

**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 11, 2024.**

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

**Call to Order**            Reeve Brian Graham called the meeting to order at 9:02 a.m.

**Appoint Administrator**      **24/001 KOCH:** That Joanne Loy be appointed as Chief Administrative Officer for 2024.

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

**Carried**

**Admin Bond**            **24/002 LINDSAY:** 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, Lindsay, Graham, Paterson, Nattress, Koch  
**AGAINST:**

**Carried**

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

**Minutes**            **24/003 KOCH:** That the minutes of the Regular Meeting on December 7, 2023 be adopted as circulated.

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

**Carried**

**Statement**            **24/004 NATTRESS:** That the Statement of Financial Activities for December 2023 be accepted as presented.

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

**Carried**

**Accounts**            **24/005 GRAHAM:** That the accounts to January 11, 2024 be authorized for payment and that a list of cheques numbered 22808 to 22874 inclusive and including EFT Payroll deposits and online Remittances totaling \$465,231.92 be annexed to and form a part of these minutes.

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

**Carried**

**Bylaw 2023-08 Mutual Aid**      **24/006 NATTRESS:** That Bylaw 2023-08 being a Bylaw to Enter into a Mutual Aid Agreement be read a second time.

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

**Carried**

**24/007 LINDSAY:** That Bylaw 2023-08 being a Bylaw to Enter into a Mutual Aid Agreement be read a third time and adopted.

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

**Carried**

**Intrepid Taxes**      **24/008 GRAHAM:** That the RM of Manitou Lake acknowledge the Tax Arrears Payment Agreement entered into with Intrepid Petroleum Ltd. as signed by the Reeve.

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

**Carried**

**Crime Stoppers**      **24/009 NATTRESS:** That the RM of Manitou Lake donate \$200 to Saskatchewan Crime Stoppers.

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

**Carried**

**Delegates:** Sue Gray and Jeremy LaClare, Marsden Recreation Board, 10:05 to 10:25 am

**Appoint Building Inspectors**      **24/010 PATERSON:** That the RM of Manitou Lake Council appoint the following as Building Inspectors for 2024:

<b>Name</b>	<b>Class</b>	<b>Licence #</b>
Ryan Shepard	BOL-3	BOL360
Chris Gates	BOL-3	BOL105
Karly Heatcoat	BOL-3	BOL421
Raymond Humenny	BOL-1	BOL608
Ben McLeod	BOL-2R	BOL805
Jerry Wintonyk	BOL-1	BOL142
Dale Wagner	BOL-3R	BOL379
Dan Knutson	BOL-3	BOL112
Reg Churko	BOL-2	BOL256
Virginia Shepley	BOL-3	BOL517
Janelle Cox	BOL-1	BOL696
Terry Rolleston	BOL-1	BOL089
Kim Pederson	BOL-2R	BOL511
Dwayne Williams	BOL-2	BOL122
Norbert Leblanc	BOL-1	BOL774

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

**Carried**

**Corres-  
pondence**

**24/011 PATERSON:** That the following list of correspondence having been read be filed:

- SARM – RURAL DART & SHEAF
- SARM – RESOLUTION DEADLINE JAN 28
- SARM – CONVENTION REGISTRATION – FEB 28 DEADLINE
- SARM – MLDP MARCH 12TH
- APAS – UPDATE & RESOLUTIONS
- PHO – NEWSLETTER – PCO WORKSHOP JAN 17, SASKATOON
- SMHI – PREMIUMS & CLAIMS
- CRIMESTOPPERS
- CCASK – NEWSLETTER & APPOINT BUILDING INSPECTORS
- SASK ASSOCIATION OF WATERSHEDS - NEWSLETTER
- CUTKNIFE RCMP – STATS
- SMS EQUIPMENT
- LISA WILDMAN – TAXES AT SUFFERN REG PARK

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

**AGAINST:**

**Carried**

**WSA  
E5105469  
E Loy**

**24/012 GRAHAM:** That WSA be requested to provide confirmation of approval from the land owner of NE 6-45-26-W3M and that land control agreements for downstream have been obtained and be advised that the map provided is inaccurate.

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

**AGAINST:**

**Carried**

**Valor  
Energy  
Taxes**

**23/013 PATERSON:** That the RM of Manitou Lake accept the proposed tax payment plan for the 2023 tax arrears.

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

**AGAINST:**

**Carried**

**Election  
Workshop**

**23/014 GRAHAM:** That CAO Joanne Loy and Office Clerk Carrie McGladdery be authorized to attend the Municipal Election Workshop on April 3<sup>rd</sup> in North Battleford at a cost of \$100 per attendee.

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

**AGAINST:**

**Carried**

**Popula-  
tion  
Allocation**

**24/015 KOCH:** That the RM of Manitou Lake allocate the \$7.95 per capita grant from the Sask Lotteries Community Grant Program for 2025 to the Village of Marsden being  $505 \times 7.95 = \$4,014.75$ .

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

**AGAINST:**

**Carried**

**Regular  
Meetings**

**24/016 PATERSON:** That the regular meetings for 2024 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, Lindsay, Graham, Paterson, Nattress, Koch

**AGAINST:**

**Carried**

**Election Officials**      **24/017 LINDSAY:** That the following be appointed as Election Officials for the General Election:  
Nomination Officers: Joanne Loy, Carrie McGladdery, Colleen Digness  
Returning Officer: Joanne Loy  
Deputy Returning Officer: Carrie McGladdery.

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

**Carried**

**Polling Place**      **24/018 B GRAHAM:** That the Polling Place for the General Election be the Marsden Community Hall and the Polling Place for the Advance Poll be the Municipal Office.

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

**Carried**

**Foreman Report**      **24/019 PATERSON:** That Council accepts Foreman James Czerniak's written report as circulated and that it be filed.

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

**Carried**

**Councilor Wright**      **24/020 B GRAHAM:** That pursuant to Section 147 (1) (c) (i) of *The Municipalities Act* Councilor Norman Wright is granted a leave of absence effective January 11 to April 4, 2024.

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

**Carried**

**Term Dep Renewal**      **24/021 KOCH:** That the Term Deposit #1 be renewed with the amount increased to \$5,000,000 for 5.5% interest for a five-year term at Synergy Credit Union.

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

**Carried**

**Council recessed for lunch from 11:57 am to 12:54 pm**

**Delegate:** James Thorsteinson, Candidate for Sask Party, 12:56 to 1:48 pm

**Councilor Travis Lindsay left the meeting at 1:52 pm and did not return.**

**Future Capital**      **24/022 GRAHAM:** That the RM of Manitou Lake transfer up to \$1,500,000 into Future Capital Reserves for the fiscal year ending December 31, 2023.

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

**Carried**

**CAMA  
FCM**

**24/023 KOCH:** That CAO Joanne Loy be authorized to attend the Canadian Association of Municipal Administrators and the Federation of Canadian Municipalities Annual Conventions held June 3 to 8, 2024 in Calgary with Joanne paying for all registration fees, hotels, and meals and the RM paying her wage.

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

**Carried**

**In Camera**

**24/024 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 2:22 pm.

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

**Carried**

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

Foreman James Czerniak and CAO Joanne Loy left the in-camera session from 2:55 to 3:10 pm.

**Out of  
Camera**

**24/025 PATERSON:** That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 3:10 pm.

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

**Carried**

**Wages  
2024**

**24/026 B GRAHAM:** That RM of Manitou Lake No. 442 Council approve the following wage increases, effective retroactive to January 1, for employee wages as follows:  
Les Stourac (Operator) – \$0.50 increase: \$38.75 to 39.25  
Mel Letkeman (Seasonal) – \$0.50 increase: \$35.00 to 35.50  
Kevin Bossert (Seasonal) – \$1.50 increase: \$32.00 to 33.50  
Carrie McGladdery (Office Clerk) - \$3120 increase: \$48,880 to 52,000  
James Czerniak (Foreman) – 4% increase: \$108,740 to \$113,089.60  
Joanne Loy (CAO) – 4% increase: \$110,790 to 115,221.60;  
That Flex Days for Full-time staff be increased to 7 per year; and  
That any unused Flex Days be paid out at the end of the year.

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

**Carried**

**Adjourn**

**24/027 GRAHAM:** That this meeting does now adjourn at 3:15 pm this day.

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

**Carried**

**Adopted this 8<sup>th</sup> day of February 2024**

---

Reeve

---

CAO