

Minutes of the Regular Council Meeting of the council of the R.M. of Arm River, No. 252 held in Council Chambers at the R.M. Office in Davidson, SK on Tuesday, November 14, 2023 commencing at 8:30 a.m.

Present: Reeve Wayne Obrigewitsch, Councillors Brian Schmidt, Blaine Smith, Brian Vibert David Gregor, Kris Williams, Allan McNabb, and CAO Yvonne Goodsman

- 306/23 Call to Order:** Wayne Obrigeiwtsch: That as a quorum is present the meeting is called to order.
CARRIED UNANIMOUSLY
- 307/23 Agenda:** David Gregor: That the agenda be adopted as amended as follows:
Under 11. Reports of Pub Works Add:
6) Designate Special Project Supervisors **CARRIED UNANIMOUSLY**
- No Conflicts of Interest were declared at this time regarding agenda items.**
- 308/23 Minutes:** Allan McNabb: That the minutes of the Regular Council Meeting held on October 17, 2023 at 8:30 a.m. be hereby accepted as presented.
CARRIED UNANIMOUSLY
- 309/23 Correspond:** Brian Vibert: That correspondence be acknowledged as received and accepted as presented and be filed:
1) Davidson Library Meeting Minutes – October 3, 2023
2) APAS – AGM Dec 5-6, 2023 **CARRIED UNANIMOUSLY**
- 310/23 DR:** Brian Vibert: That Councillor Allan McNabb be hereby appointed to act as Deputy Reeve of the municipality for the year. **CARRIED UNANIMOUSLY**
- 311/23 Signing:** Brian Vibert: That the Reeve, Wayne Obrigewitsch, or in his absence, the Deputy Reeve, Allan McNabb, and the CAO, be hereby assigned and empowered to sign cheques, agreements, contracts, promissory notes and other documents authorized by council, on behalf of the municipality for the year.
- Further, in the absence of the CAO, council authorizes that Michelle Bublish, as the designate appointed by the CAO, is assigned and empowered to sign cheques per Bylaw 02/2020 Section 16 and the Municipalities Act Section 110 & 115.
CARRIED UNANIMOUSLY
- 312/23 Borrowing:** David Gregor: That the Reeve and CAO be hereby authorized to borrow from the Affinity Credit Union Limited up to \$500,000.00 to meet current operating expenses until the 2024 taxes, federal and provincial grants are received and to pay interest at the prime rate of said credit union, such borrowing to be done only as required.
CARRIED UNANIMOUSLY
- 313/23 Wages:** Allan McNabb: That Yvonne Goodsman is to continue employment as the Administrator and to be appointed Chief Administrative Officer of the municipality for 2024 at an annual salary of \$64,249.90 effective January 1, 2024, with vacation days and management days calculated as per contract, and further, that 1/3 of the RMAA fees be offered to be paid for the CAO for the 2024 membership. **CARRIED UNANIMOUSLY**
- 314/23 Asst Admin:** Allan McNabb: That Michelle Bublish be hired for an annual salary of \$34,273.20 as Assistant Administrator for 2024, and further that ½ of the RMAA fees be offered to be paid for the 2024 membership and vacation days as per Sask Labour Standards.
CARRIED UNANIMOUSLY
- 315/23 Clerk:** Blaine Smith: That the Office Clerk wage be increased to \$24.04 per hour Effective January 1, 2024, subject to approval of Rural Municipality of Willner, No. 253 to same. **CARRIED UNANIMOUSLY**
- 316/23 Meetings:** Blaine Smith: That the regular meetings of council for the year be held in the Municipal office in Davidson, SK on the second Tuesday of each month. Further, meetings occurring from April to November will commence at 8:30 a.m. and December to March will commence at 1:00 p.m. unless otherwise resolved by council. **CARRIED UNANIMOUSLY**
- 317/23 Pub Works:** Kris Williams: That the Public Works Committee for the year is to consist of Reeve Wayne Obrigewitsch and Councillors Brian Vibert and Allan McNabb.
CARRIED UNANIMOUSLY

318/23 Road Comm: Brian Vibert: That Reeve Wayne Obrigewitsch and Councillor David Gregor be hereby appointed for this year to act as the "Road Committee" with the authority to issue, revise and cancel orders restricting the operation of tractors and certain vehicles in the municipality as provided for in Bylaw No. 2/96. **CARRIED UNANIMOUSLY**

319/23 Fire Rangers:Allan McNabb: That each councillor be the fire ranger for his/her own division for the year pursuant to *The Wildfire Act*. **CARRIED UNANIMOUSLY**

320/23 Pound Keepers:Kris Williams: That the following be established as the Pounds and pound keepers for the municipality for the year pursuant to Section 8 of *The Stray Animals Act*. Each councillor acts as pound keeper for his/her division and pursuant to *The Stray Animals Act*, the pound shall be located at the Administrator's discretion. **CARRIED UNANIMOUSLY**

321/23 Auditor: David Gregor: That Dudley and Company, LLP be appointed auditor of the municipality for 2024. **CARRIED UNANIMOUSLY**

322/23 Solicitor Kris Williams: That Dellene Church Law Office Inc be appointed as solicitor of the municipality for 2024. **CARRIED UNANIMOUSLY**

323/23 Indemnity: David Gregor: That for the year, the Reeve and each councillor will be paid for:

- attending council meetings and conventions at a rate of \$370.00 for each meeting/day
- attending committee meetings at a rate of \$200.00 for each meeting attended where duration is less than 3 hours
- attending committee meeting at a rate of \$370.00 for each meeting attended where duration is 3 hours or more
- each elected official is to be paid for 12 days public works supervision per year at a rate of \$370.00 per day plus additional days as required for specific projects
- Reeve's Office supervision (12 days per year) at a rate of \$200.00 per day
- Reeve is to be paid an additional 12 days of public works supervision per year at a rate of \$370.00 per day.
- travel to be paid at a rate of \$0.62 per kilometer travelled in the exercise of their duties pursuant to Section 82 (1) of The Municipalities Act. Payment is to be made annually.

Further, any and all councillors who have been appointed project supervisors by a resolution of council for specific named projects are to be compensated at \$35 per hour for supervisory duties attributable to the specific project and as documented. **CARRIED UNANIMOUSLY**

324/23 SARM: Brian Vibert: That R.M. 252 will retain membership and pay the membership fee to the Saskatchewan Association of Rural Municipalities in 2024. **CARRIED UNANIMOUSLY**

325/23 Janitor: Allan McNabb: That RM 252 contract Michelle Bublish at \$800.00 per month for janitorial duties in 2024 cost shared 50/50 with the R.M. of Willner, No. 253 and that the salary be split as follows with the approval of the R.M. of Willner, No. 253: \$680.00 – Rural Service Center and \$120.00 - R.M. Office. **CARRIED UNANIMOUSLY**

326/23 Rates: David Gregor: That custom work rates be charged for the year:

Motor grader and operator.....	ratepayer.....	\$200.00/hour
Motor grader and operator	non-ratepayer.....	\$325.00/hour
Tractor, mower, disc and operator	ratepayer.....	\$175.00/hour
Tractor, mower, disc and operator	non-ratepayer.....	\$250.00/hour

CARRIED UNANIMOUSLY

327/23 SWC: Kris Williams: That council sets councillor coverage under Saskatchewan Worker's Compensation Board at the minimum coverage for 2024. **CARRIED UNANIMOUSLY**

328/23 PCO: Blaine Smith: That Lee Storey be contracted as the Pest Control Officer of the municipality in 2024 and be paid \$15.00 per site for rat and mouse inspections and baiting performed. That beaver control is to be paid at \$50.00 per beaver. Further, that council will contract Lee Storey to bait gophers on the paved portion of Grid #747 and Grid #653 for the 2024 season and is to be reimbursed at \$25.00 per hour, and travel be paid at a rate of \$0.62 per kilometer travelled in the exercise of his duties, and be reimbursed for product costs. And further, that if a landowner within the municipality wishes to have their property treated RM 252 agrees to treat the municipal road way adjacent to said property. **CARRIED UNANIMOUSLY**

329/23 ORC: David Gregor: That Brian Schmidt be appointed to the Davidson Oil Recycle Committee for the year and be paid a remuneration of \$200.00/meeting and \$0.62/km for the same. **CARRIED UNANIMOUSLY**

- 330/23 Expenses:** **Brian Vibert:** That for attendance to SARM Conventions, meetings and workshops, necessary expenses such as meals, taxis, gratuities, etc., be paid on a per diem basis of \$200/day and that accommodations and hotel parking be paid in addition to and form part of the necessary expenses of same for all members of council and the Administrator. **CARRIED UNANIMOUSLY**
- 331/23 Weed:** **Kris Williams:** That the 2024 appointment of Weed Inspector is deferred until December 2023 Council Meeting. **CARRIED UNANIMOUSLY**
- Councillor Smith declared a conflict of interest and vacated his chair and left council chambers at 11:52 am. As the next item on the agenda involves a family member.**
- 332/23 Health:** **Allan McNabb:** That Glenys Smith be appointed to represent the municipality on the Davidson Health Trust Foundation Board (pending acceptance of same) for the year and be paid a remuneration of \$200.00/meeting and \$0.62/km for same.
- Further, Reeve is to confirm acceptance of same. **CARRIED UNANIMOUSLY**
- Councillor Smith re-entered council chambers, re-attended the meeting and assumed his chair at 11:53 am.**
- 333/23 RSC:** **Brian Schmidt:** That David Gregor be appointed to represent the municipality for the needs and concerns of the Rural Service Center and R.M. office buildings and be paid \$200.00/meeting and \$0.62/km for the year. **CARRIED UNANIMOUSLY**
- 334/23 H&D:** **Blaine Smith:** That council approves the payment of \$550.00 as reimbursement of Health & Dental Insurance premium coverage to all outside workers and office staff with proof of evidence of coverage and with office staff to be prorated on percentage of salary paid by this municipality. **CARRIED UNANIMOUSLY**
- 335/23 CATPC:** **Allan McNabb:** That Wayne Obrigewitsch be appointed to represent the municipality on the Central Area Transportation Planning Committee for the year and be paid a remuneration of \$200.00/meeting and \$0.62/km for same. **CARRIED UNANIMOUSLY**
- 336/23 OH&S:** **Blaine Smith:** That Allan McNabb, an elected outside employee, and Michelle Bublish are acknowledged as the elected representatives appointed to the Occupational Health and Safety Committee and councillor remuneration be set at \$200.00 per meeting and \$.62/km for the year. **CARRIED UNANIMOUSLY**
- 337/23 Fire:** **Allan McNabb:** That Blaine Smith be appointed to represent the municipality on the Highway #11 Emergency Response Board for the year 2024 and Kris Williams be appointed as an alternate and remuneration be set at \$200.00/meeting and \$0.62/km for the same. **CARRIED UNANIMOUSLY**
- 338/23 Girvin:** **Allan McNabb:** That Kiley White and/or Les White be approached by councillor of Division 2, to plow snow in Girvin and RM roadways as requested and/or at the discretion of council. **CARRIED UNANIMOUSLY**
- 339/23 Dr Rec/Ret:** **Allan McNabb:** That Wayne Obrigewitsch and alternate Blaine Smith be hereby appointed as RM 252 representatives on the Physician Recruitment and Retention Committee for the year. **CARRIED UNANIMOUSLY**
- 340/23 Snow Club:** **Kris Williams:** That RM252 will cover Snow Plow Clubs under Saskatchewan WCB provided they have signed documents and agree to regulations. **CARRIED UNANIMOUSLY**
- 341/23 Financials:** **Brian Schmidt:** That Accounts Paid, Statement of Financial Activities, Employee Payroll Summary and Bank Reconciliation for the month of October 2023 be hereby approved as presented and are attached to and form a part of these minutes. **CARRIED UNANIMOUSLY**
- 342/23 A/P:** **Blaine Smith:** That the Accounts Payable and Bi-weekly Employee Pay for the month of November 2023 be approved for payment and are attached to and form part of these minutes. **CARRIED UNANIMOUSLY**
- 343/23 Auditor:** **David Gregor:** That Council has reviewed the "Risk of Fraud" document requested by the municipal Auditor, further, all council agrees to sign same. **CARRIED**
- 344/23 In Camera:** **Wayne Obrigewitsch:** That council enters into an in-camera session at 10:05 a.m. to discuss long-term planning and budget analysis as allowed under LAFOIP Section 16 and *The Municipalities Act* Section 120 and Section 12 of the Bylaw to Regulate the Proceedings of Municipal Council and Council's Committees. **CARRIED UNANIMOUSLY**

In-camera session entered at 10:05 a.m. with Wayne Obrigewitsch, Brian Schmidt, Brian Vibert, Allan McNabb, Blaine Smith, Kris Williams, David Gregor and Yvonne (Bonny) Goodsman in attendance.

In-camera session exited at 10:53 am.

- 345/23 Meeting: **David Gregor:** That council resume regular meeting at 10:53 am.
CARRIED UNANIMOUSLY

- 346/23 Wages: **David Gregor:** That council establishes wages for outside employees
As follows: R. Wall.....\$29.00/hour
T. Muirhead...\$31.35/hour
D. Cote.....\$31.35
K. Cote.....\$31.35
Effective January 1, 2024 **CARRIED**

- 347/23 Bus Route: **Blaine Smith:** That council acknowledges receipt of school bus map route as presented. **CARRIED UNANIMOUSLY**

- 348/23 Report: **Allan McNabb:** That council accepts 2023 Weed Inspector Report from Doug Patience with same to be submitted to Saskatchewan Ministry of Agriculture. **CARRIED UNANIMOUSLY**

- Councillor Schmidt left the meeting at 10:04 am and returned to the meeting at 10:06 am.**

- 349/23 Pressure Washer: **Brian Vibert:** That council authorizes Pressure Washer repairs be made Up to \$1,800.00(plus taxes). **CARRIED UNANIMOUSLY**

- 350/23 Pressure Washer: **Allan McNabb:** That if Pressure Washer is not repairable then council authorizes Councillor Blaine Smith to purchase a new machine for up to \$2,000.00 on-line auction. **CARRIED UNANIMOUSLY**

- 351/23 RMA: **Brian Vibert:** That council authorizes entering into a Road Haul Maintenance Agreement with NexGen Transportation and BHP for their Massive Move Hauls to BHP-Jansen, SK Mine during the time period of November 15, 2023 to March 15, 2023. **CARRIED UNANIMOUSLY**

- 352/23 SARM: **Brian Vibert:** That SARM Mid-term Convention report be deferred to December meeting of Council. **CARRIED UNANIMOUSLY**

- 353/23 Subdivision: **Allan McNabb:** That council has no conditions or reservations regarding this proposed Subdivision – Proposed Parcel B - Cemetery and proposed remainder of NE 22-25-29 W2 for Agricultural use nor does council require a servicing agreement, and to the best of council’s knowledge nor are there any land uses in the vicinity that would be incompatible with the intended use of the proposed sites or any site conditions that make the land unsuitable for the intended use. Nor are there any facilities that will be affected by this subdivision. This is a permitted use under Section 5 – Agriculture District 5.4 of the Zoning Bylaw No. 05/2013. **CARRIED UNANIMOUSLY**

- 354/23 Report: **Blaine Smith:** That council accepts the 2023 Library Report submitted by Emily Mclvor and presented by the CAO. **CARRIED UNANIMOUSLY**

- 355/23 Library: **Blaine Smith:** That council authorizes contributing \$1,350.40 to Davidson Branch of the Palliser Regional Library to cover 17% of proposed additional hours for 2024. **CARRIED UNANIMOUSLY**

- 356/23 SARM Ins: **Blaine Smith:** That RM252 acknowledges receipt of insurance premium increase information from SARM. **CARRIED UNANIMOUSLY**

- 357/23 Building: **Blaine Smith:** This is to Certify That:

Douglas Mulhall	Class 3 Licensed Building Official, Saskatchewan	BOL001
Virginia Shepley	Class 3 Licensed Building Official, Saskatchewan	BOL517
Bobby Baker	R-Class 3 Licensed Building Official, Saskatchewan	BOL552/701
Amanda Kaufmann	Class 2 Licensed Building Official, Saskatchewan	BOL405

Joshua Nitz	R-Class 2 Licensed Building Official, Saskatchewan	BOL785/804
Walter Schroeder	Class 1 Licensed Building Official, Saskatchewan	BOL488
David Kindred	Class 1 Licensed Building Official, Saskatchewan	BOL514
John Dulle	Class 1 Licensed Building Official, Saskatchewan	BOL789

Have been appointed as licensed Building Officials by the Council of the RM of Arm River, No. 252 under the authority of subsections 16 (2) and 16 (3) of the Construction Codes Act. Further, that Reeve Obrigewitsch is authorized to sign "Certificate of Appointment"

CARRIED UNANIMOUSLY

358/23 Gravel: **Blaine Smith:** That gravel loss allowance of 5% be established for the 2023 gravel inventory. **CARRIED UNANIMOUSLY**

359/23 Procurement: **Blaine Smith:** That council authorize the Reeve and CAO to signed the Notice of Procurement and same to be uploaded on Sask Tenders website. **CARRIED UNANIMOUSLY**

360/23 Celebration: **Blaine Smith:** That a Christmas Celebration is to be arranged at most economical cost by Kris Williams with all associated costs paid by RM of Arm River, No. 252. Potential date is Tuesday, December 12, 2023 and venue is Davidson Senior Centre. **CARRIED UNANIMOUSLY**

361/23 Office Hours: **Kris Williams:** That Christmas and New Year's office hours shall be at the discretion of the CAO providing the R.M. of Willner, No. 253 agrees with this arrangement. **CARRIED UNANIMOUSLY**

362/23 Supervisor: **Brian Schmidt:** That the following be designated as 2023 Special Project Supervisors:
 - Brian Vibert – Girvin Grid (RIRG)
 - David Gregor – Graveling Shoulders of Grid 747 and Pest Control
 - Blaine Smith – Pressure Washer Repair/Purchase & Graveling shoulders of Grid 747
 - Kris Williams – Christmas Gathering
 - Brian Schmidt – Pest Control **CARRIED UNANIMOUSLY**

363/23 B-O-R: **Blaine Smith:** That the RM OF ARM RIVER, No. 252 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

That the RM OF ARM RIVER, No. 252 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED UNANIMOUSLY**

364/23 Appeals: Allan McNabb: That the RM OF ARM RIVER, No. 252 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

That the RM OF ARM RIVER, No. 252 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED UNANIMOUSLY**

365/23 Rev Share: David Gregor: That Council of the RM of Arm River, No. 252 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement 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
- All members of council have filed and annually updated their Public Disclosure Statements, as required.

Further, council authorizes CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED UNANIMOUSLY**

366/23 Adjourn: Kris Williams: That the meeting be adjourned at 12:30 p.m. and the next regular meeting of council be scheduled for Tuesday, December 12, 2023 at 1:00 pm in the RM Office in Davidson, SK. **CARRIED UNANIMOUSLY**

Reeve

Administrator