

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF MANITOU LAKE NO. 442 HELD IN THE MUNICIPAL OFFICE, MARSDEN, SASKATCHEWAN ON THURSDAY, APRIL 5, 2018.**

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

**Temporary Administrator:** Calvin Giggs, to be announced.

**Call to Order**            Reeve Lamb called the meeting to order at 9:01 a.m.

**Temporary Admin**    **18/082 KOCH:** That Council acknowledge and accept the Human Resources Committee’s hiring of Calvin Giggs, as the temporary Administrator, with an effective date of March 12, 2018, to cover the leave of absence of CAO Joanne Loy and Assistant Administrator Brenda Appleton, at a rate of \$45.00 per hour under contract with \$0.90 per km travel.

**Carried.**

**Councillor Walde asked the presiding officer Reeve Lamb for the floor to introduce two motions for Council’s consideration. Reeve Lamb granted permission.**

**Knibbs Report**            **18/083 WALDE:** That since I am an elected official and have been named by the Reeve, who is also an elected official, as having broken every tenet in the RM of Manitou Lake No. 442 Code of Ethics and since the HR Committee hire Knibbs/Associates to handle the investigation, that if and when Knibbs/Associates report is discussed at this or any other meeting, that it be done in public and Audio/video recorded.

**Councillor Walde requested a recorded vote on the matter.**

<b>For:</b> Bob Walde Rick Swanstrom	<b>Against:</b> Ian Lamb Norman Wright Kevin Bossert Joe Koch
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**Defeated.**

**Ratepayers’ Meeting**    **18/084 WALDE:** That since the ratepayers meeting was public, and the video recordings are also public, and an unadulterated copy of the videos as requested by the crown prosecutor, must be made available to both the public and council, that when the Ratepayers meeting is discussed at this and any other meeting, it be done in public and unedited videos of the meeting be immediately made available to the public.

**Councillor Walde requested a recorded vote on the matter.**

<b>For:</b> Bob Walde Rick Swanstrom	<b>Against:</b> Ian Lamb Norman Wright Kevin Bossert Joe Koch
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**Defeated.**

- Amend Agenda**      **18/085 Walde:** That the agenda be amended to include three additional items in the list of correspondence.  
**Carried**
- Agenda**      **18/086 LAMB:** That the agenda be accepted as amended.  
**Carried.**
- Minutes**      **18/087 KOCH:** That the minutes of the regular meeting for the month of March 2018, that was held on March 8, 2018 be approved as read.  
**Carried.**
- Financial**      **18/088 WRIGHT:** That the Statement of Financial Activities for the month of March, 2018, be accepted as read.  
**Carried.**
- Accounts**      **18/089 WALDE:** That the list of accounts to April 5, 2018 be authorized for payment, with the addition of the council indemnities, and that a list of cheques numbered 19677 to 19728 inclusive, together with the EFT Payroll deposits and online Receiver General remittances totaling \$144,250.40 be annexed hereto and form a part of these minutes; and further, that due to the late arrival of the invoice from Nutbrown Brothers Trenching Ltd in the amount of 255.30 for pumping septic tanks, that it also, be paid at this meeting.  
**Carried.**
- Delegate**      **10:15 am Kimberley Lake, Representing the Marsden School Community Council Re: Donation request for hosting old fashioned Drive-in night and left the meeting at 10:20 am.**
- Marsden SCC**      **18/090 WRIGHT:** That Council provide a donation to the Marsden School Community Council c/o The Village of Marsden, in the amount of \$1,500.00 to go towards the cost of hosting of an old fashioned Drive-in on the Marsden Jubilee School grounds on September 29, 2018, with the payment being made at the next regular meeting of Council.  
**Carried.**
- Recess**      **18/091 LAMB:** That Council recess the meeting for 10 minutes at 10:22 am.  
**Carried.**
- The meeting reconvened at 10:31 am.**
- Council Tel Policy**      **18/092 LAMB:** That Council approve the policy regarding Council Telecommunications, as reviewed by the municipality's legal counsel; and further, that same be attached hereto and form a part of these minutes.  
**Reeve Lamb requested a recorded vote on the matter.**
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|---------------|-----------------|
| <b>For:</b>   | <b>Against:</b> |
| Ian Lamb      | Bob Walde       |
| Norman Wright | Rick Swanstrom  |
| Kevin Bossert |                 |
| Joe Koch      |                 |
- Carried.**

- Employee Tel Policy**    **18/093 KOCH:** That Council approve the policy regarding Employee Telecommunications, as reviewed by the municipality's legal counsel; and further, that same be attached hereto and form a part of these minutes.
- Councillor Rick Swanstrom requested a recorded vote on the matter.**
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| <b>For:</b><br>Ian Lamb<br>Bob Walde<br>Norman Wright<br>Kevin Bossert<br>Rick Swanstrom<br>Joe Koch | <b>Against:</b><br>None |
|--|-------------------------|
- Carried.**
- Council Code of Conduct**    **18/094 LAMB:** That Council table the policy regarding Councillor Code of Conduct until the regular meeting of Council in May, 2018.
- Carried.**
- Toews Sub.**    **18/095 KOCH:** That Council acknowledge the approval from Ministry of Government Relations, Community Planning Branch, of the 10 acre subdivision of the NW 29-46-25W3 by Ben and Danny Toews.
- Carried.**
- Road Restriction**    **18/096 LAMB:** That Council acknowledge Road Restriction No. 01-2018, as issued by the Road Management Committee, effective 12:01 am on March 28, 2018.
- Carried.**
- Weed Man. Plan**    **18/097 WRIGHT:** That Council acknowledge the email from Clark Brenzil, Provincial Specialist Weed Control, Ministry of Agriculture, on the review of the Weed Management Plan of the Municipality; and further, that Council ask Duncan McEachern, the municipality's Weed Control Inspector, to revise and update the plan in accordance with the wishes of the Ministry.
- Carried.**
- Legion Ad**    **18/098 WRIGHT:** That Council place a recognition advertisement in the Military Service Recognition Book of the Royal Canadian Legion, being ¼ page in size at a cost of \$310.00.
- Carried.**
- Req. Park**    **18/099 WALDE:** That Council pay the 2018 annual commitment to the Manitou Section of the Suffern Lake Regional Park Authority, being \$15,000 less \$4,000, which represents the second year of the payback of the purchase of the mower.
- Carried.**
- Household Waste Program**    **18/100 SWANSTROM:** That Council participate in the 2018 Household Hazardous Waste Round-Up sponsored by the City of Lloydminster, that will take place on the Exhibition Grounds in Lloydminster; and further, that Council is aware of the potential of reimbursing the City for up to 5% of the program cost.
- Carried.**

- Tire Recycle**      **18/101 SWANSTROM:** That Administration advise Tire Stewardship of Saskatchewan that this municipality would be interested in the tire recycling program if and when they are in the area.
- Carried.**
- Office Window**      **18/102 WRIGHT:** That Council accept the quotation from Jeld-Wen Inc. for the removal and replacement of a window in the Administrator's office at the quoted price of \$616.05 (taxes included).
- Carried.**
- Delegate**      **11:34 am James Czerniak, Foreman Re: Foreman Report**
- Text2Car**      **18/103 KOCH:** That James Czerniak be authorized to purchase two (2) text2car tractor mower packages to be installed on the municipality's tractors at an approximate cost of \$5,200.00 plus installation.
- Carried.**
- Road Restriction**      **18/104 LAMB:** That Council authorize the Road Management Committee to implement road restrictions based on the Level 2 category on all municipal roads in this municipality effective 12:01 am on April 9, 2018.
- Carried.**
- Lunch**      **18/105 LAMB:** That Council recess for lunch at 11:56 am and reconvene at approximately 1:00 pm.
- Carried.**
- The meeting reconvened at 12:58 pm and continued with the foreman's report by the James Czerniak.**
- Mower Service School**      **18/106 KOCH:** That Council authorize the attendance of the foreman and two (2) operators to attend the Schulte Mower Service School to be held in North Battleford on June 7, 2018; and further, that the registration fee of \$249.00 per person be authorized for payment at this meeting.
- Carried.**
- Tandem Gravel Truck**      **18/107 WRIGHT:** That Council authorize the MR Committee to purchase a used tandem gravel truck up to a maximum of \$60,000.00.
- Carried.**
- James Czerniak left the meeting at 1:33 pm.**
- Foreman Report**      **18/108 WRIGHT:** That council acknowledge the April 2018 Foreman Report.
- Carried.**
- Council continued with the correspondence.**
- Letter**      **18/109 BOSSERT:** That Council acknowledge the letter to the RM Council received from Grant Jones and dated January 28, 2018.
- Carried.**

**Email**      **18/110 LAMB:** That Council acknowledge the email to the RM Council and Administration from Rick Swanstrom and dated March 29, 2018.

**Carried.**

**Letter**      **18/111 WRIGHT:** That Council acknowledge the letter from Hudec Law Office and dated April 4, 2018.

**Carried.**

**Correspond** **18/112 LAMB:** That the following list of correspondence having been read and dealt with as indicated be filed:

- 35. - GOVERNMENT RELATIONS \*\*\*\* SUBDIVISION APPROVAL NW 29-46-25W3
- 36. - SASK HIGHWAYS \*\*\*\* SPRING ROAD RESTRICTIONS TO START
- 37. - SASK. AG. \*\*\*\* RESPONSE TO RM'S WEED MANAGEMENT PLAN
- 38. - SARM / SASK AG. \*\*\*\* WEED INSPECTOR TRAINING CLINICS
- 39. - SGI \*\*\*\* RM QUALIFIED FOR INCENTIVE PROGRAM 15% DISCOUNT FOR REGISTERED VEHICLES
- 40. - ROYAL CANADIAN LEGION \*\*\* REQUEST TO ADVERTISE IN MILITARY RECOGNITION BOOK
- 41. - SUFFERN LAKE REGIONAL PARK (MANITOU SECTION) \*\*\*\* REQUEST 2018 ANNUAL GRANT
- 42. - CITY OF LLOYDMINSTER \*\*\*\* 2018 HOUSEHOLD HARZARDOUS WASTE INVITATION
- 43. - TIRE STEWARDSHIP OF SASKATCHEWAN \*\*\*\* SCRAP TIRE PROGRAM
- 44. - JELD-WEN INC. \*\*\*\* QUOTE ON OFFICE WINDOW (JOANNE'S OFFICE)
- 45. - SCHULTE \*\*\*\* MOWER OPERATOR TRAINING COURSE
- 46. - GRANT JONES \*\*\*\* COUNCILLOR TAXES
- 47. - RICK SWANSTROM \*\*\*\* VIDEO RECORDING OF THE RATEPAYERS MEETING AND THE TELECOMMUNICATIONS POLICY
- 48. - HUDEC LAW OFFICE \*\*\*\* TELECOMMUNICATION POLICY

**Carried.**

**1<sup>st</sup> Reading** **18/113 KOCH:** That Bylaw No. 2018-01, being a bylaw to establish a public notice policy, be read a first time.

**Carried.**

**2<sup>nd</sup> Reading** **18/114 LAMB:** That Bylaw No. 2018-01 be read a second time.

**Carried.**

**3 Readings** **18/115 WRIGHT:** That Bylaw No. 2018-01 be given three readings at this meeting.

**Carried.**

**Third reading of Bylaw No. 2018-01 to be carried over and discussed at the next regular meeting of Council.**

**Code of Ethics**      **18/116 KOCH:** That Council table the introduction of a bylaw regarding Code of Ethics until such time as the municipality's legal counsel has had a chance to review and provide comments of the draft bylaw.

**Carried.**

**Invoice**      **18/117 KOCH:** That Council authorize the payment to Wiley's Productions in the amount of \$575.63 for the video recording of the March 6, 2018 Ratepayers' meeting.

**Carried.**

**FOOTNOTE: The amount of the Wiley's Productions invoice was later corrected to \$527.63 after an error in addition was discovered.**

**Video Fee 18/118 WRIGHT:** That Council set a rate of \$100.00 for the edited version of the video of the March 6, 2018 Ratepayers' meeting that has been prepared by Wiley's Productions.

**Councillor Bob Walde requested a recorded vote on the matter.**

**For:**

Ian Lamb  
Norman Wright  
Joe Koch

**Against:**

Bob Walde  
Kevin Bossert - Abstained  
Rick Swanstrom

**Defeated.**

**Video Fee 18/119 KOCH:** That Council set a rate of \$50.00 for the edited version of the video of the March 6, 2018 Ratepayers' meeting that has been prepared by Wiley's Productions.

**Councillor Bob Walde requested a recorded vote on the matter.**

**For:**

Ian Lamb  
Norman Wright  
Kevin Bossert  
Joe Koch

**Against:**

Bob Walde - Abstained  
Rick Swanstrom

Councillor Walde gave a reason for abstaining: He indicated that Council had this meeting video recorded for their own use and feels that \$50.00 is away out of line when it only takes a few minutes to download it on a USB or DVD.

**Carried.**

**Ratepayers' Meeting Resolution 18/120 LAMB:** That Council acknowledge the resolution that was carried at the March 6, 2018 Ratepayers' meeting regarding the holding of future Ratepayers' meetings.

**Carried.**

**Ratepayers' Meetings 18/121 WALDE:** That Council hold an annual Ratepayers' meeting to be held each year on the third Tuesday of March.

**Councillor Walde withdrew the motion after discussion.**

**Table Ratepayers' Mtg Discuss 18/122 WALDE:** That Council table the discussion for setting the date for holding the next or any subsequent Ratepayers' meeting until the regular meeting of Council in June, 2018.

**Carried.**

**In Camera 18/123 LAMB:** That the RM of Manitou Lake No 442 Council moves to an in-camera session to receive and discuss the HR Committee reports 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 2:50 pm.

**Carried.**

**James Czerniak, Foreman was invited into the in-camera session at 2:51 pm and left the in-camera session at 3:06 pm.**

**Councillor's Walde and Swanstrom left the in-camera session at 3:35 pm and returned at 3:55 pm.**

**Councillor's Walde and Swanstrom left the in-camera session at 5:05 pm.**

**Out of Camera**

**18/124 KOCH:** That the Council rises from the in-camera discussion at 5:24 pm.

**Carried.**

**Councillor's Walde and Swanstrom returned to the council chambers at 5:25 pm.**

**Hire Operator**

**18/125 BOSSERT:** That Council accept the recommendation from the HR Committee and hire Mel Letkeman as a full time seasonal operator/maintenance person at an hourly rate of \$24.00, complete with a three (3) month probationary period with any benefits to start after the probationary period.

**Carried.**

**Governance Audit**

**18/126 WRIGHT:** That Council request Administration to prepare an invitational tender to be sent to as many firms that may be interested in doing a governance audit of the municipality; and further, that the sealed tenders be submitted to the office prior to the regular meeting of Council to be held on May 3, 2018.

**Carried.**

**Adjourn**

**18/127 KOCH:** That this meeting does now adjourn at 5:32 pm this day.

**Carried.**

**Approved this 3rd day of May, 2018**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Administrator