

RURAL MUNICIPALITY OF BIRCH HILLS NO. 460

July 13, 2016

REGULAR MEETING MINUTES

- Present:** Reeve Alan Evans, Councillors Steven Adams, Dean Manson, Leyton Elsaesser, Administrator Lois Lange
- Regrets:** Councillor Chris Hovdebo, Kyle Jensen, Ted Boutin
Reeve Evans called to the meeting to order at 8:03 am.
- 108-2016 Minutes: Adams** That the minutes of the regular meeting held on June 10, 2016 be accepted as circulated.
Carried
- 109-2016 Financial Statement: Manson** That the statement of financial activities and bank reconciliation as at June 30, 2016, be accepted as presented.
Carried
- 110-2016 Accounts Payable: Elsaesser** That the accounts as per the attached list of Cheques #13387 – 13411 and Other Direct Utility Payments totaling \$60,801.89 be approved.
Carried
- 111-2016 Correspondence: Adams** That the following correspondence be accepted as presented:
SARM – Update & Policy Bulletin / 2016/17 Beaver Control Program / PREP Update / Building Bylaws – Non Farm Buildings
SAMA – Certificate of Confirmation
SAMA – 2017 Preliminary Values
SaskWater – Response to Letter - NCRPA
ISC – Fee Changes effective July 10, 2016
Royal Canadian Legion – Military Service Recognition Book
Hamlet of Hagen – Meeting Minutes
Hagen – Request to send letters re: additional garbage bins
Hamlet of Brancepeth - Paetsch – Terminate Utility billing effective May 1, 2016
Tomtene – Garbage Allowance Request – **Tabled until August 10, 2016**
City of Melfort – Regional Wellness Centre – Meeting July 13th – 7:00 p.m.
APAS – Midterm Meeting – July 18, 2016 – **Tabled until August 10, 2016**
Ministry of Highways – Response to request for Super grid
Sask Waste Reduction Council – Household Hazardous Wastes
Saskatchewan Party – Party Donation Form
NCTPC – Regular Executive Meeting & Organizational Meeting Minutes
CUPW – Public Postal Service
Wapiti Reginal Library – Quarterly Newsletter
Prince Albert Health Region News Release – Enhanced Technology Changes
Ministry of Government Relations – Care Homes – Prevention / Sprinkler Systems
Saskatchewan.CA/Fire – Best Practices for open Burning Brochure
Carried
- 112-2016 Building Official: Evans** That the Administrator obtains quotations from Building Officials to inspect non-farm buildings within the municipality.
Carried
- 113-2016 Highway 25 Super Grid: Evans** That the Administrator contacts the Minister of Highways to schedule a meeting to discuss Highway 25.
Carried
- 114-2016 Construction Bond: Adams** That the Administrator inform Mooney's Excavating & Redi Mix Ltd. that a valid bid bond must be submitted to the RM by 4:00 p.m. on Friday July 15, 2016 or the tender will be re-opened.
Carried

- 115-2016 **Utility Billing Brancepeth: Manson** That the RM terminate billing for water and sewer services at E CU49 W2 in the Hamlet of Brancepeth effective May 1, 2016 until reconnection to a new service has occurred. *Carried*
- 116-2016 **NCRPA: Evans** That the administrator contact Leon Pratchler to attend the next meeting to follow up on previous financial matters discussed at the May 11, 2016 regular meeting of council. *Carried*
- 117-2016 **Committee Reports: Elsaesser** That the following committee reports be accepted as presented:
 Recreation Board: No report
 Highway 20 & 25 Committee: The Ministry of Highways sent a response to our letter. The Administrator will arrange a meeting with the Ministry, the location is flexible.
 Invasive Plant Management – Field Scabious site is being monitored, A 2016 Weed Management Plan has been completed. No meeting scheduled to date.
 Fire Department/EMO/First Responders: No report
 Health Foundation: No report
 Shop & Equipment: No report
 Employee Relations: No report *Carried*
- 10:30 a.m. **Reeve Alan Evans passed the chair to Deputy Reeve Dean Manson**
- Culvert Replacement-Tender Opening:** Tenders were received from Braaten Construction and Evans 8 Excavating. Deputy Reeve Dean Manson opened the tenders one at a time and read them aloud.
- 118-2016 **Tender Award: Manson** That the tender from Braaten Construction be accepted as submitted and attached to form part of these minutes. *Carried*
- 10:37 a.m. **Deputy Reeve Dean Manson returned the Chair to Reeve Alan Evans**
- 119-2016 **Budget/Mill Rate: Evans** That the 2016 budget be approved as presented with the municipal mill rate set at 13.5, Brancepeth at 7, and Hagen at 10.5. *Carried*
- 120-2016 **Minimum Tax Bylaw: Elsaesser** That Bylaw 03-2016 being a Bylaw to provide for a minimum tax in Hagen be read a first time. *Carried*
- 121-2016 **Minimum Tax Bylaw: Adams** That bylaw 03-2016 being a Bylaw to provide for a minimum tax in Hagen be read a second time. *Carried*
- 122-2016 **Minimum Tax Bylaw Manson** That bylaw 03-2016 being a Bylaw to provide for a minimum tax in Hagen be given three readings at this meeting. *Carried Unanimously*
- 123-2016 **Minimum Tax Bylaw Evans** that Bylaw 03-2016 being a bylaw to provide for a minimum tax in Hagen be read a third time and adopted *Carried*
- 124-2016 **Mill Rate Factor Bylaw: Elsaesser** That Bylaw No. 04-2016 being a Bylaw to establish mill rate factors be read a first time. *Carried*

- 125-2016 **Mill Rate Factor Bylaw: Adams** That Bylaw No. 04-2016 being a Bylaw to establish mill rate factors be read a second time.
Carried

- 126-2016 **Mill Rate Factor Bylaw: Manson** That Bylaw No. 04-2016 be given three readings at this meeting.
Carried Unanimously

- 127-2016 **Mill Rate Factor Bylaw: Evans** That Bylaw No. 04-2016 being a Bylaw to establish mill rate factors be read a third time and adopted.
Carried

- 128-2016 **Minimum Tax Cancellation: Elsaesser** That the Municipality cancel the minimum tax applied in Hagen: Roll No. 1044 Lots 5-6 Block 1 \$487.50 and Roll No. 1060 Lot 15 Block 1 \$486.03
Carried

- 129-2016 **Administrator Holidays: Evans** That the Administrator Lois Lange be allowed to take holidays September 19 – September 23, 2016.
Carried

- 130-2016 **In-camera Session: Evans** That the meeting move in-camera 10:55 a.m. to discuss Strategic Planning.
Carried

- 131-2016 **Suspend In-camera Session: Manson** That we resume the regular meeting at 11:34 a.m.
Carried

- 132-2016 **Adjournment: Adams** That this meeting be adjourned at 11:35 a.m.
Carried

Certified correct this 10th of August, 2016.



Administrator



Reeve