

Resort Village of Elk Ridge
Meeting Minutes
January 19th, 2022 – Meeting of Council

A Regular Meeting of Council of the Resort Village of Elk Ridge was held in the White Tail Room at the Elk Ridge Golf Resort on January 19th, 2022.

Present: Mayor Garry McKay
Councillor Ryan Danberg (*via teams meeting*)
Councillor Trudy Engel
Councillor Ross Hewett (*via teams meeting*)
Councillor Margaret Smith-Windsor

Heather Scott, CAO

1. **Call to Order** – With a quorum being present, Mayor Garry McKay called the meeting to order at 3:03 p.m.

2. **Delegations:** Clint Austin Re: Elk Ridge Utility

Administrator's Note: Clint Austin was not able to attend this meeting and has requested to be moved to the February Agenda.

3. Approval of Agenda:

15-2022 ENGEL: That the agenda for this meeting be approved as presented.

CARRIED

4. Public Hearings: None

5. Reading of Bylaws: None

6. Adoption of Minutes:

6.1 Minutes of the January 8th, 2022 meeting.

16-2022 SMITH-WINDSOR:

That the Minutes of the January 8th, 2022 meeting be approved as presented.

CARRIED

7. Business Arising from Minutes:

7.1 – Auditing Services

17-2022 DANBERG:

That Council table Agenda Item 7.1 Auditing Services to the next regular meeting of Council due to pending receipt of quotes. **CARRIED**

8. Action/Motion Items:

8.1 UMAAS Membership

18-2022 SMITH-WINDSOR:

That Council approve the Administrator's 2022 Urban Municipal Administrators Association of Saskatchewan (UMAAS) Membership costs of \$220.00.

CARRIED

8.2 NCSWM Membership

19-2022 SMITH-WINDSOR:

That Council direct administration to apply for membership to the NCSWMC.

CARRIED

9. Administration Reports:

9.1 CAO Report and Updates

20-2022 ENGEL: That the CAO report for January 19,2022 be received and filed.

CARRIED

10. Accounts for Payment: N/A

11. Financial Statements: N/A

12. Council Divisional Reports: N/A

13. New Business

13.1 Council Remuneration

21-2022 ENGEL:

That effective January 1, 2022, Council Remuneration, Meal and Travel Rates will be as follows:

Mayor \$150/month

Councilor \$100/month

To include:

- a. Regular Council meetings,
- b. Committee meetings,
- c. Infrastructure inspection(s),
- d. Dealing with rate payer concerns and requests,
- e. Other related duties pertaining to a functioning Resort Village.

CARRIED

22-2022 DANBERG:

Special meeting or convention rate of \$15.50/ hr if less than 8 hours and a maximum of \$125 for all day.

CARRIED

23-2022 DANBERG:

Mileage as per Canada Revenue Agency travel policy (travel time not reimbursed)

Meal rates set as per Saskatchewan Government:

Meals

- \$10.00 for breakfast
- \$15.40 for lunch
- \$20.90 for supper

CARRIED

13.2 Committee Appointments:

24-2022 MCKAY:

That an adhoc transition advisory committee be established to facilitate the transition of the District of Lakeland bylaws and policies to the Resort Village of Elk Ridge and that the committee consist of all members of council and the CAO and that all subcommittees may include members of the public.

CARRIED

13.3 Tax Incentives and Penalties Bylaw

25-2022 SMITH-WINDSOR:

That Bylaw 01-2022 a bylaw to Establish Property Tax Incentives and Penalties be introduced and read first time; this bylaw is for three readings.

CARRIED

26-2022 ENGEL:

That Bylaw 01-2022 a bylaw to Establish Property Tax Incentives and Penalties be now read a second time.

CARRIED

27-2022 DANBERG: That leave be granted for third reading of Bylaw 01-2022 a bylaw to Establish Property Tax Incentives and Penalties.

UNANIMOUSLY CARRIED

28-2022 SMITH-WINDSOR: That Bylaw 01-2022 a bylaw to Establish Property Tax Incentives and Penalties be now read a third time and adopted.

CARRIED

13.4 Agreements:

13.4.1 - Greenland Waste Cardboard Contract and Waste Disposal Bins:

29-2022 ENGEL:

That the recycling and waste removal contracts be tabled to a future meeting pending further information.

CARRIED

13.4.2 Garry Provencher

30-2022 SMITH-WINDSOR:

That the RV renew Gary Provencher's contract to manage the waste/recycling bins and surrounding areas and that his remuneration be raised to \$150 per month effective January 1, 2022 to December 31, 2022.

CARRIED

13.4.3 Source Environmental Corrosion Corp and Winter Road Maintenance Policy

31-2022 SMITH-WINDSOR:

That Council direct administration to enter into a contract for service with Source Environmental Collision Corp on behalf of the Resort Village of Elk Ridge for the remainder of the 2022 Winter Season at a rate of \$95/hr.

CARRIED

32-2022 SMITH-WINDSOR:

That Council approve and adopt the Winter Road Maintenance Policy.

CARRIED

13.5 - Payroll and Benefits

33-2022 ENGEL:

That Council designate the Mayor to review and approve CAO's monthly hours and expenses on behalf of the Resort Village of Elk Ridge Council.

CARRIED

34-2022 ENGEL:

That Council approve the purchase of a Munisoft supported payroll program for the Resort Village of Elk Ridge

CARRIED

14. Incamera: N/A

15. Correspondence:

16. Other Business:

17. Adjournment:

35-2022 ENGEL: That the meeting adjourn at 4:00 p.m.

CARRIED

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14. Incamera: N/A

15. Correspondence:

16. Other Business:

17. Adjournment:

35-2022 ENGEL: That the meeting adjourn at 4:00 p.m.

CARRIED

Approved on February 8th, 2022.

Mayor

CAO