



**District of Lakeland No. 521**  
**Meeting Minutes**  
**October 17, 2016 - Regular Council Meeting - 9:00 A.M.**

Minutes of the Meeting of Council of the District of Lakeland No. 521 held in the Municipal Council Chambers, Christopher Lake, Saskatchewan, on Monday, October 17, 2016.

Present - Reeve - Cheryl Bauer Hyde  
Division 1 - Karen Bosker  
Division 2 - Walter Plessl  
Division 3 - Doug Oftedal  
Division 4 - John Stauffer  
Division 5 - Tom Burwell - Attended by phone  
Administrator - Dave E. Dmytruk

**1. Call To Order**

Meeting Called to Order at 9:04 A.M .

# 2016-211

**2. Adoption of Agenda**

Councillor Plessl

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

CARRIED

# 2016-212

**3. Adoption of Minutes**

Councillor Stauffer

That the minutes of the regular Council meeting of the District of Lakeland No. 521 held on September 19, 2016 be adopted as presented.

CARRIED

**4. Administration Reports**

**4.1 Public Works**

Many trees down again - Neis Trail the worst. Heavy snow and rain the main culprit. McPhee Lake landfill free day was a success. Install ATV signs on Public Reserve at Bell's Beach. Concerns were raised regarding refuse containers left on the road allowance that are in the way of snow removal.

**4.2 Lakeland District Protective Services**

In addition to concerns raised by public works regarding garbage bins left on municipal reserve, it was suggested that LDPS and Public Works could put forward a program whereby the offending bins would be tagged and documentation procured to enable LDPS to follow up with the offenders.

- # 2016-213                    4.2.1 Inter Municipal Licensing Bylaw
- Councillor Stauffer
- That Bylaw No.13-2016 being a bylaw to license businesses in the municipality so as to
- (a) to regulate businesses;
  - (b) to ensure compliance with land-use and building regulations;
  - (c) to alleviate requirements for multiple business licences for businesses to operate within the inter-municipal business area; and
  - (d) to facilitate planning decisions within the inter-municipal business licence area
- be introduced and read first time.
- # 2016-214                    4.2.2 Bylaw No.13-2016 - 2nd Reading
- Councillor Oftedal
- That Bylaw No.13-2016 being a bylaw to license businesses in the municipality be read a second time.
- CARRIED
- # 2016-215                    4.2.3 Bylaw No.13-2016 - Proceed 3rd Reading
- Councillor Bosker
- That the Council agree to proceed with the third reading of Bylaw No. 13-2016.
- CARRIED
- # 2016-216                    4.2.4 Bylaw No. 13-2016 - 3rd Reading & Adoption
- Councillor Plessl
- That Bylaw No.13-2016 being a bylaw to license businesses in the municipality so as to
- (a) to regulate businesses;
  - (b) to ensure compliance with land-use and building regulations;
  - (c) to alleviate requirements for multiple business licences for businesses to operate within the inter-municipal business area; and
  - (d) to facilitate planning decisions within the inter-municipal business licence area
- be now read the third time and be adopted, sealed and signed by the Reeve and Rural Administrator.
- CARRIED
- # 2016-217                    4.2.5 Inter Municipal Business Licensing Agreement
- Reeve Bauer-Hyde
- That the District of Lakeland No. 521 approve the signing of the Inter-Municipal Licensing Agreement with the Village of Christopher Lake, R.M. of Paddockwood and the Village of Paddockwood as recommended by Administration.
- 4.3 Administrator
- Some discussion regarding the ATV public meeting that was held in Candle Lake on Friday, October 14, 2016. Written summary of meeting to be presented at the November Council Meeting.

# 2016-218

**5. List of Accounts for Approval**

Councillor Plessl

That the District of Lakeland No. 521 hereby approve and authorize the payment of accounts for September, 2016 as attached hereto and forming a part of these minutes totaling \$335,894.04 and including cheques #22720 to #22797 and payroll totaling \$61,012.46.

CARRIED

**6. Business Arising from Minutes**

# 2016-219

6.1 Paulson - Discretionary Use

Councillor Plessl

That the District of Lakeland No. 521 hereby approve the request for a discretionary use campground application on Lots 1 & 2, Block 1, Plan 70PA15316 pursuant to the following conditions:

- a) Individual lots would have to be consolidated.
- b) subject to compliance with District Zoning regulations
- c) subject to recommendations from the Lakeland District Planning Commission.

CARRIED

Division 5 Councilor Tom Burwell left the meeting at 11:05 A.M.

6.2 PARCS Convention - Agenda

# 2016-220

6.3 Property Mtnce. Appeal Board - Committee Member

Councillor Plessl

That the District of Lakeland No. 521 authorize administration to approach Linda Lappa to serve on the Municipal Property Maintenance Appeal Board for the municipality. Councillor John Stauffer is appointed as the alternate Council member to serve on the Board.

CARRIED

# 2016-221

6.4 Generator Tender - Municipal Office

Councillor Stauffer

That the Council for the District of Lakeland No. 521 hereby approve the tender received from ASIIL Enterprises for the provision of an emergency generator for the municipal office in the amount of \$16,225.00 plus GST. Additional costs for warranty \$500.00 and Monitoring Software \$330 are also included.

CARRIED

**7. Councillor Division Reports**

7.1 Reeve Bauer Hyde

A written report was submitted with the following meetings attended:

- Administrator Hiring Process
- Utilities Committee
- Administrator Interviews
- Reference Checks
- New Administrator Meeting
- Candle Lake ATV & Speeding Public Meeting

# 2016-222

7.1.1 May Council Meeting Date

Reeve Bauer-Hyde

That the Council for the District of Lakeland No. 521 hereby approve the request to change the May Council Meeting date to May 23, 2017.

CARRIED

7.2 Councillor Bosker

Raised concerns regarding rock barriers and signage at the entrance to Public Reserve R3 located between Lots 11 and 12, Block 1, Bell's Beach.

7.3 Councillor Plessl

No report.

7.4 Councillor Oftedal

No report. Attended Waskesiu Wilderness Region meeting.

7.5 Councillor Stauffer

No report. Division 1 Councilor Karen Bosker has accepted the appointment of Chair of the Environmental Advisory Committee.

7.6 Councillor Burwell

No report.

# 2016-223

**8. Financial Statement**

Reeve Bauer-Hyde

That the Statement of Cash Receipts and Cash Payments for the month of September, 2016 for the District of Lakeland No. 521 be adopted as presented.

CARRIED

**9. New Business**

# 2016-224

9.1 Policy Revision - Litter/Waste Removal

Councillor Bosker

That the Council for the District of Lakeland No. 521 hereby approve the revision to Policy No 500-2 regarding Litter/Waste Removal that will coincide with the current practice of the District when it comes to clean up of scattered garbage as attached hereto and forming a part of these minutes.

CARRIED

9.2 City of Prince Albert - Library Boundary Change

# 2016-225

9.3 Concern - Dark Sky Lighting

Councillor Oftedal

That the Council for the District of Lakeland No. 521 hereby authorize Administration to include the Dark Sky lighting requirement within the requirements of all building permits issued by the District. Further education on this initiative is to be referred to the Environmental Advisory Committee for public distribution.

CARRIED

- # 2016-226                    9.3.1 Emma Lake Landfill - Transfer Station
- Councillor Plessl
- That the Council for the District of Lakeland No. 521 hereby approve the tender received from Paulson Concrete for the provision of cement blocks for the construction of a transfer station at Emma Lake landfill at a price of \$215.25 plus GST. Additional tender for the provision of four (4) 30 cubic yard refuse bins is accepted from Greenland Waste at \$6,500 plus GST. Public Works Manager Ernie Locke is to report on the cost of a new landfill building and power supply at a future date.
- CARRIED
- # 2016-227                    9.3.2 Recess For Lunch
- Reeve Bauer-Hyde
- That the Council recess for lunch to 1:00 PM.  
Council meeting resumed at 1:00 PM.
- CARRIED
- Division 5 Councilor Tom Burwell joined the meeting by phone at 1:05 PM.
- # 2016-228                    9.4 Carwin Park Construction Tender
- Councillor Oftedal
- That the Council for the District of Lakeland No. 521 hereby approve the tender received from Kaskew Forestry Products Ltd. for the retaining wall construction and road construction on Carwin Park Drive in the amount of \$95,580.00 plus tax.
- CARRIED
- # 2016-229                    9.5 EMO Training - Financial Request
- Councillor Plessl
- That the Council for the District of Lakeland No. 521 hereby approve, pursuant to council policy, an amount of \$2,000 to facilitate the completion of the Emergency Management Certificate by Leslie TucheK.
- CARRIED
- # 2016-230                    9.6 Forest Tent Caterpillar Spraying - 2017
- 9.7 Public Reserve Appraisal - Guise Beach (Pegg)
- Councillor Bosker
- That the Council for the District of Lakeland No. 521 hereby approve the sale of a public reserve R11 at Guise Beach for \$17,500 pursuant to the appraisal obtained from Ring Appraisals of Prince Albert.
- CARRIED
- # 2016-231                    9.8 SARM Midterm Convention
- Councillor Stauffer
- That the Council for the District of Lakeland No. 521 hereby approve the attendance of the following Council members to the SARM Mid-term Convention to be held in Saskatoon on November 9 &10, 2016; Walter Plessl; Doug Oftedal; Cheryl Bauer-Hyde; Tom Burwell and authorize Administration to book three hotel rooms for November 9, 2016.
- CARRIED

# 2012-232 9.9 Financial Service Agreement - Affinity Credit Union  
Councillor Plessl  
That the District of Lakeland No. 521 agree to renew the financial services contract with Affinity Credit Union for the term of one year.

CARRIED

**10. In Camera**

10.1 Administrator/CAO Search/Hiring

# 2016-233 10.1.1 In Camera- Administrator/CAO Search/Hiring

Councillor Bosker

That the Council of the District of Lakeland No. 521 agree to enter into an in camera session pursuant to section 16(1)(d) in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 1:15 PM.

Parties in attendance were Reeve Cheryl Bauer-Hyde, Division 1 Councillor Karen Bosker, Division 2 Councillor Walter Plessl, Division 3 Councillor Doug Oftedal, Division 4 Councillor John Stauffer, and Division 5 Councillor Tom Burwell by phone.

CARRIED

# 2016-234 10.1.2 Out of Camera- Administrator/CAO Search/Hiring

Councillor Stauffer

That the Council for the District of Lakeland No. 521 agrees to go out of camera and resume the regular Council meeting at 1:22 PM.

CARRIED

# 2016-235 10.1.3 Administrator/CAO Hiring

Reeve Bauer-Hyde

That the District of Lakeland No. 521 approve the hiring of Tammy Knuttila as Administrator for the District of Lakeland No. 521 on the following terms:

- Annual salary of \$110,000
- Six weeks annual vacation
- Benefit package as per the District of Lakeland No. 521 Human Resources Policy
- Start date of November 1, 2016
- Six months probation (November 1, 2016 - April 30, 2016)

CARRIED

Division 5 Councilor Tom Burwell left the meeting at 1:30 PM

10.2 Elk Ridge Mediation

# 2016-236 10.2.1 In Camera- Elk Ridge Mediation

Councillor Plessl

That the Council of the District of Lakeland No. 521 agree to enter into an in camera session pursuant to section 16(1)(c) in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 1:30 PM.

Parties in attendance were Reeve Cheryl Bauer-Hyde, Division 1 Councillor Karen Bosker, Division 2 Councillor Walter Plessl, Division 3 Councillor Doug Oftedal, and Division 4 Councillor John Stauffer.

CARRIED

# 2016-237 10.2.2 Out of Camera- Elk Ridge Mediation

Councillor Bosker

That the Council for the District of Lakeland No. 521 agrees to go out of camera and resume the regular Council meeting at 1:50 PM.

# 2016-238 10.2.3 Hamlet of Elk Ridge - Arbitration meeting

Councillor Stauffer

That the Council for the District of Lakeland No. 521 hereby approve the Administrator and the Reeve to consult with a solicitor for advice on the upcoming presentation to be made at the arbitration meeting on November 24, 2016 between the Organized Hamlet of Elk Ridge and the District of Lakeland No. 521. Expenditures to be within the approved budget limitations for 2016.

CARRIED

Division 5 Councilor Tom Burwell re-entered the meeting by phone at 1:58 PM

- 11. **Correspondence**
- 12. **Action/Motion Item Reports**
- 13. **Building/Development Reports**
- 14. **Ratepayer Concerns Received**
- 15. **Other Business**
- 16. **Appointments**
- 17. **Adjournment**

# 2016-239

Councillor Plessl

That this meeting do now adjourn at 2:15 PM

CARRIED

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Reeve