

R.M. OF MANKOTA No. 45
MINUTES OF THE FIRST MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS,
201 1st AVE IN MANKOTA, SK
TUESDAY NOVEMBER 12, 2024

PRESENT

Reeve Greg Zerr, Administrator Tammi Baldock and the following Councillors:

Daryl Eklund	-	Division 1	Wayne Barker	-	Division 3
Barry Hanson	-	Division 2	Kelley Emms	-	Division 6

REGRETS

Division 4 Councillor Kevin Gillespie and Division 5 Councillor Richard Goodwin.

CALL TO ORDER

Reeve Greg Zerr called the meeting to order at 9:06am.

DECLARATION OF CONFLICT OF INTEREST – NONE.

ADOPTION OF AGENDA

2024-304 HANSON – That Council approves the adoption of the Agenda, with the correction to item 10.h as follows: strike out 1 & 3 and write in 3 & 5. **CARRIED**

MINUTES

2024-305 EMMS – That Council approves the minutes of the Regular Meeting of Council held in Council Chambers in Mankota on October 8, 2024. **CARRIED**

MONTHLY FINANCIAL STATEMENTS & BANK RECONCILIATIONS

2024-306 BARKER – That Council accepts the Monthly Financial Statement, Bank Reconciliation and Balance Control Logs for the month of October 2024, as presented. **CARRIED**

ACCOUNTS RECEIVABLE

2024-307 BARKER – That Council accepts the Accounts Receivable total of \$25,393.87, as presented. **CARRIED**

LIST OF ACCOUNTS FOR APPROVAL & PAYROLL

2024-308 HANSON – That Council approves the following, as attached:

<u>Accounts Payable:</u>		<u>Payroll:</u>	
Cheques 3028-3083	\$ 134,733.55	Sept 23-Oct 6, 2024	\$ 12,350.97
Online Banking 9674-9692	176,417.62	Oct 7-20, 2024	10,638.10
Total Accounts Payable	<u>\$ 311,151.17</u>	Oct 1-31, 2024	<u>2,424.43</u>
GRAND TOTAL	<u>\$ 336,564.67</u>	Total Payroll	<u>\$ 25,413.50</u>

CARRIED

COUNCILLOR EKLUND ENTERED COUNCIL CHAMBERS AT 9:46AM.

REPORTS

2024-309 HANSON - That Council accepts the Division Reports from each of the Councillor’s and the Administrator’s report as verbally presented. **CARRIED**

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NEW BUSINESS

FIRE BAN

2024-310 HANSON – That Council agrees to remove the fire ban in the RM effective November 12, 2024. **CARRIED**

REVIEW ADMINISTRATOR’S CONTRACT

2024-311 EMMS – That Council reviews the Administrator’s contract and makes the following amendment: *Strike out “It is agreed that an allowance of \$50.00 for personal cell phone usage to conduct Municipal business will be paid monthly (resolution #2021-243) and that no additional benefit will be paid.”*. The amendment shall take effect as of January 1, 2025. **CARRIED**

ADMINISTRATOR’S HOLIDAYS

2024-312 EMMS – That Council approves the Administrator’s holidays as follows:

- November 4-6, 25-28
- December 2-3, 16-20

The office will be closed on December 19-20 and posters will be posted at various locations in the RM, as well as on social media and the website. **CARRIED**

QUOTE FOR NEW COMPUTER - MUNISOFT

2024-313 EKLUND – That Council approves the quote from MuniSoft for a new server computer in the amount of \$2,953.00 plus taxes. The cost will be shared 50/50 with the RM of Glen McPherson No. 46. **CARRIED**

DEVELOPMENT PERMIT #16-2024 – FILE #SCP19282

2024-314 EMMS – That Council approves the request for the construction and operation of a pipeline on the SE 31, E ½ 30, NW 20, Sec 30-2-8 W3M and that all applicable policies and bylaws be sent with the approved Development Permit. **CARRIED**

DEVELOPMENT PERMIT #17-2024 – K. GILLESPIE

2024-315 EKLUND – That Council approves the request for the construction of a 54’ x 84’ heated shop on the SE 6-4-8 W3M and that all applicable policies and bylaws be sent with the approved Development Permit. **CARRIED**

DEVELOPMENT PERMIT #18-2024 – SCP19336

2024-316 HANSON – That Council approves the request for the construction and operation of a pipeline on the N ½ 1. SW 1, S ½ 2-4-9 W3M, NE 35, NW 26-3-9 W3M and that all applicable policies and bylaws be sent with the approved Development Permit. **CARRIED**

BY-ELECTION FOR DIVISIONS 3 & 5

2024-317 ZERR – That Council sets the nomination day for Divisions 3 & 5 candidates as December 11 and the election day on January 15, 2024. **CARRIED**

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2024 HEALTH & SAFETY MANUAL

2024-318 ZERR – That Council approves the 2024 Health & Safety Manual prepared by the SouthEast College in Weyburn, SK, as presented by the Administrator. This manual was made for the RM of Mankota No. 45, RM of Glen McPherson No. 46 & Village of Mankota and was funded through the TSS Grant. **CARRIED**

BEREAVEMENT POLICY

2024-319 EMMS – That Council approves the bereavement policy, as attached. **CARRIED**

SARM BENEFIT RENEWAL FOR 2025

2024-320 HANSON – That Council agrees no changes required to the SARM benefit renewal for 2025, as presented. **CARRIED**

MUNICIPAL REVENUE SHARING DECLARATION - 2025

2024-321 EMMS – That Council 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;
- Submission of the 2023 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- 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 understand if any requirements are not met, our Municipal Revenue Sharing grant may be withheld until all requirements are met; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED**

MANKOTA LION'S CHRISTMAS SUPPER

2024-322 HANSON – That Council agrees to send all Council and Employees, along with their spouses/significant other to the Mankota Lion's Club Christmas supper held on December 7, 2024. **CARRIED**

MANKOTA LION'S CHRISTMAS SUPPER – DONATION TO AUCTION

2024-323 ZERR – That Council agrees to donate a \$100.00 gift certificate from the McCord Co-op for the Mankota Lion's Christmas supper. **CARRIED**

NOTICE OF PLANNED PROCUREMENT FOR 2025

2024-324 EMMS – That Council intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities' relationships with various buying groups, between January 1st, 2024 to December 31st, 2024. **CARRIED**

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MHI CONTRACT #7534-24-04 – HIGHWAY SNOW PLOWING

2024-325 HANSON – That Council agrees to enter into a contract with the Ministry of Highways to plow snow on the highways, on an as needed basis, as attached. **CARRIED**

COUNCILLOR EMMS DECLARED A CONFLICT OF INTEREST WITH BUSINESS ARISING IN OTHER – TENDER FOR RM 45 TRUCK AND EXITED COUNCIL CHAMBERS AT 11:49AM.

BUSINESS ARISING FROM OTHER

TENDER FOR RM 45 TRUCK

2024-326 HANSON – That Council accepts the tender from Kelley Emms for the 1997 Ford F350 RM 45 truck in the amount of \$1,000.00. **CARRIED**

COUNCILLOR EMMS RE-ENTERED COUNCIL CHAMBERS AT 11:51AM.

CORRESPONDENCE

2024-327 ZERR – That Council accepts the List of Correspondence presented at the meeting, as attached. **CARRIED**

ADJOURNMENT

2024-328 EKLUND – That Council adjourns the meeting, the time being 12:01am. **CARRIED**

FIRST MEETING OF COUNCIL TO BE HELD ON DECEMBER 10, 2024 AT 1:00PM

REEVE, Greg Zerr

ADMINISTRATOR, Tammi Baldock