

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 4, 2021.

CALL to ORDER:

Reeve Gordon Stang called the meeting to order at 5:00 p.m.

MEMBERS PRESENT:

Reeve Gordon Stang and Councillors Keith Rumohr, David Gette, Terrance Kohlman, Blaine Thrun (late arrival), Jerome Kohlman and Herbert Reichert. Office staff: Administrator Janelle Franko and Assistant Administrator Brenda Gintaut.

229/21-AGENDA:

Moved by Rumohr THAT Council accept the agenda as presented.

Carried.

DECLARATION OF INTEREST:

230/21-MINUTES:

Moved by Gette THAT Council approve the content of the Minutes of the Regular Meeting of Council held on October 7, 2021.

Carried.

231/21-DELEGATIONS:

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

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

5:15 p.m. Daniel Fisher Departed

5:30 p.m. Daniel and Nickolas Baier, Ratepayers, Arrived

6:00 p.m. Daniel and Nickolas Baier Departed

Carried.

Councillor Blaine Thrun arrived at the meeting at 6:10 p.m.

COMMUNICATIONS:

232/21-COMMUNICATIONS:

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

Ministry of Highways & Infrastructure

SARM

Resource Management Int'l. Inc. & Ruskowski Ent.

Worker's Compensation Board

Enbridge

Winter Weight Season

Weekly Policy Bulletins

P/G #771 Warranty Work

2018, 2019, 2020 Audit Findings

Community Engagement and Safety

Carried.

REPORTS OF ADMINISTRATION AND COMMITTEES:

233/21- STATEMENT OF FINANCIAL ACTIVITIES AND LIST OF ACCOUNTS FOR APPROVAL:

Moved by Gette THAT Council accept the Statement of Financial Activities for the Month of October 2021, as presented by Administrator Janelle Franko, and List of Accounts for Approval comprising of cheques #7076 to and including #7103, and other payments 346660 to 348287 totalling \$289,588.01, together with Paymate: Payroll Summary Report - Payroll 01- totalling - \$24,983.72 and Payroll Summary Report – Council 02 – totalling \$4,046.55, as attached for approval.

Carried.

234/21-SGI PACKAGE POLICY CHANGES:

Moved by J. Kohlman THAT Council authorize Administration changing the excess values on the SGI package policy through D & L Agencies, Luseland, Sask., as per discussion, with the understanding that the change in premium will be prorated.

Carried.

235/21-REPAIR OF THE CACTUS LAKE HALL RAMP:

Moved by Reichert THAT Council approve hiring a contractor to repair the Cactus Lake Hall Ramp and that it be replaced with treated wood.

Carried.

Reeve

Administrator

236/21-PURCHASE OF REPLACEMENT STOP SIGNS FOR P/G #771 AND #676 INTERSECTION:

Moved by Rumohr THAT Administration arrange with Fox Canada, Medicine Hat, Alberta, to upgrade the flashing stop signs at P/G #771 and #676 to a larger size at a cost of \$650.00 plus tax, per sign, plus shipping.

Carried.

237/21-CHANGES TO SARM PROPERTY SELF INSURANCE PLAN:

Moved by Rumohr THAT Council acknowledge Administration’s changes to the SARM Property Self Insurance Plan, removing the old Degelman mower and side arm that were traded in and now insuring the new Bush Hog Mower and Reddi Arm, effective October 20, 2021.

Carried.

238/21-REPORTS OF COMMITTEES:

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

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

Pioneer Haven: K. Rumohr

Luseland Airport: B. Thrun

Macklin Lake Regional Park: T. Kohlman

Villa Marie: H. Reichert

Carried.

REEVE AND COUNCILLOR FORUM:

Reeve Gordon Stang, Councillors Keith Rumohr (Division No. One), David Gette (Division No. Two), Terrance Kohlman (Division No. Three), Blaine Thrun (Division No. Four), Jerome Kohlman (Division No. Five), and Herb Reichert (Division No. Six) completed their Public Disclosure Annual Declaration and filed with the Administrator.

239/21-RNG RD 3290 FARM ACCESS ROAD FENCING COMPENSATION:

Moved by Reichert THAT Council reimburse Aaron Heck an additional \$1,750.00 (as per Municipal Rates 2021: \$5,500.00 x .5 miles - \$1,000.00 paid in October) for fencing compensation for the farm access road construction on Rng Rd 3290 on NW 31-36-28W3.

Carried.

UNFINISHED BUSINESS:

NEW BUSINESS:

240/21-2021 SARM VIRTUAL MID-TERM CONVENTION:

Moved by Thrun THAT the following be authorized to attend the 2021 SARM Mid-Term Convention virtually at the R.M. of Heart’s Hill No. 352 office on November 9, 2021:

- Reeve Gordon Stang Official Delegate;
- Councillor Keith Rumohr Voting Delegate;
- Councillor David Gette Official Delegate;
- Councillor Jerome Kohlman Official Delegate;
- Councillor Herb Reichert Voting Delegate;
- Administrator, Janelle Franko Visiting Delegate; and
- Assistant Administrator, Brenda Gintaut Visiting Delegate;

and further, that the Municipality have the meals locally catered.

Carried.

241/21-ROYAL CANADIAN LEGION #146 DONATION:

Moved by J. Kohlman THAT Council approve a donation of \$100.00 to the Royal Canadian Legion #146, for their Remembrance Day Wreath Campaign.

Carried.

242/21-REVENUE SHARING DECLARATION:

Moved by Reichert THAT the Council of the Rural Municipality of Heart’s Hill No. 352 confirms the Municipality has met the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedure Bylaw;
- Adoption of an Employee Code of Conduct; and

Reeve

Administrator

- All members of Council have filed and annually updated their Public Disclosure Statements, as required;

and further, that Council authorizes the Administrator to submit the Declaration to the Ministry of Government Relations that all of the above criteria are met.

Carried.

243/21-2022 SARM FIDELITY BOND:

Moved by Rumohr THAT for 2022, Council renew the SARM Fidelity Bond Self Insurance Policy with no changes being made from the previous year.

Carried.

244/21-2022 SARM LIABILITY SELF INSURANCE PLAN:

Moved by Gette THAT for 2022, Council renew the standard \$3 Million Liability Self Insurance Plan with SARM.

Carried.

245/21-2022 SARM EXCESS LIABILITY INSURANCE PLAN:

Moved by T. Kohlman THAT for 2022, Council renew the optional \$2 Million Excess Liability Insurance, along with the \$500,000 optional Excess Administrative Errors and Omissions Liability.

Carried.

246/21-2022 SARM PROPERTY SELF INSURANCE PLAN:

Moved by Thrun THAT for 2022 Council renew the SARM Property Self-Insurance Policy complete with the noted coverage changes.

Carried.

247/21-2022 SARM BENEFITS:

Moved by J. Kohlman THAT for 2022, Council renew the SARM benefit package for employees and elected/appointed officials complete with the noted coverage changes.

Carried.

248/21-2022 HOURLY WORKERS WAGES:

Moved by Thrun THAT the 2022 wages for the Municipality's hourly employees be as follows:

- Daniel Baier \$35.00 per hour (\$1.00 increase);
- Daniel Fisher \$43.00 per hour (\$1.00 increase);
- Terrance Loerzel \$32.50 per hour (\$1.00 increase);
- Ernest Scheck \$36.50 per hour (\$1.00 increase);
- Brenda Gintaut \$29.00 per hour (\$1.00 increase); and
- Calvin Giggs \$46.00 per hour (\$1.00 increase).

Carried.

249/21-2022 ADMINISTRATOR SALARY:

Moved by Thrun THAT the 2022 salary for Administrator Janelle Franko be set at \$61,000 (per annum); and further, that Council acknowledge as of October 2021 she is now entitled to 4 weeks of vacation (per annum).

Carried.

250/21-2022 CEMETERY CUSTODIAN CONTRACT:

Moved by Reichert THAT the Cemetery Contract with Kellie Demers, dated March 4, 2019, for the care and maintenance of the Heart's Hill Cemetery be renewed with no changes for 2022.

Carried.

251/21-2022 OFFICE JANITOR CONTRACT:

Moved by Reichert THAT the Office Janitor Contract with Brenda Gintaut, dated January 7, 2021, for the janitorial services for the R.M. of Heart's Hill No. 352 office at 405 Grand Avenue, Luseland, Sask., be renewed with no changes for 2022.

252/21-2022 CACTUS LAKE HALL JANITOR CONTRACT:

Moved by Reichert THAT the Cactus Lake Hall Janitorial Contract with Tamara Erker, dated September 30, 2021, for the janitorial services of the Cactus Lake Hall be renewed with no changes for 2022.

Carried.

253/21-2022 OFFICE SIDEWALK SNOW CLEARING:

Moved by Reichert THAT Council acquire the services of Dennis Obrigewitch to keep the sidewalk clear on both sides of the Municipal office at 405 Grand Avenue, Luseland, Sask., during the 2021-22 winter season at a price between \$15.00 and \$25.00 per snow clearing, depending upon severity, and with a signed receipt; and further, that Administration be authorized to pay Mr. Obrigewitch out of petty cash.

Carried.

Reeve

Administrator

254/21-2022 COUNCIL REGULAR MEETINGS:

Moved by Gette THAT the regular meetings of Council for 2022 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 the January meeting which Administration requested be held on Thursday, January 13, due to time constraints with year-end and new year processing.

Carried.

255/21-PUBLIC NOTICE ACKNOWLEDGEMENT:

Moved by Rumohr THAT Council acknowledge the Public Notice, dated October 25, 2021, issued by the Administrator, pursuant to Clause 3.1(j) of Bylaw No. 3/19, concerning the setting of remuneration for members of Council and for members of Council Committees and other bodies established by Council for the year 2022 at this meeting; and further, that the Notice be attached to and form a part of these minutes.

Carried.

256/21-2022 REMUNERATION/ALLOWANCES FOR COUNCIL:

Moved by Gette THAT for the year 2022 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 - \$175.00, Supervision of Works - \$175.00/day, Committee Meetings, including Convention Attendance - \$175.00/day (All per day allowances are based on an 8 hour day), Travel on Municipal Business - \$0.60/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper - \$23.00 or \$69.00/day.

Carried.

257/21-2022 REMUNERATION/ALLOWANCES FOR EMPLOYEES AND OTHER COMMITTEE APPOINTEES:

Moved by Gette THAT for the year 2022 the Indemnity, Travel and Meal Allowances for Employees and other Committee Appointees be as follows:

- Other Committee Appointees: Committee Meetings - \$175.00/day*; and
- Employees (Other than a Scheduled Working Day):
 - Delegated Duties - \$175.00/day*;
 - (*Per day allowance is based on an 8 hour day)
- Travel on Municipal Business - \$0.60/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper \$23.00 or \$69.00/day.

Carried.

258/21-2022 APPOINTMENT - BOARD OF REVISION, SECRETARY:

Moved by Gette THAT Council appoint Saumya Vaidyanathan, secretary of Western Municipal Consulting, Meota, Sask., as this Municipality's Board of Revision Secretary for 2022.

Carried.

259/21-2022 APPOINTMENT - BOARD OF REVISION:

Moved by Gette THAT Council renew the Board of Revision contract with Western Municipal Consulting, Meota, Sask., hiring them as the Municipality's Board of Revision for 2022, with no changes.

Carried.

260/21-2022 APPOINTMENT - AUDITOR:

Moved by Gette THAT Holm Raiche Oberg Chartered Professional Accountants P.C. Ltd. of North Battleford, Sask., be appointed as the auditing firm of the Municipality for 2022.

Carried.

261/21-2022 APPOINTMENT – SOLICITOR:

Moved by Gette THAT Council appoint CooperNeil of Unity, Sask., as the solicitor for the Municipality for 2022.

Carried.

262/21-FINANCIAL INSTITUTION:

Moved by Gette THAT Council continue to conduct all of their 2022 banking business with the Luseland Credit Union Limited; and further, that the Municipality's signing officers for financial transactions be as follows:

- Administrative staff being any one of the following: Administrator Janelle Franko or Assistant Administrator Brenda Gintaut; and
- For the Municipality any one of the following: Reeve Gordon Stang or Deputy Reeve Blaine Thrun.

Carried.

Reeve

Administrator

263/21-MUNICIPAL ELECTION POLLING PLACES:

Moved by Gette 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 2022.

Carried.

264/21-STRAY ANIMALS ACT ADMINISTRATION:

Moved by T. 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.

265/21-RIGHT-OF-WAY COMPENSATION:

Moved by T. Kohlman THAT when any right-of-way is required to be purchased in 2022, 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.

266/21-LANDOWNER COMPENSATION:

Moved by T. Kohlman THAT the following rates be established for expenditures relating to roadwork conducted by the Municipality in 2022:

- 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.

267/21-FUEL & GAS REQUIREMENTS:

Moved by T. Kohlman THAT Council continue obtaining the Municipality’s fuel, oil and gas requirements from the Delta Co-operative Ltd., Unity, Sask. for 2022.

Carried.

268/21-RENTAL RATES AND SALE OF SUPPLIES:

Moved by T. Kohlman THAT Council approve the following rates for the rental of Municipal equipment and sale of supplies for 2022:

- 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 – In person \$20.00/map, mailed \$25.00/map (GST & PST Included), Ratepayers - 1 free copy;
- 2% Strychnine Gopher Poison - \$14.00/bottle (No GST or PST).

Carried.

269/21-MISCELLANEOUS APPOINTMENTS:

Moved by Reichert THAT Council make the following miscellaneous appointments for 2022 or as indicated:

- Fire Chief – Luseland & District Fire Department Matthew Rumohr;
- Fire Chief – Macklin Fire Department Justin Bast;
- Fire Chief – Major Fire Department Duane Bazylinski;
- 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;
- Luseland Regional Airport Board Rep Blaine Thrun;
- Northwest Heavy Oil Gordon Stang & Janelle Franko;
- West Central Municipal Gov’t Committee Rep Keith Rumohr;

Reeve

Administrator

- SMHIA Annual Meeting Delegate Jerome Kohlman;
- SMHI Crop Certification Officer RM #352 Municipal Administrator
- Pest Control Officer (PCO) Dwaine Kopp;
- Plant Health Officer's & PCO's for Clubroot Katey Makohoniuk, Joanne Kwasnicki, Betty Johnson, Lynne Roszell, Chelsea Neuberger & Colleen Fennig;
- Weed Inspector Dwayne Kembel; and
- Wheatland Regional Library Board Rep Darlene Rumohr.

Carried.

270/21-DEPUTY REEVE APPOINTMENT:

Moved by Rumohr THAT Council appoint Councillor Blaine Thrun as the Deputy Reeve for the Municipality, effective immediately and until his successor is appointed or at the first meeting of Council in November 2022, whichever occurs first.

Carried.

271/21-COUNCIL COMMITTEES:

Moved by Rumohr THAT the following Council Committees and appointments be made:

- 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.

272/21-2021 CHRISTMAS PARTY

Moved by Gette THAT the 2021 Christmas Party for Municipal staff, Council, and their spouses, will be held at the Cactus Lake Hall on December 10, 2021, beginning at 5:30; and further, that Administration be authorized to purchase the food and beverages.

Carried.

273/21- PROGRESS CERTIFICATE #3-GRID 676 SUBGRADE WIDENING & RECONSTRUCTION:

Moved by T. Kohlman THAT Council authorize the holdback payment in the amount of \$89,557.02 (GST + PST included) to Denny Forbes Construction for the completion of Grid 676 Subgrade Widening and Reconstruction Project; and further, that Council authorize the transfer of \$85,522.92 from the Municipality's Road Construction Reserve to the Chequing Account for costs incurred in relation to the Grid 676 Subgrade Widening and Reconstruction Project.

Carried.

274/21-REVOLUTION OIL & GAS CORPORATION APPROVALS, DIVISION 5:

Moved by J. Kohlman THAT Council approve the following projects:

- SE 22-36-27W3 Revolution Oil & Gas Corp.: MLL#21-266 Utilize an Existing Approach;
- SE 22-36-27W3, SW 23-36-27W3 Revolution Oil & Gas Corp.: MLL#21-267 Pipeline ROW.

Carried.

275/21-CALTEX RESOURCES LTD. APPROVALS, DIVISION 6:

Moved by Reichert THAT Council approve the following projects:

- NE 19-36-28W3 Caltex Resources Ltd.: E0892 Pipeline ROW.

Carried.

276/21-STRATHCONA RESOURCES LTD. APPROVALS, DIVISION 5:

Moved by J. Kohlman THAT Council approve the following projects:

- Se 01-36-28W3 Strathcona Resources Ltd.: S092591 Utilize an Existing Approach;
- SE 01-36-28W3 Strathcona Resources Ltd.: S092667 Utilize an Existing Approach.

Carried.

Reeve

Administrator

277/21-STRATHCONA RESOURCES LTD. APPROVALS, DIVISION 6:

Moved by Reichert THAT Council approve the following projects:

NE 34-35-28W3	Strathcona Resources Ltd.: S092600	Utilize an Existing Approach;
NW 28-35-28W3	Strathcona Resources Ltd.: S108458	Utilize an Existing Approach;
NE 02-36-28W3	Strathcona Resources Ltd.: S108718	Utilize an Existing Approach;
SW 12-36-28W3	Strathcona Resources Ltd.: S109016	Construct an Approach.

Carried.

278/21-PLAINS MIDSTREAM CANADA ULC APPROVALS, DIVISION 5:

Moved by J. Kohlman THAT Council approve the following projects:

NW 22-35-27W3	Plains Midstream Canada ULC: 21-09885 GWD 524	Utilize an Existing Approach.
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Carried.

279/21-PLAINS MIDSTREAM CANADA ULC APPROVALS, DIVISION 6:

Moved by Reichert THAT Council approve the following projects:

NW 26-35-28W3	Plains Midstream Canada ULC: 21-09885 GWD 27	Utilize an Existing Approach;
NW 26-35-28W3	Plains Midstream Canada ULC: 21-09885 GWD 54	Utilize an Existing Approach.

Carried.

280/21-ADJOURNMENT:

Moved by Thrun THAT this meeting does now adjourn at 10:34 p.m. this day.

Carried.

Reeve

Administrator