

**MINUTES OF THE FIRST MEETING AFTER ELECTION OF THE COUNCIL OF THE
RURAL MUNICIPALITY OF MANITOU LAKE NO. 442 HELD IN THE MUNICIPAL OFFICE,
MARSDEN, SASKATCHEWAN ON THURSDAY, DECEMBER 5, 2024.**

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
Foreman: James Czerniak

Reeve Brian Graham, Councilors Travis Lindsay and Norman Wright subscribed to their Oath of Office.

Call to Order Reeve Brian Graham called the meeting to order at 9:11 a.m.

There were no conflicts of interest declared.

Minutes **24/201 GRAHAM:** That the minutes of the Regular Meeting on November 7, 2024 be adopted as circulated.

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

Carried

Accounts Listing **24/202 WRIGHT:** That the List of Accounts for Approval be read out loud at each meeting.

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

Carried

State-ment **24/203 LINDSAY:** That the Statement of Financial Activities for November 2024 be accepted as presented.

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

Carried

Accounts **24/204 KOCH:** That the accounts to December 5, 2024 be authorized for payment and that a list of cheques numbered 23165 to 23196 inclusive and including EFT Payroll deposits and online Remittances totaling \$388,638.61 be annexed to and form a part of these minutes.

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

Carried

Election Results **24/205 WRIGHT:** That the RM of Manitou Lake Council acknowledge the Returning Officer's Statement of Results from the November 13, 2024 Election as presented.

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

Carried

**WSA
E5105438**

24/206 GRAHAM: That the Rural Municipality of Manitou Lake #442 has reviewed the drainage plan E5105438, along TWP 454, and hereby approves the conveyance of water across and within RM right-of-way as shown in the plan E5105438 and grants approval to the extent that it can grant such permission under its authority.

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

Carried

**Ditch BLK
TWP 454**

24/207 KOCH: That the RM of Manitou Lake No 442 advise Sid Wells that he is responsible for the full cost of removing the ditch block, as referred to in WSA E5105438 drainage plan, and reclaiming the ditch to a satisfactory state including, but not limited to, replacing top soil, levelling, and seeding to grass.

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

Carried

In Camera

24/208 PATERSON: 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 9:41 am.

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

Carried

Attendees at the in-camera session: Reeve Brian Graham, Councilors Lindsay, Graham, Wright, Paterson, and Koch.

Foreman James Czerniak and CAO Joanne Loy left the in-camera session at 9:46 am.

**Out of
Camera**

24/210 PATERSON: That the RM of Manitou Lake No 442 Council rises from the in-camera discussion at 9:57 am.

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

Carried

**Wages
2025**

24/211 B GRAHAM: That RM of Manitou Lake No. 442 Council approve the following wage increases as recommended by Foreman James Czerniak and CAO Joanne Loy, effective January 1, for employee wages as follows:
Les Stourac (Operator) – \$0.98 increase (2.5%): \$39.25 to 40.23
Mel Letkeman (Operator) – \$0.71 increase (2%): \$35.50 to 36.21
Kevin Bossert (Seasonal) – \$1.50 increase (4.5): \$33.50 to 35.00
Carrie McGladdery (Office Clerk) – 3% increase: \$52,000 to 53,560
Joanne Loy (CAO) – 3% increase: \$115,221.60 to 118,678.25; and
That Council acknowledges that Foreman James Czerniak is allocating his 3% wage increase to increase Flex Days for Les Stourac, Mel Letkeman, and James Czerniak to 9 per year and for Kevin Bossert to 5 per year; and
That any unused Flex Days be paid out at the end of the year.

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

Carried

Christmas Gift **24/212 GRAHAM:** That James Czerniak, Les Stourac, Mel Letkeman, Kevin Bossert, Carrie McGladdery, and Joanne Loy each be paid a \$750 Christmas Gift.

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

Carried

Texas Gates **24/213 KOCH:** That the CAO draft an agreement for existing Texas Gates on RM roads clearly defining responsibility and the requirement for liability insurance for the 2025 Council Meeting.

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

Carried

Councilor Brian Nattress arrived at 11:03 am and subscribed to his Oath of Office.

Correspondence **24/214 LINDSAY:** That the following list of correspondence having been read be filed:

- SARM – CORRECTED EHD RATES
- SARM – TEXAS GATES
- SARM – MUNICIPALITIES ACT REVIEW (RURAL DART)
- SARM – PHN
- NCTPC – 2025 WORKSHOPS
- APAS – UPDATE
- RCMP REPORTS
- NAMS CANADA – COUNCIL TRAINING
- WYWRA – MEMBERSHIP OFFER

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

Carried

Intrepid Taxes **24/215 NATTRESS:** That Reeve Brian Graham and CAO Joanne Loy be authorized to sign a payment plan with Intrepid Petroleum for payment of the 2024 taxes.

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

Carried

Gravel Tender **24/216 B GRAHAM:** That the RM of Manitou Lake tender for the supply and placement of gravel on the RM roads for January 1, 2025 to December 31, 2028, with sealed tenders to be submitted no later than 4 pm MST January 8, 2025.

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

Carried

**Appoint-
ments****24/217 WRIGHT:** That the following appointments be made for 2025:**Lakeland Library Regional Council**

Karl Koch, Hazel Koch

Pound-Keepers

Ben Graham NW 6-45-26-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, Lindsay, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****Emerg
Co-ord****24/218 PATERSON:** That Colleen F Digness be appointed as Emergency Co-ordinator for the RM of Manitou Lake No 442.**FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****Deputy
Reeve****24/219 B GRAHAM:** That Councillor Roland Koch be appointed Deputy Reeve.**FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch**AGAINST:****Carried****Appoint-
ments****24/220 NATTRESS:** That the following appointments be made for 2024-2026:**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

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

- Committees** **24/221 KOCH:** That the following committees be established for 2025 – 2026:
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, Jason Paterson, and Brian Nattress
Human Resources Committee
Council as a whole
Finance Committee
Council as a whole
- FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Fire Boards** **24/222 LINDSAY:** That Brian Graham, Jason Paterson, 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, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Fire Board** **24/223 LINDSAY:** That Kristopher McGladdery, Brian Nattress, and Orlando Koch be appointed to the RM Manitou Lake Fire and Rescue Board as representatives of the RM of Manitou Lake.
- FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Appoint Auditor** **24/224 B GRAHAM:** That Vantage Chartered Professional Accountants be appointed as Auditors for the year 2025 for the RM of Manitou Lake.
- FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**
- Appoint Solicitor** **24/225 LINDSAY:** That Robertson Stromberg LLP be appointed as solicitor for the RM of Manitou Lake No 442.
- FOR:** B Graham, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:
- Carried**

**BD of
Revision**

24/226 KOCH: That Western Municipal Consulting Ltd be appointed to manage the Board of Revision process for the term of January 1, 2025 to December 31, 2025; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovens, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, and Rick Leigh, with the Chair responsible for naming no fewer than three members for the hearing of any matter and if the Chair is not included in the appointees named, the members appointed shall determine a chair.

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

Carried

**BD
Secretary**

24/227 GRAHAM: That Kara Lindal with Western Municipal Consulting Ltd. be appointed as Secretary to the Board of Revision for the term January 1, 2025 to December 31, 2025; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule; and That Kara Lindal may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

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

Carried

**Appoint
Building
Inspectors**

24/228 NATTRESS: That the RM of Manitou Lake Council appoint the following as Building Inspectors for 2025:

Name	Class	License #
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, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Council
Remuner-
ation &
Mileage**

24/229 GRAHAM: That the per diem rate of remuneration for regular meetings, special meetings, supervision, convention and Reeve's office supervision for 2025 be \$300.00 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 \$1.00 per km for 2025.

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

Carried

**Conven-
tion
Rates**

24/230 NATTRESS: That a per diem rate of \$300.00 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, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**PPE
Allowance**

24/231 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 2024 upon submitting a receipt of purchase.

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

Carried

**Snow-
plowing
Policy**

24/232 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, Lindsay, Graham, Wright, Paterson, Nattress, Koch
AGAINST:

Carried

**Snowplow
Policy**

24/233 B GRAHAM: That the RM of Manitou Lake Snowplow Policy Be:
That Snowplowing of driveways will be done at a minimum charge of \$50 for up to 20 minutes plus GST with any times over 20 minutes be charged at the rate of \$190 per hour plus GST for the current winter season, with snowplowing to be completed on an on call basis, with the river hills and bus routes to receive first priority, snowplowing will be completed when the grader goes by, special requests will charged at a rate of \$190 per hour plus GST from the time the grader leaves the shop until it returns, the driveway must have suitable clearance for the grader, and that the RM is not liable for any damages.

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

Carried

**Mun Rev
Sharing**

- 24/234 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 2023 Audited Financial Statement to the Ministry of Government Relations;
 - The RM does not run a Municipal Waterworks System;
 - 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

**Penner
Goossen**

- 24/235 NATTRESS:** That the roads West of 23, NW 14, South of 14-45-27-W3M be snow plowed as reasonably as possible, depending on the snowfall received, with the understanding to the users that said roads must still use caution as these roads are not built up to municipal standards which affects the ability to keep them clear in the winter.

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

Carried

Council recessed for lunch from 11:41 am to 12:43 pm. BAR Engineering staff Kelly Stovra and Dustin Fallscheer provided and joined Council for lunch.

**SK Power
Line
20-45-27**

- 24/236 NATTRESS:** That the underground powerline notification from Saskpower for a line install at NW 20-45-27-3 be acknowledged and approval given to bore under RGE RD 3275.

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

Carried

**Santa's
Anon.**

- 24/237 PATERSON:** That the RM of Manitou Lake purchase up to 5 \$100 Co-op Gift Cards to be given to the chosen families for Santa's Anonymous for the year 2024.

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

Carried

CAMA

- 24/238 B GRAHAM:** That CAO Joanne Loy be authorized to attend the Canadian Association of Municipal Administrators Annual Convention held May 26 to 28, 2025 in Mont Tremblant, Quebec with the RM paying her wage and registration of \$895.31 and Joanne paying for all other costs.

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

Carried

Foreman Report **24/239 PATERSON:** 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

Adjourn **24/240 KOCH:** That this meeting does now adjourn at 1:28 pm this day.

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

Carried

Adopted this 9th day of January 2025

Reeve

CAO