



**RM of Prairie Rose
Meeting Minutes
Regular Council Meeting
Held at 123 Main Street, Jansen, SK
January 12, 2022 - 08:30 AM**

PRESENT:

Reeve - Darin Pedersen

Councillor Division 1 - Terry Renz

Councillor Division 2 - Dustin Lynch

Councillor Division 3 - Trevor Blair

Acting Administrator - Lorrie Champ

Municipal Foreman - James Stephan

Councillor Division 4 - Garnet Zerbin

Councillor Division 5 - Corey Kinzel

Councillor Division 6 - Tom Bergen

Finance Office Clerk - Todd Gunther

Call to Order

A quorum being present, Darin Pederson called the meeting to order at 8:40 a.m.

Carried

Approval of Agenda

Resolution No: 2022 001

Moved By: Dustin Lynch

That the agenda be approved as presented.

CARRIED

Adoption of Minutes

Resolution No: 2022 002

Moved By: Terry Renz

That the minutes of the Regular Meeting of Council held on Dec 8, 2021 be approved as circulated.

CARRIED

Correspondence

Resolution No: 2022 003

Moved By: Corey Kinzel

That the following correspondence, having been circulated, be now filed: BuildTech Newsletter, Judy Harwood Division 5, SARM Nominations, BHP Dec Newsletter 2021, Clubroot Survey Results, Nomination Form Lieutenant Governor's Award, Award Guidelines, The INDSider SAMA.

CARRIED

Administration and Committee Reports

Acting Administrator Report

Resolution No: 2022 004

Moved By: Garnet Zerbin

THAT the Acting Administrator report be accepted as presented.

HR Report

Foreman Report

Resolution No: 2022 005

Moved By: Trevor Blair

THAT the Foreman report be accepted as presented.

CARRIED

Disk

Resolution No: 2021 325

Moved By: Terry Renz

That Foreman James Stephan be given approval to purchase and order a disk from Diamond Mowers for the quoted price of \$10787.50 which includes taxes and freight.

CARRIED

Financial Reports

Resolution No: 2022 006

Moved By: Tom Bergen

That the Statement of Financial Activities for the month of December be accepted as presented.

CARRIED

Approval of Current Accounts for Payment

Resolution No: 2022 007

Moved By: Corey Kinzel

That Cheques #9305-#9335 and Electronic Payments #1202201 -#1202218 totaling \$338102.38 MasterCard charges #121001-#130001 totaling \$736.18 and AFT payroll totaling \$20878.38 be approved for payment.

CARRIED

Council Indemnity Report

Resolution No: 2022 008

Moved By: Garnet Zerbin

That we approve the council indemnity report as presented, and issue payment for same.

CARRIED

BHP Update

MSMA

Budget Committee

Resolution No: 2022 009

Moved By: Trevor Blair

That the Budget Committee hold a meeting at the RM office on Jan 21, 2022 at 8:30 am to discuss the 2022 budget.

CARRIED

Business Arising from Minutes / Old Business

New Business

Acting Administrator Wages and Education

Resolution No: 2022 010

Moved By: Dustin Lynch

That Acting Administrator Lorrie Champ be paid an annual salary of \$65000.00, LGA Registration fees be split by RM of Prairie Rose and Village of Jansen, 3 weeks vacation pay and SARM Level 5 Health & Dental Care for 2022.

CARRIED

Audit Scheduled for Feb 22, 2022

Resolution No: 2022 011

Moved By: Terry Renz

That Council acknowledge the Annual audit scheduled for Feb 22, 2022 with Jensen Stromberg.

CARRIED

Fidelity Bond

Resolution No: 2022 012

Moved By: Tom Bergen

That Council acknowledges the Fidelity bond renewal through SARM and that it is in effect January 1, 2002 to January 1, 2023.

CARRIED

LSIP Insurance

Resolution No: 2022 013

Moved By: Corey Kinzel

That Council acknowledges the Liability Self Insurance policy through SARM as presented at this meeting.

CARRIED

Gravel Tender

Tender for SW 07-35-23-W2

Resolution No: 2022 014

Moved By: Garnet Zerbin

That Acting Administrator Lorrie Champ follow the direction set out by Lawyer Kim Anderson and advertise the Wolverine quarter at SW 07-35-23-W2 in the Lanigan Advisor with a closing date of Monday February 7, 2022 at 4:00 pm.

CARRIED

RM property in Esk-Tender

Resolution No: 2022 015

Moved By: Trevor Blair

That Resolution 2021 089 be rescinded.

CARRIED

Vacuum Cleaner for Office

Resolution No: 2022 016

Moved By: Terry Renz

That Acting Administrator purchase a new vacuum for the office.

CARRIED

Appointments

Mentor for Lorrie

Resolution No: 2022 017

Moved By: Terry Renz

That Council accept and sign the Client Service Agreement between RM of Prairie Rose and Lana Bavle to provide Mentorship for Acting Administrator Lorrie Champ.

CARRIED

Finance Clerk and Wage

Resolution No: 2022 018

Moved By: Tom Bergen

That Council hire Todd Gunther as full time Finance Clerk and be paid an hourly salary of \$24.00 per hour.

CARRIED

New Signage

Resolution No: 2022 019

Moved By: Corey Kinzel

That Melissa Dieno be removed as administrative authority for all RM of Prairie Rose #309 banking accounts including the following: CAFT payroll system, Royal Bank Mastercard online access, CRA Site for payments and inquiries, and as signing authority for all the accounts. AND that Todd Gunther be added as an administrative authority and signing authority for all the RM of Prairie Rose #309 banking accounts, CAFT Payroll system, Global Payment Card, CRA site for payments and inquires and as a signing authority for the accounts and the RM of Prairie Rose #309 pay for any associate fees for making the above changes.

CARRIED

Building Inspector

Resolution No: 2022 020

Moved By: Garnet Zerbin

That Council appoint BuildTECH as the building officials of the municipality under the authority of subsection 5(4) of the Uniform Building and accessibility Standards Act.

Plant Health Inspector

Resolution No: 2022 021

Moved By: Trevor Blair

That Council appoint Chelsea Neuberger, Plant Health Officer-SARM Division 5, 306-380-4526, chelsea.baraniecki@gmail.com, as Pest Control Officer for 2022.

Bylaws

Adjournment

Resolution No: 2022 022

That we do now adjourn at 1:20 pm to meet again on Wednesday February 9, 2022 at 8:30 pm.

CERTIFIED CORRECT:

Reeve

Acting Administrator