

Minutes of the Regular Meeting of the Council of the Rural Municipality of McLeod No. 185

Held the 13th day of December 2023

In the Municipal Office at 102 Main St., Neudorf, Saskatchewan

Present:

Reeve-	Clifford Allen
Councillor Division 1-	Andrew Waldbauer
Councillor Division 2-	Jay Wirth
Councillor Division 3-	Dean Krupski
Councillor Division 4-	Trevor Hauser
Councillor Division 5-	Erik Ligtenberg
Councillor Division 6-	Phil Lingelbach
Administrator -	Chantelle Ottenbreit
Manager of Public Works-	Jared Ottenbreit

Call to Order:

A quorum being present, Reeve Clifford Allen called the meeting to order at 8:33 A.M.

Minutes:

208/23 **Waldbauer:** That the minutes of the Regular Meeting of Council held November 21, 2023 be approved as presented.

Carried.

Financial Reports:

209/23 **Wirth:** That the Statement of Financial Activities and the bank reconciliation for the month of November 2023 be accepted as presented.

Carried.

Accounts:

210/23 **Krupski:** That the accounts in the amount of \$109,021.58 as indicated on the list attached hereto and forming part of these minutes be approved for payment.

Carried.

Unfinished & New Business:

Cheques to Void

211/23 **Hauser:** That the Administrator be authorized to void cheque # 1182 payable to Glenn Pyle in the amount of \$99.36, and cheque # 1435 payable to Pattison Agriculture in the amount of \$58.05 due to both cheques being stale-dated.

Carried.

Increase to Credit Card Limit

212/23 **Ligtenberg:** That the Municipality applies for an increased credit limit of \$25,000 on the Collabria MasterCard through Conexus Credit Union.

Carried.

Board of Revision Board

213/23 **Waldbauer:** That the RM of McLeod appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024 through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adamss, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, 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.

Carried.

Board of Revision Secretary

214/23 **Wirth:** That the RM of McLeod appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary of the Board of Revision for the term of January 1, 2024 through to December 31, 2024, with

remuneration as set out in Western Municipal Consulting Ltd. Fee schedule. If Marlene Hassard is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

Carried.

Development Appeals Board

- 215/23 Krupski:** That the RM of McLeod appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024 through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, 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.

Carried.

Development Appeals Board Secretary

- 216/23 Hauser:** That the RM of McLeod appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024 through to December 31, 2024, with remuneration as set out in Western Municipal Consulting Ltd. Fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

Carried.

Emergency Services to be Added to Taxes

- 217/23 Ligtenberg:** That the Municipality acknowledges Invoices #184729 and #184730 from the Neudorf Fire Department, and further that in conjunction with section 3 of Bylaw 11/2018 A Bylaw to Recover Protective Service Costs, the original invoice must be sent to the titled landowner as the person who received the emergency service.

Carried.

Change to Bush Push Permission Request Form

- 218/23 Lingelbach:** That the Administrator be authorized to change Clause # 9 on the Brush Removal Request Form to read "Permission for bush removal does not grant permission for fencing of any kind on road allowances."

Carried.

Delegation:

9:38 a.m.- Jim Zacaruk, Bridge Consultant

11:06 a.m.-Sheldon Stechyshyn, Tanessa Abrahamson, SAMA

RDARM Convention

- 219/23 Waldbauer:** That all members of Council, and Administrator Chantelle Ottenbreit be authorized to attend the RDARM Annual Convention in Regina, SK. January 4-5th, 2024, with hotel rooms, mileage, and meals paid for by the Municipality.

Carried.

Notice of Violation

- 220/23 Krupski:** That Sean and Kimberley Engel are to be served with a Notice of Violation and Fined accordingly for contravening Bylaw 1/2022 (4).

Carried.

Notice of Violation

- 221/23 Wirth:** That Darren and Laura Piller be served with a Notice of Violation and Fined accordingly for contravening Bylaw 1/2022 (3).

Carried.

Approach Application

- 222/23 Wirth:** That the approach application from Customer # 574 be approved as submitted.

Carried.

Grant in Lieu

223/23 **Wirth:** That the Municipality pays the annual \$2000 grant in lieu to the Village of Neudorf for 2023 as well as the for the years 2020-2022 that were missed year for a total of \$8000.00, and further that an increase to the grant in lieu should be discussed at the 2024 Budget Meeting.

Carried.

Closed Session:

224/23 **Waldbauer:** That meeting enter into closed session at 12:37 p.m. as per Section 120 of *The Municipalities Act* to discuss human resources.

Carried.

Present: Councilors Andrew Waldbauer, Jay Wirth, Dean Krupski, Trevor Hauser, Erik Ligtenberg, Phil Lingelbach, Reeve Clifford Allen, Manager of Public Works Jared Ottenbreit, and Administrator Chantelle Ottenbreit.

Open Session:

225/23 **Ligtenberg:** That the meeting reconvene into open session at 12:42 p.m.

Carried.

Manager of Public Works Job Description

226/23 **Krupski:** That the final job description for the Manager of Public Works description be accepted as presented, with an annual review to be completed annually before budget discussions.

Carried.

Administration Report

227/23 **Waldbauer:** That the written report submitted by Administrator Chantelle Ottenbreit, be accepted as presented.

Carried.

Public Works Report

228/23 **Lingelbach:** That the verbal report given by the Manager of Public Works be accepted as presented.

Carried.

Correspondence

229/23 **Hauser:** That the following correspondence having been read now be filed:

a) RCMP CTSS District Commander Update

Carried.

Adjournment

230/23 **Waldbauer:** That this meeting adjourn 1:36 p.m.

Carried.

Reeve

Administrator