

Waterwolf District Planning Commission - Waterwolf Planning Inc.

Executive Board Meeting – Minutes

January 11, 2018, Loreburn Town & Country Centre, Loreburn, SK

Attendance: Walter Litke, Joanne Brochu, Richard McGregor, Arlin Simonson, Brandy Losie, Garry Book

Absent: none

Motion # 1/2018: Walter carried

That a quorum being reached, that the meeting be called to order at 7:07 pm.

Motion #2/2018: Richard carried

That the agenda be accepted as presented.

Motion #3/2018: Arlin carried

That the minutes of the Board Meeting on December 4, 2017 are accepted as presented.

Reports

Chair`s Report

Motion #4/2018: Joanne carried

That the Chairperson`s report be accepted as presented (includes discussion of meeting with the Council of the Town of Delisle).

Financial Information

Motion #5/2018: Richard carried

That the Financial Statements for December 31st, 2017 be accepted as presented.

Invoices

Motion # 6/2018: Richard carried

That the following invoices be paid:

Glen Pavelich	website maintenance Ch.310	\$27.75
Brandy Losie	December admin work Ch. 311	\$400.00

Budget

Motion # 7/2018: Arlin carried

That due to a majority of the affiliated municipalities voting in favor of the proposed 2018/2019 WaterWolf Planning Inc. budget, that this budget is approved.

Waterwolf District Planning Commission - Waterwolf Planning Inc.

Motion # 8/2018: Arlin carried

That the membership invoices for the 2018/2019 year be sent out by the Administrator no later than January 31, 2018.

Business Arising out of Previous Board Meeting

Development Appeals Board MOU

Motion # 9/2018: Walter carried

That Brandy go through the Development Appeals Board Memorandum`s of Understanding as given to her by Walter Litke on January 11, 2018 and contact each municipality that has an MOU to ensure they are still in agreement.

Motion # 10/2018: Walter carried

That Brandy contact the affiliated municipalities that do not have a Development Appeals Board MOU to see if they wish to sign the agreement.

Motion # 11/2018: Walter carried

That Brandy contact all affiliated municipalities to inquire if they would know of any Interested persons, either on council or not, that would be willing to serve on a WaterWolf Development Appeals Board.

Motion # 12/2018: Walter carried

That we approach Crosby Hanna to help us with setting up of the Development Appeals Board.

Unpaid Members

Motion # 13/2018: Garry carried

That Walter Litke, Chairperson, follow up with phone calls & set up a meeting with each affiliated municipality regarding the dispute resolution process as brought on by unpaid membership fees.

Motion # 14/2018: Garry carried

That Walter Litke attend the March 8th council meeting with the Village of Hawarden.

New Business

Servicing Agreement Questions

Motion # 15/2018: Arlin carried

That the Administrator send out the questions from Crosby Hanna regarding servicing agreements to all of the affiliated municipalities with instructions to reply with their answers to Crosby Hanna.

Waterwolf District Planning Commission - Waterwolf Planning Inc.

FCM Grant Application

Motion # 16/2018: Joanne carried

That the Administrator contact all affiliated municipalities to find out if they are applying To FCM for an asset management grant and if so, would they be interested in a one-day Session to work as a group on their applications.

Motion # 17/2018: Joanne carried

That the Administrator contact Clayton Drewlo of Urban Systems to see if he could participate in the above one-day FCM grant writing workshop.

Employee Safety Plan

Motion # 18/2018: Joanne carried

That the Administrator look into a template for an Employee Safety Plan from places like: WCB – Saskatchewan, HR Downloads and Mission Zero.

Mapping Information

Motion # 19/2018: Walter carried

That a letter be sent from Crosby Hanna to MidSask & Russ McPherson requesting the shape mapping files that are necessary to Crosby Hanna`s work for WaterWolf. That Walter may retrieve this information in person if necessary and if this information is unavailable, that MidSask be billed for the cost to obtain this information from ISC.

Subdivision Comments

RM of Loreburn File No.R1083-17S

Motion # 20/2018: Arlin carried *Note that Garry Book did not vote on this motion.

That WaterWolf is in favor of the above noted application.

RM of Loreburn File No. R1064-17S

Motion # 21/2018: Richard carried *Note that Garry Book did not vote on this motion.

That WaterWolf is in favor of the above noted application.

Town of Central Butte File No. T1097-17R

Motion # 22/2018: Joanne carried

That WaterWolf agrees with the assessment by Community Planning that this application contravenes the Zoning Bylaw for the Town of Central Butte. As long as they are willing to amend their bylaw, there is no reason to refuse the application.

Information

Tabled to February meeting:

- **Code of Conduct Policy**
- **Rules of Procedure Policy**
- **Website Update**
- **Emergency Management Plan**

Waterwolf District Planning Commission - Waterwolf Planning Inc.

Next Board Meeting: Thursday, February 15, 2018 at 7 pm at Loreburn

Adjournment

Motion # 23/2018: Walter carried

That the meeting be adjourned (9:35 pm)

Chairperson

Executive Board Member