

Minutes of the Regular Meeting of the Council of the Rural Municipality of Cana No. 214

Held Tuesday the 14th day of April, 2020

In the Municipal Office at 110-5th Avenue East, Melville, Saskatchewan

Present:

Reeve -	Robert Almasi – Electronic Participation
Councillor Division 1 -	Scott Edlin – Electronic Participation
Councillor Division 2 -	Nelson Yelle – Electronic Participation
Councillor Division 3 -	Tim Chaban – Electronic Participation
Councillor Division 4 -	Darcy Gembey – Electronic Participation
Councillor Division 5 -	VACANT
Councillor Division 6 -	Brian Reinson – Electronic Participation
Administrator -	Kali Tourney
Assistant Administrator -	Chrissy Bodnarchuk

Call to Order:

A quorum being present, Reeve Robert Almasi called the meeting to order at 9:00 a.m.

COVID-19:

Meeting Through Electronic Means

- 66/20** **Gembey:** That the Council for the R.M. of Cana No. 214 grant approval for the use of electronic means to conduct this meeting in accordance with Section 125 of *The Municipalities Act* for the purpose of mitigating the spread of COVID-19.

Carried.

Municipal Office Closure

- 67/20** **Chaban:** That the Council for the R.M. of Cana No. 214 ratify the closure of the municipal office to the public effective March 23, 2020 in response to COVID-19 and further that the office remain closed to the public until the State of Emergency is lifted by the Government of Saskatchewan.

Carried.

Assessment Roll

- 68/20** **Almasi:** That, due to the municipal office being closed to the public in response to COVID-19, the 2020 Assessment Roll be made available for public inspection in accordance with Section 213 of *The Municipalities Act* through electronic means.

Carried.

Notice of Resignation:

- 69/20** **Edlin:** That the Council for the R.M. of Cana No. 214 acknowledge the Notice of Resignation as Councillor for Division No. 5 submitted by Bradley Fritzke and dated March 20, 2020.

Carried.

Vacancy – Councillor Division No. 5

- 70/20** **Reinson:** That the vacancy for Councillor for Division No. 5 be filled at the next general election to be held on November 9, 2020 in accordance with Section 15(b) of *The Local Government Election Act, 2015*.

Carried.

Minutes:

- 71/20** **Gembey:** That the minutes of the Regular Meeting of Council held on March 17, 2020 be approved as presented.

Carried.

Financial Reports:

- 72/20** **Almasi:** That the Statement of Financial Activities and the bank reconciliation for the month of March 2020 be accepted as presented.

Carried.

2020 Budget

- 73/20** **Reinson:** That the Council for the R.M. of Cana No. 214 adopt the budget for the year 2020 as presented and attached with a copy of the Otthon 2020 Allocation and all approved Work Orders included and attached.

Carried.

74/20 2020 Municipal Mill Rates:
Chaban: That the municipal mill rates be set at 6.92 for the R.M. of Cana No. 214 and 5.00 for the Special Service Area of Othton for the year 2020
Carried.

75/20 Accounts:
Reinson: That the accounts in the amount of \$74,867.22 as indicated on the list attached hereto and forming part of these minutes be approved for payment.
Carried.

76/20 EFT Authorization
Edlin: That the following individuals be authorized as signing officers on the MuniSoft Electronic Funds Transfer program:
 - Administrator (currently Kali Tourney);
 - Reeve (currently Robert Almasi); and
 - Deputy Reeve (currently Brian Reinson);
 and further that Administrator Kali Tourney be authorized to establish and set up the signing officers with MuniSoft.
Carried.

77/20 Purchase of Municipal Grader
Almasi: That the Council for the R.M. of Cana No. 214 authorize the purchase of a 2019 160M Caterpillar motor grader with 84 month/8500 hour warranty from Finning Canada at a sell price of \$369,250.00 less a trade in allowance for the municipality's 2014 160M Caterpillar motor grader of \$117,000.00.
Carried.

78/20 Correspondence:
Reinson: That the following correspondence having been read now be filed:
 a) East Central Transportation Planning Committee March 2020 Newsletter
 b) Assiniboine Watershed Stewardship Association Funding Opportunities
 c) S/Sgt. Jeff Simpson Yorkton Detachment Monthly Occurrence Summary
 d) Saskatchewan Construction Association Build on Saskatchewan Memo
Carried.

79/20 Administration Reports:
Development Report
Reinson: That the Development Report for the period of January 1 to March 31, 2020 be accepted as presented.
Carried.

80/20 New Business:
PSIP Building Valuation Agreement
Reinson: That Reeve Robert Almasi and Administrator Kali Tourney be authorized to sign the Property Self Insurance Program Building Appraisal Agreement with the Saskatchewan Association of Rural Municipalities.
Carried.

81/20 Subdivision Application – SE 17-24-5 W2
Reinson: That the Council for the R.M. of Cana No. 214 recommends approval of the Application to Subdivide Land on the SE 17-24-5 W2 as presented in the Ministry of Government Relations letter dated March 31, 2020 File No. R0173-20R as it complies with section 4.1.4(a) of Zoning Bylaw Z2-2016 and further that the applicant be required to construct an additional approach to the proposed parcel onto Township Road 242 in accordance with Approach Policy #300-09.
Carried.

82/20 Subdivision Application – NE 1-24-4 W2
Gembey: That the Council for the R.M. of Cana No. 214 recommends approval of the Application to Subdivide Land for parcel tie removals on the NE 1-24-4 W2 as presented in the Ministry of Government Relations letter dated April 3, 2020 File No. R0161-20R as the municipality will allow additional subdivisions and a reduced site are below 32.37 hectares (80 acres) in accordance with sections 4.1.4(a)(i)(2) and 4.1.4(c)(ii)(2) of Zoning Bylaw Z2-2016 and further that the applicant be advised that the parcels are included as Flood Hazard Areas in the R.M. of Cana No. 214 Official Community Plan which may impact any future development.
Carried.

- 83/20** Maintenance/Mower Operator
Edlin: That Maintenance/Mower Operator Leonard Prokop be called back to work with a tentative recall date of April 30, 2020 weather permitting.
Carried.
- 84/20** Extension – Lease Agreement for Equipment Storage
Reinson: That the term of the lease agreement for equipment storage entered with Garry Molnar be extended to April 30, 2020 for a fee of \$200.00.
Carried.
- 85/20** Road Maintenance Agreement - Westower
Gembey: That the Council for the R.M. of Cana No. 214 accept the road maintenance agreement with Westower Communications Ltd. dated April 2, 2020.
Carried.
- 86/20** Request to Widen Approach
Yelle: That the request to widen the approach from Parcel A, Plan 101719234 on the NW 27-22-5 W2 onto Township Road 225 be approved in accordance with Approach Policy #300-09 and further that should a culvert be required upon inspection by the municipality, the culvert will be supplied by the municipality and cost shared 50/50 with the municipality and the applicant.
Carried.
- 87/20** 2020 Clubroot Pest Control Officer Appointment
Gembey: That, as part of the 2020 clubroot survey being conducted by the Ministry of Agriculture, the R.M. of Cana No. 214 appoints the following Plant Health Officers as Pest Control Officers for 2020:
- | | |
|--|--|
| Katey Makohoniuk
Plant Health Officer – SARM Division 1 | Lynne Roszell
Plant Health Officer – SARM Division 4 |
| Joanne Kwasnicki
Plant Health Officer – SARM Division 2 | Chelsea Baraniecki
Plant Health Officer – SARM Division 5 |
| Betty Johnson
Plant Health Officer – SARM Division 3 | Colleen Fennig
Plant Health Officer – SARM Division 6 |
- Carried.**
- 88/20** Gravel Agreement – Hershmillier Pit
Edlin: That Administration be authorized to make amendments to the Gravel Agreement signed with Robert and Louise Hershmillier as discussed and forward to their attention, care of Aron Hershmillier, for a response.
Carried.
- 89/20** Road Maintenance Agreement – Potzus
Reinson: That the road maintenance agreement with Potzus Paving and Road Maintenance Ltd. (Potzus) received April 9, 2020 be tabled until a Development Permit is obtained for the gravel operations located on the NW 19-23-5 W2 as the 60,000 yards of material to be excavated and crushed as indicated in the cover letter submitted by Potzus is considered by the municipality to be an increase in the intensity of the current use of the property and a Development Permit shall be required in accordance with Section 2.4(f)(iv) of The R.M. of Cana No. 214 Zoning Bylaw.
Carried.
- 90/20** Order to Stop Development
Reinson: That Administration be authorized to issue an Order to Stop Development should the gravel operation on the NW 19-23-5 W2 commence without a valid Development Permit in contravention of Section 2.2(a) of The R.M. of Cana No. 214 Zoning Bylaw.
Carried.
- 91/20** Road Committee Authority
Reinson: That the Council for the R.M. of Cana No. 214 grant the Road Committee authority to close any roads necessary to protect public safety and municipal infrastructure from unauthorized hauling from the gravel operation on the NW 19-23-5 W2.
Carried.
- 92/20** iPads
Edlin: That Administration be authorized to purchase four replacement iPads for Council and further that any iPads replaced be purged of all municipal information and restored to factory settings to be donated to local care homes.

93/20 **Adjournment**
Chaban: That this meeting adjourn (10:57 a.m.)

Carried.

Reeve

Administrator

R.M. of Cana No. 214
List of Accounts for Approval
as of 04/14/2020
Batch: 2020-00019 to 2020-00031

Cheques	Date	Vendor Name	Reference	Payment Amount
4115	17-Mar-20	Agriculture in the Classroom	Donation	\$150.00
4116	17-Mar-20	Yorkton Creek Watershed	2020 Levy	\$4,354.48
EFT	31-Mar-20	Chrissy Bodnarchuk	March Payroll	\$2,696.17
EFT	31-Mar-20	Kali Tourney	March Payroll	\$3,331.64
EFT	31-Mar-20	Blair Rathgeber	March Payroll	\$3,718.93
EFT	31-Mar-20	Grant Shyngera	March Payroll	\$3,926.93
OL	31-Mar-20	Mastercard	March Reimburse	\$3,256.71
OL	31-Mar-20	MEPP	March Payable	\$3,100.50
OL	31-Mar-20	Receiver General	March Payable	\$6,616.14
OL	31-Mar-20	Sask Power	March Invoice	\$681.51
OL	31-Mar-20	SaskTel	March Invoice	\$228.14
OL	31-Mar-20	Ministry of Finance	March Collections	\$4,531.47
OL	31-Mar-20	SMHI	March Collections	\$7,140.61
4117	31-Mar-20	Christ the Teacher	March Collections	\$740.68
OL	14-Apr-20	City of Melville	Water Invoice	\$126.27
OL	14-Apr-20	Prairie Coop	March Statement	\$505.19
OL	14-Apr-20	Workers Compensation	2020 Statement	\$3,791.99
4118	14-Apr-20	Canadian Tire	Shop Supplies	\$21.08
4119	14-Apr-20	Bradley Fritzke	Council Indemnity	\$620.00
4120	14-Apr-20	Grasslands News Group	Advertising	\$109.37
4121	14-Apr-20	Garry Molnar	Lease Payment	\$400.00
4122	14-Apr-20	Minister of Finance	Advertising	\$30.00
EFT	14-Apr-20	Canadian National Railway	Flasher/Gate Contract - March	\$622.50
EFT	14-Apr-20	Finning	Equipment Repairs	\$1,027.84
EFT	14-Apr-20	Darcy Gembey	Council Indemnity	\$2,520.50
EFT	14-Apr-20	Home Hardware	Office Supplies	\$84.34
EFT	14-Apr-20	MuniCode	Building Inpection	\$186.24
EFT	14-Apr-20	MuniSoft	EFT Extension/Laptop	\$2,679.26
EFT	14-Apr-20	Ottenbreit Sanitation Service	Otthon Garbage - March	\$442.68
EFT	14-Apr-20	Prairie Steel	Culvert	\$9,123.53
EFT	14-Apr-20	Redhead Equipment	Equipment Repairs	\$5,738.88
EFT	14-Apr-20	Brian Reinson	Council Indemnity	\$1,618.50
EFT	14-Apr-20	SARM	Strychnine/Emergency Planning	\$630.10
EFT	14-Apr-20	Toshiba	Copier Meter Read	\$89.43
EFT	14-Apr-20	Nelson Courier	Shipping - Finning	\$25.61
Total				\$74,867.22

Certified correct this 14th day of April, 2020

Reeve

Administrator