

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 9, 2021.

Present **Reeve:** Brian Graham
Councillors: Division 1 – Travis Lindsay
 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 B Graham called the meeting to order at 9:05 a.m.

Councilor Koch declared a conflict of interest with agenda item 8.2 Joe Koch

Minutes **21/231 WRIGHT:** That the minutes of the Regular Meeting on November 8, 2021 be adopted as circulated.

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

Carried

State-ment **21/232 NATTRESS:** That the Statement of Financial Activities for November 2021 be accepted as presented.

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

Carried

Accounts **21/233 LINDSAY:** That the accounts to December 9, 2021 be authorized for payment and that a list of cheques numbered 21933 to 21964 inclusive and including EFT Payroll deposits and online Remittances totaling \$320,808.74 be annexed to and form a part of these minutes.

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

Carried

CTP Declaration **21/234 LINDSAY:** That the RM of Manitou Lake No 442 acknowledge the signing and submission of the Annual Clearing the Path Corridor Statutory Declaration for Grid 675.

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

Carried

Correspondence **21/235 NATTRESS:** That the following list of correspondence having been read be filed:

- SARM – BENEFIT RENEWAL
- SARM – CRIME WATCH
- SARM – CTP STATUTORY DECLARATION – ACKN
- SARM – PLANT CONTROL PROGRAM
- WEST CENTRAL MINUTES
- NORTH CENTRAL – SUPPORT PROGRAM
- APAS – 2022 AGM
- AGROMAX – PEST CONTROL PRODUCTS
- KAISEN ENERGY – BANKRUPTCY
- PLAINS MIDSTREAM – NOTIFICATIONS
- NWMA – SURVEY

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

Carried

Mun Rev Sharing **21/236 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 2020 Audited Financial Statement to the Ministry of Government Relations;
- 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, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

Delegate: Foreman James Czerniak

Councilor Koch declared a conflict of interest for the following discussion and left Council Chambers at 9:53 am.

J Koch 8-46-26 **21/237 WRIGHT:** That Reeve Brian Graham contact Joe Koch to discuss his access request for LSD 9-8-46-26-W3M.

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

Carried

Councilor Koch returned to Council Chambers at 10:05 am.

Foreman Report **21/238 KOCH:** That Council accepts Foreman James Czerniak's written report as circulated and that it be filed.

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

Carried

Holiday Hours **21/229 KOCH:** That the RM of Manitou Lake No. 442 office be closed December 24th at 2 pm and be closed 27, 28, 29, 30 and 31 2021 and reopen January 3, 2022.

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

Carried

January Meeting **21/230 NATTRESS:** That the RM of Manitou Lake No. 442 first Council meeting for 2022 be held at the RM office on January 13, 2022.

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

Carried

Delegate: SGT Matt Robinson, Cut Knife RCMP Detachment

Gravel Tender Opening at 10:53 am.

CAO Joanne Loy opened two tenders: McIntosh Construction and J Alexander Trucking. Ashley McIntosh was in attendance.

McIntosh Construction:

Type 105-7/8" gravel: \$14/yd loading included

1 1/4" gravel: \$16/yd loading included

2" gravel: \$16/yd loading included

J Alexander Trucking:

Type 105-7/8" gravel: \$19.75/yd loading \$1.15/yd

1 1/4" gravel: \$18.75/yd loading \$1.15/yd

2" gravel: \$18.75/yd loading \$1.15/yd

Gravel Tender **21/231 LINDSAY:** That the RM of Manitou Lake accept the tendered Gravel Prices, Type 105-7/8" gravel: \$14/yd loading included, 1 1/4" gravel: 16/yd loading included, 2" gravel: \$16/yd loading included from McIntosh Construction and enter into a contract, January 1, 2022 to December 31, 2024 for the supply and placement of gravel as per the tender documents.

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

Carried

In Camera **21/232 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 11:02 am.

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

Carried

Attendees at the in-camera session: Reeve Brian Graham, Councilors Lindsay, Graham, Wright, Paterson, Nattress, Koch, CAO Joanne Loy, and Foreman James Czerniak.

CAO Joanne Loy left the in-camera session at 11:16 am.

Council recessed for lunch at 12 pm. BAR Engineering staff Kelly Stovra, Darrel Hardes, and Scott Simons provided and joined Council for lunch.

Council resumed the meeting and in-camera session at 12:40 pm.

Foreman James Czerniak left the in-camera session at 1:15 pm.

Councilor Norman Wright left the meeting at 1:35 pm and did not return.

Out of Camera **21/233 GRAHAM:** That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 1:56 pm.

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

Carried

Wages 2022 **21/234 NATTRESS:** That RM of Manitou Lake No. 442 Council approve the following wage increases for employee wages as follows:
Les Stourac (Operator) – 3.62% increase: \$34.50 to 35.75
Mel Letkeman (Seasonal) – 2.65% increase: \$30.68 to 31.50
Gary Bachman (Seasonal) – 3.25% increase: \$31.00 to 32.00
Curtis Currie (Operator) – 4.0% increase: \$31.00 to 32.24
Duncan MacEachern (Seasonal) – 2.65% increase: \$32.81 to 33.68
Carrie McGladdery (Office Clerk) - \$2 per hour converted to annual salary of \$46,800
Kimberley Lake (Assistant Administrator) – 3% increase: \$58,344 to \$60,095
James Czerniak (Foreman) – One additional week vacation: 4 to 5
Joanne Loy (CAO) – One additional week vacation: 6 to 7.

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

Carried

Christmas Gift **21/235 NATTRESS:** That James Czerniak, Duncan MacEachern, Les Stourac, Mel Letkeman, Kimberley Lake, Carrie McGladdery, Curtis Currie, Gary Bachman, and Joanne Loy each be paid a \$500 Christmas Gift.

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

Carried

Subd'n J Goossen **21/236 KOCH:** That Jamie Goossen be contacted to discuss the subdivision application for SW 13-46-26-W3M as Council has concerns regarding the location of an approach due to the hilly terrain and that a site inspection be done.

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

Carried

Res Tax Abatement **21/237 KOCH:** That the following residence be abated as the residence is qualifies for the 293(2)(e) exemption:

ROLL #1206 – 293(2)(e)	
Municipal	959.28
School	814.94
Fire	146.18
Total	\$1920.40

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

Carried

Code of Ethics Bylaw 2021-1 **21/238 LINDSAY:** That Bylaw 2021-01 a Bylaw to Establish a Code of Ethics for Council Members be introduced and read a first time.

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

Carried

Records Retention Bylaw 2021-2 **21/239 KOCH:** That Bylaw 2021-02 a Bylaw to Establish a Schedule for the Retention and Destruction of Documents be introduced and read a first time.

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

Carried

21/240 PATERSON: That Bylaw 2021-2 be read a second time.

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

Carried

21/241 GRAHAM: That Bylaw 2021-2 be given three readings at this meeting.

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

Carried Unanimously

21/242 LINDSAY: That Bylaw 2021-02 a Bylaw to Establish a Schedule for the Retention and Destruction of Documents be read a third time and be adopted.

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

Carried

**SARM
Buying
Group**

21/243 B GRAHAM: 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, 2022 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, Lindsay, Graham, Paterson, Nattress, Koch
AGAINST:

Carried

**Disability
Coverage
2022**

21/244 PATERSON: That an application for disability coverage under the employees plan for 2022 be based on wages/salary estimates for James Czerniak \$106,660.00, Les Stourac \$80,800.00, Mel Letkeman \$40,000.00, Gary Bachman \$55,000.00, Curtis Currie \$68,000.00, Duncan MacEachern \$36,000.00, Kimberley Lake \$60,095.00, Carrie McGladdery \$46,800.00, and Joanne Loy \$108,710.00.

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

Carried

Adjourn

21/245 GRAHAM: That this meeting does now adjourn at 2:42 pm this day.

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

Carried

Adopted this 13th day of January 2022

Reeve

CAO