

**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 3, 2015**

- Present** **Reeve:** Ian Lamb
Councillors: Division 1 – Travis Lindsay – Absent
 Division 2 – Bob Walde - Absent
 Division 3 – Norman Wright
 Division 4 – Kevin Bossert
 Division 5 – Grant Jones
 Division 6 – Joe Koch
Administrator: Joanne Loy
- Call to Order** Reeve Lamb called the meeting to order at 9:05 a.m.
- Minutes** **15/359 WRIGHT:** That the minutes of the Regular Meeting on November 12, 2015 be adopted as amended.

Carried
- Statement** **15/360 JONES:** That the Statement of Financial Activities for November 2015 be accepted as presented.

Carried
- Councilor Wright declared a pecuniary interest and left the meeting during the following discussion at 9:20 am**
- Accounts** **15/361 KOCH:** That the accounts to December 3, 2015 be authorized for payment and that a list of cheques numbered 18065 to 18113 inclusive and including EFT Payroll deposits totaling \$97,508.65 be annexed to and form a part of these minutes.

Carried
- Councilor Wright returned to the meeting at 9:30 am.**
- Council took a recess from 9:40 to 9:50 am.**
- Walde APAS** **15/362 LAMB:** That it be noted that Councilor Walde is attending the APAS Annual General Meeting in Regina as the RM of Manitou Lake representative from December 1 -3, 2015.

Carried
- WYWRA MMSW** **15/363 JONES:** That the RM of Manitou Lake appoint the West Yellowhead Waste Resource Authority as their representative for the Multi-Material Stewardship Western for 2016.

Carried
- Canada 150 Brunch** **15/364 JONES:** That the RM of Manitou Lake purchase a \$200 Coop gift card as a donation to be used by the Canada 150 Celebration Committee to purchase supplies for the Santa Brunch on December 12, 2015.
- Council Procedures Bylaw** **15/365 JONES:** That Bylaw No 7-2015 being a Bylaw to Establish a Council Procedures Bylaw be introduced and read a first time.

Carried
- January 2016** **15/366 BOSSERT:** That the January 2016 regular meeting of Council be set for the 14th day to commence at 9:00 am MST in the Municipal Office.

Carried

Delegate Brenda Appleton

Assistant Admin 15/367 **WRIGHT:** That the RM of Manitou Lake No 442 hire Brenda Appleton as a Full Time Assistant Administrator at \$38,000 per year subject to a three month probation period with a start date of December 7, 2015.
Carried

Intern Program 15/368 **LAMB:** That the RM apply to have Brenda Appleton as an Intern through the Municipal Administrator Internship Program.
Carried

Signing Authority 15/369 **LAMB:** That Office Clerk Stacey Jackson be removed from signing authority on all RM of Manitou Lake accounts at the Synergy Credit Union; and
That Assistant Administrator Brenda Appleton be added to signing authority on all RM of Manitou Lake accounts at the Synergy Credit Union.
Carried

Delegate James Czerniak, Foreman

Foreman Report 15/370 **LAMB:** That Council accepts Foreman James Czerniak's written report as circulated and that it be filed.
Carried

Culverts & Rural Signs 15/371 **KOCH:** That the RM of Manitou Lake contract the North Saskatchewan River Basin Council to mark culverts and yard sites for the Rural Addressing program at an estimated cost of \$6000 plus taxes..
Carried

Xmas Hours 15/372 **JONES:** That the Office and Shop be closed for Christmas from December 24 to 27th.
Carried

Fulltime Grader2016 15/373 **JONES:** That Grader Operator Jean Donally be given a 1.5% wage increase for an hourly rate of \$33.86 for 2016.
Carried

Fulltime 2 Grader2016 15/374 **JONES:** That Grader Operator Dave Rollheiser be given a 1.5% wage increase for an hourly rate of \$30.45 for 2016.
Carried

Fulltime 3 Grader2016 15/375 **JONES:** That Grader Operator Mona Gordon be given a 1.5% wage increase for an hourly rate of \$30.45 for 2016.
Carried

Contract Offer 15/376 **JONES:** That the RM of Manitou Lake No 442 Council increase the Foreman contract with High Hills Cattle Ltd. By 1.5% for a rate of \$46.69 per hour plus GST with High Hills Cattle Ltd. to assume responsibility for all Revenue Canada deductions.
Carried

Admin 15/377 **JONES:** That Administrator Joanne Loy be given a 1.5% salary increase for an annual salary of \$89,966.45.
Carried

Bonus 15/378 **BOSSERT:** That Jean Donally, Dave Rollheiser, James Czerniak, Lorne Sherwood, Mona Gordon, Duncan MacEachern, and Joanne Loy each be paid a \$500 bonus.
Carried

Bonus **15/379 BOSSERT:** That Kimberley Lake and Brenda Appleton each be paid a \$250 bonus.

Carried

Seasonal 2016 **15/380 JONES:** That Lorne Sherwood be given a 1.5% wage increase as Seasonal Operator for an hourly rate of \$29.50 for 2016.

Carried

Engineer RFPs **15/381 JONES:** That the RM of Manitou Lake send out Requests for Proposals for an engineering firm for the January 14, 2016 meeting.

Carried

Crew Cancel **15/382 BOSSERT:** That the cancellation notice from Crew Energy for 3C6-34-45-27, 4C6-34-45-27, 2D6-34-45-27, 2C6-9-46-27, and 1C6-9-46-27-3 be acknowledged.

Carried

Correspondence **15/383 WRIGHT:** That the following list of correspondence having been read be filed:

1. SARM – UPDATE 2015-11
2. SARM – LIABILITY INSURANCE & BOND INSURANCE
3. SARM – BENEFIT RENEWAL
4. SARM – SHORT TERM DISABILITY
5. SARM – PREP UPDATE
6. SARM – BEAVER CONTROL PROGRAM SURVEY
7. OBUDSMAN SASK – NEW AUTHORITY RELATING TO MUNICIPALITIES
8. SGI – BLUE LIGHTS ON SNOW REMOVAL EQUIPMENT
9. PPBG– FUEL PRICES
10. APAS
11. NCTPC WORKSHOPS – GRAVEL, GRADING, OHS
12. WCMGC – MINUTES OCT 22, 2015
13. 2015 RMAA CURLING
14. SASK SAFETY COUNCIL – SEMINAR FEB 1-3 SASKATOON
15. GOV'T RELATIONS – CIVIC ADDRESSING – CONFIDENTIALITY AGREEMENT
16. SASKTIP – 2015 MEMBERSHIP & NEWSLETTER
17. RAPID GROWTH COMMUNITIES NOV 18 MEETING INFO
18. CREW ENERGY – WELLSITE CANCELLATIONS

Carried

Adjourn. **15/384 LAMB:** That we do now adjourn.

Carried

Adopted this 14th day of January 2016

Reeve

Administrator