Present: Reeve - Randall Harriman

Councilors – Division 1 - Don Holowachuk

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 8:01 a.m. by Reeve Randall Harriman.

**AGENDA**

115/20 Galbratih - That the Agenda be adopted as presented, subject to late changes.

**MINUTES**

116/20 Holowachuk - That the minutes of both the April 23th, 2020 Budget Meeting and the

May 5th, 2020 Regular Meeting be approved as circulated. **CARRIED.**

**DELEGATION 8:05 – 9:00 A.M.**

The R.M.’s Foreman Mr. Aaron Serhan discussed the following with Council:

* - Update on grading;
* - Truck needs to be checked over (brakes, ect.);
* - Tractor tire rim was cracked and needed replacing;
* - Hire Garry Schutte to clean out eavestrough at R.M. Shop;
* - Order culverts for inventory.

**FOREMAN RESPONSIBILITIES**

117/20 Redman - That the R.M. approve the list of Foreman Duties and Responsibilities that the Administrator has prepared, as per attached to and forming part of these minutes. **CARRIED.**

**DELEGATIONS 9:30 – 10:00 A.M.**

Mr. & Mrs. Bob Herbison discussed the following with Council:

* The Herbison’s are proposing to Council that they would like to see the closure of an undeveloped road allowance which is adjacent to their subdivision on the SE 17-37-8-W2.
* The Herbison’s would like to either close and sell a portion of the road allowance or close and lease a portion road allowance.

After the Herbison’s presentation the Administrator informed Council that he will write letters to the adjacent land owners, asking if they have any objections or comments on this proposal.

**2020 Budget** The 2020 Budget was reviewed and tabled until the next meeting in July.

**INVITATIONAL TENDER**

118/20 Elmy - That the R.M. authorize the Administrator to prepare and send out an invitational tender for the construction of a road located on the west side of the NW 35-35-9-W2 and the west side of section 2-36-9-W2 (approximately 2.5 kilometers in length). Contractors that the invitational tender will be sent to is, Alberts Construction, K&M Ditch Works and Rioch Construction and the tenders will be reviewed at the July 8, 2020 meeting. **CARRIED.**

**ROAD SURVEY TENDER**

119/20 Galbraith - That the R.M. accept Meridian Surveys quote of $4,800.00 plus GST to provide a legal survey on a road located between the NE & NW 28-37-7-W2 and the SE & SW 38-37-7-W2 and included is this price will be ISC fees for plan registration and titling of this road. **CARRIED.**

**SPRAYING MUNICIPAL DITCHES**

120/20 Elmy - That the R.M. does not allow SaskPower to spray herbicide in municipal ditches on the SW 7-37-7-W2 and NW 12-36-9-W2 but will allow this area to be mulched. **CARRIED.**

**GRAVEL SCALE OPERATOR**

121/20 Kreshewski - That the R.M. hire Mr. Salem Budd as the 2020 Gravel Scale Operator with a wage of $16.00 per hour plus $0.55 per kilometer to travel 1-way to work. **CARRIED.**

**ASSET MANAGEMENT**

122/20 Harriman - Be it resolved that the R.M. of Hazel Dell No. 335 directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for an Asset Management Project; Be it therefore resolved that the R.M. of Hazel Dell No. 335 commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’ Municipal Asset Management Program to advance our asset management program:

- Development of asset management plans, policies and strategies and;

- Asset related data collection and reporting and;

- Asset management training and organizational development.

Be it further resolved that the R.M. of Hazel Dell No. 335 commits $5,550.00 from its budget toward the costs of this initiative.   **CARRIED.**

**GRAVEL EXPLORATION PERMIT**

The Administrator gave Council an update on the Gravel Exploration Permit and the situation with the Schutte lease on the NE 16-37-7-W2.

**FINANCIAL STATEMENT**

123/20 Redman - That the Statement of Financial Activities for the month of May 2020, be approved as read. **CARRIED.**

**2019 BUDGETED RESERVE**

124/20 Galbraith - That the 2019 budgeted transfer from reserves in the amount of $310,000.00 not be made retro-active to December 31, 2019. **CARRIED.**

**FIRE TRUCK LOAN**

125/20 Elmy - That this municipality acknowledges that the Lintlaw & District Fire Association will be taking a loan through the Affinity Credit Union Lintlaw Branch in the amount of $55,304.00 for the purchase of a used fire truck and furthermore that this municipality will sign a Personal Guarantee for the amount of $44,330.00 (plus interest) and furthermore, this municipality acknowledges that the Village of Lintlaw will sign a Personal Guarantee for the amount of $10,974.00. In addition, this municipality’s annual payment of approximately $14,766.00 (plus interest) will be paid by the February 1st due date in each of the years 2020, 2021 and 2022. **CARRIED.**

**2019 AUDITED FINANCIAL STATEMENT**

126/20 Kreshewski - That the R.M. approve the 2019 Financial Statement, the Management Representations letter and the Management Responsibility letter which were prepared by Janke Jellicoe LLP (Tisdale, SK.). **CARRIED.**

**MUNICIPAL ECONOMIC ENHANCEMENT PROGRAM 2020**

127/20 Redman - That the R.M. designate and support the following projects for the monies that are available through the newly announced Municipal Economic Enhancement Program for 2020:

* Road Construction project – West of NW 35-35-9-W2 and West of Section 2-36-9-W2 (approximately 2.5 km in length)–estimated cost - $55,000.00;
* Purchase of a used ¾ ton truck – estimated cost - $30,000.00.

**CARRIED.**

**EMPLOYEES’ REQUEST TO TRADE HOLIDAY/REGULAR DAY**

128/20 Elmy - That the R.M. approve a request from the employees’ to allow them to work on the Statutory Holiday on July 1st, (without any overtime paid) and then take off Friday, July 3rd as the statutory holiday. **CARRIED.**

**WATERWORKS INSPECTIONS**

129/20 Kreshewski - That the R.M. acknowledge Hazel Dell Waterworks Compliance Inspection which took place on April 28, 2020 by Mr. Rick Sheichuk, Environmental Project Officer from the Water Security Agency. **CARRIED.**

**OPEN RM OFFICE UP TO THE PUBLIC**

A discussion was held regarding the guidelines in opening up the R.M. Office to the public. Council agreed that if social distancing will be obeyed and that only two persons would be allowed in the office at one time, the office will be open to the public as soon as possible.

**LUNCH BREAK**

130/20 Harriman - That this meeting break for lunch at 12:48 p.m. **CARRIED.**

131/20 Harriman - That this meeting resume its deliberations at 1:17 p.m. **CARRIED.**

**HIRE ADMINISTRATOR**

132/20 Elmy - 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 2020 year effective May 1, 2020 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 2020 RMAA Membership fees ($455.00) 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.**

**HOLIDAY REQUEST**

133/20 Kreshewski - That the R.M. approve the following holiday request:

* Michael Rattray – July 13th to 17th, 2020 (inclusive). **CARRIED.**

**HOLIDAYS PAYOUT**

134/20 Holowachuk - That the R.M. approve the following holiday payout for Michael Rattray:

* 2018 – 15.06 days x $344.00/day = $5,180.64
* 2019 – 6.68 days x $357.43/day = $2,387.63
* Total to be paid out - $7,568.27. **CARRIED.**

**FIRE BAN CHANGES**

Council reviewed an email from Mr. Bart Cook regarding possible changes to Fire Bans in Saskatchewan. At this time there has been no notification from the province to change the fire ban process.

**MILEAGE PAYOUT**

135/20 Galbraith - That the R.M. pay Mr. Shane Hammerstrom for mileage using his own vehicle for R.M. use with the total being $106.70 (194km x $0.55).

**CARRIED.**

**SIX MONTH NOTICE**

136/20 Redman - That Council authorize the Administrator to start proceedings for title by way of issuing a Six Month Notice on the following properties:

* Darlene Burseth – NW 13-35-9-W2; SW 16-35-9-W2; NE 17-35-9-W2;

NW 17-35-9-W2; SE 17-35-9-W2;Pt. SE 19-35-9-2;

SE 23-35-9-W2 & NE 3-36-8-W2. **CARRIED.**

**WATER SECURITY AGENCY**

137/20 Harriman - That the R.M. file a Request for Assistance Regarding Drainage Works to the Water Security Agency, with this request to be filed against Mr. Brent Burseth for the following:

1. A ditch block was built on the west side of the NW 17-35-9-W2 and Burseth either removed or buried an existing culvert in the natural water run;
2. An approach was built with no approval from Council on the south side of the SW 16-35-9-W2 which will block the natural water run. **CARRIED.**

**BUSH CLEARING ON ROAD ALLOWANCE**

138/20 Krshewski - That the R.M. pay Triple S Cattle Co. $319.20 (GST Included) for bush clearing on the east side of the NE 35-34-8-W2 as per Policy 1-2019.

**CARRIED.**

**ASSESSMENT NOTICE ISSUES**

A letter from Mrs. Wendy Nameth was reviewed by Council regarding issues with her 2020 Assessment Notice. The Administrator informed Council that these issues will be resolved prior to the Tax Notices being sent out.

**DEVELOPMENT PERMIT**

139/20 Galbraith - That the R.M. approve the following Development Permit Application:

* Doug Hayes (101214098 Sask. Ltd.) – Moving/Building cabin on the

SE 15-37-8-W2. **CARRIED.**

**RURAL INTEGRATED ROADS FOR GROWTH PROGRAM**

140/20 Holowachuk - That the R.M. instruct the Administrator to make application to SARM’s Rural Integrated Roads for Growth Program 2nd Intake for the following locations:

* South of Sections 13, 14 & 15-37-7-W2 (Clay Cap);
* East of Sections 29 & 32-35-9-W2 (Clay Cap). **CARRIED.**

**CANCEL INVOICE**

141/20 Elmy - That the R.M. approve the cancellation of custom work invoice 20-49 to Mr. Bill Dunne in the amount of $20.00, as the R.M.’s snowplow operator had gone to the residence to plow snow. **CARRIED.**

**2020 CHANNEL CLEARING PROGRAM**

The Administrator informed Council that the office received notice that the Water Security Agency is providing funding for the 2020/21 Channel Clearing Program and that the R.M. will be applying for this funding prior to June 30, 2020.

**LINTLAW FIRE FIGHTING ASSOCIATION**

Council reviewed the 2019 Financial Statements from the Lintlaw and District Fire Fighting Association.

**CABIN ON ROAD ALLOWANCE**

The Administrator informed Council that he had received information on someone building a cabin on a road allowance north of the Siegel Bay development. Councillor Brent Elmy will look into this issue.

**USED CULVERT**

142/20 Elmy - That the R.M. authorize the Administrator to invoice Mr. Richard Kuntz $50.00 (fifty dollars) for a used culvert in which he picked up himself.

**CARRIED.**

**VOLUNTEER FIRE FIGHTERS**

The Administrator presented Council with an updated list of the 2020 Volunteer Fire Fighters from the Lintlaw and District Fire Department.

**APPROVAL OF PUBLIC WORKS**

143/20 Holowachuk - That the following public works be approved:

Division 2 – Road #209S – Hire contractor to build up road – Division 2 Councillor will get prices. **CARRIED.**

**ACCOUNT PAYMENTS**

144/20 Holowachuk - That the current accounts, Cheque #’s 12677 to 12727 and nine “Other Payments”, attached to and forming part of these minutes, be hereby approved for payment for a total of $128,927.22. **CARRIED.**

**ADMINISTRATOR’S REPORT**

The Administrator’s Report for May/June 2020 was presented to Council.

**CORRESPONDENCE**

145/20 Redman - That the R.M. acknowledge the correspondence has been reviewed and filed. **CARRIED.**

**NEXT MEETING**

146/20 Harriman - That the next Regular Meeting be set for Wednesday, July 8th, 2020, starting at 8:00 a.m. **CARRIED.**

**ADJOURN**

147/20 Galbraith - That this meeting be adjourned with the time being 3:44p.m..

**CARRIED.**

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REEVE ADMINISTRATOR