

Minutes of the regular meeting of the Council of the Rural Municipality of Willow Bunch No. 42 held at the Municipal Office, #16 Edouard Beupre St., Willow Bunch, Saskatchewan on Monday, December 11th, 2023.

Present were: Deputy Reeve – Denis Lesperance, Administrator Sharleine Eger, Assistant Administrator Tereena Bartlett and the following councillors:

Division 2 – Albert Lavallee
Division 3- Vacant
Division 4 – Scott Kirby
Division 5 – Dale Berner (via Zoom)
Division 6 – Gilles Bissonnette

Regrets: Reeve – Patrick Therrien

Minutes

257/2023 Albert Lavallee: That the minutes of the November 2023 regular meeting of council be approved as amended by striking out “Denis Lesperance” from motion #242/2023.

Carried

Committee Reports

258/2023 Scott Kirby: That the following verbal committee reports be accepted as presented:

- a) Denis Lesperance: Park Road is measured
SSR: Town/RM of Coronach/Hart Butte - funds
- b) Albert Lavallee: Healthcare Professional Recruit and Retention
Committee – will speak with Mayor Schauenberg
- c) Division 3: No Report
- d) Dale Berner: No Report
- e) Scott Kirby: Lisieux Garbage / Dustin Miller
- f) Gilles Bissonnette: No Report
- g) Pat Therrien: No Report

Carried

RM Newsletter

259/2023 Scott Kirby: That the RM send out a year end newsletter to the ratepayers/residents and include the 2022 financial synopsis.

Carried

Signage Request in RM ROW

260/2023 Albert Lavallee: That the RM approve the request from Sage Valley Farms to put up a sign for directions to their business in the RM's right of way.

Carried

Agreement – Bernard Martin

261/2023 Albert Lavallee: That the RM draft and sign an agreement with Bernard Martin that provides for the cost of the title changes for road closures be the responsibility of the RM and that Bernard's southern portion of fence from the Park booth to the top of field at NW 12-5-28 W2 can remain along/in the RM's right of way and does not need to be moved to the property line, inside the coulee.

Carried

Public Notice – Road Closure

262/2023 Albert Lavallee: That the RM issue public notice that council is considering road closures of portions of the Park road (BW901) that will be transferred to the adjacent landowner, Bernard Martin as part of the survey that was performed by Midwest Surveys to align the road plan to correspond with the actual location of the road.

Carried

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Hire Seasonal Employee

263/2023 Dale Berner: That Leland Hunt be hired as seasonal at \$30/hour.

Carried

Provincial Disaster Assistance Program

264/2023 Gilles Bissonnette: That the RM withdraw, from PDAP, the claim for damages to municipal property following the engineers report that our damages do not meet the deductible.

Carried

Bylaw 1-2023 Third Reading – Building Bylaw

265/2023 Scott Kirby: That bylaw 1-2023 being a bylaw respecting buildings be given third and final reading.

Carried

Shop Lighting

266/2023 Albert Lavallee: That the RM engage Blacktop Industries to replace the lighting in the shop with LED lighting at a quote of \$7,502.18 taxes in.

Carried

Weed Inspection/Management Services

267/2023 Scott Kirby: That the RM advertise on Sask Tenders, RM of Willow Bunch Facebook Page, Willow Bunch Information Central, Willow Bunch Newsletter and the Assiniboia Times for weed inspection/management services.

Carried

DELEGATION: Michel Cayer – RM Foreman
Request to lower culvert but would affect adjacent land owners
Darryl Beauchesne trail will leave until spring
Joe Sabourin – take down fence
Work is complete at Thompson/Beck
Turbo on scraper is cracked (order it for a winter project)

Hamlet H2O Reports

268/2023 Scott Kirby: That the RM accept as presented, the H2O reports for the hamlets of St. Victor and Scout Lake.

Carried

2024 Appointment Additions and Deletions

269/2023 Albert Lavallee: That, at his request, the RM remove Keith de Ronde from the list of appointed First Responders;
That the RM appoint Tiffany Beauchesne to the Willow Bunch Volunteer Fire Department.

Carried

Bylaw 2-2023 Amendment to Council Procedures Bylaw First Reading

270/2023 Scott Kirby: That Bylaw No. 2-2023 being a bylaw to amend the council procedures bylaw be given first reading.

Carried

Bylaw 2-2023 Amendment to Council Procedures Bylaw Second Reading

271/2023 Gilles Bissonnette: That Bylaw No. 2-2023 being a bylaw to amend the council procedures bylaw be given second reading.

Carried

Bylaw 2-2023 Amendment to Council Procedures Bylaw Three Readings

272/2023 Albert Lavallee: That Bylaw No. 2-2023 being a bylaw to amend the council procedures bylaw be read three times at this meeting.

Carried Unanimously



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Bylaw 2-2023 Amendment to Council Procedures Bylaw Third Reading

273/2023 Dale Berner: That Bylaw No. 2-2023 being a bylaw to amend the council procedures bylaw be given third and final reading.

Carried

Pest Control Report (July to Dec)

274/2023 Dale Berner: That the RM acknowledge and accept the 2nd semi-annual pest control report as submitted by Brian Kuysten and that the RM pay the associated fee for services.

Carried

Table Item e) New Business

275/2023 Scott Kirby: That the RM table discussion surrounding suggested salary schedules until a special meeting is called or the next regular meeting.

Carried

Christmas/Year End Bonus

276/2023 Dale Berner: That the following be allocated as Christmas/Year End bonuses in Visa/MC giftcards:
Administrator \$500
Assistant Administrator \$500
Foreman \$500
Remaining staff as of November 2023 \$250

Carried

RMAA Curling Div 1 & 2

277/2023 Albert Lavallee: That the RM enter a team and pay the \$100 fee for the RMAA Div 1 and 2 curling that will take place January 18th, 2024.

Carried

Dudley & Company Engagement Letters

278/2023 Scott Kirby: That the RM approve and sign the letters from Dudley & Company for the terms of engagement & the responsibilities of Council & Auditors.

Carried

Municipal Revenue Sharing Grant - Declaration of Eligibility

279/2023 Albert Lavallee: The Council of the RM of Willow Bunch No. 42 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- The municipality runs a Municipal Waterworks System that is not subject to public reporting requirements;
- In Good Standing with respect to the reporting and remittance of Education Property taxes;
- Adoption of 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

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

Carried

Move February Meeting

280/2023 Scott Kirby: That the February meeting be changed to February 15th to accommodate municipal audit.

Carried

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Board of Revision

281/2023 Scott Kirby: That the RM of Willow Bunch No. 42 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: Donna Rae Zadvorny, Kevin Kleckner, Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jicklings, Jamie Thiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh;
That the RM of Willow Bunch No. 42 appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revision and that if Marlene is unable to perform her duties, the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing;
That the RM pay the associated retainer fee of \$262.50 (GST included)
Carried

Correspondence

282/2023 Albert Lavallee: That the following correspondence be approved as presented:
a) CDO Report
b) RCMP Report
c) 2024 Pest Control Webinar
Carried

Financials

283/2023 Scott Kirby: That the Statement of Financial Activities and bank reconciliation for November 2023 be accepted as presented.
Carried

Accounts

284/2023 Scott Kirby: That the accounts paid and presented for payment be approved and a list of the cheques 21149 to 21193 inclusive totalling (\$105,079.05) and the November payroll (\$22,142.90) and EFT payments (\$100,267.91) be annexed hereto and form part of these minutes.
Carried

Councillor Berner left at 2:00 p.m.

DELEGATION: Mayor Wayne Joyal – Town of Willow Bunch
Recreation Board – Outside Employees assist
Joint Meeting – Stevenson's Shop
Healthcare Retention and Recruitment

Adjournment

285/2023 Albert Lavallee: That this meeting adjourn. (3:00 p.m.)
Carried

REEVE Dennis Lysman
ADMINISTRATOR Sharon Oger
Next Meeting – January 9th, 2024