

**Rural Municipality of Laird No. 404
Council REGULAR Meeting Minutes
December 12, 2024**

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 12, 2024.

PRESENT: Reeve: Sheldon Willems
Division 1 Ron Boldt
Division 2 Phil Loewen
Division 3 Garry Bergen
Division 4 Ken Fehr
Division 5 Trent Ebach
Division 6 Luise Willems
Acting Administrator: Jason Dagenais
Administrative Consultant: Linda Boser
Office Manager: Pearl Bergen

DELEGATES: None

Reeve Willems called the meeting to order at 9:00 a.m.

AGENDA

214.Dec.24 LOEWEN: That the agenda be accepted as presented.
CARRIED.

MINUTES

215.Dec.24 FEHR: That the minutes of the Regular Meeting of Council held on November 14, 2024 be approved as presented.
CARRIED.

FINANCIALS

216.Dec.24 S.WILLEMS: That the Statement of Financials and Bank Reconciliation be approved as presented for the month of November and hereto attached to these minutes.
CARRIED.

ACCOUNTS FOR APPROVAL

217.Dec.24 LOEWEN: That payment of accounts paid with cheque numbers 14277 to 14303 in the amount of \$121,975.69; on-line banking 2024-0221 to 2024-0251 in the amount of \$102,373.95 and Payroll in the amount of \$29,197.72 for a total of \$253,547.36 that has been accepted and is approved as presented.
CARRIED.

MUNICIPAL REVENUE SHARING 2025 DECLARATION

218.Dec.24 L.WILLEMS: That the Council of the RM of Laird No. 404 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant which includes the following:

1. Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations (to be submitted after audit date in April by Auditor);
2. The Municipality does not run a Municipal Waterworks Systems;
3. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
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; and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met (use only if not all requirements are met); and

Initial: _____
Reeve

Initial: _____
Administrator

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

CARRIED.

SARM EXCESS LIABILITY INSURANCE 2025

- 219.Dec.24 BOLDT:** That we move to increase our excess liability coverage from \$7million to \$10million and renew the SARM Excess Liability Insurance for 2025 at this amount.
CARRIED.

Councillor L. Willems leaves the meeting at 9:28am

SARM PSIP INSURANCE 2025

- 220.Dec.24 BOLDT:** That we renew the SARM Property Self-Insurance Plan for 2025 as listed on Property Insurance Schedule-12:01 AM January 1, 2025 to 12:01 AM January 1, 2026 Policy Term.
CARRIED.

SARM LSIP INSURANCE 2025

- 221.Dec.24 LOEWEN:** That we renew the SARM Liability Self-Insurance Plan for 2025 as listed on Liability Self-Insurance Policy Period January 1, 2025 to 12:01 AM January 1, 2026.
CARRIED.

SARM FIDELITY BOND 2025

- 222.Dec.24 FEHR:** That we review the SARM Fidelity Bond Insurance for 2025 at the Fidelity Coverage of \$50,000.00 and Money & Securities Coverage at \$25,000.00.
CARRIED.

EMPLOYEE BENEFITS 2025

- 223.Dec.24 EBACH:** That we cover the Employee Health & Dental benefits at a fifty-fifty cost share; Health Level 1 and Dental Level 2 for 2025.
CARRIED.

CUSTOM RATES/FEEES FOR SERVICES 2025

- 224.Dec.24 BOLDT:** That the custom rates and fees for services for 2025 remain and are as follows:

FEES/CUSTOM RATES FOR 2025

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	\$30.00 per hour
	\$ 0.60 per km
	Snacks/meals provided

The administrator left the meeting at 9:47am

225.Dec.24 ADMINISTRATOR'S PROBATION/WAGE REVIEW

- LOEWEN:** That we increase Jason Dagenais' salary by \$5026/year to \$65,026 annually.
CARRIED.

The administrator joined the meeting at 9:56am

2025 MEETING DATES

- 226.Dec.24 BOLDT:** That the dates of meetings be set for the second Thursday of every month for the year 2025.

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Reeve

Initial: _____

Administrator

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CARRIED.

227.Dec.24 SASK ENERGY GAS MAIN EXTENSION REQUEST

BOLDT: That we grant permission to Sask Energy to complete the gas main installation at Silver Willows in the RM of Laird 404.

CARRIED.

Councillor L. Willems joins the meeting at 10:09am

NEW BYLAW/ZONING BYLAW COST INVOICING

228.Dec.24 L.WILLEMS: That the cost of developing and implementing the recently added Bylaw 04-2024 and Zoning Bylaw 05-2024 be split 50/50 between the RM and the applicants (Klassen). Also, that the applicants (Klassen) pay 100% of the costs incurred using Northbound Planning services.

CARRIED.

229.Dec.24 COMMITTEE/APPOINTMENTS FOR 2025

L.WILLEMS: That the committees and appointments for 2025 are as follows:

COUNCIL COMMITTEES FOR 2025

- | | |
|--------------------------------|--|
| 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 2025

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

APPOINTMENTS FOR 2025

- | | |
|-----------------------|--|
| a. Administrator | Jason Dagenais |
| b. Returning Officer | Jason Dagenais |
| 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 |
| d. Election Officials | RO to appoint officials at time of election prep |
| e. Deputy Reeve | Ken Fehr |
| f. Auditor | Jenson Stromberg |
| g. Beaver Control | Nathan Martin |
| h. Board of Revision | Secretary Mike Ligtermoet,
Panel Members: Laurie Pilkey
Glen Neuert
Kirby Fesser
Sabrina Saccucci |

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- | | |
|--|--|
| 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. Development Board of Appeals | Northbound Planning |
| k. Development Officer/Planning | Northbound Planning/Jason Dagenais |
| l. Emergency Measures Co-ordinator | Reeve |
| m. Fire Agreements/ First Responders | Reeve, Luise Willems – Waldheim
Ken Fehr, Trent Ebach – Hepburn
Garry Bergen – Laird |
| n. Parks & Recreation | Phil Loewen & Trent Ebach – Waldheim/Valley
Garry Bergen – Laird
Sheldon Willems – Hepburn |
| o. Pest Control Officer | Art Thiessen and new trainee (TBA) |
| p. Plant Health Inspector (division 5) | Chelsea Neuberger |
| q. Pound Keepers | Jarvis Blushke – SE 23-40-07 W3 |
| r. Stray Animals | Administrator, Reeve as alternate |
| s. Weed Inspector | (TBA) |

CARRIED.

230.Dec.24 PROPERTY TAXES IN ARREARS

BERGEN: That we authorize tax services to issue Form “C” to those individuals who have outstanding taxes from the 2023 tax year.

CARRIED.

CIVIC ADDRESS REGISTRY

231.Dec.24 EBACH: That we begin the application and grant application process for the Civic Address Registry with the Government of Saskatchewan.

CARRIED.

CORRESPONDENCE

232.Dec.24 FEHR: That the following correspondence has been addressed and now be filed:

Correspondence SARM (FYI)

- a. SARM Liability Premiums
- b. SARM Fidelity Bond Self-Insurance Plan
- c. SARM Liability Self-Insurance Plan & Excess Liability Renewal

Correspondence General (FYI)

- a. Winter Weights Bulletin – Ministry of Highways
- b. Saskatchewan Civic Address Registry
- c. Municipal Infrastructure & Finance Update

New Training Opportunities

- a. None

CARRIED.

ADJOURNMENT:

233.Dec.24 FEHR: That the Council meeting be adjourned at 11:38am

CARRIED.

(SEAL)

Reeve/Deputy Reeve

Administrator

Initial: _____

Reeve

Initial: _____

Administrator