

**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 12, 2023.**

**Present**      **Reeve:**            Brian Graham – Absent  
**Councillors:**    Division 1 – Travis Lindsay – Late  
                         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**            Deputy Reeve Jason Paterson called the meeting to order at 9:06 a.m.

**Appoint Administrator**    **23/001 KOCH:** That Joanne Loy be appointed as Chief Administrative Officer with an annual salary of \$110,790.00 for 2023.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Admin Bond**            **23/002 KOCH:** 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:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**There were no conflicts of interest declared.**

**Minutes**            **23/003 NATTRESS:** That the minutes of the Regular Meeting on December 8, 2022 be adopted as circulated.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Statement**            **23/004 KOCH:** That the Statement of Financial Activities for December 2022 be accepted as presented.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Salary Staff**            **23/005 WRIGHT:** That all salary staff wages be adjusted to hours actually worked according to the time cards.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Accounts**    **23/006 GRAHAM:** That the accounts to January 12, 2023 be authorized for payment and that a list of cheques numbered 22386 to 22441 inclusive and including EFT Payroll deposits and online Remittances totaling \$301,143.40 be annexed to and form a part of these minutes.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Bylaw**            **23/007 NATTRESS:** That Bylaw 2022-05 being a Bylaw for the Voluntary  
**2022-05**            Early Payment of Fines be read a third time and adopted.  
**Early Fine Payment**

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Bylaw**            **23/008 GRAHAM:** That Bylaw 2022-06 being a Bylaw to Regulate and  
**2022-06**            Control the Dumping of Refuse and Waste Material be read a third time  
**Anti-Dumping**            and adopted.

**FOR:** Paterson, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Councilor Lindsay arrived at 10:15 am.**

**Corres-**            **23/009 NATTRESS:** That the following list of correspondence having been  
**pondence**            read be filed:

- SARM – MEMBERSHIP & OTHER FEES
- SARM – RESOLUTION DEADLINE JAN 28
- SARM – CONVENTION INFORMATION – FEB 28 DEADLINE
- SARM – MLDP MARCH 13TH
- SARM – ELECTIONS & CANDIDATES
- SARM – SINGLE WINDOW INITIATIVE
- PHO – NEWSLETTER, WORKSHOPS, & CLUBROOT MAPS
- SAMA – ANNUAL MEETING APRIL 5 REGINA
- SMHI – PREMIUMS & CLAIMS
- WEST CENTRAL MUNICIPAL GOVERNMENT COMMITTEE
- WIEBE – ALLODIAL TITLE

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

**Carried**

**Bylaw**            **23/010 NATTRESS:** That Bylaw 2023-01 being a Bylaw to Establish  
**2023-01**            a Fee to Appeal Assessments be introduced and read a first time.  
**Appeal Fees**

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

**Carried**

**23/011 KOCH:** That Bylaw 2023-02 be read a second time.

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

**Carried**

**Council  
Remuner  
ation &  
Mileage**

**23/012 WRIGHT:** That the per diem rate of remuneration for regular meetings, special meetings, supervision, convention and Reeve's office supervision for 2023 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 2023.

**FOR:** Paterson, Lindsay, Graham, Wright, Nattress, Koch

**AGAINST:**

**Carried**

**Popula-  
tion  
Allocation**

**23/013 NATTRESS:** That the RM of Manitou Lake allocate the \$7.95 per capita grant from the Sask Lotteries Community Grant Program for 2024 to the Village of Marsden being  $505 \times 7.95 = \$4,014.75$ .

**FOR:** Paterson, Lindsay, Graham, Wright, Nattress, Koch

**AGAINST:**

**Carried**

**Conven-  
tion  
Rates**

**23/014 LINDSAY:** 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:** Paterson, Lindsay, Graham, Wright, Nattress, Koch

**AGAINST:**

**Carried**

**PPE  
Allowance**

**23/015 PATERSON:** 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 2023 upon submitting a receipt of purchase.

**FOR:** Paterson, Lindsay, Graham, Wright, Nattress, Koch

**AGAINST:**

**Carried**

**Snow-  
plowing**

**23/016 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:** Paterson, Lindsay, Graham, Wright, Nattress, Koch

**AGAINST:**

**Carried**

**Lanes**

**23/017 LINDSAY:** 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 \$175.00 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:** Paterson, Lindsay, Graham, Nattress, Koch

**AGAINST:** Wright

**Carried**

**Regular Meetings**

**23/018 PATERSON:** That the regular meetings for 2023 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:** Paterson, Lindsay, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Pound Keeper**

**23/019 LINDSAY:** That Ben Graham be appointed as Pound Keeper replacing Dave Gray who has declined the appointment.

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

**Carried**

**Fire Board**

**23/020 NATTRESS:** That Kristopher McGladdery be appointed to the RM Manitou Lake Fire and Rescue Board as representative of the RM of Manitou Lake.

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

**Carried**

**Audit Engagement**

**23/021 WRIGHT:** That the Reeve and CAO be authorized to sign the Auditor Engagement Documents.

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

**Carried**

**Monarch Hockey**

**23/032 LINDSAY:** That the RM of Manitou Lake No 442 donate an item for the prize table at the U7 Monarch hockey tournament on February 18th.

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

**Carried**

**EMAP Workshop**

**23/033 WRIGHT:** That none of the administration staff be permitted to attend the Enhanced Municipal Administration Workshop on March 22<sup>nd</sup>.

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

**Carried**

**Pipeline 29-45-26**

**23/034 GRAHAM:** That the notification for the Chronos Resources Pipeline Ltd. tying in wells located in Section 29-45-26-W3M be acknowledged.

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

**Carried**

**Sec 111(3)**

**23/035 KOCH:** That pursuant to Section 111(3) of *The Municipalities Act* Council is hereby responsible for the hiring, suspension, and dismissal of all employees and any other human resource related activities.

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

**Carried**

**Trades**      **23/036** **LINDSAY:** That the RM of Manitou Lake Council transfer \$2260  
Uncollectable      into Allowance for Uncollectable Trade Accounts for the fiscal year  
ending December 31, 2022.

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

**Carried**

**Taxes**      **23/037** **LINDSAY:** That the RM of Manitou Lake Council transfer \$624,035.67  
Uncollectable      into Allowance for Uncollectable Taxes for the fiscal year ending  
December 31, 2022.

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

**Carried**

**County**      **23/038** **NATTRESS:** That the Road Haul Agreement signed with Road to Rail  
Haul      Construction 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:** Paterson, Lindsay, Graham, Wright, Nattress, Koch  
**AGAINST:**

**Carried**

**Delegate:**      Foreman James Czerniak, 11:23 am to 11:58 am

**Bridge**      **23/039** **GRAHAM:** That the RM of Manitou Lake No 442 tender for the repairs  
Repairs      to the Unwin Bridge, the Buzzard Bridge, and the Lashburn Bridge in  
accordance with the required repairs as indicated on the SARM Bridge  
Inspection Report.

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

**Carried**

**Equipment**      **23/040** **WRIGHT:** That Foreman James Czerniak be authorized to obtain prices  
Prices      on replacing a grader and a mower in 2023.

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

**Carried**

**Repairs**      **23/041** **GRAHAM:** That Foreman James Czerniak be authorized to obtain  
Shop      estimates to remove the chimney, repair the roof, and the general  
building envelope at the Marsden Shop.

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

**Carried**

**Foreman**      **23/042** **LINDSAY:** That Council accepts Foreman James Czerniak's written  
Report      report as circulated and that it be filed.

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

**Carried**

**WSA**  
**B Gibb**  
**25-44-26**

**23/043 GRAHAM:** That the RM of Manitou Lake #442 has reviewed the amendments to E5002484 Gibb Drainage Overview Plan V1 and consents to the amendments in E5105452 Gibb Drainage Overview Plan V2.

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

**Carried**

**Adjourn**

**23/044 KOCH:** That this meeting does now adjourn at 11:58 am this day.

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

**Carried**

**Adopted this 9<sup>th</sup> day of February 2023**

\_\_\_\_\_  
**Reeve**

\_\_\_\_\_  
**Administrator**