

Regular Meeting of the Council for the R.M. of Big Arm, No. 251 held on Monday, November 16, 2020 in Council Chambers in the municipal office in Imperial, SK commencing at 9:00 a.m.

Present: Reeve Sheldon Vance, Councillors Tanner Hebron, Scott McDade, Jeff Nelson, Larry Waldow, Kevin Rae and CAO Yvonne (Bonny) Goodsman

Absent: Trevor Lewis

Attend: Corrie McLane and Gary Mooney – Maintenance

Oaths of Office, Council Code of Conduct and Personal Declarations are signed and acknowledged as received and are attached to and form part of these minutes.

258/2020 Meeting: Sheldon Vance: That as a quorum is present the meeting is called to order.
CARRIED UNANIMOUSLY

259/2020 Agenda: Scott McDade: That the agenda be accepted as presented.
CARRIED UNANIMOUSLY

No Statements of Conflict with the Agenda Items were expressed at this time.

260/2020 Minutes: Kevin Rae: That the minutes from the regular meeting held on October 19, 2020, be accepted as presented.
CARRIED UNANIMOUSLY

Corrie McLane gave the foreman’s report.

261/2020 Maint: Larry Waldow: That the Foreman’s report be accepted as presented and be filed.
CARRIED UNANIMOUSLY

262/2020 Winter: Jeff Nelson: That Council authorizes winter hours to be established at 30 hours per week with an hour off for lunch commencing November 16 to March 31, 2020. Normally hours are designated as 9:00 a.m. to 12:00 noon and 1:00 p.m. to 3:00 p.m. unless otherwise stipulated or agreed upon.
CARRIED UNANIMOUSLY

263/2020 Fencing: Kevin Rae: That Councillor Nelson to request ratepayer to remove fencing across Range Road 2260.
CARRIED UNANIMOUSLY

264/2020 Rates: Larry Waldow: That the Custom Rates for custom work and equipment rental for the coming year be established as follows:

Terex TS-14B	\$300.00 per hour
John Deere 770 CH Motor Graders	\$200.00 per hour
Tractor and Mower	\$150.00 per hour
JD – 772G All Wheel drive	\$250.00 per hour

The above rates are for ratepayers only, anyone else is to add \$60.00 to each mentioned rate. The above rates do NOT apply to major projects. A major project is considered to be anything requiring more than 3 hours of work from the time the equipment leaves the shop to the time it returns, after which \$20.00 will be added to each hour at council’s discretion.
CARRIED UNANIMOUSLY

- 265/2020 Permits:** Kevin Rae: That Council authorizes administration to make application for AHPP for the following locations: 1) NW 23-27-25 W2 – Reshape road access to the existing Low-Level Crossing.
2) E ½ 16-25-25 W2 and W ½ 15-25-25 W2 culvert install
3) NE 22-25-25 W2- Low-level Crossing
CARRIED UNANIMOUSLY
- 266/2020 Speeds:** Larry Waldow: That Council acknowledges receipt of information from the Town of Imperial Regarding speed limits requests.
CARRIED UNANIMOUSLY
- 267/2020 Text2Car:** Kevin Rae: That the Rural Municipality of Big Arm declines the quote received from Text 2 Car.
CARRIED UNANIMOUSLY
- 268/2020 SkidSteer:** Scott McDade: That Council authorizes the Foreman to purchase a 96” reversible cutting-edge snow bucket for the Skid Steer at the purchase price of \$2450.00 plus tax.
CARRIED UNANIMOUSLY
- 269/2020 Busses:** Tanner Hebron: That Council authorizes Administration to inform Horizon School Division that not all the bus routes as indicated on their map are currently on all-weather roads.
CARRIED UNANIMOUSLY
- Corrie McLane and Gary Mooney left the meeting at 10:20 a.m.**
- 270/2020 AgHlth:** Kevin Rae: That Council authorizes Ag Health and Safety Membership for the 2021 year.
CARRIED UNANIMOUSLY
- 271/2020 Mail:** Larry Waldow: That correspondence be acknowledged as received and accepted as presented and be filed. a) Ag Health and Safety Membership
b) RCMP Report
c) All-net municipal Solutions
CARRIED UNANIMOUSLY
- 272/2020 F/S:** Larry Waldow: That the Financial Statements, the list of accounts paid and employee payroll register for the month of October 2020 be accepted as presented and are attached to and form part of these minutes.
CARRIED UNANIMOUSLY
- 273/2020 A/Payable:** Kevin Rae: That the list of accounts payable and employee payroll register for the month of November 2020 be accepted as presented and are attached to and form part of these minutes.
CARRIED UNANIMOUSLY
- 274/2020 Admin:** Scott McDade: That Yvonne (Bonny) Goodsman be retained as the Administrator and is to be designated as Chief Administrative Officer for the RM of Big Arm, No. 251 per conditions stipulated in the employment contract with salary calculated as follows: \$57,031.00 = \$2193.50 per bi-weekly pay cycle and holidays and days off as stipulated per contract.
CARRIED UNANIMOUSLY

Councillor McDade declared a conflict of interest with the next topic regarding salary for administrative staff as the office clerk is his spouse. Councillor McDade vacated his chair and left the meeting at 10:45 a.m.

275/2020 Wages: **Sheldon Vance:** That Council authorizes the Clerk salary be \$23.00 per hour plus stat and holiday pay and benefits as applicable commencing January 1, 2021.
CARRIED UNANIMOUSLY

Councillor McDade returned to the meeting and assumed his chair at 10:45 a.m.

276/2020 Reeve: **Scott McDade:** That Larry Waldow be appointed as Deputy Reeve from November 16, 2020 to December 1, 2021 or until such time as successive appointments are made, whichever comes first.
CARRIED UNANIMOUSLY

277/2020 Reeve: **Kevin Rae:** That Trevor Lewis be appointed Acting Deputy Reeve for November 16, 2020 to December 1, 2021 or until such time as successive appointments are made, whichever comes first.
CARRIED UNANIMOUSLY

278/2020 Appoint.: **Jeff Nelson:** That the following committees and appointments be made for November 16, 2020 to December 1, 2021 or until such times as successive appointments are made, whichever comes first.

<u>Public Works:</u>	Entire Council
<u>Finance:</u>	Entire Council
<u>Fire Rangers:</u>	Each Councillor for his/her own division
<u>Health Region:</u>	Sheldon Vance
<u>Inspection Officers:</u>	Entire Council
<u>Ag Health & Safety Action Committee:</u>	Larry Waldow
<u>Big Arm Dam:</u>	Tanner Hebron
<u>Spill Control:</u>	Reeve and Administrator
<u>Signing Authority:</u>	Reeve: Sheldon Vance, Deputy Reeve: Larry Waldow or Acting Deputy Reeve: Trevor Lewis and CAO Yvonne (Bonny) Goodsmann
<u>Community Well Near Imperial:</u>	Kevin Rae
<u>Community Well (Mooney's):</u>	Larry Waldow
<u>Stalwart Well:</u>	Trevor Lewis
<u>Recreation Boards:</u> Imperial:	Larry Waldow
Liberty:	Tanner Hebron
Etters Beach:	Trevor Lewis
<u>Development Appeals Board:</u>	Eugene Lucas, Larry Wolff & Kevin Field Reimbursement: \$150/meeting & \$0.40/km
<u>Fire Chief:</u>	Fire Chiefs of Imperial and Liberty
<u>EMO Board:</u>	Entire Council
<u>EMO Coordinator:</u>	Corrie McLane CARRIED UNANIMOUSLY

- 279/2020 OH&S:** **Jeff Nelson:** That OH&S Committee consist of:
 1) Corrie McLane
 2) Scott McDade
 3) Yvonne (Bonny) Goodsman **CARRIED UNANIMOUSLY**
- 280/2020 SARM:** **Larry Waldow:** That Council acknowledges receipt of the information as presented on the SARM Liability insurance. **CARRIED UNANIMOUSLY**
- 281/2020 Cyber:** **Scott McDade:** That Council authorizes entering into Cyber Insurance through SARM and further request \$2,000,000 Liability Insurance. **CARRIED UNANIMOUSLY**
- 282/2020 SARM:** **Sheldon Vance:** That the values be accepted as listed for the SARM Property Insurance with the adjustment to 332 Skid Steer information. **CARRIED UNANIMOUSLY**
- 283/2020 Insur.:** **Tanner Hebron:** That the RM authorizes application for the 2 million excess liability insurance offered through SARM Liability Insurance. **CARRIED UNANIMOUSLY**
- 284/2020 Indemn.:** **Jeff Nelson:** That the Councillor Indemnity remain at \$300.00 per meeting and mileage at \$0.40/km, plus mileage and costs to be reimbursed effective January 1, 2021. **CARRIED UNANIMOUSLY**
- 285/2020 Munisoft:** **Kevin Rae:** That Council acknowledges receipt of information from Munisoft regarding their Maintenance Agreement and Hardware coverage and agrees to same. **CARRIED UNANIMOUSLY**
- 286/2020 Budget:** **Jeff Nelson:** That Council acknowledges receipt of the October 2020 Budgetary Control as presented by the Administrator. **CARRIED UNANIMOUSLY**
- 287/2020 Rates:** **Jeff Nelson:** That Council acknowledges receipt of investment rates. No changes to investment accounts are authorized at this time. **CARRIED UNANIMOUSLY**
- 288/2020 Paymate:** **Scott McDade:** That Council authorizes administration to utilize the Paymate Software to calculate payroll for the Resort Village of Etters Beach as part of their existing rental agreement. However, the Resort Village of Etters Beach is responsible for compensation to municipal staff for their time performing these payroll functions. **CARRIED UNANIMOUSLY**
- 289/2020 MRS:** **Tanner Hebron:** That the Council of the RM of Big Arm, No. 251 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant.
 - Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
 - The municipality does not runs a Municipal Waterworks System.
 - 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 requires; and
 That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED UNANIMOUSLY**
- 290/2020 SPSA:** **Scott McDade:** That Council acknowledges receipt of SPSA Information. **CARRIED UNANIMOUSLY**

- 291/2020 Bylaw: **Scott McDade:** That Bylaw No.11 of 2020 being a bylaw to authorize certain expenditures be read a 1st time at this meeting. **CARRIED UNANIMOUSLY**
- 292/2020 Bylaw: **Kevin Rae:** That Bylaw No, 11 of 2020 being a bylaw to authorize certain expenditures be read a 2nd time at this meeting. **CARRIED UNANIMOUSLY**
- 293/2020 Bylaw: **Larry Waldow:** That Bylaw No. 11 of 2020 being a bylaw to authorize certain expenditures be given a 3rd reading at this meeting. **CARRIED UNANIMOUSLY**
- 294/2020 Bylaw: **Jeff Nelson:** That Bylaw No. 11 of 2020 being a bylaw to authorize certain expenditures be read a 3rd time at this meeting and adopted. **CARRIED UNANIMOUSLY**
- 295/2020 Bylaw: **Tanner Hebron:** That Bylaw No. 12 of 2020 being a bylaw to repeal previous bylaws be read a 1st time at this meeting. **CARRIED UNANIMOUSLY**
- 296/2020 Bylaw: **Larry Waldow:** That Bylaw No. 12 of 2020 being a bylaw to repeal previous bylaws be read a 2nd time at this meeting. **CARRIED UNANIMOUSLY**
- 297/2020 Bylaw: **Kevin Rae:** That Bylaw No. 12 of 2020 being a bylaw to repeal previous bylaws be given a 3rd reading at this meeting. **CARRIED UNANIMOUSLY**
- 298/2020 Bylaw: **Jeff Nelson:** That Bylaw No. 12 of 2020 being a bylaw to repeal previous bylaws be read a 3rd time at this meeting and adopted. **CARRIED UNANIMOUSLY**
- 299/2020 Tower: **Scott McDade:** That Council acknowledges receipt of information as presented by administration regarding a potential internet tower. **CARRIED UNANIMOUSLY**
- 300/2020 Library: **Scott McDade:** That Council authorizes payment of \$750.00 to the Imperial Library for materials for the 2021 year. **CARRIED UNANIMOUSLY**
- Council is to enter a closed session to discuss long term-planning and personnel management as allowed under LAFOIP Section 16 and the Municipalities Act Section 120.**
- 301/2020 Meeting: **Sheldon Vance:** That a closed session be entered at 11:59 a.m. **CARRIED UNANIMOUSLY**
Council left in camera session at 12:20 p.m.
- 302/2020 Meeting: **Sheldon Vance:** That the meeting reconvene at 12:20 p.m. **CARRIED UNANIMOUSLY**
- 303/2020 Personnel: **Jeff Nelson:** That discussion on personnel management be deferred until the December meeting. **CARRIED UNANIMOUSLY**
- 304/2020 Adjourn: **Sheldon Vance:** That the meeting be adjourned at 12:30 p.m. and the next meeting of council is scheduled for Monday, December 7, 2020 at 9:00 a.m., to be held in the council chambers in the R.M. of Big Arm, No. 251 office. 54 Prince Street, Imperial, Saskatchewan. Any or all of these meetings may occur by electronic means. **CARRIED UNANIMOUSLY**

Sheldon Vance

Gvonne (Bonny) Goodsmann

Reeve

Administrator