

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460

January 8, 2014

REGULAR MEETING MINUTES

**Present:** Reeve Alan Evans, Councillors Chris Hovdebo, Steven Adams (at 8:30), Greg Cochet, Dean Manson, Gerald Olsen and Administrator Shirley Pratchler.

Reeve Evans called to the meeting to order at 8:00 am.

Administrator Shirley Pratchler made the presentation of Administrator's Qualifications, Insurance Policies, Bond, Titles and previous year's policies.

**01-2014 Minutes: Cochet** That the minutes of the meeting held on December 11, 2013 be accepted as circulated.

*Carried*

**02-2014 Financial Statement: Hovdebo** That the statement of financial activities as at December 31, 2013 be accepted as presented.

*Carried*

**03-2014 Accounts Payable: Cochet** That the accounts as per the attached list of cheques #12127 - 12154 for the period ending December 31, 2013 totaling \$98,990.66 be approved.

*Carried*

**04-2014 Accounts Payable: Olsen** That the accounts as per the attached list of cheques #12155 - 12163 totaling \$21,874.96 be approved.

*Carried*

**05-2014 Correspondence: Manson** That the correspondence be filed as presented.

*Carried*

**06-2014 Committee Reports: Hovdebo** That the following committee reports be accepted as presented:

**Public Works & Maintenance:** staff reviews will be scheduled with wage recommendations to come to February's Council meeting.

**Recreation Board:** received letter of thanks for the RM's annual contribution and information on the upcoming Winter Festival.

**Fire Department/EMO:** reviewed minutes of December 16 & 30 and bonspiel information for January 24/25 weekend. There are furnace issues at the fire hall, quotes are being gathered for replacement.

*Carried*

**07-2014 Gravel Haul: Manson** That in the event of municipal equipment breakdown, Kirsch Construction (2008) Ltd. will be contracted at \$0.75 per yard to stockpile the gravel.

*Carried*

**08-2014 Sign: Olsen** That a sign be installed on the road that leads to Pt NE 26-46-24 W2 indicating it is not a through or all weather road.

*Carried*

**09-2014 Road Closure: Hovdebo** That under the authority of Section 14 of *The Municipalities Act*, the road along the east boundary of Section 16, Township 46A, Range 26, W2 will be temporarily closed due to safety concerns.

*Carried*

**10-2014 Subdivision: Cochet** That we approve the proposed subdivision request from Winding River Colony Inc. for the 10 acre subdivision from NW 10-46A-26 W2.

*Carried*

- 11-2014**      **HBRA Membership: Evans** That the RM continue the membership in the Hudson Bay Route Association for the \$300 per year fee.

*Carried*
  
- 12-2014**      **Commercial Auto Pak: Manson** That the Administrator be authorized to place commercial auto liability coverage on the SGI licensed vehicles through the local brokerage of Brahma Insurance Inc.

*Carried*
  
- 13-2014**      **Gardiner Dam Emergency Plan: Cochet** That the Administrator respond to the Water Security Agency acknowledging receipt of Plan No. 62 of the Gardiner Dam Emergency Preparedness Plan, complete necessary documentation and notify the Birch Hills Fire and Rescue Department of the location of the plan.

*Carried*
  
- 14-2014**      **Line of Credit: Manson** That the Reeve and Administrator be authorized to arrange a line of credit not to exceed \$750,000 with the Canadian Imperial Bank of Commerce in Birch Hills.

*Carried*
  
- 15-2014**      **Income Tax Exemption: Hovdebo** That 1/3 of all remuneration received by the Council as Council indemnity be declared as expense with regards to their T4 slips.

*Carried*
  
- 16-2014**      **Equipment Rates: Olsen** That the minimum equipment rental rates within the municipality remain the same as 2013.

*Carried*
  
- 17-2014**      **Appointments: Hovdebo** That the following appointments be made:

BH Health Foundation	Carol Pryznyk, Dean Manson
Local Library Board	Mary Anne Hovdebo, Nadia Stevenson and Maxine Cromartie
Wapiti Library Board	Mary Anne Hovdebo (2013 & 2014)
Development Appeals	Dennis Rask (2013 & 2014)
	Ryan Shore & Leonard Yeaman (2014/2015)
Board of Revision	Robert Arnestad, George Doderai
Pest Control Officer	Vern Holland
Weed Inspector	Barry Swanson

*Carried*
  
- 18-2014**      **Auditor: Cochet** That we appoint the firm of Ingram & Yeadon Accountants as auditors for the 2013 fiscal year and further that the engagement letter is accepted for same.

*Carried*
  
- 19-2014**      **Council Indemnity: Manson** That Council remuneration for 2014 be set at \$125 plus mileage from their place of residence at a rate of \$0.45 per kilometer for each council meeting day attended.

*Carried*
  
- 20-2014**      **Saskatchewan Lotteries: Evans** That we allocate our total per capita Saskatchewan Lotteries grant to the Birch Hills & District Recreation Board.

*Carried*
  
- 21-2014**      **WCB Coverage: Cochet** That we continue with the minimum WCB coverage for elected officials.

*Carried*



- 22-2014      **Benefits: Evans** That we continue to participate in the SARM benefits plan for all employees for 2014. *Carried*
- 23-2014      **Software: Cochet** That the Administrator be authorized to order the Accounts Receivable software add-on for \$2,000 as per the quote from MuniSoft. *Carried*
- 24-2014      **MCDP: Olsen** That the Administrator contact the Municipal Capacity Development Program to request a presentation on the services the program provides. *Carried*
- 25-2014      **Adjournment: Cochet** That this meeting be adjourned at 10:10 am. *Carried*

Certified correct this 12<sup>th</sup> of February, 2014.

  
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Administrator

  
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Reeve