

Minutes of the regular meeting of the Council of the Rural Municipality of Willow Bunch No. 42 held at the Municipal Office, #16 Edouard Beaupre St., Willow Bunch, Saskatchewan on Tuesday, December 10th, 2024

Present were: Reeve – Denis Lesperance, Administrator Sharleine Eger and the following councillors:

Division 1 – Patrick Bellefleur
Division 2 – Albert Lavallee
Division 3- Colby Cairns
Division 4 – Scott Kirby
Division 5 – Dale Berner
Division 6 – Gilles Bissonnette

Oath of Office

235/2024 Dale Berner: That council acknowledge and accept the declaration of Oath of Offices by Division 1 councillor Patrick Bellefleur.

Carried

Minutes

236/2024 Scott Kirby: That the minutes of the November 2024 regular meeting minutes be approved as amended by redacting personal information and replacing with land location.

Carried

Committee Reports

237/2024 Patrick Bellefleur: That the following verbal committee reports be accepted as presented:

- a) Pat Bellefleur: Note from ratepayers – washboard on Harptree Grid
- b) Albert Lavallee: No Report
- c) Colby Cairns: No Report
- d) Dale Berner: No Report
- e) Scott Kirby: Civic Addressing
Fire Department – truck repair
- f) Gilles Bissonnette: Would like a bulletin board next to the mailboxes
- g) Denis Lesperance: SSR – appointment of elected official or non-elected official

Carried

Engine #1 Fire Truck Repairs

238/2024 Albert Lavallee: That the RM cover 70% of the cost of the repairs to engine #1 and that the town of Willow Bunch be responsible for 30%.

Carried

DELEGATION: Willow Bunch Branch Library
Year End Report

2025 Library Levy - Fund Extra Hours

239/2024 Patrick Bellefleur That the RM approve the request to fund an additional 4.5 hours at a cost of \$5,681.00 for the Willow Bunch Regional Library at a 50% cost share with Town of Willow Bunch; the RM's share being \$2,840.50.

Carried

Bulk Water Invoice

240/2024 Scott Kirby: That the RM remove \$1,180.59 from account HUT5780 due to malfunction issues with the pump and emergency shut off at the Sabourin community well.

Carried

Building Officials

241/2024 Scott Kirby: That in accordance with the service agreement with Professional Building Inspections, Inc. the RM of Willow Bunch No. 42 hereby resolves to issue certificates of appointment for the following licensed building officials, all residents of the Province of Saskatchewan: Charles Fiss, John Dulle, , David Kindred, Cristin Korchinski, Amanda Kaufmann, Joshua Nitz, Virginia Shepley, Bob Baker.

Carried

DL

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DELEGATION: FOREMAN – Michel Cayer

- Not taking holidays as of yet
- Control box for Town sander – being fixed by Farmtronics
- Scraper transmission – inspection to see if it slipping
- JD Tractor fuel tank – have to change – leaking
- Used front wheel assist tractors – 2023 6155 JD 750 hours - \$264K
- Building shelves right now
- Holidays – 2 weeks Jan and month of Feb.
- Added wheels to the gates.

Financials

242/2024 Colby Cairns: That the Statement of Financial Activities for November 2024 be accepted as presented.

Carried

Accounts

243/2024 Dale Berner: That the accounts paid and presented for payment be approved and a list of the cheques #21679-21716 inclusive totalling (\$26,343.52) and the November payroll (\$26,666.79) and EFT payments (\$3,206.20) be annexed hereto and form part of these minutes.

Carried

Enter “In Camera” or “Closed Session”

244/2024 Albert Lavallee: That the RM enter in an “in camera” session at 2:47 p.m to discuss issues as per Section 12.4 of the Council Procedures Bylaw and that those in attendance are Denis Lesperance, Patrick Bellefleur, Dale Berner, Scott Kirby, Colby Cairns, Gilles Bissonnette, Albert Lavallee, Tereena Bartlett, Sharleine Eger.

Carried

Exit “In Camera” or “Closed Session”

245/2024 Scott Kirby: That the RM exit the “in camera” closed session at 3:10 p.m.

Carried

2025 Wages

246/2024 Dale Berner: That the 2025 hourly wage for Brett Marit and Kody Spagrud be set at \$27/hour.

Carried

247/2024 Gilles Bissonnette: That the 2025 salary for Colin Durand be set at \$74,984.

Carried

248/2024 Dale Berner: That the 2025 salary for Foreman Michel Cayer be set at \$94,823.24.

Carried

249/2024 Albert Lavallee: That the 2025 salary for Assistant Administrator Tereena Bartlett be set at \$62,034.84 and that the RM’s portion is \$37,220.90 and the rebate from the Town of Willow Bunch be \$24,813.94.

Carried

250/2024 Patrick Bellefleur: That the 2025 salary for the Administrator Sharleine Eger be set at \$96,224.57 and that the RM’s portion is \$57,734.74 and the rebate from the Town of Willow Bunch be \$38,489.83.

Carried

2025 Christmas Bonus

251/2025 Dale Berner: That the RM offer the following as a Christmas bonus:
\$500 in Visa gift cards to:
Sharleine Eger, Tereena Bartlett, Michel Cayer and Colin Durand
\$250 in Visa gift cards to:
Brett Marit and Kody Spagrud and Basts .

Carried

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Gravel Haul Tender

252/2024 Colby Cairns: That the RM advertise for tender gravel hauling and application contracts on Sask Tenders, to be received for the next regular council meeting.
Carried

Scout Lake Hamlet Allotment for 2025

253/2022 Albert Lavallee That the Scout Lake Hamlet tax revenue allotment for 2025 be set at 70%.
Carried

Board of Revision

254/2024 Scott Kirby: That pursuant to Subsection 220(1) of the *Municipalities Act*, 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, 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, Mick 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 among their numbers.
That pursuant to Subsection 221(1) of the *Municipalities Act*, the RM of Willow Bunch No. 42 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

Development Appeals Board

255/2024 Dale Berner: That pursuant to Subsection 214(1) of the *Planning and Development Act, 2007*, the RM of Willow Bunch No. 42 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025 through to December 31st, 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, Mick 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.
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Carried

Change March Meeting Date

256/2024 Scott Kirby: That the date of the March 2025 meeting be changed to March 18th, 2025 due to conflicting dates with the SARM annual convention.
Carried

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Municipal Revenue Sharing Grant - Declaration of Eligibility

257/2024 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 2023 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System that is 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

Administrator's Holidays

258/2024 Albert Lavallee: That the RM approve the administrator's holidays: Dec. 31st, January 1, 2, 7-9, 23, 24, 27-31 inclusive.

Carried

Subdivision for Proposed Surface Leases 12-5-28 W2 Proposed Subdivision

259/2024 Scott Kirby: That the Council of the RM of Willow Bunch No. 42 advise that the proposed subdivision complies with Zoning Bylaw 2013/06, Section 6.4 (d)(e)(f) and that we are not aware of any land uses in the vicinity that would not be compatible with the intended use of the proposed sites, a servicing agreement is not required, we do not have any facilities that could be affected by the proposed development nor are there any site conditions that make the land unsuitable for the intended use and therefore recommends that Community Planning approve the application for proposed subdivision file SUBD-003993 2024 GV 24-03966

Carried

Correspondence

260/2024 Patrick Bellefleur: That the following correspondence be approved as presented.

- a) CDO Report
- b) RCMP Reports
- c) SARM – Fidelity Bond information
- d) SARM – Excess Liability information
- e) APAS information
- f) Scout Lake Meeting Minutes – Regular and AGM

Carried

Adjournment

261/2024 Dale Berner: That this meeting adjourn. (3:45 p.m.)

REEVE

ADMINISTRATOR

Next Meeting – January 14th, 2025

Carried