

**MINUTES OF THE FIRST MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY
OF MANITOU LAKE NO. 442 HELD IN THE MUNICIPAL OFFICE, MARSDEN,
SASKATCHEWAN ON THURSDAY, JANUARY 13, 2022.**

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

Call to Order Reeve B Graham called the meeting to order at 9:06 a.m.

Appoint Administrator **22/001 WRIGHT:** That Joanne Loy be appointed as Chief Administrative Officer with an annual salary of \$108,710.00 for 2022.

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

Carried

Admin Bond **22/002 WRIGHT:** That 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 be acknowledged as being inspected by Council.

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

Carried

Councilor Roland Koch advised of a conflict of interest in Item 7.2 J Koch access request.

Minutes **22/003 NATTRESS:** That the minutes of the Regular Meeting on December 9, 2022 be adopted as circulated.

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

Carried

State-ment **22/004 GRAHAM:** That the Statement of Financial Activities for December 2021 be accepted as presented.

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

Carried

K Lake **22/005 NATTRESS:** That Council hereby rescinds approval for Kim Lake, Assistant, to attend workshops and conventions and that her RMAA Membership not be renewed.

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

Carried

Accounts 22/006 **KOCH:** That the accounts to January 13, 2022 be authorized for payment and that a list of cheques numbered 21965 to 22030 inclusive and including EFT Payroll deposits and online Remittances totaling \$523,450.70 be annexed to and form a part of these minutes.

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

Carried

Bylaw 22/007 **GRAHAM:** That Bylaw 2021-01 being a Bylaw to Establish a Code of Ethics for Council be read a second time.
2021-01
Code of Ethics

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

Carried

Councilor Roland Koch declared a conflict of interest and left the council chambers at 9:40 am during the following in-camera session and following discussion.

In Camera 22/008 **NATTRESS:** That the RM of Manitou Lake No 442 Council moves to an in-camera session to discuss legal matters and advice from the RM's lawyer 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 9:40 am.

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

Carried

Attendees at the in-camera session: Reeve Brian Graham, Councilors Graham, Wright, Nattress, and CAO Joanne Loy.

Out of 22/009 **GRAHAM:** That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 9:59 am.
Camera

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

Carried

J Koch 22/010 **GRAHAM:** That Joe Koch be advised he has access to the pumphouse under the easement until 2038 and that any other instances requiring access through the RM's shop yard shall require prior notification provided to the RM Foreman.
Access

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

Carried

Councilor Roland Koch returned to the council chambers at 10:01 am.

Council recessed from 10:01 to 10:09 am.

**Corres-
pondence**

22/011 WRIGHT: That the following list of correspondence having been read be filed:

- SARM – CONVENTION INFORMATION
- SARM – RESOLUTION DEADLINE
- SARM – POLICY BULLETIN – CANADA SUMMER JOBS
- CONSTRUCTION CODE AUTHORITY – BUILDING STANDARDS
- AG HEALTH & SAFETY NETWORK – STRESS MANAGEMENT
- VANTAGE CHARTERED ACCOUNTANTS – AUDIT ENGAGEMENT
- NCTPC – MARCH WORKSHOPS
- CLUBROOT MAP

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

AGAINST:

Carried

**Subdiv'n
NE 31-44-27**

22/012 NATTRESS: That the subdivision application by Ted Pritchett, Doreen Pritchett, and Elizabeth Priest for proposed Parcel A (16.19 ha/40 acres), Residential, from the NE 31-44-27-W3M be approved with Community Planning to be advised that Council is unaware of any land uses that may be incompatible, a servicing agreement is not required, and that the RM does not have any facilities that would be affected nor does the RM have a Zoning Bylaw.

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

AGAINST:

Carried

**County
Haul**

22/013 NATTRESS: That the Road Haul Agreement signed with Central Civil Solutions Inc to haul aggregate from the County of Vermilion River pit located on 32-45-27-W3M north and west into the RM of Wilton be acknowledged.

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

AGAINST:

Carried

**APAS
Res'ns**

22/014 WRIGHT: That the RM of Manitou Lake Council acknowledge and support the two resolutions submitted on behalf of the RM for the APAS Annual Convention January 17 and 18 with copies hereby attached to these minutes.

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

AGAINST:

Carried

**Council
Remuner
ation &
Mileage**

22/015 WRIGHT: That the per diem rate of remuneration for regular meetings, special meetings, supervision, convention and Reeve's office supervision for 2022 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 2022.

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

AGAINST:

Carried

Population Allocation **22/016 NATTRESS:** That the RM of Manitou Lake allocate the \$6.35 per capita grant from the Sask Lotteries Community Grant Program as follows:
 Lashburn 48 x 6.35 = \$304.80 for 2022
 Neilburg 220 x 6.35 = \$1,397.00
 Marsden 305 x 6.35 = \$1,936.75
 Total 573 \$3,638.55

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

AGAINST:

Carried

Appointments **22/017 KOCH:** That the following appointments be made for 2022:
Pest Control Officer
 Glen McGladdery
Pest Control Officer – for the purpose of dealing with Club Root
 Duncan MacEachern, James Czerniak
Weed inspector
 Duncan MacEachern
Lakeland Library Regional Council
 Karl Koch, Hazel Koch
Pound-Keepers
 Dave Gray SE-24-45-27-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, Nattress, Koch

AGAINST:

Carried

Emerg Co-ord **22/018 NATTRESS:** That Colleen F Digness be appointed as Emergency Co-ordinator for the RM of Manitou Lake No 442.

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

AGAINST:

Carried

Deputy Reeve **22/019 GRAHAM:** That Councillor Norman Wright be appointed Deputy Reeve for 2022-2023.

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

AGAINST:

Carried

Appointments **22/020 WRIGHT:** That the following appointments be made for 2022-2023:
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, Nattress, Koch**AGAINST:****Carried****Committees****22/021 GRAHAM:** That the following committees be established for 2022 – 2023:**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

OHS

Brian Graham – Council Representative

Carrie McGladdery – Office Representative

Curtis Currie – Shop Representative

FOR: B Graham, Graham, Wright, Nattress, Koch**AGAINST:****Carried****Fire Boards****22/027 KOCH:** That Brian Graham 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, Nattress, Koch**AGAINST:****Carried****Fire Board****22/028 WRIGHT:** That Patrick McGladdery and Travis Lindsay be appointed to the RM Manitou Lake Fire and Rescue Board as representatives of the RM of Manitou Lake.**FOR:** B Graham, Graham, Wright, Nattress, Koch**AGAINST:****Carried****Appoint Auditor****22/029 NATTRESS:** That Vantage Chartered Professional Accountants be appointed as Auditors for the year 2022 for the RM of Manitou Lake.**FOR:** B Graham, Graham, Wright, Nattress, Koch**AGAINST:****Carried****Appoint Solicitor****22/030 GRAHAM:** That Robertson Stromberg LLP be appointed as solicitor for the RM of Manitou Lake No 442.**FOR:** B Graham, Graham, Wright, Nattress, Koch**AGAINST:****Carried**

Convention Rates **22/031 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, Nattress, Koch
AGAINST:

Carried

PPE Allowance **22/032 WRIGHT:** 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 2022 upon submitting a receipt of purchase.

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

Carried

Snow-plowing **22/033 KOCH:** 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, Graham, Wright, Nattress, Koch
AGAINST:

Carried

Lanes **22/034 GRAHAM:** That lanes or driveways within the municipality, upon request, be plowed and any lane or driveway be graded at a minimum charge of \$30.00 up to 20 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.

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

Carried

Regular Meetings **22/035 KOCH:** That the regular meetings for 2022 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 MST.

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

Carried

Delegate: Foreman James Czerniak

Foreman Report **22/036 KOCH:** That Council accepts Foreman James Czerniak's written report as circulated and that it be filed.

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

Carried

3270
PMT

22/037 KOCH: That Saskcon Repair Services Ltd. be paid Progress Certificate #2 for \$157,181.66 which includes taxes and is net of the 10% holdback and net of \$5000 holdback for deficiencies.

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

Carried

Adjourn

22/038 GRAHAM: That this meeting does now adjourn at 12:31 pm this day.

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

Carried

Adopted this 3rd day of February 2022

Reeve

Administrator