

**R.M. OF MANKOTA No. 45
MINUTES OF THE FIRST MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS,
201 1st AVE IN MANKOTA, SK
TUESDAY DECEMBER 10, 2024**

PRESENT

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

| | | | | | |
|-----------------|---|------------|-------------|---|------------|
| Barry Hanson | - | Division 2 | Kelley Emms | - | Division 6 |
| Kevin Gillespie | - | Division 4 | | | |

REGRETS

Division 1 Councillor Daryl Eklund. Divisions 3 & 5 remain vacant.

CALL TO ORDER

Reeve Greg Zerr called the meeting to order at 1:00pm.

DECLARATION OF CONFLICT OF INTEREST – NONE.

ADOPTION OF AGENDA

2024-329 EMMS – That Council approves the adoption of the Agenda. **CARRIED**

MINUTES

2024-330 GILLESPIE – That Council approves the minutes of the Regular Meeting of Council held in Council Chambers in Mankota on November 12, 2024. **CARRIED**

MONTHLY FINANCIAL STATEMENTS & BANK RECONCILIATIONS

2024-331 HANSON – That Council accepts the Monthly Financial Statement, Bank Reconciliation and Balance Control Logs for the month of November 2024, as presented. **CARRIED**

ACCOUNTS RECEIVABLE

2024-332 EMMS – That Council accepts the Accounts Receivable total of \$17,527.87, as presented. **CARRIED**

LIST OF ACCOUNTS FOR APPROVAL & PAYROLL

2024-333 GILLESPIE – That Council approves the following, as attached:

| | | | |
|-------------------------------|----------------------------|----------------------|----------------------------|
| <u>Accounts Payable:</u> | | <u>Payroll:</u> | |
| Cheques 3084-3092 | \$ 4,518.36 | Oct 21-Nov 3, 2024 | \$ 11,253.03 |
| Online Banking 9718-9762 | 41,979.35 | Nov 4-17, 2024 | 11,210.19 |
| Total Accounts Payable | <u>\$ 46,497.71</u> | Nov 1-30, 2024 | <u>2,530.78</u> |
| GRAND TOTAL | <u>\$ 71,491.71</u> | Total Payroll | <u>\$ 24,994.00</u> |

CARRIED

REPORTS

2024-334 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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BUSINESS ARISING FROM REPORTS

~~TENDER GRAVEL CRUSH~~

Resolution #2025-003
2024-335 ~~GILLESPIE – That Council agrees to tender the gravel crush at the Wallace Pit for an approximate total of 15,000 cubic yards, with a start date of February 2025. Deadline for tenders to be submitted is January 15, 2025.~~ **CARRIED**

NEW BUSINESS

COUNCIL INDEMNITY 2025

2024-336 EMMS – That Council approves Council indemnity for 2025 as follows:

- Council/Committee/Special meetings 3 hours or more:
 - Reeve - \$250.00
 - Councillor - \$150.00
- Committee/Special meetings under 3 hours:
 - Reeve - \$125.00
 - Councillor - \$75.00
- Supervision of Public Works - \$25.00 per hour
- Mileage - \$0.68 per kilometer.

CARRIED

APPOINTMENT OF AUDITOR FOR 2024 AUDIT

2024-337 GILLESPIE – That Council appoints Stark & Marsh CPA LLP for the 2024 Audit. **CARRIED**

APPOINT BOARD OF REVISION & DEVELOPMENT APPEALS BOARD

2024-338 EMMS – 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**

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2024-339 EMMS – 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 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**

APPOINTMENTS TO BOARDS/COMMITTEES FOR 2025

2024-340 ZERR – That Council makes the following appointments:

- Deputy Reeve – Barry Hanson
- Pest Control Officer (Rats) – ADVERTISE
- Weed Inspector – Kyle Jordet
- Pound Keeper/Stray Animals Act – Mankota Stockyards
- Mankota Vet District – Barry Hanson
- Health Board Representative – TABLED TO JANUARY 2025 MEETING
- Prairie View Auxiliary – Olga Williamson
- Mankota & District Fire Department – Greg Zerr
- District 3 ADD Board – Kevin Gillespie
- Road Ban Committee – All Councillors
- Gravel Committee – All Councillors
- Texas Gate Committee – All Councillors
- South Central Municipal Association Committee – TABLED TO JANUARY 2025 MEETING
- Southwest Transportation Planning Council (SWTPC) – Greg Zerr
- Wood Mountain Regional Park Board – TABLED TO JANUARY 2025 MEETING
- Old Wives Watershed Association Board – Kevin Gillespie/Daryl Eklund
- Wood River Utility Board – Brian Taylor
- Frenchman Wood River Weed Management Area – Barry Hanson

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- Chinook Regional Library – Kelley Emms. Alternate will be appointed at January 2025 meeting
 - Humane Livestock Euthanasia – Kevin Gillespie
 - Returning Officer – Tammi Baldock
- CARRIED**

IN-CAMERA – EMPLOYEE REVIEWS AT 2:00PM

2024-341 ZERR – That the meeting proceeds in camera as per Section 16(1) of the *Local Authority Freedom of Information and Protection of Privacy Act* to discuss personnel matters/employee reviews.

CARRIED

FOREMAN RAY PARADON ENTERED COUNCIL CHAMBERS AT 2:00PM

FOREMAN RAY PARADON EXITED COUNCIL CHAMBERS AT 2:34PM

EMPLOYEE W. DEAN HOGBERG ENTERED COUNCIL CHAMBERS AT 2:37PM

EMPLOYEE W. DEAN HOGBERG ENTERED COUNCIL CHAMBERS AT 2:55PM

EMPLOYEE ADAM SHAGORY ENTERED COUNCIL CHAMBERS AT 2:57PM

EMPLOYEE ADAM SHAGORY EXITED COUNCIL CHAMBERS AT 3:15PM

EMPLOYEE DAVE SMITH JOINED THE COUNCIL MEETING VIA TELEPHONE AT 3:16PM

EMPLOYEE DAVE SMITH ENDED THE PHONE CALL AT 3:25PM

MEETING RECONVENED – OUT OF CAMERA AT 3:30PM

2024-342 ZERR – That Council comes out of camera.

CARRIED

WAGE REVIEWS

2024-343 EMMS – That Council approves a 3% increase for the Administrator and Administrative Assistant, effective January 1, 2025; AND FURTHER THAT Council agrees seasonal employee wage reviews will be discussed further at the January Council meeting.

CARRIED

2024 ANNUAL BONUS

2024-344 GILLESPIE – That Council approves the purchase of gift cards to Treen Packers LTD for the following employees as their 2024 Annual Christmas bonus:

- Tammi Baldock - \$499.00
- Lance Empey - \$499.00
- William Dean Hogberg - \$499.00
- Danyelle Jordet - \$499.00
- Raymond Paradon - \$499.00
- Adam Shagory - \$499.00
- David Smith - \$499.00

for a total of \$3,493.00.

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EI PREMIUM REDUCTION PROGRAM

2024-345 GILLESPIE – That Council agrees that the savings from the reduced EI rate of 1.173% will be returned to the employees in the form of an increased level of employee health/dental benefits, paid in full by the RM. **CARRIED**

2025 RATES & PRICES

2024-346 HANSON – That Council approves the rates and pricing for 2025, as attached. **CARRIED**

RECOGNITION OF COUNCILLORS & EMPLOYEES POLICY

2024-347 GILLESPIE – That Council agrees that any recognition of a Councillor or employee for service or retirement awards, will be at the discretion of Council each time; AND FURTHER THAT Council approves purchasing a \$300.00 gift certificate to the Grasslands Inn for former Division 3 Councillor, Wayne Barker, in recognition of his service to the RM during his term. **CARRIED**

SIGNING AUTHORITES

2024-348 EMMS – That Council advise Innovation Credit Union – Mankota Branch that Reeve Greg Zerr OR Deputy Reeve Barry Hanson ALONG WITH Administrator Tammi Baldock OR Administrative Assistant Danyelle Jordet have signing authority for the Rural Municipality of Mankota No. 45; AND FURTHER THAT the Reeve and Administrator be set up for online banking. **CARRIED**

WSA PERMIT TO OPERATE – McCORD WTP

2024-349 ZERR – That Council acknowledges the Permit to Operate the McCord Water Treatment Plant, as prepared by the Water Security Agency, as presented. **CARRIED**

McCORD TRANSFER STATION – OPERATIONS PLAN

2024-350 HANSON – That Council approves the McCord Transfer Station Operations Plan, as presented; AND FURTHER THAT Council agrees the transfer station will not accept any appliances, metals or materials that contain halocarbons. **CARRIED**

McCORD TRANSFER STATION – EMERGENCY RESPONSE PLAN

2024-351 GILLESPIE – That Council approves the McCord Transfer Emergency Response Plan (ERP), as presented; AND FURTHER THAT Council tables the appointment of a Councillor as required in the ERP to the January 2025 Council meeting. **CARRIED**

FERLAND TRANSFER STATION – OPERATIONS PLAN

2024-352 EMMS – That Council approves the Ferland Transfer Station Operations Plan, as presented; AND FURTHER THAT Council agrees the transfer station will not accept any metal recycling. Any metals to be recycled can be taken to the McCord transfer station. **CARRIED**

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FERLAND TRANSFER STATION – EMERGENCY RESPONSE PLAN

2024-353 ZERR – That Council approves the Ferland Transfer Emergency Response Plan (ERP), as presented; AND FURTHER THAT Council tables the appointment of a Councillor as required in the ERP to the January 2025 Council meeting. **CARRIED**

WEED INSPECTOR REPORT – L. JORDET

2024-354 ZERR – That Council accepts the Weed Inspector report from Chayce Gavelin, as presented; AND FURTHER THAT Council instructs the Administrator to send a letter to Lee Jordet that he has until April 30, 2025 to respond with an action plan regarding the leafy spurge on his property. If no response is received by this date, Council will take further action to treat the leafy spurge, all costs payable by Mr. Jordet. **CARRIED**

APPLICATION FOR APPROVAL TO CONSTRUCT FOR IRRIGATION REDEVELOPMENT – SEC 34-01-08 W3

2024-355 HANSON – That Council approves the request from Rod Nelson to construct irrigation redevelopment on section 34-01-08 W3, as presented. **CARRIED**

PURCHASE GL MULTI-BATCH EXTENSION

2024-356 ZERR – 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 Glen McPherson No. 46 on a 50/50 basis. **CARRIED**

DESTRUCTION OF DOCUMENTS

2024-357 ZERR – That Council authorizes the Administrator to shred the documents, as per Bylaw No. 03-2024, as attached. **CARRIED**

CORRESPONDENCE

2024-358 GILLESPIE – That Council accepts the List of Correspondence presented at the meeting, as attached. **CARRIED**

ADJOURNMENT

2024-359 EMMS – That Council adjourns the meeting, the time being 4:39pm. **CARRIED**

NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON JANUARY 14, 2025 AT 1:00PM

Approved by Council this 14th day of January, 2025

REEVE, Greg Zerr

ADMINISTRATOR, Tammi Baldock