

RIVERDALE MUNICIPALITY

The minutes of the regular meeting of Council for Riverdale Municipality held in the Council Chambers on the 5th day of January 2015.

Mayor Todd Gill called the meeting to order at 9:00am with the following members of Council in attendance:

Councillor Ian Dyer
Councillor Darren Bray
Councillor Larry Fast
Councillor Bryan Smith
Councillor Dave Falkevitch

Regrets: Councillor Ken Tait

Chief Administrative Officer Kat Bridgeman recorded the minutes.

No. 01-15 SMITH-BRAY
Be It Resolved that the regular meeting agenda dated January 5th, 2015 be adopted as presented;

Be It Further Resolved that the agenda form part of the minutes.

CARRIED

No. 02-15 DYER-SMITH
Be It Resolved that the minutes of December 9th, 2014, be adopted as circulated.

CARRIED

CONSIDERATION OF BY-LAWS:

a) Organizational Bylaw 2015-01

No. 03-15 BRAY-FALKEVITCH
Be It Resolved that By-Law No. 2015-01, being a by-law to govern the organization of Riverdale Municipality and the Committees thereof be given 1st reading.

CARRIED

b) Procedural Bylaw 2015-02

No. 04-15 SMITH-FAST
Be It Resolved that By-Law No. 2015-02, being a by-law to regulate the proceedings and conduct of the Council and the Committees thereof be given 1st reading.

CARRIED

c) Tax Discount Bylaw 2015-03

No. 05-15 SMITH-DYER
Be It Resolved that By-Law No. 2015-03, being a bylaw allowing for the prepayment of taxes and discount rates for Riverdale Municipality be given 1st reading.

CARRIED

No. 06-15 FALKEVITCH-BRAY
Be It Resolved that By-Law No. 2015-03, being a bylaw allowing for the prepayment of taxes and discount rates for Riverdale Municipality be given 2nd reading.

CARRIED

d) Council Indemnity & Remuneration Bylaw 2015-04

- No. 07-15 SMITH-FAST
Be It Resolved that By-Law No. 2015-04, being a by-law to set indemnities for Mayor and Council of Riverdale Municipality be given 1st reading.

CARRIED

e) Infill Housing Bylaw 2015-05

- No. 08-15 BRAY-SMITH
Be It Resolved that By-Law No. 2015-05, being a by-law to authorize incentives for Urban Land Recycling within the previous boundaries of the Town of Rivers be given 1st reading.

CARRIED

NEW BUSINESS:

a) Signing Authority

- No. 09-15 SMITH-FALKEVITCH
THAT all cheques of the corporation drawn on its general savings and reserve accounts, be signed on its behalf by Todd Gill, Mayor or Councillor Darren Bray, Finance Committee Chairman, and signed by Kathryn Bridgeman, Chief Administrative Officer or Lorne Green, Assistant Administrative Officer.

2. THAT Kathryn Bridgeman, Chief Administrative Officer or Lorne Green, Assistant Administrative Officer of the corporation be and are hereby authorized for and on behalf of the corporation to negotiate with, deposit with or transfer to the Westoba Credit Union (but for credit to the corporation account only) all or any bills of exchange, Promissory notes, cheques, and orders for payments of money and other negotiable paper, and for the said purpose to endorse the same of any of them on behalf of the said corporation, either in writing or by rubber stamp.

3. THAT Kathryn Bridgeman, Chief Administrative Officer or Sharon Lamb, Accounts Representative be and are hereby authorized for and on behalf of the said corporation from time to time to arrange, settle, balance and certify all books and accounts between the said corporation and the Credit Union; and to receive all paid cheques and vouchers unpaid and unaccepted bills of exchange and other negotiable instruments.

4. THAT Kathryn Bridgeman, Chief Administrative Officer or Lorne Green, Assistant Administrative Officer be and are hereby authorized for and on behalf of the said corporation to obtain delivery from the Credit Union all stock, bond and any other securities held by the said Credit Union in safe keeping or otherwise for the account of the corporation and to give valid and binding receipts therefore.

5. THAT this resolution be communicated to the said Credit Union and remain in force until written notice of the contrary shall have been given to the manager for the time being at the branch of the Credit Union at which the accounts of the said corporation is kept and receipts of such notice is duly acknowledged in writing.

CARRIED

b) Authorization for Line of Credit

- No. 10-15 BRAY-SMITH
WHEREAS 173(1) of the Municipal Act provided that, "A Council may by resolution borrow money for the operating expenses during a fiscal year,

but the amount borrowed must not exceed that amount collected in taxes and grant in lieu of taxes in the previous fiscal year”;

AND WHEREAS the Council of Riverdale Municipality (herein called “the Corporation”) deems it necessary to borrow the sum of One Million, Five Hundred Thousand Dollars (\$1,500,000.00) to meet the current expenditures of the Corporation for the fiscal year 2015 until such time as the taxes levied therefore are collected;

AND WHEREAS the total amount of the taxes collected by the Corporation formerly known as The Town of Rivers last year was the sum of One Million, Six Hundred and Seventy Nine Thousand, Two Hundred Forty Seven Dollars (\$1,679,247.53) and One Million, Seven Hundred Eight One Thousand, Five Hundred and Nine Dollars (\$1,781,509.74) by the Corporation formerly known as Rural Municipality of Daly;

NOW THEREFORE it is hereby enacted by the Corporation of Riverdale Municipality as follows:

1. THAT the Mayor and C.A.O. of the Corporation be and they are hereby authorized to borrow under the seal of the Corporation from the Westoba Credit Union Ltd. (herein called “the Credit Union”) the sum of One Million Five Hundred Thousand Dollars (\$1,500,000.00), for the purpose of aforesaid and to pay or agree to pay interest thereon, or on so much thereof as remains from time to time unpaid, calculated at the Credit Union’s prime interest rate per annum in effect from time to time plus arranged % per annum, as well after as before maturity, default and judgment, with interest on overdue interest at the same rate as the principal.

2. THAT the amount so borrowed with interest aforesaid be evidenced by either of the following means:

a) by one or more promissory notes under the seal of the corporation and signed by the Mayor and C.A.O. thereof and given to the Credit Union, or

b) by overdraft on the account of the corporation with the Credit Union by cheques signed by the Mayor and C.A.O. thereof.

3. THAT the Corporation hereby mortgages, assigns, transfers, pledges and hypothecates to the said Credit Union the taxes of the Corporation for the present year for municipal, school or the purposes of The Minister of Local Government as additional security for the repayment of the amount so borrowed for any of such respective purposes.

4. THAT the Corporation shall deposit said taxes with the Credit Union as collected in a special account as collateral security for payment of the amount so borrowed and interest, but the Credit Union shall not be restricted to the said taxes for payment of the sum borrowed hereunder, nor shall it be bound to wait for repayment of said sum until said taxes are collected, or be required to see that they are deposited or applied as aforesaid.

5. THAT the amount so borrowed and interest shall be payable within the current fiscal year.

6. THAT the Mayor and C.A.O. are hereby authorized to give to the said Credit Union in the name, on behalf of and under the seal of the Corporation as security for the moneys so borrowed, and interest thereon, a covenant or agreement containing a clause that all taxes levied or to be levied by the Corporation for the present year be and they are hereby pledged, hypothecated, mortgaged, transferred and assigned to the Credit Union as security for said loan and interest thereon and are charged as a first charge with repayment of such loan and interest, or a clause to like effect; and that said taxes shall be deposited forthwith on being collected in the Credit Union to the credit to the Corporation in a special account as collateral security for said advance.

7. THAT nothing herein or in said covenant or agreement contained shall waive, prejudicially affect or exclude any right, power, or security by statute, common law or otherwise given to or implied in favor of the said Credit Union.

CARRIED

c) Interim Operating Budget

No. 11-15 BRAY-DYER

Whereas Section 163 of the Municipal Act provides for Council to adopt an interim budget of all operating and capital expenditures of the municipality for the period January 1, 2015 until the adoption of the annual budget.

Now Therefore Be It Resolved that the following provisional estimates be hereby adopted.

GENERAL OPERATING REQUIREMENTS

General Government Services	205,000.00
Protective Services	150,000.00
Transportation Services	200,000.00
Environmental Services	50,000.00
Public Health & Welfare Services	20,000.00
Environmental Development Services	10,000.00
Economic Development Services	10,000.00
Recreational and Cultural Services	165,000.00
Fiscal Services	50,000.00

GENERAL CAPITAL REQUIREMENTS

Borne by Reserves	100,000.00
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UTILITY OPERATING REQUIRMENTS

Water Supply	75,000.00
Sewage Collection and Disposal	30,000.00
Contributions to Capital	40,000.00

UTILITY CAPITAL REQUIRMENTS

Borne by Reserves	100,000.00
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CARRIED

d) Finance – 2014 Budget Comparison

e) Standing Committees of Council

No. 12-15 SMITH-FALKEVITCH

Be It Resolved That in accordance with Section 35(1), 35(2) and 35(4) of *The Municipal Assessment Act*, the Council of Riverdale Municipality be appointed as the Board of Revision, and the Mayor be appointed as Presiding Officer and the C.A.O. be secretary of the Board.

Be It Resolved That the following committee and board appointments be made for January 1, 2015 to October 31st, 2015

1. Mayor's Special Advisory Committee – Dyer, Bray, Falkevitch
2. Deputy Mayor – Smith
3. Finance/Legislative Committee – Bray, Dyer
4. Human Resources & Liaison – Dyer, Bray
5. Public Works – Transportation Ground – Dyer, Tait
6. Public Works – Utility/WTP – Gill, Falkevitch
7. Landfill & Recycling – Bray, Fast
8. General Land Development – Smith, Dyer, Bray, Falkevitch
9. Police Board – Smith, At-large Debbie Phythian
10. Emergency Measures Organization – Smith, Fast
11. Rivers Cemetery – Falkevitch
12. Health Action Committee – Smith
13. Midwest Weed District – Smith, Fast
14. Little Saskatchewan River C.D(s) – Fast, Falkevitch, Ralph Sprenger, and Ed McKay members at large

15. Riverdale Community Centre - Tait
16. Riverdale Recreation Commission – Tait, At-large Christa Veitch, Kat Bridgeman, Heather Fast
17. Rolling Dale Enterprise – Dyer
18. Prairie Crocus Regional Library – Tait, At-large Terry Nolin, Grant Duncan
19. Riverdale Senior Services - Falkevitch
20. Chamber of Commerce – Lorne Green
21. Rivers Handi-Van – All members of Council

Be It Resolved That in the event of a matter between meetings of Council of which Council had no notice at the previous meeting and which matter must be attended to prior to the next regular meeting of Council and which effects the interest of the municipality, but which matter in the opinion of the Mayor is not of such importance to require a special meeting of Council, then in such event the Mayor will discuss the matter with his Special Advisory Committee and if the matter concerns a particular committee the Chairman of the committee will also be consulted, and

Be It Further Resolved That the Mayor shall always at the next regular meeting of Council report of such information as may have transpired.

CARRIED

f) Recruitment Policy HR_01-15

- No. 13-15 BRAY-SMITH
Be It Resolved that Council adopts the Recruitment policy HR_01-15 as presented.

CARRIED

g) Progressive Discipline Policy HR_03-15

- No. 14-15 DYER-FAST
Be It Resolved that Council adopts the Progressive Discipline Policy HR_03-15 as amended.

CARRIED

h) Respectful Workplace Policy HR_04-15

- No. 15-15 SMITH-DYER
Be It Resolved that Council adopts the Respectful Workplace Policy HR_04-15 as presented.

CARRIED

i) Council Code of Conduct Policy HR_05-15

- No. 16-15 DYER-BRAY
Be It Resolved that Council adopts the Council Code of Conduct Policy HR_05-15 as presented.

CARRIED

j) Employee Code of Conduct Policy HR_06-15

- No. 17-15 FALKEVITCH-FAST
Be It Resolved that Council adopts the Employee Code of Conduct Policy HR_06-15 as presented.

CARRIED

k) Vacation/Time off request Policy HR_07-15

- No. 18-15 BRAY-SMITH
Be It Resolved that Council adopts the Vacation/Time off request Policy HR_07-15 as amended.

CARRIED

l) Seasonal Position

- No. 19-15 SMIT-FAST
Be It Resolved that Council agrees to offer Mike Perreault, previous RM of Daly Seasonal employee, a six month term position for Municipal Works to allow Council to review the need for a full time position encompassing the previous seasonal position in the Municipal Works Department effective January 1, 2015 – June 30th, 2015;

Be It Further Resolved That Council review this position no later than May of 2015 to determine whether to move this position into a permanent full time position or remain as seasonal or extending the term.

CARRIED

m) Employment, Conditions and Terms Policy HR_02-15

FALKEVITCH-FAST

Be It Resolved that Council adopts the Employment, Conditions and Terms Policy HR_02-15 as presented.

TABLED

n) Employee Job Descriptions and Titles

- No. 20-15 SMITH-DYER
Be It Resolved that Council adopts the Employee Job Descriptions/titles as amended.

CARRIED

- No. 21-15 SMITH-BRAY
Be It Resolved that council go into camera to discuss personnel issues.

CARRIED

- No. 22-15 FALKEVITCH-DYER
Be It Resolved that come out of camera and continue with the regular meeting.

CARRIED

o) Employee Remuneration

- No. 23-15 SMITH-FAST
Be It Resolved that Council adopts the 2015 Employee Remuneration as amended.

CARRIED

ADJOURNMENT:

No. 24-15 DYER-SMITH
Be It Resolved that Council do now adjourn.

TIME: 12:50p.m.

CARRIED

Todd Gill
Mayor

Kat Bridgeman
Chief Administrative Officer