

RM of Lakeview No. 337

Council Chambers, 150 Main St S, Wadena, Saskatchewan

Meeting Minutes

First Meeting of Council November 19, 2024 - 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
ASSISTANT ADMINISTRATOR: Karlee Leach

Call To Order

Reeve Odelein called the meeting to order at 8:59 a.m.

Declaration of Results

The Declaration of Results of the 2024 general election was presented and read by the Administrator.

Oaths of Office - Reeve, Division 1,3 & 5

The oaths of office were read and signed by the newly elected members of council:
Reeve - Dwight Odelein
Division 1 Councillor - Donald Linde
Division 3 Councillor - Wanda Jones
Division 5 Councillor - Wayne Anderson

Amend Minutes

24-223

Councillor Jones

THAT Resolution 24-207 be amended to read Woolrich instead of Jones.

CARRIED

Reading and Approval of October 9, 2024 Regular Meeting Minutes.

24-224

Councillor Linde

THAT the minutes of the October 9, 2024 regular meeting of council be approved as amended.

CARRIED

Building Permit Denial Follow Up

24-225

Councillor Anderson

THAT Reeve Odelein will contact the contractor for further follow up on the building permit requirements.

CARRIED

24-226 **RM of Ponass Lake No. 367 - Resolution to dissolve the ADD Board**
Councillor Kiland

THAT the Administrator respond via letter to RM of Ponass Lake stating that the RM does not recommend dissolving of the ADD board, rather rectify potential dysfunctions in order for the ADD board to continue;
AND THAT the RM will refuse to make further financial contributions to the RAT Board being as the RM has contracted its own pest control officer.

CARRIED

24-227 **Receipts & Payments Statement & Bank Reconciliation.**
Councillor Linde

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

CARRIED

24-228 **SARM STD Benefit Renewal - Staff, Council & VFFC**
Councillor Anderson

THAT the 2025 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

24-229 **SARM LTD Benefit Renewal**
Councillor Woolrich

THAT the RM employees be covered for 2025 SARM long term disability benefits as per their 2025 salary.

CARRIED

24-230 **SARM H & D Benefits Renewal**
Councillor Linde

THAT the SARM Health & Dental coverage be renewed for 2025 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

Councillor Evans exited the meeting at 10:25 a.m.

SARM PSIP Renewal

24-231 Councillor Woolrich

THAT SARM's Property Self Insurance Plan renewal for 2025 be approved as per the schedule received from SARM Insurance with the administrator updating any items as necessary.

CARRIED

Councillor Evans returned to the meeting at 10:26 a.m.

SARM LSIP & Excess Liability Insurance Renewal

24-232 Councillor Linde

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 2025.

CARRIED

Recess

24-233 Reeve Odelein

THAT the meeting recess at 10:26 a.m. and resume at 10:36 a.m.

CARRIED

Reeve Odelein called the meeting back to order at 10:36 a.m.

SARM's Fidelity Bond Renewal

24-234 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 2025.

CARRIED

Annual Appointments

24-235 Councillor Linde

THAT we approve the 2025 appointments as per the listing attached to the minutes.

CARRIED

Administration Rates & Policies for 2025

24-236 Councillor Kiland

THAT the 2025 Administration policies be set as per the listing attached to the minutes.

CARRIED

Signing Authority

24-237 Reeve Odelein

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

AND THAT in the absence of the Administrator, the Assistant Administrator, Karlee Leach, will have all signing authority of the administrator designated to them including CAFT authorizations.

CARRIED

24-238

Public Work Rates & Policies

Councillor Jones

THAT Public Works custom work rates and policies for 2025 be set as per the listing attached to the minutes.

CARRIED

24-239

Yearly Leases & Donations

Councillor Woolrich

THAT the municipality make the following donations/lease payments for 2025:

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

24-240

EI Employer Premiums

Councillor Evans

THAT the municipality acknowledge the reduced EI Premium Rate of 1.173 for its employer remittances in 2025.

CARRIED

24-241

Annual Disclosure Statements for 2024

Councillor Anderson

THAT the completed Annual Public Disclosure Statements for council be acknowledged and filed for 2024.

CARRIED

Municipal Revenue Sharing Requirements Declaration

24-242

Reeve Odelein

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

CAFT Secondary Authorization

24-243

Councillor Anderson

THAT Crossroads Credit Union staff members may act as a secondary authorization for payroll releases in the CAFT system when Reeve Odelein is unavailable.

CARRIED

Clay Purchase - SW-3-36-15-W2

24-244

Reeve Odelein

THAT the RM acknowledge the agreement for purchase of clay in piles with the owners of SW-03-36-15-W2 at the standard rate of \$2/yard.

CARRIED

Cleanup and remediation of property of SW-3-36-15-W2

24-245

Reeve Odelein

THAT the RM agree to pay for costs of cleanup of the property of the SW-3-36-15-W2 upon the expiration of requiring clay including the clearing and removal of brush piles, mulching of the top soil on the site to which the black soil has been removed to access the clay.

CARRIED

Stockpile of Clay Lease Agreement - SW-34-35-15-W2

24-246

Councillor Linde

THAT a lease agreement for the stockpiling of up to 2,000 yards of clay for a 5-year period be completed with the owners of the property;
AND THAT the further purchase of up to 2,000 yards of clay be approved by council.

CARRIED

Widening Intersections

24-247

Councillor Woolrich

THAT the RM of Lakeview hire Rioch Construction to widen the intersection at NW-31-35-15-W2 and SW-6-36-15-W2.

CARRIED

24-248 **Road Maintenance Agreement - RM of Lakeside No. 338**
Councillor Anderson

THAT the municipality sign and approve a 3-year road maintenance agreement with the RM of Lakeside for their annual 28,000 metric tonnes of gravel haul occurring within the RM of Lakeview along Hendon Grid 758 from November 15 until December 31 in 2024, 2025 & 2026.

CARRIED

24-249 **Gravel Haul in 2024-25**
Councillor Kiland

THAT the municipality enter into a road maintenance agreement with the RM of Barrier Valley for our gravel haul occurring in their RM from December 1, 2024 to February 28, 2025.

CARRIED

24-250 **Public Work Projects - Bush Clearing**
Councillor Anderson

THAT the following locations be approved for bush removal of approximately 100 feet from the edge of the road;
AND THAT consents from the landowners for the removal be obtained before commencing the works:

1. NE of NW-21-36-15-W2
2. NW of NE-20-36-15-W2

CARRIED

24-251 **Recess**
Reeve Odelein

THAT the meeting recess at 12:45 p.m. for 1 hour for lunch.

CARRIED

Reeve Odelein called the meeting back to order at 1:36 p.m.

24-252 **Public Works Projects - Culverts**
Councillor Evans

That the following Culverts be approved for installation:

1. NW-23-34-14-W2 - new 500mm x 10m steel grade pipe
2. S-NW-24-35-15-W2 - replace existing 500mm x 10 m & coupler

CARRIED

24-253 **Offer to Purchase Lots in Clair**
Councillor Jones

THAT Lots 10, 11, 12, 13, 14, 15, 16, 17 & 18 Block 2 Plan A 475 W2 in Clair be sold to Jason Evans at a total purchase price of \$1,000;
AND THAT the cost of all transfers of said lots be the responsibility of the purchaser.

CARRIED

24-254 **Hendon Building Complaint**
Councillor Kiland

THAT the Administrator send a letter of response to the complaint in Hendon.

CARRIED

24-255 **2024 Gopher Control Program Grant**
Reeve Odelein

THAT the RM acknowledge the receipt of \$401.00 for the completion of the 2024 Gopher Control Program Grant.

CARRIED

Councillor Linde declared a conflict of interest with item 7.30 as the purchaser and left the room at 2:04 p.m.

24-256 **Bus Signs**
Councillor Woolrich

THAT the RM approve for the installation of School Bus Crossing Ahead Signs at SW-13-35-13-W2;
AND THAT the costs for the sign, posts and necessary replacement or repairs of the signs be the responsibility of the landowner;

CARRIED

Councillor Linde Returned to the meeting at 2:23pm

24-257 **Administration Contract Work**
Reeve Odelein

THAT Betty Ann Bjarnason be hired to assist the Assistant Administrator from the period of December 30, 2024 to January 13, 2025 at an hourly rate of \$55.00 per hour.

CARRIED

24-258 **Change December Meeting**

THAT the December 2024 Regular Meeting of Council be moved to December 10th, 2024 at 9:00 a.m.

CARRIED

24-259 **FCM Green Infrastructure Fund Application**
Councillor Anderson

THAT the RM have Northbound Planning coordinate applying for the Federation of Canadian Municipalities Green Infrastructure Fund grant to cover costs related to

hazard land mapping in the Quill Lakes International Bird Area to coincide with the TSS Grant initiative with the RMs of Emerald, Elfros & Big Quill.

CARRIED

24-260 **Admin Holidays**
Councillor Kiland

THAT the following Administrator Holidays be approved:

- ~~1. November 29 (1 day)~~ November 25 (pm) & 29 (pm) – 1 day
- ~~2. December 20(pm), 23, 24(am), 27 (3 days)~~

CARRIED

24-261 **Carryover of Admin Holidays to 2025 - 3 days**
Councillor Kiland

THAT the Administrator be approved to carry over 3 vacation days into 2025.

CARRIED

24-262 **Write off AR amount - \$208.00**
Councillor Anderson

THAT the Accounts Receivable account number SCHA001 for \$208.00 be written off.

CARRIED

24-263 **Hendon Well Report**
Reeve Odelein

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

CARRIED

24-264 **APAS AGM - December 3-4, 2024, Regina**
Councillor Kiland

THAT Reeve Odelein be reimbursed if attending the 2024 APAS AGM in Regina.

CARRIED

24-265 **Municipal Capacity Building Workshop - December 19, 2024**
Reeve Odelein

THAT administration register 5 councillors and Reeve to attend the Municipal Capacity Building Workshop the RM is hosting in conjunction with the TSS initiative with the Town of Wadena, RM of Sasman, RM of Elfros & RM of Ponass Lake on December 19, 2024.

CARRIED

24-266 **Farm & Food Care Delegate**
Councillor Woolrich

THAT Reeve Odelein be listed as voting delegate for Farm & Food Care.

CARRIED

24-267 **Correspondence**
Reeve Odelein

THAT the following correspondence be accepted as presented and filed:

- CRLWMA - Minutes - May to October 2024
- Weneeda Park Lodge - Minutes - January September 2024
- Weneeda Park Lodge - March 31, 2024 Financial Statements
- Farm & Food Care Update
- Ag Health & Safety Network - Newsletter
- Prime Minister's Awards - Information Package
- Public Health Plans - Information Package

CARRIED

24-268 **Accounts Payable**
Reeve Odelein

THAT we approve the payments of accounts and issuing of RM of Lakeview cheques 19243 to 19273 AND EFTs 2024-0146 to 2024-0178, cheques and EFTs to be listed on a separate page and added to the minutes.

CARRIED

24-269 **Adjournment**
Councillor Kiland

THAT this meeting adjourn.

CARRIED

Meeting adjourned at 3:20 p.m.

Reeve

Administrator