

**TUESDAY, FEBRUARY 19, 2013**

**Minutes of the Meeting of Council of the District of Lakeland No. 521 held in the Municipal Council Chambers, Christopher Lake, Saskatchewan, Tuesday, February 19, 2013.**

**Meeting Called to Order at 9:07 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**

**#20-2013 AGENDA**

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

**#21-2013 MINUTES – JANUARY 21, 2013**

**BAUER-HYDE: That the minutes of the regular Council meeting of the District of Lakeland No. 521 held on Monday, January 21, 2013 be adopted as presented.  
CARRIED.**

**DISTRICT STAFF REPORTS**

**PUBLIC WORKS MANAGER ERNIE LOCKE ATTENDED THE MEETING TO BRING THE COUNCIL UP TO DATE ON VARIOUS MAINTENANCE ISSUES. DISCUSSIONS CENTERED AROUND SNOW REMOVAL OPERATIONS. SNOW DUMP AREAS HAVE BEEN ESTABLISHED IN VARIOUS AREAS FOR USE BY RATEPAYERS. PRESENTED A HARASSMENT POLICY TO BE IMPLEMENTED FOR THE DISTRICT THAT HAS BEEN RECOMMENDED BY THE OHS COMMITTEE.**

**RURAL ADMINISTRATOR DAVE E. DMYTRUK GAVE THE COUNCIL AN UPDATE ON THE OFFICE ADMINISTRATION AND WORK PROJECTS. 2012 AUDIT HAS BEEN COMPLETED, ASSESSMENT NOTICES TO BE SENT OUT MARCH 1, 2013. OPEN HOUSE HAS BEEN SET UP FOR APRIL 18 AND 19, 2013 FOR RATEPAYERS TO MAKE APPOINTMENTS TO REVIEW THEIR ASSESSMENTS WITH SAMA. COUNCIL WAS PROVIDED WITH A PRELIMINARY OPERATING BUDGET FOR 2013 FOR THEIR REVIEW.**

**JARETT TAYLOR PROVIDED A BRIEF WRITTEN REPORT ON EPS OPERATIONS FOR THE PAST MONTH. REVIEW OF EXISTING BYLAWS AND ADMINISTRATIVE WORK WAS COMPLETED.**

**EMO COORDINATOR LESLIE TUCHEK PROVIDED A WRITTEN REPORT AND OUTLINED SOME ACCOMPLISHMENTS OVER THE PAST MONTH. STILL LOOKING FOR DIRECTION FROM THE COUNCIL AS TO INCORPORATING SOCIAL MEDIA INTO THE EMERGENCY RESPONSE PLAN. NEXT MUTUAL AID MEETING ON MARCH 27, 2013. EMO TO BE INTRODUCED INTO THE PLANNING FOR GROWTH INITIATIVE.**

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**REEVE**

**#23-2013 ACCOUNTS PAYABLE**

**CHRISTENSEN:** That the District of Lakeland No. 521 hereby approve and authorize the payment of accounts for January, 2013 as attached hereto and forming a part of these minutes totaling \$1,304,129.50 and including cheques #19441 to #19510 and payroll totaling \$30,207.85.  
**CARRIED.**

**COUNCILLOR REPORTS**

**John Stauffer – Environment Committee** providing informational inserts to be included with the Assessment Notice mail out as well as other future mail outs. Scrap Tire Recycling Program to be discussed at their next meeting.

**John Ondrusek –** Inquired whether the District included the individual units within the Bare land Condominium groups in their Civic address bylaw. Administration is still conducting research into the matter.

**Gren Smith-Windsor -** Clarified his role on the Waskesiu Wilderness Committee and it was agreed that he would replace Walter Plessl on the Committee due to Walter's work commitments. Very good comments on the Snow removal by municipal staff at McPhee Lake.

**Bauer-Hyde –** Presented written report on the Christopher Lake Library – Margie Nesland has resigned from her position as Librarian, a replacement is being sought. Enforcement & Protective Services – Provincial review being conducted on Special Constable reappointments. Appointment of Local Assistants pursuant to the Fire Protection Act is being researched. Updated the Council on the meeting with the Municipal Auditor – Reviewed new audit requirements including the need for the Executive Committee of Council to prepare a report on potential fraud issues within the municipal operations and recommend any suggestions as correcting any perceived problems.

**PLESSL –** Bouquet to municipal public works staff for snow removal.

**CHRISTENSEN –** Has responded to several concerns from ratepayers with respect to the new assessment numbers and the tax impact they will have on the annual tax bill in the municipality.

**#24-2013 COMMITTEE APPOINTMENT – WASKESIU WILDERNESS REGION**

**PLESSL:** That the District of Lakeland No. 521 appoint Gren Smith-Windsor as the District representative to the Waskesiu Wilderness Region Committee for 2012-2013.  
**CARRIED.**

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**REEVE**

**#25-2013 FINANCIAL STATEMENT – JANUARY, 2013**

**BAUER-HYDE:** That the Statement of Cash Receipts and Cash Payments for the month of January, 2013 for the District of Lakeland No. 521 be adopted as presented.  
**CARRIED.**

**AT 10:50 A.M.,** DEB GREENING REPRESENTING JACOBSEN OUTFITTERS ATTENDED THE MEETING TO DISCUSS AND REVIEW HER COMMERCIAL AND RESIDENTIAL TAXES WITH THE DISTRICT COUNCIL.

**AT 11:30 A.M.,** REPRESENTATIVES FROM BIO FOREST TECHNOLOGIES ATTENDED THE MEETING TO REVIEW AND DISCUSS THEIR REPORT ON THE SPRUCE BUD WORM INFESTATION WITHIN THE DISTRICT. SEVERAL HEAVY INFESTATION AREAS WERE IDENTIFIED – McPHAIL COVE, CARWIN PARK AND GUISE BEACH. FURTHER COST INFORMATION WAS REQUESTED FROM BIO FOREST TO BE AVAILABLE FOR REVIEW AT THE UPCOMING BUDGET MEETING.

**#26-2013 RECESS**

**CHRISTENSEN:** That the Council recess to 1:15 P.M. for lunch.  
**CARRIED.**

**COUNCIL MEETING RESUMED AT 1:10 P.M.**

**#27-2013 ROAD MAINTENANCE AGREEMENT – R.M. OF PADDOCKWOOD NO. 520**

**SMITH-WINDSOR:** That the District of Lakeland No. 521 approve the Road Maintenance Agreement with the R.M. of Paddockwood No. 520 as attached hereto and forming a part of these minutes. The Agreement addresses the individual municipal responsibilities with respect to municipal roads adjoining the two jurisdictions.  
**CARRIED.**

**#28-2013 MEMORANDUM OF UNDERSTANDING – R.M. OF PADDOCKWOOD NO. 520**

**STAUFFER:** That the District of Lakeland No. 521 approve the Memorandum of Understanding with the R.M. of Paddockwood No. 520 as attached hereto and forming a part of these minutes. The Memorandum addresses the custom work rates for municipal equipment between the two jurisdictions.  
**CARRIED.**

**#29-2013 AUDIT ENGAGEMENT LETTER – 2012**

**SMITH-WINDSOR:** That the District of Lakeland No. 521 accept and approve the 2012 Auditor Engagement letter outlining the terms of the agreement for a Municipal Audit for the District with C.S. Skrupski Certified General Accountant.  
**CARRIED.**

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**REEVE**

**#30-2013 COUNCIL MEETING DATES - AMENDMENT**

**CHRISTENSEN:** That the District of Lakeland No. 521 hereby authorizes the rescheduling of the Council meeting dates for March and May, 2013 as follows:

Friday, March 22, 2013

Tuesday, May 21, 2013

CARRIED.

**#31-2013 SIGN INSTALLATION REQUEST – SASK HIGHWAYS**

**PLESSL:** That the District of Lakeland No. 521 instruct the Office Administration to submit an application to the Ministry of Highways requesting approval for the installation of several directional and informational signs along Highways #263, Highway #2 and Highway #953 as per submitted list attached hereto and forming a part of these minutes.

CARRIED.

**#32-2013 SARM CONVENTION – 2013**

**ONDRUSEK:** That the District of Lakeland No. 521 authorize the attendance of Cheryl Bauer-Hyde to the annual SARM Convention to be held in Saskatoon on March 11-14, 2013. It is to be noted that Public Works Manager Ernie Locke and Grader Operator Gerry Nordquist will be attending a Grader Operator course and Trade Show on Tuesday, March 12, 2013.

CARRIED.

**#33-2013 COMMITTEE – PROVINCIAL PARK EXPANSION RENAMING**

**CHRISTENSEN:** That the District of Lakeland, pursuant to a request from the Ministry of Parks, Culture & Sport appoint Cheryl Bauer-Hyde to represent the District on a Committee designed to come up with a new name for the proposed Provincial Park expansion within the municipality.

CARRIED.

**#34-2013 ADJOURN**

**CHRISTENSEN:** 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 FRIDAY, MARCH 22, 2013 COMMENCING AT 9:00 A.M.**