

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460
279 Bellamy Avenue, Birch Hills, Saskatchewan
January 13, 2021
REGULAR MEETING MINUTES

A quorum being present Reeve Fenner called the meeting to order at 8:34 a.m.

Present: Reeve Brent Fenner, Councillors Michael Soyland, Brad Mitchell, Ted Boutin, Leyton Elsaesser and Administrator Cherie Opseth attended at the municipal office and Councillor Kyle Jensen attended via conference call.

The social distancing requirements due to COVID-19 were followed by Council and staff throughout the meeting.

01-2021 Minutes: Elsaesser That the minutes of the regular meeting held on December 9, 2020, be approved as circulated.

Carried Unanimously

02-2021 Financial Statement: Boutin That the statement of financial activities and bank reconciliation as at December 31, 2020, be accepted as presented.

Carried Unanimously

03-2021 Accounts Payable: Elsaesser That the accounts at December 31, 2020 as per the attached list of Cheques #15602 - #15645 and Other Direct Utility Payments of \$147,489.86 plus payroll \$44,944.81 totaling \$192,434.67 be approved.

Carried Unanimously

04-2021 Accounts Payable: Elsaesser That the accounts at January 13, 2021 as per the attached list of Cheques #15646 - #15662 totaling \$49,331.12 be approved.

Carried Unanimously

05-2021 Correspondence: Mitchell That the following correspondence be accepted as presented:

MP Randy Hoback – Virtual Meeting
Government of Saskatchewan – Minister Christine Tell – Rural Crime
Government of Saskatchewan – Gas Tax – Boiler Replacement
SARM – 2020 Clubroot Distribution Map
Ray Orb – Nomination for SARM President
Bill Huber – Nomination for SARM Vice President
Town of Birch Hills – Joint Meeting
Brancepeth Hall Committee – Donations
SolarCorEnergy

Carried Unanimously

06-2021 Committee Reports: Boutin That the following committee reports be accepted as presented and filed with these minutes:

Invasive Plant Management Committee
Health Foundation
Fire Department
First Responders & EMO
Recreation Board
Shop & Equipment
Employee Relations
Rural Crime
Proposed Landfill Development

Carried Unanimously

07-2021 Fire Department Members: Soyland That the 2021 Members of the Birch Hills Fire Department be appointed as volunteer fire fighters of the RM of Birch Hills No. 460 as per the attached list.

Carried Unanimously



- 08-2021** **Municipal Revenue Sharing Grant – Declaration of Eligibility: Soyland** That the Council of the Rural Municipality of Birch Hills No. 460 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant as per below:
- Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of the 2019 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
 - In Good Standing with respect to the reporting and remittance of Education Property Taxes;
 - Adoption of a Council Procedures Bylaw
 - Adoption of an Employee Code of Conduct; and
 - All members of Council have filed and updated their Public Disclosure Statements, as required and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
- Carried Unanimously*
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- 09-2021** **Federal Gas Tax Fund Program: Mitchell** That the RM submit an Infrastructure Investment Plan Application for Federal Gas Tax Funding for the purchase of a generator for the Hamlet of Brancepeth water plant station to have as a source of power during any disruption to power.
- Carried Unanimously*
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- 10-2021** **2021 Council Committees: Fenner** That the November 2020 Council committee appointments remain unchanged until after the Byelection for Division 5 Councillor has been elected:
- Carried Unanimously*
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- 11-2021** **Custom Rates: Boutin** That the minimum custom equipment rates within the municipality remain the same as set in 2020.
- Carried Unanimously*
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- 12-2021** **Regular Meetings: Soyland** That the regular meetings of Council be held on the second Wednesday of each month convening at 8:30 a.m.
- Carried Unanimously*
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- 13-2021** **SARM Insurance Bond: Elsaesser** That the Fidelity Bond be accepted as presented. The Bond fee for 2021 is \$230.00 and includes coverage as follows: fidelity bond, coverage of \$25,000; registered mail coverage of \$50,000; money and securities coverage of \$10,000.
- Carried Unanimously*
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- 14-2021** **RMAA Membership Fee: Soyland** That the RM pay the membership fee to the Rural Municipal Administrators' Association for the 2021 year for Administrator Cherie Opseth.
- Carried Unanimously*
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- 15-2021** **Council Indemnity: Mitchell** That the Council remuneration rates for 2021 be set at \$250.00 per day for up to 4 hours and any regular meeting exceeding 4 hours shall be paid the rate of \$500.00 per day plus mileage from their place of residence at a rate of \$0.50 per kilometer for each regular council meeting and \$175.00 per committee meeting / supervision plus mileage at a rate of \$0.50 per kilometer, with the exception that any Council committee meeting exceeding 3 hours will be paid at the regular Council meeting rate of \$250.00.
- Carried Unanimously*
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- 16-2021** **WCB Coverage: Elsaesser** That the RM continues with the minimum WCB coverage for elected officials.
- Carried Unanimously*

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- 17-2021 **WCB Rate: Fenner** That the RM acknowledges the WCB Firm Rate for 2021 is set at \$1.02.
Carried Unanimously
- 18-2021 **Benefits: Soyland** That the RM continues to participate in the SARM benefits plan for all employees for 2021.
Carried Unanimously
- 19-2021 **Wages: Elsaesser** That the wages for the year 2021 year be reviewed and set at the February 2021 regular meeting of Council.
Carried Unanimously
- 20-2021 **Hiring, Suspension and Dismissal of Employees: Elsaesser** That Council designate the responsibility for hiring, suspension and dismissal of all Employees to the Employee Review Committee as is provided for in *The Municipalities Act section 111(3)*.
Carried Unanimously
- 21-2021 **Fire Dispatch Contract: Soyland** That the RM Council authorize the Reeve to sign the Saskatchewan Public Safety Agency Fire Dispatch Contract.
Carried Unanimously
- 22-2021 **Pest Control Officers: Jensen** That the RM of Birch Hills No. 460 Council appoint the following Plant Health Officers as Pest Control Officers for 2021:
- Katey Makohoniuk, Joanne Kwasnicki, Betty Johnson, Lynne Roszell, Chelsea Neuberger and Colleen Fennig.
Carried Unanimously
- 23-2021 **Hamlet Allotment: Boutin** That the 2021 allotment for the Hamlets of Brancepeth and Hagen be set at 75% of the taxes levied and that the remaining 25% be allocated for administration fees.
Carried Unanimously
- 24-2021 **Reciprocating Snow Agreement: Elsaesser** that we authorize the RM of Kinistino No. 459 to maintain at no cost to us the road located South of Sections 13 and 14-48-23-W2 on a regular basis or whenever deemed necessary for the purpose of snow removal.
Carried Unanimously
- 25-2021 **HBRA Membership: Jensen** That the RM continue the membership in the Hudson Bay Route Association for the \$300 per year fee.
Carried Unanimously

Councillor Elsaesser declared a conflict of interest regarding the purchase of the existing roadway.

- 26-2021 **Purchase Existing Roadway: Boutin** That the RM enter an agreement to purchase the existing roadway on NW ¼ Section 12, Township 48, Range 23 W2 from the titled owners of Parcel No. 133200379, NW ¼ Section 12, Township 48, Range 23 W2.
Carried Unanimously with the exception of Councillor Elsaesser who abstained from voting due to a declared conflict of interest.
- 27-2021 **Saskatchewan Lotteries: Mitchell** That we allocate the total per capita Saskatchewan lotteries grant for 2021 to the BH & District Recreation Board.
Carried Unanimously
- 28-2021 **2020 NH T6.175 Tractor Purchase: Jensen** That the RM purchase a 2020 New Holland T.6175 Tractor from Farm World for \$157,000.00 plus applicable taxes and tire fees with the clause that at the discretion of Council the RM has the right to trade-in the tractor after the first season with a devaluation rate of \$30/hour.
Carried Unanimously



Reeve Fenner declared a conflict of interest regarding the purchase of unused doors.

29-2021 Sale of Doors: Elsaesser That the RM sell Brent Fenner the new doors which were never used on the Cold Storage building for the total price originally paid by the RM at the time of purchase.

Carried Unanimously with the exception of Reeve Fenner who abstained from voting due to a declared conflict of interest.

1:37 p.m. In Camera: Soyland That Council move in camera to discuss legal issues.

2:29 p.m. In Camera: Boutin That the regular meeting of Council be reconvened.

30-2021 Adjournment: Boutin That the meeting be adjourned at 2:41 p.m.

Carried Unanimously

Certified correct this 10 day of February, 2021.



Administrator



Reeve