

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, JANUARY 10, 2023

Present: Reeve Raymond Wild, councillors Jarret Solberg – Division 1, David Ritter – Division 2, Garry Gibson – Division 3, Scott Hegglin – Division 6 and Courtney Huber, administrator.

Absent: Councillors Jessica Van Blaricom – Division 4 and Brett Tallentire – Division 5

Call to Order

A quorum being present, Reeve Raymond Wild called the meeting to order at 9:01 a.m.

Closed Session

2023-001 Scott Hegglin – That we move into a closed session to discuss council performance. The closed session began at 9:02 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

2023-002 Garry Gibson – That the closed session concludes at 9:14 a.m. and we move back into open session.

CARRIED

Minutes

2023-003 Jarret Solberg – That the minutes of the regular meeting of council held on December 13th, 2022 be approved as circulated.

CARRIED

Financial Report

2023-004 Garry Gibson – That the administrator's statement of cash receipts, payments and balances for the period ending December 31st, 2022 be accepted as presented.

CARRIED

Operating foreman Dustin Huber joined the meeting at 9:24 a.m. and provided an update on the following:

- snow removal;
- gravel hauling; and
- equipment repairs.

Brody Bell Wage

2023-005 Scott Hegglin – That we set Brody Bell's wage at \$15.00 per hour for 2023.

CARRIED

Saskatchewan Association of Rural Municipalities

2023-006 Scott Hegglin – That we renew our membership with SARM and pay our 2023 membership fee of \$3,547.65 plus GST.

CARRIED

Rural Municipalities Administrators Association

2023-007 David Ritter – That we renew our membership with RMAA and pay our 2023 membership fee of \$425.00.

CARRIED

Correspondence

2023-008 Garry Gibson – 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:

- | | |
|----------------|---|
| - SARM | Re: December Policy Bulletin, Service Fees, 2023 Membership Fees, Resolution Deadline, 2023 Annual Convention & 2023 SARM Elections |
| - RMAA | Re: 2023 Membership Fee |
| - Lumsden RCMP | Re: Community Policing Report |
| - SMHI | Re: 2022 Premiums & Loss Ratio |

- APAS Re: Updates
 - ECTPC Re: 2022 Executive Meetings & Update
 - Parkland Regional Library Re: Board Members
 - Evolution Training Re: Road Maintenance Training
 - SAMA Re: 2023 AGM
- CARRIED

Board and Committee Reports

2023-009 Scott Hegglin – That the following board and committee reports be accepted as presented:

- Regina District Association of Rural Municipalities Meeting
 - Administration Report
 - Last Mountain Regional Landfill
- CARRIED

2023 Interim Budget

2023-010 David Ritter – That the 2023 interim budget with a deficit balance of \$1,832,700.00, before the tax levy is applied, be adopted, as attached to and forming a part of these minutes, and be signed by the reeve and the administrator.

CARRIED

Perry Subdivision Application

2023-011 Jarret Solberg – That we do not change our position on Mr. Perry’s subdivision application for the NE and SE Qtrs. of Sec. 33, Twp. 20, Rge. 21, W2.

CARRIED

Bill C-21 Advocacy

2023-012 Jarret Solberg – That we forward SARM’s publication along with a letter of support to APAS, the Department of Justice, Moose Jaw – Lake Centre – Lanigan MP Fraser Tolmie and Last Mountain – Touchwood MLA Travis Keisig regarding advocacy against Bill C-21.

CARRIED

Recess

2023-013 David Ritter – That we recess for lunch at 12:07 p.m.

CARRIED

Reeve Raymond Wild called the meeting back to order at 12:53 p.m.

Council Remuneration and Mileage

2023-014 Garry Gibson – That the following remuneration, indemnity, supervision and mileage rates be paid to council for the year 2023:

- \$240.00 per day for reeve and council for regular council meetings, all day committee and board meetings and reeve’s supervision of office;
- \$35.00 per hour for reeve and council for supervision of public works;
- \$240.00 per day for attending convention or all-day meetings away from the municipality with a \$80.00 per day meal allowance and all accommodation expenses be paid by the municipality;
- \$120.00 per meeting for evening meetings attended by council and for any of these meetings lasting in excess of 4 hours, council will be paid \$25.00 per hour for each additional hour;
- \$0.70 per kilometer for all municipal travel, which includes all approved administration and road workers travel; and
- \$20.00 per month for phone usage.

Further that these rates apply to any and all teleconference and electronic meetings as well.

CARRIED

Miscellaneous Appointments

2023-015 Scott Hegglin – That the following appointments be approved for the period of January 1st to December 31st, 2023:

Assessor	Courtney Huber	
Development Appeals Board	Kelly Butz	12/31/2023
	Marilyn Gibson	12/31/2024
	Harley Herman	12/31/2025
Development Appeals Board Secretary	Loretta Young	
Building Officials	Professional Building Inspections Inc.	
Development Officer	Courtney Huber	
Volunteer First Responders	Stephen Brewster, Stacey Fiessel, Shirley Mohr & Cassee Kiel	

Fire Chief
Volunteer Fire Fighters

Brad Bougher
Aron Mohr, Matthew McDougall, Shayne Krochak, Dave Schmidt, Brendan Gebhart, Nolan Fuller, Dylan Fiessel, Katlin Fisher, Avery Baker, Kyle Gartner, Kayden Lupanko & Riley Schmidt

CARRIED

Board of Revision Appointment

2023-016 Jarret Solberg – That due to legislative changes, the RM of Longlaketon No. 219 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023 through to December 31, 2023; the remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision:

Tim Lafreniere	Jeff Hutton
Mike Waschuk	Dave Gurnsey
Gordon Parkinson	Murray Dean
Dave Thompson	Stew Demmans
Wayne Adams.	

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.

CARRIED

Board of Revision Secretary Appointment

2023-017 David Ritter – That the RM of Longlaketon No. 219 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary of the Board of Revision for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. 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 purpose of any hearing.

CARRIED

LAFOIP Coordinator

2023-018 Jarret Solberg – That Courtney Huber be appointed as the LAFOIP coordinator for purposes under the Local Authority Freedom of Information & Protection Privacy Act for the year 2023.

CARRIED

Election Officials & Polling Places

2023-019 Scott Hegglin – That Maureen Herman-Wilde be appointed as returning officer, for municipal elections during the year 2023, and honorariums be set at \$20.00 per hour and further that the municipal boardroom be designated as the official polling place for all six divisions in the municipality.

CARRIED

Poundkeeper and Designated Municipal Pound

2023-020 Garry Gibson – That Heath Tallentire, in his absence Brett Tallentire, of Earl Grey be appointed as the municipality’s poundkeeper with all the powers established by *The Stray Animals Act* and with the pound location being Heath’s farm located on the SE-09-23-20-W2. Further, that his rate of pay will be as follows:

Bulls - \$25.00 per day;
Cows and Cow/Calf Pairs - \$15.00 per day;
Feeder Calves - \$10.00 per day;
Horses - \$25.00 per day;
Bison - \$25.00 per day;
Sheep - \$5.00 to \$10.00 per day, depending on size; and
Pigs - \$5.00 to \$10.00 per day, depending on size.

Further that mileage for transporting strays be based on loaded kilometres at the following rates:

Goose Neck/Bumper Pull Stock Trailer - \$3.50 per kilometer; and
Cattle Liner - \$5.00 per kilometer.

CARRIED

Pest Control Officer

2023-021 Jarret Solberg – That we appoint Tom Schmidt as our pest control officer for 2023 and his remuneration be set at \$28.00 plus GST per site visited and further that any additional site visits be paid at \$28.00 per hour, including travel time, plus mileage at \$0.70 per kilometer. Even further that we specify that all inspections must be completed by October 31st.
CARRIED

Custom Work and Rental Rates

2023-022 Garry Gibson – That the following hourly equipment rates will be charged for custom work done by the R.M. of Longlaketon No.219 for municipal ratepayers for the year 2023:

- Dozer \$175.00/hour plus transportation;
- Excavator \$200.00/hour plus transportation;
- Patrols \$200.00/hour for ratepayers and \$225.00/hour for non-ratepayers;
- Scraper \$210.00/hour;
- Packer \$100.00/hour;
- Tractor and Mower \$105.00/hour;
- Payloader \$175.00/hour;
- Skid Steer \$120.00/hour;
- Tandem Truck \$100.00/hour; and
- Semi and Trailer \$175.00/hour.

Minimum custom work charge will be set at \$50.00 and any custom work charges based on time will be used if greater than the minimum charge. In addition to the above custom work rates, all custom work must be approved by the reeve or the councillor. Staff can not authorize any type of custom work in the municipality. Road crew will not perform any custom work of any kind for any ratepayer, without first obtaining a signed contract for custom work from the ratepayer requesting the work.

Rental rate for equipment is as follows (for RM of Longlaketon No. 219 ratepayers only):

- Grass Seeder \$10.00/day or \$1.00/acre, whichever is greater;
 - Eco-Bran Applicator \$10.00/day
 - Tree Planter & Plastic Mulch Applicator \$50.00/day, with a \$200.00 cash deposit
- CARRIED

Weed Inspectors

2023-023 Scott Hegglin – That each councillor be appointed as weed inspector for their own division in the municipality for 2023 being:

- Division 1 – Jarret Solberg;
- Division 2 – David Ritter;
- Division 3 – Garry Gibson;
- Division 4 – Jessica Van Blaricom;
- Division 5 – Brett Tallentire; and
- Division 6 – Scott Hegglin.

CARRIED

Custom Work for Noxious Weeds

2023-024 David Ritter – That the following custom work rates be set up for the year 2023 in regards to the control of noxious weeds within the municipality:

- Mowing with operator \$105.00/hour; and
- Spraying \$105.00/hour.

The R.M. of Longlaketon No. 219 will provide landowners up to \$2,000.00 in contract work and chemical for the spraying of noxious and prohibited weeds. Any spraying conducted after the \$2,000.00 max will be invoiced at our custom work rates. Further that the municipality caps the program at \$20,000.00 of expenses.

CARRIED

Office Services

2023-025 Jarret Solberg – That the following rates will be charged for office services done by the R.M. of Longlaketon No. 219 for the year 2023:

- Photocopying \$0.25/page;
- Faxing (send or receive) \$0.25/page; and
- Minutes (mailed) \$25.00/year.

CARRIED

Administration Bond

2023-026 Garry Gibson – That the administration bond be accepted as presented, with \$100,000 coverage through SARM Fidelity Bond Self-Insurance with a premium of \$225.00 plus PST.

CARRIED

Council Assessable Earnings

2023-027 Jarret Solberg – That the assessable earnings for members of council of the R.M. of Longlaketon No. 219 under the Saskatchewan Workers Compensation Board be set at the minimum industry standards for 2023.

CARRIED

2024 Sask. Lotteries TIP Grant Population Allocation

2023-028 Jarret Solberg – That the allocation for the 2024 Saskatchewan Lotteries Community Grant Program be as follows for the R.M. of Longlaketon No. 219's population of 1096 based on the 2021 census figures:

Earl Grey - 219;
 Southey - 219;
 Siltou - 219;
 Strasbourg - 110;
 Craven - 219; and
 Bulyea - 110.

CARRIED

Westrans Company Cheque

2023-029 Garry Gibson – That we cancel cheque 15440 to Westrans Company due to the repair parts being returned.

CARRIED

Accounts for Payment

2023-030 Garry Gibson – The following accounts be approved for payment:

15393	Garry Gibson	Dec Indemnity & Supervision	742.52
15394	Scott Hegglin	Dec Indemnity & Supervision	637.48
15395	David Ritter	Dec Indemnity & Supervision	507.44
15396	Jarret Solberg	Dec Indemnity & Supervision	529.57
15397	Brett Tallentire	Dec Indemnity & Supervision	353.00
15398	Jessica Van Blaricom	Dec Indemnity & Supervision	396.02
15399	Ray Wild	Dec Indemnity & Supervision	1,020.96
15400	BBJ Five Star Service Inc	Repair Parts	5,257.67
15401	Brendan Weber	Cell Phone Allowance 2022	120.00
15402	Brody Bell	Cell Phone Allowance 2022	40.00
15403	Bulyea COOP	Oil & Shop Supplies	658.72
15404	Cole Foster	Cell Phone Allowance 2022	240.00
15405	Curtis Hicks	Overpayment of Taxes	1,200.00
15406	DMM Energy	Fuel	7,639.80
15407	Earl Grey Longlaketon Fire	Prairie Battery Credit	387.23
15408	Gerald Meng	Cell Phone Allowance 2022	120.00
15409	Industrial Parts & Equipment	Repair Parts	702.40
15410	Information Services Corp	Tax Enforcement	96.00
15411	JD Industrial Supplies	Shop Supplies	31.96
15412	Kelly Sutter	Cell Phone Allowance 2022	240.00
15413	Ken Flaman	Cell Phone Allowance 2022	120.00
15414	Ken Hornung	Cell Phone Allowance 2022	120.00
15415	Lanny Mason	Cell Phone Allowance 2022	140.00
15416	Last Mountain Regional Landfill	Loraas – November 2022	5,688.59
15417	Linde Canada Inc.	Cylinder Rental	78.54
15418	Mainline Fleet Service	Shop Supplies & Filters	433.73
15419	Maureen Herman-Wilde	Mileage 2022	74.24
15420	Mitchell Nixon	Cell Phone Allowance 2022	240.00
15421	Princess Auto	Shop Supplies	389.43
15422	Shane Krochak	Cell Phone Allowance 2022	220.00
15423	Sherwood Co-op Ltd.	Oil	246.26
15424	Teresa Sutter	Mileage 2022	111.36
15425	3DL Land Management	2023 Pit Run Royalties	35,600.00
15426	Agricultural Producers Assoc.	2023 Membership	14,641.01
15427	Courtney Huber	Mileage 2022	638.00
15428	Dionco Sales and Service Ltd.	Repair Part	412.20
15429	DMM Energy	Fuel	6,935.63
15430	East Central Transportation	2023 Membership	500.00

15431	L & M Consulting Services	Gravel Consulting	753.91
15432	Minister of Finance - PST	PST Payable	163.02
15433	Minister of Finance - Pub. Safety	2023 Fire Dispatch Services	2,013.90
15434	MuniSoft	2023 Software & Equipment Maint.	4,337.71
15435	Professional Building Inspections	Inspections - December 2022	626.50
15436	Rural Municipal Administrators	2023 Regular Membership	425.00
15437	SARM	Insurance & Office Supplies	80,643.93
15438	SaskTel (Mobility)	Shop Mobility	80.35
15439	SGI	Registration Renewals	2,590.04
15440	Westrans Company	Repair Parts	1,637.11

Online Bill Payment

OBP	Canada Revenue Agency	December Remittance	10,341.59
OBP	Collabria MasterCard	Website, Xmas Social & Office Supplies, Postage & Convention Accommodations	2,236.88
OBP	M.E.P.P.	December Remittance	7,138.18
OBP	Minister of Finance - Ed Tax	December Education Remittance	74,652.92
OBP	Saskatchewan Municipal Hail	December Remittance	38,919.15

Preauthorized Payments:

PAD	Village of Earl Grey	Shop Water & Sewer	270.00
PAD	Village of Earl Grey	Office Water & Sewer	270.00
PAD	Sask Power	Herman Well NE0821202	50.75
PAD	Sask Power	Shop	773.25
PAD	Sask Power	Office	139.29
PAD	Sask Power	Street Lights - Rock Ridge	30.11
PAD	Sask Energy	Shop	509.24
PAD	Sask Energy	Office	187.49
PAD	Sask Tel	Shop Phone	140.75
PAD	Sask Tel	Office Phone/Fax & Internet	106.54

Payroll:

836	Brody Bell	Payroll PP 26-2022 - Dec 4 - 17	103.13
837	Cole Foster	Payroll PP 26-2022 - Dec 4 - 17	1,226.41
838	Maureen Herman-Wilde	Payroll PP 26-2022 - Dec 4 - 17	992.50
839	Courtney Huber	Payroll PP 26-2022 - Dec 4 - 17	2,223.32
840	Dustin Huber	Payroll PP 26-2022 - Dec 4 - 17	2,088.01
841	Shayne Krochak	Payroll PP 26-2022 - Dec 4 - 17	1,433.83
842	Lanny Mason	Payroll PP 26-2022 - Dec 4 - 17	1,465.85
843	Mitchell Nixon	Payroll PP 26-2022 - Dec 4 - 17	1,515.87
844	Kelly Sutter	Payroll PP 26-2022 - Dec 4 - 17	1,956.26
845	Teresa Sutter	Payroll PP 26-2022 - Dec 4 - 17	1,304.58
846	Cole Foster	Payroll PP 1-2023 - Dec 18 - 31	1,478.00
847	Maureen Herman-Wilde	Payroll PP 1-2023 - Dec 18 - 31	1,049.34
848	Courtney Huber	Payroll PP 1-2023 - Dec 18 - 31	2,012.12
849	Dustin Huber	Payroll PP 1-2023 - Dec 18 - 31	1,760.23
850	Shayne Krochak	Payroll PP 1-2023 - Dec 18 - 31	863.66
851	Mitchell Nixon	Payroll PP 1-2023 - Dec 18 - 31	1,662.39
852	Kelly Sutter	Payroll PP 1-2023 - Dec 18 - 31	1,829.58
853	Teresa Sutter	Payroll PP 1-2023 - Dec 18 - 31	1,338.56

CARRIED

Adjourn

2023-031 Scott Hegglin - That this council meeting adjourn. (1:34 p.m.)

CARRIED

REEVE

ADMINISTRATOR

Foreman Report for December, 2022/January, 2023

- Snow removal around Christmas with the snow storms.
- Did snow removal at the Little Church Road Bridge so the engineers could perform surveying.
- We took a break from hauling gravel over Christmas but have started up again.
- The clutch on the dodge needs to be replaced, we are installing a heavy clutch.

Dustin Huber

RMAA Annual Meeting Report for January, 2023

- 155 plus in attendance
- Nominations were needed to fill the positions of President, Vice President and 4 Director positions (two-1 year terms and two-2 year terms).
- Round table discussions were well received
- Evolution Training presented at the Foreman meeting and discussed grading techniques
 - o Grader should not cut the crown of the road
 - o Blade should be straight on the bottom
 - o Grade should be 4%
 - o Do not stop grading in dry conditions
 - o During snow removal, if you want all snow removed from the road then there will be gravel removed and in the ditch
- Bear Pit Session
 - o 7% max tax on commercial property
 - o SARM is using a company called H&K to lobby the Federal Government
 - o 53 municipalities participate in the Regina District Association
 - o RCMP have created a task force to combat the increase in rural crime in South Central Sask., 12 people have been arrested in the first two weeks
 - o Foreign ownership and investments in our natural resources (potash & lithium)
- APAS
 - o Operates without Government funding or money
 - o 50% of their reps are under the age of 45
 - o They talk with farmers and ranchers and act as their voice to try to help with the problems that they are facing
 - o They lobby both Provincial and Federal Governments (CP Rail's lobbyists met with the Federal Government 95 times in 2022)
 - o In 2023 APAS wants to address the livestock producers lack of profitability and make the consumer aware that the livestock producers are not making any more money because of the high prices in the stores
 - o Build coalitions with other Sask. organizations
- SARM Legal
 - o Talked about Council Code of Ethics and employee termination with cause and without
 - o Written contracts with employees was a good idea and a progressive discipline policy and an absenteeism policy
- Community Planning

- Enforcement of Zoning Bylaws, costs are paid by the RM and we still have now way to recover the costs
- Document everything
 - The issue is identified
 - Fact finding (photos of what has been contravened)
 - Discussions with resident (consent letter to enter on the property)
 - Written order, sent by registered mail or delivered in person
- White Butte RCMP
 - Rural policing increase in theft since mid-November (vehicles, firearms, tools and electronics)
 - Trespassing law since implemented has resulted in 4 charges, 1 was dropped and the remaining 3 were fined with a minimum fine of \$25
- Election results:
 - President - Allan Magel
 - Vice President - Alan Krausher
 - Directors: Scott Hegglin, Ernie Gutzke, Calvin Sich, Joe Vilcu & Bob Schmidt
- Next year attendees will have to pre-register due to policy changes at the hotel.
- Sponsorship for the annual meeting was down to about half, being \$3,500, this is thought to be because of there being no meeting for the past 2 years
- Suggestion sheets were mostly positive, negative comments included that there were too many lawyer presentations.

Raymond Wild, David Ritter & Scott Hegglin

Administration Report for December, 2022/January, 2023

Follow-up from the December 13th Meeting:

- I emailed the Southey/Strasbourg RCMP detachment to ask them to send a Community Policing report. It has been sent for presentation at this council meeting.
- The Canada Summer Jobs grant was applied for to obtain reimbursement for the hiring of a summer student.
- I have contacted Fraser Tolmie, MP for the Moose Jaw-Lake Centre-Lanigan constituency, to attend a council meeting but I have not received a response to date.
- I have sent letters to Community Planning regarding the two subdivision applications that were submitted and decided on. Mr. Perry's application will be discussed at this meeting.
- I have completed the Municipal Revenue Sharing declaration so that we will continue to receive the grant.

Other Business Conducted/Updates:

- Dale Gross with the Ministry of Environment has forwarded three shepherd contactor contacts for the grazing of leafy spurge. They will be tendering the provincial contract and will let me know which shepherd is awarded the contract.
- The Year End process was completed last week and went smoothly, I was able to conduct most of the work from home and came to the office to finalize.
- Starting yesterday, January 9th, I will be working in the office every second Monday. If that day falls on a statutory holiday then I will be in on the Tuesday.

Messages of Concern/Gratitude

- June Lepard emailed on December 29th thanking the hard working employees that did the snow removal, it was very much appreciated.
- Jamie Smith emailed on December 29th thanking the maintenance staff for snow removal, on Christmas Day, going above the call of duty.
- Dan VanBuekenhout emailed on December 30th that the access to the Loraas bins at the curve on Grid 641 south of Earl Grey was poor after the snow storm. The bins were inaccessible by vehicle and trenching through the deep snow after having back surgery did not help. He asked for this to be monitored more routinely in order to provide safe access to the bins, especially after a snowfall.

Last Mountain Regional Landfill Report for December, 2022/January, 2023

- December 28th meeting at Bulyea
 - o The Income Statement, Balance Sheet, Bank Reconciliation, and List of Accounts Payable were approved.
 - o Staff performance evaluations were presented by the administration
 - o The assistant administrator resigned, a new one was hired.
 - o We reviewed the Loraas/member operating levy fee structure.
 - o All in all, it was a short meeting and the next meeting will be January 25th.

Raymond Wild