

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF MANITOU LAKE NO. 442 HELD IN THE MUNICIPAL OFFICE, MARS DEN, SASKATCHEWAN ON THURSDAY DECEMBER 7, 2017**

**Present** **Reeve:** Ian Lamb  
**Councillors:** Division 1 – Travis Lindsay  
 Division 2 – Bob Walde  
 Division 3 – Norman Wright  
 Division 4 – Kevin Bossert  
 Division 5 – Rick Swanstrom  
 Division 6 – Joe Koch  
**Administrator:**  
**Assistant Administrator:** Brenda Appleton

**Call to Order** Reeve Lamb called the meeting to order at 9:04 a.m.

**Appoint** **17/310 KOCH:** That the RM of Manitou Lake No 442 Council appoint Brenda Appleton as Acting Administrator until the return of CAO Joanne Loy or until Dec. 27, 2017.

**Carried**

**Councillor Walde requested a recorded vote for the following motion.**

**Ammend Agenda** **17/311 WALDE:** That the RM of Manitou Lake No 442 Council amend the agenda to move the HR discussion up and deal with it immediately.

<b>FOR:</b>	<b>AGAINST:</b>
Travis Lindsay	Ian Lamb
Bob Walde	Norman Wright
Rick Swanstrom	Kevin Bossert
	Joe Koch

**Defeated**

**Minutes** **17/312 WRIGHT:** That the minutes of the Regular Meeting of Council on November 9, 2017 be adopted as amended by adding the town of Provost to motion 17/291 and correcting the legal land description in motion 17/304 to PT NW 29-44-26-W3.

**Carried**

**State-ment** **17/313 LINDSAY:** That the Statement of Financial Activities for November 2017 be accepted as presented.

**Carried**

**Accounts** **17/314 BOSSERT:** That the accounts to December 7, 2017 be authorized for payment and that a list of cheques numbered 19450 to 19493 inclusive and including EFT Payroll deposits and online Receiver General Remittances totaling \$374,682.17 be annexed to and form a part of these minutes.

**Carried**

**Road Use Agreement** **17/315 BOSSERT:** That the RM of Manitou Lake Administration send a letter to PetroCapita requiring the road use Agreement be signed with a clause stating if they continue to use roads that are not in the agreement they will be billed for road maintenance.

**Carried**

**Privacy Policy** **17/316 LAMB:** That the RM of Manitou Lake Council accept the Privacy Policy as presented

**Carried**

**Council Communication Policy**      **17/317 KOCH:** That the RM of Manitou Lake Council accept the Council Communication Policy as presented.  
**Carried**

**Councillor Walde requested a recorded vote for following motion. Councillor Walde abstained from voting on the following motion stating it was a breach of his privacy.**

**Tele-Communication Policy**      **17/318 LAMB:** That the RM of Manitou Lake No 442 Council accept the Telecommunication Policy as presented.  
**FOR:** Travis Lindsay  
 Norman Wright  
 Kevin Bossert  
 Joe Koch  
 Ian Lamb  
**AGAINST:** Rick Swantsrom  
 Bob Walde  
**Carried**

**Delegate:** Duncan MacEachern RM Weed Inspector

**Weed Letter**      **17/319 WALDE:** That the RM of Manitou Lake No. 442 Administration send letters to Tyler Scott S1/2 19-43-27-W3, CN Rail right of way within the RM, Leonard Booth SW 24-46-27-W3 requiring weed control to be done in 2018.  
**Carried**

**Weed Training**      **17/320 LAMB:** That the RM of Manitou Lake #442 pay for Duncan MacEachern to attend weed applicators license training.  
**Carried**

**Council recessed from 10:15 am to 10:25pm**

**Delegate:** Eric Graham RM ratepayer

**E. Graham Letter**      **17/321 LAMB:** That the RM of Manitou Lake No. 442 Council acknowledge Eric Graham's letter as presented.  
**Carried**

**Cenera Quote**      **17/322 LAMB:** That the RM of Manitou Lake No. 442 Council accept the quote of \$3,000.00 plus any disbursement fees from Cenera to facilitate the LAFOIP training with a tentative date of March 6, 2018.  
**Carried**

**Guest Speaker**      **17/323 WRIGHT:** That the RM of Manitou Lake No. 442 Council accept the quote of \$750.00 plus any disbursement fees from Cenera to be the guest speaker at the rate payers meeting with a tentative date of March 6, 2018.  
**Carried**

**Lt. Gov. Award**      **17/324 KOCH:** That the RM of Manitou Lake Administration to make the application of Grant Wightman for the Lt. Governor Award.  
**Carried**

**Delegate:** Sgt. Heath Robinson, RCMP

**Subdivision 17/325 LINDSAY:** That the sub division application by Ben Toews and Danny Toews for proposed B (4.05 ha/10 acres), Residential, from the NW 29-46-25-W3M be approved with Community Planning to be advised that Council is unaware of any land uses that may be incompatible and that Council requests a monetary settlement in lieu of Municipal Dedicated Land requirement \$1435.45 based on \$1,435.45 per acre and 1.00 acres.

**Carried**

**Santa's Anon. 17/326 LAMB:** That the RM of Manitou Lake purchase four (4) turkey's to be donated to the Santa's Anonymous for the year 2018.

**Carried**

**In Camera 17/327 LAMB:** That the RM of Manitou Lake No 442 Council moves to an in-camera session to discuss human resources as authorized by the legislative authority of Section 120 of *The Municipalities Act* including the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* at 9:05 am.

**Carried**

**Foreman James Czerniak joined in-camera meeting at 11:32 am and left in-camera meeting at 11:40 am.**

**Council recessed for lunch from 11:55am to 12:40 pm.**

**Councillor Bob Walde left the meeting at 1:10 pm.**

**Out of Camera 17/328 LAMB:** That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 1:20 pm.

**Carried**

**Delegates:** Bruce Dodds and Mike Owens, APAS representatives

**APAS Membership 17/329 WRIGHT:** That the RM of Manitou Lake No. 442 update the membership with APAS at a cost of \$11,815.25 to be paid in January 2018.

**Carried**

**HR Committee Policy 17/330 KOCH:** That the RM of Manitou Lake Council approve the Human Resources Committee Policy as presented.

**Carried**

**Lay Off 17/331 LINDSAY:** That the RM of Manitou Lake No. 442 Council accept the HR Committee's recommendation to lay off employee Colten Ridsdale effective November 30, 2017 and be given two weeks pay in lieu of notice as per *The Labour Standards Act* sect. (44.1).

**Carried**

- Wage Increase 2018**      **17/332 WRIGHT:** That RM of Manitou Lake No. 442 Council accept the HR Committee recommendations for employee wage increases as follows:  
Joanne Loy (CAO) – 2% cost of living increase  
Brenda Appleton (Assistant Admin.) – to \$52,000.00 plus 2% of \$49,000.00  
Kimberly Lake (Clerk) – to \$21.00 from \$20.00 per hour plus 2% of \$20.00  
Mona Gordon (Operator) – 2% cost of living increase  
Jean Donally (Operator) – 2% cost of living increase  
Dave Rollheiser (Operator) – 2% cost of living increase  
Lorne Sherwood (Seasonal) – 2% cost of living increase  
Duncan MacEachern (Seasonal) -to \$29.50 from \$28.00 per hour plus 2% of \$28.00  
Les Stourac (Part-Time) – 2% cost of living increase  
**Carried**
- Foreman Employee**      **17/332 WRIGHT:** That the RM of Manitou Lake No. 442 Council accept the HR Committee recommendations that James Czerniak have a status change to permanent full-time employee commencing January 1, 2018, with an annual salary of \$100,000.00 with 4 weeks' vacation time, no probation period and immediate enrollment in SARM Extended Health and Dental, Long Term Disability, Short Term Disability coverages and Municipal Employees Pension Plan.  
**Carried**
- Hillsdale RCMP**      **17/333 LAMB:** That the RM of Manitou Lake send the RCMP Service Agreement to the RM of Hillsdale for signing.  
**Carried**
- Holiday Hours**      **17/334 LAMB:** That the RM of Manitou Lake No. 442 Office will be closed December 22nd, 25th, 26th 2017 and January 1, 2018 for the Holidays.  
**Carried**
- Tender Grader**      **17/335 WRIGHT:** That the RM of Manitou Lake No. 442 put up for tender two (2) graders on Sask. Tenders, with the following specifications:  
New 2017/2018 model  
Tier 3 or 4 emissions compliant  
275 to 300 HP  
AWD  
Grade Pro/Stable Grade/Cross Slope etc. or Version  
Back up Camera's  
Full Aux Controls for Front & Rear Accessories & Capable of Front Lift Group  
17.5 x 25 Radial tires, Bridgestone preferred  
Fenders  
Snow Wing  
Rear Ripper  
Extra Hydraulic Port for Mulcher/V-Plow  
14' Moleboard with 2' extension  
Blue & Amber Lights  
**Carried**
- Machinery Committee**      **17/336 BOSSERT:** That the RM of Manitou Lake No. 442 Council as a whole authorizes the Machinery Committee to negotiate and purchase one or possibly two graders if Machinery Committee unanimously agrees that they have received the best offer possible with the deal to be completed by December 31, 2017.  
**Carried**

**Bonus**      **17/337 LAMB:** That Jean Donally, Dave Rollheiser, James Czerniak, Lorne Sherwood, Mona Gordon, Duncan MacEachern, Les Stourac, Tracy Kurtz, Kimberley Lake, Brenda Appleton and Joanne Loy each be paid a \$500 bonus.

**Carried**

**Missed Supervision**      **17/338 LAMB:** That every RM Council member be given \$500.00 for missed supervision.

**Carried**

**Corres-pondence**      **17/339 LAMB:** That the following list of correspondence having been read be filed:

1. SARM – LIEUTENANT GOVERNOR AWARD
2. SARM – NEW RELEASE
3. SARM – WHISTLE BLOWER PROTECTION
4. SARM – PREP UPDATE
5. SARM – PRAIRIE FUEL
6. GOV. OF SASK – WHISTLE BLOWER PROTECTION
7. NCTPC – LETTER
8. APAS – MEMBERSHIP FEES

**Carried**

**January Meeting**      **17/340 LAMB:** That the RM of Manitou Lake No. 442 first Council meeting for 2018 be held at the RM office on Jan. 11, 2018.

**Carried**

**Adjourn.**      **17/341 LAMB:** That we do now adjourn.

**Carried**

**Adopted this 11<sup>th</sup> of January 2018**

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**Reeve**

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**Administrator**