

MONDAY, DECEMBER 21, 2015

Minutes of the Meeting of Council of the District of Lakeland No. 521 held in the Municipal Council Chambers, Christopher Lake, Saskatchewan, Monday, December 21, 2015.

Meeting Called to Order at 9:08 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 – Don Boyenko

Administrator – Dave E. Dmytruk

#219-2015 AGENDA

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

#220-2015 MINUTES – NOVEMBER 16, 2015

**BAUER-HYDE: That the minutes of the regular Council meeting of the District of Lakeland No. 521 held on Monday, November 16, 2015 be adopted as presented.
CARRIED.**

ADMINISTRATION REPORTS

ADMINISTRATOR – A written report was presented to the Council. Administration is in the process of completing the lot file reversion to civic addresses. CodeRed training has been completed with informational rollout scheduled for January, 2016. Annual review meetings have been held with Greenland Waste as well as landfill operator Phil Sumners. Staff training in OHS, Labor relations, Planning & Development as well as waste water and solid waste operations have been completed.

PUBLIC WORKS – A written report was reviewed by the Council. Staffing has been reduced to two personnel. Council reviewed capital costs quotes for a grader replacement as well as the summary of projects completed by Public Works in 2015. Public Works was instructed to commence the development of the walking trail at Hynes Park in the Birch Bay subdivision.

EPS – A brief written report was presented to the Council. Several applications have been received regarding the posting for the new Special Constable position.

#221-2015 ACCOUNTS PAYABLE

**ONDRUSEK: That the District of Lakeland No. 521 hereby approve and authorize the payment of accounts for November, 2015 as attached hereto and forming a part of these minutes totaling \$280,572.55 and including cheques #21985 to #22059 and payroll totaling \$38,077.32.
CARRIED.**

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REEVE

COUNCILLOR REPORTS

ONDRUSEK - No report

BAUER-HYDE – Circulated a written report. Provided information on meeting with the Great Blue Heron Park indicating that discussions have begun on the use of ATV’s within the new Park. The 2016 Regional Library budget has been approved (R.M.’s levied at \$14.53/capita). OHS quarterly meeting has been held and additional employer appointments are required. CPL Recreation Committee has received a grant of \$20,000 to assist in programming costs.

PLESSL – No report.

STAUFFER – No Report

BOYENKO – No report. Very quiet within the Division. McPhee Lake Cottage Owner’s would like permission to install a Community dock at McPhee Lake. They are getting frustrated with “red tape” with Saskatchewan Environment.

CHRISTENSEN – Membership on the 2nd bridge committee has been approved by the City of Prince Albert. A report on Council remuneration will be presented at the next meeting of Council.

#223-2015 FINANCIAL STATEMENT – NOVEMBER, 2015

PLESSL: That the Statement of Cash Receipts and Cash Payments for the month of November, 2015 for the District of Lakeland No. 521 be adopted as presented.
CARRIED.

#224-2015 REPEALING BYLAW NO. 14-2015 – INTRO. & 1ST READING

STAUFFER: That Bylaw No. 14-2015 being a Bylaw to facilitate the repealing of certain bylaws be introduced and read a first time.
CARRIED.

#225-2015 BYLAW NO. 14-2015 – 2ND READING

ONDRUSEK: That Bylaw No. 14-2015 be read the second time.
CARRIED.

#226-2015 BYLAW NO. 14-2015 – 3RD READING

BOYENKO: That the Council agree to proceed with the third reading of Bylaw No. 14-2015.
CARRIED UNANIMOUSLY.

#227-2015 BYLAW NO. 14-2015 – 3RD READING & ADOPTION

PLESSL: That Bylaw No. 14-2015 being a Bylaw to facilitate the repealing of certain bylaws be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

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REEVE

#228-2015 BYLAW NO. 15-2015 – TAX CERTIFICATE FEES - INTRO. & 1ST READING

BAUER-HYDE: That Bylaw No. 15-2015 being a Bylaw to establish the fees for the provision of tax certificates and other assessment or taxation information be introduced and read a first time.
CARRIED.

#229-2015 BYLAW NO. 15-2015 – 2ND READING

CHRISTENSEN: That Bylaw No. 15-2015 be read the second time.
CARRIED.

#230-2015 BYLAW NO. 15-2015 – 3RD READING

STAUFFER: That the Council agree to proceed with the third reading of Bylaw No. 15-2015.
CARRIED UNANIMOUSLY.

#231-2015 BYLAW NO. 15-2015 – 3RD READING & ADOPTION

ONDRUSEK: That Bylaw No. 15-2015 being a Bylaw to establish the fees for the provision of tax certificates and other assessment or taxation information be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

At 11:00 A.M. representatives from the Lakeland District Volunteer Fire Cooperative attended the Council meeting to review the fire contract for 2016 and to discuss any concerns the Council may have. Representatives included Fire Chief Chris McShannock, President Peter Kowbel and Vice President Dick Tataryn. A request was made for an updated personnel list as well as a list of calls attended to in the municipality for 2015.

#232-2016 FIRE CONTRACT AGREEMENT – 2016

BAUER-HYDE: That the District of Lakeland No. 521 approve the 2016 contract for the provision of fire protection services with the Lakeland District Volunteer Fire Cooperative as per their submitted contract.
CARRIED.

#233-2016 FIRE CHIEF APPOINTMENT – 2016

STAUFFER: That the District of Lakeland No. 521 appoint Chris McShannock as the Fire Chief for the municipality for 2016. The Office of the Fire Commissioner is to be advised by letter of this appointment.
CARRIED.

#234-2015 BYLAW NO. 16-2015 – GRAVEL EXCAVATION FEES - INTRO. & 1ST READING

BOYENKO: That Bylaw No. 16-2015 being a Bylaw to license the excavation of gravel from gravel pits be introduced and read a first time.
CARRIED.

#235-2015 BYLAW NO. 16-2015 – 2ND READING

PLESSL: That Bylaw No. 16-2015 be read the second time.
CARRIED.

#236-2015 BYLAW NO. 16-2015 – 3RD READING

BAUER-HYDE: That the Council agree to proceed with the third reading of Bylaw No. 16-2015.
CARRIED UNANIMOUSLY.

#237-2015 BYLAW NO. 16-2015 – 3RD READING & ADOPTION

CHRISTENSEN: That Bylaw No. 16-2015 being a Bylaw to license the excavation of gravel from gravel pits be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

#238-2015 POLICY – EMPLOYEE CODE OF CONDUCT

STAUFFER: That the District of Lakeland No. 521 adopt the Employee Code of Conduct policy as presented by Administration and attached hereto and forming a part of these minutes, and authorize the document to be included into the District Policy Manual.
CARRIED.

#239-2015 COUNCIL – PUBLIC DISCLOSURE POLICY

PLESSL: That the District of Lakeland No. 521 pursuant to The Municipalities Act adopt the Public Disclosure policy as presented by Administration and attached hereto and forming a part of these minutes, authorize its inclusion into the District Policy Manual.
CARRIED.

#240-2015 BYLAW NO. 17-2015 – COUNCIL PROCEDURES BYLAW - INTRO. & 1ST READING

BAUER-HYDE: That Bylaw No. 17-2015 being a Bylaw to regulate the proceedings of municipal Council and Council's Committees be introduced and read a first time.
CARRIED.

#241-2015 BYLAW NO. 17-2015 – 2ND READING

CHRISTENSEN: That Bylaw No. 17-2015 be read the second time.
CARRIED.

#242-2015 BYLAW NO. 17-2015 – 3RD READING

STAUFFER: That the Council agree to proceed with the third reading of Bylaw No. 17-2015.
CARRIED UNANIMOUSLY.

#243-2015 BYLAW NO. 17-2015 – 3RD READING & ADOPTION

ONDRUSEK: That Bylaw No. 17-2015 being a Bylaw to regulate the proceedings of municipal Council and Council's Committees be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
CARRIED.

#244-2015 RECESS

PLESSL: That the District of Lakeland No. 521 recess for lunch to 1:00 P.M.
CARRIED.

Meeting called to order at 1:00 P.M.

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REEVE

#245-2015 CAPITAL PURCHASE MOTOR GRADER (2016)

PLESSL: That the District of Lakeland No. 521, pursuant to the 2016 Capital Plan approve the purchase of the following Motor Grader from Brandt Equipment Ltd. to be included in the 2016 budget expenses:

One (1) New 2014 John Deere 770GP Motor Grader with approx. 160 hrs. complete with Wing, Lift Group, Dozer Blade, One (1) Year Full Warranty with 6 year/6000 hour power train warranty. Dozer blade includes rotating carbide edges for a total purchase price after trade-in adjustment of \$215,409.10 including taxes.

CARRIED.

#246-2015 ANGLIN LAKE PUMP – SASK POWER CHARGES

CHRISTENSEN: That the District of Lakeland No. 521 instruct the Administration to coordinate a meeting with Al Keller of the Saskatchewan Watershed Authority and Sask Power to review and discuss the operating charges and responsibilities for the operation of the Anglin Lake Pump.

CARRIED.

247-2015 MUNICIPAL STAFF TRAINING – CPR/FIRST AID

PLESSL: That the District of Lakeland No. 521 hereby authorize Administration to coordinate the requested CPR/First Aid training for the municipal staff to be conducted in January of 2016. Training is to be conducted in conjunction with the R.M. of Paddockwood No. 520. Cost is \$140.00 for the full course and \$95.00 for recertifications.

CARRIED.

#248-2015 ROAD COMMITTEE – 2016

CHRISTENSEN: That the District of Lakeland No. 521 appoint the following personnel to the District Road Committee for 2016:

Public Works Manager Ernie Locke, Administrator Dave E. Dmytruk

CARRIED.

#249-2015 POLICY – COUNCIL CHAMBER USE

BOYENKO: That the Council for the District of Lakeland No. 521 approve the Council Chamber Use/Rental policy for the municipality as attached hereto and forming a part of these minutes. The document is to form a part of the Policy Manual for the municipality.

CARRIED.

#250-2015 OHS EMPLOYER APPOINTMENTS

BAUER-HYDE: That the Council for the District of Lakeland No. 521, pursuant to the Occupational Health and Safety Act and the Saskatchewan Employment Act hereby authorize the following appointments to the OHS Committee (Employer Group):

Administrator Dave E. Dmytruk, Public Works Manager Ernie Locke and Special Constable Jaret Taylor

CARRIED.

#251-2015 DISTRICT BANNER REPLACEMENT – LAKELAND CURLING CLUB

BAUER-HYDE: That the Council for the District of Lakeland No. 521 authorize the replacement of the District banner at the Lakeland Curling Club as per submitted and amended design from Administration. Approximate cost to be \$150.00.
CARRIED.

#252-2016 NORTH CENTRAL MUTUAL AID ASSOCIATION – 2016 MEMBERSHIP

CHRISTENSEN: That the Council of the District of Lakeland No. 521 having not reached an agreement as to the appropriate wording in the contract with the North Central Mutual Aid Association, submit a letter to them advising that the District will not be renewing their membership for 2016.
CARRIED.

**** DUE TO OTHER COMMITMENTS, COUNCILLOR CHERYL BAUER-HYDE LEFT THE MEETING**

#253-2105 CUSTOM WORK RATES – DISTRICT OF LAKELAND NO. 521

PLESSL: That the Council for the District of Lakeland No. 521, having reviewed the recommended Custom Work rates for the various equipment etc. for the municipality, hereby authorize the following rates commencing on January 1, 2016:

Motor Grader & Operator -	\$130.00/hr.
Backhoe & Operator -	\$120.00/hr.
Backhoe, Auger & Operator -	\$130.00/hr.
Chevrolet 3500 Truck, Sander & Operator -	\$ 85.00/hr.
Chevrolet 3500 Snowblade, Sander & Operator -	\$ 90.00/hr.
Salt Sand Mix -	\$ 55.00/yd.
Calcium Dust Control -	\$ 825.00/tonne
Mower & Operator -	\$ 55.00/hr.
Pressure Washer & Operator -	\$ 55.00/hr.
Skid Steer 323D & Operator -	\$ 110.00/hr.
Skid Steer 323D, blade & Operator -	\$ 120.00/hr.
Brush Chipper BC900XL & Operator -	\$ 95.00/hr.
Maintenance Personnel only -	\$ 45.00/hr.
Chevrolet Truck 3500 with gravel box & Operator	\$ 75.00/hr.
Ford F150 Truck & Operator	\$ 60.00/hr.
Mobile Pump (13 hp.), hose and Operator -	\$ 60.00/hr.
Additional Hose 4" per 100' length -	\$ 15.00/day
Mobile Pump (3 hp.) hose and Operator -	\$ 55.00/hr.
Additional Hose 2" per 100' length -	\$ 10.00/day

CARRIED.

#254-2016 ADMINISTRATOR SALARY – 2016

CHRISTENSEN: That the Council for the District of Lakeland No. 521 establish the following parameters in relation to the salary for Administrator Dave E. Dmytruk:

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REEVE

Salary Range for the Administrator position to be adjusted as follows commencing January 1, 2016 - \$98,400/annum to \$118,600/annum.

Salary adjustment for 2016 will reflect a 2.56% increase to \$120,000/annum plus additional Dental, Health and Disability benefits as well as Municipal Superannuation.
CARRIED.

#255-2015 ADJOURN

STAUFFER: That this meeting do now adjourn at 3:17 p.m.
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 18, 2016 COMMENCING AT 9:00 A.M.**