

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460

April 13, 2016

REGULAR MEETING MINUTES

Present: Reeve Alan Evans, Councillors Chris Hovdebo, Steven Adams, Ted Boutin, Dean Manson, Leyton Elsaesser, Administrator Lois Lange

Regrets: Councillor Kyle Jensen

Reeve Evans called to the meeting to order at 8:34 am.

065-2016 Minutes: Hovdebo That the minutes of the regular meeting held on March 9, 2016 be accepted as circulated.

Carried

066-2016 Financial Statement: Adams That the statement of financial activities and bank reconciliation as at March 31, 2016 be accepted as presented.

Carried

067-2016 Accounts Payable: Elsaesser That the accounts as per the attached list of cheques #13264 – 13303 as well as Other Direct Debit Payments totaling \$82,960.99 be approved.

Carried

068-2016 Correspondence: Hovdebo That the following correspondence be accepted as presented:

SARM – Update & Policy Bulletin / Hotel Discount Cards
Ministry of Government Relations – 2016 Municipal Update
South Saskatchewan River Watershed Stewards – AGM
Ministry of Highways – Winter Weights / 2016 Spring Road Bans
TRANSGAS – Road Maintenance - Mitigation Payment
NCTPC – March 31, 2016 – Support Programming
University of Saskatchewan – Ag Health & Safety Membership
SMHI – Annual Report
SAMA – AGM April 26, 2016
FCA – Chrysler – Safety Recall – Airbag Inflator
Iron Mountain Forestry – Requesting Road Haul Agreement
M. Miller – Request for information
Peiffer Contracting – Fence Line Mulching
Prince Albert Health Region – Access to Mental Health
Wapiti Regional Library – AGM – April 30, 2016

Carried

Delegation: Leon Pratchler – North Central Rural Pipeline Association; attended to raise concerns that accepted accounting principles are perhaps being ignored. Bank reconciliations and audits are not being presented, and the last audited financial statement was 2012.

069-2016 Letter to NCRP: Evans That a registered letter be sent to NCRP demanding immediate compliance to supply Audited Financial Statements and Bank reconciliations for 2013, 2014 & 2015 to the Municipality as well as a current list of outstanding Accounts Receivables, and a copy of the AGM Minutes for 2013, 2014 & 2015.

Carried

070-2016 Letter to Minister of WSA: Evans That a letter be sent to the Minister voicing RM concerns that NCRP may not be following accepted accounting principles, copies to be sent to supporting Municipalities.

Carried

071-2016 **Committee Reports: Manson** That the following committee reports be accepted as presented:
Highway 20 & 25 Committee: a joint meeting is scheduled in Birch Hills with Alan Lindsay of Highways, Richard Porter and the RM of St. Louis on April 13th at 1:00 pm to discuss the next steps towards improving Hwy 25.
Invasive Plant Management – Field Scabious administrator will speak to Kyle to schedule meeting.
Fire Department/EMO/First Responders: reviewed Fire Dept. minutes of April 4, 2016. Everything with truck is going well.
Shop & Equipment: Dean & Ted to purchase a heavy duty gravel truck.
Employee Relations: Committee will confirm with Todd; Brian to spot gravel, Gaylen to run scraper as needed. Scraper repairs anticipated.

Carried

072-2016 **Heavy Duty Gravel Truck: Evans** That councilors Dean Manson and Ted Boutin be authorized to purchase a gravel truck up to the amount of \$100,000 the line of credit will be used to pay Ritchie Bros.

Carried

9:30 a.m. **Gravel Tenders:** The Administrator passed the summer gravel haul tenders to the Reeve one at a time who opened and read them out loud. Tenders were received from Jensen Sand & Gravel Ltd and Carter Braaten.

073-2016 **Tender Award: Manson** That the tender from Carter Braaten be accepted as submitted and attached to and form part of these minutes.

Carried

074-2016 **UMAAS Election Training: Evans** That the administrator be authorized to close the municipal office on Wednesday, May 25, 2016 to allow the administrator and assistant to attend the Local Government Election Workshop in Prince Albert, the RM will reimburse mileage.

Carried

075-2016 **SAMA / Administrator Training: Evans** That the administrator be authorized to attend the SAMA Administrator training Monday, April 25, 2016 in Saskatoon, the RM will reimburse mileage.

Carried

076-2016 **Munisoft Training Sessions: Evans** That the administrator and assistant be authorized to jointly partake in eight 3 hour online sessions during office hours at a cost of \$1,000.00

Carried

077-216 **RMAA Convention: Evans** That the administrator be authorized to attend the RMAA Convention in Regina May 16-19, 2016 and the RM will reimburse hotel and mileage costs.

Carried

078-2016 **Adjournment: Boutin** That this meeting be adjourned at 10:25 am.

Carried

Certified correct this 11th of May, 2016.



Administrator



Reeve