

**R.M. OF GLEN McPHERSON No. 46**  
**MINUTES OF THE FIRST MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS,**  
**201 1<sup>st</sup> AVE IN MANKOTA, SK**  
**MONDAY, NOVEMBER 18, 2024**

**PRESENT**

Reeve Clinton Smith, Administrator Tammi Baldock and the following Councillors:

Trevor Chanig                    -    Division 1                    Aaron Bossert                    -    Division 4

**DIVISIONS 2 & 3 REMAIN VACANT.**

**CALL TO ORDER**

Reeve Clinton Smith called the meeting to order at 1:30pm.

**DECLARATION OF CONFLICT OF INTEREST – NONE.**

**ADOPTION OF AGENDA**

2024-213        BOSSERT – That Council approves the adoption of the Agenda.                    **CARRIED**

**MINUTES**

2024-214        CHANIG – That Council approves the minutes of the Regular Meeting of Council held in Council Chambers in Mankota on October 10, 2024, with the correction to resolution #2024-206 as follows: strike out 21-22 and write in 20-21.                    **CARRIED**

**MONTHLY FINANCIAL STATEMENTS & BANK RECONCILIATIONS**

2024-215        SMITH – That Council accepts the Monthly Financial Statement, Bank Reconciliation and Balance Control Logs for the month of October 2024, as presented.                    **CARRIED**

**ACCOUNTS RECEIVABLE**

2024-216        BOSSERT – That Council accepts with the Accounts Receivable total of \$-1,360.62, as presented.                    **CARRIED**

**LIST OF ACCOUNTS FOR APPROVAL & PAYROLL**

2024-217        SMITH – That Council approves the following, as attached:

<p><u>Accounts Payable:</u></p> <p>Cheques 1359-1375                    \$ 199,308.08</p> <p>Online Banking 9269-9283                    49,950.76</p> <p><b>Total Accounts Payable                    <u>\$ 249,307.65</u></b></p>		<p><u>Payroll:</u></p> <p>Sept 23-Oct 6, 2024                    \$ 3,673.91</p> <p>Oct 7-20, 2024                    2,974.90</p> <p><b>Total Payroll                    <u>\$ 6,648.81</u></b></p>
<b>GRAND TOTAL</b>		<b>CARRIED</b>

2024-218        CHANIG – That Council agrees that former Councillor Allan Knox must pay for legal fees charged to the RM. Councillor Knox had contacted SARM legal without agreement from all of Council to do so. The total for the legal fees is \$113.22.                    **CARRIED**

**REPORTS**

2024-219        CHANIG - 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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**BUSINESS ARISING FROM REPORTS**

**PADLOCK FOR FUEL TANK**

2024-220 BOSSERT – That Council agrees to purchase a new padlock for the fuel tank at the shop.  
**CARRIED**

**NEW BUSINESS**

**COUNCIL INDEMNITY 2025**

2024-221 SMITH – That Council approves Council indemnity for 2025 as follows:

- Council/Committee/Special meetings 3 hours or more - \$150.00
- Committee/Special meetings under 3 hours - \$75.00
- Supervision of Public Works - \$20.00 per hour
- Mileage - \$0.68 per kilometer.

**CARRIED**

**APPOINTMENT OF AUDITOR FOR 2024 AUDIT**

2024-222 BOSSERT – That Council appoints Stark & Marsh CPA LLP for the 2024 Audit.  
**CARRIED**

**APPOINT BOARD OF REVISION & DEVELOPMENT APPEALS BOARD**

2024-223 CHANIG – That pursuant to Subsection 220(1) of The Municipalities Act, Council appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in 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 Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers; AND FURTHER THAT pursuant to Subsection 221(1) of The Municipalities Act, Council appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.  
**CARRIED**

2024-224 SMITH – That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, Council appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave

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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, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers; AND FURTHER THAT pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, Council appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED**

**APPOINTMENT LIST FOR COMMITTEES/BOARDS**

- 2024-225 SMITH – That Council approves the following appointments:
- Deputy Reeve – Aaron Bossert
  - Pest Control Officer – Eric Verbrugge
  - Weed Inspector – Kyle Jordet
  - Pound Keeper/Stray Animals Act – Mankota Stockmen’s Weigh Co.
  - Mankota Vet District – Tabled to December Meeting
  - Health Board Representative – Tammi Baldock
  - Mankota & District Fire Department – Tabled to December Meeting
  - Road Ban Committee – All Councillors
  - Gravel Committee – All Councillors
  - Texas Gate Committee – All Councillors
  - Southwest Transportation Planning Council – Tabled to December Meeting
  - Chinook Regional Library – Tabled to December Meeting
  - Ponteix Hutch Ambulance Committee – Trevor Chanig
  - Notekeu Regional Park – Tabled to December Meeting
  - Returning Officer – Tammi Baldock
- CARRIED**

**2025 RATES & PRICES**

- 2024-226 BOSSERT – That Council approves the rates & prices for 2025, as attached.
- CARRIED**

**FIRE BAN**

- 2024-227 CHANIG – That Council agrees to lift the fire ban effective November 18, 2024.
- CARRIED**

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**REVIEW ADMINISTRATOR'S CONTRACT**

2024-227 SMITH – 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**

2024-228 BOSSERT – 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**

2024-229 CHANIG – 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 Mankota No. 45. **CARRIED**

**BY-ELECTION FOR DIVISIONS 3**

2024-230 SMITH – That Council sets the nomination day for Divisions 3 candidates as December 11 and the election day on January 15, 2024. **CARRIED**

**BEREAVEMENT POLICY**

2024-231 BOSSERT – That Council approves the bereavement policy, as attached. **CARRIED**

**RECOGNITION OF COUNCILLORS & EMPLOYEES POLICY**

2024-232 CHANIG – That Council tables the Recognition of Councillors & Employees policy to the December meeting. **CARRIED**

**SARM BENEFIT RENEWAL FOR 2025**

2024-233 SMITH – That Council agrees to increase the employees benefit level from level 2-2 to level 3-3 as of January 1, 2025, as presented. **CARRIED**

**MUNICIPAL REVENUE SHARING DECLARATION - 2025**

2024-234 BOSSERT – 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;
- 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

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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**

2024-235 CHANIG – That Council agrees to send all Council and Employees, including former Reeve Lance LaFountain and Councillors Allan Knox and Pierre Dudragne, 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**

2024-236 SMITH – That Council agrees to donate a \$100.00 gift certificate from the Poplar Valley Animal Clinic for the Mankota Lion's Christmas supper. **CARRIED**

**NOTICE OF PLANNED PROCUREMENT FOR 2025**

2024-237 BOSSERT – 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 1<sup>st</sup>, 2024 to December 31<sup>st</sup>, 2024. **CARRIED**  
2025 2025

**SEISMIC – NOI – PROGRAM #24P041**

2024-238 CHANIG – That Council approves the request from Synterra Technologies Ltd. for project – Pinto Creek 2024-2D R1 with the following conditions:

1. Travel on dry/frozen track only;
2. Travel only on developed roads – Permission required from Ratepayers for undeveloped road allowances;
3. All waste is to be brought to the Mankota Landfill (Open Tuesday and Friday, 9am-12pm). All applicable fees must be paid prior to use;

and that all applicable policies be sent with the signed Notice of Intent. **CARRIED**

**PURCHASE GL MULTI-BATCH EXTENSION**

2024-239 SMITH – That Council approves the request from the Administrator to purchase the MuniSoft GL Multi-Batch Extension for \$249.00 with an annual renewal rate of \$36.00. The cost of the software will be cost shared with the RM of Mankota No. 45 on a 50/50 basis. **CARRIED**

**BUSINESS ARISING FROM OTHER**

**SIGNING AUTHORITIES**

2024-240 CHANIG – That Council advise Innovation Credit Union – Mankota Branch that Reeve Clinton Smith OR Deputy Reeve Aaron Bossert ALONG WITH Administrator Tammi Baldock OR Administrative Assistant Danyelle Jordet have signing authority for the Rural Municipality of Glen McPherson No. 46; AND FURTHER THAT the Reeve and Administrator be set up for online banking. **CARRIED**

REEVE INT. ADMIN. INT.

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**2024 HEALTH & SAFETY MANUAL**

2024-241 BOSSERT – 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 Glen McPherson No. 46, RM of Mankota No. 45 & Village of Mankota and was funded through the TSS Grant. **CARRIED**

**QUOTE FOR SERVICES**

2024-242 CHANIG – That Council instructs the Administrator to contact Prairie Dog Rural Services for a quote to transition the double bridges located on the N ½ 19-06-11 W3M from bridges to culverts. **CARRIED**

**CORRESPONDENCE**

2024-243 BOSSERT – That Council accepts the attached List of Correspondence presented at the meeting. **CARRIED**

**ADJOURNMENT**

2024-244 SMITH – That Council adjourns the meeting, the time being 4:48pm. **CARRIED**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD DECEMBER 12, 2024 AT 1:30PM**

Approved by Council this 12<sup>th</sup> day of December, 2024

\_\_\_\_\_  
REEVE, Clinton Smith

\_\_\_\_\_  
ADMINISTRATOR, Tammi Baldock