



RM OF MEADOW LAKE NO.588  
REGULAR COUNCIL MEETING  
DECEMBER 9, 2024  
9:00 AM  
MINUTES

**Present:**

Reeve – Dale Sheppard

Councillors:

Div. 1 – Matthew Roger

Div. 4 – Garry Ratke

Div. 2 – Russ Jones

Div. 5 – Sylvain Cockrum

Div. 3 – Ashley Russell

Div. 6 – Ernie Schwartz

Administrative Officer/CAO – Richard Levesque

Assistant Administrator – Tracy Mysko

Transportation Manager – Nick Zuck

Ernie Dancy, Kris Brander, Blair McLaughlin

The CAO called the meeting to order at 9:00am.

The Reeve and Councillors from Division 1,3 and 5 swore the Oath for election officials.

**Agenda**

233/24

SCHWARTZ

That the Agenda be adopted as a guideline for the meeting.

Carried

**Minutes**

234/24

JONES

That the Minutes from the Regular Council Meeting dated November 4, 2024, be approved as circulated.

Carried

**Manager of Public Works Report**

235/24

RATKE

That the Manager of Public Works report for the month of November 2024 be received.

Carried

**CAO Report**

236/24

ROGER

That the CAO report for the month of November 2024 be received.

Carried



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237/24      **Reports**  
              JONES  
              That the Building Permit report and Receipts report for the month of November 2024 be received.  
Carried

238/24      **Reports**  
              SCHWARTZ  
              That the Grader and Maintenance report for the month of November 2024 be received.  
Carried

Ernie Dancy requested information on what the costs would be to do a portion of his roadway with a road stabilization product.

239/24      **Ski Chalet**  
              RATKE  
              That resolution 224/24 be rescinded and that RM of Meadow Lake allocate \$6,500 from the Municipal Reserve Trust account for the Nordic Ski Club Chalet renovations.  
Carried

240/24      **Insurance**  
              RATKE  
              That the SARM Fidelity Bond insurance coverage be increased to \$200,000.  
Carried

241/24      **Reports**  
              RATKE  
              That the attached list of appointed Board and Committee members for 2025 be approved.  
Carried



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242/24

**Boards of Revision/Development Appeals Board**  
JONES

That the following members of Western Municipal Consulting Ltd. be appointed to the 2025 Board of Revision and Development Appeals Board.

Board of Revision

That pursuant to Subsection 220(1) of *The Municipalities Act*, RM OF MEADOW LAKE #588 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, Mike 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 from among their numbers.

Secretary

That pursuant to Subsection 221(1) of *The Municipalities Act*, the RM OF MEADOW LAKE #588 appoints Kara Lindal 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.



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Development Appeals Board

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the RM OF MEADOW LAKE #588 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board 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 Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, 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 from among their numbers.

Secretary

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the RM OF MEADOW LAKE #588 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board 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.



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243/24 **Declaration of Eligibility**

ROGER

That the Council of the RM of Meadow Lake No. 588 confirms that the RM of Meadow Lake No. 588 has met all of the eligibility requirements in order to qualify for the Municipal Revenue Sharing grant.

1. That the 2022 Audited Financial Statements have been submitted to the Ministry of Government Relations
2. That the Municipality does not operate a Municipal Waterworks system
3. That the RM of Meadow Lake no. 588 is in good standing with respect to the reporting and remittance of Education Property Taxes
4. That a Council Procedures Bylaw has been adopted
5. That an Employee Code of Conduct policy has been adopted
6. That all members of Council have filed and annually updated their Public Disclosure statements as required

That we understand if any requirements are not met, our Municipal revenue Sharing Grant may be withheld until all requirements are met.

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

Carried

244/24 **Financial Statements**

RATKE

That the November 2024 Financial Statements be approved as presented.

Carried

245/24 **Accounts Payable**

JONES

That the November 2024 Accounts Payable listing with the total amount of \$3,890,177.40 and the November 2024 Payroll with the total amount of \$30,940.13 be approved for payment.

Carried

246/24 **Bylaw 10/24**

JONES

That Bylaw 10/24 a bylaw to regulate and control road usage be introduced and read a first time.

Carried



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- 247/24      **Bylaw 10/24**  
              COCKRUM  
              That Bylaw 10/24, a bylaw to regulate and control road usage, be read a second time.  
Carried
- 248/24      **Bylaw 10/24**  
              ROGER  
              That Bylaw 10/24 a bylaw to regulate and control road usage be given three readings at this time.  
Carried Unanimously
- 249/24      **Bylaw 10/24**  
              RUSSELL  
              That Bylaw 10/24 a bylaw to regulate and control road usage be read a third time and adopted.  
Carried

Kris Brander gave an update on the grading and mowing contracts.

- 250/24      RATKE  
              That council goes in camera to discuss issues concerning budget, planning and items covered by the privacy act at 10:30 am.  
Carried
- 251/24      RATKE  
              That the in camera meeting end at 11:20 am.  
Carried
- 252/24      **Adjournment**  
              COCKRUM  
              That the meeting be adjourned at 11:21 am.  
Carried

  
\_\_\_\_\_  
CAO

  
\_\_\_\_\_  
REEVE



## **BYLAW 10/24**

### **RURAL MUNICIPALITY OF MEADOW LAKE #588**

#### **A BYLAW TO REGULATE AND CONTROL USAGE AND WORK DONE IN OR ON MUNICIPAL ROADS AND RIGHT OF WAYS**

**The Council of the Rural Municipality of Meadow Lake #588, in the Province of Saskatchewan, enacts this Bylaw 10/24 as follows:**

#### **Short Title**

1. This Bylaw may be referred to as the Roads Bylaw

#### **Definitions**

2. In this Bylaw:
  - a. "Council" means the Council of the Rural Municipality of Meadow Lake #588;
  - b. "Designated Officer" means an employee or agent of the Municipality appointed by Council to act as a municipal inspector for the purposes of this Bylaw;
  - c. "Municipality" means the Rural Municipality of Meadow Lake #588;
  - d. "emergency" means a situation in which there is imminent danger to public safety or of serious harm to property; and
  - e. "municipal road" means a street or road under the direction, control and management of Council by virtue of Section 12 of The Municipalities Act.
3. For greater certainty, the term "municipal road" when used in this Bylaw includes any land that is part of the original road allowance or the subject of a registered road plan.

#### **Encumbering of Roads**

4. No person shall place or leave on or within any municipal road any earth, stones, rubbish, fences or other objects without the express permission of Council.
5. No person shall remove gravel or any other surface material from a municipal road without the permission from the Municipality.
6. No person shall remove, alter or damage any signage or sign posts on a municipal road.

#### **Excavations on Roads**

7. No person shall make any excavations on or within any municipal road without the express permission of Council

#### **Enforcement of Bylaw**

8. The administration and enforcement of this Bylaw is hereby delegated to the Designated Officer. If no designated officer has been appointed, then the Administrator of the Rural Municipality is the Officer.

#### **Order to Remedy Contravention**

9. If a Designated Officer finds that a person has contravened paragraphs 4,5 or 6 of this Bylaw, the Designated Officer may, by written order, require the person to remedy the contravention.
10. The written order shall state:
  - a. What is to be done to remedy the contravention;
  - b. The time within which the person must comply with the direction; and
  - c. That if the person does not comply with the direction within the time specified, the Municipality may do what is required to be done at the expense of the person.



**Service of Orders**

- 11. Orders given under this Bylaw shall be serviced in accordance with section 390 of The Municipalities Act.

**Municipality Remediating Contravention**

- 12. In the even an order issued pursuant to section 6 of this Bylaw is not complied with within the time specified, the Municipality may take whatever actions or measures are necessary to remedy the contravention.
- 13. In an emergency, the Municipality may take whatever actions or measures are necessary to eliminate the emergency, in accordance with section 367 of The Municipalities Act.

**Recovery of Unpaid Expenses and Costs**

- 14. Any expenses incurred by the Municipality in remediating a contravention of section 4, 5, 6 or 7 of this Bylaw, may be recovered by civil action for debt in a court of competent jurisdiction.
- 15. The Municipality may add any costs incurred in eliminating an emergency to the tax roll of any property in the Municipality in respect of which the person who caused the emergency is the assessed person, in accordance with section 369 of The Municipalities Act.

**Offences and Penalties**

- 16. No person shall:
  - a. Fail to comply with an order made pursuant to this Bylaw;
  - b. Obstruct or interfere with any Designated Officer or any other person acting under the authority of this Bylaw; or
  - c. Fail to comply with any other provision of this Bylaw.
- 17. Every person who contravenes any provision of section 16 is guilty of an offence and liable on summary conviction:
  - a. In the case of an individual, to a fine of not more than \$10,000;
  - b. In the case of a corporation, to a fine of not more than \$25,000; and
  - c. In the case of a continuing offence, to a maximum daily fine of not more than \$2,500.00 per day.


- 18. Bylaw 08/07 is hereby repealed.

**Coming Into Force**

- 19. This Bylaw shall come into force on the day of its final passing.

Seal



  
 \_\_\_\_\_  
 Reeve

  
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 CAO

Introduced and read a first time this 9th day of December, 2024  
 Read a second time this 9th day of December, 2024  
 Read a third time and adopted this 9th day of December, 2024



**RM of Meadow Lake #588**  
**Statement of Financial Activities - Summary**  
For the Period Ending November 30, 2024

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
<b>Revenues</b>			
Taxation	13,500.47	5,230,903.08	5,208,500.00
Fees and Charges	18,301.83	117,043.67	113,681.00
Maintenance and Development Charges	50,000.00	74,321.81	55,000.00
Grants	56,055.00	1,388,022.31	961,012.00
Grants in Lieu of Taxes		69,736.54	81,073.00
Investment Income and Commissions	26,158.47	426,339.66	332,478.00
<b>Total Revenues:</b>	<b>164,015.77</b>	<b>7,306,367.07</b>	<b>6,751,744.00</b>
<b>Expenditures</b>			
General Government Services	49,278.85	696,413.03	957,641.00
Protective Services	17,131.52	337,991.25	348,861.00
Transportation Services	3,589,395.00	8,649,624.40	4,522,500.00
Environmental Health Services	4,977.20	140,651.44	99,000.00
Planning and Development Services	718.20	19,583.37	35,000.00
Recreation and Cultural Services	925.00	232,340.54	228,685.00
<b>Total Expenditures:</b>	<b>3,662,425.77</b>	<b>10,076,604.03</b>	<b>6,191,687.00</b>
<b>Change in Net Financial Assets</b>	<b>(3,498,410.00)</b>	<b>(2,770,236.96)</b>	<b>560,057.00</b>
<b>Operating Surplus/Deficit (Chg in Net Asst)</b>	<b>(3,498,410.00)</b>	<b>(2,770,236.96)</b>	<b>560,057.00</b>
Transfers			
<b>Account Balances</b>	<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>
<b>Cash &amp; Investments</b>			
<b>Cash</b>			
Cash - On Hand - Petty Cash.			200.00
Cash - Bank - Demand - CIBC	(3,459,448.96)	(4,598,612.60)	(2,721,088.32)
Cash - Savings Acct - CIBC		(4,256,192.92)	18,952.03
Cash - Bank - Business Save - CU		1,130,425.79	1,209,949.41
Cash - Bank - Membership - CU		2,352.29	5,529.49
CIBC High Interest Savings	20,441.65	5,120,965.87	5,120,965.87
GIC - Trans. Equip - Acct 9742 CU			160,000.00
GIC - Office - Acct 6966 CU		(116,616.25)	
GIC - Fire Protection Acct 9775 CU		(121,040.79)	
GIC - Road Mtce Agree Acct 3285 CU		(402,200.00)	
GIC - Municipal Reserve Acct 49809 CU			47,335.64
GIC SWHL - Acct 49791 CU			50,408.71
GIC RMA - Acct 756958 CU		(841,839.92)	
GIC Water Drainage - Acct 763277 CU		4,710.32	106,014.45
GIC SALE 97-5199374-0027CIBC			833,000.00
GIC SALE 97-5199374-0035CIBC			833,000.00
GIC RMA 97-5199374-0043CIBC			800,000.00
GIC Land Sale 97-5199374CIBC		(397,146.50)	
GIC-Fire Prot Acct 49825CU		(186,000.00)	
<b>Municipal</b>			
Municipal - Tax Receivable - Current	(392,206.21)	892,336.71	1,354,525.91
<b>Change in General Surplus</b>	<b>(7,329,623.52)</b>	<b>(6,539,094.96)</b>	<b>7,864,150.19</b>

Report Date  
2024-12-02 2:35 PM

**RM of Meadow Lake #588**  
**Statement of Financial Activities - Summary**  
For the Period Ending November 30, 2024

Current   Year To Date   Budget

Certified correct and in accordance with the records

Presented to council on

Dec 9, 2024

  
\_\_\_\_\_  
Richard Levesque  
CAO

  
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Dale Sheppard  
Reeve