

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219
HELD AT THE COMMUNITY HALL IN EARL GREY
ON TUESDAY, DECEMBER 14, 2021**

Present: Reeve Raymond Wild, councillors Jarret Solberg – Division 1 (via Zoom), David Ritter – Division 2, Garry Gibson – Division 3, Jack Davidson – Division 4, Brett Tallentire – Division 5, Scott Hegglin – Division 6 and Courtney Huber, administrator.

Call to Order

A quorum being present, Reeve Raymond Wild called the meeting to order at 9:00 a.m.

Minutes

2021-299 Scott Hegglin – That the minutes of the regular meeting of council held on November 8th, 2021 be approved as circulated.

CARRIED

Minutes

2021-300 Brett Tallentire – That the minutes of the special meeting of council held on December 6th, 2021 be approved as circulated.

CARRIED

Financial Report

2021-301 Garry Gibson – That the administrator's statement of cash receipts, payments and balances for the period ending November 30th, 2021 be accepted as presented.

CARRIED

Operating foreman Dustin Huber joined the meeting at 9:10 a.m. and provided an update on the following:

- gravel crushing and hauling; and
- equipment repairs.

Closed Session

2021-302 David Ritter – That we move into a closed session to discuss employees. The closed session began at 9:17 a.m.

CARRIED

Present were Raymond Wild, Jarret Solberg (via Zoom), David Ritter, Garry Gibson, Jack Davidson, Brett Tallentire, Scott Hegglin, Courtney Huber and Dustin Huber. Legislative authority under clause 17 (1)(g) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Open Session

2021-303 Garry Gibson – That the closed session concludes at 9:49 a.m. and we move back into open session.

CARRIED

High Country Estates Public Utility Board

2021-304 Jack Davidson – That we move forward with creating a public utility board for the supply of water to High Country Estates.

CARRIED

East Central Transportation Planning Committee

2021-305 Garry Gibson – That we renew our membership with the East Central Transportation Planning Committee and pay our 2022 membership fee of \$500.00.

CARRIED

Correspondence

2021-306 David Ritter – 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: November Policy Bulletin, Lieutenant Governor's Award, SK Growth Coalition Campaign, SK Rural Crime Watch Association, Division 2 Director Message, Western Canadian Municipal Association, Vice President Message, Resolutions & Planned Procurement

- Ministry of Government Relations
- RCMP
- High Country Estates Board
- APAS
- Jim Hopson
- PBI
- Trevor Bailey
- ECTPC
- SAMA
- CARRIED

- Re: ICIP Application Intake
- Re: Community Policing Report
- Public Utility Board
- Re: 2022 General Meeting
- Re: Rock Ridge Annexation
- Re: Regulation Changes
- Re: 21 Valley Ridge Road
- Re: 2021 Update
- Re: Happy Holidays

Administration Webinars

2021-307 Scott Hegglin – That the administrator enrolls in the webinars offered through Matthewson & Co. and that we pay the fee of \$250.00 plus GST for the six-webinar bundle.
CARRIED

Board and Committee Reports

2021-308 Brett Tallentire – That the following board and committee reports be accepted as presented:

- Cupar & District Nursing Home
- Strasbourg Manor
- WUQWATR
- LSREMO
- Administration Report
- Last Mountain Regional Landfill
- CARRIED

Snow Plow Clubs

2021-309 Scott Hegglin – That the following snow plow clubs be approved for snow removal on the R.M. of Longlaketon No. 219 municipal roads for the 2021-2022 winter season:

Snow Plow Club Name

Operators

Alvin Schmidt Snow Plow Club
AMDK Snow Plow Club

Alvin, Marvin & Christopher Schmidt
Mark & Derek Ritter,
Aron Mohr & Kolby Spitzer

John’s Snow Plow Club
Mount Chase Snow Plow Club
Rudy Schmidt Snow Plow Club

John & Brenda Smith
Gordon & Colby Decker
Rudy, Sherry & Jennifer Schmidt
Truman Strahm & Austin Grund

South Side Snow Plow Club

Kim & Jason Schumann
Keith & Andrew Frazer
Glen Schmidt

Valley Edge Snow Plow Club

Dan, Donna & Dayen Schmidt
Ivar Maeland

CARRIED

Golf Course Lease Agreement

2021-310 Jack Davidson – That we terminate the current lease agreement with the Eddy Golf Club Inc. and that we enter into the attached agreement with their board.
CARRIED

APAS Membership

2021-311 Raymond Wild – That we become a regular member of the Agricultural Producers Association of Saskatchewan and pay our 2022 membership fee of \$14,641.01.

Reeve Raymond Wild requested a recorded vote

- Councillor Jack Davidson – For
- Councillor David Ritter – For
- Councillor Garry Gibson – For
- Councillor Brett Tallentire – For
- Councillor Scott Hegglin – For
- Councillor Jarret Solberg – For
- Reeve Raymond Wild – For
- CARRIED

Silton Fire Department Agreement

2021-312 Raymond Wild – That we enter into a revised agreement with the Village of Silton for fire suppression services with the following rate structure:

- 2022 \$22.50 per property within the service area
- 2023 \$25.00 per property within the service area
- Subsequent years \$25.00 per property within the service area

Further that the agreement be in place for 10 years, 2022 until 2031 inclusive, with no rate increases and the RM of Longlaketon No. 219 will not provide further funding for any capital expenditures within the 10-year agreement.

CARRIED

Recess

2021-313 David Ritter – That we recess for lunch at 12:35 p.m. and reconvene at 1:15 p.m.

CARRIED

Reeve, Raymond Wild called the meeting back to order at 1:17 p.m.

Faer Parcel Tie Removal Application

2021-314 Brett Tallentire – That we table a decision on the Faer parcel tie removal application until later in the meeting

CARRIED

Highway No. 6 Subdivision Application

2021-315 Scott Hegglin – That we table a decision on the subdivision of Block B, Plan 99SE13230 and Block CC, Plan 101876621 until the division councillor can meet with the property owners to gain clarification on the proposed subdivision.

CARRIED

Faer Parcel Tie Removal Application

2021-316 David Ritter – That we table a decision on the Faer parcel tie removal until more information is obtained and a visual inspection is conducted of this application and the subdivision application surrounding the area.

CARRIED

Foster Subdivision

2021-317 Jack Davidson – That we approve the proposed 10.55-acre residential subdivision submitted by Myrna Foster for the NW Qtr. of Sec. 02, Twp. 24, Rge. 20, W2 and further that no servicing agreement be required as this subdivision abuts a developed municipal road.

CARRIED

Employee Wages

2021-318 David Ritter – That discussion regarding employee wage increases be tabled until the January council meeting in order to conduct performance evaluations.

CARRIED

Animal Control Bylaw

2021-319 Brett Tallentire – That we instruct the administrator to draft a new Animal Control Bylaw and obtain input from residents in the subdivisions.

CARRIED

Adding Costs to Taxroll

2021-320 Scott Hegglin – That we instruct the administrator to add the following costs to the indicated taxroll properties if they remain outstanding on December 31st, 2021:

Property	Amount	Invoice Detail
Lot 23, Block A, Plan 101918066	\$275.00	Water Utility Charges
Block A, Plan 102156218	\$98.54	Garbage Disposal Charges
Lot 1, Block A, Plan 101804172	\$75.00	Water Utility Charges
Lot 6, Block C, Plan 101900843	\$124.24	Garbage Disposal Charges
Lot 21, Block A, Plan 101918066	\$802.08	Water Utility Charges

CARRIED

Audit Responsibilities

2021-321 Garry Gibson – That we agree to the Audit Responsibilities outlined by Dudley & Company in their letter dated October 29th, 2021.

CARRIED

Municipal Revenue Sharing

2021-322 Jack Davidson – That the council of the Rural Municipality of Longlaketon No. 219 confirms the municipality meets 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 Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

that we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

SMHI Claims Report

2021-323 David Ritter – That council has reviewed and accepts the Saskatchewan Municipal Hail Insurance 2021 claims report.

CARRIED

Brewster Ag Industries

2021-324 Jack Davidson – That due to the fact the Ministry of Highways and Infrastructure regulations allow primary weights on a secondary highway to a maximum of 15 kilometers from a primary weight highway, the municipality grant permission to Brewster Ag Industries Ltd. to allow primary weights for approximately 300 feet on Grid 641, immediately north of Highway No. 22. Further that this permission be valid until December 31st, 2022 and if council determines any damage is taking place on this stretch of road, then permission may be immediately revoked by letter.

CARRIED

Accounts for Payment

2021-325 David Ritter – The following accounts be approved for payment:

14886	VOID		
14887	Canada Revenue Agency	November Remittance	11,746.74
14888	Collabria Mastercard	Postage, Website, Council Lunch & Training	809.09
14889	MEPP	November Remittance	8,094.88
14890	Minister of Finance – Ed Tax	November Education Remittance	29,929.15
14891	Saskatchewan Municipal Hail	November Remittance	13,772.29
14892	Acton's Plumbing & Heating	Shop Boiler Repair	169.28
14893	Auto Parts Plus	Repair Parts	795.25
14894	The Bolt Supply House Ltd.	Shop Supplies	119.57
14895	Bradley Directories	RM Maps	165.00
14896	Brandt Tractor Ltd.	Grader Blades & Repair Parts	3,111.83
14897	Brendan Weber	2021 Cell Phone Allowance	140.00
14898	VOID		
14899	Cole Foster	2021 Cell Phone Allowance	240.00
14900	Dionco Sales and Service Ltd.	Grader Blades	3,186.75
14901	Fort Garry Industries Ltd.	Repair Parts	493.84
14902	Garth Sutter	Engine Repair	1,008.00
14903	Gerald Meng	2021 Cell Phone Allowance	140.00
14904	Industrial Parts & Equipment	Shop Supplies	157.44
14905	Information Services Corp	Tax Enforcement	273.00
14906	Kelly Sutter	2021 Cell Phone & Tool Allowance	865.00
14907	Ken Flaman	2021 Cell Phone Allowance	120.00
14908	KPS Repair	Tires	3,477.30
14909	Lanny Mason	2021 Cell Phone Allowance	160.00
14910	Last Mountain Regional Landfill	October Garbage & Recycling	4,998.37
14911	Mainline Fleet Service	Shop Supplies	150.05
14912	Michael Kostiuk	Overpayment of Taxes	32.80
14913	Miller Thomson LLP	Legal Counsel	2,553.56
14914	Minister of Finance - PST	PST Payable	3,429.69
14915	Mitchell Nixon	2021 Cell Phone Allowance	240.00
14916	MuniSoft	AP Webinar	114.45
14917	Linde Canada Inc.	Cylinder Rental	125.46
14918	Professional Building Insp.	November Building Inspections	883.74

14919	Pro-Tech Starter & Alternator	Starter Rebuild	378.73
14920	Mazergroup Raymore	Repair Parts	215.68
14921	Redhead Equipment	Repair Parts	874.38
14922	SARM	Office Supplies & PSIP Insurance	149.24
14923	SaskTel (Mobility)	Shop Mobility	80.01
14924	Scott & Carol Hegglin	Honorarium for Well	200.00
14925	SGI	Plate Renewals - 275 LQF & 276 LQF	6,746.52
14926	Shane Krochak	2021 Cell Phone Allowance	240.00
14927	Sherwood Co-op Ltd.	Fuel	18,172.11
14928	South Country Equipment	Repair Parts	484.94
14929	Thomas Schmidt	Pest Control 2021	11,642.40
14930	Village of Silton	Structure Fire - B. Chamryk	3,822.00
14931	Bulyea COOP	Repair Parts & Shop Supplies	658.77
14932	Petty Cash c/o Courtney Huber	Water, Postage & Shop Supplies	90.85
14933	Jack Davidson	Nov Indemnity & Supervision	522.88
14934	Garry Gibson	Nov Indemnity & Supervision	1,031.51
14935	Scott Hegglin	Nov Indemnity & Supervision	727.38
14936	David Ritter	Nov Indemnity & Supervision	557.63
14937	Brett Tallentire	Nov Indemnity & Supervision	602.70
14938	Ray Wild	Nov Indemnity & Supervision	655.09
19939	Ron Olson	Pit Run Royalties	19,944.00

Preauthorized Payments:

PAD	Sask Power	Herman Well NE0821202	52.47
PAD	Sask Power	Shop	167.60
PAD	Sask Power	Office	96.16
PAD	Sask Power	Street Lights - Rock Ridge	26.61
PAD	Sask Energy	Shop	96.78
PAD	Sask Energy	Office	57.74
PAD	Sask Tel	Shop Phone	140.43
PAD	Sask Tel	Office Phone/Fax & Internet	198.20
PAD	Village of Earl Grey	Shop - Water & Sewer	265.00
PAD	Village of Earl Grey	Office - Water & Sewer	265.00

Payroll:

517	Ken Flaman	Payroll PP 23-2021 - Oct 24 - Nov 6	1,459.27
518	Cole Foster	Payroll PP 23-2021 - Oct 24 - Nov 6	1,325.05
519	Maureen Herman-Wilde	Payroll PP 23-2021 - Oct 24 - Nov 6	1,143.81
520	Ken Hornung	Payroll PP 23-2021 - Oct 24 - Nov 6	1,486.21
521	Courtney Huber	Payroll PP 23-2021 - Oct 24 - Nov 6	2,195.68
522	Dustin Huber	Payroll PP 23-2021 - Oct 24 - Nov 6	1,929.90
523	Shayne Krochak	Payroll PP 23-2021 - Oct 24 - Nov 6	1,342.44
524	Gerald Meng	Payroll PP 23-2021 - Oct 24 - Nov 6	1,431.38
525	Mitchell Nixon	Payroll PP 23-2021 - Oct 24 - Nov 6	1,222.67
526	Kelly Sutter	Payroll PP 23-2021 - Oct 24 - Nov 6	1,903.17
527	Teresa Sutter	Payroll PP 23-2021 - Oct 24 - Nov 6	1,143.80
528	Brendan Weber	Payroll PP 23-2021 - Oct 24 - Nov 6	1,112.47
529	Ken Flaman	Payroll PP 24-2021 - Nov 7 - 18	1,314.65
530	Gerald Meng	Payroll PP 24-2021 - Nov 7 - 12	1,212.04
531	Cole Foster	Payroll PP 24-2021 - Nov 7 - 20	1,331.13
532	Maureen Herman-Wilde	Payroll PP 24-2021 - Nov 7 - 20	1,143.81
533	Courtney Huber	Payroll PP 24-2021 - Nov 7 - 20	2,195.68
534	Dustin Huber	Payroll PP 24-2021 - Nov 7 - 20	1,936.70
535	Shayne Krochak	Payroll PP 24-2021 - Nov 7 - 20	1,473.36
536	Mitchell Nixon	Payroll PP 24-2021 - Nov 7 - 20	1,467.32
537	Kelly Sutter	Payroll PP 24-2021 - Nov 7 - 20	2,138.09
538	Teresa Sutter	Payroll PP 24-2021 - Nov 7 - 20	1,001.08
539	Brendan Weber	Payroll PP 24-2021 - Nov 7 - 20	967.49
540	Brendan Weber	Payroll PP 25-2021 - Nov 21 - 26	740.15
541	Cole Foster	Payroll PP 25-2021 - Nov 21 - Dec 4	1,399.71
542	Maureen Herman-Wilde	Payroll PP 25-2021 - Nov 21 - Dec 4	1,143.81
543	Courtney Huber	Payroll PP 25-2021 - Nov 21 - Dec 4	2,195.68
544	Dustin Huber	Payroll PP 25-2021 - Nov 21 - Dec 4	1,684.51
545	Shayne Krochak	Payroll PP 25-2021 - Nov 21 - Dec 4	1,014.37
546	Mitchell Nixon	Payroll PP 25-2021 - Nov 21 - Dec 4	1,324.95
547	Kelly Sutter	Payroll PP 25-2021 - Nov 21 - Dec 4	1,645.12
548	Teresa Sutter	Payroll PP 25-2021 - Nov 21 - Dec 4	1,001.08

CARRIED

Adjourn

2021-326 Scott Hegglin - That this council meeting adjourn. (2:12 p.m.)

CARRIED

REEVE

ADMINISTRATOR

Foreman Report for November/December, 2021

- Gravel crushing is complete at Ron Olson's, a total of 8,759 yards was crushed.
- Of the 8,579 yards, 1,957 were hauled from Lyle Wagner's pit to help the material go through the crusher.
- 3,478 yards were already paid to Ron as pit run piled so the remaining 3,324 yards was all to pay Ron for this pile.
- To finish off the 2021 10,000-yard control Ron we will be hauling 6,676 yards of pit run from his pit to the Old Hwy. No. 6 stockpile site.
- Shayne and Kelly have started hauling this pit run with Mitchell and Cole running the loader and dozer and myself on the excavator piling the material.

Dustin Huber

Cupar & District Nursing Home Report for November/December, 2021

- November 29th AGM & regular meeting
 - o Present were Darrell Wagner (Markinch), Ken Staruiala (Southey), James Slywka (RM of Lipton), Georgina Kallichuk (Cupar), Margie Grohs (Dysart), Lynn Schulhauser (RM of Cupar), David Ritter (RM of Longlaketon), Chris Shirley (Administrator). Joann Hill (Confidential Secretary) was unable to attend.
 - o The AGM was held first with no additional people attending. Darrell was nominated as the chair with Ken as vice-chair. The agenda, minutes of the last AGM and audit were all approved. It was a short meeting.
 - o The regular meeting followed the AGM.
 - o Healthcare staffing continues to be a priority and concern. A casual RN, part-time LPN, casual CCA, dietary worker and a housekeeper have been hired.
 - o A new position of unit support worker has been implemented on a casual basis.
 - o To date no staff or residents have tested positive for COVID. COVID funding was received the beginning of November for the 3rd quarter (July1-September 30, 2021). The funding was based on \$13 per day per bed. Residents are not required to be vaccinated at this time. Currently 43 of the 45 residents have been vaccinated. A mandatory staff vaccination policy has been created and implemented. All new staff hired will be required to be double vaccinated. All visitors and family must show proof of vaccination or a negative test from a 3rd party provider to enter the facility.
 - o The sidewalk project will be completed in the spring. A holdback of funds for the uncompleted work was put in place.
 - o Confirmation of funding for the bed replacement was confirmed. Demo beds that were being sent to the home have stopped because of the demand and shortage of inventory. No decision has been made as of yet as to which model of bed will be purchased.
 - o The fire sprinkler system had a leak and the valve clapper assembly had to be replaced (\$1,692.75).
 - o Next meeting is scheduled for January 31st, 2022.

David Ritter

Strasbourg Manor Report for November/December, 2021

- The common area will be open to residents of the manor and consideration will be given to opening it for outside guests at a later date.
- New housekeeper was hired at \$15 per hour and was given a \$2 per hour increase after 3 months of employment.
- The housekeeper's husband has been hired at \$17 per hour to remove snow from the sidewalks.

Garry Gibson

WUQWATR Report for November/December, 2021

- Engagement Committee
 - o 36 members, increased by 3
 - o Meet with the MLA's in their constituency office has better results than at the legislature
 - o There are not any Ag programs to work on at the moment
 - o ALUS program has increased from 100 acres to 300 acres.

- December 10th Board Meeting
 - o Letters have been sent regarding the following with no response received:
 - Oil spills at the refinery
 - train derailments at Lanigan and Craven
 - o Moose Jaw used to give sewer water for irrigation and now has an improved treatment plant so the water is cleaner and the irrigation acres have increased from 3,000 acres to 9,000 acres.
 - o Irrigators pay some of the cost for the water which they didn't before
 - o All ALUS programs are complete and the acres doubled from last year
 - o Grants open now instead of in the spring so projects are approved earlier to be finished before fall.
 - o Water is dropping in Last Mountain Lake
 - o The AGM will be in Regina on April 29th.

Scott Hegglin

Administration Report for November/December, 2021

Follow-up from the November 8th Meeting:

- Ministry of Highways was made aware that the RM will be following their Winter Weight program. Winter Weights are still not in place.
- The Eddy Golf Course was sent a letter informing them that they would be removed from our property insurance policy as of January 1st, 2022.
- Board appointment letters were sent to the board informing them of any new appointments.

SARM Midterm Convention

- Resolutions:
 - o The following resolution did not pass at the convention:
 - Drought Relief
- Tendering & Procurement Webinar
 - o A tender is an “offer” – owner and bidder must enter into a contract.
 - o An RFP does not include the concept of a bid contract – owners have more flexibility in addressing non-compliant proposals.
 - o Tenders are good when you have a very defined scope of work but not good when you want to discuss any other options available with the contractor.
 - o With tenders, the second bidder could sue if you award the tender to a bidder that submitted a non-compliant tender.
 - o RFQ – not public and only sent to pre-determined bidders.
- Civic Addressing Webinar
 - o Voluntary program – not mandatory
 - o Road naming:
 - Road name must be verified by the community and Ministry of Highways
 - Can use Township/Range road numbers or a combination of common road names and Township/Range road numbers.
 - o A bylaw is not required to be in place
 - o Follow policies that are set out by SARM and the Ministry of Highways
- Safety Manual Webinar
 - o Overview of the contents that are required in a site-specific safety manual
 - o There is an Employee Training Manager, accessible through SARM
 - o Southeast College will create a site specific safety manual at a reasonable rate.

Other Business Conducted:

- Interim Audit was conducted by Dudley & Co. on November 26th with no areas of concern.
- Changes to the Municipalities Act require that a municipality must pass a policy for ensuring that all divisions in the RM have a similar population (or as close as reasonably practicable).
- Matthewson & Co. is putting on a bundle of six webinars which include the following for \$250 plus GST:
 - o Assessment Management 101
 - o Community Economic Development
 - o Do it Yourself Strategic Planning
 - o Professional Writing
 - o Grant Writing
 - o Project Management

Messages of Concern/Gratitude

- N/A

Courtney Huber

Last Mountain Regional Landfill Report for November/December, 2021

- November 24th meeting in Siltou
 - o The Income Statement, Balance Sheet, Bank Reconciliation, and list of Accounts Payable for November were approved.
 - o A Bereavement Leave Policy was approved by the board with one day paid for employees with the death of a family member and five days off without pay and more if required.
 - o We are in the process of doing performance evaluations of employees and administration.
 - o We discussed fence rebuilding options.
 - o The board had a fire de-brief meeting from the September fire at the landfill - no cause has been found.
 - o The board reviewed member Administration Procedures for Individual Bin Users - no change was recommended.
 - o Next meeting will be in Bulyea on December 22nd, 2021.

Raymond Wild