

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460
March 9, 2016
REGULAR MEETING MINUTES

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

Regrets: Councillor Kyle Jensen

Reeve Evans called to the meeting to order at 8:32 am.

047-2016 Minutes: Hovdebo That the minutes of the regular meeting held on February 10, 2016 be accepted as circulated.

Carried

048-2016 Financial Statement: Manson That the statement of financial activities and bank reconciliations as at February 29, 2016 be accepted as presented.

Carried

049-2016 Accounts Payable: Elsaesser That the accounts as per the attached list of cheques #13235 – 13263 as well as Other EFT Payments totaling \$58,030.25 be approved.

Carried

050-2016 Correspondence: Boutin That the following correspondence be accepted as presented:

SARM – Update & Policy Bulletin
Ministry of Government Relations – 2016 Municipal Update
South Saskatchewan River Watershed Stewards – Annual Meeting/Open House
Ministry of Highways – Winter Weights / 2016 Spring Road Bans
SGI – Business Recognition Discount
WSA – Beaver Dam Removal
NCTPC – Executive Minutes Dec 14, 2015 & AGM Notification
Greenland Waste – Landfill Increase

Carried

Delegation: **Delbert Kirch MLA, Scott Lessmeister Campaign Manager;** writ has dropped. Visiting RMs to answer questions and concerns. Indicated boundaries change every 10 years as per legislation to meet population rules. Discussion ensued on various issues such as Hwy 25 reversion, Federal infrastructure monies, crime issues, trade missions, minimum wage, importance of shift to Western power.

Delegation: **Brent Fenner** attended to raise concerns of increased criminal activities relating to what appears to be organized thefts in the town and surrounding area. Requesting support from RM to assist with Community Information Meeting. RM to arrange for public meeting after April 4th with RCMP Staff Sergeant from the PA & Wakaw areas and also Crime Stoppers.

051-2016 Committee Reports: Hovdebo That the following committee reports be accepted as presented:

Highway 20 & 25 Committee: Richard Porter of NCTPC suggests the Administrator coordinate a joint meeting in Birch Hills with RM of St. Louis on April 13th at 1:00pm to discuss the next steps towards reversion of Hwy 25.

Fire Department/EMO/First Responders: reviewed Fire Dept. minutes of Feb 22, & Mar 7, 2016. RM reps to meet with Town reps to discuss truck issues and possible First Responders recruitment drive.

Shop & Equipment: Truck ready for safety, JD 4440s are being worked on. Employee Relations to review work lists with public works staff.

Carried

- 052-2016 Public Reserve Fund: Evans** That subject to the Minister of Government Relations approval; the contribution amount as per Resolution 007-2016 be increased to a total of \$2,000.
Carried
- 053-2016 WSA – Sewage Works Permits: Evans** That the Administrator be authorized to sign OH of Brancepeth & Hagen Sewage Works Permit Renewals.
Carried
- 054-2016 Human Resources Workshop: Hovdebo** That office staff Lois Lange be authorized to attend the Human Resources Workshop in Saskatoon on April 19, 2016, the RM will reimburse mileage.
Carried
- 055-2016 Summer Gravel Haul Tender: Boutin** That invitational tender as attached to and forming part of these minutes be accepted and further the Administrator is to mail the tender to local gravel haulers H.L. Aadland Trucking, Jensen Sand & Gravel Ltd, Norman Wait and Carter Braaten.
Carried
- 056-2016 Employee Code of Conduct: Evans** That the Employee Code of Conduct be adopted as presented and Administrator to circulate to employees.
Carried
- 057-2016 Financial Statements: Manson** That we accept the 2015 financial statements as prepared by the accounting firm of Ingram & Yeadon Accountants.
Carried
- 058-2016 Holiday Office Hours: Evans** That the administrator be authorized to close the municipal office on Monday, March 28, 2016.
Carried
- 059-2016 In-Camera Session: Evans** That the meeting move in-camera at 10:28 to discuss human resources.
- 060-2016 Suspend In-camera Session: Boutin** That we resume the regular meeting at 11:01 am.
Carried
- 061-2016 Administrator Resignation: Evans** That the resignation from Administrator Shirley Pratchler be accepted effective March 31, 2016.
Carried
- 062-2016 Administrator Appointment: Evans** That Lois Lange be appointed Administrator effective April 1, 2016, wage as per resolution 044-2016 of February 10, 2016.
Carried

063-2016 Mentor Position: Evans That Shirley Pratchler be offered an hourly consultant rate of \$35 per hour to provide training and support to the Administrator to a maximum of 100 hours for the 2016 fiscal year.

Carried

064-2016 Adjournment: Boutin That this meeting be adjourned at 11:04 am.

Carried

Certified correct this 13th of April, 2016.



Administrator



Reeve