

The first meeting of the Council of the Rural Municipality of Heart's Hill No. 352, following the 2018 General Municipal Election, was held in the Municipal Office at 405 Grand Avenue, Luseland, Saskatchewan on Thursday, November 8, 2018.

CALL to ORDER:

Temporary Administrator, Calvin Giggs called the meeting of Council to order at 5:00 p.m.

Oaths of Office were taken by: Newly Elected Councillor for Division No. Two - David Gette
Incumbent Councillor for Division No. Four – Blaine Thrun
Incumbent Councillor for Division No. Six – Herbert Reichert

The Reeve and Councillors for Division No. One, Three, Four, Five and Six completed their Annual Public Disclosure Declaration, while new Council member for Division No. Two, David Gette, completed his first Public Disclosure Declaration.

MEMBERS PRESENT:

Reeve Gordon Stang and Councillors Keith Rumohr, David Gette, Terrance Kohlman, Blaine Thrun, Jerome Kohlman and Herbert Reichert. Office staff: Temporary Administrator Calvin Giggs and Assistant Administrator, Brenda Gintaut.

Reeve Gordon Stang assumed the Chair.

233/18-AGENDA:

Moved by Gette THAT Council accept the agenda as presented.

Carried.

234/18-MINUTES:

Moved by T. Kohlman THAT Council approve the content of the Minutes of the Regular Meeting held on October 4, 2018.

Carried.

235/18-DELEGATIONS:

Moved by Reichert THAT Council accept the verbal report from:

Dan Fischer

Foreman

Bradford Li Pi Shan

#771 Construction & Misc. Road Repairs

Carried.

236/18-OVERWEIGHT PERMITS:

Moved by Thrun THAT Council set the following fees to be charged for overweight permit requests received by Administration during the 2019 Spring Road Restriction period:

- \$100.00 per single trip; or
- \$300.00 per multi trip.

Carried.

237/18-ASSET MANGEMENT COURSE:

Moved by J. Kohlman THAT Council authorize Administration to close the Municipal Office on Tuesday, November 20, 2018, in order to attend an Asset Management Seminar in North Battleford, Sask.; and further, that the municipality reimburse travel at the employee policy rate and pay the registration fee of \$210.00 for the attendance of the Temporary Administrator and Assistant Administrator.

Carried.

238/18-2019 SARM BENEFITS:

Moved by Reichert THAT Council renew the SARM benefit package for employees and elected/appointed officials for 2019 complete with the noted changes.

Carried.

239/18-2019 SARM LIABILITY SELF INSURANCE PLAN:

Moved by Rumohr THAT for 2019 Council renew the standard \$3 Million Liability Self Insurance Plan with the SARM, including renewing the optional \$2 Million Excess Liability Insurance, along with a \$500,000 limit of optional Excess Administrative Errors and Omissions Liability. Carried.

Reeve

Administrator

240/18-2019 SARM PROPERTY SELF INSURANCE PLAN:

Moved by Gette THAT for 2019 Council renew the SARM Property Self-Insurance Policy complete with the noted changes. Carried.

241/18– SOJOURN ENERGY INC.: Division 4

Moved by Thrun THAT Council approve the following project:
SW 27-35-26W3 Millennium File: SEI #3 Exist Approach
SW 27-35-26W3 Millennium File: SEI #4 Exist Approach
Carried.

242/18– SPHERE ENERGY CORP.: Division 5

Moved by J. Kohlman THAT Council approve the following project:
NW 26-36-27W3 Action File: 3289 Tanks within 75 Metres
Carried.

243/18– CONA RESOURCES LTD.: Division 5

Moved by J. Kohlman THAT Council approve the following project:
NW 7-36-27W3 Cona File: S101007 Exist Approach
Carried.

244/18-COMMUNICATIONS:

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

- | | |
|---------------------------------------|---|
| FCM | Council On-Third Exemption |
| Sask. Highways & Infrastructure | Overweight Permit Fees |
| S.A.R.M. | Weekly Bulletins |
| | Convention Pkge |
| | Clubroot Survey Results |
| | Asset Management |
| | Municipal Bridge Services |
| | Administrator’s Salary Schedule |
| | Short & Long Term Benefit Renewal |
| | Extended Health & Dental Renewal |
| | Standard Liability & Excess Liability Renewal |
| | Property Insurance Coverage Renewal |
| HELP International | 2019 Shelterbelt Tree Program |
| S.A.M.A. | Oil & Gas Storage Tank Assessment |
| Mary Kloster – Royal Lepage | Update the Sale of the Old Office Building |
| Sask. Assoc. of Conservation Officers | Annual Convention – Meadow Lake Apr 26-28/19 |
| Kerrobert Minor Hockey Day | Request Donation |
| Approvals | Division 4 (2) |
| | Division 5 (2) |
| Janet Fisher | Leave Update |
- Carried.

245/18-REPORTS of ADMINISTRATION and COMMITTEES:

Moved by J. Kohlman THAT Council accept the following written and verbal reports:
“Statement of Financial Activities” for the Month of October: Calvin Giggs
“List of Accounts for Approval” comprising of cheques #5944 to and including #5986, and other payments 18754-M to 2264074-M totalling \$1,941,081.56, together with Paymate: Payroll Summary Report - Payroll 01- totalling - \$26,040.39 and Council 02- totalling-\$4,447.85, as attached for approval: Calvin Giggs
Administrator Notes: Calvin Giggs
Gravel Inventory Adjustment: Calvin Giggs/Brenda Gintaut
PFRA Meeting: Brenda Gintaut
Council Meeting Table, Etc.: Brenda Gintaut
KLD Meeting: Keith Rumohr
Pioneer Haven: Gabe Kohlman (Written)
Government Relations Proposed Changes to Property Tax Tools: Calvin Giggs
Carried.

Reeve

Administrator

246/18-COUNCIL CHAMBERS CONFERENCE TABLE:

Moved Thrun THAT Council pay a 50% deposit in the amount of \$5,100.00, plus taxes, to Agora Construction, Kerrobert, Sask. in the construction of a solid oak conference room table for the municipality. Carried.

247/18-KLD FOUNDATION:

Moved by Thrun THAT Council continue the support of the ongoing efforts of the KLD Foundation in their role in identifying and funding the needs of health services in the surrounding communities. Carried.

REEVE AND COUNCILLORS FORUM

248/18-TABLE 0.2KM CONSTRUCTION – S.SW 28-34-27W3:

Moved by Gette THAT Council table the discussion of any road improvements of 0.2Kms of the most westerly portion of the road allowance located S.SW 28-34-27W3 until the March regular meeting of Council. Carried.

249/18-ROAD CONSTRUCTION W. 30-34-27W3:

Moved by Rumohr THAT, in addition to the amount of \$40,000.00 set out in Resolution No. 221/18 of the minutes of the regular meeting held on October 4, 2018, that Council provide a further \$40,000.00, plus applicable taxes, to complete the 1.6Km road construction project located W. 30-34-27W3. Carried.

250/18-HOLDBACK ON 2018 P/G #771 CONSTRUCTION:

Moved by Reichert THAT Council recommend to the municipality's engineer, Resource Management International Inc., to holdback at least \$60,000.00 from the final payment to Torrent Energy in the 2018 notching and widening of 16.5Kms of P/G #771 due to deficiencies as noted by the municipality's engineer. Carried.

UNFINISHED BUSINESS

251/18-CACTUS LAKE WELL DAMAGE RELEASE:

Moved by Rumohr THAT Council release Forbes Bros Ltd. and Shawn L. Kobelsky and Saskatchewan Government Insurance (SGI) from and against all claims, demands, actions and causes of action for \$6,394.32 worth of damages sustained to the municipal well located in the Hamlet of Cactus Lake on November 9, 2017, that was repaired by McAllister Drilling Inc.; and further, that the municipality agrees in paying McAllister Drilling Inc. the refundable portion of GST in the amount of \$301.62. Carried.

252/18-RELEASE HOLDBACK 2017 P/G #680 PAVING PROJECT:

Moved by Rumohr THAT Council release the holdback in the amount of \$35,700.00 to Kowal Construction for the 2017 paving project of P/G #680, as recommended by the municipality's engineer, Resources Management International Inc.. Carried.

253/18-GPS ROAD MAINTENANCE FLEET MANAGEMENT:

Moved by T. Kohlman THAT Council purchase a GPS system from Text2Car, Saskatoon, Sask. for the municipality's 3 graders for the primary purpose of developing a strategy in tracking the municipality's road maintenance costs and a tractor/mower maintenance package for the purpose of tracking maintenance costs and alerting the operator of the locations of any predetermined hazards, all for a total system price of \$7,260.51, taxes included, and including the first year of the annual service plan and activation fee. Carried.

NEW BUSINESS

254/18-BYLAW FIRST READING:

Moved by Thrun THAT Bylaw No. 3/18, being a Bylaw to Provide for the Entering into an Agreement to Provide Tax Enforcement Services, be read a first time. Carried.

Reeve

Administrator

255/18-BYLAW SECOND READING:

Moved by J. Kohlman THAT Bylaw No. 3/18, being a Bylaw to Provide for the Entering into an Agreement to Provide Tax Enforcement Services, be read a second time.

Carried.

256/18-BYLAW THIRD READING:

Moved by Reichert THAT Bylaw No. 3/18, being a Bylaw to Provide for the Entering into an Agreement to Provide Tax Enforcement Services, be given three readings at this meeting.

Carried Unanimously.

257/18-BYLAW ADOPTION:

Moved by Rumohr THAT Bylaw No. 3/18, being a Bylaw to Provide for the Entering into an Agreement to Provide Tax Enforcement Services, be read a third time and finally adopted.

Carried.

258/18-BANK ACCOUNT FOR FIRE PROTECTION:

Moved by Gette THAT Council authorize Administration to set up a bank account in the Luseland Credit Union Ltd. for the purpose of allocating monies from general revenue to be used for fire protection expenditures.

Carried.

259/18- GRAVEL CRUSHING/RESTORATION ADVANCE:

Moved by T. Kohlman THAT Council authorize an advance payment of \$110,000.00 to G & D Crushing for work performed in gravel crushing and restoration work to date at the Fleck pit located W1/2 6-38-28W3.

Carried.

260/18-PROGRESS CERTIFICATE #5 & EXTRA COSTS- #771 CONSTRUCTION:

Moved by Thrun THAT Council approved the following payments payable to Torrent Energy Services, on the notching and widening of P/G #771, as recommended by the municipality's engineer Resource Management International Inc.:

- Progress Certificate No. 5 \$199,936.41;
- Additional work not included in the Contract:
- Gravel installation on shoulders \$227,949.87;
- Equalizer culvert installation \$31,251.83; and
- Slip line culvert installation \$28,070.62

Carried.

261/18-CONA RESOURCES 2018 TAX DISCOUNT:

Moved by J. Kohlman THAT as a result of Canada Post delaying the delivery of an Xpresspost parcel that was sent by Cona Resources, Calgary, Alta. on September 25, 2018 and was received by Administration on October 5, 2018, that Council approve Administration in giving the five percent September discount on the municipal portion for the prompt payment of their 2018 property taxes.

Carried.

262/18-OFFICE SIDEWALK SNOW CLEARING:

Moved by Reichert THAT Council acquire the services of Dennis Obrigewitch to keep the snow and ice clear on the sidewalk on both sides of the municipal office at 405 Grand Avenue, Luseland, Sask. during the 2018 winter season at a price of \$10.00 per snow clearing with a signed receipt; and further, that Administration be authorized to pay Mr. Obrigewitch out of petty cash for the work performed each time.

Carried.

263/18-2019 WAGES AND SALARIES:

Moved by Rumohr THAT all 2019 wages and salaries for the municipality's employees be the same as the 2018 year.

Carried.

264/18-2019 CEMETERY CONTRACT:

Moved by Gette THAT the Cemetery Contract with Aaron Demers, dated July 8, 2017, for the care and maintenance of the Heart's Hill Cemetery be renewed with no changes for 2019.

Carried.

Reeve

Administrator

265/18-2019 CACTUS LAKE HALL JANITOR CONTRACT:

Moved by T. Kohlman THAT the Cactus Lake Hall Janitorial Contract with Vanessa Taylor, dated January 20 2016, for the janitorial and booking services of the Cactus Lake Hall be renewed with no changes for 2019.

Carried.

266/18-COUNCIL REGULAR MEETINGS:

Moved by Thrun THAT the regular meetings of Council 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.

Carried.

267/18-2019 PAYMENT ALLOWANCES FOR COUNCIL:

Moved by Reichert THAT for the year 2019 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 - \$0.55/km and Meals on Municipal Business outside the Municipality - Breakfast - \$15.00, Dinner - \$15.00 and Supper \$30.00 or (\$60.00/day).

Carried.

268/18-2019 PAYMENT ALLOWANCES FOR EMPLOYEES AND OTHER COMMITTEE APPOINTEES:

Moved by Rumohr THAT for the year 2019 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 - \$0.55/km and Meals on Municipal Business outside the Municipality - Breakfast - \$15.00, Dinner - \$15.00 and Supper \$30.00 or (\$60.00/day).

Carried.

269/18-2019 APPOINTMENT - BOARD OF REVISION , SECRETARY:

Moved by Gette THAT Council appoint Kathy Reschny as this municipality’s Board of Revision Secretary for 2019.

Carried.

270/18 –2019 APPOINTMENT - BOARD OF REVISION:

Moved by T. Kohlman THAT Council appoint Steve Allen, Charlie Boser, William Kramer and Tim Richelhoff to the Board of Revision of the municipality for 2019.

Carried.

271/18 – 2019 APPOINTMENT - AUDITOR:

Moved by Thrun THAT Holm Raiche Oberg Chartered Professional Accountants P.C. Ltd. of North Battleford, Sask. be appointed as the auditing firm of the municipality for 2019.

Carried.

272/18 –2019 APPOINTMENT – SOLICITOR:

Moved by J. Kohlman THAT Council appoint Neil Law Office of Unity, Sask. as the municipality’s solicitor for 2019.

Carried.

273/18–2019 FINANCIAL INSTITUTION:

Moved by Reichert THAT Council continue to conduct all of their 2019 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, Janet Fisher, Assistant Administrator, Brenda Gintaut or Temporary Administrator, Calvin Giggs; and
- Reeve Gordon Stang or the Deputy Reeve for the municipality.

Carried.

Reeve

Administrator

274/18-OUTSIDE WORKER EMPLOYMENT POLICY:

Moved by Rumohr THAT after having reviewed the Outside Worker Employment Policy No. 178/18, that Council accept same without any changes. Carried.

275/18-RIGHT-OF-WAY COMPENSATION:

Moved by Gette THAT when any right-of-way is required to be purchased in 2019, that Council offer the landowner, through an Agreement for Sale, a sum of 1.2 times the assessed value per S.A.M.A. titled acre of that parcel of land affected. Carried.

276/18-LANDOWNER COMPENSATION:

Moved by T. Kohlman THAT the following rates be established for expenditures relating to roadwork conducted by the municipality in 2019:

- Powered and non-powered equipment - According to the current Saskatchewan Farm Machinery Custom and Rental Rate Guide;
- Fence Removal - \$1,000.00 per mile;
- Fencing Compensation - 0-5 years old: 4 wire \$6,000, 3 wire \$5,500, 2 wire \$5,000 per mile;
6-10 years old: 4 wire \$4,800, 3 wire \$4,400, 2 wire \$4,000 per mile;
11- 15 years old: 4 wire \$3,600, 3 wire \$3,300, 2 wire \$3,000 per mile;
16-20 years old: 4 wire \$2,400, 3 wire \$2,200, 2 wire \$2,000 per mile;
21+ years old: 4 wire \$1,200, 3 wire \$1,100, 2 wire \$1,000 per mile;
- Snow plowing - \$175.00/hour, tractor and rotary plow;
- Sand – \$.75/Yd³;
- Clay – \$2.04/Yd³; and
- Rock – \$2.04/Yd³.

Carried.

277/18-FUEL & GAS REQUIREMENTS:

Moved by Thrun THAT Council continue obtaining the municipality’s fuel and gas requirements from the Delta Co-operative Ltd., Unity, Sask. for 2019. Carried.

278/18-RENTAL RATES AND SALE OF SUPPLIES:

Moved by J. Kohlman THAT Council approve the following rates for the rental of municipal equipment and sale of supplies for 2019:

- Grader - \$155/Hr (plus GST & PST where applicable);
- Terex Scraper - \$200.00/Hr (plus GST & PST where applicable), maximum 1 day per Ratepayer per year;
- Cactus Lake Hall – Meetings \$50.00, Hall no Kitchen \$100.00/day, Hall with Kitchen \$125.00, No Stag party rentals (All rates plus GST);
- Municipal Maps – In person \$11.00/map, Mailed \$13.00/map (GST & PST Included); and
- 2% Strychnine Gopher Poison - \$12.25/bottle (No GST or PST).

Carried.

279/18-MISCELLANEOUS APPOINTMENTS:

Moved by Reichert THAT Council make the following miscellaneous appointments for 2019 or as indicated:

- Fire Chief – Luseland & District Fire Department Matthew Rumohr;
- Fire Chief – Macklin Fire Department Patrick Stang;
- Fire Chief – Major Fire Department Duane Bazylnski;
- Pest Control Officer (PCO) Norbert Kratchmer;
- Plant Health Officer’s & PCO’s for Clubroot Katey Makohoniuk, Joanne Kwasnicki, Betty Johnson, Lynne Roszell, Chelsea Baraniecki & Colleen Fennig;
- Weed Inspector Dwayne Kembel;
- Wheatland Regional Library Board Rep MaryAnne Bazylnski;
- Pioneer Haven Lodge Rep Keith Rumohr (Effective Immediately);
- Macklin Lake Regional Park Rep Terrance Kohlman;
- KLD Wellness Foundation Rep Keith Rumohr;
- Macklin & District Doctor Recruitment & Clinic Board Rep Herbert Reichert;
- Villa Marie / Golden Twilight Lodge Board Rep Herbert Reichert;

Reeve

Administrator

- District 30 ADD Board Rep Jerome Kohlman;
 - Luseland Volunteer Fire Board Rep Blaine Thrun;
 - Macklin & District Fire Protection Board Rep Blaine Thrun;
 - Major & District Fire Board Rep Keith Rumohr;
 - Luseland Regional Airport Board Rep Blaine Thrun;
 - West Central Municipal Gov't Committee Rep Keith Rumohr;
 - SMHIA Annual Meeting Delegate Jerome Kohlman; and
 - SMHI Crop Certification Officer RM #352 Municipal Administrator
- Carried.

280/18-DEPUTY REEVE APPOINTMENT:

Moved by Gette THAT Council continue with the appointment of Councillor Keith Rumohr as the Deputy Reeve of the Municipality. Carried.

281/18-COUNCIL COMMITTEES:

Moved by T. Kohlman 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 All Council Members;
- Gravel Committee Reeve Stang, Councillors Reichert, J.Kohlman & Gette;
- Local Emergency Planning Committee All Council Members;
- Local Emergency Co-ordinator Reeve Stang;
- Local Deputy Emergency Co-ordinator Councillor Rumohr;
- OH & Safety Council Committee Councillors Rumohr & Reichert; and
- OH & Safety Representative Dan Fisher

Carried.

282/18-ENTERTAINMENT OF GUESTS:

Moved by Thrun THAT Council provide for the entertainment of guests by providing for the cost of tickets for any member of Council and Staff, including spouses, the opportunity to attend the Bosses' Night out Community Christmas Party to be held in the Luseland Community Hall on December 8, 2018 at a price of \$40.00 per person.

Carried.

283/18-ADJOURNMENT:

Moved by J. Kohlman THAT this meeting does now adjourn at 11:30 p.m. this day.

Carried.

Reeve.

Administrator.