

# Resort Village of Pasqua Lake

## Minutes

Regular Council Meeting

January 16, 2024 2:00 pm

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### Present

Mayor Larry Bedel  
Councillor Darrell Neu

Councillor Tina Svedahl  
CAO Caroline MacMurchy

### Absent

Councillor Scott Kerr

### Call to Order

A quorum being present, Mayor Bedel called the meeting to order at 2:03 pm.

### Agenda

24.21 *Neu* - THAT the agenda be approved with addition of use of public reserve. CARRIED

### Minutes

24.22 *Svedahl* - THAT the minutes of the first meeting held January 6, 2024 be approved. CARRIED

### Financial Reports

24.23 *Svedahl* - THAT accounts payable cheques 1 - 4 be approved. CARRIED

### Old Business

#### Provincial Association of Resort Communities of Saskatchewan

24.24 *Neu* - THAT the Resort Village become a full member of the PARCS for a cost of \$425.00 plus tax. CARRIED

### New Business

#### Adopt Public Disclosure Statements

24.25 *Svedahl* - THAT the Resort Village adopt the statement format for council members' public disclosure. CARRIED

#### Frequency of Financial Reporting

24.26 *Svedahl* - THAT the Resort Village review and approve financial reports monthly at the regular council meetings. CARRIED

#### Assessment Agency

24.27 *Neu* - THAT the Resort Village engage Saskatchewan Assessment Management Agency (SAMA) as assessors effective January 1, 2024. CARRIED

#### By-law Enforcement Officers and License Inspectors

24.28 *Neu* - THAT the Resort Village appoint CAO Caroline MacMurchy as the bylaw officer, enforcer and license inspector beginning January 1, 2024. CARRIED

### **Employee Code of Conduct**

- 24.29 *Svedahl* - THAT the Resort Village establish a code of conduct for employees of the municipality that includes conflict of interest rules, and FURTHER that the code of conduct be publicly available. CARRIED

### **Board of Revision Members**

- 24.30 *Neu* - THAT the Resort Village of Pasqua Lake appoint Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh; AND FURTHER THAT the Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter, and 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. CARRIED

### **Board of Revision Secretary**

- 24.31 *Neu* - THAT the Resort Village of Pasqua Lake appoint Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, and FURTHER THAT if Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties, the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. CARRIED

### **Development Appeals Board**

- 24.32 *Svedahl* - THAT the Resort Village of Pasqua Lake appoint Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh; and FURTHER THAT the Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter, AND THAT 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. CARRIED

### **Development Appeals Board Secretary**

- 24.33 *Svedahl* - THAT the Resort Village of Pasqua Lake appoint Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, and FURTHER if Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. CARRIED

**SUMA Benefits**

- 24.34 *Svedahl* -THAT the Resort Village enter an agreement with SUMA benefits program effective January 1, 2024 to provide the following benefits to the employee as a single, and FURTHER that the Resort Village provide the employee with the option to increase coverage to couple or family at the employees expense:
- Life insurance - taxable
  - Long-term disability – plan C
  - Extended health benefits – plan A
  - Vision plan
  - Dental Benefits – plan C
  - Employee Assistance Plan
- CARRIED

**Administrator’s Bond**

- 24.35 *Neu* - Pursuant to section 113(3) of the *Municipalities Act*, THAT the Resort Village review and accept the SUMAssure Premium Summary confirming the Administrator’s bond included in the Crime coverage for a \$500,000 limit, and FURTHER THAT the Chief Administrative Officer be bonded.
- CARRIED

**Banking Tools and Provisions**

- 24.36 *Neu* - THAT the Resort Village accept the following payment types, cheques, cash, e-transfer, and pre-authorized payment, banking vendor: AND FURTHER THAT the Resort Village will supply payment through cheques, online banking, and Village credit card.
- CARRIED

**Window Treatments**

- 24.37 *Svedahl* – THAT the Resort Village order windows blinds from Select Blinds to a maximum of \$1500 plus tax and installation.
- CARRIED

**Use of Public Reserve Lands**

- 24.38 *Neu* – THAT the Resort Village establish an ad hoc committee consisting of [REDACTED], [REDACTED], [REDACTED], and [REDACTED] to explore the use of public reserve lands in the Resort Village, and FURTHER that the committee bring terms of reference to the February 20, 2024 Regular Council Meeting.
- CARRIED

**Bylaws**

**Code of Ethics Bylaw – 1-2024**

- 24.39 *Svedahl* - THAT a first reading be given to Bylaw 1 – 2024.
- CARRIED

**Council Procedures Bylaw – 2-2024**

- 24.40 *Neu* - THAT a first reading be given to Bylaw 2 – 2024.
- CARRIED

**North Valley Waste Management Authority Agreement Bylaw 3-2024**

- 24.41 *Svedahl* - THAT a first reading be given to Bylaw 3 – 2024.
- CARRIED

**Second Reading Bylaw 3-2024**

- 24.42 *Neu* - THAT a second reading be given to Bylaw 3 -2024, *The North Valley Waste Management Authority Agreement Bylaw*.
- CARRIED

**Three Readings at One Sitting**

- 24.43 *Neu* – THAT the Resort Village give three readings to Bylaw 3-2024, *The North Valley Waste Management Authority Agreement Bylaw*, at one sitting. CARRIED UNANIMOUSLY

**Third Reading Bylaw 3-2024**

- 24.44 *Svedahl* – That Bylaw 3-2024 be given a third reading and adopted. CARRIED

**Closed Session of Council**

**In Camera**

- 24.45 *Neu* – That the Council, having issues to discuss regarding personnel, land, and/or legal affairs and negotiations, which are exempt from public discussion under *The Local Authority Freedom of Information and Protection of Privacy Act* and the *Municipalities Act*, go in camera at 3:57 pm. CARRIED

**Regular Meeting**

- 24.46 *Neu* – That the Council resumes the regular meeting at 4:04 pm. CARRIED

- Adjourn** *Neu* – That the meeting be adjourned at 4:08 pm. CARRIED

original signed by  
Mayor Larry Bedel

original signed by  
CAO Caroline MacMurchy