

MONDAY, DECEMBER 17, 2012

Minutes of the Meeting of Council of the District of Lakeland No. 521 held in the Municipal Council Chambers, Christopher Lake, Saskatchewan, Monday, December 17, 2012.

Meeting Called to Order at 8:05 A.M.

Present – Reeve – Al Christensen

Division 1 – John Ondrusek

Division 2 – Cheryl Bauer-Hyde

Division 3 – Walter Plessl

Division 4 – John Stauffer

Division 5 – Gren Smith-Windsor

Administrator – Dave E. Dmytruk

DISTRICT STAFF REPORTS

RURAL ADMINISTRATOR DAVE E. DMYTRUK GAVE THE COUNCIL AN UPDATE ON THE OFFICE ADMINISTRATION AND WORK PROJECTS. CIVIC ADDRESSING IS NOW COMPLETE, BIRCH BAY 3 RENAMING PROJECT IS UNDERWAY WITH NOTICES BEING SENT TO THE RESIDENTS OF THE SUBDIVISION. DISTRICT WEBSITE IS BEING REVAMPED AND A NEW BUILDING BYLAW AND BUSINESS LICENSE BYLAW WILL BE COMPLETED BY THE END OF THE YEAR.

PUBLIC WORKS MANAGER ERNIE LOCKE ATTENDED THE MEETING TO BRING THE COUNCIL UP TO DATE ON VARIOUS MAINTENANCE ISSUES. DISCUSSIONS CENTERED AROUND CAPITAL PURCHASES FOR 2013 AND INCLUDED THE PROPOSED PURCHASE OF A BACKHOE, GRAVEL SPREADER FOR THE SHOP TRUCK AND SNOW BLADE FOR THE SHOP TRUCK AS WELL. SEVERAL QUOTES WERE REVIEWED BY THE COUNCIL. ADDITIONAL ATTACHMENTS WERE ALSO DISCUSSED IN TERMS OF THEIR IMPORTANCE TO COMPLEMENT THE PUBLIC WORKS RESPONSIBILITIES. A BRIEF REVIEW AND DISCUSSION ALSO ENSUED REGARDING THE PROPOSED MUNICIPAL SHOP. THE DISTRICT IS WAITING FOR WORD FROM SERM AS TO POTENTIAL SITE LOCATION.

SPECIAL CONSTABLE JARETT TAYLOR PRESENTED A WRITTEN REPORT ON HIS HOURS AND ACTIVITIES FOR THE MONTH OF NOVEMBER WITH SEVERAL COMMENTS ON THE RECENT RASH OF BREAK INS WITHIN THE MUNICIPALITY.

DISTRICT STAFF REPORTS WERE COMPLETED AT 9:10 A.M.

#283-2012 CAPITAL PURCHASE – 2012 NEW HOLLAND B115B BACKHOE

PLESSL: That the District of Lakeland No. 521 accept the tender bid from Moody's Equipment of Saskatoon for the provision of One (1) New 2012 New Holland B511B Backhoe complete with the following: multi-purpose bucket, quick attachment coupling (front & back) and additional hydraulics to complement additional attachments. Total price not to exceed \$107,500 plus applicable taxes.

CARRIED.

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REEVE

#284-2012 CAPITAL PURCHASE – GRAVEL SPREADER/SNOW BLADE

BAUER-HYDE: That the District of Lakeland No. 521 accept the tender bid from Fort Garry Industries Ltd. for the provision of the following equipment:

One (1) New Pro Plus Plow Snow Blade – 9 foot width complete with all required attachments at a price of \$5,500 plus applicable taxes.

One (1) New Tornado 2.5 cubic yard gravel spreader complete with all required attachments at a price of \$5,500 plus applicable taxes.

CARRIED.

#285-2012 AGENDA

ONDRUSEK: That the District of Lakeland No. 521 approve the Agenda as presented.
CARRIED.

#286-2012 MINUTES – NOVEMBER 19, 2012

BAUER-HYDE: That the minutes of the regular Council meeting of the District of Lakeland No. 521 held on Monday, November 19, 2012 be adopted as presented.
CARRIED.

#287-2012 ACCOUNTS PAYABLE

CHRISTENSEN: That the District of Lakeland No. 521 hereby approve and authorize the payment of accounts for November, 2012 as attached hereto and forming a part of these minutes totaling \$275,475.95 and including cheques #19280 to #19362 and payroll totaling \$56,596.79.
CARRIED.

#288-2012 ISLAND LAKE DEVELOPMENT (HEISLER)

BAUER-HYDE: That the District of Lakeland No. 521 submit a letter to Mr. Tim Heisler advising him that the municipality is removing support for the proposed Island Lake development. A copy of the letter is to be submitted to Saskatchewan Environment for their records and information.
CARRIED.

REEVE AL CHRISTENSEN DECLARED THE PUBLIC HEARING REGARDING THE PROPOSED AMENDMENTS TO THE DISTRICT OFFICIAL COMMUNITY PLAN, ZONING BYLAW, PROPOSED REZONING OF A PROPERTY AT NEIS BEACH AND THE PROPOSED REZONING OF A PROPERTY AT McINTOSH POINT.

OFFICIAL COMMUNITY PLAN – NO COMMENTS OR PRESENTATIONS WERE MADE WITH RESPECT TO THE PROPOSED CHANGES TO THE DISTRICT OFFICIAL COMMUNITY PLAN.

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REEVE

ZONING BYLAW – A PRESENTATION WAS MADE BY LAWRENCE MINSHULL REQUESTING THE COUNCIL TO CONSIDER MAINTAINING THE HEIGHT OF COMMERCIAL BUILDINGS IN A COMMERCIAL ZONE AT 25 METERS. ALSO CONCERNED THAT THE COUNCIL WAS NOT ADDRESSING THE ISSUE OF RESIDENTIAL PROPERTIES BEING RENTED OUT FOR THE SUMMER SEASON THAT WAS AFFECTING HIS BUSINESS. NO FURTHER PRESENTATIONS WERE RECEIVED AS IT PERTAINED TO THE PROPOSED ZONING BYLAW AMENDMENTS.

NEIS BEACH – MR. IAIN MCLEAN GAVE A BRIEF PRESENTATION ON HIS OPPOSITION TO THE PROPOSED REZONING OF A PARCEL OF LAND IN THE NEIS BEACH SUBDIVISION FROM RF-RURAL FOREST TO R-RESIDENTIAL. IT WAS INDICATED THAT THERE WAS NO SUPPORT FOR THE REZONING AND THAT THE DISTRICT WAS LEAVING AN IMPRESSION OF STRIKING A DEAL WITH THE DEVELOPER. CONCERN WAS EXPRESSED THAT THE COUNCIL COULD BE FACED WITH A LAW SUIT AS A RESULT OF THEIR IMPENDING DECISION. IT WAS STRESSED THAT THE COUNCIL MUST ACT IN GOOD FAITH IN ALL THEIR DECISIONS AND A REQUEST WAS MADE TO HAVE AN ADDITIONAL MEETING IN THE SPRING OF 2013 WHEN MORE RATEPAYERS WERE PRESENT IN THE DISTRICT OR TO CONTINUE TO HAVE THE ISSUE OF REZONING RESOLVED THROUGH THE COURTS.

McINTOSH HOTEL PROPERTY- PROPOSED REZONING – NO ORAL OR WRITTEN COMMENTS WERE RECEIVED IN REGARDS TO THE PROPOSED REZONING OF THE PROPERTY FROM C1 – COMMERCIAL TO R1- HIGH DENSITY RESIDENTIAL.

REEVE AL CHRISTENSEN DECLARED THE PUBLIC HEARING ADJOURNED AT 11:10 A.M.

#289-2012 RETAINING WALL CONSTRUCTION – SUNSET BAY RESORT

PLESSL: That the District of Lakeland No. 521 instruct the Public Works department to work with the owner of Sunset Bay Resort to coordinate the construction of a small retaining wall on the municipal reserve immediately adjacent to the resort and the beach. It is understood that the cost will be shared by the District and Sunset Bay Resort.
CARRIED.

#290-2012 RECESS

CHRISTENSEN: That the Council recess to 1:00 P.M. for lunch.
CARRIED.

COUNCIL MEETING RESUMED AT 12:45 P.M.

#291-2012 BYLAW NO. 19-2012 – 2ND READING (BUSINESS)

ONDRUSEK: That Bylaw No. 19-2012 be read the second time.
CARRIED.

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REEVE

#292-2012 BYLAW NO. 19-2012 – 3RD READING & ADOPTION (BUSINESS)

BAUER-HYDE: That Bylaw No. 19-2012 being a bylaw respecting business and business activity be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

#293-2012 DISTRICT STRATEGIC PLAN - CROSBY, HANNA

BAUER-HYDE: That the District of Lakeland No. 521 contact Crosby, Hanna and Associates to have them facilitate a meeting to discuss a Strategic Plan for the municipality. The Office Administration to coordinate appropriate dates in January or February of 2013. Approximate cost \$6,700.00.
CARRIED.

#294-2012 MLDP WORKSHOP – STRATEGIC & FINANCIAL PLANNING

CHRISTENSEN: That the District of Lakeland No. 521 approve the attendance of the following Council members and Administration to the Municipal Leadership Development Program workshop on Strategic and Financial Planning for municipalities to be held on Saturday, February 2, 2013 or Monday, March 11, 2013 in Saskatoon: John Ondrusek; Gren Smith-Windsor; Cheryl Bauer-Hyde; John Stauffer; Al Christensen and Administrator Dave E. Dmytruk.
CARRIED.

#295-2012 IN CAMERA

CHRISTENSEN: That the District of Lakeland No. 521 move into an in camera session.
CARRIED.

#296-2012 OUT OF CAMERA

STAUFFER: That the District of Lakeland No. 521 move out of camera and back into their regular Council meeting.
CARRIED.

#297-2012 BYLAW NO. 14-2012 – 2ND READING

STAUFFER: That Bylaw No. 14-2012 be read the second time.
CARRIED.

#298-2012 BYLAW NO. 14-2012 – 3RD READING & ADOPTION (OFFICIAL COMMUNITY PLAN)

CHRISTENSEN: That Bylaw No. 14-2012 being a bylaw to amend Bylaw No. 6-2005, the Official Community Plan (formerly known as the Development Plan) of the District of Lakeland (formerly known as the Rural Municipality of Lakeland No. 521) be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

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REEVE

#299-2012 BYLAW NO. 15-2012 – 2ND READING

BAUER-HYDE: That Bylaw No. 15-2012 be read the second time.
CARRIED.

#300-2012 BYLAW NO. 15-2012 – 3RD READING & ADOPTION (ZONING BYLAW)

ONDRUSEK: That Bylaw No. 15-2012 being a bylaw to amend Bylaw No. 7-2005 known as the Zoning Bylaw of the District of Lakeland No. 521 (formerly Rural Municipality of Lakeland No. 521) be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

#301-2012 BYLAW NO. 17-2012 – 2ND READING

BAUER-HYDE: That Bylaw No. 17-2012 be now read the second time.
CARRIED.

#302-2012 BYLAW NO. 17-2012 – 3RD READING & ADOPTION (McINTOSH HOTEL)

STAUFFER: That Bylaw No. 17-2012 being a bylaw to amend Bylaw No. 7-2005 known as the Zoning Bylaw of the District of Lakeland No. 521 (formerly Rural Municipality of Lakeland No. 521) by amending Section 20 - Maps, the Zoning District Map to rezone a portion of the NW-1/4-22-53-27-W2 from C1-Resort Commercial District to R1-High Density Residential District be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

COUNCILLOR REPORTS

BAUER-HYDE – Presented a written report on the CPL Recreation Committee, they have received a grant of \$16,000 to assist in instructor and programming costs. Library Board – library brochure has ben updated and District was requested to sponsor an additional hour of library time for 2013 at a cost of \$775.00. Enforcement & Protective Services – “Ride Along” policy being approved and Special Constable appointment being developed. Renaming of Birch Bay Stage 3 project is underway.

PLESSL – No Report

John Ondrusek – No Report

John Staufer – Environment Committee completing wording on signage for 2013 and Committee is working with U. of S. on a lake management plan.

Gren Smith-Windsor - Met with Elk Ridge, utility corporation of the condo associations at Elk Ridge and the contractor presently providing garbage services and snow removal for the condo associations to discuss alternatives for the provision of services.

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REEVE

#303-2012 FINANCIAL STATEMENT – NOVEMBER, 2012

CHRISTENSEN: That the Statement of Cash Receipts and Cash Payments for the month of November, 2012 for the District of Lakeland No. 521 be adopted as presented.
CARRIED.

#304-2012 DISTRICT OFFICE USE – WOODLAND STUDIOS

STAUFFER: That the District of Lakeland No. 521 approve the request from Woodland Studio to utilize the District office foyer and Council Chambers for an art show on August 17th and 18th, 2013. No charge for space rental.
CARRIED.

#305-2012 SOFTWARE PURCHASE – ACCOUNTS RECEIVABLE (MUNISOFT)

SMITH-WINDSOR: That the District of Lakeland No. 521 approve the purchase of the Accounts Receivable software from Munisoft at a cost of \$2,000.00.
CARRIED.

#306-2012 ANNEXATION – R.M. OF PADDOCKWOOD NO. 520

CHRISTENSEN: That the District of Lakeland No. 521, having received consent from the R.M. of Paddockwood No. 520 for the annexation of the following lands immediately adjacent to the Emma Lake landfill and lagoon authorize the application to be submitted to the Saskatchewan Municipal Board for approval:

LSD 3, 4 & 5 of Section 11-53-27-W2 and LSD 13 of Section 2-53-27-W2.
CARRIED.

#307-2012 FIRE AGREEMENT – LAKELAND DISTRICT FIRE CO-OPERATIVE

BAUER-HYDE: That the District of Lakeland No. 521 approve the amendments to the Fire Protection Agreement for 2013 with the Lakeland District Fire Co-operative and authorize the Reeve and Rural Administrator to endorse the agreement.
CARRIED.

#308-2012 SNOW REMOVAL/ GARBAGE COLLECTION POLICY – CONDOMINIUM ASSOCIATIONS

SMITH-WINDSOR: That the District of Lakeland No. 521 having recognized that the snow removal services and garbage collection services are to be considered a municipal responsibility, approve in principle the following policy respecting those services for the bare land condominium associations located within the municipality;

That the District provide for a tender for the provision of garbage collection services for all condominium associations in the municipality. The tender package is to provide parameters as to frequency of pickups, supply of garbage bins etc. Some consideration is to be given to extending these services to the Commercial sector as well.

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REEVE

That the District provide Snow removal services to all bare land condominium associations at no charge with municipal equipment as required under the same parameters as all other ratepayers in the District.

Approval is subject to further consultation with all condominium association groups in the municipality.

CARRIED.

#309-2012 MUNICIPAL STAFF SALARIES – 2013

CHRISTENSEN: That the District of Lakeland No. 521 accept the recommendation from Administrator Dave E. Dmytruk and approve the following salaries for the municipal staff for 2013:

- Public Works Manager – Ernie Locke - \$70,000/annum
- Maintenance – Len Erhardt - \$31.50/hr.
- Maintenance – Craig Erhardt - \$28.00/hr.
- Maintenance – Maurice Richard - \$22.00/hr.
- Maintenance – Sidney Richard - \$21.00/hr.
- Grader Operator – Jerry Nordquist - \$25.00/hr.
- Assistant Administrator – Tracey McShannock - \$50,700/annum
- Accounting Officer – Mandy Fowler - \$22.00/hr.
- Receptionist – Charlene Goodwin - \$19.00/hr.
- Development Officer – Deidre Mac Gregor - \$21.00/hr.
- Development Officer – Elizabeth Martin - \$19.00/hr.
- Enforcement & Protective Services – Jarett Taylor - \$73,400/annum
- Enforcement & Protective Services – Dale Rogozinsky - \$22.79/hr.

All benefits, Dental, Health, Life Ins., Short Term and Long Term Disability to remain the same as in 2012.

CARRIED.

#310-2012 HUMAN RESOURCE POLICY – DISTRICT OF LAKE LAND NO. 521

SMITH-WINDSOR: That the District of Lakeland No. 521 approve the Human Resource policy for the municipality as presented by the Rural Administrator and as attached hereto and forming a part of these minutes with the following amendment:

Any employee that exceeds Step 6 in his/her respective salary grid shall be “red circled” and will not qualify for any salary increases until such time as their respective salary grid has increased or been adjusted to a point where their present salary does not exceed their salary grid.

CARRIED.

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REEVE

#311-2012 LETTER OF SUPPORT – NORTH CENTRAL WASTE MGT. – MULTI MATERIAL RECYCLING

BAUER-HYDE: That the District of Lakeland No. 521 submit a letter of support to the North Central Waste Management Corporation advising them that the municipality is in full support of their multi material recycling initiative to be commenced in 2013.
CARRIED.

#312-2012 FUNDRAISER – CHRISTOPHER LAKE SCHOOL

STAUFFER: That the District of Lakeland No. 521 authorize the expenditure of \$250.00 to assist the Christopher Lake School in their fundraising efforts for their school lunch program.
CARRIED.

#313-2012 CITIZENS ON PATROL – SURVEILLANCE CAMERAS

CHRISTENSEN: That the District of Lakeland No. 521 in support of the COPS initiative, refer the request to install two surveillance cameras at Anglin Lake and Murray Point to the EPS Department for further discussion.
CARRIED.

#314-2012 LAND COMPENSATION – SASK HIGHWAYS (HIGHWAY #263)

BAUER-HYDE: That the District of Lakeland No. 521 approve and accept the offer for sale of land received from Saskatchewan Highways required for the reconstruction of Highway No. 263. Amount of compensation is \$8,801.60 for 1.349 hectares.
CARRIED.

#315-2012 BYLAW NO. 20-2012 – INTRODUCTION & 1ST READING

ONDRUSEK: That Bylaw No. 20-2012 being a bylaw to amend Bylaw No. 7-2005 known as the Zoning Bylaw of the District of Lakeland No. 521 (formerly Rural Municipality of Lakeland No. 521) be introduced and read a first time.
CARRIED.

#316-2012 BYLAW NO. 21-2012 – INTRODUCTION & 1ST READING

BAUER-HYDE: That Bylaw No. 21-2012 being a bylaw to amend Bylaw No. 6-2005, the Official Community Plan (formerly known as the Development Plan) of the District of Lakeland No. 521 (formerly known as the Rural Municipality of Lakeland No. 521) be introduced and read a first time.
CARRIED.

#317-2012 UNCLAIMED PERSONAL PROPERTY POLICY – DISTRICT OF LAKELAND NO. 521

STAUFFER: That the District of Lakeland No. 521 approve the Unclaimed Personal Property policy as presented by the Administration staff with the following amendment:

Maximum Storage for summer months – 90 days

Maximum Storage for winter months – 180 days

CARRIED.

#318-2012 SLOPE STABILITY STUDY – LONGWORTH SUBDIVISION – CARWIN PARK

BAUER-HYDE: That the District of Lakeland No. 521 agree to share in the cost of the Slope Stability Study required by Community Planning for the proposed 4 residential lot subdivision in Carwin Park pursuant to the agreement between the municipality and Sevenels Properties. This is subject to further discussions with Community Planning as to other alternatives.

CARRIED.

#319-2012 ADJOURN

STAUFFER: That this meeting do now adjourn.

CARRIED.

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ADMINISTRATOR

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REEVE

PLEASE NOTE THAT THE NEXT MEETING OF COUNCIL WILL BE HELD ON MONDAY, JANUARY 21, 2013 COMMENCING AT 9:00 A.M.