

**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 OCTOBER 9, 2014**

- Present** **Reeve:** Ian Lamb
Councillors: Division 1 – Travis Lindsay
 Division 2 – Bob Walde
 Division 3 – Norman Wright
 Division 4 – Kevin Bossert
 Division 5 – Grant Jones
 Division 6 – Matt Baldwin
Administrator: Joline Houk, Acting Administrator
- Call to Order** Reeve Lamb called the meeting to order at 9:50 am.
- Delegate** Annette Smith, NSRBC
- Minutes** **14/270 JONES:** That the minutes of the Regular Meeting on September 4, 2014 be adopted as presented.
Carried
- State-ment** **14/271 WRIGHT:** That the Statement of Financial Activities for September 2014 be accepted as presented.
Carried
- Accounts** **14/272 BALDWIN:** That the accounts to October 9, 2014 be authorized for payment and that a list of cheques numbered 17124 to 17199 inclusive and including EFT Payroll deposits totaling \$697,003.42 be annexed to and form a part of these minutes.
Carried
- Retention & Disposal Bylaw** **14/273 JONES:** That Bylaw No.5-2014 being a Bylaw for the Retention and Disposal of Documents be read a first time.
Carried
- 14/274 WALDE:** That Bylaw No. 5-2014 be read a second time.
Carried
- 14/275 LINDSAY:** That Bylaw No. 5-2014 be given three readings at this meeting.
Carried Unanimously
- 14/276 LAMB:** That Bylaw No.5 -2014 being a Bylaw for the Retention and Disposal of Documents be read a third time and finally adopted.
Carried
- Bidding Authority** **14/277 LAMB:** That Councillor Jones be authorized on behalf of the RM of Manitou Lake No. 442 to attend the Kramer auction sale being held on October 17, 2014 and to bid up to \$5000.00 on the discer unit.
Carried
- Delegate** Tracy Kurtz, Safety Officer

Councillor Lindsay left the meeting at dinner time, and did not return to meeting.

Subdiv'n **14/278 JONES:** That the subdivision application purposed of Stuart Hiar
NE6-45-26 to subdivide 20 Acres, Residential off of the NE18-45-27W3M be approved.

Carried

Subdiv'n **14/279 BOSSERT:** That the subdivision application by Eric Graham for
NW7-44-27 Proposed Parcel A, Residential sub division on the NW ¼ 7-44-27-
 W3M, be approved with the condition that an allowance be made for
 8.23 meters in Parcel A and the remainder of the quarter to allow for
 road widening to a 36.5 meter right of way.

Carried

Delegate Les Stourac, Foreman, discussed with Council:

- Buzzard barricades moved again
- Jean off for the week
- Les off for the Week of Novemeber 11th
- Hearing test on October 14, 2014
- That Les obtain a couple quotes on trading in the Volvo grader or a new grader from both Volvo and John Deer, and also a plow
- Mowing coming to a wrap, within the next two weeks

PT & Seas **14/280 JONES:** That all Part Time and Seasonal Employees,
Layoffs Edith Stourac, Lorne Sherwood, Jeffery Penner, and Brian Wilm be laid
 off as of October 31, 2014.

Carried

WYWRA **14/281 BOSSERT:** That Reeve Lamb and Councillor Walde attend the
 Village of Marsden meeting on October 14, 2014 at 8:00 pm to discuss
 the proposed changes with WYWRA.

Carried

Convention **14/282 WALDE:** That Reeve Lamb and Councillor Jones be appointed as
Voting Voting Delegates for the RM of Manitou Lake at the SARM Convention,
 November 13-14, 2014.

Carried

Archives **14/283 BALDWIN:** That the RM of Manitou Lake No. 442 Council
To Shred approve the following list of documents to be shred:

TAX ENFORCEMENT DOCUMENTS

- TAX LIENS – 1973 TO 1992
- DANIEL MARSHALL – 1994
- ANDY GORDON - 1994
- ALBERT WEBBER ESTATE – 1994
- DF & JULIANA FRIESEN – 1991
- FRED GRUNE – 1992
- WAYNE NEWPORT – 1994
- ELKHORN OIL – 1960

PAYROLL DOCUMENTS

- MUNICIPAL EMPLOYEES PENSION PLAN – 1982 TO 1993
- T-4S – 1959-1986

ASSESSMENT DOCUMENTS

- MAINTENANCE RECORDS – 1952 TO 1970

- FIELD SHEETS – 1952 TO 1970
- ASSESSMENT APPEALS – 1960 TO 1970

BANKING

- CTF WITHDRAWALS, DEPOSITS – 1962 TO 1973

CORRESPONDANCE

- CHAUVCO & SASKOIL HAUL AGREEMENTS – 1981 TO 1993
- CHAUVCO & SASKOIL OILY BY PRODUCT SPREAD – 1981 TO 1993
- CN & CPR CORRESPONDANCE – 1953 TO 1985

Carried

Archives To Shred

14/284 BALDWIN: That the RM of Manitou Lake No. 442 Council send the following list to the Archives Board for approval of destruction or other recommendation:

SASKATCHEWAN HOSPITAL SERVICES

- CORRESPONDANCE – 1958 TO 1976
- TAX/FEE COLLECTIONS – 1958 TO 1976
- HOSPITAL SERVICE CARDS – 1957 TO 1976

TAX LIABILITY

- TELEPHONE TAX LIABILITY RECORDS – 1955 TO 1960
- SCHOOL TAX LIABILITY (BATTLE RIVER SD) – 1955 TO 1960
- UNION HOSPITAL LIABILITY RECORDS – 1955 TO 1960

SMALL CLAIMS COURT DOCUMENTATION

- ALEX BROWN/CST CONSTRUCTION – 1982 TO 1983
(UNKNOWN IF RESOLVED OR SETTLED)

DISTRESS WARRANT FOR TAXES

- FROMAN OILS LTD – DOCUMENTATION & CORRESPONDANCE
– 1960 TO 1961

LASHBURN UNION HOSPITAL

- CORRESPONDANCE, REQUISITIONS, AND ORDERS IN
COUNCIL – 1952

FACILITIES GRANTS

- APPLICATIONS AND CORRESPONDANCE – 1976 TO 1982

Carried

Dept High Agreement

14/285 WRIGHT: That the RM of Manitou Lake No. 442 enter into agreement with Department of Highways for mowing along HWY 40 from the border junction to the Village of Neilburg at a rate of \$100.00/hour.

Carried

- P&D
Wrkshp** **14/286 Jones:** That the Reeve Lamb and Councillor Bossert be resgistered for the Planning and Deveelopment Workshop in North Battleford on October 28, 2014 at a cost of \$80.00 per person.
Carried
- Right of
Way Agreement
Approvals** **14/287 BALDWIN:** That the following right of way agreements for purchase of or access to land for road widening and/ or access in Division 6 be approved with the condition that additional payment maybe required upon final survey and ISC registration as values are contractor estimates:

Miles & Susanne Johnson – NE5-46-27W3M	\$500.00
Miles & Susanne Johnson – NW3-46-27-W3M	\$1058.97
Miles & Susanne Johnson – NE4-46-27-W3M	\$1909.36
Miles & Susanne Johnson – SE4-46-27-W3M	\$1107.22
Miles & Susanne Johnson – SW4-46-27-W3M	\$2444.54
Miles & Susanne Johnson – NW4-46-27-W3M	\$785.70

Carried
- Clay
Agreement** **14/288 BALDWIN:** That Miles and Susanne Johnsons agreement for Clay from the NW 4-46-27-W3M on the West side of railroad tracks be signed at a rate of \$1.25 per yard and a minimum of 4,000 cubic meters to be paid upfront and the remaining to be paid out after final survey is completed.
Carried
- ALH
Holdback** **14/289 BOSSERT:** That the RM of Manitou Lake payout the holdback to ALH Constrction from 2013 work in the amount of \$30,909.28, Range Road 3282, Powers, and Beechwood roads.
Carried
- Applic
Crown Land** **14/290 WRIGHT:** That the application to purchase Crown Land, SE 18-43-28 by Rudolph Kekula be approved and signed.
Carried
- Dr.
Letter** **14/291 LAMB:** That the RM of Manitou Lake Council acknowledge Dr. Wessels letter in regards to Joanne Loys clearance letter, and that Joline Houk will continue to be Acting Administrator until further notice.
Carried
- Quotes
McIntosh Rd** **14/292 JONES:** That Acting Administrator Joline houk obtain quotes on paving the first two miles of Range Road 3271 North off of Highway 40 from Anderson Rental, HJR Construction.
Carried
- SARM
Disab.
Coverage
2015** **14/293 LAMB:** That the RM of Manitou Lake No. 442 apply for disability benefits coverage for 2015 under the SARM Disability Benefits Plan for elected and appointed officials while engaged in official municipal business at annual salary of \$50,000.00 for the flat premium of \$875.00; Elected officials include the full Council of the R.M. of Manitou Lake, appointed officials include everyone appointed as a representative of the R.M. of Manitou Lake by resolution of Council for 2014 and; That an application for disability coverage under the employees plan for 2015 be based on 2014 actual wages/salary estimates for Les Stourac \$86625.00, Jean Donally \$81,000.00, Lorne Sherwood \$50,000.00, Stacey Jackson \$21, 600.00, Joline Houk \$49,665.00, and Joanne Loy \$68,978.20.
Carried
- SAMA
Audit Comp** **14/294 LAMB:** That the letter from SAMA advising that the RM of Manitou Lake is Compliant under the 2014 Primary Audit Report be acknowledged.

Carried

Snowplow Policy 14/295 **LAMB:** That the RM of Manitou Lake Snowplow Policy Be:
That Snowplowing of driveways will be done at a flat rate of \$200 plus GST for the current winter season, fees must be paid prior to snowplowing, snowplowing will be completed when the grader goes by , special requests will charged at a rate of \$120 per hour plus GST from the time the grader leaves the shop until it returns.

Carried

Gas Tax IIP 14/296 **WALDE:** That the RM of Manitou apply the road construction on Range Road 3264 for 1.5 miles North of Highway 40, widening and reconstruction to the Infrastructure Investment Plan for the Gas Tax Program.

Carried

Handrails Office 14/297 **JONES:** That Councillor Wright contact L&A Welding to design and weld handrails at the New Municipal Office at the entrance way into building.

Carried

Bee J's Office 14/298 **WALDE:** That Bee J's Office Supply be contacted to come as soon as possible to provide the RM with a quote on shelving for the archive room, and desks that are required.

Carried

Payroll Change 14/299 **WRIGHT:** That beginning Jan 1, 2015 payroll be processed on the 15th and the last day of the month, with cut off being 2 days prior to pay day.

Carried

X-Mas Party 14/300 **BALDWIN:** That Councillor Jones contact the Marsden Café to hold the RM's Christmas party in the banquet room on Dec 13, 2014 in conjunction with the Village of Marsden.

Carried

Approach Approval 12-45-28 14/301 **JONES:** That Harvest Oil's request to utilize an approach to A15-12-45-28-W3M be approved 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, all conditions of the Industrial Road Use Agreement are met, and all other standards as set by Saskatchewan Department of Highways are followed.

Carried

Approach Approval 12-45-28 14/302 **JONES:** That Harvest Oil's request to utilize an approach to 3A9-12-45-26-W3M be approved providing that the approach is graveled, a minimum 400mm culvert is installed, a 15 m top, and all conditions of the Industrial Road Use Agreement are met, and all other standards as set by Saskatchewan Department of Highways and Transportation are followed.

Carried

Approach Approval 36-46-27 14/303 **LAMB:** That Plains Midstream request to utilize an approach to NE 36-46-27-W3M be approved providing that the approach is graveled to not track mud onto the road, and that the work area be returned to the previous conditions.

Carried

- Access Off RD 30-46-26** **14/304 LAMB:** That Plains Midstreams request to access off of RM Road allowance to SW 30-46-26-W3M be approved providing that the approach is graveled, and that the work area be returned to the previous condition.
Carried
- Approach Approval 25-46-27** **14/305 BALDWIN:** That Plains Midstreams request to access an approach to SE 25-46-27-W3M be approved providing that the approach is graveled, and that the work area is returned to the previous condition.
Carried
- Approach Approval 33-45-26** **14/306 WALDE:** That Plains Midstreams request to build a temporary approach to NW33-45-26-W3M be approved providing that the approach is graveled, and that the work area is returned to the previous condition.
Carried
- Approach Approval 32-45-26** **14/307 WALDE:** That Plains Midstreams request to build a temporary approach to NW33-45-26-W3M be approved providing that the approach is graveled, and that the work area is returned to the previous condition.
Carried
- Approach Approval 32-45-26** **14/308 WALDE:** That Plains Midstreams request to build a temporary approach to NE 32-45-26-W3M be approved providing that the approach is graveled, and that the work area is returned to the previous condition.
Carried
- Consent 75 M** **14/309 LAMB:** That Crew Energys request to be within the 75 M road allowance of B3-29-46-26-W3M the production tank.
Carried
- Pipeline Approval** **14/310 BALDWIN:** That Crew Energys request to cross RM roads with pipeline from SW19-46-26-W3M to SE 24-46-27-W3M, with all crossings being bored at a minimum of 3 meters below ditch bottom, accounting for a 46m right of way, bellholes for boring and the work areas are returned to the previous conditions.
Carried
- Corres-pondence** **14/311 JONES:** That the following list of correspondence having been read be filed:
1. SARM – UPDATE 2014-09
 2. SARM – MREP FUNDING FOR 2015-2016 APPLICATIONS (TABLED)
 3. SARM – TLE PAYMENT – 70%
 4. SARM – BENEFIT RENEWAL
 5. SARM – GRAIN TRANSPORTATION REGS
 6. SARM – OVERWEIGHT PERMITS
 7. MLDP – WORKSHOPS
 8. SARM – CIVIC ADDRESSING UPDATE
 9. SARM – SASK OBSOLUTE PESTICIDE AND LIVESTOCK MEDS COLLECTION
 10. SARM – RM OF MOUNT HOPE 279 – PFRA PASTURES
 11. SARM – MUNICIPAL BRIDGE SERVICES
 12. SARM – PSIP NEW STAFF
 13. SARM – FUEL PRICES
 14. SAMA – ASSESSMENT ROLL CONFIRMATION
 15. R&EDC – NOV 12TH MEETING
 16. SK AG HEALTH – \$1500 STUDENT SCHOLARSHIP
 17. SK FEDERATION OF POLICE OFFICERS – FAMILY VIOLENCE
 18. GOV OF SASK – IIP IN PLAN IN PLACE BY JUNE 1, 2015
 19. GOV OF SASK – RABIES RESPONSE PROGRAM
 20. WCMGC – MEETING WED OCT 22, 2014

21. WCMGC – MINUTES AUG 27TH
22. NCTPC – MINUTES JULY 17TH
23. APAS – AGENDAS AND MEETINGS
24. APAS – IN ACTION
25. GOV OF SASK – FRWIP
26. LAKELAND LIBRARY – 2015 GRANT 6% INCREASE
27. TRIOD SUPPLY WESTERN CANADA SALES EQUIPMENT
28. SARM – TIRES MICHELIN
29. SASKENERGY – NO ENCROACHMENT
30. HARVEST – UTILIZE AN EXISTING – A15-12-45-28
31. CREW BE WITHIN THE 75 M UNDEVELOPED ROAD ALLB3-29-46-26
32. HARVEST – UTILIZE AN EXISTING – 3A9-12-45-28
33. PLAINS MEDSTREAM – UTILIZE AN EXISTING – NE 36-46-27
34. PLAINS MIDSTREAM – ACCESS OFF OF RM RD ALL – SW 30-46-26
35. PLAINS MIDSTREAM – ACCESS OFF RD ALL – SE 25-46-27
36. PLAINS MIDSTREAM – AGROUND DISTURBANCE – SE 25-46-27
37. PLAINS MIDSTREAM – TEMP APPRAOCH – NW 33-45-26
38. PLAINS – TEMP APPROACH & PROXIMIITY – NE32-45-26
39. CREW – ROAD CROSSING – SW 19-45-26 TO SE 24-46-27
40. SEISMIC – HUSKY – TWP 45 RANGE 27-28

Carried

Adjourn. 14/312 LAMB: That we do now adjourn.

Carried

Adopted this 6th day of November 2014

Reeve

Administrator