

**RURAL MUNICIPALITY OF INVERGORDON No. 430**  
**Regular meeting of Council held in the R.M. Council Chambers**  
**Crystal Springs, Saskatchewan**  
**April 10<sup>th</sup> 2019**  
**9:00am**

*Present:*

Reeve:	Bruce Hunter
Council Members:	Division 1 – Kelvin Dutka
	Division 2 – Keith Thibault
	Division 3 – Calvin Parsons
	Division 4 – Kevin Hawreschuk
	Division 5 – Wayne Bacon
	Division 6 – Edwin Rundbraaten
Administrator:	Courtney Beaulieu
Foreman:	Myron Toner

Delegations:	Keith Boyle (Melfort Rural Pipeline Association)
	Kyle Sochaski & Kelly Nelson (Cannabis Facility)
	Michael Marchand (Cogent Chartered Accountants)
	Dale Poncelet (Earthworks Equipment)

*Call to Order*

A quorum being present, Reeve Hunter called the meeting to order at 8:56am.

*Declaration of Conflict*

Councillor Hawreschuk declared a pecuniary conflict of interest regarding Agenda item: Consent to Land Sales. Councillor Dutka declared a conflict of interest regarding Agenda item: Employee Wages.

*Minutes of Regular Meeting*

**105/19 Bacon**

BE IT RESOLVED, that the Minutes of Regular Meeting held Wednesday, March 6<sup>th</sup> 2019 be approved as read.

CARRIED

*Delegation*

Kyle Sochaski and Kelly Nelson entered the meeting at 9:12am to present to Council their licensed micro-cultivation cannabis facility within the R.M. with an intended production start date of July 2019. Kyle Sochaski and Kelly Nelson departed the meeting at 9:25am.

*Statement of Financial Activities*

**106/19 Dutka**

BE IT RESOLVED, that the March Statement of Financial Activities, attached to and becoming a part of these minutes, be accepted as presented.

CARRIED

*Bank Statements*

**107/19 Hawreschuk**

BE IT RESOLVED, that the March Bank Statements be accepted as presented.

CARRIED

*Authorized Expenditure Report*

**108/19 Hunter**

BE IT RESOLVED, that Cheque No. 1204 to 1209, and EFT No. 1092 to 1099, totaling \$122,788.97, as outlined in the Authorized Expenditure Report, attached to and forming part of these minutes, be approved as presented.

CARRIED

*List of Accounts for Approval*

**109/19 Parsons**

WHEREAS, Cheque No. 1210 to No. 1248, and EFT No. 1100 to 1104, is in the amount of \$54,476.05.

WHEREAS, EFT No. 1102 in the amount of \$10,000.00 is incorrect due to a typo of an additional "0", and should in fact be in the amount of \$1,000.00.

BE IT RESOLVED, that the List of Accounts for Approval, as attached to and forming part of these minutes, be approved for payment in the amount of \$54,476.05.

BUT IT FURTHER RESOLVED, that the Administrator rectify the overpayment of EFT No. 1102 by requesting the overpaid funds from the recipient, or withholding the amount from future payments to said recipient.

CARRIED

*Petty Cash Report*

**110/19 Rundbraaten**

BE IT RESOLVED, that the April Petty Cash Report, attached to and forming part of these minutes, be approved as presented and the Administrator be authorized to withdraw monies from the R.M. Affinity bank account in the amount of \$210.15.

CARRIED

*Unpaid Taxes Report*

**111/19 Dutka**

BE IT RESOLVED, that the March Unpaid Taxes Report be accepted as presented.

CARRIED

*Delegations*

Keith Boyle of the Melfort Rural Water Pipeline Association entered the meeting at 10:02am to discuss their upcoming Expression of Interest submission for a potable water line project into Barney's Bay under the *Investing in Canada Infrastructure Program* (ICIP), an \$896 million federal and provincial grant program for Saskatchewan infrastructure projects over the next 10 years until 2028. Keith Boyle departed the meeting at 10:32am.

Michael Marchand of Cogent Chartered Accountants entered the meeting at 10:35am to present the 2018 Audited Financial Statements, and departed the meeting at 12:05pm.

**112/19 Parsons**

BE IT RESOLVED, that the matter of the 2018 Audited Financial Statements be risen from the table and approved as prepared by Cogent Chartered Accountants.

BE IT FURTHER RESOLVED, that there has been no subsequent events that have occurred since January 1st 2019 that could have a significant impact on the municipality's

operations going forward and that no events have occurred since January 1st 2019 that could have a significant effect on the 2018 Financial Statements as approved.

CARRIED

Foreman Toner entered the meeting at 12:11pm.

*Delegations*

Dale Poncelet of Earthworks Equipment entered the meeting at 12:12pm to present their Doosan Excavators.

Councillor Thibault joined the meeting at 12:20pm.

Dale Poncelet departed the meeting at 12:28pm.

Reeve Hunter called for a lunch break at 12:30pm.

Reeve Hunter reconvened the meeting at 1:00pm.

*Hire Seasonal Staff*

**113/19 Parsons**

BE IT RESOLVED, that Foreman Toner be authorized to recall the following employees for the 2019 season at his discretion based on the workload of the municipality:

AJ Chitrenia  
Brad Laroche  
Brandon Balon  
Daryl Filpula

Dennis Drapak  
Gerry Poncelet  
Kyle Dutka

CARRIED

Councillor Dutka declared a conflict of interest regarding Employee Wages and departed the meeting at 1:34pm.

*Employee Wages*

**114/19 Thibault**

WHEREAS, Foreman Toner has reviewed the current wage of all Seasonal staff in consideration of each individuals current skillset, historical performance and level of responsibility and has provided a recommended 2019 Wage Schedule to Council for their consideration.

BE IT RESOLVED, that the wages be approved as presented in the attached 2019 Wage Schedule for all Seasonal Staff, with an effective date of Monday, April 15<sup>th</sup> 2019.

CARRIED

Councillor Dutka returned to the meeting at 1:55pm.

*Shop/Office Complex*

**115/19 Rundbraaten**

WHEREAS, an initial budgetary review of the estimated overall cost for a new municipal Shop & Office Complex has been presented by the Administrator, and in consideration with the 2018 Financial Statements as presented by Cogent, the Council is ready to consider formal bids on the project to determine final financial commitment levels.

CB  
BTH

WHEREAS, the New West Partnership Trade Agreement (NWPTA) requires open and non-discriminatory procurement when anticipated costs are at or above a threshold of \$200,000.00 for construction projects.

WHEREAS, the Administrator has presented the Design-Build method of project delivery wherein the R.M. would enter into a single contract with a contractor to provide both the professional design services and the construction of the project.

BE IT RESOLVED, that the Administrator be authorized to prepare a Design-Build tender package to be posted as a Request For Proposal (RFP) on SaskTenders with a bid closing date of Tuesday, May 7<sup>th</sup> 2019 4:00pm (CST) at the Municipal Office.

CARRIED

Forman Toner departed the meeting at 2:26pm.

*Bylaw 19-01*

**116/19 Hunter**

BE IT RESOLVED, that Bylaw 19-01, being a Bylaw for the purposes of repealing Gravel Licensing Bylaw 09-03, be read a first time.

CARRIED

**117/19 Parsons**

BE IT RESOLVED, that Bylaw 19-01, be read a second time.

CARRIED

**118/19 Dutka**

BE IT RESOLVED, that Bylaw 19-01, be given three readings at this meeting.

CARRIED UNANIMOUSLY

**119/19 Thibault**

BE IT RESOLVED, that Bylaw 19-01, be read a third time and is hereby adopted.

CARRIED

*Bylaw Enforcement Services*

**120/19 Thibault**

WHEREAS, Council has considered engaging in the Community Safety Officer (CSO) program through the R.M. of Buckland which would allow for various Acts to be enforced within the R.M. such as the *Traffic Safety Act, Alcohol & Gaming Act, Dangerous Goods Transportation Act*, etc.

WHEREAS, the CSO program will cost \$65.00 per hour of enforcement services, plus mileage paid at a rate of \$0.35/km.

WHEREAS, Council has also considered the continuation of a Bylaw Enforcement Program, which only allows for enforcement of the R.M.'s own municipal Bylaws, and has received a proposal from B&B Enforcement Services currently working with surrounding municipalities.

BE IT RESOLVED, that Council hire Chris Letendre of B&B Enforcement Services for Bylaw Enforcement for the 2019 year, on the basis of one 8hr-day biweekly, at a rate of \$36.75/hour, plus \$0.37/km mileage.

CARRIED

*Barney's Bay RV Lot*

**121/19 Bacon**

WHEREAS, an initial Site Plan has been presented to Council showing a proposed RV Lot at Barney's Bay by the original developer, Ron Bornhorst, on remaining unsold adjoining Lots 16 thru 21 inclusive (Block 5), for a total of eight (8) RV Lots to be serviced by water, sewer, power and a private access road with an entrance and exit point off of Driftwood Lane.

WHEREAS, the initial Site Plan indicates a 20 foot rear setback and 10-15 foot side setbacks, all to be treed to provide additional privacy to adjacent landowners and users of the RV Lots.

BE IT RESOLVED, that Council approve the application of an RV Lot at Barney's Bay provided Ron Bornhorst complete a Development Permit with a final Site Plan that meets or exceeds the one presented.

CARRIED

*Catterall & Wright Invoice*

**122/19 Rundbraaten**

WHEREAS, the Administrator has presented to Council the memorandum of legal counsel regarding the matter of payment to Catterall & Wright for services on the Struthers Lake Culvert Rehabilitation Project.

BE IT RESOLVED, that Council approve Catterall & Wright Invoice 19-018 for payment in full, and that the Administrator be authorized to immediately prepare a Cheque following the adjournment of this meeting in the amount of \$22,964.45.

CARRIED

*Asset Management*

**123/19 Bacon**

WHEREAS, as part of the Municipal Gas Tax Fund Agreement and the Canada-Saskatchewan Administrative Agreement, municipalities are required to make progress towards developing and implementing an asset management plan.

WHEREAS, based on population the Rural Municipality of Invergordon is within Tier-2 which requires as a minimum of two (2) Asset Classes to be documented in both its current and desired condition by June 30<sup>th</sup> 2019.

WHEREAS, by June 30<sup>th</sup> 2020 the R.M. is required to identify the funding gap of the two (2) Asset Classes based on current and desired conditions of said assets.

WHEREAS, by June 30<sup>th</sup> 2022 the R.M. is required to document all Asset Classes. Failure to comply with all requirements will result in federal Gas Tax payments to the municipality being withheld.

BE IT RESOLVED, that the R.M. submit an *Infrastructure Investment Plan* (IIP) for Gas Tax Funding for the Asset Management Condition Reporting proposal as submitted by AECOM Canada Ltd. in the amount of \$54,205.00 plus applicable taxes, which shall ensure compliance through to 2022.

CARRIED

Rescinded  
May 8, 2019  
CB

CB BT

*Beaver Bounty*

**124/19 Hawreschuk**

WHEREAS, the Beaver Control Program administered through SARM requires all beavers to be trapped by a licensed fur-trapper.

BE IT RESOLVED, that the R.M. continue the services of Frank Stefaniuk, Vern Ilchysen and Ryan Lowry (winter) as licensed beaver trappers, for problem areas within the R.M. and at the discretion of Foreman Toner.

BE IT FURTHER RESOLVED, that payment shall be at a rate of \$30.00 per tail until such time that the Beaver Control Program funding has been fully realized, when the rate will then be \$15.00 per tail.

CARRIED

*Bylaw 19-05*

**125/19 Thibault**

BE IT RESOLVED, that Bylaw 19-05, being a Bylaw for the purposes of entering into a Fire Services Agreement with the Struthers Lake Regional Park Authority, be read a first time.

CARRIED

**126/19 Dutka**

BE IT RESOLVED, that Bylaw 19-05, be read a second time.

CARRIED

**127/19 Hunter**

BE IT RESOLVED, that Bylaw 19-05, be given three readings at this meeting.

CARRIED UNANIMOUSLY

**128/19 Hawreschuk**

BE IT RESOLVED, that Bylaw 19-05, be read a third time and is hereby adopted.

CARRIED

*Dust Control*

**129/19 Thibault**

BE IT RESOLVED, that Council proceed with Dust Control through McGill's Industrial Services for the application of calcium chloride in May/June of 2019.

CARRIED

*Spring Groundwater Monitoring*

**130/19 Parsons**

WHEREAS, Pinter Associates has been hired to conduct Spring and Fall groundwater monitoring as a requirement of our Permit to Operate a Waste Disposal Grounds (Landfill).

WHEREAS, in the Fall of 2018 it was discovered that one of the monitoring wells had been damaged and is needing replacement.

BE IT RESOLVED, that Council approve the Spring Groundwater Monitoring proposal from Pinter in the amount of \$9,350.00 plus applicable taxes to include the replacement of the damaged well.

CARRIED



*Transfer Station Proposal*

**131/19 Parsons**

WHEREAS, the current Permit to Operate a Waste Disposal Grounds (Landfill) is expiring on August 1<sup>st</sup>, 2019 and although the R.M. is able to apply for a 1-year extension, it may not be granted by the Ministry of Environment.

WHEREAS, the R.M. is considering converting the existing Landfill site to a Transfer Station and has received a proposal from Printer Associates to prepare the design in accordance with the regulations set forth by the Ministry of Environment, and includes the oversight of construction to ensure adherence to such designs, for a total cost of \$30,395.00 plus applicable taxes.

WHEREAS, the existing Landfill does not generate a lot of revenue for the R.M. however the associated costs continue to grow.

BE IT RESOLVED, that the matter of Transfer Station Proposal be tabled until such time the Council has reviewed its strategic and long-term Waste Management Plan.

CARRIED

*Rescind Resolution*

**132/19 Dutka**

WHEREAS, payment has not been received within the required 30 days for the approved bid in Resolution 063/19.

BE IT RESOLVED, that Resolution 063/19 be rescinded and Lot 2 & 3, Block 1 (BF706) do so become available again for purchase.

CARRIED

*Bid on Yellow Creek Lots*

**133/19 Dutka**

WHEREAS, the Administrator has received a total of eleven (11) bids on seven (7) Yellow Creek Lots owned by the R.M. of Invergordon.

BE IT RESOLVED, that Council approve the following bids on Yellow Creek Lots:

<del>Lot 2, Block 1, CD1647</del>	<del>\$700.00</del>	<del>Bill Sim</del>
<del>Lot 5, Block 3, BF706</del>	<del>\$800.00</del>	<del>Bill Sim</del>
<del>Lot 1, Block 1, BF706</del>	<del>\$800.00</del>	<del>Bill Sim</del>
<del>Lot 2, Block 1, BF706</del>	<del>\$550.00</del>	<del>Lynn Austin</del>
<del>Lot 3, Block 1, BF706</del>	<del>\$550.00</del>	<del>Lynn Austin</del>
<del>Lot 6, Block 4, BZ4287</del>	<del>\$500.00</del>	<del>Roberta Lofstrom</del>
<del>Lot 7, Block 4, BZ4287</del>	<del>\$500.00</del>	<del>Roberta Lofstrom</del>

*Rescinded May 8, 2019  
CB*

*Rescinded Oct 4, 2019 CB*

CARRIED

*Dixon Lake School Upgrades*

**134/19 Hunter**

WHEREAS, the Crystal Springs Recreational Cooperative intends on conducting renovations this summer on the school grounds and has asked the R.M. to complete some repairs to the exterior of the building prior to their works.

BE IT RESOLVED, that the Administrator source quotations for any required tree trimming or removal, exterior finishing/repair and cement replacement at the front entrance as outlined in the 2018 Building Inspection Report by MA Inspections.

CARRIED

*Office Lawn Maintenance*

**135/19 Rundbraaten**

BE IT RESOLVED, that the Administrator source quotations for lawn restoration at the Municipal Office.

CARRIED

*Yellow Creek Signage Request*

**136/19 Dutka**

WHEREAS, the Administrator has received a request from Amplified Electric to erect an advertising sign along our sportsgrounds property in Yellow Creek off of Highway 41.

BE IT RESOLVED, that Council authorize Amplified Electric to post their advertising sign at a cost of \$100.00 per year, with all maintenance and repairs at the expense of Amplified.

CARRIED

*Consent to Land Sale*

**137/19 Bacon**

WHEREAS, the Ministry of Agriculture, Lands Branch, has requested Council's consent of the land sale to current lessee of Agricultural land located at NW-09-43-24-W2M.

BE IT RESOLVED, that the Administrator confirm the road crossing on NW-09-43-24 is surveyed and registered with ISC prior to Council authorizing consent to the sale.

CARRIED

Councillor Hawreschuk declared a pecuniary conflict of interest and departed the meeting at 4:13pm.

*Consent to Land Sale*

**138/19 Bacon**

WHEREAS, the Ministry of Agriculture, Lands Branch, has requested Council's consent of the land sale to current lessee of Agricultural land located at SE & SW-31-44-23-W2M.

BE IT RESOLVED, that Council approve the sale from Ministry of Agriculture to the current land lessee of SE & SW-31-44-23-W2M.

CARRIED

*Cancel Tax Penalty*

**139/19 Bacon**

WHEREAS, the Administrator has received a request by a ratepayer, Owner 1050, to have the January and February tax (arrears) penalty cancelled as they did not receive a Tax Notice and states they only became aware of the taxes owing upon receipt of the Auditor's Letter (of Arrears) in January 2019.

BE IT RESOLVED, that Council cancel the tax penalty against the two (2) parcels owned by Owner 1050 in the amount of \$58.52.

CARRIED

CBT



*Donation Request*

**140/19 Hawreschuk**

WHEREAS, the Struthers Lake Wildlife Association is hosting their annual banquet on Saturday, April 27<sup>th</sup> 2019 in Yellow Creek and have requested a donation of gravel to be auctioned off as received in years past.

BE IT RESOLVED, that Council donate 25 cubic yards of crushed gravel (loaded, delivery excluded) to the Struthers Lake Wildlife Association.

CARRIED

*Adjourn*

**141/19 Hunter**

BE IT RESOLVED, that this meeting be adjourned at 4:23pm.

CARRIED

  
\_\_\_\_\_  
Bruce Hunter  
Reeve

  
\_\_\_\_\_  
Courtney Beaulieu  
Administrator

CB  
BT