

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

Held Tuesday the 13th day of April, 2021

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

Present:

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

Call to Order:

A quorum being present, Reeve Brian Reinson called the meeting to order at 9:08 a.m.

Meeting Through Electronic Means

84/21 **Edlin:** That the Council for the R.M. of Cana No. 214 grant approval for the use of electronic means to conduct this meeting and acknowledge the Public Notice given in accordance with subsection 4(3) of Bylaw No. 1/2021 The Council Procedures Bylaw, 2021 for the purpose of mitigating the spread of COVID-19.

Carried.

Closed Session

85/21 **Reinson:** That the meeting enter into a closed session at 9:09 a.m. in accordance with Section 120(2)(a) of *The Municipalities Act* and Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss personnel.

Carried.

In attendance: Brian Reinson, Scott Edlin, Nelson Yelle, Tim Chaban, Darcy Gembey, Tim Beres, Robert Almasi and Kali Tourney.

Open Session

86/21 **Reinson:** That the meeting reconvene into regular session at 9:22 a.m.

Carried.

Conflict of Interest

Councillor Tim Chaban declared a conflict of interest in the next item of business due to personal involvement, therefore he is leaving the Council Chambers, is not participating in any discussion and is abstaining from voting (9:23 a.m.)

Personnel Conflict

87/21 **Reinson:** That the Council for the R.M. of Cana No. 214 acknowledge Councillor Tim Chaban inadvertently violated Resolution No. 189/20 in contacting Operator Grant Shyngera and further that in addition to the requirements of Resolution No. 189/20, contact between Councillor Tim Chaban and Operator Grant Shyngera outside of municipal office hours shall be made through the Road Committee.

Carried.

Councillor Tim Chaban returned to the Council Chambers (9:26 a.m.)

Minutes:

88/21 **Beres:** That the minutes of the Regular Meeting of Council held March 9, 2021 and the minutes of the Special Meeting of Council held March 25, 2021 be approved as presented.

Carried.

Financial Reports:

89/21 **Almasi:** That the Statement of Financial Activities and the bank reconciliation for the month of March 2021 be accepted as presented.

Carried.

2021 Budget

- 90/21 Edlin:** That the Council for the R.M. of Cana No. 214 adopt the budget for the year 2021 as presented and attached with a copy of the Otthon 2021 Allocation and all approved Work Orders included and attached.
- Carried.**

2021 Municipal Mill Rates

- 91/21 Almasi:** 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 Otthon for the year 2021.
- Carried.**

Accounts:

- 92/21 Gembey:** That the accounts in the amount of \$76,257.77 as indicated on the list attached hereto and forming part of these minutes be approved for payment.
- Carried.**

Delegation:

10:00 a.m. – Sgt. Jennifer Smith – Yorkton RCMP Annual Performance Plan – Electronic Participation

Correspondence:

- 93/21 Edlin:** That the following correspondence having been read now be filed:
- | | |
|---|---|
| a) Tyrone Mogenson | Fire Meeting |
| b) Melville & District Agri-Park | 2021 Budget |
| c) Agriculture in the Classroom | Request for Membership |
| d) Parkland Search & Rescue | Fundraising Package |
| e) East Central Transportation Planning Committee | 2021 Annual General Meeting |
| f) Agriculture Health & Safety Network | 30 Year Membership Award |
| g) Sgt. Jennifer Smith | Yorkton Detachment Monthly Occurrence Summary |
| h) S/Sgt. Travis Adams | Melville Detachment Mayors Report Q4 |
- Carried.**

Sponsorship - Agriculture in the Classroom

- 94/21 Almasi:** That payment of \$150.00 be authorized to Agriculture in the Classroom as sponsorship for the year 2021.
- Carried.**

Bylaws:The Administration Bylaw

- 95/21 Gembey:** That The Administration Bylaw being a bylaw to provide for the establishment of the duties and powers of the Administrator be read a first time.
- Carried.**
- 96/21 Beres:** That The Administration Bylaw be read a second time.
- Carried.**
- 97/21 Yelle:** That The Administration Bylaw be given three readings at this meeting.
- Carried Unanimously.**
- 98/21 Almasi:** That The Administration Bylaw being a bylaw to provide for the establishment of the duties and powers of the Administrator be read a third time and adopted as Bylaw No. 4/2021.
- Carried.**

Mill Rate Factors Bylaw

- 99/21 Chaban:** That the Mill Rate Factors Bylaw being a bylaw to set municipal mill rate factors in the R.M. of Cana No. 214 and the Special Service Area of Otthon be read a first time.
- Carried.**
- 100/21 Edlin:** That the Mill Rate Factors Bylaw be read a second time.
- Carried.**

- 101/21 Beres:** That the Mill Rate Factors Bylaw be given three readings at this meeting.
Carried Unanimously.
- 102/21 Gembey:** That the Mill Rate Factors Bylaw being a bylaw provide for the establishment of the duties and powers of the Administrator be read a third time and adopted as Bylaw No. 5/2021.
Carried.
- Administration Reports:**
- 103/21** Development Report
Edlin: That the Development Report for the period of January 1 to March 31, 2021 be accepted as presented.
Carried.
- 104/21** 2021 SARM Annual Convention Report
Chaban: That the 2021 SARM Annual Convention Report be accepted as presented.
Carried.
- New Business:**
- 105/21** Yorkville Public Utility Board Water Petition - Otthon
Beres: That the municipality proceed under *The Local Improvements Act, 1993* for the installation of Yorkville Public Utility Board waterlines in the Special Service Area of Otthon and further that Administration be authorized to draft and/or obtain any necessary preliminary studies and development costs for the project.
Defeated.
- 106/21** Sale of Tax Title Property - Roll 1424
Edlin: That the Council for the R.M. of Cana No. 214 acknowledge the sale of tax title property described as Lots 8-12, Block 2, Plan W2614 by public auction on March 26, 2021 at a gross value of \$16,300.00 and further that Administration be authorized to forward a letter to the new owner containing information regarding development and demolition permit requirements, including the requirement for the disposal of demolished buildings with a permitted disposal facility.
Carried.
- 107/21** Tender – Lot 7, Block 2, Plan W2614
Almasi: That the R.M. of Cana No. 214 offer for sale by tender municipal property described as Lot 7, Block 2, Plan W2614 with sealed tenders to be submitted to the R.M. Office by 4:00 p.m. on June 3, 2021 and that the opening of tenders be held at the Regular Council Meeting on June 8, 2021.
Carried.
- 108/21** Maintenance/Mower Operator
Edlin: That Maintenance/Mower Operator Leonard Prokop be called back to work with a tentative recall date of April 26, 2021 weather permitting.
Carried.
- 109/21** Policy #200-10 – Council Remuneration
Edlin: That the Council Remuneration Policy #200-10 be amended as follows:
 - Remuneration for Special Council Meetings and Committee Meetings shall be \$250.00/Meeting;
 - Remuneration for Supervision shall be \$25.00/Hour; and
 - Full Day shall be defined as four hours or greater, Half Day shall be less than four hours.**Carried.**
- 110/21** Request for Donation – Melville Public Library
Gembey: That a donation of \$500.00 allocated from the Community Donation Fund Reserve be made to the Melville Public Library.
Carried.
- 111/21** Request for Dust Control
Beres: That the following requests for dust control be approved in accordance with Dust Control Policy #300-10:
 - On McKim Road (Township Road 241) in front of the Finnie residence on the SE 8-24-5 W2; and
 - On Otthon Road (Township Road 244) in front of the Exner residence on the NE 23-24-5 W2.**Carried.**

Road Maintenance Agreement – E&H
112/21 Gembey: That the Council for the R.M. of Cana No. 214 accept the road maintenance agreement with E&H Redi-Mix Ltd. dated February 22, 2021. **Carried.**

Outstanding Gravel Extraction Declaration – Potzus
113/21 Almasi: That Administration be authorized to send a letter to the Ministry of Highways notifying the Ministry that the municipality has not received the declarations or payment required in accordance with Gravel Licensing Bylaw No. 1/2020 from Potzus Paving & Road Maintenance Ltd. for the extraction of aggregate materials from the NW 19-23-5 W2 and the N ½ 24-23-6 W2 in 2020 for the Highway No. 10 Passing Lane Project completed in the R.M. of Cana. **Carried.**

Main Farm Access Standards Policy #300-15
114/21 Beres: That the Main Farm Access Standards Policy #300-15 be adopted as presented for the purpose of establishing a minimum standard required for the construction of main farm access roads. **Carried.**

Request for Signs
115/21 Beres: That the Council for the R.M. of Cana No. 214 approve the request from Michelle Kennedy for permission to install “Watch for Children” signs in the municipal road allowance along Brewer Road South of the SW 22-23-5 W2 in accordance with Policy #300-12 and further that Administration be authorized to advise the applicant that the municipality will not be waiving the fee required in accordance with Policy #300-12. **Carried.**

Jones Road
116/21 Reinson: That application be made to the Ministry of Highways to rename “Jones Road” (Township Road 220) East off of Highway No. 9 to “Township Road 220”. **Carried.**

Grain Bags
117/21 Edlin: That Administration be authorized to send letters to landowners and renters as supplied by Council for locations with unattended grain bags to request the bags be retrieved and properly disposed of. **Carried.**

Councillor Tim Chaban left the meeting (12:44 p.m.)

Adjournment
118/21 Yelle: That this meeting adjourn (12:46 p.m.) **Carried.**

 Reeve

 Administrator

R.M. of Cana No. 214
List of Accounts for Approval
as of 04/13/2021
Batch: 2021-00018 to 2021-00023

Cheques	Date	Vendor Name	Reference	Payment Amount
EFT	31-Mar-21	Chrissy Bodnarchuk	March Payroll	\$2,387.36
EFT	31-Mar-21	Kali Tourney	March Payroll	\$3,532.40
EFT	31-Mar-21	Blair Rathgeber	March Payroll	\$3,858.87
EFT	31-Mar-21	Grant Shyngera	March Payroll	\$4,066.87
OL	31-Mar-21	Mastercard	March Reimburse	\$344.96
OL	31-Mar-21	MEPP	March Payable	\$3,874.72
OL	31-Mar-21	Receiver General	March Payable	\$7,059.53
OL	31-Mar-21	Sask Power	March Invoice	\$881.43
OL	31-Mar-21	SaskTel	March Invoice	\$226.73
4250	31-Mar-21	Greg Hahn	Lease Payment	\$400.00
EFT	31-Mar-21	Christ the Teacher	March Collections	\$119.31
OL	31-Mar-21	Minister of Finance	March Collections	\$7,929.07
4251	13-Apr-21	Robert Almasi	Council Indemnity	\$1,080.00
4252	13-Apr-21	Anything Trackhoe	Bush Removal	\$8,880.00
4253	13-Apr-21	Assiniboine Watershed	2021 Membership	\$2,000.00
4254	13-Apr-21	Canadian Tire	March Statement	\$44.38
4255	13-Apr-21	Miller & Co.	2020 Year End Audit	\$5,661.00
4256	13-Apr-21	Rutten Geological Consulting	Remove Snow Equipment	\$225.23
4257	13-Apr-21	Sask Crime Stoppers	2021 Levy	\$200.00
4258	13-Apr-21	SGL	Crew Truck Renewal	\$1,398.30
4259	13-Apr-21	Nelson Yelle	Council Indemnity	\$1,335.00
4260	13-Apr-21	Yorton Creek Watershed	2021 Levy	\$4,354.48
OL	13-Apr-21	City of Melville	Water Invoice	\$130.09
OL	13-Apr-21	Prairie Coop	March Statement	\$2,277.15
EFT	13-Apr-21	Canadian National	Flasher/Gate Contract	\$622.50
EFT	13-Apr-21	Finning International	March Statement	\$4,223.14
EFT	13-Apr-21	Ron Gerein	Plan Review/Inspection	\$1,181.25
EFT	13-Apr-21	Ottenbreit Sanitation Service	Otthon Garbage - February & March	\$925.39
EFT	13-Apr-21	RCAP Leasing	Copier Lease Payment - April & May	\$248.64
EFT	13-Apr-21	Redhead Equipment	March Statement	\$5,290.45
EFT	13-Apr-21	Brian Reinson	Council Indemnity	\$1,041.00
EFT	13-Apr-21	Repsch Agri-Parts	Equipment Repairs	\$9.44
EFT	13-Apr-21	SARM	March Statement	\$352.45
EFT	13-Apr-21	Toshiba Business Solutions	Copier Meter Read - April	\$96.63
Total				\$76,257.77

Certified correct this 13th day of April, 2021

Reeve

Administrator