

**RM OF MOOSE CREEK NO. 33**

Minutes of the regular meeting of the Council of the R.M. of Moose Creek No. 33 which was held in the RM office, 118-5<sup>th</sup> Street, Alameda, SK on Wednesday, December 14<sup>th</sup>, 2022 at 9:00am.

**PRESENT:** Kelvin Luedtke            Reeve  
Reed Gibson                    Division 2 (9:06am)  
Kim Dietze                      Division 4 (9:08am)  
Melissa Gervais               Division 4  
Jeff Humphries                Division 5  
Tyler McLean                  Division 6  
Sentura Freitag                Chief Administrative Officer  
Jennifer McNabb               Office Assistant  
Kirk Brooks                    Foreman

**ABSENT:**    Jeremy Nielsen            Division 1

**CALL TO ORDER:**

This meeting was called to order by the Reeve at 9:08A.M.

**DECLARATION OF CONFLICT OF INTEREST:**

Councillors Dietze and Gervais declared a conflict of interest in regards to discussion regarding advertising the mowers as they or their families may be interested in purchasing them. They left the council chambers at 2:48pm and returned at 2:50pm.

**FOREMAN UPDATE 9:08AM-11:02AM**

The CAO and Assistant Administrator left the council chambers at 9:45am. The foreman remained.

The CAO and Assistant Administrator returned to the council chambers at 10:15 for the delegation.

**DELEGATION:**

Jordan Kasecki, Chamney Crushing attended at 10:15am – 10:40am to discuss gravel prices for 2023.

The CAO and Assistant Administrator left the council chambers at 10:40am. The foreman remained.

The Foreman left the council chambers at 11:02am.

The Council broke for lunch from 12:47pm – 1:11pm

The CAO returned to the council chambers at 2:02pm. The Assistant Administrator returned to the council chambers at 2:07pm.

*Wages  
2023*

**290/22 Dietze:**

That staff wages shall be the following effective the first pay-period in 2023. Furthermore, all increases shall be rounded up to the nearest \$0.05.

Kirk Brooks	\$43.30 per hour (6.6% SK cost of living increase)
Chris Fee	\$37.35 per hour (6.6% SK cost of living increase)
Larry Schnell	\$33.45 per hour (6.6% SK cost of living increase)
Shanise Mayer	\$29.85 per hour (6.6% SK cost of living increase, upon return from maternity leave)
Dillon Mathison	\$29.85 per hour (6.6% SK cost of living increase)

Jason Carritt	\$28.00 per hour
Blair Young	\$28.00 per hour (6.6% SK cost of living increase plus \$0.25/hour increase)
Jeremy Burness	\$25.00 per hour (6.6% SK cost of living increase plus \$1.55/hour increase)
Tanner Morrow	\$20.00 per hour (6.6% SK Cost of living increase plus \$0.80/hour increase)
Michelle Needham	\$29.25per hour (6.6% SK cost of living increase)
Jennifer McNabb	\$59,451 yearly salary
Sentura Freitag	\$92,000 yearly salary (Top end of Year 2 of RMAA 'Superior A' Salary Schedule)

**CARRIED**

*Regular minutes*      **291/22 Gibson:**  
That the minutes of the regular meeting of November 22, 2022 shall be approved as read.

**CARRIED**

*HR Committee*      **292/22 Dietze:**  
That the HR committee for 2023 shall be amended to be Reeve Luedtke, Councillors Dietze, and Humphries and CAO Sentura Freitag.

**CARRIED**

*November Statement*      **293/22 Gervais:**  
That the detailed financial report including bank reconciliations for all accounts for the month of November shall be accepted as read, and attached.

**CARRIED**

*Accounts Payable*      **294/22 Humphries:**  
That the statement of payments being, cheques #7184-7217 in the amount of \$376,468.25, Agline payment in the amount of \$236.42, and other online payments in the amount of \$63,206.23 for a total of \$439,910.90 shall be paid and be attached to the minutes.

**CARRIED**

**OLD BUSINESS:**

*Used Mowers Tender*      **295/22 Gibson:**  
That the RM shall advertise the two XH 1500 Shulte Rotary Cutters and two 1400A Shulte Flex Arms for sale in the Carlyle Observer, on FB and the Website as soon as the new mowers arrive. Furthermore, both mowers will be sold in "as is" condition and the RM tender policy shall apply.

**CARRIED**

*Progress #1 Park Rd.*      **296/22 Gibson:**  
That the RM shall pay progress payment #1 to Shaw Earth Moving in the amount of \$219,263.40 plus taxes for road construction lying South of 10-04-02 W2M and East of 10, 03-04-02 W2M.

**CARRIED**

*Engineering Park Rd.*      **297/22 Gibson:**  
That the RM shall pay the invoice in the amount of \$1,815.00 plus taxes from Prairie Road Solutions for engineering services for road construction lying 10-04-02 W2M and East of 10, 03-04-02 W2M.

**CARRIED**

*Gravel Tender #1*      **298/22 Gibson:**  
That the RM shall advertise for tender of gravel stripping, crush and haul of up to 50,000 yds<sup>3</sup> of ¾" road gravel at the pit located at SW 36-02-01 W2M to close on January 10, 2023 at 4:00pm. Furthermore, the tender must stipulate that the bidder is responsible for extraction fees and road maintenance fees, and the RM tender policy shall apply.

**CARRIED**



*Gravel Tender #2*      **299/22 Dietze:**  
That the RM shall advertise for tender of gravel stripping, crush and stock pile of up to 60,000 yds<sup>3</sup> of ¾" road gravel at the pit located at SW 36-02-01 W2M to close on January 10, 2023 at 4:00pm. Furthermore, the RM tender policy shall apply.      **CARRIED**

*Admin Report*      **300/22 Humphries:**  
That the RM shall accept the Administrator's Report as presented.      **CARRIED**

**NEW BUSINESS**

*SE Regional Library fees*      **301/22 Gervais:**  
That the RM shall pay the invoice in the amount of \$3,901.50 from the SE Regional Library for 2023 fees.      **CARRIED**

*Revenue Shr. Declaration*      **302/22 McLean:**  
That the CAO shall submit the Revenue Sharing Eligibility Declaration for 2023 stating that the RM has met all eligibility requirements as follows:  
1. Submission of the Audited Annual Financial Statement to the Ministry;  
2. In good standing with respect to the reporting and remittance of Education Property Taxes;  
3. Adoption of a Council Procedures Bylaw;  
4. Adoption of an Employee Code of Conduct; and  
5. All members of Council have filed and annually updated their Public Disclosure Statements.      **CARRIED**

*Fuel Tender*      **303/22 Gervais:**  
That the RM shall advertise for bulk fuel tender on Sasktenders.ca. The amount should be quoted as "daily rate" less the amount the bidder will discount from the daily rate and any other benefits to the RM shall be stated separately in the bid. Furthermore, the fuel tank shall only be filled upon request and the RM tender policy shall apply.      **CARRIED**

*Corresp.*      **304/22 Gibson:**

- SARM-
  - Bill C-21 and its recent amendments that will criminalize Saskatchewan Residents Overnight
  - Seasons' Greetings from Division One Director Bob Moulding
  - Nomination Calls for the 2023 Lieutenant Governor's Award for Outstanding Service to Rural Saskatchewan
- Southeast Regional Library Newsletter
- Annual SMHI Payment to RM - \$2,350.73 received
- Christmas Newsletter from Choose Life Ministry

That the correspondence having been read shall be filed.      **CARRIED**

*Capital Planning mtg.*      **305/22 Humphries:**  
That the RM council shall meet on Wednesday, January 25, 2023 to discuss the five-year capital works plan.      **CARRIED**



Adjourn 306/22 Gervais:  
3:31pm That this meeting shall adjourn.

**CARRIED**

  
Reeve

  
CAO