

December 12, 2024

**MINUTES OF THE NEWLY ELECTED COUNCIL OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BARRIER VALLEY NO. 397 HELD AT THE MUNICIPAL OFFICE (100 MAIN STREET, ARCHERWILL SK) ON THURSDAY, DECEMBER 12, 2024 COMMENCING AT 9:00 AM**

Declarations of Office were signed and submitted to the Administrator by Reeve, Wayne Black and by Councilors Lyle Bakken, Kent Knudson, Doreen Seilstad and Donald Reed prior to the commencement of the meeting.

Public Disclosures were signed and submitted to the Administrator by Reeve Wayne Black, Councilors Lyle Bakken, Marlene Carlson, Kent Knudson, Richard Bussell, Doreen Seilstad, Dwayne Sharpen and Don Reed prior to the commencement of the meeting.

PRESENT: REEVE Wayne Black, COUNCILLORS: Lyle Bakken- Division 1, Marlene Carlson – Division 2, Kent Knudson – Division 3, Richard Bussell – Division 4, Doreen Seilstad – Division 5, Dwayne Sharpen – Division 6 , Donald Reed – Division 7 and; ADMINISTRATOR: Glenda Smith.

**DECLARATION OF RESULTS**

The declaration of results of the 2024 general election was presented and read by the Administrator.

PUBLIC HEARING: 9:00 AM

**198/24**

**RECESS**

**KNUDSON:** that the council meeting closes for the public hearing at 9:00 am  
**CARRIED.**

**199/24**

**REOPEN**

**CARLSON:** that the meeting reopens after the public hearing at 9:25 am.  
**CARRIED.**



December 12, 2024

**200/24**

**MINUTES**

**SEILSTAD:** That the minutes of the regular meeting of council held in the municipal office in Archerwill on Thursday, November 7, 2024, be approved as circulated.

**CARRIED.**

**201/24**

**STATEMENT OF FINANCIAL ACTIVITY And BANK RECONCILIATIONS**

**SHARPEN:** That the Statement of Financial Activity and the Bank Reconciliations for the month of November 2024 be accepted as presented.

**CARRIED.**

**202/24**

**ACCOUNTS:**

**BUSSELL:** That the accounts, as listed and attached to, and forming part of these minutes, in amount of \$250,828.93 covered by cheque numbers 12594 - 12646 inclusive, and online release numbers 2024-0053 – 2024-0066, and auto withdrawals 2024-0080 – 2024-0090 inclusive, Payroll 493-498, and Seasonal Payroll 104 -105 be approved for payment. **CARRIED.**

**203/24**

**AMENDING BYLAW ZONING BYLAW 4/20 FIRST READING**

**KNUDSON:** that the amendment to Bylaw 4/20 A BYLAW for Zoning Bylaw be read a second time.

**CARRIED.**

**204/24**

**AMENDING BYLAW ZONING BYLAW 4/20 FIRST READING**

**SEILSTAD:** that the amendment to Bylaw 4/20 A BYLAW for Zoning Bylaw be read a third time.

**CARRIED.**

**205/24**

**LANDFILL/TRANSFER STATION**

**SEILSTAD:** that we acknowledge receipt of the letter from Ministry of Environment on the As-Built Engineering report, Corrective Action Plan Implementation for Historic Landfill Area.

**CARRIED.**

**206/24**

**SARM STD BENEFIT RENEWAL – STAFF, COUNCIL AND VOLUNTEER FIRE FIGHTERS**

**SEILSTAD:** that the 2025 SARM Short term disability benefits be renewed as follows:

1. Employees covered as per their current salary
2. Council covered for \$30,000.00
3. Archerwill & District Volunteer Fire Fighters Covered at the current policy limits.

**CARRIED.**





December 12, 2024

**207/24**

**SARM LTD RENEWAL**

**SEILSTAD:** that the RM employees be covered for 2025 SARM Long Term Disability benefits as per their 2025 Salary. **CARRIED.**

**208/24**

**DECLARATION OF ELIGIBILITY – MUNICIPAL REVENUE SHARING**

**CARLSON:** THAT the Council of the RM of Barrier Valley No. 397 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;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a 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 understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED.**

**209/24**

**SARM H & D BENEFITS RENEWAL**

**SEILSTAD:** that the SARM Health & Dental Coverage be renewed for 2025 at our current levels. **CARRIED.**

**Councilor Carlson left council chambers at 10:00 am in regards to a conflict with being the local SGI Agent.**

**210/24**

**SARM PSIP RENEWAL**

**SEILSTAD:** that SARM's Property Self Insurance Plan renewal for 2025 be approved with the following changes, Dahlton Church 169,000, Office Building 606,000 (as per the appraisals).

**CARRIED.**

**Councilor Carlson returned to chambers at 10:04am**

**211/24**

**SARM LSIP & EXCESS LIABILITY INSURANCE RENEWAL**

**SEILSTAD:** that the municipality agrees to the current base coverage of limit of \$3 million and that the included \$500,000 coverage for Administrative Errors & Omission limit be maintained for SARM's Liability Self Insurance Plan for 2025.

**CARRIED.**





December 12, 2024

**212/24**

**SARM'S FIDELITY BOND RENEWAL**

**SEILSTAD:** that the RM's SARM Fidelity Bond with a coverage limit of \$50,000 and Money Securities coverage limit of \$10,000 be renewed for 2025.

**CARRIED.**

**213/24**

**GRAVEL CRUSH AGREEMENT EXTENSION**

**REED:** that we extend our gravel crushing agreement with Chupa Trucking & Excavating for 3 years with 50,000 yards crushed (over the 3 years) at rate of \$4.50/yard and \$2.00/yard for sand removal at Barford pit.

**CARRIED.**

**214/24**

**ROAD HAUL AGREEMENT**

**BUSSELL:** that the Administrator and Reeve or Deputy Reeve be authorized to authenticate Road Haul Maintenance Agreement 10/24 with RM of Kelvington No. 366 (winter haul).

**CARRIED.**

**215/24**

**ROAD HAUL AGREEMENT**

**REED:** that the Administrator and Reeve or Deputy Reeve be authorized to authenticate Road Haul Maintenance Agreement 11/24 with RM of Lakeside No. 338.

**CARRIED.**

**216/24**

**ROAD HAUL AGREEMENT**

**SEILSTAD:** that the Administrator and Reeve or Deputy Reeve be authorized to authenticate Road Haul Maintenance Agreement 12/24 with RM of Lakeview 337.

**CARRIED.**

**217/24**

**CIVIC ADDRESS REGISTRY SIGNAGE INCENTIVE PROJECT**

**SHARPEN:** that the municipality applies for the Civic Address Registry Signage Incentive Project through Saskatchewan Public Safety Agency.

**CARRIED.**

**218/24**

**TARGET SECTOR SUPPORT INITIATIVE**

**CARLSON:** that the municipality puts in a joint application with the Village of Archerwill to apply for funding through the Target Sector Support Funding for the RM of Barrier Valley No. 397 and the Village of Archerwill for governance and firefighting training.

**CARRIED.**

**219/24**

**PRIVATE DOCK AT WALKWAY 2 LAKEVIEW RESORT**

**CARLSON:** that the municipality will not allow a private dock to be installed at W2 located at Lakeview Resort but would agree to a community dock located on ER2 close to the public boat launch.

**CARRIED.**





December 12, 2024

**220/24**

**BOARD OF REVISION**

**REED:** That Nor-Sask Board Services be appointed as our Board of Revision for 2025 with the following being appointed to our Board of Revision: Glen Neuert, Kirby Fesser, Sabrina Saccucci, Laurie Pilkey and Michael Ligtermoet as Secretary.

**CARRIED.**

**221/24**

**BUILDING OFFICIAL AND BYLAW OFFICER**

**KNUDSON:** That Chris Letendre be appointed as our Building Official and Bylaw Officer for the municipality for the year 2025.

**CARRIED.**

**222/24**

**CONFIRMATION OF ENGAGEMENT FOR AUDIT**

**BAKKEN:** That Reeve Wayne Black is authorized to ratify the confirmation of engagement of Ingram & Yeadon Accountants to conduct the audit of the RM of Barrier Valley No. 397 2024 Financial Statements per the terms as outlined in the engagement letter as reviewed by Council.

**CARRIED.**

**223/24**

**RURAL MUNICIPAL ADMINISTRATOR INTERNSHIP PROGRAM**

**SEILSTAD:** that the municipality applies for the Rural Municipal Administrator Internship Program through SARM and that we hire Shynese Carlson at the annual salary of \$42,000 with benefits for our intern.

**CARRIED.**

**224/24**

**ROSE VALLEY SCHOOL COMMUNITY COUNCIL**

**225/24**

**BLACK:** that the municipality respectfully declines the request from the Rose Valley School Community Council for a donation towards the new playground at the Rose Valley School.

**CARRIED.**

**225/24**

**OVERWEIGHT PERMITS**

**CARLSON:** That Reeve Wayne Black be authorized to issue any overweight permits that may be required in specific circumstances.

**CARRIED.**

**226/24**

**DEPUTY REEVE**

**KNUDSON:** That councilor Marlene Carlson be appointed as Deputy Reeve until November 2025.

**CARRIED.**

A handwritten signature in black ink, appearing to be 'J.S.', located in the bottom right corner of the page.



December 12, 2024

**227/24**

**ROAD BAN COMMITTEE**

**REED:** That the road ban committee for 2025 be councilors Lyle Bakken and Dwayne Sharpen.  
**CARRIED.**

**228/24**

**FIRE WARDENS**

**REED:** That the fire wardens for this municipality for the year 2025 be each councilor for their own division.  
**CARRIED.**

**229/24**

**FIRE CHIEF & FIRE FIGHTERS**

**BUSSELL:** that Steven Christianson be the Fire Chief for 2025, Tye Hagenes – Deputy Chief and Volunteer Fire Fighters: Jeremy Beuermann, Brad, Kelly, Chelsey Christianson, Shauna Etsell, Jody Hagenes, Michael Kohlen, Marlene Lozinski, Duwayne Lupien, Greg Maslin, Reagen McDermid, Warren Patterson, Kevin Prevost, Louise Schweitzer and Dale Wilson.  
**CARRIED.**

**230/24**

**SAFETY COMMITTEE**

**BAKKEN:** that councilors Marlene Carlson, Doreen Seilstad and Rick Bussell be the Safety Committee of the municipality for 2025.  
**CARRIED.**

**231/24**

**FIRE PROTECTION SERVICES**

**KNUDSON:** That the representatives for this municipality on the Archerwill Fire Protection Committee be Don Reed and Marlene Carlson.  
**CARRIED.**

**232/24**

**PEST CONTROL OFFICER**

**SEILSTAD:** that Richard Bussell be the Pest Control Officer for 2025.  
**CARRIED.**

**233/24**

**FINANCIAL COMMITTEE**

**CARLSON:** The council as a whole be the financial committee for this municipality for 2025.  
**CARRIED.**





December 12, 2024

234/24

**NOXIOUS WEED INSPECTOR**

**SHARPEN:** That Rick Bussell be the noxious weed inspector for the municipality for 2025.

**CARRIED.**

235/24

**PUBLIC WORKS COMMITTEE**

**REED:** That the council as a whole be the public works committee for this municipality for 2025.

**CARRIED.**

236/24

**POUND KEEPER**

**BUSSELL:** That Lonnie Bulmer, SE 06-42-14-W2 be appointed as pound keeper for this municipality for 2025.

**CARRIED.**

237/24

**ANIMAL PROTECTION ACT**

**BAKKEN:** That the Administrator be appointed as overseer of the Animal Protection Act for 2025, and that pound keeper Lonnie Bulmer will act as alternate overseer of the Animal Protection Act in her absence.

**CARRIED.**

238/24

**WAPITI REGIONAL LIBRARY**

**KNUDSON:** That Marlene Carlson be appointed to represent this municipality on the Wapiti Regional Library Board in 2025 and Kellie Maslin And Linda Connaroe appointed to the Local Wapiti Archerwill Library Board.

**CARRIED.**

239/24

**TISDALE AND WADENA EMERGENCY MEASURES ORGRANIZATION**

**SEILSTAD:** That Don Reed be appointed to represent this municipality for 2025 on the Tisdale and Wadena Emergency Measures Organization.

**CARRIED.**

240/24

**CEMETERY RECORD KEEPERS**

**CARLSON:** That the following people be appointed to ensure the cemetery records are maintained for 2025:

- Barrier Cemetery –Roger Wallin
- Algrove Cemetery – Linda Wilson
- Lakeside Cemetery – RM
- McKague Cemetery – Linda Higgins
- Dahlton Cemetery – John Wilson
- East Dahlton – Lorne Pederson

**CARRIED.**



December 12, 2024

**241/24**

**MCKAGUE RECREATION BOARD**

**SHARPEN:** That Jack Maslin be appointed to represent this municipality for 2025 on the McKague Recreation Board.

**CARRIED.**

**242/24**

**TISDALE HEALTH CARE TRUST ACCOUNT**

**REED:** That Doreen Seilstad be appointed to represent this municipality for 2025 on the Tisdale Union Hospital Trust Account Committee.

**CARRIED.**

**243/24**

**ROSE VALLEY HEALTH CARE TRUST ACCOUNT**

**BUSSELL:** that Marlene Carlson be appointed to represent this municipality for 2025 on the Rose Valley Health Care Trust Account.

**CARRIED.**

**244/24**

**ONLINE AUTHORIZATIONS**

**BAKKEN:** that the municipality authorizes Councillor Marlene Carlson to be the second signatory for online Memberdirect Payment System and CAFT.

**CARRIED.**

**245/24**

**YEAR END ACCOUNTS**

**REED:** that the Reeve or Deputy Reeve and Administrator be authorized to pay all 2024 accounts as due at year end.

**CARRIED.**

**246/24**

**EMPLOYEE BONUS**

**REED:** That employees of the municipality be given a \$100.00 gift card at year end and \$50.00 gift card to Tyrell Newberry, Garry Schweitzer, Ted Hanson, Jan Scott and Rick Bussell.

**CARRIED.**

**247/24**

**CEMETERY RECORD KEEPER AND CARE TAKER**

**BLACK:** That each cemetery be paid \$100.00 each per annum for record keeping, and \$280.00 per annum for grass cutting.

**CARRIED.**

**248/24**

**ARCHGROVE C & D ARREARS**

**CARLSON:** That the outstanding Archgrove Conservation and Development arrears of taxes be remitted to the Archgrove Conservation and Development Board at year end.

**CARRIED.**

A handwritten signature in black ink, appearing to be 'M. Reed', located in the bottom right corner of the page.





December 12, 2024

249/24

**CLOSED SESSION**

**KNUDSON:** that this meeting be closed to the public for the discussion of Employee salary negotiations at 1:46 PM, with Administrator Glenda Smith leaving the meeting.

**CARRIED.**

250/24

**OPEN MEETING**

**BAKKEN:** that the meeting reopens to the public at 2:28 pm.

**CARRIED.**

**Recommendations to Council from Closed Meeting:**

251/24

**SOUTH GRADER OPERATOR**

**CARLSON:** That Raymond Tremblay be designated south grader operator for the municipality, and be paid a salary of \$70,040.00, plus health, dental benefits and disability benefits for 2025.

**CARRIED.**

252/24

**NORTH GRADER OPERATOR**

**SHARPEN:** That Richard Fedirko be designated north grader operator for the municipality, and be paid a salary of \$70,040.00, plus health, dental benefits and disability benefits for 2025.

**CARRIED.**

253/24

**ADMINISTRATOR WAGES**

**BLACK:** That Administrator Glenda Smith be paid a salary of \$76,000.00 for 2025, plus health, dental and disability benefits.

**CARRIED.**

**Councilor Rick Bussell left the council chambers due to conflict in wage for Pest Control at 2:31 pm**

254/24

**PEST CONTROL OFFICER**

**KNUDSON:** That Richard Bussell be appointed at Pest Control Officer for this municipality for 2025, and be paid at a rate of twenty-four dollars and twenty-five cents (\$24.25) per hour and mileage rate will be set at the January 2025 meeting.

**CARRIED.**

**Councilor Bussell returned at 2:33 pm**



December 12, 2024

**255/24**

**MOWER OPERATOR**

**REED:** That Tyrell Newberry be designated as mower operator for this municipality, and be paid at a rate of thirty dollars (\$30.00) per hour for 2024 plus health, dental and disability benefits.

**CARRIED.**

**256/24**

**WASTE DISPOSAL GROUND OPERATOR**

**BAKKEN:** that we pay the landfill operator at a rate of twenty- one dollars and seventy-five cents an hour (\$21.75/hr) for 2025, and additional ten dollars per Saturday starting during the winter months November to March.

**CARRIED.**

**258/24**

**WAGES SPARE GRADER OPERATOR**

**SEILSTAD:** That Garry Schweitzer be designated as spare grader operator for this municipality, and be paid at a rate of thirty dollars (\$31.00) per hour for 2025.

**CARRIED.**

**259/24**

**WAGES CASUAL EMPLOYEE**

**BLACK:** that Ted Hanson be designated as the casual employee for this municipality, and be paid a rate of thirty dollars (\$30.00) per hour for 2025.

**CARRIED.**

**260/24**

**HOLIDAYS RAY TREMBLAY**

**BAKKEN:** that Ray Tremblay be granted holidays Dec 24, 27 and 31st (will be off from Dec 23 – Jan 1th) clarify if a storm happens during December 24,2024 to January 1,2025; that he has said if it storms he is available to come in.

**CARRIED.**

**261/24**

**2025 REGULAR MEETING SCHEDULE**

**KNUDSON:** that is noted, per the Administrator’s advisory, the next Regular Meeting is January 9,2025, and the annual schedule is as follows: February 13,2025, March 13,2025 (will be changed due to SARM), April 10,2025, May 8,2025, June 12,2025, July 10,2025, August 14,2025, September 11,2025, October 9,2025, November 13,2025 and December 11,2025 as per our Council Procedure Bylaw.

**CARRIED.**

A handwritten signature in black ink, appearing to be 'N. J. ...', located in the bottom right corner of the page.



December 12, 2024

262/24

**NOTICE OF PLANNED PROCUREMENT**

**BUSSELL:** that the RM of Barrier Valley No. 397 intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM), between January – December 2025.

263/24

**CORRESPONDANCE:**

**KNUDSON:** That the following correspondence be accepted as presented and filed

- Canada Community Building Fund – Letter with amount of our payment
- SARM - midterm presentations

**CARRIED.**


264/24

**ADJOURN**

**REED:** That this meeting adjourns at 3:05 PM. and next meeting January 9, 2025

**CARRIED.**

Presented to council this 9 day of <sup>January 2025</sup> ~~December~~, 2024.

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
ADMINISTRATOR

