Report:**
130/21 **Mehling:** That the Public Works Manager Report be accepted as presented and discussed and that it be filed.

Carried.

Training:
131/21 **Charney:** That Council agrees to send the following employees for the two-day training course for grader operating provided by Evolution Training:
K.Z., R.B., L.T., M.N., D.F..

Carried.

Training:
132/21 **Mehling:** That the Public Works Manager be authorized to commence with the training that is required to perform water tests for the Willowbrook water treatment plant in order to be able to provide coverage for the times when the current contracted individual is not available.

Carried.

RM Website:
133/21 **Protz:** That Administration look at alternatives and costs for updating the RM website to be presented to Council at the next Regular Meeting of Council.

Carried.

Planning and Development:
134/21 **Mehling:** That the Council acknowledge receipt of the Planning and Development Report for the month of February 2021 as presented and attached.

Carried.

Subdivision:
135/21 **Charney:** That the *lawyer be contacted to complete the Servicing Agreement to register an easement for a future internal service road on the proposed subdivision on NW 13-25-04-W2 (Community Planning file number R0579-19R).

Carried.

Subdivision:
136/21 **Cole:** That Council confirms that the access road to the north of the proposed subdivision on the NW 06-27-04-W2 is not an all weather road, therefore; the Council would request a servicing agreement to be completed noting that any development on lot D would require the upgrade of the north road to be upgraded to an all weather road; and that Council would ask for clarification on the proposed access to the existing shop(s) located on the proposed subdivision and may suggest that including a parcel tie to Parcel C in order to ensure current access is maintained (Community Planning file number R0509-20R).

Carried.

Subdivision:
137/21 **Protz:** That the Council recommends the approval of the two proposed subdivisions, a Residential and Bare Land subdivision, located on the south half of 06-26-05-W2, Community Planning file number 0107-21R, with no servicing agreement being required but with the condition that clarification is made to parcel A in fact being a utility parcel and not the previous location of the school, as this will affect the municipal reserve requirement.

Carried.

Accounts for Approval:
Additional Invoice:
138/21 **Mehling:** That further to resolution 30/21 and 85/21 it is acknowledged that F.F.C. has withdrawn the request for payment for invoice number 2195 in the amount of \$630.00.

Carried.

Additional Invoice:
139/21 **Cole:** That further to resolution 29/21 and 84/21 it is acknowledged that K.FS has provided sufficient detailed information and thereby Council authorizes payment to be issued for invoice number 40121 in the amount of \$475.20 (EFT number 354).

Carried.

Additional Invoices:
140/21 **Mehling:** That Administration is authorized to pay the following payments:
Staples, invoice number 2706381 - \$22.19 and invoice number 2706732 - \$178.70 (EFT 355)
Saskatchewan Workers Comp. Board, statement amount - \$6,801.10 (EFT 472)

Carried.

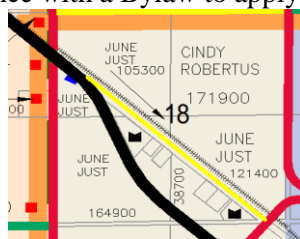
List of Accounts:

- 141/21 **Effa:** That the Council approves the list of accounts as presented:
EFT numbers 339 – 353 totalling \$115,050.24 (EFT 338 VOID),
Cheque numbers 10503 – 10515 totalling \$38,601.75,
INT numbers 456 – 471 totalling \$25,131.24, and
Regular Payroll net pay totalling \$21,527.91, and as attached hereto.
- Carried.**
- Bylaws:**
Bylaw No. 2-2021
- 141/21 **Protz:** That Bylaw No. 2-2021 being a Bylaw to Enter Into an Agreement with the City of Melville to Provide Fire Suppression and Rescue Services be given a first reading at this meeting.
- Carried.**
- 142/21 **Mehling:** That Bylaw No. 2-2021 being a Bylaw to Enter Into an Agreement with the City of Melville to Provide Fire Suppression and Rescue Services be given a second reading at this meeting.
- Carried.**
- 143/21 **Cole:** That Bylaw No. 2-2021 being a Bylaw to Enter Into an Agreement with the City of Melville to Provide Fire Suppression and Rescue Services be given three readings at this meeting.
- Carried Unanimously.**
- 144/21 **Effa:** That Bylaw No. 2-2021 being a Bylaw to Enter Into an Agreement with the City of Melville to Provide Fire Suppression and Rescue Services be given a third reading and adopted at this meeting.
- Carried.**
- Bylaw No. 3-2021**
- 145/21 **Effa:** That Council requests that the agreement for Fire Suppression and Rescue Services with the Town of Springside be amended as follows:
Minimum call-out fee be changed from \$5,000 to \$3,000 and the
Annual payment be changed from \$6,000 to \$8,000
With the above changes to be forwarded to the Town of Springside for approval.
- Carried.**
- Recess for Lunch:**
- 146/21 **Trost:** That the Regular Meeting of Council be recessed for lunch at 11:53 a.m.
- Carried.**
- Reconvene:**
- 147/21 **Trost:** That the Regular Meeting of Council reconvene at 12:28 p.m.
- Carried.**
- Next Council Meeting:**
- 148/21 **Cole:** That Council sets the next Regular Meeting of Council to be held on Thursday, April 15, 2021 at 8:00 a.m. at Council Chambers, at 137 George Avenue, Collacot subdivision, R.M. of Orkney No. 244.
- Carried.**
- Budget Meeting:**
- 149/21 **Protz:** That Council set a date for an Administrative Budget Meeting to be Friday, March 19, 2021 at 9:00 a.m. and an additional Regular Meeting of Council on Thursday, April 22, 2021 at 8:00 a.m. to discuss the 2021 Budget to be held at the RM Office, 26 Fifth Avenue North, Yorkton, Sk. should health guidelines allow for it or alternatively at 137 George Avenue Collacot subdivision, R.M. of Orkney No. 244.
- Carried.**
- Administration Holiday Schedule**
- 150/21 **Charney:** That Council acknowledges the receipt of the Administration holiday schedule.
- Carried.**
- Gravel:**
- 151/21 **Mehling:** That Council acknowledge the receipt of gravel costs from T & H Trucking Ltd. and that T & H Trucking Ltd. be authorized to proceed with crushing the following gravel amounts: 10,000 to be crushed and stock piled at the Good Lake gravel pit, 10,000 yards located on NE 15-25-06-W2 to be crushed and hauled to SW 14-25-06-W2, and to crush the remainder of the 20,000 yards of gravel located on SW 14-25-06-W2.
- Carried.**

- Dust Suppressant:**
 152/21 **Charney:** That the Public Works Manager is authorized to contact alternative sales companies in regards to dust suppressant and provide a further review on product and cost analysis.
Carried.
- Outstanding Payments:**
 153/21 **Effa:** That Administration is to issue stop payments and money orders (estimated bank charges of \$80.00 total) to replace the following payments which have stale dated:
 Cheque 10338 to RTH Ltd. - \$14.09,
 Cheque 10344 to A.O. - \$68.75, and to
 Cheque 10372 to C.R. - \$17.34;
 and furthermore, that Administration work on completing a policy for Council approval regarding issuing refund cheques for amounts under \$40.00.
Carried.
- Sasktel Phone Contract Renewal:**
 154/21 **Effa:** That Council agree to renew the R.M. Office phone system with Sasktel for a period of five years at the monthly cost of \$103.00.
Carried.
- Grid 726:**
 155/21 **Charney:** That, in regards to the Grid 726 Bridge Replacement project, the Council wishes to have as part of the tender that the successful contractor shall be responsible for the provision of the required clay and gravel as part of the tender process as well as the ordering of the bridge stringers.
Carried.
- Request to Take Property:**
 156/21 **Mehling:** That the R.M. agrees to take back Lot 1 and 2, Block 5, Plan AJ1223 as requested by the property owner with Administration to complete the paper work and the fees charged by Information Services Corporation to be shared equally between the current registered owner and the R.M.
Carried.
- Policies:**
 157/21 **Cole:** That the amended Custom Work Policy be accepted and attached hereto.
Carried.
- Road Maintenance Policy:**
 158/21 **Charney:** That Administration update the Road Maintenance Policy to reflect that all agreements need to be approved by Council.
Carried.
- York Lake Road:**
 159/21 **Charney:** That Council authorizes Administration to forward a letter to Potzus Paving and Road Maintenance Ltd. requesting that the outstanding deficiencies on York Lake Road be resolved and asking for clarification on what work is still to be completed, how the deficiencies are going to be fixed and to provide a time line in regards to the repairs with a response requested to be received by April 10, 2021.
Carried.
- Grain Millers Road/Service Road:**
 160/21 **Charney:** That Council acknowledges the receipt of a listing of outstanding issues from Potzus Paving and Road Maintenance Ltd. on Grain Miller Road and that Council ask that the internal service road that was constructed east of highway 9 on NW 13-26-04-W2 be included in the list of deficiencies as well that Administration inform the Ministry of Highways and Potzus Paving and Road Maintenance Ltd. that moving forward any inspections that shall be required will have the Public Works Manager and the Division 1 Councilor present.
Carried.

Road Name Requests:

- 161/21 **Mehling:** That in response to the request received from Rae Leah Trucking, the original developer, that the area of road as shown below be named Rae Leah Road and that Administration is to commence with a Bylaw to apply Civic Numbers to the area:



Carried.

City of Yorkton Road Name:

- 162/21 **Protz:** That the Council recommends the City of Yorkton revise their suggested naming of the portion of township road 262, east of Highway 9, from Grain Millers road in order to prevent interjurisdiction and civic addressing confusion.

Carried.

City of Yorkton Road Closure:

- 163/21 **Mehling:** That, pursuant to the February 3, 2021 recommendation of the Yorkton Regional Planning District Commission, the Council of the R.M. of Orkney No. 244 hereby approves the request from the City of Yorkton to permanently close an unused portion of Range Road 2044, as indicated in City of Yorkton Bylaw No. 1/2021.

Carried.

SARM Beaver Grant:

- 164/21 **Protz:** That the Council approves of participating in the beaver control program for the 2021-2022 year, paying \$30.00 per Beaver Tail, submitted by the individuals on the attached Beaver Hunting list, whether or not an active licence is maintained except that any non-residences must maintain an active beaver hunters' licence in order to be paid to be effect April 1, 2021.

Carried.

SARM Pest Control Program:

- 165/21 **Cole:** That the R.M. of Orkney No. 244 will continue to participate in the SARM Pest Control grant for the 2021 year.

Carried.

WSA Chanel Clearing Program:

- 166/21 **Charney:** That the R.M. of Orkney No. 244 will participate in the Water Security Agency channel clearing and beaver dam removal grant for the 2021 year.

Carried.

Well Decommissioning Program:

- 167/21 **Effa:** That the R.M. of Orkney No. 244 will continue to participate in the Ministry of Agriculture well decommissioning program in conjunction with the Assiniboine Watershed Stewardship Association for the 2021 year.

Carried.

WCB Annual Coverage:

- 168/21 **Charney:** That the Council ratifies the submitted 2021 WCB Positional Coverage to cover the maximum allowable amount of \$91,100.

Carried.

RM Shop- Mezzanine Upgrade

- 169/21 **Protz:** That the Public Works Manager is authorized to obtain quotes for the project to upgrade the Orcadia Shop Mezzanine.

Carried.

Public Works Hours

- 170/21 **Mehling:** That Council approve of the Public Works Manager providing written notice and deciding on the closing of the outside employees stand-by hours and returning to full-time hours.

Carried.

- Correct Resolution 179/20**
171/21 **Cole:** That the Council amend resolution 179/20 to remove the word abate and replace with transfer to Tax Title Property.
Carried.
- Asset Management Training:**
172/21 **Effa:** That Council approves of Administration and/or the Public Works Manager to register for the Asset Management Professional Certificate course offered through NAMS, subsidized through FCM, should they choose.
Carried.
- Rate Payers Letter:**
173/21 **Charney:** That should Council decide to mail out an annual rate payers letters, in lieu of holding an annual rate payers meeting, any information that Council wishes to be included in the letter are to submit the information to the RM Office no later than May 31, 2021.
Carried.
- In-Camera:**
174/21 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 3:25 p.m. to discuss legal matters.
Carried.
- 175/21 **Protz:** That the in-camera session be closed and the Regular Meeting of Council reconvene at 4:40 p.m.
- Correspondence:**
176/21 **Charney:** That the attached listing of correspondence be accepted as distributed electronically.
Carried.
- Adjourn:**
177/21 **Protz:** That this Regular Meeting of Council adjourn at 4:41 p.m.