

RM of Lakeview No. 337

Council Chambers, 150 Main St S, Wadena, Saskatchewan

Meeting Minutes

November Regular Meeting of Council November 15, 2023 - 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

ADMINISTRATOR: Carrie Turnbull

Call To Order

Reeve Odelein called the meeting to order at 9:00 a.m.

Reading and Approval of October 11, 2023 Regular Meeting Minutes.

23-230 Councillor Evans

THAT the minutes of the October 11, 2023 regular meeting of council be approved as read.

CARRIED

Fishing Lake Trust Letter

23-231 Reeve Odelein

THAT the RM responds to the letter from Fishing Lake 1907 Trust indicating that the RM has no knowledge of environmental contaminants, PCB's, garbage, sewer or noxious weed problems on our property;

AND THAT the RM has no concerns with the adjacent property being converted to reserve status.

CARRIED

Receipts & Payments Statement & Bank Reconciliation.

23-232 Councillor Woolrich

THAT the October Receipts and Payments Statement and Bank Reconciliations be accepted as presented, attached and form part of the minutes.

CARRIED

Hendon Public Meeting

23-233 Councillor Kiland

THAT the RM acknowledge the minutes from the public meeting regarding the reversion of the hamlet to a special service area held in Hendon on October 23, 2023.

CARRIED

23-234 **SARM STD Benefit Renewal - Staff, Council & VFFC**
Councillor Anderson

THAT the 2024 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

23-235 **SARM LTD Benefit Renewal**
Councillor Linde

THAT the RM employees be covered for 2024 SARM long term disability benefits as per their 2024 salary.

CARRIED

23-236 **SARM H & D Benefits Renewal**
Councillor Jones

THAT the SARM Health & Dental coverage be renewed for 2024 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

23-237 **SARM PSIP Renewal**
Councillor Woolrich

THAT SARM's Property Self Insurance Plan renewal for 2024 be approved as per the schedule received from SARM Insurance with the administrator updating any items as necessary.

CARRIED

23-238 **SARM LSIP & Excess Liability Insurance Renewal**
Reeve Odelein

THAT the municipality agrees to the current base coverage limit of \$3 million plus an additional \$7 million in extended liability coverage;
AND THAT the included \$500,000 coverage for Administrative Errors & Omission limit be maintained for SARM's Liability Self Insurance Plan for 2024.

CARRIED

23-239 **SARM's Fidelity Bond Renewal**

Councillor Linde

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 2024.

CARRIED

23-240 **Annual Appointments 2024**

Councillor Anderson

THAT we approve the following 2024 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. Pest Control Officer
- Dale Goodsman
19. 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
20. Weed Inspector

- Each Councillor for their own division
21. Auditor
 - Jensen & Stromberg Chartered Accountants
 22. Solicitor
 - SARM Solicitor
 23. Returning Officer
 - Administrator Carrie Turnbull
 24. Elections
 1. Deputy Returning Officer
 - Carmen Sowa
 2. Poll Clerks
 - Karlee Leach
 25. Administrator of Stray Animals Act
 - Administrator Carrie Turnbull
 - Assistant (Stray Animal Act) - Councillor Evans
 26. Pound
 - Buck Dyck Farm, Pelly, SK
 27. Pound Keeper
 - Buck Dyck
 28. Volunteer firemen
 - Harold Narfason - Chief
 - Brian Weber – Deputy Chief
 - Mark Turnbull – Deputy Chief
 - Bernie Rutko
 - Karter Narfason
 - Cal Halter
 - Michael Rutko
 - Greg Hart
 - Gerald Hart
 - Kea Narfason
 - Scott Hart
 - Juston Sowa
 - Lynn Brownlee
 - Jordan Hart

- Boyd Rumbold
 - Rylan Kristner
29. APAS Delegate
- Angela Jones
30. Budget Committee
- Reeve Odelein
 - Councillor Jones
 - Councillor Anderson
31. District Board of Revision
- Western Municipal Consulting Ltd.
 - Dave Gurnsey
 - Dave Thompson
 - Donna Rae Zadvorny
 - Gordon Parkinson
 - Jeff Hutton
 - Kevin Kleckner
 - Mike Waschuk
 - Murray Dean
 - Stew Demmans
 - Tim Lafreniere
 - Wayne Adams
 - Ken Friesen
 - Femi Ogunrinde
 - Fife Ogunde
 - Maureen Jickling
 - Jamie Tiessen
 - Corey Zaharuk
 - John Krill
 - Christopher Blueman
 - Alan Sawatsky
 - Mike Meleca
 - Hany Amin
 - Kimberly Speers
 - Nick Coroluick

- Rick Leigh
- Marlene Hassard - Secretary

32. Development Appeals Board

- Western Municipal Consulting Ltd.
 - Dave Gurnsey
 - Dave Thompson
 - Donna Rae Zadvorny
 - Gordon Parkinson
 - Jeff Hutton
 - Kevin Kleckner
 - Mike Waschuk
 - Murray Dean
 - Stew Demmans
 - Tim Lafreniere
 - Wayne Adams
 - Ken Friesen
 - Femi Ogunrinde
 - Fife Ogunde
 - Maureen Jickling
 - Jamie Tiessen
 - Stu Hayward
 - Pam Malach
 - Barry Clark
 - Corey Zaharuk
 - John Krill
 - Christopher Blueman
 - Alan Sawatsky
 - Mike Meleca
 - Hany Amin
 - Kimberly Speers
 - Nick Coroluick
 - Rick Leigh
 - Claudette McGuire - Secretary

33. Building Inspector for Level I, II & III

- Chris Letendre - B & B Enforcement Services
34. Sask Forage Council
 - Reeve Odelein
 35. Wadena Cemetery Committee
 - Councillor Linde
 36. Wadena Van Corporation
 - Councillor Kiland
 37. Policy Manual Committee
 - Administrator Turnbull
 - Councillor Jones
 - Councillor Anderson
 38. Fire Ban Committee
 - Councillor Linde
 - Councillor Woolrich
 - Councillor Anderson
 39. Hiring Committee
 - Councillor Linde
 - Councillor Woolrich
 - Reeve Odelein

CARRIED

23-241

Administration Rates & Policies for 2024

Councillor Woolrich

THAT the 2024 Administration policies be set as follows:

1. Sale of Supplies- Map
 1. Ratepayers - \$20.00
 2. Non-ratepayers - \$25.00
2. Poison:
 1. Ratepayers - 50% cost will be chargeable
 2. Non-Ratepayers - 100% of cost chargeable
 - Poison pricing to be updated regularly by administration.
3. Minutes - \$20.00/year
4. Photocopying:
 1. Ratepayers

- Under 5 pages - no charge
 - Over 5 pages - 25 cents/page
2. Non-ratepayers
 - 25 cents/page
 5. Faxing:
 1. Ratepayers & Non-ratepayers
 - \$1.00/page
 2. Social Services Bulk Rate Faxing
 - 50 cents/page
 6. 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
 7. 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.
 8. 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

23-242

Signing Authority
Councillor Kiland

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

23-243

Public Work Rates & Policies

Councillor Linde

THAT Public Works custom work rates and polices for 2024 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

23-244

Yearly Leases & Donations

Councillor Woolrich

THAT the municipality make the following donations/lease payments for 2024:

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

23-245

EI Employer Premiums

Councillor Jones

THAT the municipality acknowledge the reduced EI Premium Rate of 1.177 for its employer remittances in 2024.

CARRIED

23-246

Annual Disclosure Statements for 2023

Councillor Jones

THAT the completed Annual Public Disclosure Statements for council be acknowledged and filed for 2023.

CARRIED

23-247

Municipal Revenue Sharing Requirements Declaration

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

23-248 **Annual CTP Declaration**
Reeve Odelein

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, 2023 and ending March 31, 2024, 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

23-249 **Hendon Well Report**
Reeve Odelein

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

CARRIED

23-250 **Hendon Wastewater Compliance Inspection Report**
Councillor Woolrich

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

CARRIED

23-251 **APAS Annual Membership Invoice**
Councillor Jones

THAT the 2024 discounted APAS Dues of \$10,330.35 be acknowledged and paid at the January 2024 Meeting of council.

CARRIED

The Public Works Foreman attended the meeting at 11:36 a.m. to discuss a tractor purchase. The Foreman exited the meeting at 12:12 p.m.

23-252 **Tractor & Loader quotes**
Reeve Odelein

THAT the RM purchase a 2023 Kubota M& 148HP Tractor with a loader, bucket & pallet forks in January 2024 at a quoted price of \$230,000 less the trade in value of the John Deere 7610.

CARRIED

23-253 **Targeted Sector Support Application**
Councillor Anderson

THAT the RM collaborates with the RM of Emerald No. 277, the RM of Elfros No. 307 & the RM of Big Quill No. 308 in obtaining professional services for the creation and updating of our Basic Planning Statement, Official Community Plan, Zoning Bylaw and Building Bylaws on a regional level;
AND THAT our respective municipalities collectively apply for the Targeted Sector Support Grant as a way to provide our municipalities the financial means to do so;
AND THAT the RM's desire to cooperate on a regional level for this endeavour be submitted in a letter of support to the participating municipalities.

CARRIED

23-254 **Northbound Planning Conference**
Councillor Jones

THAT the administrator attends the Northbound Planning Conference on November 22, 2023 in Lanigan;
AND THAT the RM pays for any related registration costs, meals & mileage for the day.

CARRIED

23-255 **Dogs at large complaint**
Councillor Anderson

WHEREAS the RM received a complaint of dogs running at large;
BE IT RESOLVED THAT the administrator responds to both the complainant and the alleged owner of the dogs named in the complaint indicating further follow up measures to be taken.

CARRIED

23-256 **Quill Lake Watershed Association - Request for Delegation**
Councillor Anderson

THAT members of the Quill Lake Watershed Association attend the January 2024 meeting of council.

CARRIED

- ~~23-257 **Road Maintenance Agreement – RM of Lakeside No. 338**~~
~~Councillor Woolrich~~

~~THAT the municipality sign and approve the road maintenance agreement with the RM of Lakeside for their 28,000 metric tonnes of gravel haul occurring within the RM of Lakeview along Hendon Grid 758 from the date the province enacts winter weights until December 31, 2023;~~

~~AND THAT the agreement contains a temperature clause indicating that no hauling may commence unless the temperature remains below 10 degrees Celsius for the duration of the haul.~~

CARRIED

23-258 **Road Maintenance Agreement - OlySky**
Councillor Linde

THAT the RM enter into a road maintenance agreement with Olysky for their bulk hauling that occurs within the RM for the periods of 2024-2025;
AND THAT the road maintenance agreement for 2022 be extended into 2023.

CARRIED

23-259 **Road Maintenance Agreement - RM of Barrier Valley No. 397**
Reeve Odelein

THAT the municipality enter into road maintenance agreements with the RM of Barrier Valley # 397 for 40,000 yards of gravel (aggregate) haul occurring within their RM for a total of approximately 5 miles; with approximately 20,000 yards in 2023 and 20,000 in 2024.

CARRIED

23-260 **2024 Building Inspector Fee Schedule**
Councillor Woolrich

THAT the 2024 Building Inspector Fee Schedule be acknowledged and filed.

CARRIED

23-261 **Parkland Regional Library Fall Meeting Report**
Reeve Odelein

THAT the Parkland Regional Library Fall Meeting Report be acknowledged and filed.

CARRIED

23-262 **Admin Holidays**
Councillor Kiland

THAT the following Administrator Holidays be approved:

1. November 17- afternoon (1/2 day)
2. December 4 - 11 (6 days)

CARRIED

23-263 **APAS Annual Invoice**
~~Councillor Woolrich~~

~~THAT the 2024 discounted APAS Dues of \$10,330.35 be acknowledged and paid at the January 2024 Meeting of council.~~

CARRIED

- 23-264 **Rat Program 2023**
Councillor Evans
- THAT the RM forgo applying for the 2023 RAT Program through SARM due to the absence of having every yard site inspected for infestation during the lapse in service of a pest control officer in 2023.
- CARRIED**
-
- 23-265 **Disposal of Photocopier**
Councillor Jones
- THAT in the absence of any previous tender submissions on the old photocopier the RM donates it to the Village of Sheho Office.
- CARRIED**
-
- 23-266 **Move December Meeting**
Councillor Woolrich
- THAT the regular December meeting of council be moved to December 20, 2023.
- CARRIED**
-
- 23-267 **Correspondence**
Councillor Anderson
- THAT the following correspondence be accepted as presented and filed:
- CRLWMA - Minutes - July 31, 2023
 - CRLWMA - Minutes - August 21, 2023
 - APAS Update - Annual Review
 - Industry West - Magazine
- CARRIED**
-
- 23-268 **Accounts Payable**
Councillor Kiland
- THAT we approve the payments of accounts and issuing of RM of Lakeview cheques 18954 to 18978 AND EFTs 2023-0132 to 2023-0148, cheques and EFTs to be listed on a separate page and added to the minutes.
- CARRIED**
-
- 23-269 **Adjournment**
Reeve Odelein
- THAT this meeting adjourn.
- CARRIED**
- Meeting adjourn at 1:05 p.m.

Reeve

Administrator