

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460

February 10, 2016

REGULAR MEETING MINUTES

**Present:** Reeve Alan Evans, Councillors Chris Hovdebo, Steven Adams, Ted Boutin, Dean Manson, Leyton Elsaesser and Administrator Shirley Pratchler.

**Regrets:** Councillor Kyle Jensen

Reeve Evans called to the meeting to order at 8:35 am.

**027-2016 Minutes: Hovdebo** That the minutes of the regular meeting held on January 7, 2016 be accepted as circulated.

*Carried*

**028-2016 Financial Statement: Boutin** That the statement of financial activities as at January 31, 2016 be accepted as presented.

*Carried*

**029-2016 Accounts Payable: Elsaesser** That the accounts as per the attached list of cheques #13200 – 13234 totaling \$337,894.78 be approved.

*Carried*

**030-2016 Correspondence: Hovdebo** That the following correspondence be accepted as presented:

SARM – Update  
Ombudsman Saskatchewan  
Jurnee Marion – Fenton Ferry Road  
SAMA Annual Meeting – April 26, 2016 in Saskatoon  
SAMA – 2016 Invoice & Update  
South Saskatchewan River Watershed Stewards – Membership  
Amec Foster Wheeler – Community Infrastructure Services  
Crop Production Services – Fuel Supply Information  
Hudson Bay Route Association AGM & Convention  
Municipal Hail – 2015 Losses & Annual Meeting  
Judy Harwood – SARM Division 5 Director  
Larry Grant – SARM Division 3 Director  
Ministry of Agriculture – Acceptance of Appointments  
Birch Hills Library Board  
Ministry of Highways – 2015 Traffic Count Results  
University of Saskatchewan – Feral Wild Boar Survey

*Carried*

**031-2016 Committee Reports: Manson** That the following committee reports be accepted as presented:

**Highway 20 & 25 Committee:** Richard Porter of NCTPC will be in Birch Hills on Thursday, February 25 to discuss the next steps with the Administrator.

**Fire Department/EMO/First Responders:** reviewed Fire Dept. minutes of Jan 11, 25 and Feb 8, 2016. The Administrator emailed the Coordinator requesting an updated EMO organization chart, the Coordinator emailed that he does not have an updated organization chart as the responsibilities and duties are set by Councils and their choice of representatives to perform the duties required.

**Shop & Equipment:** the FL80 brakes and an injector on the loader are being replaced. A new product has been purchased to clean the shop ceiling. The premium for the commercial auto policy will increase by over \$1,000 for non-RM use of the gravel truck; decision made to only use for RM purposes.

*Carried*

- 032-2016 Library: Evans** That the RM continue to contribute \$200 to the local library for programming and in addition fund one staff hour per week at a cost of \$1,000 per year.  
*Carried*
- 033-2016 Subdivision: Hovdebo** That we approve the proposed subdivision request from Kelly and Kathy Braaten for a 6.59 hectare (16.28 acre) subdivision from SE 31-46-23 W2 with the understanding that any approaches into the new subdivision and/or remaining agricultural land are the responsibility of the current and/or future property owners.  
*Carried*
- 034-2016 Subdivision: Elsaesser** That we approve the proposed subdivision request from Eunice Evans for a 5.08 hectare (12.55 acre) subdivision from SE 5-47A-24 W2 once the dedicated lands requirement is met with the understanding that any approaches into the new subdivision and/or remaining agricultural land are the responsibility of the current and/or future property owners.  
*Carried*
- 035-2016 Bylaw 02-2016: Evans** That Bylaw 02-2016 being a bylaw to authorize certain expenditures be read a first time.  
*Carried*
- 036-2016 Bylaw 02-2016: Hovdebo** That Bylaw 02-2016 being a bylaw to authorize certain expenditures be read a second time.  
*Carried*
- 037-2016 Bylaw 02-2016: Boutin** That Bylaw 02-2016 be given three readings at this meeting.  
*Carried Unanimously*
- 038-2016 Bylaw 02-2016: Manson** That Bylaw 02-2016 being a bylaw to authorize certain expenditures be read a third time and adopted.  
*Carried*
- 039-2016 SARM Training Session: Boutin** That municipal employees Todd Devenis, Pat Lepine and Brian Evans are authorized to attend the operator's workshop hosted by SARM on Monday, March 7, 2016 in Regina with the RM covering any related travel costs.  
*Carried*
- 040-2016 Recreation Board Grant: Manson** That the current \$15,000 per year financial contribution to the Birch Hills & District Recreation Board is considered a non-designated grant and is subject to yearly budget approval.  
*Carried*
- 041-2016 RM Titled Property Report: Evans** That the list of RM owned property and contamination analysis be accepted as presented and discussed.  
*Carried*
- 042-2016 In-camera Session: Evans** That the meeting move in-camera at 10:00 am to discuss human resources.  
*Carried*
- 043-2016 Suspend In-camera Session: Manson** That we resume the regular meeting at 10:42 am.  
*Carried*



**044-2016 Office Position: Hovdebo** That an office position be offered to Lois Lange with a start date of Monday, February 22, 2016 at 9:00 am to begin orientation and probationary period. Starting wage will be \$51,580 per year. The RM will also acknowledge her previous RM experience and consider 2018 as the 10th year of service.

*Carried*

**045-2016 Council Indemnity: Elsaesser** That Council remuneration for 2016 be set at \$125.00 per council meeting and \$62.50 per committee meeting plus mileage from their place of residence at a rate of \$0.50 per kilometer for each meeting attended.

*Carried*

**046-2016 Adjournment: Boutin** That this meeting be adjourned at 10:50 am.

*Carried*

Certified correct this 9<sup>th</sup> of March, 2016.

  
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Administrator

  
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Reeve