MINUTES OF THE REGULAR MEETING OF COUNCIL FOR
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219
HELD IN THE MUNICIPAL OFFICE IN EARL GREY
ON TUESDAY, JANUARY 10, 2017

Present: Reeve Delbert Schmidt, councillors Raymond Wild - Division 1, David Ritter - Division 2, Garry Gibson - Division 3, Alvin Schmidt – Division 4, Warren Larsen – Division 5, Scott Hegglin – Division 6 and Courtney Wiers, administrator.

Call to Order
A quorum being present, Reeve Delbert Schmidt called the meeting to order at 6:36 p.m.

Minutes
2017-01 Garry Gibson – That the minutes of the regular meeting of council held on December 13th, 2016 be approved as read.
CARRIED

Amendment to Minutes
2017-02 Warren Larsen – That we amend resolution 2016-300 to read “That we hold a special meeting with the Havelock Special Projects Committee at the Earl Grey Community Hall on January 17th, 2017 starting at 7:30 p.m. and further that council waive their indemnity charges for this meeting.”
CARRIED

Minutes
2017-03 Alvin Schmidt – That the minutes of the regular meeting of council held on December 14th, 2016 be approved as amended.
CARRIED

Financial Report
2017-04 Scott Hegglin – That the administrator’s statement of cash receipts, payments and balances for the period ending December 31st, 2016 be accepted as presented.
CARRIED

Stew Fettes met with council at 7:11 p.m. to discuss development issues and problems that he has had with the municipality and the Ministry of Government Relations Community Planning branch. Mr. Fettes left the meeting at 7:47 p.m.

Dustin Huber, operating foreman, met with council at 7:49 p.m. to discuss the following matters:
- equipment maintenance & repairs;
- pit run; and
- employee wages.

Gravel Stockpile Tender
2017-05 Scott Hegglin – That we hire Hardcore Aggregate and Trucking Ltd. of Kelliher to supply and stockpile ¾ inch crushed gravel, using the highway route, at the following quoted rates for each location:

<table>
<thead>
<tr>
<th>Location</th>
<th>Cubic Yards</th>
<th>Rate per Cubic Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>NW-23-22-21-W2</td>
<td>5,000</td>
<td>$20.82</td>
</tr>
<tr>
<td>NW-34-22-19-W2</td>
<td>5,000</td>
<td>$16.62</td>
</tr>
<tr>
<td>SW-02-23-20-W2</td>
<td>2,000</td>
<td>$18.72</td>
</tr>
<tr>
<td>SE-28-21-20-W2</td>
<td>3,000</td>
<td>$21.12</td>
</tr>
</tbody>
</table>

Further that payment is based on engineered measurements.
CARRIED

Rescind Motion
2016-06 Scott Hegglin – That we rescind resolution 2017-05, previously passed hiring Hardcore Aggregate and Trucking Ltd. to supply and stockpile a total of 15,000 cubic yards of ¾ inch crushed gravel.
CARRIED

Gravel Stockpile Tender
2017-07 Garry Gibson – That we hire Big Rock Trucking Ltd. of Punnichy to supply and stockpile ¾ inch crushed gravel, using the highway route, at the following quoted rates for each location:

<table>
<thead>
<tr>
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<th>Cubic Yards</th>
<th>Rate per Cubic Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>NW-23-22-21-W2</td>
<td>5,000</td>
<td>$18.50</td>
</tr>
<tr>
<td>NW-34-22-19-W2</td>
<td>5,000</td>
<td>$16.50</td>
</tr>
<tr>
<td>SW-02-23-20-W2</td>
<td>2,000</td>
<td>$18.75</td>
</tr>
</tbody>
</table>

Further that payment is based on engineered measurements.
CARRIED
Gravel Crush Tender
2017-08 Scott Hegglin – That we table a decision on awarding the gravel crush tender until council can further prioritize their crushing arrangements.
CARRIED

Foreman Spending
2017-09 Raymond Wild – That we authorize foreman, Dustin Huber to spend up to a maximum of $1,000.00 without requiring council approval.
CARRIED

2017 Roadworker’s Salaries
2017-10 Warren Larsen – That the following hourly salaries be set for 2017, for current employees of the RM of Longlaketon:
- Dustin Huber - $35.00 per hour;
- Jerry Meng - $28.00 per hour;
- Rob Komar - $28.00 per hour;
- Kelly Sutter - $28.00 per hour;
- Cole Foster - $25.00 per hour;
- Mitchell Nixon - $23.00 per hour; and
- Ken Hornung - $24.68 per hour.
Further that all hourly salaries include SARM extended health and dental benefits.
CARRIED

Class 1A License
2016-11 David Ritter – That Kelly Sutter enroll to obtain his Class 1A license and that the RM reimburse the course fees to him upon successful completion. Further that he be paid his hourly wage based on a 40 hour work week while taking the course.
CARRIED

Mr. Huber left the meeting at 9:28 p.m.

Correspondence
2017-12 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:
- RMAA Re: 2017 Membership
- ekpass Re: Services
- SAMAA Re: 2017 Invoice Estimate & Resolutions
- FCMA Re: 2017 Membership
- Hudson Bay Route Association Re: 2017 Membership
- NVIMO Re: 2017 Membership & Meeting Minutes
- Ray Orb Re: SARM Election for President
- Carmen Sterling Re: SARM Election for Vice President
- Byron Fuesel Re: Road Repair
- WUQWATR Re: Summer Student
- Norm Nordgulen Re: SARM Election for Division 2 Director
- Min. of Gov’t Relations Re: Funding Programs & December Update
CARRIED

Saskatchewan Association of Rural Municipalities
2017-13 Scott Hegglin – That we renew our membership with SARM and pay our 2017 membership fee of $2,808.56 plus GST.
CARRIED

Provincial-Territorial Infrastructure Component Program
2017-14 Alvin Schmidt – That we apply for grant assistance for asphalt roto-mixing 8.0 kms going through 33 & 34-21-19-W2, west of 3, 10 & 15-22-19-W2 and west of SW-22-22-19-W2 through the PTIC Program.
CARRIED

Canada Summer Jobs
2017-15 Garry Gibson – That we apply for grant assistance for hiring a summer student through the 2017 Canada Summer Jobs funding program.
CARRIED

Rural Municipalities Administrators Association
2017-16 David Ritter – That we renew our membership with RMAA and pay our 2017 membership fee of $425.00.
CARRIED
Board and Committee Reports
2017-17 Raymond Wild – That the following board and committee reports be accepted as presented:
- Kannata Valley / Saskatchewan Beach Lagoon Committee
- North Valley Inter Municipal Organization
- Last Mountain Regional Landfill
CARRIED

North Valley Inter Municipal Organization
2017-18 Delbert Schmidt – That we do not renew our 2017 membership with NVIMO.
DEFEATED

Council recessed their regular council meeting at 11:28 p.m. and will reconvene on Tuesday January 17th, 2017 at 4:30 p.m.

Reeve, Delbert Schmidt reconvened the meeting at 4:28 p.m. on Tuesday, January 17th, 2017.

Bylaw 1-2017
2017-19 Raymond Wild – That Bylaw 1-2017, being a bylaw to establish a code of ethics of the municipal council, be introduced and read a first time.
CARRIED

2017-20 Alvin Schmidt – That Bylaw 1-2017 be read a second time.
CARRIED

2017-21 David Ritter – That Bylaw 1-2017 be given three consecutive readings at this meeting.
CARRIED

2017-22 Garry Gibson – That Bylaw 1-2017, being a bylaw to establish a code of ethics of the municipal council, be read a third time and signed, sealed and adopted by the reeve and the administrator.
CARRIED

Carbon Tax
2017-23 David Ritter – That we send a letter to Prime Minister, Justin Trudeau, as requested by the Saskatchewan Association of Rural Municipalities opposing the implementation of a carbon tax.
CARRIED

Rescind Resolution
2017-24 Warren Larsen – That we rescind resolution 2017-07, previously passed hiring Big Rock Trucking Ltd. to supply and stockpile a total of 15,000 cubic yards of ¾ inch crushed gravel.
CARRIED

Gravel Stockpile Tender
2017-25 Raymond Wild – That we reject all gravel supply and stockpile tenders submitted and that we invite Big Rock Trucking Ltd. and Hardcore Aggregate and Trucking Ltd. to retender to supply and stockpile ¾ inch crushed gravel on the following locations:
   NW-23-22-1-W2 – 5,000 cubic yards;
   NW-34-22-19-W2 – 5,000 cubic yards;
   SW-02-23-20-W2 – 2,000 cubic yards; and
   SE-28-21-20-W2 – 3,000 cubic yards.
Tenders must specify the route location, using as much highway as possible and that hauling takes place through the winter months while the roads are frozen. Further that all tenders be submitted by Monday, January 23rd at 4:30 p.m.
CARRIED

Gravel Crushing Tender
2017-26 Raymond Wild – That we reject all gravel crushing tenders and further that we retender in July in order to crush in the fall.
CARRIED

Council Remuneration and Mileage
2017-27 Scott Hegglin – That the following remuneration, indemnity, supervision and mileage rates be paid to council for the year 2017:
- $200.00 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;
- $200.00 per day for attending convention or all day meetings away from the municipality with a $40.00 per day meal allowance;
- $100.00 per meeting for evening meetings attended by council and any of these meetings lasting in excess of 4 hours, council will be paid $25.00 per hour for each additional hour over 4 hours; and
- $0.55 per kilometer for all municipal travel, which includes all approved administration and road workers travel.

CARRIED

**Poundkeeper and Designated Municipal Pound**

2017-28 David Ritter – That Heath 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 his farm located on the NE 04-23-20-W2. Further, that his rate of pay will be all costs in accordance with *The Stray Animals Regulations*.

CARRIED

Reeve, Delbert Schmidt declared a conflict of interest and left the council chambers at 5:23 p.m. Deputy Reeve, Raymond Wild assumed the chair.

**Pest Control Officer**

2017-29 Raymond Wild – That we appoint Tom Schmidt as our pest control officer for 2017 and his remuneration be set at $25.00 plus GST per site visited and further that we specify that all inspections must be completed by October 31st.

CARRIED

Reeve, Delbert Schmidt, returned to the room at 5:26 p.m. and assumed the chair.

**Weed Inspectors**

2017-30 David Ritter – That each councillor be appointed as weed inspector for their own division in the municipality for 2017 being:
- Division 1 – Raymond Wild,
- Division 2 – David Ritter;
- Division 3 – Garry Gibson;
- Division 4 – Alvin Schmidt;
- Division 5 – Warren Larsen; and
- Division 6 – Scott Hegglin.

CARRIED

**Miscellaneous Appointments**

2017-31 Scott Hegglin – That the following appointments be approved for the period of January 1st to December 31st, 2017:
- Assessor
  - Courtney Wiers
- Board of Revision
  - Kelly Butz, Janice Ritter & Blair Herman
- Board of Revision Secretary
  - Maureen Herman-Wilde
- Building Officials
  - Professional Building Inspections
- Appeals Board Secretary
  - Barbara Griffin
- Development Officer
  - Courtney Wiers
- Volunteer First Responders
  - Stephen Brewster & Sheryl Scherle

CARRIED

**LAFOIP Coordinator**

2017-32 Raymond Wild – That Courtney Wiers be appointed as the LAFOIP coordinator for purposes under the Local Authority Freedom of Information & Protection Privacy Act for the year 2017.

CARRIED

**Election Officials & Polling Places**

2017-33 Garry Gibson – That Courtney Wiers be appointed as returning officer, for municipal elections during the year 2017, and honorariums be set at $20.00 per hour and further that the RM of Longlaketon No. 219 municipal office boardroom be designated as the official polling place for all six divisions in the municipality.

CARRIED

**Administration Bond**

2017-34 Scott Hegglin – That the administration bond be accepted as presented, with $100,000 coverage through SARM Fidelity Bond Self-Insurance Plan and further that the 2017 premium of $230.00 be paid.

CARRIED

**SARM Liability Insurance**

2017-35 Garry Gibson – That we continue to carry liability insurance with the SARM Liability Self-Insurance Plan and pay the 2017 premium of $2,602.09 to SARM as well as
carry an extra 3 million liability coverage under their excess liability insurance program for an additional premium of $923.00.

CARRIED

Short Term Disability
2017-36 Raymond Wild – That the municipality pay the short term disability insurance 2017 premium of $9,892.43 on behalf of council members and municipal employees to SARM.

CARRIED

Custom Work and Rental Rates
2017-37 Scott Hegglin – That the following hourly equipment rates will be charged for custom work done by the RM of Longlaketon No.219 for municipal ratepayers for the year 2017:
- Dozer - $175.00/hour;
- Patrols - $175.00/hour for ratepayers and $200.00/hour for non-ratepayers;
- Scraper - $210.00/hour;
- Tractor and mower - $105.00/hour;
- Backhoe - $160.00/hour;
- Payloader - $175.00/hour;
- Bobcat - $120.00/hour;
- Tandem Truck - $100.00/hour; and
- Semi and Gravel 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:
- Grass seeder - minimum $10.00/day or $1.00/acre whichever is greater;
- Eco-braan applicator - $10.00/day

CARRIED

Tree Planter and Plastic Mulch Applicator
2017-38 Garry Gibson – That for 2017 use of the tree planter and plastic mulch applicator require a $200 cash deposit and a $50.00/day usage fee and further that the planter and applicator be for the use of RM of Longlaketon No. 219 ratepayers only.

CARRIED

Custom Work for Noxious Weeds
2017-39 Warren Larsen – That the following custom work rates be set up for the year 2017 in regards to the control of noxious weeds within the municipality:
- Mowing with operator - $50.00/hour; and
- Spraying - $50.00/hour.
The RM of Longlaketon will pay for 50% of the cost of the custom work rates and chemical (applied at a mixed rate with water) to a maximum of $1,000.00 ($500.00 rebated to ratepayer) on the invoice, 100% is the ratepayers responsibility after $1,000.00 invoice costs.

CARRIED

Brad Bougher, councillor for the Village of Earl Grey, met with council at 6:29 p.m. to discuss office administration salaries.

Closed Session
2017-40 Delbert Schmidt – That we move into a closed session to discuss 2017 administration salaries

CARRIED

Courtney Wiers left the room at 6:29 p.m.

Closed session started at 6:29 p.m. Present were Delbert Schmidt, Raymond Wild, David Ritter, Garry Gibson, Alvin Schmidt, Warren Larsen, Scott Hegglin and Brad Bougher. Legislative authority under clause 17 (1)(g) of the Local Authority Freedom of Information and Protection of Privacy Act. The closed session concluded at 6:49 p.m.

Courtney Wiers returned at 6:49 p.m.

2017 Administrator Salary
2017-41 David Ritter – That for 2017 administrator Courtney Wiers be paid an annual salary of $65,000 and further that her salary include SARM extended health and dental benefits.

CARRIED
2017 Assistant Administrator Salary
2017-42 Scott Hegglin – That for 2017 Maureen Herman-Wilde’s salary be set at $25.10 per hour and further that her salary include SARM extended health and dental benefits.
CARRIED

2017 Office Caretaker Salary
2017-43 Raymond Wild – That for 2017 Justine McKinstry be paid $17.50 per hour for office cleaning and caretaking.
CARRIED

Mr. Bougher left the meeting at 6:54 p.m.

Council recessed for supper and to hold a special meeting with the Havelock Special Projects Committee at 6:54 p.m.

Reeve, Delbert Schmidt called the meeting back to order at 8:39 p.m.

Office Services
2017-44 Garry Gibson – That the following rates will be charged for office services done by the RM of Longlaketon No. 219 for the year 2017:
- Photocopying - $0.25/page;
- Faxing (send or receive) - $0.25/page; and
- Minutes (mailed) - $23.00/year.
CARRIED

Sask Workers Compensation Board
2017-45 David Ritter – That the assessable earnings for members of council under the Workers Compensation Board for 2017 be set at $50,994.00.
CARRIED

2017 Sask Lotteries TIP Grant Population Allocation
2017-46 Scott Hegglin – That the allocation for the 2018 Saskatchewan Lotteries Community Grant Program be as follows for the RM of Longlaketon's population of 962 based on the 2011 census figures:
- Earl Grey - 215;
- Southey - 223;
- Silton - 134;
- Strasburg - 93;
- Craven - 203; and
- Bulyea - 94.
CARRIED

Tool Compensation
2017-47 Raymond Wild – That we compensate Kelly Sutter $300.00 semi-annually for use of personal tools.
CARRIED

SaskTel
2017-48 Warren Larsen – That we do not grant SaskTel permission to proceed with a cable installation from NW-19-24-20-W2 to LSD 12-6-25-19-W2 because they have provided the wrong land locations and Yancoal Canada Resources Co. Ltd. has not received their Financial Investment Decision.
CARRIED

Regular Council Meeting Date
2017-49 Alvin Schmidt - That regular meetings of council for the RM of Longlaketon No. 219 be held on the second Tuesday of each month in the municipal office in Earl Grey, commencing at 9:00 a.m. for the months of February through April and commencing at 8:00 a.m. for the months of May through October.
CARRIED

SARM Annual Convention Resolution
2017-50 Scott Hegglin – That we submit the following resolution to SARM for the 2017 Annual Convention:

WHEREAS emergency response personnel in rural areas experience difficulty in locating fires and victims regarding medical care; and

WHEREAS emergency response personnel are not able to communicate with the persons at the scene;
BE IT RESOLVED that SARM request that 911 conduct a three-way call between themselves, the persons at the scene and the emergency response personnel.

CARRIED

Accounts for Payment

2017-51 Raymond Wild – The following accounts be approved for payment:

11532 – Courtney Wiers – December pay advance 1,855.00
11533 – Maureen Herman-Wilde – December pay advance 1,595.00
11534 – Dustin Huber – December pay advance 2,813.00
11535 – Robert Komar – December pay advance 1,605.00
11536 – Gerald Meng – December pay advance 1,645.00
11537 – Mitchell Nixon – December pay advance 1,475.00
11538 – Kelly Sutter – December pay advance 2,005.00
11539 – Courtney Wiers – December pay less deductions 1,687.58
11540 – Maureen Herman-Wilde – December pay less deductions 1,151.73
11541 – Dustin Huber – December pay less deductions 1,580.25
11542 – Robert Komar – December pay less deductions 1,804.50
11543 – Gerald Meng – December pay less deductions 1,656.46
11544 – Kelly Sutter – December pay less deductions 1,117.91
11545 – Mitchell Nixon – December pay less deductions 85.05
11546 – Last Mountain Regional Landfill – Sep.-Nov. Loraas service fee, Jul.-Nov. tipping fees & 2016 membership levy 22,055.61
11547 – Webb’s Office Equipment – Photocyper charges 257.52
11548 – RDARM – 2017 Membership 150.00
11549 – RMAA – Workshop 70.00
11550 – KNL Construction – Road Repair 37,623.29
11551 – Garry & Gloria Leippi – Gravel royalties 1,551.00
11552 – Dale Sievert, Jackie Thompson-Sievert and Norman Sievert – Gravel royalties 579.60
11553 – Loretta Young – Contract administration 540.00
11554 – Brewster Ag Industries – Equipment trailer rental 770.00
11555 – South Country Equipment – Repair parts 482.96
11556 – Mainline Fleet – Shop supplies 415.52
11557 – Redhead Equipment – Repair parts 811.05
11558 – Ray Wild – Councilor indemnity and supervision Nov. 8-Dec. 16 979.30
11559 – David Ritter – Councilor indemnity and supervision Nov. 22-Dec. 14 522.85
11560 – Garry Gibson – Councilor indemnity and supervision Nov. 8-Dec. 15 1,384.22
11561 – Alvin Schmidt – Councilor indemnity and supervision Nov. 22-Dec. 14 548.00
11562 – Warren Larsen – Councilor indemnity and supervision Nov. 8-Dec. 22 1,094.75
11563 – Scott Hegglín – Councilor indemnity and supervision Nov. 19-Dec. 14 503.50
11564 – Delbert Schmidt – Reeve indemnity and supervision Nov. 8-Dec. 19 1,898.31
11565 – MEPP – December remittance 4,383.72
11566 – Revenue Canada – December remittance 7,683.89
11567 – Prairie Valley School Division – December remittance 38,663.14
11568 – Horizon School Division – December remittance 9,553.60
11569 – Sask. Municipal Hall Association – December remittance 9,465.11
11570 – Cancelled cheque 1,898.31
11571 – Lyle Davis and Lynn Digney Davis – Gravel royalties 36,274.35
11572 – Conexus Credit Union 2006 – Brian Kramer 2017 gravel payment 123,194.96
11573 – Brian Kramer – 2017 gravel payment 1,805.04
11574 – SARM – Health, disability, liability, membership & bond 48,455.68
11575 – Professional Building Inspections – Building inspections 587.12
11576 – Miller Thomson – Legal fees 1,399.20
11577 – SaskTel Mobility – Cell phone charges 171.99
11578 – Parkland Regional Library – ½ 2017 Levy 6,204.90
11579 – Canada Post – Postage 357.00
11580 – SCI – Vehicle registrations 3,464.00
11581 – Village of Earl Grey – 2016 Recycling fees 1,972.43
11582 – Justine McKinstry – Office cleaning fees 90.00
11583 – CUETS Financial – Repair parts, website license, cell phone, shop supplies & SARM Convention expenses 2,635.14
11584 – Petty Cash c/o Courtney Wiers – Postage & office supplies 201.37
11585 – Sherwood Coop Southey – Fuel & repair parts 185.41
11586 – Acton’s Plumbing and Heating – Workshop repairs 516.60
11587 – Bulaya Coop – Shop supplies 328.41
11588 – Praxair – Workshop supplies 31.71
11589 – Finning Canada – Track hose rental pick up 420.00
11590 – City of Prince Albert – Dispatching services 666.25
11591 – Mainline Fleet – Shop supplies 888.45
11592 – Queen’s Printer – Advertise for assessment roll 30.00
11593 – Courtney Wiers – January pay advance 1,410.00
11594 – Maureen Herman-Wilde – January pay advance 1,205.00
11595 – Dustin Huber – January pay advance 1,600.00
11596 – Robert Komar – January pay advance 1,535.00
11597 – Gerald Meng – January pay advance 1,540.00
11598 – Kelly Sutter – January pay advance 1,155.00
11599 – Kelly Sutter – Truck deck 500.00

Preauthorized payments:
Sask Power – Office 123.80
Sask Power – Shop 361.47
Sask Power – Well NE-8-21-20 55.15
Village of Earl Grey Utilities – Office 220.00
Village of Earl Grey Utilities – Shop 220.00
Sask Tel – Office 176.86
Sask Tel – Shop 139.78
Sask Energy – Office 91.08
Sask Energy – Shop 72.39
CARRIED

Adjourn
2017-52 Garry Gibson – That this council meeting adjourn. (9:49 p.m.)
CARRIED

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REEVE                                           ADMINISTRATOR