

A regular meeting of the Council of the Rural Municipality of Heart's Hill No. 352 was held in the Municipal Office at 405 Grand Avenue, Luseland, Saskatchewan on November 2, 2023.

CALL TO ORDER:

Reeve Gordon Stang called the meeting to order at 5:05 p.m.

Reeve Gordon Stang, Councillors Keith Rumohr (Div. 1), David Gette (Div. 2), Terrance Kohlman (Div. 3), Blaine Thrun (Div. 4), Jerome Kohlman (Div. 5), and Herb Reichert (Div. 6) completed their Public Disclosure Annual Declarations and filed with the Administrator.

MEMBERS PRESENT:

Reeve Gordon Stang and Councillors Keith Rumohr (Div. 1), David Gette (Div. 2), Terrance Kohlman (Div. 3), Blaine Thrun (Div. 4), Jerome Kohlman (Div. 5-late arrival), Herbert Reichert (Div. 6), Administrator Janelle Franko, and Assistant Administrator Brenda Gintaut.

206/23-AGENDA:

Moved by Reichert THAT Council accept the agenda as presented.

Carried.

DECLARATION OF INTEREST: NONE

207/23-MINUTES:

Moved by T. Kohlman THAT Council approve the content of the Minutes of the Regular Meeting of Council held on October 5, 2023.

Carried.

208/23-DELEGATIONS:

Moved by T. Kohlman THAT Council acknowledge the presence and verbal/written reports:

5:05 p.m. Daniel Fisher, Road Maintenance Foreman

5:35 p.m. Daniel Fisher Departed

5:30 p.m. Bradford Li Pi Shan, Resource Management International Inc.

6:00 p.m. Bradford Li Pi Shan Departed

Carried.

209/23-CLAY BORROW FROM NW 14-35-28W3:

Moved by Thrun THAT Council approve payment to DT Farms Ltd. of Cactus Lake, Sask., in the amount of \$2,284.80 (1,120 yd³ at \$2.04/yd³) for clay borrow from NW 14-35-28W3 for Twp 352.5 road rebuild along the north side of the same quarter.

Carried.

210/23-CLAY BORROW FROM NE 20-35-27W3:

Moved by Thrun THAT Council approve payment to Sieben Farms Ltd. of Denzil, Sask., in the amount of \$1,770.72 (868 yd³ at \$2.04/yd³) for clay borrow from NE 20-35-27W3 to build a road along the west side of the hamlet of Cactus Lake, Sask.

Carried.

COMMUNICATIONS:

211/23-COMMUNICATIONS:

Moved by Gette THAT the following items, having been presented, be filed or dealt with as indicated:

Ministry of Government Relations

Ministry of Highways

S.A.R.M. (Sask. Association of Rural Municipalities)

Plant Health Network

R.C.M.P.

Macklin & District Health Foundation

C.I.B.C.

Fire Underwriters Survey

Municipalities Today

Traffic Count

Rural Dart

Rural Sheaf

Mid-term Convention – Nov. 8 & 9

Fall Newsletter

Quarter 3 Report

Donation Thank You

Commercial Banking

Petition Request

Carried.

Councillor J. Kohlman arrived at the meeting at 6:40 p.m.

Reeve

Administrator

REPORTS OF ADMINISTRATION AND COMMITTEES:

212/23-STATEMENT OF FINANCIAL ACTIVITIES AND LIST OF ACCOUNTS FOR APPROVAL:

Moved by Rumohr THAT Council accept the Statement of Financial Activities for the Month of October 2023 as presented by Administrator Janelle Franko, and List of Accounts for Approval comprising of cheques #7744 to and including #7774, and other payments 435899 to 436152 totalling \$177,054.55, together with Paymate: Payroll Summary Report - Payroll 01- totalling - \$30,885.26 and Payroll Summary Report – Council 02 – totalling \$3,988.00 as attached for approval.

Carried.

213/23-VACATION APPROVAL FOR ADMINISTRATOR:

Moved by Reichert THAT Council approve Administrator Janelle Franko taking November 24 afternoon and December 26 day off as unpaid vacation.

Carried.

214/23-REPORTS OF COMMITTEES:

Moved by J. Kohlman THAT Council accept the following written and verbal reports:

Gravel Exploration: G. Stang, D. Gette, H. Reichert & T. Kohlman

Pioneer Haven: K. Rumohr

West Central Municipal Gov't Committee: K. Rumohr

Luseland Fire Department: B. Thrun & K. Rumohr

Macklin Lake Regional Park: T. Kohlman

Villa Marie: H. Reichert

Macklin & District Medical Clinic: H. Reichert

Carried.

REEVE AND COUNCILLOR FORUM:

UNFINISHED BUSINESS:

NEW BUSINESS:

215/23-CACTUS LAKE HALL RAMP:

Moved by Thrun THAT Council authorize payment in the amount of \$17,760.00 (including \$800 GST & \$960 PST) to Buckin Good Welding of Provost, Alberta, for the Cactus Lake Hall Ramp; and further, THAT Administration be authorized to submit the final report and claim to the Canada Community Revitalization Fund Coordinator for their approved funding for this project.

Carried.

216/23-TARGETED SECTOR SUPPORT FUNDING INITIATIVE:

Moved by Gette THAT the Municipality authorize a letter of support for the R.M. of Kindersley No.290 in their Targeted Sector Support funding application submission for the Central Sask. Municipal Engagement and Asset Mapping Platform Project, with the understanding that the initiative will be cost shared among all partners.

Carried.

217/23-2024 SARM INSURANCE PLANS:

Moved by Rumohr THAT for 2024, Council renew the following policies & benefits:

SARM Liability Self-Insurance Plan - \$3 million coverage

SARM Excess Liability Insurance Plan - \$2 million excess and \$500,000 optional Excess Administrative Errors and Omissions Liability

SARM Property Self-Insurance Policy – changes as noted

Carried.

218/23-2024 CONTRACTS:

Moved by Reichert THAT for 2024, Council renew the following contracts:

Cemetery Custodian – Kellie Demers, no changes

Office Janitor – Brenda Gintaut, no changes

CL Hall Janitor – Tamara Erker, no changes

Carried.

219/23-OFFICE SIDEWALK SNOW CLEARING:

Moved by Reichert THAT Council hire Dennis Obrigewitch to keep the sidewalk clear at 405 Grand Avenue, Luseland, Sask., from November 2023 through April 2024 at a price of \$150 per month, depending upon severity, and with a signed receipt; and further, THAT Administration be authorized to pay Dennis Obrigewitch out of petty cash.

Carried.

Reeve

Administrator

220/23-2024 HOURLY WORKERS WAGES:

Moved by J. Kohlman THAT the 2024 wages for the Municipality’s hourly employees be as follows:

- Daniel Baier \$38.10 per hour (\$1 increase);
- Daniel Fisher \$46.58 per hour (\$1 increase);
- Terrance Loerzel \$35.45 per hour (\$1 increase);
- Ernest Scheck \$39.69 per hour (\$1 increase); and
- Brenda Gintaut \$33.00 per hour (\$1 increase);

Carried.

221/23-2024 ADMINISTRATOR SALARY:

Moved by J. Kohlman THAT the 2024 salary for Administrator Janelle Franko be set at \$92,500 (per annum); and further, THAT Council acknowledge she is entitled to 4 weeks of vacation (per annum).

Carried.

222/23-2024 COUNCIL REGULAR MEETINGS:

Moved by Thrun THAT the regular meetings of Council for 2024 be held in the Municipal Office at 405 Grand Avenue, Luseland, Sask., each month on the first Thursday following the first Monday commencing at 5:00 p.m. local time, with the exception of:

- January meeting moved to Thursday, January 11 at 5:00 p.m.

Carried.

223/23-PUBLIC NOTICE ACKNOWLEDGEMENT:

Moved by T. Kohlman THAT Council acknowledge the Public Notice, dated October 23, 2023, issued by the Administrator, pursuant to Bylaw 3/19 clause 3.1(j), concerning the setting of remuneration for members of Council and for members of Council Committees and other bodies established by Council for the year 2024 at this meeting; and further, THAT the Notice be attached to and form a part of these minutes.

Carried.

224/23-2024 REMUNERATION/ALLOWANCES FOR COUNCIL:

Moved by Gette THAT for the year 2024 the Indemnity, Travel and Meal Allowances for Council be as follows: Regular Council Meetings - \$250.00, Special Council Meetings in Lieu of a Regular Council Meeting - \$250.00, Special Council Meetings - \$200.00, Supervision of Works - \$200.00/day, Committee Meetings, including Convention Attendance - \$200.00/day (All per day allowances are based on an 8 hour day), Travel on Municipal Business - \$0.68/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper - \$23.00 or \$69.00/day.

Carried.

225/23-2024 REMUNERATION/ALLOWANCES FOR EMPLOYEES AND OTHER COMMITTEE APPOINTEES:

Moved by Rumohr THAT for the year 2024 the Indemnity, Travel and Meal Allowances for Employees and other Committee Appointees be as follows:

- Other Committee Appointees: Committee Meetings - \$200.00/day*; and
- Employees (Other than a Scheduled Working Day):
 - Delegated Duties - \$200.00/day*;
 - (*Per day allowance is based on an 8 hour day)
- Travel on Municipal Business - \$0.68/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper \$23.00 or \$69.00/day.

Carried.

226/23-WESTERN MUNICIPAL CONSULTING CONTRACT:

Moved by Reichert THAT Council renew the February 10, 2021, contract with Western Municipal Consulting Ltd., Meota, Sask.

Carried.

227/23-2024 APPOINTMENT-BOARD OF REVISION, SECRETARY:

Moved by J. Kohlman THAT Council appoint Marlene Hassard of Western Municipal Consulting Ltd. of Meota, Sask., as this Municipality’s Board of Revision Secretary for 2024; and further, THAT if Marlene Hassard 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.

228/23–2024 APPOINTMENT-BOARD OF REVISION:

Moved by Thrun THAT Council appoint Western Municipal Consulting Ltd. of Meota, Sask., to manage the Board of Revision for 2024, with the following serving 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, and Jamie Tiessen.

Carried.

229/23–2024 APPOINTMENT-AUDITOR:

Moved by T. Kohlman THAT Holm Raiche Oberg Chartered Professional Accountants P.C. Ltd. of North Battleford, Sask., be appointed as the auditing firm of the Municipality for 2024.

Carried.

230/23-2024 APPOINTMENT–SOLICITOR:

Moved by Gette THAT Council appoint CooperNeil Law Firm of Unity, Sask., as the solicitor for the Municipality for 2024.

Carried.

231/23–FINANCIAL INSTITUTION:

Moved by Rumohr THAT Council continue to conduct all of their 2024 banking business with the Luseland Credit Union Limited; and further, that the Municipality’s signing officers for financial transactions be as follows:

- Administrative staff: the Administrator, or the Assistant Administrator when delegated in the Administrator’s absence; and
- For the Municipality: the Reeve or Deputy Reeve.

Carried.

232/23-MUNICIPAL ELECTION POLLING PLACES:

Moved by Reichert THAT Council name the Cactus Lake Hall, situated on Parcel R, Block G607 in the Hamlet of Cactus Lake, as the Municipality’s polling place for all Municipal elections in 2024.

Carried.

233/23-STRAY ANIMALS ACT ADMINISTRATION:

Moved by J. Kohlman THAT Council appoint the Administrator of the Municipality as the Administrator for the purposes of *The Stray Animals Act* and in their absence, the Assistant Administrator to assume the duties.

Carried.

234/23-RIGHT-OF-WAY COMPENSATION:

Moved by Thrun THAT when any right-of-way is required to be purchased in 2024, that Council offer the landowner, through an Agreement for Sale, a sum of 1.8 times the assessed value per S.A.M.A. titled acre of that parcel of land affected.

Carried.

235/23-LANDOWNER COMPENSATION:

Moved by T. Kohlman THAT the following rates be established for landowner compensation relating to roadwork conducted by the Municipality in 2024:

- Powered and non-powered equipment - According to the current Saskatchewan Farm Machinery Custom and Rental Rate Guide;
- Snow plowing - \$175.00/hour, tractor and rotary plow;
- Sand – \$.75/Yd³;
- Clay – \$2.04/Yd³; and
- Rock – \$2.04/Yd³.

Carried.

236/23-FUEL & GAS REQUIREMENTS:

Moved by Gette THAT Council continue obtaining the Municipality’s fuel, oil and gas requirements from the Delta Co-operative Ltd., Unity, Sask. for 2024.

Carried.

237/23-RENTAL RATES AND SALE OF SUPPLIES:

Moved by Rumohr THAT Council approve the following rates for the rental of Municipal equipment and sale of supplies for 2024:

- Grader - \$155/Hr (plus GST & PST where applicable), minimum ½ hour;
- Terex Scraper - \$200.00/Hr (plus GST & PST where applicable), maximum 1 day per Ratepayer per year;
- Tractor & Mower - \$170.00/HR (plus GST & PST where applicable), minimum ½ hour;
- Cactus Lake Hall – Meetings \$50.00, Hall no Kitchen \$100.00/day, Hall with Kitchen \$125.00, No Stag/Stagette party rentals (All rates plus GST);
- Municipal Maps – RM & Homestead Maps - \$20.00/map, mailed \$25.00/map (GST & PST Included), Ratepayers – 1 free copy; 4 RM Map - \$25.00/map, mailed \$30.00/map (GST & PST Included);
- Bait Stations - \$16.65 (GST & PST Included).

Carried.

238/23-MISCELLANEOUS APPOINTMENTS:

Moved by Reichert THAT Council make the following miscellaneous appointments for 2024:

- Fire Chief – Luseland & District Fire Department Matthew Rumohr;
- Fire Chief – Macklin Fire Department Justin Bast;
- Fire Chief – Major Fire Department Duane Bazylnski;
- Macklin Lake Regional Park Rep Terrance Kohlman;
- KLD Wellness Foundation Rep Keith Rumohr;
- Macklin & District Doctor Recruitment & Clinic Board Rep Herbert Reichert;
- Pioneer Haven Lodge Board Keith Rumohr
- Villa Marie / Golden Twilight Lodge Board Rep Herbert Reichert;
- District 30 ADD Board Rep Jerome Kohlman;
- Luseland & District Fire Protection Board Blaine Thrun & Keith Rumohr;
- Macklin & District Fire Protection Board Rep Blaine Thrun;
- Major & District Fire Board Rep Keith Rumohr & David Gette;
- Luseland Regional Airport Board Rep Blaine Thrun;
- West Central Municipal Gov’t Committee Rep Keith Rumohr;
- SMHI Crop Certification Officer RM #352 Municipal Administrator
- Pest Control Officer (PCO) Dwaine Kopp;
- Plant Health Technical Advisors & Clubroot Officers Tayo Adegeye, Joanne Kwasnicki, Betty Johnson, Katey Makohoniuk, Chelsea Neuberger & Colleen Fennig;
- Weed Inspector Dwayne Kembel; and
- Wheatland Regional Library Board Rep Darlene Rumohr.

Carried.

239/23-COUNCIL APPOINTMENTS AND COMMITTEES:

Moved by J. Kohlman THAT the following Council Appointments and Committees be made:

- Deputy Reeve Blaine Thrun;
- Finance Committee (Payment Vouchers) Any two members of Council, except the signing officers;
- Road Supervision Committee All Council Members;
- Road Restriction Committee Gordon Stang, Terrance Kohlman & Blaine Thrun;
- Gravel Committee Gordon Stang, David Gette, Jerome Kohlman & Herbert Reichert;
- Local Emergency Planning Committee All Council Members;
- Local Emergency Co-ordinator Gordon Stang;
- Local Deputy Emergency Co-ordinator Blaine Thrun;
- OH & Safety Council Committee Keith Rumohr & Herbert Reichert; and
- OH & Safety Representative Dan Fisher.

Carried.

240/23-2023 CHRISTMAS PARTY:

Moved by Thrun THAT the Municipality's 2023 Christmas Party for Council and Staff, including spouses, be Bosses' Night Out Community Christmas Party in the Luseland Community Hall on December 2, 2023, at a price of \$50.00 per person.

Carried.

241/23-ADJOURNMENT:

Moved by Thrun THAT this meeting does now adjourn at 9:20 p.m. this day.

Carried.

Reeve

Administrator