

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, DECEMBER 7, 2023.

Present **Reeve:** Brian Graham
Councillors: Division 1 – Travis Lindsay – Absent
 Division 2 – Ben Graham
 Division 3 – Norman Wright
 Division 4 – Jason Paterson
 Division 5 – Brian Nattress
 Division 6 – Roland Koch
CAO: Joanne Loy

Call to Order Reeve Brian Graham called the meeting to order at 9:03 a.m.

There were no conflicts of interest declared.

Minutes **23/269 NATTRESS:** That the minutes of the Regular Meeting on November 7, 2023 be adopted as circulated.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch

AGAINST:

Carried

State-ment **23/270 GRAHAM:** That the Statement of Financial Activities for November 2023 be accepted as presented.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch

AGAINST:

Carried

Accounts **23/271 PATERSON:** That the accounts to December 7, 2023 be authorized for payment and that a list of cheques numbered 22778 to 22807 inclusive and including EFT Payroll deposits and online Remittances totaling \$171,939.73 be annexed to and form a part of these minutes.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch

AGAINST:

Carried

SARM Buying Group **23/272 KOCH:** That the RM of Manitou Lake No 442 intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities' relationships with various buying groups between January 1 to December 31, 2024 with further information and access to Saskatchewan Association of Rural Municipalities' Request for Proposal (RFP) notices available on the Government of Saskatchewan website at www.sasktenders.ca/content/public/Search.aspx

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch

AGAINST:

Carried

Councilor Nattress provided a verbal report on the APAS Convention December 5-6, 2023 in Regina.

**Corres-
pondence****23/273 GRAHAM:** That the following list of correspondence having been read be filed:

- SARM – CHRISTMAS MESSAGE – RAY ORB
- SARM – RURAL DART – NOV 14, 28
- SARM – RURAL SHEAF
- APAS UPDATES
- APAS RESOLUTIONS
- NCTPC MINUTES
- WCMGC MINUTES
- HIGHWAYS – POSTPONING WINTER WEIGHTS
- VANTAGE ACCOUNTANTS – SUZANNE ODISHAW RETIRING
- NWMA SURVEY

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****EI
Rebate****23/274 B GRAHAM:** That the EI Rebate be paid out in accordance with the SARM Short-term Disability and Reduced EI Program requirements.**FOR:** B Graham, Graham, Paterson, Koch**AGAINST:** Wright, Nattress**Carried****Mun Rev
Sharing****23/275 KOCH:** That the Council of the RM of Manitou Lake No 442 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- The RM does not run a Municipal Waterworks System;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****Delegate:** James Czerniak, Foreman, 10:14 am – 1:58 pm**Beaver
Control****23/276 NATTRESS:** That the RM of Manitou Lake discontinue the Beaver Control Program effective January 1, 2024 due to the low population of beaver and the low water levels.**FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****Foreman
Report****23/277 PATERSON:** That Council accepts Foreman James Czerniak's written report as circulated and that it be filed.**FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried**

**Schopfer
Driveway** **23/278 PATERSON:** That the RM of Manitou Lake maintain TWP 442 west of RGE 3281 for 0.5 km whereas Justin Schopfer will maintain RGE 3281 north of TWP 442 as per Justin Schopfer's request.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Appoint-
ments** **23/279 KOCH:** That the following appointments be made for 2023:
Pest Control Officer – for the purpose of dealing with Club Root
James Czerniak

Lakeland Library Regional Council

Karl Koch, Hazel Koch

Pound-Keepers

Ben Graham NW 6-45-26-W3M

Norman Wright SW 30-43-27-W3M

Caretakers for Cemeteries

Paul Rutherford

Manitou Memorial

Ken Scott

Brady

Shelley Spence

Normanna

Brent Wilson

Beechwood

Fire Chief

Andrew Jackson.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Emerg
Co-ord** **23/280 WRIGHT:** That Colleen F Digness be appointed as Emergency Co-ordinator for the RM of Manitou Lake No 442.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Deputy
Reeve** **23/281 PATERSON:** That Councillor Brian Nattress be appointed Deputy Reeve.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Appoint-
ments** **23/282 GRAHAM:** That the following appointments be made for 2024-2025:
Manitou Sandhills Steering Committee

Brian Nattress (Norman Wright alternate)

Big Manitou Lake Regional Park Authority

Brian Graham and Ben Graham

Suffern Lake Regional Park

Hal Wright

Neilburg Veterinary Services Board

Norman Wright

North West Association of Rural Municipalities

Brian Graham and Brian Nattress

Northwest Heavy Oil Municipalities

Brian Graham

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

- Committees** **23/283 WRIGHT:** That the following committees be established for 2024 – 2025:
- Road Management Committee**
Travis Lindsay and Brian Graham under authority of Bylaw No. 6-2007 concerning road bans.
- Road Committee**
Council as a whole
- Machinery Committee**
Travis Lindsay, Norman Wright, and Jason Paterson
- Human Resources Committee**
Council as a whole
- Finance Committee**
Council as a whole
- FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Fire Boards** **23/284 WRIGHT:** That Brian Graham, Jason Paterson, and Roland Koch be appointed to the RM Manitou Lake Fire and Rescue Coop and the Neilburg Fire Board as Council representatives of the RM of Manitou Lake.
- FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Fire Board** **23/285 KOCH:** That Kristopher McGladdery, Travis Lindsay, and Orlando Koch be appointed to the RM Manitou Lake Fire and Rescue Board as representatives of the RM of Manitou Lake.
- FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Appoint Auditor** **23/286 KOCH:** That Vantage Chartered Professional Accountants be appointed as Auditors for the year 2024 for the RM of Manitou Lake.
- FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Appoint Solicitor** **23/287 NATTRESS:** That Robertson Stromberg LLP be appointed as solicitor for the RM of Manitou Lake No 442.
- FOR:** B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- BD of Revision** **23/288 KOCH:** That Western Municipal Consulting Ltd be appointed to manage the Board of Revision process for the term of January 1, 2024 to December 31, 2024; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Coery Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh, with the Chair responsible for naming no fewer than three members for the hearing of any matter and if the Chair is not included in the appointees named, the members appointed shall determine a chair; and

That Marlene Hassard with Western Municipal Consulting Ltd. be appointed as Secretary to the Board of Revision for the term January 1, 2024 to December 31, 2024; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule; and
That Marlene Hassard may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Council
Remuner
ation &
Mileage**

23/289 GRAHAM: That the per diem rate of remuneration for regular meetings, special meetings, supervision, convention and Reeve's office supervision for 2024 be \$250.00 with a minimum of one day per month for supervision of works/roads; and
That the mileage rate to be paid to Council, employees, appointees and committee members for travel while performing or attending conventions, meetings and seminars on behalf of the R.M. of Manitou Lake No 442 be set at \$0.90 per km for 2024.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Conven-
tion
Rates**

23/290 B GRAHAM: That a per diem rate of \$250.00 be paid to official voting Councillors and all visiting delegates attending the SARM conventions and meals to be paid at a flat rate of \$80.00 per convention day attended including the Administration's attendance at SARM and RMAA Conventions.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**PPE
Allowance**

23/291 KOCH: That R.M. of Manitou Lake reimburse up to \$500 for FT shop staff and \$350 for PT and Seasonal shop staff for CSA approved safety gear for the shop employees in 2024 upon submitting a receipt of purchase.

FOR: B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Snow-
plowing**

23/292 NATTRESS: Whereas liability coverage is only supplied to farmers snowplowing on municipal roads when their equipment is properly flagged, they have flashing orange and blue beacons, and they are authorized by resolution and specifically named in meeting minutes prior to doing any snowplowing; **That council do not authorize any farmers to do snowplowing on municipal roads at this time.**

FOR: B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Gravel
Bylaw**

23/293 KOCH: That Bylaw No.7-2023 being a Bylaw to Set the Rates for the Extraction of Gravel be read a second time.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

23/294 PATERSON: That Bylaw 7-2023 being a Bylaw to Set the Rates for the Extraction of Gravel be read a third time and adopted.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

Mutual Aid Bylaw 23/295 KOCH: That Bylaw No.8-2023 being a Bylaw to Enter into a Mutual Aid Agreement be introduced and read a first time.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

January Meeting 23/296 NATTRESS: That the RM of Manitou Lake No. 442 first Council meeting for 2024 be held at the RM office on January 11, 2024.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

Oil Comp Tax Arrears 23/297 NATTRESS: That R.M. of Manitou Lake authorize Robertson Stromberg to begin proceedings pursuant to Section 317 *Collection from Oil or Gas Well, The Municipalities Act*, on Revitalize Energy if the 2023 taxes are not paid in full by January 5, 2024.

FOR: B Graham, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

Councilor Brian Nattress left at 11:28 am and did not return.

Marsden Hall Ins 23/298 WRIGHT: That the RM of Manitou Lake reimburse the Village of Marsden \$3725.37 which is half of the Marsden Community Hall Insurance for 2024.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Council recessed for lunch from 11:56 am to 12:53 pm.

Intrepid Taxes 23/299 KOCH: That Reeve Brian Graham and CAO Joanne Loy be authorized to negotiate a payment plan with Intrepid Petroleum for payment of the 2023 taxes.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

In Camera 23/300 GRAHAM: 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 1:11 pm.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Attendees at the in-camera session: Reeve Brian Graham, Councilors Graham, Wright, Paterson, and Koch.

Out of Camera **23/301 GRAHAM:** That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 1:49 pm.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Table Wages **23/302 B GRAHAM:** That further discussion on 2024 wages be tabled until the January 11, 2024 Council Meeting.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Christmas Gift **23/303 GRAHAM:** That James Czerniak, Les Stourac, Mel Letkeman, Kevin Bossert, Carrie McGladdery, and Joanne Loy each be paid a \$500 Christmas Gift.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Adjourn **23/304 PATERSON:** That this meeting does now adjourn at 1:58 pm this day.

FOR: B Graham, Graham, Wright, Paterson, Koch
AGAINST:

Carried

Adopted this 11th day of January 2024

Reeve

CAO