

RM of Lakeview No. 337

Council Chambers, 150 Main St S, Wadena, Saskatchewan

Meeting Minutes

First Meeting of Council November 9, 2022 - 09:00 AM

PRESENT

REEVE: Dwight Odelein
COUNCILLORS: Donald Linde - Division 1
Malcolm Evans - Division 2
Wanda Jones - Division 3
Morris Kiland - Division 4
Wayne Anderson - Division 5
Randy Woolrich - Division 6

ACTING AS ADMINISTRATOR

FOR MEETING: Halley Anderson

ABSENT

ADMINISTRATOR: Carrie Turnbull

Call To Order

Reeve Odelein called the meeting to order at 9:18 a.m.

The statement of results of the 2022 general election was presented and read by the administrator.

Oaths of Office - Division 2, 4 & 6

The oaths of office were read and signed by the newly elected members of council:
Division 2 - Councillor Malcolm Evans
Division 4 Councillor Morris Kiland
Division 6 Councillor Randy Woolrich

Appointed Administrator for meeting

22-280

Councillor Kiland

THAT we acknowledge that the Administrator has appointed the Assistant Administrator to act in their place for this council meeting as the RM Administrator is absent due to illness.

CARRIED

Amend Minutes

22-281

Councillor Jones

THAT Resolution # 22-264 be amended to include Councillor Anderson as an attendee at the SARM Midterm Convention.

CARRIED

22-282 **Approve Amended Minutes**
Councillor Linde
THAT the minutes of the October 12, 2022 regular meeting of council be approved as amended.

CARRIED

The RM Foreman attended the meeting from 9:28 a.m. to 10:01 a.m.

22-283 **Receipts & Payments Statement & Bank Reconciliation.**
Councillor Anderson
THAT the October Receipts and Payments Statement and Bank Reconciliations be accepted as presented, attached and form part of the minutes.

CARRIED

22-284 **Admin Holidays**
Councillor Kiland
THAT the following Administrator Holidays be approved:

1. November 21 - 25 (5 days)

CARRIED

22-285 **SARM STD Benefit Renewal - Staff, Council & VFFC**
Councillor Linde
THAT the 2023 SARM Short term disability benefits be renewed as follows:
1. Employees covered as per their current salary.
2. Council covered for \$30,000.00.
3. Wadena & District Volunteer Fire Fighters Covered at the current policy limits.

CARRIED

22-286 **SARM LTD Benefit Renewal**
Councillor Anderson
THAT the RM employees be covered for 2023 SARM long term disability benefits as per their 2023 salary.

CARRIED

22-287 **SARM H & D Benefits Renewal**
Councillor Woolrich
THAT the SARM Health & Dental coverage be renewed for 2023 as follows:
1. Employees: Level 5 Family Health and Dental
2. Councillors: Level 5 Single Health and Dental
If family coverage is desired by a member of council, the councillor shall pay the difference between single and family coverage.

CARRIED

22-288 **SARM PSIP Renewal**
Councillor Jones

THAT SARM's Property Self Insurance Plan renewal for 2023 be approved as per the schedule received from SARM Insurance with the administrator updating any items as necessary.

CARRIED

22-289 **SARM LSIP & Excess Liability Insurance Renewal**
Councillor Evans

THAT the municipality agrees to the current base coverage limit of \$3 million plus an additional \$2 million in extended liability coverage for SARM's Liability Self Insurance Plan for 2023.

CARRIED

22-290 **SARM's Fidelity Bond Renewal**
Councillor Anderson

THAT the RM's SARM Fidelity Bond with a coverage limit of \$100,000 and Money and Securities coverage limit of \$20,000 be renewed for 2023.

CARRIED

22-291 **Annual Appointments**
Councillor Jones

THAT we approve the following 2023 appointments:

1. Deputy Reeve
 - Councillor Linde
- Appointments:
 1. Assessor, Tax collector
 - Administrator Carrie Turnbull
 2. Finance committee
 - Council
 3. Road Committee
 - Councillor Anderson
 - Councillor Linde
 - Councillor Woolrich
 4. Wadena Planning Committee
 - Councillor Jones

- Councillor Kiland
5. Fire Rangers
 - Council
 6. Fire Chief
 - Harold Narfason
 7. Emergency Measures Coordinator
 - Reeve Odelein
 - Deputy Coordinator - Councillor Linde
 8. North East Area Transportation
 - Mervin Kryzanowski
 9. Parkland Regional Library
 - Councillor Jones
 10. Wadena Fire Association
 - Councillor Kiland
 - Bernard Schultz
 11. Kelvington Veterinary Board
 - Councillor Evans
 12. Agriculture Councillors
 - Councillor Anderson
 - Councillor Evans
 13. Wadena & Area Health Foundation
 - Reeve Odelein
 14. Weneda Park Lodge
 - Councillor Jones
 15. Quill Lake Recreation Board
 - Reeve Odelein
 16. ADD Board
 - Councillor Evans
 17. Landfill Committee
 - Councillor Linde
 - Councillor Kiland
 - Landfill Committee Alternates
 - Councillor Evans
 18. Public Advisory Committee

- Councillor Anderson
19. Pest Control Officer
- Bert Hunt
20. Plant Health Officers as Pest Control Officers for Clubroot Purposes
- Tayo Adegeye
Plant Health Officer – SARM Division 1
 - Joanne Kwasnicki
Plant Health Officer – SARM Division 2
 - Betty Johnson
Plant Health Officer – SARM Division 3
 - Katey Makohoniuk
Plant Health Officer – SARM Division 4
 - Chelsea Neuberger
Plant Health Officer – SARM Division 5
 - Colleen Fennig
Plant Health Officer – SARM Division 6
21. Weed Inspector
- Each Councillor for their own division
22. Auditor
- Jensen & Stromberg Chartered Accountants
23. Solicitor
- SARM Solicitor
24. Returning Officer
- Administrator Carrie Turnbull
25. Elections
1. Deputy Returning Officer
 - Carmen Sowa
 2. Poll Clerks
 - Halley Anderson
 - Danielle Belanger
26. Administrator of Stray Animals Act
- Administrator Carrie Turnbull
 - Assistant (Stray Animal Act) - Councillor Evans
27. Pound
- Buck Dyck Farm, Pelly, SK
28. Pound Keeper

- Buck Dyck

29. Volunteer firemen

- Harold Narfason - Chief
- Brian Weber – Deputy Chief
- Mark Turnbull – Deputy Chief
- Ron Buhs
- Bernie Rutko
- Cody Turnbull
- Karter Narfason
- Cal Halter
- Michael Rutko
- Greg Hart
- Gerald Hart
- Kea Narfason
- Scott Hart
- Clinton Burtnak
- Juston Sowa
- Lynn Brownlee
- Jordan Hart
- Griffen Helberg

30. APAS Delegate

- Angela Jones

31. Budget Committee

- Reeve Odelein
- Councillor Jones
- Councillor Anderson

32. District Board of Revision

- Western Municipal Consulting Ltd.
 - Tim Lafreniere
 - Stew Demmans
 - Mike Waschuk
 - Stuart Hayward
 - Dave Thompson
 - Gordon Parkinson

- Wayne Adams
- Jeff Hutton
- Dave Gurnsey
- Murray Dean
- Liana Stepan - Secretary to the Board of Revision

33. Development Appeals Board

- Western Municipal Consulting Ltd.
 - Tim Lafreniere
 - Stew Demmans
 - Mike Waschuk
 - Stuart Hayward
 - Dave Thompson
 - Gordon Parkinson
 - Wayne Adams
 - Jeff Hutton
 - Barry Clark
 - Dave Gurnsey
 - Murray Dean
 - Pam Malach
 - Claudette McGuire - Secretary to the Development Appeals Board

34. Fire Ban Committee

- Councillor Linde
- Councillor Woolrich
- Councillor Anderson

35. Policy Manual Committee

- Administrator Turnbull
- Councillor Jones
- Councillor Anderson

36. Wadena Van Corporation

- Councillor Kiland

37. Wadena Cemetery Committee

- Councillor Linde

38. Sask Forage Council

- Reeve Odelein

39. Building Inspector for Level I, II & III

- Chris Letendre - B & B Enforcement Services

CARRIED

22-292

Administration Rates & Policies for 2023

Councillor Anderson

THAT the 2023 Administration policies be set as follows:

1. Remuneration
 1. All Regular Meetings of Council called by the municipality will be paid at \$200.00 each.
 2. Special or Committee Meetings less than 3 hours will be paid at \$100.00 each, those more than 3 hours will be paid at \$200.00.
 3. Mileage is .55 cents per km - In town = \$3.00/trip
 4. Convention will be paid at \$200.00/day
 5. Convention Lodging at non-hotel will be paid \$50.00/night.
 - With each councillor paying for their own meals at convention.
2. Sale of Supplies- Map
 1. Ratepayers - \$20.00
 2. Non-ratepayers - \$25.00
3. Poison:
 1. Ratepayers - 50% cost will be chargeable
 2. Non-Ratepayers - 100% of cost chargeable
 - Poison pricing to be updated regularly by administration.
4. Minutes - \$20.00/year
5. Photocopying:
 1. Ratepayers
 - Under 5 pages - no charge
 - Over 5 pages - 25 cents/page
 2. Non-ratepayers
 - 25 cents/page
6. Faxing:
 1. Ratepayers & Non-ratepayers
 - \$1.00/page
 2. Social Services Bulk Rate Faxing
 - 50 cents/page
7. General Accounts Receivable:

1. Due upon receipt of billing
2. Custom work to be added to taxes if not paid by year end.
3. Interest will be 1% compounded per month
8. Council meeting packages
 1. Minutes of previous meeting
 2. Receipts and Payments Statement & Bank Reconciliations
 3. Copies of any pertinent information to be covered at the meeting
 4. Accts Payable and Correspondence to be placed on table for each member of council to review.
 5. Accts Receivable & Tax Comparison Listing - every three months
 6. Written reports from committees as required.
9. Council Chamber Rental:
 1. Council Chambers
 - \$30.00/half day
 - \$50.00/day
 2. Small offices
 - \$75.00/day
 3. RM will supply coffee if the meeting is during office hours
 4. Renter responsible for clean up.

CARRIED

22-293

Signing Authority

Councillor Evans

THAT the following persons be authorized to sign documents on behalf of the municipality:

1. Administrator - Carrie Turnbull and one of the following
2. Reeve - Dwight Odelein
3. Deputy Reeve - Donald Linde
4. Alternate Deputy Reeve - Morris Kiland

CARRIED

22-294

Public Work Rates & Policies

Councillor Linde

THAT Public Works custom work rates and polices for 2023 be set as follows:

1. Custom Work Rates:
 1. Grader

- Ratepayer - \$100/hr
 - Non Ratepayer - \$200/hr
 - Minimum Trip Rate of \$50
2. Mowing
 - \$100.00/hr
 3. Snow ridging
 - If requested by ratepayer - \$100.00/hr
 - If required by R.M.- No charge
 - Ratepayers may receive one initial free snow ridging per year, then will be charged for any additional ridging to be required.
2. Equipment Rental Rates:
 1. Steamer
 - \$30.00/hr/man
 - \$1.00/km mileage
 - \$25.00/hr for the steamer
 - Plus any hose & nozzle repair or replacement costs.
 3. Fire Call Out Charges
 1. 1ST Pumper Truck
 - \$800.00/hr for 1st hour
 - \$600.00/hr 2nd & each additional hour
 2. 2nd Pumper Truck
 - \$500.00/hr
 3. Tanker
 - \$300.00/hr
 4. Rescue Van
 - \$300.00/hr
 5. 6x6
 - \$100.00/hr
 6. Men
 - \$30.00/hr/men/min 3 hrs
 7. Foam
 - \$275.00/pail

CARRIED

THAT the municipality make the following donations/lease payments for 2022:

1. Wadena Recreation Department -\$2500.00
2. Quill Lake Recreation Department - \$1000.00
3. Wadena Stockpile Lease - B. James - \$900.00
4. Hendon Stockpile Lease - M. Mahlum - \$600.00
5. Hendon Cemetery - \$100.00
6. Paswegin Cemetery - \$100.00
7. Clair Cemetery - \$100.00

CARRIED

EI Employer Premiums

22-296

Councillor Anderson

THAT the municipality acknowledge the reduced EI Premium Rate of 1.163 for its employer remittances in 2023.

CARRIED

Annual Disclosure Statements for 2022

22-297

Councillor Jones

THAT the completed Annual Public Disclosure Statements for council be acknowledged and filed for 2022.

CARRIED

Municipal Revenue Sharing Requirements Declaration

22-298

Councillor Evans

THAT the administrator completes the Municipal Revenue Sharing Declarations stating that the RM is compliant with the following:

1. Submission of the Audited Annual Financial Statement to the ministry;
2. Submission of the Public Reporting on Municipal Waterworks to the ministry
3. In Good Standing with respect to the reporting and remittance of Education Property Taxes (see Declaration of Eligibility Guide for definition);
4. Adoption of a Council Procedures Bylaw;
5. Adoption of an Employee Code of Conduct; and
6. All members of council have filed and annually updated their Public Disclosure Statements, as required.

CARRIED

Annual CTP Declaration

22-299

Councillor Anderson

WHEREAS the municipality must make an annual declaration for CTP funding as outlined in the program requirements;

BE IT RESOLVED THAT the municipality declare that for the Fiscal Year beginning April 1, 2022 and ending March 31, 2023, the Municipality has maintained the Primary Weight Corridor noted in the *Clearing the Path - Primary Weight Corridor Maintenance Agreement(s)* and *Amendment(s)* to a level of maintenance that is

suitable for the safe and efficient movement of all vehicles, including vehicles operating at primary weights, and all work or services provided are of a good quality and completed in a good and professional manner, in accordance with good and recognized standards, methods, practices and principles employed in the industry for similar work and in accordance with the terms of the Agreement and all applicable codes, laws and regulations.

CARRIED

22-300 **Hendon Well Report**
Reeve Odelein

THAT the Hendon Well Report be accepted as presented and filed.

CARRIED

22-301 **Hendon Well Compliance Inspection Report**
Councillor Jones

THAT the Hendon Well Compliance Inspection Report be acknowledged and filed.

CARRIED

22-302 **Hendon Wastewater Compliance Inspection Report**
Reeve Odelein

THAT the Hendon Wastewater Compliance Inspection Report be acknowledged and filed.

CARRIED

22-303 **APAS Annual Membership Invoice**
Reeve Odelein

THAT the 2023 discounted APAS Dues of \$10,330.35 be acknowledged and paid at the January 2023 Meeting of council.

CARRIED

22-304 **Wadena Community Childcare Center**
Councillor Anderson

THAT a representative from the Wadena Childcare Center be invited to attend the next regular meeting of council.

CARRIED

22-305 **Division Boundary Review Policy**
Councillor Anderson

THAT a Division Boundary Review Policy indicating events that would trigger a boundary review and practices to be carried out in such a case be adopted by council and added to the minutes.

CARRIED

22-306 **Correspondence**
 Councillor Anderson

THAT the following correspondence be accepted as presented and filed:

- CRLWMA - Minutes - September 25, 2022
- Fall 2022 APAS Update
- Joint Fire Association - Minutes - Nov. 2, 2022
- Parkland Regional Library - October 2022 Rep Report
- RCMP - Combined Traffic Services District Commander Update
- BHP Potash Pages
- Threnchless Journal - Magazine
- Explorer - Magazine

CARRIED

22-307 **Accounts Payable**
 Reeve Odelein

THAT we approve the payments of accounts and issuing of RM of Lakeview cheques 18621 to 18657 AND EFTs 2022-0110 to 2022-0125, cheques and EFTs to be listed on a separate page and added to the minutes.

CARRIED

22-308 **Adjournment**
 Councillor Kiland

THAT this meeting adjourn.

Meeting adjourned at 12:08 p.m.

Reeve

Administrator