

**Rural Municipality of Laird No. 404
Council REGULAR Meeting Minutes
December 14, 2023**

The Minutes of the REGULAR Meeting of the Council of Municipality of Laird No. 404, held in the Council Chambers of the RM Office, 3025 Central Avenue, Waldheim, SK on Thursday, December 14, 2023.

PRESENT:

Reeve:	Sheldon Willems
Division 1	Ron Boldt
Division 2	Phil Loewen
Division 3	Lorne Grunau
Division 4	Ken Fehr – arrived at 10:45a.m.
Division 5	Trent Ebach
Division 6	Luise Willems
Administrator:	Bertha Buhler

DELEGATES:

Northbound Planning - Jared Stephenson via Teams
Foreman Penner verbal report
Water Security Agency – Jordan Mihalicz

Reeve Willems called the meeting to order at 8:58a.m.

AGENDA:

212.Dec.23 EBACH: That the agenda be accepted as presented. **CARRIED.**

MINUTES

213.Dec.23 GRUNAU: That the Minutes of the Regular Meeting of Council held on November 16, 2023 be approved as presented. **CARRIED.**

FINANCIALS

214.Dec.23 LOEWEN: That the Statement of Financials and Bank Reconciliation be approved as presented for the month of November 2023 and hereto attached to these minutes. **CARRIED.**

ACCOUNTS FOR APPROVAL

215.Dec.23 GRUNAU: That payment of accounts paid with cheque numbers 13871 to 13898 in the amount of \$45,843.99; on-line banking 2023-0199 to 2023-0223 in the amount of \$134,111.20 and Payroll in the amount of \$11,575.51 for a total of \$191,530.70 has been accepted and is approved as presented. **CARRIED.**

VILLAGE OF LAIRD CAPITAL PURCHASE INVOICE

216.Dec.23 GRUNAU: That we pay invoice No.111 to the Village of Laird for the purchase of a Pumper truck and shared expenses from January-October 2023. **CARRIED.**

EMPLOYEE BENEFITS 2023

217.Dec.23 EBACH: That we cover the Employee Health & Dental benefits at a fifty-fifty cost share; Health Level 1 and Dental Level 2 for 2024. **CARRIED.**

Initial: _____
Reeve

Initial: _____
Administrator

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COMMITTEE/APPOINTMENTS 2024

218.Dec.23 LOEWEN: That we the committees and appointments for 2024 are as follows:

2024 COMMITTEES/APPOINTMENTS

COUNCIL COMMITTEES FOR 2024

a. Budget	Council as a whole
b. Finance & Administration	Council as a whole
c. Fire Ranger	Councillor of their division, Reeve, Foreman
d. Gravel & Clay	Council as a whole
e. Human Resources	Council as a whole, Administrator
f. Machinery & Equipment	Council as a whole
g. Pub Works	Councillor of their division, Reeve, Foreman
h. Road Ban	Reeve, Ron Boldt
i. Roads	Councillor of Division
j. Zoning & Development Review	Northbound Planning, Administrator, Council as a whole

BOARD APPOINTMENTS FOR 2024

a. NCTPC	Sheldon Willems, Ron Boldt
b. OH & S	Luise Willems, George Penner, Kenton Janzen, Gerald Kalbfleisch, Brian Balman, Administrator
c. Sarilia Community Association	Ken Fehr
d. Valley Regional Park	Phil Loewen
e. Waste Sites	Ken Fehr – Mennon – Waldheim
f. Wheatland Regional Library	Lorne Grunau

APPOINTMENTS FOR 2024

a. Administrator	Bertha Buhler
b. Returning Officer	Bertha Buhler
c. Polling Stations	Division 1 – Hepburn, SK Division 2 – Waldheim, SK Division 3 – Waldheim, SK Division 4 – Hepburn, SK Division 5 – Hepburn, SK Division 6 – Hepburn, SK Reeve – Hepburn & Waldheim, SK RO to appoint officials at time of election prep
d. Election Officials	Ken Fehr
e. Deputy Reeve	Jenson Stromberg
f. Auditor	Mark Buller, Nathan Martin
g. Beaver Control	Secretary Mike Ligtermoet,
h. Board of Revision	Panel Members: Timothy Furlong Glen Neuert Kirby Fesser Sabrina Saccucci
i. Building Inspector	Wagner Inspections <u>Inspector Name</u> <u>Class</u> <u>License #</u> Dale Wagner BOL-3R BOL379 Ryan Shepherd BOL-3 BOL360 Raymond Humenny BOL-2R BOL635 Jerry Wintonyk BOL-1 BOL142
j. Clubroot Pest Control Officers	Tayo Adegeye Division 1 Joanne Kwansnicki Division 2 Betty Johnson Division 3 Katey Makohoniuk Division 4 Chelsea Neuberger Division 5 Colleen Fennig Division 6
k. Development Board of Appeals	Northbound Planning
l. Development Officer/Planning	Northbound Planning/Bertha Buhler
m. Emergency Measures Co-ordinator	Reeve
n. Fire Agreements/ First Responders	Reeve, Luise Willems – Waldheim Ken Fehr, Trent Ebach – Hepburn Lorne Grunau – Laird
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o. Parks & Recreation	Phil Loewen – Waldheim Lorne Grunau – Laird Sheldon Willems – Hepburn
p. Pest Control Officer	Art Thiessen/New assigned Officer (Buddy up for 2024) George Penner
q. Plant Health Inspector (division 5)	Chelsea Baraniecki
r. Pound Keepers	Jarvis Blushke – SE 23-40-07 W3
s. Stray Animals	Administrator, Reeve as alternate
t. Weed Inspector	Marcel Baynton

CARRIED.

Initial: _____
Reeve

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Administrator

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CUSTOM RATES/FEES FOR SERVICES 2024

219.Dec.23 BOLDT: That the custom rates and fees for services for 2024 remain the same as follows:

FEES/CUSTOM RATES 2024

a. Skid Steer	\$140.00 per hour
b. Skid Steer w/ground shark	\$220.00 per hour
c. Grader	\$225.00 per hour
d. Tractor & Mower	\$180.00 per hour (min. ½ hour charge)
e. Gravel Truck/trailer	\$180.00 per hour
f. Tax Searches	\$25.00 per search
g. Maps	\$20.00 per map
h. Election Officials remuneration	\$25.00 per hour \$ 0.60 per km

CARRIED.

COUNCIL REMUNERATION 2024

220.Dec.23 GRUNAU: That the remuneration for 2024 remain the same as follows:

Councillors:

Mileage	\$0.60/km
Regular meetings/Conventions	\$260.00/mtg or/day
Committee meetings	\$130.00/mtg
Stipend	\$130.00/month
Supervision	\$25.00/hour

Deputy Reeve:

Mileage	\$0.60/km
Regular meetings/Conventions	\$290.00/mtg or/day
Committee meetings	\$130.00/mtg
Stipend	\$130.00/month
Supervision	\$25.00/hour

Reeve:

Mileage	\$0.60/km
Regular meetings/Conventions	\$315.00/mtg or/day
Committee meetings	\$130.00/mtg
Stipend	\$130.00/month.
Supervision	\$25.00/hour

CARRIED.

COUNCIL MEETING DATES 2024

221.Dec.23 L. WILLEMS: That the Regular Council meeting dates for 2024 be set as follows:

**Regular Council Meeting Dates for 2024
(subject to change) by resolution of Council**

January 11, 2024	April 11, 2024	July 11, 2024	October 10, 2024
February 8, 2024	May 9, 2024	August 8, 2024	November 7, 2024
March 7, 2024	June 13, 2024	September 12, 2024	December 12, 2024

All meeting times begin at 9:00a.m. and to be held at the RM Office Council Chambers at 3025 Central Avenue, Waldheim, SK.

CARRIED.

Initial: _____
Reeve

Initial: _____
Administrator

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CHRISTMAS HOURS 2023

222.Dec.23 EBACH: That the RM Office and Waste Site Christmas hours for 2023 are as follows:

RM Office Christmas Hours 2023:

December 25 - Closed Christmas Day
December 26 - Closed Boxing Day;
January 1- Closed for New Year's Day;
January 2 - Regular hours resume.

Waste Site Christmas Hours 2023:

December 26 CLOSED;
all other dates resume as scheduled.

CARRIED.

WCB RATES 2024

223.Dec.23 LOEWEN: That the 2024 Worker's Compensation Board Experience Rating of \$1.54 per \$100.00 of assessable payroll has been received and can now be filed.

CARRIED.

SARM PSIP INSURANCE 2024

224.Dec.23 BOLDT: That we renew the SARM Property Self-Insurance Plan for 2024 as listed on Property Insurance Schedule-12:01 AM January 1, 2024 to 12:01 AM January 1, 2025 Policy Term.

CARRIED.

SARM LSIP INSURANCE 2024

225.Dec.23 LOEWEN: That we renew the SARM Liability Self-Insurance Plan for 2024 as listed on Liability Self-Insurance Policy Period January 1, 2024 to 12:01 AM January 1, 2025 (Regina Time).

CARRIED.

SARM EXCESS LIABILITY INSURANCE 2024

226.Dec.23 GRUNAU: That we renew the SARM Excess Liability Insurance for 2024 at the Premium for \$3 million (population of RM as per 2016 Census, up to 1499 population).

CARRIED.

SARM FIDELITY BOND 2024

227.Dec.23 EBACH: That we review the SARM Fidelity Bond Insurance for 2024 at the Fidelity Coverage of \$50,000.00 and Money & Securities Coverage at \$25,000.00.

CARRIED.

RM OFFICE CASH FLOAT

228.Dec.23 L. WILLEMS: That we increase the RM Office cash float from \$200.00 to \$400.00.

CARRIED.

E-TAX/COMMUNICATION NOTICE CONSENT FORM

229.Dec.23 S. WILLEMS: That we approve the e-tax/communication notice consent form as presented going forward from this date.

CARRIED.

SCHULTZ IRRIGATION DRILLING PERMISSION

230.Dec.23 EBACH: That we approve the directional drilling at location RR 3065 and TWP road 400 for the Schultz irrigation project.

CARRIED.

COUNCILLOR FEHR ARRIVED AT THE MEETING AT 10:45A.M.

IN-CAMERA SESSION

231.Dec.23 BOLDT: That we go in-camera at 11:26a.m. for the discussion of Human Resources.

CARRIED.

Administrator left Council Chambers for the in-camera discussion.

OUT-OF-CAMERA

232.Dec.23 FEHR: That we come out of camera at 12:21p.m. **CARRIED.**

Administrator returned to Council Chambers.

FOREMAN PENNER WAGE TOP UP/BONUS

233.Dec.23 FEHR: That we increase the Foreman Penner's salary by \$3,000.00 for 2023, prorated to paying \$1,500.00 for 6 months of work (first six months was on disability) and a bonus of \$6500.00 for 2023.

CARRIED.

Initial: _____

Reeve

Initial: _____

Administrator

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TIMESHEETS SUBMISSION TO COUNCIL

234.Dec.23 FEHR: That timesheets for all RM Office Staff, Pubworks and Waste site be included in the council meeting package. **CARRIED.**

BUDGET MEETING

235.Dec.23 L. WILLEMS: That we set the budget meeting for February 1, 2024 at 9:00a.m. in Council Chambers. **CARRIED.**

**RECESSED FOR LUNCH AT 12:30P.M.
RECONVENED THE MEETING AT 1:06P.M.**

Delegate Jared Stephenson with Northbound Planning attended via Teams from 1:07p.m – 1:21p.m. and reported on the following:

- a. Moffat/Finn Development permit.

MOFFAT/FINN DEVELOPMENT PERMIT

236.Dec.23 BOLDT: That in accordance with Schedule I 1.2 2. of the RM of Laird Zoning Bylaw, Council has reviewed the proposed application for a new dwelling within SE ¼ 14-41-07-3 Ext. 12 with respect to suitability and potential geotechnical risk(s). Based on the information provided by the applicant, and the desktop review of planning and administration, the potential risk posed to new development appears to be low and not an obvious or perceived threat to the safety of people and property. Council has no further concerns. **CARRIED.**

Foreman Penner’s verbal report was received at 1:39p.m. – 2:49p.m.

Delegate Jordan Mihalicz with Water Security Agency provided a short report and introduction of his position from 2:09p.m.-2:15p.m.

COUNCILLOR EBACH DECLARED CONFLICT OF INTEREST AND LEFT THE MEETING AT 2:15 P.M. AND WOULD NOT BE RETURNING.

BOBCAT T770 T4 EXTENDED WARRANTY PURCHASE

237.Dec.23 S. WILLEMS: That we purchase extended warranty on the T770 T4 Bobcat 60 months/2000 hours Full in the amount of \$3,380.00. **CARRIED.**

PUBWORKS HIRE

238.Dec.23 GRUNAU: That we hire Lorne Ebach on contract at \$20.00 per hour and to begin January 2024. **CARRIED.**

RM SHOP ELECTRICAL WIRING

239.Dec.23 FEHR: That we fix the electrical wiring issues tripping the breakers throughout the RM Municipal Shop. **CARRIED.**

Initial: _____
Reeve

Initial: _____
Administrator

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CORRESPONDENCE

240.Dec.23 FEHR: Correspondence SARM (FYI)

- a. All other correspondence emailed to Council at time received in-office.

Correspondence General (FYI)

- a. Pubworks Time Sheets Nov/Dec 2023;
- b. Sask Public Safety Agency 2024;
- c. Loan 1 – Affinity Credit Union;
- d. Loan 2 – Affinity Credit Union;
- e. NCTPC Feb 2024 meeting;
- f. NCTPC Sept 2023 minutes.

Dev/Bldg Permits Issued from last meeting date:

- a. Murdock-454 Saskatchewan Road – home build.

NEW TRAINING OPPORTUNITIES:

- a. None

CARRIED.

ADJOURNMENT:

241.Dec.23 FEHR: That the Council meeting be adjourned at 2:49p.m.

(SEAL)

Reeve/Deputy Reeve

Administrator

Initial: _____
Reeve

Initial: _____
Administrator