

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE RURAL MUNICIPALITY OF KINISTINO NO. 459 HELD IN THE MUNICIPAL OFFICE COUNCIL CHAMBERS AT 212 MAIN STREET, KINISTINO, SASKATCHEWAN ON THURSDAY FEBRUARY 13th, 2020

Present: Reeve Vance Shmyr, Administrator Shelley L. Holmes and the following

Councillors:

Vance Shmyr	Reeve
Lindsay Dupin	Division 1
Chad Forsyth	Division 2
Ray Tondell	Division 4
Garry Granrude	Division 5
Jack Powers	Division 6

Absent: Neil Sutton Division 3

The meeting was called to order by Reeve Vance Shmyr at 9:05 a.m. C.S.T.

14/2020 MINUTES

J.Powers: THAT the minutes of the meetings of council held on January 9, 2020 be adopted as read. Carried

15/2020 LEAVE OF ABSENCE

J.Powers: THAT pursuant to Section 147(1) of *The Municipalities Act*, Councillor Neil Sutton is authorized to be absent from the February, March and April regular meetings of Council. Carried

16/2020 CORRESPONDENCE

V.Shmyr: THAT the list of correspondence attached hereto and forming a part of these minutes be accepted as presented:

- | | |
|--------------------------|--|
| S.A.R.M. | -SUMA's Recent Name Change |
| S.A.R.M. | -SARM Elections |
| S.A.R.M. | -Municipal Breach: Cyber Attack |
| S.A.R.M. | -2020 Annual Convention |
| SK Municipal Hail Ins. | -2019 Auditor's Statement |
| SK Municipal Hail Ins. | -2019 Annual Meeting Minutes |
| S.A.M.A. | -2020 Municipal Invoice (\$15,745) |
| S.A.M.A. | -2020 Annual Meeting: April 9 @ Saskatoon |
| Plant Health Officer | -Clubroot Distribution Map |
| Plant Health Officer | -PHO Newsletter |
| SK Health Authority | -Forest Reserve Well Results |
| Town of Kinistino | -Letter of Support: Community Centre |
| SK Workers Compensation | -2020 Employee & Positional Coverage |
| Government Relations | -Voluntary Regional Co-Operation Workshop 4/7@PA |
| Willow Creek C&D | -2020 Levy |
| Willow Creek C&D | -Minutes |
| Kinistino Sports Complex | -Request for Support |
| Wapiti Regional Library | -Annual General Meeting: April 25 th |
| R.C.M.P. Prince Albert | -Quarterly Policing Report |
| SK Municipal Hail | -Municipal Essentials |

16/2020 CORRESPONDENCE CONTINUED...

John Deere	-JDLink Dashboard
STARS	-Horizons
R.M. of Birch Hills	-Reciprocating Snow Removal
W Law Group	-2020 Retainer
Cumberland College	-Annual Scholarship
Regional Parks of SK	-Minutes

Carried

17/2020 2020 MUNICIPAL REQUISITION - ASESSEMENT

C.Forsyth: THAT we acknowledge the 2020 municipal requisition and submit payment in the amount of \$15,745.00 to Saskatchewan Assessment Management Agency.

Carried

18/2020 FOREST RESERVE WELL WATER RESULTS

J.Powers: THAT we acknowledge receipts of the Forest Reserve Well water test results received from Ministry of Health.

Carried

19/2020 LETTER OF SUPPORT: COMMUNITY CENTRE

L.Dupin: WHEREAS the Town of Kinistino intends to construct a new Community Centre to house their municipal offices and provide a much needed facility for public gatherings and recreational use for both the community and surrounding area; be it resolved THAT the Rural Municipality of Kinistino shall provide a letter as documentation our support and approval of the project including any application for grant funding deemed necessary to undertake the construction process.

Carried

20/2020 SASKATCHEWAN WORKER'S COMPENSATION POSITIONAL COVERAGE

J.Powers: THAT under the 2020 Saskatchewan Worker's Compensation program we cover all employees and apply for positional coverage for members of Council at the minimum coverage rate of \$35,922.00.

Carried

21/2020 WILLOW CREEK C&D – 2020 LEVY

C.Forsyth: THAT we acknowledge receipt of the 2020 levy for the Willow Creek Conservation and Development Area Authority taxing authority.

Carried

22/2020 KINISTINO SPORTS COMPLEX DONATION

J.Powers: WHEREAS the Kinistino Sports Complex is holding a facility improvements fundraiser be it resolved that we donate forty yards of crushed gravel to be delivered to a location within fifteen miles of the Town of Kinistino.

Carried

23/2020 FOREMAN'S REPORT

R.Tondell: THAT we acknowledge the Foreman's verbal report for the period since the last regular meeting of council.

Carried

✓ S.

24/2020 PUBLIC WORKS FOREMAN

J.Powers: THAT effective January 26th, 2020, the employment proposal with respect to Public Works Foreman Blake Johnson be approved as submitted.

Carried

25/2020 2018 PUBLIC WORKS EMPLOYEES

J.Powers: THAT effective January 26th, 2020 the employment proposal with respect to the following Public Works employees be approved as submitted:

Curtis Gabrielson, Greg Johnson, Ryan Evenson, Orest Kowaniuk,
Theron Marion, Devin Marion and Bill Wiggins.

Carried

26/2020 HUMAN RESOURCES - ADMINISTRATOR

R.Tondell: THAT effective March 1, 2020, the employment proposal with respect to Jacqueline Mann be approved as per the mutually agreed upon terms and conditions of employment and shall be subject to the following additional terms and conditions:

1. Ms Mann shall serve as Administrator of the municipality upon retirement of current Administrator Shelley Holmes;
2. It is agreed that the current Administrator shall assist the incoming Administrator to help ensure a smooth transition.

Carried

27/2020 LIST OF ACCOUNTS FOR APPROVAL

J.Powers: THAT the accounts represented by cheque numbers 17184 to 17231 in the amount of \$234,822.46 as annexed hereto and forming a part of these minutes be approved for payment.

Carried

28/2020 FINANCIAL STATEMENT

C.Forsyth: THAT the Statement of Receipts and Payments for the month of January 2020 be accepted as presented.

Carried

29/2020 2019 AUDITED FINANCIAL STATEMENT

G.Granrude: THAT the 2019 financial statement prepared by Ingram & Yeadon Accountants of Melfort, Saskatchewan be approved as presented.

Carried

30/2020 MUNICIPAL POLICIES

J.Powers: THAT the following municipal policies be approved and filed in the Municipal Policy Manual:

TS-02 Sale of Culvert Policy, TS-03 Public Works Foreman Job Description,
TS-04 Miscellaneous Sign Policy, TS-05 Working Alone Policy,
TS-06 Snow Removal Policy, TS-07 Road Construction Crop Damage Policy,
TS-08 Beaver Obstruction Policy, TS-09 Summer Hours of Work Policy,
TS-10 Winter Hours of Work Policy, TS-11 Dust Control Policy,
TS- 12 Public Works Cellular Phone Policy, GG-06 Office Hours Policy,
GG-07 General Government Cellular Phone Policy, GG-08 Tangible Capital Asset Policy.

Carried

31/2020 CLEARING THE PATH

R.Tondell: THAT the Administrator is authorized to complete and submit the request for Clearing the Path incremental maintenance.

Carried

32/2020 SNOW REMOVAL AGREEMENT

J.Powers: THAT we authorize the Rural Municipality of Flett's Springs No. 429 to maintain at no cost to us, the roads located East of SE 06-46-19-W2, East of SE 21-45-21-W2 and South of SE 05-46-20-W2 on a regular basis or whenever deemed necessary for the purpose of snow removal for the 2019/20 season.

Carried

33/2020 SNOW REMOVAL AGREEMENT

R.Tondell: THAT we authorize the Rural Municipality of Birch Hills No. 460 to maintain at no cost to us, the roads located West of 6-47-22-W2 and South 6-47-22-W2 on a regular basis or whenever deemed necessary for the purpose of snow removal for the 2019/20 season.

Carried

34/2020 POSTAGE MACHINE

J.Powers: THAT the Reeve and Administrator are authorized to sign the Postage Machine agreement a copy of which is attached to and forms part of these minutes.

Carried

35/2020 WILLOW CREEK C&D – DRAINAGE PROJECT

R.Tondell: THAT the project proposed by the Willow Creek Conservation and Development Area Authority No. 140 as per the Water Security Agency's plan number E5-105162-1, be granted sanction by the Rural Municipality of Kinistino No .459 to utilize the RM's road allowances and culvert infrastructure, and further the project is outlined on WSA Plan Number E-5-105162-1 which has been signed and sealed by the municipality.

Carried

36/2020 PROPOSED AGRICULTURAL SUBDIVISION – SE 32-48-22-W2

L.Dupin: WHEREAS the application by the Ministry of Agriculture for an agricultural subdivision located on the SE 32-48-22-W2 requires Parcel 166207181 to be tied to Parcel 148895094 to ensure access be it resolved that the application and required ties are hereby approved.

Carried

37/2020 MARCH MEETING DATE

V.Shmyr: THAT the March meeting be held on Thursday, March 5, 2020 commencing at 9:00 a.m. C.S.T.

Carried

38/2020 ADDITIONAL ACCOUNTS

G.Granrude: THAT the Reeve or Deputy Reeve and Administrator are authorized to pay the additional accounts pertaining to January 2019.

Carried

39/2020 NORTH CENTRAL HEALTH CARE FOUNDATION

J.Powers: THAT a financial contribution toward construction of the Melfort Hospital Heliport and building of a health legacy in the North East be approved and paid to the North Central Health Care Foundation in the amount of \$10,000.00.

Carried

✓ 5.

40/2020 MILLER FIELD – MELFORT AIRPORT

L. Dupin: THAT a financial contribution toward construction of a new runway at Miller Field, Melfort Airport be approved and paid to the City of Melfort in ten (10) annual payments of \$1,963.85 for a total contribution in the amount of \$19,638.50.

Carried

41/2020 ADJOURN

C. Forsyth: THAT this meeting now adjourn at 12:50 p.m. C.S.T.

Carried



Reeve



Chief Administrative Officer