

**RURAL MUNICIPALITY OF PLEASANTDALE NO. 398**

**Regular Meeting Minutes**

**February 8<sup>th</sup>, 2024**

**Council Chambers in the Municipal Office Naicam**

Council Members present:

Reeve	Morgan Leigh
Division 1	Ernest Pederson
Division 2	Mark Govan
Division 3	Jennifer Bushby
Division 4	Mike Patterson
Division 5	Helen Meekins
Division 6	Robert Hutchison

Staff Present: Acting Administrator Trevor Peterson

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

**Conflict of Interest Disclosure**

Councillor Bushby declares a conflict with agenda item 14 (a) Code of Ethics Complaint 005/23 and Correspondence item 15 (b) Sask Lotteries Community Grant Program 2025.

**ADOPTION OF AGENDA**

**Adopt Agenda**

**027/24** Meekins/Patterson: That Council adopt the February 8<sup>th</sup>, 2024 regular meeting of Council agenda as amended with the addition of item h) Approach Applications.  
Carried

**MINUTES**

**Approval of Minutes**

**028/24** Pederson/Patterson: That Council approves the minutes for the Regular Council Meeting held January 11<sup>th</sup>, 2024.

Carried

**029/24** Meekins/Pederson: That Council approves the minutes for the Special Meeting held on February 1<sup>st</sup>, 2024 as amended with the change of Budget 2024 appearing before the motion to go in camera at 8:15 pm.

Carried

**FINANCIALS**

**Accounts Payable**

**030/24** Leigh/Meekins: That cheques 4263-4293 General Payables totaling \$56,590.78; and Payroll and Council Indemnity totaling \$3330.92 be authorized for payment ; and the ratification of Electronic Payments 2024-0008 to 2024-0030 totaling \$36,364.05; and Mastercard payments 2024-2027 to 2024-2033 totaling \$427.02.

Carried

**Financial Statement**

**031/24** Meekins/Bushby: That Council approves the Statement of Financial Activities ending January 31<sup>st</sup>, 2024.

Carried

**Bank Reconciliation**

032/24 Bushby/Meekins: That Council approves the Bank Reconciliation for January 31<sup>st</sup>, 2023.

Carried

**REPORTS**

**Reports**

*Patterson/Govan w/ J.P.*

033/24 Meekins/Govan: That Council accept the following verbal reports as presented: Council Division Reports for Divisions 1, 2, 3, 4, 5 and 6; and Reeve Report; and written reports: Acting Administrators Report, Work Orders Report, Policy Review Report and RCMP Report.

Carried

**UNFINISHED BUSINESS**

**Budget**

034/24 Hutchison/Patterson: That Council accepts the 2024 interim budget as presented and attached with no budgeted tax increases. The detailed budget, as entered in munisoft, will be presented at the March Regular Meeting of Council for adoption.

Carried

**NEW BUSINESS**

**Engineering Retainer Tender**

035/24 Hutchison/Pederson: That Administration post an Engineering Retainer Tender on Sask Tenders with a closing date of March 20<sup>th</sup>, with submissions to be reviewed at the April 11<sup>th</sup>, 2024 Regular Meeting of Council.

Carried

**Annual Road Maintenance Agreements**

036/24 Govan/Bushby: That Council enter into Annual road maintenance agreements with the following haulers for 2024: CMI, Greenland Waste Disposal, Prairie North CO-OP, and Curtis Construction and that they abide by the posted road restrictions.

Carried

**Property Tax Discounts for 2024**

037/24 Hutchison/Govan: That Bylaw 16-2022, A Bylaw to Establish Property Tax Incentive and Penalties, remain in place and continuing with the existing incentives and penalties for property taxes.

Carried

**Hiring a Foreman**

038/24 Leigh/Hutchison: That Council approves the Acting Administrator and the HR committee to begin the recruitment process for a Working Foreman, including advertising and interviewing as required.

Carried

039/24 Bushby/Meekins: That the Acting Administrator prepare a hiring package for a working foreman position for Council's review *at the next meeting*

Carried

*J.P. w/*

**Bylaw 01-2024**

- 040/24 Bushby/Patterson: That Council passes First Reading of Bylaw 01-2024, A Bylaw to Authorize Certain Expenditures.  
Carried
- 041/24 Meekins/Govan: That Council passes Second Reading of Bylaw 01-2024, A Bylaw to Authorize Certain Expenditures.  
Carried
- 042/24 Meekins/Bushby: That Council authorizes Third Reading of Bylaw 01-2024, A bylaw to Authorize Certain Expenditures, at the February 8<sup>th</sup>, 2024 Regular Meeting of Council.  
Carried Unanimously
- 043/24 Bushby/Govan: That Council passes Third and Final Reading and adopts Bylaw 01-2024, A Bylaw to Authorize Certain Expenditures.  
Carried

**Ducks Unlimited Agreement**

- 044/24 Patterson/Meekins: That Council approves and enters into the agreement with Ducks Unlimited Canada for the Grant of Easement and Consent for Flooding at NW 30-41-16.  
Carried

**Saskatchewan Municipal Hail Insurance Association Annual Meeting**

- 045/24 Bushby/Meekins: That Council appoints Reeve Morgan Leigh to be the delegate for the Saskatchewan Municipal Hail Insurance Association Annual Meeting held in Regina on Wednesday, March 13<sup>th</sup>, 2024 at Real District in conjunction with the SARM Convention.  
Carried

**Approach Applications**

- 046/24 Leigh/Patterson: That Council approves the approach applications for SE 06-42-16, SW 06-42-16, and SW 34-41-17 with the costs shared as per the approach policy/application.  
Carried

**HUMAN RESOURCES**

**Code of Ethics Complaint 005/23**

Councillor Bushby declared a conflict and left the meeting at 11:45 am.

- 047/24 Meekins/Patterson: That Council goes into camera to discuss the report submitted by Marcy Johnson at 11:45 am.  
Carried
- 048/24 ~~Govan/Patterson~~ Patterson/Govan *MP JSR*: That Council reconvenes in regular session at 11:56 am.  
Carried
- 049/24 Meekins/Patterson: That Council recognizes the need for adhering to the Code of Ethics Bylaw 13-2022, and as such will undertake training to help improve the understanding of how best to embrace and model ethical interactions in their roles as Councillors.  
Carried

Councillor Bushby returned to the meeting at 11:57 am.

*J.P. my*

050/24 Meekins/Patterson: That Council go in camera at 11:57 am.  
Carried

051/24 Bushby/Hutchison: That Council reconvenes in regular session at 12:07 pm.  
Carried

**CORRESPONDENCE**

Councillor Bushby declared a conflict and left the meeting at 12:11 pm. *myl J.P.*

052/24 Meekins/Patterson: That Council allocate the \$~~4,762~~<sup>2025</sup> received from Sask Lotteries to the Town of Naicam and that these funds are to be administered by the Naicam & District Community Council (NDCC). *grant myl J.P.*  
Carried

Councillor Bushby returned to the meeting at 12:15 pm.

053/24 Govan/Patterson: That Council accept and file the correspondence as presented by Acting Administrator Peterson.  
Carried

**Adjournment**

054/24 Bushby/Patterson: That the February 8<sup>th</sup>, 2024 Regular Meeting of Council be adjourned at 12:16 pm.  
Carried



*Marybeth*  
\_\_\_\_\_  
Reeve  
*[Signature]*  
\_\_\_\_\_  
Administrator  
*March 7<sup>th</sup>, 2024*  
\_\_\_\_\_  
Date