

RURAL MUNICIPALITY OF PLEASANTDALE NO. 398

Special Meeting Minutes

July 31/2023

Council Chambers in the Municipal Office Naicam

Council Members present:

|            |                  |         |
|------------|------------------|---------|
| Reeve      | Morgan Leigh     |         |
| Division 1 | Ernest Pederson  |         |
| Division 2 | Mark Govan       | Regrets |
| Division 3 | Jennifer Bushby  |         |
| Division 4 | vacant           |         |
| Division 5 | Helen Meekins    |         |
| Division 6 | Robert Hutchison |         |

Staff Present: Acting Administrator

Reeve Leigh called the meeting to order at 7:03 p.m.

Conflict of Interest to Declare: Jennifer Bushby Re: Submitted HR Complaint

- 312/23**      **Acting Administrator Trevor Peterson**  
Leigh/Meekins: That Trevor Peterson is appointed as Acting Administrator for the RM of Pleasantdale #398.  
Carried
- 313/23**      **Signing Authority**  
Bushby/Pederson: Motion to remove Michael Hotsko and add Trevor Peterson to any necessary signing authorities.  
Carried
- 314/23**      **Mentorship for Trevor Peterson**  
Meekins/Bushby: Motion to Offer \$100/hr to Angie Peake (Administrator for RM of St. Peter), plus mileage at the RM of Pleasantdale rate for once per month in office support as well as support by phone and additional time as deemed necessary until such a time as the Rural Board of Examiners requirements are satisfied.  
Carried
- 315/23**      **Munisoft Training**  
Meekins/Bushby: Motion to pay for munisoft training for office staff.  
Carried
- 316/23**      **Gravel Haul Tender Invoice**  
Meekins/Leigh: Motion to approve the Kirsch invoice for a total of \$93314.07.  
Carried
- 317/23**      **Reject Gravel**  
Pederson/Hutchison: Motion to sell reject gravel to Kirsch for \$5/ton.  
Carried
- 318/23**      **Asset Management RFP**  
Meekins/Leigh: Motion to approve Pinter and Associates Ltd to move forward with the Asset Management proposal upon favourable reference review.  
Carried



319/23 HR  
Meekins/Bushby: Motion to move in camera at 7:40 pm to discuss HR.  
Carried

**Bushby Left the meeting at 7:40pm**

320/23 HR  
Meekins/Hutchinson: Motion to move out of camera at 7:43 pm.  
Carried

321/23 Complaint Referral  
Meekins/Hutchison: Motion to refer complaint 003/23 and 004/23 to Marcy Johnson for investigation.

Carried

**Bushby returned to the meeting at 7:45 pm**

322/23 HR  
Pederson/Meekins: Motion to move in camera at 7:46 pm to discuss HR.  
Carried

323/23 HR  
Pederson/Hutchison: Motion to move out of camera at 8:23 pm.  
Carried

324/23 EMP025  
Leigh/Pederson: Motion for EMP025 to pass probation and increase his wage to \$30/hr.  
Carried

325/23 **Adjourn**  
Hutchison: That this meeting be adjourned at 8:33 p.m.



Morgan Bushby  
Reeve  
[Signature]  
Administrator  
August 10/23  
Date