

Minutes of a Regular Meeting of
Council of the District Of Katepwa
Held on December 18, 2018 in the Katepwa Center

Present:

Mayor – Don Jewitt
Councillor Ward 1 – Darren Cyca
Councillor Ward 1 – Murdoch MacPherson
Councillor Ward 2 – Darwin Chatterson
Councillor Ward 2 – Dennis Temple
Councillor Ward 2 – Mike Alport
Councillor Ward 3 – Dave Thauberger
Councillor Ward 3 – Tim Stoll
CAO – Laurie Rudolph

CALL TO ORDER

A quorum being present Mayor Jewitt called the meeting to order at 7:00pm.

AGENDA

347/2018 CHATTERSON - THAT the agenda be accepted with the following additions:

Adoption of Minutes:

3.2 Special Meeting Minutes of December 17, 2018

Delegation:

7:15p.m. Katepwe Farms - Rick Brown

Closed Meeting:

Unfinished Business - 11.5 Maintenance Manager Job Description

Communications/Correspondence:

7.14 South Saskatchewan Vacation Guide – Concept Media

New Business:

12.9 CAO – Delegated Duties

Carried.

MINUTES

348/2018 ALPORT - THAT the minutes of the November 13, 2018 Regular Meeting of Council be approved as presented.

Carried.

SPECIAL MEETING MINUTES

349/2018 MACPHERSON - THAT the minutes of the December 17, 2018 Special Meeting of Council be approved as presented.

Carried.

OPEN SESSION:

Maintenance Supervisor Rick Weber presented his monthly report, his duties include review of areas for tree trimming, erected no parking signage at Dagwood Avenue and relocated waste container, snow removal and sanding, Occupational Health & Safety course in Lebret, replacement of float in men's

washroom, weekly waste collection, water testing, salt/sand hauled to lagoon, tree trimming around Sandy Beach culvert, retrieval of items removed from #143 Park Street, mail, and utility bill payments.

DELEGATION:

7:15p.m. Katepwa Farms – Rick Brown – Not in attendance.

7:30p.m. Dawn Zahorski – Not in attendance.

ACCOUNTS PAYABLE

350/2018 CHATTERSON -THAT cheques 4124 to 4176 in the amount of \$66,910.40, direct payments of \$10,662.60, and the November 2018 payroll in the amount of \$11,623.35 be approved as presented.

Carried.

BANK RECONCILIATION AND STATEMENT OF REVENUE & EXPENDITURES

351/2018 STOLL - THAT the Bank Reconciliation and Statement of Revenue and Expenditures for the month of November 2018 be approved as presented.

Carried.

NORTH VALLEY WASTE MANAGEMENT- RECYCLING SERVICES

352/2018 CHATTERSON – THAT the proposal by North Valley Waste Management Authority Inc. to take over responsibility of the District's recycling contract from Loraas Disposal, along with replacing the 40 yard bins with five 6-yard bins at Sandy beach and South Katepwa be accepted.

Carried.

SASKATCHEWAN ALLIANCE FOR WATER SUSTAINABILITY

353/2018 ALPORT- THAT the letters by the Saskatchewan Alliance for Water Sustainability be printed on District letterhead and mailed to Gordon Barnhart (President, Saskatchewan Urban Municipalities Association), Honourable Dustin Duncan (Minister of Environment), Honourable Catherine McKenna (Minister of Environment and Climate Change), and emailed to the District's residents.

Carried.

WATERMARK CONSULTING LTD. – ENVIRONMENTAL SITE ASSESSMENT

354/2018 MACPHERSON – THAT Resolution #343/2018 be rescinded.

Carried.

- WATERMARK CONSULTING LTD. – ENVIRONMENTAL SITE ASSESSMENT**
- 355/2018** **CYCA** – THAT WaterMark Consulting Ltd. be paid the overage amount of \$5803.75 for the work completed on the environmental site assessment and corrective action plan.
- Carried.**
- WATERMARK CONSULTING LTD. – ENVIRONMENTAL SITE ASSESSMENT**
- 356/2018** **STOLL** – THAT the Ministry of Environment be authorized to set up WaterMark Consulting Ltd. as the District’s consultant on record.
- Carried.**
- TRANS CANADA TRAIL – DISTRICT LOGO**
- 357/2018** **CHATTERSON** – THAT the local Trans Canada Trail committee be provided with the District’s logo to have placed on the co-branded signage.
- Carried.**
- CALLING LAKES PLANNING COMMISSION – CRIME WATCH SIGNAGE**
- 358/2018** **THAUBERGER** – THAT the District order three 60cm X 75cm Calling Lakes Crime Watch signs to place at the three entrance points (Sandy Beach, South End, Katepwa Road) of the District’s boundaries.
- Carried.**
- MUNISOFT – COMMUNITY PROJECT**
- 359/2018** **CYCA** – THAT the District submit the Munisoft community project entry form for the resurfacing of tennis courts.
- Carried.**
- TAXERVICE – AGREEMENT FOR LOT 8, BLK 2 PLAN AS1082**
- 360/2018** **CYCA** – THAT Taxervice be authorized to prepare an agreement for signing by the property owner of Lot 8, Blk 2 Plan AS1082, and the agreement include the payment schedule of \$150.00 per month along with a default clause to allow for tax enforcement proceedings to be pursued.
- Carried.**
- R.M. OF ABERNETHY – SEWAGE DISPOSAL**
- 361/2018** **MACPHERSON** – THAT a letter be sent to the R.M. of Abernethy to notify of the old lagoon no longer being used for sewage disposal, and to offer the option of entering into an agreement with the District for sewage disposal services at the new lagoon.
- Carried.**

- 362/2018 WATER SECURITY AGENCY – SANDY BEACH CREEK BED
MACPHERSON – THAT a Request for Assistance form be submitted to the Water Security Agency to investigate, identify, and provide a recommendation in resolving the increased levels of silt filling the creek bed in Sandy Beach.
Carried.**
- 363/2018 MIDWEST SURVEYS INC. – LOT 12, BLK 3 PLAN AN3651 AND
LOT 20, BLK 3 PLAN 101503471
STOLL – THAT the request by Midwest Surveys Inc. for the parcel tie of Lot 12, Blk 3 Plan AN3651 and Lot 20, Blk 3 Plan 101503471 be approved.
Carried.**
- 364/2018 SOUTH SASKATCHEWAN VACATION GUIDE – CONCEPT MEDIA
ALPORT – THAT the Katepwa Beach Golf Club and Paridigm Development Inc. be notified of the increased rate of \$850.00 per business for advertising in the South Saskatchewan Vacation Guide; and the matter be presented for discussion at the January 15, 2019 Regular meeting.
Carried.**
- 365/2018 COMMUNICATIONS/CORRESPONDENCE REPORT
TEMPLE - THAT the communications/correspondence report be accepted as presented.
Carried**
- 366/2018 ADMINISTRATION REPORT
THAUBERGER - THAT the Administration Report be accepted as presented.
Carried.**
- 367/2018 COMMITTEE REPORT
ALPORT - THAT the Committee Reports be accepted as presented.
Carried.**
- 368/2018 MEETING RECESS
MACPHERSON - THAT the meeting recess at 8:27 p.m.
Carried.**
- 369/2018 MEETING RECONVENE
TEMPLE - THAT the meeting reconvene at 8:34p.m.
Carried.**
- 370/2018 R.M. OF INDIAN HEAD - ANNEXATION
ALPORT – THAT the request by the R.M. of Indian Head No. 156 for the annexation of Parcel #154699273 be approved in principle; a certified complementary resolution be provided after the public meeting; and the compensation be set at a lump sum payment of 15 years times the current year’s municipal property tax portion, and the amount be paid upon the**

effective date of the approved alteration of the municipal boundaries application.

Carried.

371/2018 R.M. OF INDIAN HEAD – ANNEXATION – BASE TAX STOLL – THAT the 2018 base tax amount of \$250.00 be cancelled from the calculation of the annexation compensation for Parcel # 111705869.

Carried.

372/2018 R.M. OF INDIAN HEAD – ANNEXATION COMPENSATION CHATTERSON – THAT Resolution #193/2018 be rescinded.

Carried.

373/2018 R.M. OF INDIAN HEAD – ANNEXATION COMPENSATION THAUBERGER – THAT the compensation amount of \$4,926.15 for the annexation of Parcels #154699273, #153470437, and #111705869 by the R.M. of Indian Head No. 156 be approved.

Carried.

374/2018 R.M. OF INDIAN HEAD – ANNEXATION ALTERATION TEMPLE – THAT Resolution #337/2018 be rescinded.

Carried.

375/2018 R.M. OF INDIAN HEAD – ANNEXATION ALTERATION MACPHERSON – THAT the request by the R.M. of Indian Head No. 156 for the annexation of Parcels #154699273, #153470437, and #111705869 be approved; the compensation be set at a lump sum payment of 15 years times the current year's property tax portion totaling \$4,926.15, and the amount be paid upon the effective date of the approved alteration of the municipal boundaries application.

Carried.

376/2018 PROPERTY TAX – PARCEL #111705869 CYCA - THAT the District request the property owner of Parcel #111705869 to pay the municipal and school property tax portions related to Parcel #111705869 that were imposed onto the original owner and new owner's taxcard for PT NW 27-19-18 Ext 150 Plan 101888590 during the years 2017 and 2018; and the District reimburse the original owner and new purchaser for the following amounts paid:

- Original owner (2017) - \$14.16 School and \$36.14 Municipal
- New purchaser (2018) - \$14.16 School and \$32.97 Municipal

Carried.

- 377/2018** **PROPERTY TAX – PT NW 27-19-18 Ext 150 Plan 101888590**
CHATTERSON – THAT the District refund the original owner and new purchaser of PT NW 27-19-18 Ext 150 the following municipal and school portions related to the incorrect assessment values applied for the years 2017 and 2018:
- Original owner (2017) - \$283.80 School and \$174.10 Municipal
 - New purchaser (2018) - \$223.15 School and \$158.84 Municipal
- Carried.**
- 378/2018** **TREE TRIMMING**
STOLL - THAT the quote submitted by Rodney’s Tree Service to trim trees throughout the District in the amount of \$12,600.00 plus GST be accepted.
- Carried.**
- 379/2018** **ROAD ASSESSMENT & PRESERVATION**
MACPHERSON - THAT the Request for Proposal for engineering services on road assessment and preservation be accepted and issued by invitational tender.
- Carried.**
- 380/2018** **COUNCIL AND STAFF NEW YEAR SUPPER**
CHATTERSON - THAT the Council and Staff New Year supper be held on Sunday, January 6th at the Katepwa Beach Hotel.
- Carried.**
- 381/2018** **#159 KATEPWA ROAD – LAND RESTORATION**
CYCA – THAT upon the District receiving the report by Ground Engineering Consultants Ltd., a copy of the report along with a written order be issued to the property owner at #159 Katepwa Road (Lot 10, Blk 5, Plan FN607) to restore the land to its original condition as per the recommendations by Ground Engineering Consultants Ltd.
- Carried.**
- 382/2018** **#143 PARK STREET – ORDER TO REMEDY**
STOLL – THAT #143 Park Street – Order to Remedy be tabled to the February 19, 2019 Regular meeting.
- Carried.**
- 383/2018** **2019 DISTRICT DIRECTORY**
CHATTERSON – THAT the quote submitted by the University of Regina for the preparation of the District’s directory in the amount of \$8,919.13 be accepted.
- Carried.**

- 384/2018** **TREE REPLACEMENT**
ALPORT - THAT the District not move forward with the tree replacement in Breese Park at this time.
Carried.
- 385/2018** **LANDFILL SITE - CLAY FILL NEGOTIATIONS**
CHATTERSON – THAT Councillor Stoll be authorized to perform clay fill negotiations for the landfill site within the limits of the annual budget.
Carried.
- 386/2018** **RESERVE ALLOCATIONS – OFFSET OF EXPENDITURES**
THAUBERGER – THAT the landfill expenditure of \$20,417.85 (\$16,556.25, \$3,561.60, \$300.00) be offset from the landfill reserve.
Carried.
- 387/2018** **#268 MAPLES ROAD - ENCROACHMENT**
ALPORT – THAT a letter be sent to the property owners at #268 Maples Road to request for the removal of all structural items that front their property and encroach into District property (excluding tree) by no later than Thursday, February 28, 2019, and if unable to remove by the specified date the District assist in having removed.
Carried.
- 388/2018** **OFFICE FURNACE MOTOR**
STOLL – THAT the quote by Banbury Plumbing and Heating Inc. for the installation of a new furnace motor in the amount of \$482.00 plus taxes be accepted.
Carried.
- 389/2018** **MEETINGS AND RECORDING OF MINUTES**
TEMPLE – THAT in the CAO’s absence, the Assistant Administrator be authorized to attend meetings and record minutes.
Carried.
- 390/2018** **CLOSED MEETING – MAINTENANCE MANAGER JOB DESCRIPTION**
CYCA – THAT we recess, and deliberations continue in a closed meeting at 10:09p.m. to 10:40p.m. as per Part III Section 15(1)(b)(ii) of *The Local Authority of Freedom of Information and Protection of Privacy Act*.
Carried.
- 391/2018** **RISE FROM CLOSED MEETING**
STOLL – THAT Council rise from the closed meeting and reconvene the Regular meeting at 10:44p.m.
Carried.

392/2018 **MAINTENANCE SUPERVISOR PAY INCREASE**
CYCA – THAT Maintenance Supervisor Rick Weber be presented with a pay increase of \$2.00 per hour retroactive to May 1, 2018.

Carried.

393/2018 **MAINTENANCE OPERATOR PAY INCREASE**
ALPORT – THAT Maintenance Operator Don McCall be presented with a pay increase of \$2.00 per hour as of January 1, 2019.

Carried.

394/2018 **ADJOURNMENT**
ALPORT - THAT the meeting now be adjourned at 10:46p.m.

Carried.

Next Meeting: - January 15, 2019 at 7:00pm – Katepwa Center

Mayor

Administrator