

**MONDAY, NOVEMBER 16, 2015**

**Minutes of the Meeting of Council of the District of Lakeland No. 521 held in the Municipal Council Chambers, Christopher Lake, Saskatchewan, Monday, November 16, 2015.**

**Meeting Called to Order at 9:12 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**

**#204-2015 AGENDA**

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

**#205-2015 MINUTES – OCTOBER 19, 2015**

**BAUER-HYDE: That the minutes of the regular Council meeting of the District of Lakeland No. 521 held on Monday, October 19, 2015 be adopted as presented.  
CARRIED.**

**ADMINISTRATION REPORTS**

**ADMINISTRATOR – A written report was presented to the Council. Administration has completed their operational review for 2015 and recommendations were reviewed by the Council. New water line has been installed at the office location complete with heat tracer line. Multi material recycling funding agreement is being completed. Training for CodeRed emergency alert system is scheduled for December 7, 2015.**

**PUBLIC WORKS – A written report was reviewed by the Council. Staffing has been reduced to three personnel to accommodate tree removal. Concern expressed over the proposed placement of the snow fence at the Neis Beach Park location.**

**EPS – A brief written report was presented to the Council. Work and research is being conducted on various municipal bylaws. Some discussion ensued on the need for street lights along South Shore Drive. Administration is to research costs. Discussions centered on the expansion of the EPS department to two full time staff from a 1.75 position as well as a capital asset purchase for 2016. A request was made to provide a summary of patrol locations for the Council on a monthly basis.**

**#206-2015 EPS STAFFING EXPANSION – 2016**

**BAUER-HYDE: That the District of Lakeland No. 521 approve the expansion of the EPS department to two full time Special Constable positions representing an increase in a .25 increase. District is to advertise the position with a potential start date of January 1, 2016 with remuneration to be accordance with 2016 base salary grid.  
CARRIED.**

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**REEVE**

**#207-2015 CAPITAL PURCHASE – EPS VEHICLE**

**BAUER-HYDE:** That the District of Lakeland No. 521 authorize Administration to research and purchase a replacement vehicle for EPS department for 2016 to a maximum of \$30,000 in accordance with the District 5 year Capital plan.  
**CARRIED.**

**#208-2015 ACCOUNTS PAYABLE**

**PLESSL:** That the District of Lakeland No. 521 hereby approve and authorize the payment of accounts for October, 2015 as attached hereto and forming a part of these minutes totaling \$243,930.33 and including cheques #21908 to #21984 and payroll totaling \$60,374.51.  
**CARRIED.**

**#209-2015 MUNICIPAL SHOP CLEANING CONTRACT**

**STAUFFER:** That the District of Lakeland No. 521 approve the hiring of Tim Pastuck for the weekly municipal shop cleaning contract in the amount of \$250.00/month as per District guidelines. Duties to commence December 1, 2015.  
**CARRIED.**

**COUNCILLOR REPORTS**

**STAUFFER – SAKAW ASKIY** to present their Forest Management Plan to the Public in the District Council chambers on November 17, 2015. Administration is to advise that Councillor Stauffer is the appointed District representative and that all future correspondence should be sent to him as well as to the office. Councillor Boyenko requested to be removed from their mailing list as he no longer represents the Anglin Lake Cottage Owner’s Association.

**ONDRUSEK** - Reported verbally on the recent meeting of the Waskesiu Wilderness Region – indicated that the Region requires some reorganization to maximize their mandate and effectiveness.

**BOYENKO** – Very quiet within the Division. Would like Administration to continue to pursue the procurement of several District of Lakeland signs – “Welcome to Lakeland” as previously approved by the Council.

**PLESSL** – Provided a verbal report and update on his attendance at the SARM Mid Term Convention. SARM presented STARS with a cheque in the amount of 1.3 million dollars representing donations from rural municipalities. Approximately 723 wild fires this year cost the Province in excess of 100 million dollars. Division very quiet this time of year.

**BAUER-HYDE** – Circulated a written report from Committee member Wayne Hyde updating the Council on his recent attendance at the North Sask River Basin Watershed annual meeting held in North Battleford. The Watershed is introducing a new initiative in 2016 – “Love your Lakes” designed to promote a healthy lake through education and the assessment of shorelines. Work is also continuing on the GPS location of all the culverts within the District. ECLA is working on the development of a Website and Facebook page for the organization which will assist in the communication initiatives among the ratepayers of the municipality.

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**REEVE**

CHRISTENSEN – Presented a written report on all meetings attended over the past month and encouraged the Council to consider doing the same to keep the Council advised on various Committee activities the Council members may be involved in. A verbal report and update was given on the 2<sup>nd</sup> bridge initiative in Prince Albert. A consultant has been engaged to assess and determine the appropriate location for the bridge and develop a funding formula to assist in the study that would be shared among several municipal jurisdictions and the Province.

**#210-2015 FINANCIAL STATEMENT – OCTOBER, 2015**

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

**#211-2015 RECESS**

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

Meeting called to order at 12:56 P.M.

**#212-2015 RECYCLING AGREEMENT – MULTI-MATERIAL STEWARDSHIP WESTERN (MMSW)**

STAUFFER: That the District of Lakeland No. 521 authorize NCSWMC (North Central Waste Management Corporation to sign the funding agreement from MMSW (Multi-Material Stewardship Western Inc.) on behalf of the District of Lakeland No. 521.  
CARRIED.

**#213-2015 STRATEGIC PLAN REVIEW/ALL-NET WEBINAR MEETING**

BAUER-HYDE: That the District of Lakeland No. 521 instruct the Administration to coordinate a meeting on November 27, 2015 commencing at 1:00 P.M. in the District Council chambers. The purpose of the meeting is to review the District Strategic Plan, conduct an operational review for 2016 and participate in a webinar from All-Net Systems on paperless Council meetings.  
CARRIED.

**214-2015 SARM PROPERTY INSURANCE COVERAGE – 2016**

BOYENKO: That the District of Lakeland No. 521 hereby approve the following amendments to the SARM District insurance policy for 2016 as per recommendations from Administration:

- Miscellaneous Tool Coverage – increase to \$20,000
  - Caterpillar 140H Grader – increase to \$350,000 unless being replaced in 2016 as per Capital plan.
  - Snow-ex Mini Spreader – delete
  - Grader Rental – delete
  - Contents – new municipal shop – increase by \$20,000
- CARRIED.

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REEVE

**#215-2015 COUNCIL MEETING DATES – 2016**

**BAUER-HYDE:** That the District of Lakeland No. 521 establish the following dates for their regular Council meetings for 2016:

3<sup>rd</sup> Monday of every month with the following exceptions – Monday, February 22, 2016 and Friday, May 20, 2016.

CARRIED.

**#216-2015 MUNICIPAL EMPLOYEE BASE SALARY SCHEDULE - 2016**

**BAUER-HYDE:** That the Council for the District of Lakeland No. 521 approves the following base salary schedule for the various employee grids within the municipality commencing in 2016:

- Salary Grid 1 – Summer Student/Casual - \$15.00/hr. to \$20.00/hr.
- Salary Grid 2 – Seasonal Maintenance - \$20.00/hr. to \$25.00/hr.
- Salary Grid 3 – Maintenance Operator - \$24.00/hr. to \$29.00/hr.
- Salary Grid 4 – Assistant Administrator - \$25.00/hr. to \$31.00/hr.
- Salary Grid 5 – Public Works Manager - \$26.44/hr. to \$38.46/hr.
- Salary Grid 6 – Finance Officer - \$21.00/hr. to \$26.00/hr.
- Salary Grid 7 – Development Officer - \$22.00/hr. to \$27.00/hr.
- Salary Grid 8 – Assistant Development Officer - \$17.00/hr. to \$22.00/hr.
- Salary Grid 9 – Receptionist - \$18.00/hr. to \$23.00/hr.
- Salary Grid 10 – Special Constable – Supervisor - \$33.00/hr. to \$38.00/hr.
- Salary Grid 11 – Special Constable - \$27.00/hr. to \$32.00/hr.
- Salary Grid 12 – Seasonal Maintenance Supervisor - \$21.00/hr. to \$26.00/hr.

**\*\*All salary adjustments to the base salary grids in any given year shall be subject to a maximum increase of 5% plus the annual Saskatchewan Consumer Price index for the previous year (September to September).**

CARRIED.

**#217-2016 MUNICIPAL EMPLOYEE SALARIES - 2016**

**ONDRUSEK:** That the Council for the District of Lakeland No. 521 establish the following salaries for 2016:

- Kelly Freemont - \$22.00/hr.
- Tim Pastuck - \$22.00/hr.
- Craig Erhardt - \$29.98/hr.
- Sidney Richard - \$25.00/hr.
- Tracey McShannock - \$29.80/hr. (\$58,095/yr.)
- Ernie Locke - \$38.37/hr. (\$79,800/yr.)
- Mandy Fowler - \$25.54/hr. (\$49,803/yr.)
- Elizabeth Martin - \$23.41/hr. (45,650/yr.)
- Charlene Goodwin - \$22.00/hr. (\$42,900/yr.)
- Jarett Taylor - \$38.54/hr. (\$80,147/yr.)
- Dave Goodwin - \$23.00/hr.

CARRIED.

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REEVE

**#218-2015 ADJOURN**

PLESSL:           That this meeting do now adjourn at 3:00 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, DECEMBER 21, 2015 COMMENCING AT 9:00 A.M.**