Present: Reeve - Don Holowachuk

 Councilors – Division 1 - Dallas Chornomitz

 Division 2 – Allen Kreshewski

 Division 3 - Collin Redman

 Division 4 – Keith Galbraith

 Division 6 - Brent Elmy

 Administrator – Michael Rattray

 The meeting was called to order at 9:00 a.m. by Reeve Don Holowachuk.

**ADD AGENDA ITEMS**

278/20 Elmy - That the following items be added to the Agenda:

* #8 – Approval of Public Works – Explanation of Bagnall invoice

**AGENDA**

279/20 Holowachuk - That the Agenda be adopted as presented, subject to late changes.

**MINUTES**

280/20 Elmy - That the minutes of the November 17th, 2020 First Meeting be approved as circulated. **CARRIED.**

**ASHWORTH STOCKPILE**

281/20 Kreshewski - That the R.M. agree to pay $600.00 (Six Hundred) to Mr. Jim Ashworth for the use of the portion of land in which the R.M. of Hazel No. 335 has a gravel stockpile on and until all of the gravel is cleaned up. **CARRIED.**

**DEPT. OF HIGHWAYS SIGNAGE**

The Administrator updated Council on an email he received from the Department of Highways and the completed assessment of the intersection of Highway #49 and Range Road 2092.

**WEED INSPECTOR**

The Administrator updated Council on an email he received from Mr. Scott Park and his interpretation of noxious weed control by organic farmers.

**TRAILER QUOTES**

Council reviewed two trailer quotes from Preeceville Salvage. Council made no decision at this time to purchase a trailer.

**DELEGATION 9:30 – 9:58 A.M.**

The R.M.’s Grader Operator Mr. Larry Ebel discussed the following with Council:

* - Security at the RM Shop;
* - Try to smooth out roads;
* - Start snow ridging in fields.

**FINANCIAL STATEMENT**

282/20 Elmy - That the Statement of Financial Activities for the month of November, 2020, be approved as read. **CARRIED.**

**HIRE ADMINISTRATOR**

283/20 Galbraith - That Michael Rattray be hired as Administrator of the municipality at an annual salary of $113,080.00 which will be shared equally by the R.M. of Sasman No. 336 for the year 2021 effective January 1, 2021 and whereas this wage will be reviewed by both Municipalities in May of 2021. Included with this salary the R.M. will pay the SARM Level 5 Health and Dental Plan and further, that both the 2021 RMAA Membership fees ($400.00) and the SARM Long Term Disability premium be paid by the R.M. and also that the R.M. pay the premium for a $100,000.00 Life Insurance Policy from SARM. **CARRIED.**

**PART-TIME ADMINISTRATIVE OFFICE ASSISTANT’S WAGE**

284/20 Redman - That Christina Sorgen be hired as part-time Administrative Assistant for 2021 at a wage of $19.00 per hour effective January 1, 2021, including the SARM Level 3 Health and Dental Family coverage and further, that the SARM Long Term Disability premium be paid by the R.M.. **CARRIED.**

**OUTSIDE EMPLOYEE WAGES**

285/20 Galbraith - That the following wages be paid effective January 1, 2021:

* Larry Ebel - $28.00 per hour;
* Aaron Serhan - $30.00 per hour;

and furthermore the outside employees’ will be allowed ½ day sick day per month based on an 8 hour day as long as 15 days were worked that month with unused sick days. **CARRIED.**

**REGULAR MEETINGS OF COUNCIL**

286/20 Kreshewski - That the Regular Meetings of the Council of the R.M. of Hazel Dell No. 335

 for the year 2021 be held as follows:

 All meetings are to be held in the R.M. Office in Okla, SK. on the second Wednesday of each month with the following times:

* January, February, March, April, November and December – 9:00 a.m.;
* May, June, July, August, September and October – 8:00 a.m.

 **CARRIED.**

**SARM’S FIDELITY BOND**

287/20 Holowachuk - That the Administrator’s and Employees’ Fidelity Bond be accepted as presented. **CARRIED.**

**COUNCIL INDEMNITIES/MILEAGE/MEALS**

288/20 Galbraith - That for the year 2021 remuneration to members of Council be set as follows:

* Council Meetings-$250.00 per meeting; Committee Meetings-$250.00 per day; Supervision of Works-$250.00 per day, with a limit of eighteen days per year, plus applicable mileage. Furthermore that councilor be in attendance at least 4 hours to be paid for full meeting day or full supervision day;
* That the mileage rate for anyone on municipal business be set at $0.55 per kilometer traveled;
* “That meals be paid on an allowance of: Breakfast -$15.00, Lunch-$20.00, Supper-$25.00 and that the motel rooms be paid as per receipts submitted for any employee or council member on municipal business. **CARRIED.**

**COUNCIL WCB COVERAGE**

289/20 Chornomitz - That the Council members be covered under WCB for 2021 at the minimum positional coverage of $35,922.00. **CARRIED.**

**SARM EXTENDED HEALTH BENEFITS**

290/20 Elmy - That in 2021 the R.M. continue to enroll in the SARM Extended Benefits Plan Health Care Level 3 with the R.M. paying for 100% of the premiums for all employees except for the Administrator who is covered by the Level 5 coverage. **CARRIED.**

**SARM LONG TERM DISABILITY**

291/20 Galbraith - That the R.M. pay the premium for all employees under the SARM Long-Term Disability program for 2021 at the annual rates as follows:

 Michael Rattray - $113,080.00; Christina Sorgen - $24,000.00; Larry Ebel - $70,000.00; Aaron Serhan - $55,000.00; Dean Johnson - $25,000.00; Shane Hammerstrom - $25,000.00. **CARRIED.**

**DISABILITY COVERAGE**

292/20 Redman - That the R.M. pay the premium for all employees under the SARM Short Disability program for 2021 at the annual rates as follows:

 Michael Rattray - $113,080.00; Christina Sorgen - $24,000.00; Larry Ebel - $70,000.00; Aaron Serhan - $55,000.00; Dean Johnson-$25,000.00; Shane Hammerstrom - $25,000.00;

 and also include SARM coverage for all the Volunteer Fire Fighters from the Lintlaw and District Fire Fighting Association;

 and furthermore that the R.M. instruct the Administrator to email the Saskatchewan Workers’ Compensation Board an updated list of Volunteer Fire Fighters from the Lintlaw and District Fire Fighting Association which will be held on file (as per attached list). **CARRIED.**

**SARM DELEGATES**

293/20 Kreshewski - That Don Holowachuk and Dallas Chornomitz be appointed as the R.M.’s official delegates to the March 2021 S.A.R.M. Convention.

 **CARRIED.**

**SMHI DELEGATE**

294/20 Galbratith - That Collin Redman be appointed as the R.M.’s official delegate to the 2021 Municipal Hail Insurance Annual Meeting. **CARRIED.**

**CUSTOM WORK RATES**

295/20 Holowachuk - That the year 2021 custom work rates be set as follows for ratepayers:

 Grader Work-$150.00 per hour, snowplowing up to 15 min $20.00

 (minimum charge), $75 per ½ hr;

Steamer and Operators (thawing culverts only) - $100.00 per hour, Mower and Tractor unit- $150.00 per hour;

Backhoe - $120.00 per hour from the time it leaves from the shop;

Grader towing/pulling out any Vehicle out of the ditch ect. – Minimum charge of $150.00;

Truck and trailer - $100.00 (flat rate);

 That the year 2020 custom work rate for non-ratepayers be:

Grader Work - $200.00 per hour with time paid to and from shop. Furthermore that custom work for Olysky will only be permitted if absolute emergency at the following rate:

 Grader Work - $250.00 per hour with time paid to and from shop.

Furthermore, if called for custom snowplowing in order to move grain or bales that only time spent on the private property will be charged, not time spent on road allowance. **CARRIED.**

**AUDITOR**

296/20 Elmy - That the R.M. appoint Janke Jellicoe LLP, Tisdale, SK., as auditors for the

 Municipality for 2021. **CARRIED.**

**HAMLET TAX ALLOTMENT**

297/20 Galbraith - That the 2021 Hamlet Tax Allotment be set at 70% for each the Hamlets of

 Okla and Hazel Dell. **CARRIED.**

**SASKATCHEWAN LOTTERIES GRANT ALLOCATION**

298/20 Kreshewski - That the population of the municipality be allotted as follows for the Year

 2021 Saskatchewan Lotteries Trust Fund Grant Allocation - 360 to the R.M.

 of Hazel Dell Recreation Board and 155 to the Village of Lintlaw Recreation

 Board. **CARRIED.**

**LUNCH BREAK**

299/20 Holowachuk - That this meeting break for lunch at 12:09 p.m. **CARRIED.**

300/20 Holowachuk - That this meeting resume its deliberations at 12:35 p.m. **CARRIED.**

**2021 APPOINTMENTS**

301/20 Holowachuk “That the following appointments be made for the year 2021:

**Finance Committee –** Council as a whole

**Road Committee** - Reeve, Division Councilor and one other Councilor plus the Foreman if necessary;

**Fire Rangers** – area north of most southerly four miles of municipality to the North, East and West boundaries – Greg Smith, Fire Chief of the Lintlaw Fire Department (or active fire chief); area within the most southerly four miles of the municipality Mark Eskra, Fire Chief of the Invermay Fire Department (or active fire chief);

**EMO** – Don Holowachuk, Alternate Mayor of Lintlaw;

**District No.42 Agriculture Development and Diversification**

 **Board Representative** – Darrel Cunningham;

**Stray Animals Act** – Administrator Michael Rattray, Alternate – Keith Galbraith (Poundkeeper Location – PFRA Pasture);

**Pest Control Officer** – Bert Hunt;

**Kelvington Veterinary Board Member** –

Brent Elmy, Alternate - Allen Kreshewski;

**Norquay Veterinary Board Member** –

Dallas Chornomitz, Alternate – Allen Kreshewski;

**Lintlaw Fire Association** – Don Holowachuk, Brent Elmy and Keith Galbraith, Alternate – Any other Council member available;

 **Kelsey Trail Health Region – Kelvington Trust Committee**

 **Representative** – Brenda Johannesson;

**R.M. of Hazel Dell No. 335 Recreation Board Member** –

Donna Cunningham;

**Parkland Regional Library Board Member** – No Rep appointed;

**Parkland Regional Library Kelvington Board** – No Rep appointed;

**Shamrock District Board of Revision** –

Collin Redman; Alternate – Keith Galbraith;

**Preeceville Dr.’s Incentives Board Member** –

Allen Kreshewski, Alternate – Don Holowachuk;

**Parkland Regional Waste Management Authority Representative** –

 Don Holowachuk; Alternate – Allen Kreshewski;

**Formal Steering Committee for the Kelvington Long Term Care Construction** –Brenda Johannesson;

**Water Caretakers** – Hamlet of Okla - Ken Radawetz

 and Hamlet of Hazel Dell – Vern Poworoznyk and Donna Radawetz;

**Assiniboine Watershed Stewardship** **Association** –

Collin Redman; Alternate – Dallas Chornomitz;

**APAS** – Brett Spray;

**OHS Representative** – Aaron Serhan, Alternate – Michael Rattray;

**Weed Inspector** – Scott Park;

**Plant Health Officer (Club Root Management)** - Lynne Roszell.

 **CARRIED.**

**MINUTE SUBSCRIPTION**

302/20 Galbraith - That the 2021 Minute Subscription price be set at $150.00 and that a fee

 of $25.00 be charged for one month’s minutes. **CARRIED.**

**ENGAGEMENT LETTER**

303/20 Elmy - That the R.M. approve and authorize the Reeve and Administrator to sign the Auditor’s Engagement letter from Janke Jellicoe Chartered Professional Accountants. **CARRIED.**

**AUDIT LETTER**

304/20 Holowachuk - That the R.M. approve the questionnaire that was completed by Council which was sent out from Janke Jellicoe Chartered Professional Accountants. **CARRIED.**

**RELIEF GRADER OPERATORS**

305/20 Kreshewski - That the position of relief grader operator be Aaron Serhan. **CARRIED.**

**GRADER OPERATOR’S GUARANTEED HOURS**

306/20 Chornomitz - That grader operator Larry Ebel be paid a minimum of 160 guaranteed hours each for the months of December 2020 and the months of January, February and March 2021. **CARRIED.**

**SASKTIP INVOICE**

307/20 Redman - That the R.M. approve to pay $100.00 for the SaskTip Inc. 2021 membership. **THIS MOTION WAS DEFEATED.**

**PRIVATE MEETING**

308/20 Elmy - That the R.M. does not approve a request from Mr. Brent Burseth to have a private meeting with both the Reeve and the Administrator to discuss certain matters. **CARRIED.**

**ADVERTISE TO HIRE SEASONAL OPERATOR**

309/20 Kreshewski - That the R.M. advertise to hire two full time seasonal maintenance operators, with the deadline for resumes to be accepted by noon on February 9, 2021. **CARRIED.**

**HOLIDAY REQUEST**

310/20 Galbraith - That the R.M. approve the following holiday request:

* Larry Ebel – December 21st to December 28th, 2021 (inclusive). **CARRIED.**

**SARM PROPERTY SELF-INSURANCE**

311/20 Holowachuk - That the R.M. approve the 2021 SARM Property Self-Insurance Program list as presented. **CARRIED.**

**MUNICIPAL REVENUE SHARING GRANT**

312/20 Galbraith - That the R.M. confirms this municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

* Submission of the Audited Annual Financial Statement to the Ministry of Government Relations;
* Submission of the Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
* In Good Standing with respect to the reporting and remittance of Education Property Taxes;
* Adoption of a Council Procedures Bylaw;
* Adoption of an Employee Code of Conduct; and
* All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

-That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

-That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED.**

**ROAD MAINTENANCE AGREEMENT**

313/20 Galbraith - That the R.M. approve a Road Maintenance Agreement with Venture Construction with the amount of gravel to be hauled will be approximately 23,000 cubic yards and the following roads will be used:

South of Section’s 13, 14, 15, 16, 17 & 18 of Township 37, Range 7, West of the 2nd Meridian and South of Section’s 13, 14, 15, 16, 17 & 18 of Township 37, Range 8, West of the 2nd Meridian and East of Section’s 1 & 12 of Township 37, Range 9, West of the 2nd Meridian and South of Section’s 1, 2, 3, 4, 5 and 6 of Township 37, Range 9, West of the 2nd Meridian and West of Sections 6 and 7 of Township 37, Range 9, West of the 2nd Meridian.

 **CARRIED.**

**DISTRICT #42 RAT CONTROL BOARD**

314/20 Galbraith - That the R.M. pay $4,875.60 to the District #42 Rat Control Board for the 2020 Farms Calls as well as the 2020 levy less an overpayment in 2019. **CARRIED.**

**FIRE DISPATCH**

Council reviewed an agreement from the Saskatchewan Public Safety Agency Fire Dispatch Services. This item was tabled until next meeting.

**JD LINK SUBSCRIPTION**

315/20 Galbraith - That the R.M. authorize the Administrator to purchase a one year subscription of the JD Link program from Brandt Tractor for the 2016 John Deere grader. **CARRIED.**

**R.M. OF KELVINGTON NO. 366**

316/20 Elmy - That the R.M. approve the payment of $255.80 (taxes included) to the R.M. of Kelvington No. 366 for custom work completed in 2020 on the west side of the SW 18-38-9-W2. **CARRIED.**

**PAYOUT AGREEMENT**

317/20 Elmy - That the R.M. does not approve a payout request from Mr. Paul Trach regarding an agreement for sale of land for right-of-way which took place back in 2005. **CARRIED.**

**NUT LAKE WATERSHED**

318/20 Elmy - That the R.M. pay $280.00 to the Nut Lake Watershed Association #3 for the 2020 levy. **CARRIED.**

**ADMININSTRATOR MENTORING**

 Council reviewed an email from Mrs. Tricia Kristjanson regarding a request to apply for an internship to become a qualified Municipal Administrator with the mentoring help from the current Administrator from the R.M. of Hazel Dell No. 335. Council denied this request as they feel there is currently sufficient Administrative staffing at this office.

**BEAVER TRAPPERS**

319/20 Holowachuk - That the following people be designated as the R.M.’s beaver trappers for the 2021 year:

* Division One – Randy Lynn;
* Division Two – Gary Hanson;
* Division Three – Kyle Last;
* Division Four – Vacant;
* Division Six - Devon Mass. **CARRIED.**

**CANCEL INVOICE**

320/20 Galbraith - That the R.M. cancel Invoice 20-14 which was billed to Mr. Lorne Burkastsky mistakenly for custom snow plowing. **CARRIED.**

**DOG COMPLAINT**

 The Administrator updated Council on a letter that was sent to Mr. Daniel Glover regarding a stray dog that was running at large in the Hamlet of Hazel Dell.

**SEEDER IN RIGHT-OF-WAY**

 The Administrator updated Council on a letter that was sent to Mr. Todd Leech requesting him to remove his seeder from the municipal right-of-way located on the south side of the SE 6-35-8-W2.

**BAGNALL INVOICE**

 Councilor Brent Elmy updated Council on the work which was done by K&M Ditch Works in Division Six and an invoice which was paid by Charles Bagnall.

**ACCOUNT PAYMENTS**

321/20 Redman - That the current accounts, Cheque #’s 12972 to #13008 and nine “Other Payments”, attached to and forming part of these minutes, be hereby approved for payment for a total of $50,167.66. **CARRIED.**

**ADMINISTRATOR’S REPORT**

322/20 Galbraith - That the Administrator’s Report for November/December 2020 be accepted as presented to Council. **CARRIED.**

**CORRESPONDENCE**

323/20 Holowachuk - That the R.M. acknowledge the correspondence has been reviewed and filed. **CARRIED.**

**NEXT MEETING**

 The next Regular Meeting is scheduled for January 13, 2021 starting at 9:00 a.m. at the Okla Community Hall.

**ADJOURN**

324/20 Elmy - That this meeting be adjourned with the time being 4:28 p.m.

 **CARRIED.**

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REEVE ADMINISTRATOR