

**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, JANUARY 9, 2014**

- Present** **Reeve:** Ian Lamb
Councillors: Division 1 – Travis Lindsay - Absent
Division 2 – Bob Walde
Division 3 – Norman Wright
Division 4 – Kevin Bossert
Division 5 – Grant Jones - Absent
Division 6 – Matt Baldwin
Administrator: Joanne Loy
- Call to Order** Reeve Lamb called the meeting to order at 9:00 a.m.
- Bond** The SARM Fidelity Bond Self Insurance Plan with coverage of \$50,000.00, registered mail coverage of \$50,000.00, and money and securities coverage of \$2,500.00 was inspected by Council.
- Appoint Administrator** **14/001 WALDE:** That Joanne Loy be appointed as Administrator with an annual salary of \$69,261.70 for 2014.

Carried
- Minutes** **14/002 BALDWIN:** That the minutes of the Regular Meeting on December 6, 2013 be adopted as presented.

Carried
- State-ment** **14/003 WRIGHT:** That the Statement of Financial Activities for December 2013 be accepted as presented.

Carried
- Council Remuner-ation** **14/004 LAMB:** That the per diem rate of remuneration for regular meetings, special meetings, supervision, and Reeve's supervision for 2014 be \$250.00 with a minimum of one day per month for supervision of works/roads.

Carried
- R.M. Business Travel** **14/005 LAMB:** 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 2014.

Carried
- Accounts** **14/006 BALDWIN:** That the accounts to January 9, 2014 be authorized for payment and that a list of cheques numbered 16490 to 16561 inclusive and including EFT Payroll deposits totaling \$167,118.98 be annexed to and form a part of these minutes.

Carried
- Feb Meet** **14/007 LAMB:** That the February meeting be set for Friday the 7th to start At 9 am.

Carried
- Appoint Auditor** **14/008 LAMB:** That Menssa Baert Cameron Odishaw La Cock be appointed as Auditors for the year 2014 for the RM of Manitou Lake.

Carried
- Regular Meetings** **14/009 WRIGHT:** That the regular meetings for 2014 be held in the Municipal Office Marsden, SK. on the Thursday following the first Tuesday of each month with all meetings to commence at 9:00 am.

Carried

- Convention Rates** **14/010 LAMB:** 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 Administrator's attendance at SARM and RMAA Conventions.
Carried
- WCB Council** **14/011 BALDWIN:** That R.M. of Manitou Lake Councillors be covered under the Workers' Compensation Board for 2014 at a rate of \$32,898.00 for each member.
Carried
- Cemetery Caretakers** **14/012 WALDE:** That the cemetery caretaker fees be set at \$750.00 per annum and \$75.00 per burial including cremations.
Carried
- Custom Work** **14/013 BOSSERT:** That custom work rate for the patrol be set at the rate of \$120.00 per hour; the tractor and loader \$80.00 per hour; the tractor and loader with the mower \$100.00 per hour, and the tractor and packers \$100.00 per hour all prices include the R.M. employee operator.
Carried
- Lanes** **14/014 WALDE:** That lanes or driveways, other than residential, within the municipality be plowed and any lane or driveway be graded at a minimum charge of \$40.00 up to 15 minutes and \$120.00 per hour thereafter if the grader is going by and that special call out trips be charged from the time the grader leaves the shop until it returns.
Carried
- Service & Sales Rates** **14/015 LAMB:** That the service rates be for 2014:
photocopier: \$0.25 per sheet black and white
photocopier: \$0.35 per sheet color
fax machine: \$1.00 per page outgoing \$1.00/page receiving
R.M. maps made in 2013: \$10.00 per map
\$15.00 per SAMA Field sheet with one copy available free to the property owner.
Carried
- Assessment Info Fees** **14/016 BALDWIN:** That the RM of Manitou Lake set the fees for previous years' assessment information at \$25 for the first parcel and \$5 per additional parcel per year of assessment information requested and that there is no fee charged if it is the landowner requesting the information.
Carried
- Snow-plowing** **14/017 LAMB:** Whereas liability coverage is only supplied to farmers snowplowing on municipal roads when their equipment is properly flagged, they have a flashing orange beacon, 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.**
Carried
- Population Allocation** **14/018 WRIGHT:** That the R. M. of Manitou Lake allocate the \$6.35 per capita grant from the Sask Lotteries Community Grant Program as follows:
Lashburn 41 X \$6.35 = \$ 260.35 for 2015
Neilburg 211 X 6.35 = 1,339.85
Marsden 295 X 6.35 = 1,873.25
Total 547 \$3,473.45
Carried

- Cemetery Grants** **14/019 BOSSERT:** That the RM of Manitou Lake set the 2014 Cemetery Grants at \$750.
Carried
- Neilburg Fire BD** **14/020 WRIGHT:** That Ian Lamb and Bob Walde be appointed to the Neilburg Fire Board as representatives of the RM of Manitou Lake.
Carried
- Appoint. Deputy Reeve** **14/021 LAMB:** That Matt Baldwin be appointed Deputy Reeve of the R.M.of Manitou Lake No. 442 for 2014.
Carried
- Appoint-ments** **14/022 BOSSERT:** That the following appointments be made for 2014-2015:
Manitou Sandhills Steering Committee
Bob Walde (Norman Wright alternate)
District #35 Agriculture Development & Diversification Bd.
Syd Wells as member at large
Pest Control Officer
Rod Gabrielson
Weed inspector
Kelvin Hall
Lakeland Library Regional Council
Shaunna Evanger
Pound-Keepers
Dave Gray SE-24-45-27-W3M
Norman Wright SW-30-43-27-W3M
Caretakers for Cemeteries
Bill Rutherford Manitou Memorial
Ken Scott Brady
Marilyn Bendall Normanna
Herb Wilson Beechwood
Manitou Section - Suffern Lake Regional Park Authority
Ian Lamb and Kevin Bossert
Neilburg Veterinary Services Board
Norman Wright
North West Association of Rural Municipalities
Ian Lamb and Grant Jones
Northwest Heavy Oil Municipalities
Ian Lamb
North West Police Commission
Ian Lamb
Fire Chief
The fire chiefs of the Village of Marsden (Andrew Jackson) and Neilburg and the Town of Lashburn in their respective areas.
Manitou Ambulance Board
Bob Walde and Ian Lamb
Carried
- Commit-tees** **14/023 WRIGHT:** That the following committees be established for 2014 – 2015:
Road Bans
Grant Jones and Ian Lamb under authority of Bylaw No. 5-1984 concerning road bans.
Road Committee
Reeve Lamb, Grant Jones and the Councillor for the division in which the road is being inspected, maintained, constructed, repaired or snow plowed.
Machinery Committee
Matt Baldwin, Norman Wright, and Grant Jones
Occupational Health & Safety
Bob Walde, Matt Baldwin, and Kevin Bossert

Human Resources Committee

Norman Wright, Grant Jones, and Bob Walde

APAS Rep

Bob Walde

WYWRA

Bob Walde

Finance Committee

Council as a whole

Carried

Nomination Officers 14/024 **LAMB:** That Joanne Loy, Joline Houk, and Stacey Jackson be appointed as Nomination Officers for 2014.

Carried

Returning Officer 14/025 **LAMB:** That Joanne Loy be appointed as Returning Officer for 2014.

Carried

Deputy RO 14/026 **LAMB:** That Rose Wright be appointed as Deputy Returning Officer for 2014.

Carried

Poll Clerks 14/027 **LAMB:** That Joline Houk, and Stacey Jackson be appointed as Poll Clerks Nellie Loy as the alternate Poll Clerk for 2014.

Carried

Polling Place 14/028 **BALDWIN:** That the Polling Place for 2014 election and advance poll be the Marsden Seniors Centre with the Marsden Community Hall as an alternate location.

Carried

Delegate James Czerniak, Grader Operator

Delegate Les Stourac, Foreman, discussed with Council:

- Shop staff would like to attend the MEPP Retirement Workshop on April 15th in North Battleford
- He will set up the picker truck with tools , etc and put the fuel tank in the ¾ ton truck enabling Council to sell the 1993 1 ton flat deck
- Contractors plowing leases have been leaving ridges on the edge and on the road which interferes with the RM staff plowing
- He will be booking Shop staff in for WHMIS, Ground Disturbance, and First Aid in the next couple months.

Industrial Road Use 14/029 **WRIGHT:** That the RM of Manitou Lake Council establish an Industrial Road Use Standards and Procedures Policy and that a copy be annexed here to and form a part of these minutes.

Carried

Contract Operators 14/030 **LAMB:** That information be obtained from other RMs and Mike Morris regarding contracting grader operators.

Carried

Riser 20-46-26 14/031 **LAMB:** That Crew Energy's request to build a Riser Site at SW 20-46-26-W3M be approved providing that all objects must be placed a minimum of 150 feet from the centerline of the road and all other Federal and Provincial Regulations are met.

Carried

Pipeline Development 20-46-26 14/032 **LAMB:** That the pipeline development notification from Crew Energy for a pipeline tying wells at SW 20-46-26-3 be acknowledged

Carried

- Approach Approval**
11-45-26
- 14/032 WALDE:** That Crew Energy's request to construct an approach to 1C1-11-45-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Approach Approval**
12-45-26
- 14/033 WALDE:** That Crew Energy's request to construct an approach to A2-12-45-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Approach Approval**
12-45-26
- 14/034 WALDE:** That Crew Energy's request to construct an approach to 1A8-12-45-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Approach Approval**
29-45-26
- 14/035 WALDE:** That Crew Energy's request to construct an approach to D4-29-45-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Approach Approval**
14-45-26
- 14/036 WALDE:** That Crew Energy's request to construct an approach to C2-14-45-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Approach Approval**
29-46-26
- 14/037 BALDWIN:** That Crew Energy's request to construct an approach to 2B3-29-46-26-W3M be approved providing providing that the approach has a 15 meter top, a 400mm culvert is installed, is graveled at minimum 100 meters back from the RM road, and all other standards as set by Saskatchewan Department of Highways are followed.
- Carried**
- Correspondence**
- 14/038 BALDWIN:** That the following list of correspondence having been read be filed:
1. SARM – UPDATE 2013-12
 2. SARM – PSIP RENEWAL
 3. SARM – EXCESS LIABILITY
 4. SARM - BENEFITS
 5. SARM – ROAD MAINT AGREEMENT RATES 2014
 6. SARM – CHANGES TO REVENUE SHARING DUE TO DROP IN PST REVENUE
 7. PBG – FUEL PRICE CHANGE
 8. APAS
 9. MLDP MODULES -

10. MINISTRY OF ENVIRONMENT – ZONE 46 MEETING FEB 4TH SENLAC 1 PM CST
11. WCB 2014 RATES
12. NCTPC – MINUTES
13. RHINOSNOT WORKSHOPS – EDAM FEB 6TH (WILL NEED TO CHANGE MEETING)
14. SAMA – ANNUAL MEETING APRIL 16TH SASKATOON
15. HEART & STROKE FOUNDATION
16. GWP RODENT PRODUCTS – 2014 PRICE LIST
17. SASKTEL – DATA PLAN FOR IPADS
18. CREW – RISER SITE – 20-46-26-3
19. CREW – NOTIFICATION OF PIPELINE – SW 20-46-26-3
20. CREW – WELLSITE & ACCESS – 1C1-11-45-26-3
21. CREW – WELLSITE & ACCESS – A2-12-45-26-3
22. CREW – WELLSITE & ACCESS – 1A8-12-45-26-3
23. CREW – WELLSITE & ACCESS – D4-29-45-26-3
24. CREW – WELLSITE & ACCESS – C2-14-45-26-3
25. CREW – WELLSITE & ACCESS – 2B3-29-46-26-3
26. CALTEX – EXISTING APPROACH – 2A3-25-44-26-3
27. CALTEX – EXISTING APPROACH – A4-25-44-26-3
28. SYNTERRA – SEISMIC – TWPS 45, RGES 27-28
29. GEOTIR – SEISMIC – TWPS 46, RGES 27
30. GEOTIR – SEISMIC – TWPS 45, RGES 27

Carried

Adjourn. 14/039 LAMB: That we do now adjourn.

Carried

Adopted this 7th day of February 2014

Reeve

Administrator