

MINUTES OF THE RURAL MUNICIPALITY OF ABERDEEN NO. 373
REGULAR MEETING OF COUNCIL HELD ON THE 12TH DAY OF DECEMBER 2019
IN THE RURAL MUNICIPAL OFFICE IN ABERDEEN, SASKATCHEWAN

Call to Order The meeting was called to order at 9:00 a.m. by Reeve Martin Bettker
Present were: Acting Administrator G. Craig Baird and the following members:

Division No. 1 – Graham White Division No. 2 – Mark Schaffel
Division No. 3 – Kevin Kirk Division No. 4 – Real Hamoline
Division No. 5 - Paul Martens

Foreman – Darryl Klassen

Absent: Division No. 6 – Jim Korpan

287/19 Agenda **WHITE:** BE IT RESOLVED that the agenda for the December 12th, 2019
Regular Meeting of Council be accepted as presented.

Carried Unanimously

288/19 Minutes Regular **SCHAFFEL:** BE IT RESOLVED that the minutes of the regular meeting of
council held on November 7th, 2019 be approved as presented; and

BE IT FURTHER RESOLVED that the minutes for the Public Hearing held
November 7, 2019 at 10:00 am be approved as presented.

Carried Unanimously

289/19 Finance Activities **MARTENS:** BE IT RESOLVED that the statements of Financial Activities for
the month of November 2019 be accepted as presented;

BE IT FURTHER RESOLVED that the Bank Reconciliation for November 2019
also be accepted as presented.

Carried Unanimously

290/19 Accounts for Payment **WHITE:** BE IT RESOLVED that council approves the list of accounts for
payment and they be attached and form part of these minutes.

Carried Unanimously

**The meeting was adjourned at 9:59 am to proceed with the 10:00 am public
hearing.**

The meeting resumed at 10:10 am.

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**291/19 Road
Naming**

WHITE: BE IT RESOLVED that we name the road adjacent to NE 23-37-02-W3M to be named Ritchie Road to honour former Councilor Eugene Ritchie.

Carried Unanimously

Councilor's Reports

Reeve Martin Bettker

- Employee Reviews – Summary (Employees are generally happy, so requests for additional tools and equipment)

Councilor Graham White Division #1

- MLDP Course Summary
 - Human Resources Course was great
 - Financial Course was also valuable
 - Encouraged other Councilors to take the courses
- Tendering of Highway #5 Improvements – Spring 2020 start
- ASWU assets have been transferred to H41 WU
- Requested update on Inland Pit in Division 2
- Dan Procyshyn – Some work to be completed in 2020
- Update on Mark Wickstrom's tiny home application
- Ending the Lorass contract in 2020
- IHunter mapping participation

Councilor Mark Schaffel Division #2

- Kuzyk Highway 5
 - Lena would like access opened up, but it may not be necessary to access the cultivated land
- Roads are in good shape
- ARC AGM
 - Went through Audit, need to improve rating.
 - Controls are improving.
 - Need to continue to implement better policy and procedures.
 - Deficit has slowly been improving year over year.
 - Employee matters
 - Kitchen lighting in rink will be next improvement project
- Firehall Addition
 - Pin-pad has been installed
 - Fire department is buying racking and tools
 - Fire department to fundraise for the cost of signage

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Councilor Kevin Kirk Division #3

- Gary's come and go coffee/tea was a success, well attended, staff did a great job setting up and arranging event
- Annual pasture meeting
 - General guidelines and policies discussed, issues with riding in pasture, lessee ultimately has control of access to land
- Large ridges on back roads, need to be addressed in the spring before seeding

Councilor Real Hamoline Division #4

- Meeting with Don Nykiforuk – concerns about culvert location and seasonal drainage runs, tree in the ditch to be removed by spring
- Building up roadway by old well – maybe a 2020 project
- Water truck had some work completed, still cranking slowly may require new batteries
- Staffing matters

Councilor Paul Martens Division #5

- Roads are in pretty good shape
- Firehall addition update – sealant done, working on final items
- River crossing will be going soon with the cold weather, need to make sure we are prepared
- SARM Convention Summary – Good moral and comradery within Council, convention material was useful and timely

Councilor Jim Korpan Councilor #6

- Not in attendance

292/19 I-Hunter Program **WHITE:** BE IT RESOLVED that the RM of Aberdeen No. 373 participate in the I-Hunter program and the Administrator is to follow up with information and program details.

Carried Unanimously

293/19 Fuel Tender **HAMOLINE:** BE IT RESOLVED that the RM of Aberdeen No. 373 have an invitational tender for fuel and lubricants for the 2020 season.

BE IT FURTHER RESOLVED that a tender package be sent to Milsap, Nutrien

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(ESSO), Vonda Co-Op, Alvena Co-Op and Rack Petroleum.

Carried Unanimously

Road Foreman Report

- Employees
- Equipment Report
- Roadwork & Maintenance
 - Request for yield signs on 3040 & Old Trail Road

**294/19 Yield
Sign**

KIRK: BE IT RESOLVED that a yield sign be placed at the intersection of Township Road 3040 and Old Trail Road.

Carried Unanimously

12:04 p.m. Council recessed for lunch.

12:55 p.m. Council resumed the regular meeting of council.

Administrator's Report

- Benefit Comparison/Life Insurance
- Audit Date – January 24, 2020
- Cost of Digital Meetings
- Clarkboro Bridge - Feasibility
- Preliminary 2020 Budget/Cash Flow Projections
- Assistant Administrator Salary
- Inland Gravel Pit
- Waste Transfer Station – Process for taking oil and filters
- Potash Tax Share 2020 - Update
- Munisoft Training September 2020
- Saskatchewan Legislative Amendments
- Ike Thiessen Survey/PDAP – Update
- First Responders/Fire Department Payment Structure
- Highway 5 Improvements/Kuzyk Approach
- Emergency Response Plan – Ministry of Environment Changes
- Emergency Generator – Aberdeen Hall
- Fibre Optic Installation – Chris Yeo
- Brian Cross Response – Gravel Invoice

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- 295/19 SARM**
Extended
Health
Dental
Benefits **HAMOLINE:** BE IT RESOLVED that council approves the renewal of the extended Health and Dental Benefits for the 2020 employees which are considered full time or full time seasonal be offered full coverage at Level 5 family effective January 1, 2020.

Carried Unanimously
- 296/19 Audit**
2019 **MARTENS:** BE IT RESOLVED that Council authorize the Administrator and Reeve to sign the engagement letter with Grant Thornton LLP to complete the RM Financial Audit for the year ending December 31, 2019.

Carried Unanimously
- 297/19 1st Reading**
2019-07 **WHITE:** BE IT RESOLVED that Bylaw No. 2019-17 being a bylaw to amend Bylaw No. 2007-05, known as the Zoning Bylaw of the Rural Municipality of Aberdeen No. 373 be read a first time.

Carried Unanimously
- 298/19 Public**
Hearing
Bylaw
2019-07 **WHITE: BE IT RESOLVED** that Council set the public hearing for Bylaw 2019-07 for February 6, 2020 at 10:30 am at the RM office in the Town of Aberdeen, 101 Industrial Drive.

Carried Unanimously
- 299/19 Transfer**
Station
Operation
Plan **WHITE:** BE IT RESOLVED that the Council of the Rural Municipality of Aberdeen No. 373 accepts the requested amendments from the Ministry of Environment with regard to the Transfer Station Operation Plan;

BE IT FURTHER RESOLVED that the effective date of the revised Transfer Station Operation Plan be December 12, 2019.

Carried Unanimously
- 300/19 PCO**
Winter
Workshop **KIRK:** BE IT RESOLVED that the Pest Control Officer, Dennis Boyenko be paid his wages for time and mileage to attend the PCO Winter Workshop which is sponsored by the Provincial Rat Eradication Program;

BE IT FURTHER RESOLVED that the Division No. 5 Workshop will be located in Saskatoon, Tuesday, January 21, 2020 at Travel Lodge Hotel, 106 Circle Dr. W in Saskatoon.

Carried Unanimously

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301/19 Corr.

SCHAFFEL: BE IT RESOLVED that the following correspondence, as presented to council, be filed;

- SARM
 - Resolution Deadline 2020
 - Policy Bulletins
 - Municipal Leadership Development Program
 - PCO Workshop 2020
 - Rural Integrated Roads for Growth
 - SARM Fees
 - Resolution Committee – Division 5 Rep Required
 - Lieutenant Governor Award 2020
- SREDA
 - Minutes Regional Committee Meeting/November 19, 2019.
 - Business Attraction Lead
- Board of Revision 2020 – Krismer & Associates
- Ministry of Highways - Winter Weights
- Ministry of Education – Horizon SD Order 2020
- Government Relations
 - Community Planning Approval – R916-18S - Wudrich
 - Restructuring Transactions Guide
 - Signed Gas Tax Agreement
- Community Pasture – Yearly Financials
- CN – Crossing Safety
- NCTPC – Workshop Invite
- Ombudsman Saskatchewan – Municipal Myths/Role of Ombudsman
- Annual Heritage Forum (Saskatoon) – February 27, 2020
- SAMAView – New Website
- SaskPower – Upgraded Service – SW-32-39-02-W3M
- JD Mollard – WSA Drainage Application Services
- Grasslander Services – 2020 Offered Services

Carried Unanimously

302/19 2020 Year

HAMOLINE: BE IT RESOLVED that the administrator is authorized to transfer all surplus in 2019, except \$1,000 to reserves for future expenditures;

BE IT FURTHER RESOLVED that if required the administrator is authorized to transfer funds from surplus if required.

Carried Unanimously

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303/19 SARM Excess Liability Insurance **WHITE:** BE IT RESOLVED that council approve the \$5,000,000.00 in excess liability insurance with SARM for 2020 at the premium set by SARM.

Carried Unanimously

304/19 2019 Year Accounts Payable **KIRK:** BE IT RESOLVED that the Reeve and Administrator are authorized to pay the year end payables for 2019.

Carried Unanimously

305/19 Board of Revision for Assessment Appeals **MARTENS:** BE IT RESOLVED that the following be appointed to Board of Revision for Assessment Appeals for 2020:

Chair: Clint Krismer
Vice Chair: Gord Krismer
Members: Christina Krismer, Cameron Duncan, Kirby Bodnard, Jeff Hutton,
 Brenda Lauf, Charmaine Luscomb, Gail Wartman & Dave Lang

Carried Unanimously

306/19 Board of Revision Secretary **HAMOLINE:** BE IT RESOLVED that Aileen Swenson be appointed Secretary to the Board of Revision for Assessment Appeals for 2020.

Carried Unanimously

307/19 Develop Appeals Board **KIRK:** BE IT RESOLVED that the following be appointed to the Development Appeals Board for 2020:

Chair: Clint Krismer
Vice Chair: Gord Krismer
Members: Cameron Duncan, Brenda Lauf, Kirby Bodnard, Dave Lang,
 Charmaine Luscomb, Gail Wartman & Jeff Hutton
Secretary: Aileen Swensen

Carried Unanimously

308/19 Schedule of Fees Board Hearings **SCHAFFEL:** BE IT RESOLVED that the following Schedule of Fees for Board Hearings in 2020 be as follows:

Annual Retainer Fee is \$150.00 plus GST - \$157.50, GST is applicable to all of our fees. Should an appeal be received and proceed to a hearing, rates are as follows:

Hearings – Daily Rate: (5-9 hours) \$1,000
Hearings – ½ Day Rate: (2-5 hours) \$675

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Hearings – Minimum Rate: (less than 2 hours) \$450
Written decisions: \$75/hour

Secretarial Duties: \$35.00/hour
Printing & Photocopies \$0.40/page (we print double-sided wherever possible, so a document with 2 pages would be considered 1 page for printing purposes).
Envelopes and labels: \$0.40
Postage: Real and actual costs using regular mail, or registered mail where required.

Travel Costs:
Mileage: \$0.50/km. All three board members travel in same vehicle. The secretary does not attend hearings.
Travel Time: \$30/hour, per board member. We use travel time to review upcoming appeals and/or discuss and come to a decision on appeals recently heard.
Meals: \$45/day, per board member.
Accommodations (if necessary): Real and actual using modest, clean facility.

Carried Unanimously

309/19 SARM Short Term Disability **WHITE:** BE IT RESOLVED that council and the R.M. Staff be covered under SARM Short-term Disability insurance when eligible; Coverage for Elected and Appointed Officials, Group Coverage is for \$40,000.00 coverage.

Carried Unanimously

310/19 2020 Office Maintenance **SCHAFFEL:** BE IT RESOLVED that Catherine Bayda be awarded the property maintenance contract for 2020 and that she be paid \$650 per month.

Carried Unanimously

311/19 Office Wages & Salaries 2020 **MARTENS:** BE IT RESOLVED that the following salaries and wages for 2020 be set:

G. Craig Baird	\$ 82,500/annual salary/three weeks holidays
Crystal Rainbow	\$ 19/hourly rate

BE IT FURTHER RESOLVED that Bridgette Shwytyk's salary consideration be tabled until the January 2020 meeting

Carried Unanimously

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312/19 Maintenance Crew Wages & Salaries 2020 **SCHAFFEL:** BE IT RESOLVED that the following salaries and wages for 2020 be set:

Darryl Klassen	\$ 74,800/annual salary/four weeks holidays
Garrett Beaulieu	\$ 30.00/hourly rate/2,200 hrs./yr./three weeks holidays
Ron Krenn	\$ 27.00/hourly rate/2,200 hrs./yr./three weeks holidays
Maxwell Nygaard	\$ 25.00/hourly rate/2,200 hrs./yr./three weeks holidays

BE IT FURTHER RESOLVED that these employees be considered full time.

Carried Unanimously


313/19 2020 Seasonal And Casual Employees **WHITE:** BE IT RESOLVED that the following wages for 2020 be set:

Lawrence Dyck	\$ 28.05/Seasonal/hourly rate
Robert Shutiak	\$ 22.50/Seasonal/hourly rate
Peter Colbeck	\$ 28.50/Full Time Seasonal/hourly rate
Charlene Loucks	\$ 25.00/ Full time/hourly rate - considered fulltime
Norman McLeod	\$ 14.00/hourly rate/plus mileage of \$170.00/per trip.

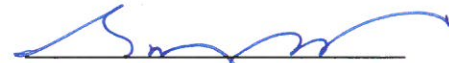
Carried Unanimously

314/19 Adjourn **WHITE:** BE IT RESOLVED that this meeting now be adjourned at 4:10 p.m.

Carried Unanimously



Reeve



Administrator