

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219
HELD AT THE MUNICIPAL OFFICE IN EARL GREY
ON TUESDAY, AUGUST 13TH, 2024**

Present: Reeve Raymond Wild, councillors Jarret Solberg – Division 1, David Ritter – Division 2, Garry Gibson – Division 3, Jessica Van Blaricom – Division 4 (9:22 a.m. arrival), Nolan Fuller – Division 5 (8:37 a.m. arrival), Scott Hegglin – Division 6 and Courtney Huber, administrator.

Call to Order

A quorum being present, Reeve Raymond Wild called the meeting to order at 8:09 a.m.

Closed Session

2024-180 Scott Hegglin – That we move into a closed session to discuss employee personnel. The closed session began at 8:09 a.m.

CARRIED

Present were Raymond Wild, Jarret Solberg, David Ritter, Garry Gibson, Scott Hegglin and Courtney Huber. Legislative authority under clause 17 (1)(d) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Open Session

2024-181 Garry Gibson – That the closed session concludes at 8:20 a.m. and we move back into open session.

CARRIED

Minutes

2024-182 Jarret Solberg – That the minutes of the regular meeting of council held on July 9th, 2024 be approved as circulated.

CARRIED

Financial Report

2024-183 David Ritter – That the administrator's statement of cash receipts, payments and balances for the period ending July 31st, 2024 be accepted as presented.

CARRIED

Councillor Nolan Fuller joined the meeting at 8:37 a.m.

Martin Dust Control

2024-184 Jarret Solberg – That we credit Ron Martin \$138.20 for over application of dust control on the road adjacent to his property.

CARRIED

SARM Survey

2024-185 Jarret Solberg – That we send a letter to SARM regarding the demographic survey that they sent to RM councillors inquiring what the reasoning was for the survey and where the data will be sent to.

CARRIED

Correspondence

2024-186 Scott Hegglin – That the following list of correspondence has been dealt with and may now be suitably responded to and/or filed with the records of the municipality:

- APAS	Re: July & August Ag Matters
- Lumsden RCMP Detachment	Re: June Community Policing Report
- Office of the Prime Minister	Re: Carbon Tax Response Letter
- Ministry of Highways	Re: Hwy 322 Culvert Replacement and Hwy 20 Resurfacing
- Ron Martin	Re: Dust Control Application

CARRIED

Councillor Jessica Van Blaricom joined the meeting at 9:22 a.m.

Misuse of Loraas Bins

2024-187 David Ritter – That we invoice Jason's Plumbing & Heating \$500.00 for misuse of the Loraas bins at the South Transfer Station.

CARRIED

Board and Committee Reports

2024-188 David Ritter – That the following board and committee reports be accepted as presented:

- Administration
 - Last Mountain Regional Landfill
- CARRIED

Operating foreman Kelly Sutter joined the meeting at 9:08 a.m. and provided a report on the following:

- clay sourcing;
- mowing;
- back road repairs;
- Little Church Road bridge; and
- equipment repairs.

Golf Tournament Community Event License

2024-189 Scott Hegglin – That we ratify issuing a community event license to the Eddy Golf Club to hold a golf tournament at the Eddy Golf Course on Saturday, August 10th, 2024 from 11:00 a.m. until 11:00 p.m.

CARRIED

Cowie Land Drainage Project

2024-190 Jarret Solberg – That we approve the land tile drainage project E5-105597 submitted by Shawn & Rodney Cowie for the South half of Sec. 03, Twp. 21, Rge. 21, W2, East half of Sec. 34, Twp. 20, Rge. 21, W2 and the NW Qtr. of Sec. 35, Twp. 20, Rge. 21, W2 after receiving approval from the Water Security Agency, with the exception of the four culvert replacements as Water Security Agency has confirmed that the current infrastructure is sufficient.

CARRIED

Relief Administrator Position

2024-191 Raymond Wild – That we hire Debra Shaw of Swift Current as a contracted relief administrator at \$65.00 per hour plus mileage and accommodations, starting at the end of October, 2024 until November, 2025.

CARRIED

Administrative Assistant

2024-192 Garry Gibson – That we hire Kolbie Marcotte of Sifton as an administrative assistant at \$26.00 per hour plus coverage under the SARM extended health and dental program and further that she serves a three-month probationary period after which a wage review will be conducted.

CARRIED

NW Qtr. of Sec. 29, Twp. 22, Rge. 20, W2 Subdivision

2024-193 Nolan Fuller – That we approve the proposed 48.37-acre residential and agricultural subdivision submitted by Bradley and Genevieve Bougher for the NW Qtr. of Sec. 29, Twp. 22, Rge. 20, W2 and further than no servicing agreement be required as this subdivision abuts a developed roadway.

CARRIED

NE Qtr. of Sec. 12, Twp. 25, Rge. 19, W2 Subdivision

2024-194 Scott Hegglin – That we approve the proposed 12-acre residential subdivision submitted by Jordon and Lorna Hillier for the NE Qtr. of Sec. 12, Twp. 25, Rge. 19, W2 and further than no servicing agreement be required as this subdivision abuts a developed roadway.

CARRIED

Tax Cancellation

2024-195 Jessica Van Blaricom – That due to clause 292(1)(a) of *The Municipalities Act*, we cancel \$6.18 in taxes (\$5.08 municipal and \$1.10 school) for the Ministry of Agriculture on a PT. of the SE Qtr. of Sec. 22, Twp. 20, Rge. 21, W2.

CARRIED

Tax Cancellation

2024-196 Scott Hegglin – That due to clause 292(1)(a) of *The Municipalities Act*, we cancel \$213.29 in taxes (\$164.98 municipal and \$48.31 school) for Jarret and Lori Wilkie on Block A, Plan 102046452.

CARRIED

Fire Fighter Appointment

2024-197 Scott Hegglin – That Cody Wanner be appointed as a Volunteer Fire Fighter for the period of August 1st to December 31st, 2024:

CARRIED

Policies

2024-198 Garry Gibson – That the following policies be adopted and become part of the RM of Longlaketon No. 219 Comprehensive Policy Manual:

PS-001 Fire Protection Operations

TS-001 Supervision of Works & Communication with Employees

TS-002 Duties and Responsibilities of Foreman

TS-003 Duties and Responsibilities of Maintenance Operators

TS-004 Duties and Responsibilities of Seasonal Utility Personnel

TS-005 Sale of Supplies

CARRIED

Accounts for Payment

2024-199 Garry Gibson – The following accounts be approved for payment:

16123	Kennett Ventures	Drill Stem	699.30
16124	Alex Ollinger	Grass Cutting Service	270.00
16125	Auto Parts Plus	Grease & Repair Part	486.84
16126	Bulyea COOP	Shop Supplies & Gas	264.33
16127	Condominium Corporation	2024 Annual Grant	8,001.27
16128	Courtney Huber	BBQ Supplies	114.14
16129	Dionco Sales and Service Ltd.	Culvert & Wheel Assy	15,861.71
16130	Flaman Sales Ltd	Repair Parts	563.93
16131	Graham's Tire Service Ltd.	Flat Tire Repair	554.66
16132	G.W.P. Rodent Products	Oat Bait	7,759.20
16133	Information Services Corp	Tax Enforcement	60.00
16134	JD Industrial Supplies	Safety Supplies & Saw Chain	216.12
16135	Kelly Sutter	Tool Use Compensation & Travel	721.62
16136	Linde Canada Inc.	Cylinder Rental	68.98
16137	Mainline Fleet Service	Repair Parts & Shop Supplies	3,453.48
16138	Mazenc Fuels Ltd	Fuel	43,467.69
16139	Mazergroup - Raymore	Repair Parts	454.75
16140	Ministry of Finance	Road Survey	1,154.40
16141	Minister of Finance	Municipal Policing	64,836.62
16142	Petty Cash c/o Courtney Huber	Postage & Water	28.90
16143	Princess Auto	Shop & Safety Supplies	276.24
16144	Professional Building Inspections	Inspections – July	1,680.00
16145	Pro-Tech Starter & Alternator	Starter Repair	222.78
16146	Redhead Equipment	Repair Parts	321.26
16147	Reiney & Janice Walter	Overpayment of Taxes	512.12
16148	Rema Tip Top Agency Ltd.	Tire Repair Supplies	193.81
16149	SARM	Office & Pest Control Supplies & Insurance	1,681.26
16150	SaskTel (Mobility) 02383974	Shop Mobility	80.48
16151	SaskTel (IBC) 9701037-1	Office Phone	232.02
16152	South Country Equipment	Repair Parts	572.84
16153	Strasbourg Building Supply	Shop Supplies	64.74
16154	Resort Village of Kannata Valley	2 nd Quarter Billing – April to June	3,434.30
16155	Garry Gibson	July Indemnity & Supervision	615.83
16156	Scott Hegglin	July Indemnity & Supervision	413.93
16157	David Ritter	May-July Indemnity & Supervision	1,031.21
16158	Jessica Van Blaricom	July Indemnity & Supervision	261.00
16159	Ray Wild	July Indemnity & Supervision	1,094.20

Online Bill Payment

OBP	Canada Revenue Agency	July Remittance	22,456.06
OBP	Collabria MasterCard	Website, Postage, Council Lunch, Advertising, Office Supplies, Truck Wash & Bridge Repair Supplies	1,230.24
OBP	MEPP	July Remittance	10,819.92
OBP	Minister of Finance – Ed Tax	July Education Remittance	10,050.89
OBP	Saskatchewan Municipal Hail	July Remittance	573.62

Preauthorized Payments:

PAD	Sask Power	Shop	291.86
PAD	Sask Power	Office	168.88

PAD	Sask Power	Edenoste Well NW1423202	140.35
PAD	Sask Power	Hegglin Well NW1023202	138.51
PAD	Sask Power	Herman Well NE0821202	59.63
PAD	Sask Power	Old Fire Hall	80.14
PAD	Sask Power	Street Lights – Rock Ridge	30.90
PAD	Sask Energy	Shop	65.21
PAD	Sask Energy	Office & Old Fire Hall	115.45
PAD	SaskTel	Shop	140.90
PAD	SaskTel	Office	133.93

Payroll:

1265	Scott Digney	Payroll PP 15-2024 – Jun 30 – Jul 13	1,912.40
1266	Ken Flaman	Payroll PP 15-2024 – Jun 30 – Jul 13	1,615.37
1267	Cole Foster	Payroll PP 15-2024 – Jun 30 – Jul 13	1,871.40
1268	Maureen Herman-Wilde	Payroll PP 15-2024 – Jun 30 – Jul 13	828.91
1269	Courtney Huber	Payroll PP 15-2024 – Jun 30 – Jul 13	2,118.14
1270	Dustin Huber	Payroll PP 15-2024 – Jun 30 – Jul 13	1,337.83
1271	Shayne Krochak	Payroll PP 15-2024 – Jun 30 – Jul 13	2,028.03
1272	Gerald Meng	Payroll PP 15-2024 – Jun 30 – Jul 13	2,230.43
1273	Mitchell Nixon	Payroll PP 15-2024 – Jun 30 – Jul 13	1,716.46
1274	Johnathon Schumann	Payroll PP 15-2024 – Jun 30 – Jul 13	1,092.01
1275	Matthew Schumann	Payroll PP 15-2024 – Jun 30 – Jul 13	1,092.01
1276	Kelly Sutter	Payroll PP 15-2024 – Jun 30 – Jul 13	2,204.21
1277	Teresa Sutter	Payroll PP 15-2024 – Jun 30 – Jul 13	1,253.29
1278	Cody Wiers	Payroll PP 15-2024 – Jun 30 – Jul 13	2,202.91
1279	Chad Wilson	Payroll PP 15-2024 – Jun 30 – Jul 13	1,767.62
1280	Scott Digney	Payroll PP 16-2024 – July 14 - 27	1,779.89
1281	Ken Flaman	Payroll PP 16-2024 – July 14 - 27	1,750.48
1282	Cole Foster	Payroll PP 16-2024 – July 14 - 27	1,879.53
1283	Maureen Herman-Wilde	Payroll PP 16-2024 – July 14 - 27	386.13
1284	Courtney Huber	Payroll PP 16-2024 – July 14 - 27	2,118.14
1285	Shayne Krochak	Payroll PP 16-2024 – July 14 - 27	2,019.49
1286	Gerald Meng	Payroll PP 16-2024 – July 14 - 27	1,476.27
1287	Mitchell Nixon	Payroll PP 16-2024 – July 14 - 27	1,626.88
1288	Johnathon Schumann	Payroll PP 16-2024 – July 14 - 27	1,336.11
1289	Matthew Schumann	Payroll PP 16-2024 – July 14 - 27	1,336.11
1290	Kelly Sutter	Payroll PP 16-2024 – July 14 - 27	2,343.75
1291	Teresa Sutter	Payroll PP 16-2024 – July 14 - 27	1,364.19
1292	Cody Wiers	Payroll PP 16-2024 – July 14 - 27	1,961.77
1293	Chad Wilson	Payroll PP 16-2024 – July 14 - 27	1,670.63
1294	Scott Digney	Payroll PP 17-2024 – Jul 28 – Aug 10	1,935.59
1295	Ken Flaman	Payroll PP 17-2024 – Jul 28 – Aug 10	1,775.78
1296	Cole Foster	Payroll PP 17-2024 – Jul 28 – Aug 10	1,733.25
1297	Maureen Herman-Wilde	Payroll PP 17-2024 – Jul 28 – Aug 10	910.56
1298	Courtney Huber	Payroll PP 17-2024 – Jul 28 – Aug 10	2,118.14
1299	Shayne Krochak	Payroll PP 17-2024 – Jul 28 – Aug 10	1,934.02
1300	Gerald Meng	Payroll PP 17-2024 – Jul 28 – Aug 10	1,763.00
1301	Mitchell Nixon	Payroll PP 17-2024 – Jul 28 – Aug 10	1,610.58
1302	Johnathon Schumann	Payroll PP 17-2024 – Jul 28 – Aug 10	1,243.14
1303	Matthew Schumann	Payroll PP 17-2024 – Jul 28 – Aug 10	1,243.14
1304	Kelly Sutter	Payroll PP 17-2024 – Jul 28 – Aug 10	2,296.01
1305	Teresa Sutter	Payroll PP 17-2024 – Jul 28 – Aug 10	1,243.34
1306	Cody Wiers	Payroll PP 17-2024 – Jul 28 – Aug 10	2,043.15
1307	Chad Wilson	Payroll PP 17-2024 – Jul 28 – Aug 10	1,719.06
CARRIED			

Adjourn

2024-200 David Ritter – That this council meeting adjourn. (10:56 a.m.)

CARRIED

REEVE

ADMINISTRATOR

Foreman Report for July/August, 2024

- Posts were cemented in at either end of the Little Church Road bridge and safety cables were installed. The bridge, posts and cables are painted and signs are all installed so the job is now complete.
- Various repairs have been done on all equipment
- North back roads have been mowed and started on the south back roads.
- Grading and gravelling has been ongoing
- We have started fixing soft spots on the main roads and done some repairs to various back roads
- The summer students have been busy keeping the well sites trimmed and mowed and keeping the transfer station sites clean. They have also been cutting trees and picking deadfall on back roads.
- The used texas gate that was purchased for the Hillier gravel pit requires some repairs and replacement pipes which is being done.

Kelly Sutter

Administration Report for July/August, 2024

Follow-up from the July 9th Meeting:

- Notice was posted for the Part-Time Administrative Assistant position and applications were received until August 2nd, 2024.
- A letter was sent to MLA Travis Keisig, Premier Scott Moe, Minister Dustin Duncan, SGI, APAS and SARM regarding the Temporary Foreign Worker Class 1 License Exemption, no response has been received.
- A letter was sent to MLA Travis Keisig, Premier Scott Moe and Minister Bronwyn Eyre inquiring about the Saskatchewan Marshall Service, no response has been received.
- I contacted the Ministry of Highways to set a meeting date to discuss an agreement to upgrade Highway 22 from Earl Grey to Highway 20. We will discuss this at today's meeting.
- I contacted WSA to determine if they conducted a study on the effects of downstream landowners from the Cowie land tile drainage project. This will be discussed at today's meeting.
- L&G Crushing Corp. was informed that they were awarded the Hillier gravel crush for fall of 2024.
- Jordan & Lorna Hillier were sent a gravel agreement to enter into for crushing approximately 15,000 cubic yards in the fall of 2024.
- A Canada Community Building Fund application was completed for a culvert replacement project that occurred in 2014.
- Jordan Schmidt received his letter of approval for a community event license for his wedding.

Other Business Conducted/Updates:

- No building permits were issued in the month of July.
- Taxes were levied and placed in the mail on August 7th
- Interviews were held on July 25th for the Relief Administrator position.
- Interviews were held on August 7th for the Part-Time Administrative Assistant position.
- Darlene Gosling with Southeast College came out on August 6th and met with Kelly, Cody and myself to gather information for developing our Safety Manual.
- We received approval through the Canada Community Building Fund for the installation of fencing at the South Transfer Station and Bryn Mawr Transfer Station.

Messages of Concern/Gratitude

- We received a phone call that there was a Jason's Plumbing & Heating truck and trailer unloading wood, construction material, etc. into the Loraas bins at the South Transfer Station on Sunday, July 28th.
- We received two emails from neighbouring land owners of Block E, Plan 102194322 regarding the overgrown Absinthe on the property.

Courtney Huber

Last Mountain Regional Landfill Report for July/August, 2024

- July 31st in Island View
 - o The Income Statement, Balance Sheet, Bank Reconciliation, and List of Accounts Payable for July were approved.
 - o The summer has been very busy at the Landfill, one demo was received from within the RM of McKillop No. 220.
 - o Our GST status has again been approved and payment is forthcoming
 - o We have been approved by GH Environment for pit cover product. We will now be on a regular receiving schedule with Super B's bringing in reclaimed soil.
 - o We received a donation from Evraz for a large quantity of pipe for rebuilding our fence.
 - o The next meeting is in the RM of Last Mountain Valley No. 250 on August 28th.

Raymond Wild