

**MINUTES OF THE FIRST MEETING OF COUNCIL OF
THE RURAL MUNICIPALITY OF STANLEY NO.215
HELD ON TUESDAY, DECEMBER 5, 2023
AT THE MUNICIPAL OFFICE AT 238 THIRD AVENUE WEST, MELVILLE, SK**

Present:

| | | | |
|------------------------------|-------------|------------------------------|-----------------------|
| Reeve | Brent Ulmer | Councillor Division 4 | Ryan Halyk |
| | | Councillor Division 5 | Sherri Wlock |
| Councillor Division 2 | Aaron Golly | Councillor Division 6 | Frederick Skorobohach |
| Councillor Division 3 | Blair Frick | Acting Administrator | Rhonda Schmaltz |

Absent:

With notice
Councillor Division 1 Warren Dietrich

Call to Order:

A quorum being present, Reeve Brent Ulmer called the meeting to order at 9:04 am.

Disclosure of Conflict:

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Public Works Operations Report:

Council received monthly report from RM Public Works Supervisor, Landen Gulash.

Agenda:

314/22-23 **SKOROBOHACH:** THAT the agenda for the meeting be approved. Carried Un

Minutes:

315/22-23 **WLOCK:** THAT the minutes of the Regular Meeting of Council, held on November 14, 2023 be adopted as read. Carried Un

Financial Report:

316/22-23 **FRICK:** THAT the financial statement for the month of November 2023 be approved as presented.

317/22-23 **WLOCK:** THAT the list of accounts paid be accepted as presented and that a list of cheques # 10082 – 10102; payroll EFT payments #11222301 – 11222307, #23202301 – 23202304 and #24202301 – 24202304 and EFT payments #1101 - 1112; be annexed hereto and form a part of these minutes. Carried Un

Duff SSA:

318/22-23 **HALYK:** THAT the monthly reports for the Duff Special Service Area Waterworks – Hygienic Use System, be accepted as presented and reviewed. Carried Un

319/22-23 **WLOCK:** THAT the resignation of Loise Thompson be acknowledge and the job be posted on the RM website. Carried Un

Closed Session:

320/22-23 **FRICK:** THAT Council move to a closed session to discuss personnel. Carried Un

In-camera session began at 10:10 am and concluded at 12:18 pm, all Council Members in attendance and Administrator were present.

HR Report:

321/22-23 **SKOROBHACH:** THAT the RM of Stanley offer Jared Ward the position of Full Time Permanent Public Works Operator effective immediately at \$28.50/hour with a 3-month probationary period. Upon successful completion of the probationary period, wage will increase to \$30.00/hour. Carried

Admin Report:

322/22-23 **WLOCK:** THAT Council renews the subscription with the Melville Advance for another 12 months at Carried Un

Correspondence/Communications:

323/22-23 **ULMER:** THAT the correspondence having been read is filed, and the list of correspondence having been read is annexed hereto and forms a part of these minutes. Carried Un

SARM Property Self - Insurance:

324/22-23 **SKOROBHACH:** THAT SARM Property Self-Insurance Schedule be submitted and the policy be acknowledged. Carried Un

HR Items:

325/22-23 **WLOCK:** THAT MuniSoft be contacted to provide support completing all 2023 bank reconciliations at the price of One Hundred and Twenty-Five Dollars per hour. (\$125.00/hour). Carried Un

326/22-23 **HALYK:** THAT all 6 employees receive a Fifty Dollar (\$50.00) Co-op Gift Card as a Christmas Gift from Council Carried Un

327/22-23 **FRICK:** THAT Acting Administrator Rhonda Schmaltz's annual salary be set at Sixty-Two Thousand Seven Hundred Dollars (\$62,700.00) for 2024 which aligns with the SARM RMAA suggested salary increase of 4.5%. Carried Un

SARM Fidelity Bond Self Insurance Program:

328/22-23 **SKOROBOHACH:** THAT Fidelity Bond Self-Insurance Program be purchased at a coverage of 50,000 for Fidelity Bond and 10,000 for Money and Security with a total cost of \$265.00.

Carried Un

Federal Canada Community Buildings Fund Extension:

329/22-23 **WLOCK:** THAT the Federal Canada Community Building Fund – Municipal Gas Tax Funding Agreement change extending the deadline from December 31, 2023 to December 31, 2024 be signed and returned.

Carried Un

2024 Appointments:

330/22-23 **ULMER:** THAT the attached schedule for 2024 Appointments be approved.

Carried Un

Audit Planning and Independence Letter:

331/22-23 **WLOCK:** THAT the Audit Planning and Independence Letter be accepted as presented and that the Letter of Engagement be signed for the year ending December 31, 2023.

Carried Un

Councillor Skorobohach left the meeting at 1:04 pm

Adjournment:

332/22-23 **FRICK:** THAT this meeting now be adjourned at 2:00 pm.

Carried Un

Submitted to Council this 9th day of January, 2024.

Reeve

Acting Administrator

CORRESPONDENCE READ AT THE December 5, 2023 MEETING

| | From | Subject |
|---|-------------------------------|--|
| 1 | Ministry of Agriculture | Annual Report of Municipal Weed Inspection |
| 2 | Grasslands News Group | Christmas & Holiday Greetings |
| 3 | Sask Public Works Association | 2024 Annual Conference |
| 4 | RCMP | CTTS Report |
| 5 | ConX | Free Snow Map |
| 6 | Tornado Hunter – Greg Johnson | Speaking Engagement – Ratepayer Event |