

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR  
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219  
HELD IN THE CURLING AND SKATING RINK IN EARL GREY  
ON THURSDAY, DECEMBER 17, 2020**

**Present:** Reeve Raymond Wild, councillors Jarret Solberg – Division 1, 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 8:55 a.m.

**Minutes**

2020-317 Garry Gibson – That the minutes of the regular meeting of council held on November 17<sup>th</sup>, 2020 be approved as circulated.

CARRIED

**Weber Driveway Maintenance**

2020-318 Brett Tallentire – That, due to using Lorraine Weber’s driveway on the SE Qtr. of Sec. 25, Twp. 25, Rge. 19, W2 to haul gravel out of the municipality’s and the Weber pit, we enter into an agreement with Lorraine Weber for the RM to conduct maintenance and repairs to the driveway.

CARRIED

**Financial Report**

2020-319 Scott Hegglin – That the administrator's statement of cash receipts, payments and balances for the period ending November 30<sup>th</sup>, 2020 be accepted as presented.

CARRIED

Operating foreman, Dustin Huber met with council at 9:25 a.m. to discuss the following:

- gravel hauling;
- Bridge Committee meeting;
- equipment & truck repairs;
- self-isolation; and
- PDAP projects.

**International Semi Repairs**

2020-320 David Ritter – That we spend the additional funds in order to continue repairing the motor of the 2000 International semi.

CARRIED

**CAT Dozer Repairs**

2020-321 Scott Hegglin – That we replace the track chains on both sides of the 1997 CAT dozer due to one side failing and the other side being worn out.

CARRIED

**Tractor Purchase**

2020-322 Brett Tallentire – That we table a decision on purchasing a tractor until we receive a price clarification from South Country Equipment.

CARRIED

**Human Resources Committee**

2020-323 Scott Hegglin – That Jarret Solberg, Garry Gibson, Dustin Huber and Courtney Huber be appointed to the Human Resources Committee for November 1<sup>st</sup>, 2020 to October 31<sup>st</sup>, 2021.

CARRIED

Mr. Huber left the meeting at 10:55 a.m.

Barry Chamryk met with council at 11:12 a.m. to discuss his non-conforming building permit. Mr. Chamryk left the meeting at 11:26 a.m.

**Fire Dispatch Contract**

2020-324 Scott Hegglin – That we sign the attached Fire Dispatch Contract with the Saskatchewan Public Safety Agency in order to receive dispatching services for fire protection services.

CARRIED

**Correspondence**

2020-325 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:

- SARM Re: November Policy Bulletin, Respect Certified, Municipalities of Saskatchewan and Speech from the Throne
  - Ducks Unlimited Canada Re: Programs
  - Norm Nordgulen Re: Merry Christmas
  - Health Canada Re: Strychnine
  - Saskatchewan Public Safety Agency Re: Mandate & Fire Dispatch Contract
  - SMHI Re: 2020 Business
  - WCB Re: 2021 Premium Rate Notice
- CARRIED

**SMHI Claims Report**

2020-326 Brett Tallentire – That council has reviewed and accepts the Saskatchewan Municipal Hail Insurance 2020 claims report.

CARRIED

**Recess**

2020-327 Jack Davidson – That we recess for lunch at 12:11 p.m.

CARRIED

Reeve Raymond Wild called the meeting back to order at 12:41 p.m.

**Board and Committee Reports**

2020-328 David Ritter – That the following board and committee reports be accepted as presented and attached to and forming part of these minutes:

- Bridge Committee
- Cupar & District Nursing Home
- Strasbourg & District Health Centre
- Strasbourg Manor
- Administration Report
- Last Mountain Regional Landfill

CARRIED

**Tractor Purchase**

2020-329 Brett Tallentire – That we purchase a 2021 John Deere 6155M tractor from South Country Equipment for \$173,500.00 plus the applicable taxes and fees and that we have front fenders installed for an additional \$400.00 plus the applicable taxes and fees. Further that the tractor has five year comprehensive 3,000-hour warranty.

CARRIED

**Chamryk Building Permit**

2020-330 Jarret Solberg – That we issue a permit to Barry Chamryk for a garden suite on Lot 17, Block B, Plan 101900843. Further we issue a \$250.00 fine to Mr. Chamryk for contravening our zoning bylaw and commencing construction prior to obtaining a permit.

CARRIED

**Municipal Office Closure**

2020-331 Jack Davidson – That we ratify the closing of the Municipal office to the public, effective November 27<sup>th</sup>, 2020 until December 10<sup>th</sup>, 2020, inclusive, due to a COVID-19 exposure within the office.

CARRIED

**Snow Plow Clubs**

2020-332 David Ritter – That the following snow plow clubs be approved for snow removal on the R.M. of Longlaketon No. 219 municipal roads for the 2020-2021 winter season:

<i>Snow Plow Club Name</i>	<i>Operators</i>
Rudy & Sherry Schmidt Snow Plow Club	Rudy & Jennifer Schmidt Austin Grund

CARRIED

**APAS Membership**

2020-333 Scott Hegglin – That we become a member of the Agricultural Producers Association of Saskatchewan and pay the 2021 membership fee of \$2,021.00.

CARRIED

Cathy Glass with the Rock Ridge Condominium Association met with council at 1:28 p.m. to discuss the possible annexation of Rock Ridge with the Resort Village of Kannata Valley and the Rock Ridge boat launch. Mrs. Glass left the meeting at 2:07 p.m.

**Cyber Liability Insurance**

2020-334 Jarret Solberg – That we do not purchase Cyber Liability Insurance.  
CARRIED

Shayne Krochak with the Earl Grey Longlaketon Fire Department met with council at 2:19 p.m. to discuss the Fire Hall. Mr. Krochak left the meeting at 2:43 p.m.

**Earl Grey Longlaketon Fire Hall**

2020-335 Scott Hegglin – That we forward our SRP grant funds to the Earl Grey Longlaketon Fire Protection Board to use towards the purchase of the shop at 103 Bates Street in Earl Grey. Further that we do not grant them their annual allocation of \$14,000.00 for four years being 2021 until 2024, inclusive.  
CARRIED UNANIMOUSLY

**Council Procedures Amendment Bylaw**

2020-336 Jack Davidson – That Bylaw 7-2020, being a bylaw to amend the council procedures bylaw, be introduced and read a first time.  
CARRIED

2020-337 Garry Gibson – That Bylaw 7-2020 be read a second time.  
CARRIED

2020-338 David Ritter – That Bylaw 7-2020 be given three consecutive readings at this meeting.  
CARRIED UNANIMOUSLY

2020-339 Jarret Solberg – That Bylaw 7-2020, being a bylaw to amend the council procedures bylaw, be read a third time and signed, sealed and adopted by the reeve and the administrator.  
CARRIED

**February Council Meeting**

2020-340 Garry Gibson – That due to the Virtual SUMA Annual Convention, we hold our February meeting on Tuesday, February 16<sup>th</sup>, 2021 commencing at 9:00 a.m. at the Curling and Skating Rink in Earl Grey, Saskatchewan.  
CARRIED

**Zoning Amendment Bylaw**

2020-341 Brett Tallentire – That Bylaw 8-2020, being a bylaw to amend Zoning Bylaw No. 6-2013 be introduced to council and read a first time and further that the public hearing required for the amending bylaw be held on Tuesday, February 16<sup>th</sup>, 2021 at 11:30 a.m. with only written comments received via electronic mail or standard mail being accepted prior to the date of the hearing.  
CARRIED

**Faer Fire Charges**

2020-342 Garry Gibson – That we forward the correspondence received from KMP Law regarding Mr. Faer’s fire protection services invoice along with the fire investigators report and initial call out report to our legal counsel.  
CARRIED

**Adding Costs to Taxroll**

2020-343 Jarret Solberg – That we instruct the administrator to add the following costs to the indicated taxroll properties if they remain outstanding on December 31<sup>st</sup>, 2020:

Property	Amount	Invoice Detail
Lot 21, Block A, Plan 101918066	\$1,407.27	Water Utility Charges
Lot 1, Block A, Plan 101704172	\$400.00	Water Utility Charges
Lot 13, Block A, Plan 101886420	\$508.05	Water Utility Charges
Block E, Plan 101372666	\$500.00	Fire Protection Services
Block A, Plan 102053618	\$1,330.00	Fire Protection Services

CARRIED

**Signs for Resale**

2020-344 Raymond Wild – That, in 2021, we purchase (500) 0.012-gauge and (500) 0.032-gauge aluminum No Trespassing/No Hunting Signs from Voss Signs of Manlius, New York for resale.  
CARRIED

### **Audit Responsibilities**

2020-345 Scott Hegglin – That we agree to the Audit Responsibilities outlined by Dudley & Company in their letter dated November 19<sup>th</sup>, 2020.

CARRIED

### **Municipal Revenue Sharing**

2020-346 Garry Gibson – 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 2019 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

### **Brewster Ag Industries**

2020-347 Jarret Solberg – 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 31<sup>st</sup>, 2021 and if council determines any damage is taking place on this stretch of road, then permission may be immediately revoked by letter.

CARRIED

### **Payment of Accounts**

2020-348 David Ritter – That the reeve and the administrator be instructed to pay all outstanding accounts that are not questionable at December 31<sup>st</sup>, 2020.

CARRIED

### **Accounts for Payment**

2020-349 Jack Davidson – The following accounts be approved for payment:

14345	VOID		
14346	Canada Revenue Agency	November Remittance	13,893.19
14347	Collabria Mastercard	Picture Frames, Postage, SGI Renewal, Office Supplies, Council Lunch, Commissioner For Oaths Renewal & Website	1,204.95
14348	MEPP	November Remittance	8,137.86
14349	Minister of Finance – Ed Tax	November Education Remittance	22,302.64
14350	Saskatchewan Municipal Hail	November Remittance	15,442.37
14351	Last Mountain Times Ltd.	Re-issue Cheque #13746 Lost/Stale-dated	529.20
14352	Acton's Plumbing & Heating	Shop Boiler Repair	266.23
14353	Auto Parts Plus	Repair Parts	405.87
14354	Brandt Tractor Ltd.	Repair Parts & Labour	1,282.29
14355	Bulyea COOP	Office Supplies, Repair Parts & Oil	580.02
14356	Cole Foster	2020 Cell Phone Allowance	240.00
14357	Collabria MasterCard	Face Masks, SGI Mack Plate Renewals & Website	6,963.71
14358	Dionco Sales and Service Ltd.	Culverts & Repair Part	6,240.73
14359	Earl Grey Curling & Skating	Meeting Space - October, November & December	300.00
14360	Fort Garry Industries Ltd.	Shop Supplies	7.33
14361	Hydratec Hydraulics	Repair Part	138.07
14362	Information Services Corp	Tax Enforcement	24.00
14363	Kelly Sutter	Tool Allowance & 2020 Cell Phone Allowance	740.00
14364	KPS Repair	Tire	442.05
14365	L & G Crushing Corp.	Kramer Gravel Crush	87,940.55
14366	Lanny Mason	2020 Cell Phone Allowance	200.00
14367	Last Mountain Regional Landfill	Loraas - November 2020	4,157.07
14368	Mainline Fleet Service	Shop Supplies & Repair Part	559.62
14369	Mitchell Nixon	2020 Cell Phone Allowance	220.00
14370	MuniSoft	AP, Budget & Year End Webinars	343.35
14371	Prairie Battery	Batteries	250.80
14372	Princess Auto	Shop Supplies	54.38
14373	Professional Building Insp.	Inspections - November 2020	537.25

14374	Mazergroup Raymore	Repair Parts & Labour	3,334.71
14375	Rema Tip Top Agency Ltd.	Repair Part & Shop Tool	51.87
14376	SARM	Signs, Brackets & Posts, Ballots & Office Supplies	3,250.30
14377	Sask Ministry of Highways	Treated Winter Sand	1,908.30
14378	SaskTel (Mobility)	Shop Mobility	169.06
14379	Scott & Carol Hegglin	Honorarium for Well	200.00
14380	Shane Krochak	2020 Cell Phone Allowance	160.00
14381	Sherwood Co-op Ltd.	Fuel	16,090.57
14382	South Country Equipment	Fuel Protect, Oil & Repair Part	1,169.73
14383	Strasbourg Agro Inc.	Repair Parts	4,216.18
14384	Warner Truck Industries	Repair Parts	1,743.85
14385	Westrans Company	Interest	7.60
14386	Jack Davidson	Council Indemnity - November 2020	275.96
14387	Garry Gibson	Council Indemnity - November 2020	293.94
14388	Scott Hegglin	Council Indemnity - November 2020	707.57
14389	David Ritter	Council Indemnity - July - November 2020	1,339.31
14390	Delbert Schmidt	Council Indemnity - November 2020	305.50
14391	Jarret Solberg	Council Indemnity - November 2020	428.91
14392	Brett Tallentire	Council Indemnity - November 2020	246.38
14393	Ray Wild	Council Indemnity - November 2020	1,120.82

**Preauthorized Payments:**

PAD	Sask Power	Street Lights - Rock Ridge	66.11
PAD	Sask Power	Herman Well NE0821202	56.93
PAD	Sask Power	Shop	246.44
PAD	Sask Power	Office	80.84
PAD	Sask Power	Street Lights - Rock Ridge	29.36
PAD	Sask Energy	Shop	160.71
PAD	Sask Energy	Office	101.57
PAD	Sask Tel	Shop Phone	139.38
PAD	Sask Tel	Office Phone/Fax & Internet	195.60

**Payroll:**

255	Cole Foster	Payroll PP 24 - November 8 - 21, 2020	1,472.86
256	Maureen Herman-Wilde	Payroll PP 24 - November 8 - 21, 2020	1,139.69
257	Courtney Huber	Payroll PP 24 - November 8 - 21, 2020	2,036.61
258	Dustin Huber	Payroll PP 24 - November 8 - 21, 2020	2,235.26
259	Shayne Krochak	Payroll PP 24 - November 8 - 21, 2020	1,453.24
260	Lanny Mason	Payroll PP 24 - November 8 - 21, 2020	1,527.04
261	Gerald Meng	Payroll PP 24 - November 8 - 21, 2020	1,616.65
262	Mitchell Nixon	Payroll PP 24 - November 8 - 21, 2020	1,440.85
263	Kelly Sutter	Payroll PP 24 - November 8 - 21, 2020	1,965.24
264	Teresa Sutter	Payroll PP 24 - November 8 - 21, 2020	1,051.77
265	Brendan Weber	Payroll PP 24 - November 8 - 21, 2020	573.27
255a	Gerald Meng	Payroll PP 25 - November 22 - December 5, 2020	1,276.67
256a	Cole Foster	Payroll PP 25 - November 22 - December 5, 2020	1,432.42
257a	Maureen Herman-Wilde	Payroll PP 25 - November 22 - December 5, 2020	997.03
258a	Courtney Huber	Payroll PP 25 - November 22 - December 5, 2020	2,036.61
259a	Dustin Huber	Payroll PP 25 - November 22 - December 5, 2020	2,135.47
260a	Shayne Krochak	Payroll PP 25 - November 22 - December 5, 2020	1,598.67
261a	Lanny Mason	Payroll PP 25 - November 22 - December 5, 2020	1,792.18
262a	Mitchell Nixon	Payroll PP 25 - November 22 - December 5, 2020	938.28
263a	Kelly Sutter	Payroll PP 25 - November 22 - December 5, 2020	1,853.98
264a	Teresa Sutter	Payroll PP 25 - November 22 - December 5, 2020	1,136.27

CARRIED

**Adjourn**

2020-350 Brett Tallentire - That this council meeting adjourn. (4:35 p.m.)

CARRIED

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REEVE

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ADMINISTRATOR

## Foreman Report for November/December, 2020

- I received tractor quotes from Tractorland, South Country Equipment, Mazur Group and Nick's Service for a 150 horsepower tractor to be reviewed at the December meeting.
- The Decap trailer will be dismantled in the winter months and parts sold or kept for spares.
- Proheats for the John Deere graders will be installed in January 2021.
- Attended the Bridge Committee meeting on November 23<sup>rd</sup> in Lumsden about the Little Church Road Bridge.
- Helped Kelly with taking the semi apart.
- Moved the dozer and excavator around for Cole and Mitchell.
- I had to go into self-isolation on December 1<sup>st</sup> so I worked on the PDAP claims while at home and used a couple vacation days.
- Put up temporary steel posts for any fallen signs.
- Went for a drive with Jack to look at more back roads that need bush cleared on the allowances since we are working in that area.
- The dozer rail on one side snapped and there is a hairline crack on the other side so we will be replacing both sides.
- The one Reinhardt truck has a blown motor and is not worth the cost to replace it. Might be good to look for a better half ton.

### Shop Crew:

- Shayne and Lanny are stockpiling at the Speed Curve south of Earl Grey, there is roughly 3,500 yards there and hope to have 7,000 yards there and then will move onto the Old 6 stockpile for roto-mixing. They are hauling roughly 1,000 yards per week which would cost about \$6.00 per yard (half of custom haul rates).
- Kelly and helpers (whoever's available at the time) began taking apart the 2000 International Semi to do injectors and the injector cups in the head. The seals are swelling and starting to come out so we had to take the head off and send it to Continental Engine Rebuilders to get new injector cups put in. Will be putting in new pistons, sleeves a new turbo as well. Truck won't be done until the end of January.
- Kelly had to go into self-isolation on December 1<sup>st</sup> so the 2008 Dodge, 2009 Dodge, 2000 Chev, sprayer truck and the skid steer all went to his shop to be serviced and the 2009 Dodge needed a water pump so it was replaced as well.
- Cole has been on the dozer in Division 4 clearing bush on back road allowances for cleanup of deadfall and so we can maintain the allowances for dirt removal and spraying. He has also been on the grader trying to keep the washboard under control on the main grids and intersections.
- Mitchell has been on the excavator at the Olson pit stripping for pit run removal/piling. He has also been on the grader maintaining the hills, subdivisions, main grids and intersections.

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Dustin Huber

## Cupar & District Nursing Home Report for November/December, 2020

November 23<sup>rd</sup> meeting at Cupar Legion Hall at 7:00 p.m.

- Masking, hand sanitizing and social distancing were required to attend.
- Present: Darrel Wagner (Markich), Ken Staruiala (Southey), David Ritter (RM 219), Gloria Woodward (RM 218), James Slywka (RM 217), Don Jeworski (Cupar), Richard Jensen (Administrator), Cathy Peters (Director of Care) and Joann Hill (Secretary)
- Regrets: Brenda Macknak (Dysart) retired and no one has replaced her yet.
- AGM appointments were Darrell Wagner (Chair), Gloria Woodward (Vice Chair), Ken Staruiala (Chair of Building/Furnishings), Gloria Woodward and David Ritter (Building/Furnishings) and Don Jeworski (Finance/ Audit)
  - o No other people showed up for the AGM
  - o The home is currently running at full capacity (45)
  - o With appointments done and no questions or concerns we went into the regular meeting agenda
  - o Financial statements were reviewed. Increases over monthly budget were noted for the registered nurses, special care aids and house-keeping. All related to extra time spent because of COVID.
- Chair had nothing to report
- DOC report focused on the importance of keeping COVID out of the Cupar home by:
  - o Enhanced house keeping
  - o Daily screening of Staff and Residents including temperatures
  - o Proper hand washing
  - o Continuous masking
  - o Daily written upgrades to staff, followed up by weekly meetings
  - o Regular emails are being sent to the families
  - o Supplies are getting scarce and they are spending a lot of time sourcing. Prices are increasing. Face shields can only be used for one shift before discarding them. Have to be medical grade which is \$300 per case of 50.
  - o Hired a permanent part-time rec therapist
  - o LPN and CCA shortage continues.
  - o Staff are getting tired.

- Executive Director Report
  - o The restrictions set up by SHA are followed
  - o The lab services position has been filled and service will resume for Cupar, Southey, and Regina Beach on November 3<sup>rd</sup>. There is no relief for this position for holidays or sickness.
  - o Dr. Oluma is the facility doctor, he does not come out or Facetime residents but calls once per week. He is expressing concerns about the fee schedule (inadequate compensation).
  - o Laundry roof replacement started November 23<sup>rd</sup> and should be done mid-December.
- Board approved building a 4'x8' porch that will accommodate 2 visitors for window visits. It will be insulated and heated with a microphone and speakers for communication with residents. To be built by Chase Construction at a cost of \$3,829.50

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David Ritter



## **Strasbourg & District Health Centre Report for November/December, 2020**

- The Strasbourg & District Health Centre is very busy with both the nurse practitioner and doctor having a full schedule for at least a month in advance. With an increase of COVID cases in the province, they have tried to scale back the face-to-face visits in the clinic again. The providers are completely swamped, but doing their very best to push through, with the help of the outstanding nursing staff and reception.
- The clinic has gotten rid of Monday and Friday walk-in afternoons and they have been replaced with same day access appointments and patient follow up appointments daily. These appointments are earmarked for more urgent issues as a way to prioritize concerns that really can't wait.
- Our administrator is in contact with Sask Health Authority consistently, following the latest COVID guidelines and recommendations. The staff is going above and beyond working overtime and extra days in order to support the providers and provide healthcare to the community to the best of the abilities.

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Scott Hegglin

## Strasbourg Manor for November/December, 2020

### November 18<sup>th</sup> Meeting

- COVID Restrictions
  - o 5 people in the common room
  - o 5 people in suites
  - o Painting policy going to a neutral colour for the rooms.
- The annual meeting will be held at the Lions Den due to COVID, no public attendance allowed, only board members
- Each tenant will get the board report and financials
- Tenants are asked to tell the administrator if they have any concerns and they will be presented to the board

### December 16<sup>th</sup> Meeting

- New Sask Health Authority COVID Regulations indicate only 1 visitor allowed
- 1 suite is empty and the board believes it is not being filled due to COVID
- House keeper will be retiring at the end of December
- 3 board members were appointed to the hiring committee

### Manor Annual Meeting

- No complaints from the residents
- 2 positive letters were received

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Scott Hegglin

## **Administration Report for November/December, 2020**

- The interim audit took place on Friday, November 20<sup>th</sup>.
- A Bridge Committee meeting took place on November 23<sup>rd</sup> regarding the Little Church Road Bridge. As an outcome of the meeting, I was instructed to send a Demand Letter to SGI regarding a claim against them for the replacement of the bridge and also send a letter to the Provincial Government asking for a financial contribution due to the river being property of the Queen. I received a response back from SGI that we are not able to place a claim through the Uninsured Motorist Act as we are a Municipality and they are exempt. They have recommended that we wait until the RCMP investigation is complete and we can obtain the file. Once we have access to the file we may know the license plate number or the serial number and can send a demand letter back at that time.
- A letter was sent to the Eddy Golf Course regarding liability of the newly constructed pond on the course and if a fence would be built surrounding it. They have confirmed that there is signage at the course indicating that everyone under 16 years of age must be accompanied by an adult and to use the course at their own risk, which is posted at the ponds and the entrance. To their knowledge no other golf courses have fences around their ponds and even other ponds at the Eddy Golf Course are 6 to 8 feet deeper than the new one. The Eddy Golf Club carries 5 million dollars in liability insurance.
- A road tour was scheduled to take place on Thursday, December 3<sup>rd</sup> with a van rented from Can Rent Auto in Southey for \$50.00 per day. This was cancelled due to local COVID-19 cases.
- I attended Budget Preparation and Year-End Preparation Webinars online on November 25<sup>th</sup> and November 30<sup>th</sup>, respectively.
- I conducted the paperwork and applied for my Standard Certificate through UMAAS which has been received (new legislation requires that joint office administrators need both the RMAA and UMAAS certificates).
- The SAMA Maintenance Lists have been submitted for them to conduct their inspections for the 2021 assessment year.
- The office closed to the public on November 27<sup>th</sup> due to Maureen's son testing positive for COVID-19. Maureen received her positive test results on Monday, November 30<sup>th</sup> and Teresa and I were forced to self-isolate for 14 days from our last contact with Maureen. I worked from home, responding to emails and phone calls and also worked on PDAP and the RM and Village meeting preparation.

## Messages of Concern/Gratitude

- Division 2 - Dan Schmidt called to notify that there are still piles of rocks in the ditch near his place and worries about a snowmobile hitting them. RM crew removed the piles.
- Division 1 - Beckie Morin emailed to state that the Valley View Estates roads are hardly passable and they have not seen a grader since August/September. Dustin confirmed that a grader was there not too long ago however it is difficult to cut the road with the dry conditions. A grader will be going back within the next week.
- Division 1 - Curtis Hicks called and requested that the turnoff from Hwy 20 into Cummins Subdivision be sanded as they have moving trucks coming in and out and it is quite icy. Dustin sent a grader to the area.
- Division 5 - Gordon Decker called to say that a custom hauler hit the ditch near their place and collapsed the culvert on the east side of the road. Dustin is going to see if it can be cut off and jacked up.

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Courtney Huber

## Landfill Report for November/December, 2020

November 23<sup>rd</sup> meeting in Earl Grey

- Landfill Cell Committee Meeting.

November 25<sup>th</sup> in Govan

- Remote meeting with the Ministry of Environment
- Inspection Report and Annual Report were approved by the ministry.
- RFP for an auditor was approved by the board with SENSUS Chartered Professional Accountants Ltd. being the low tender. A 3-year fixed quote price was accepted.
- RFP for an engineering firm to supply a quote for a:
  - o Preliminary Closure Plan
  - o Decommissioning Cost Analysis
  - o Program Application

was presented to the board. The Landfill Cell Committee recommended Ground Engineering to be hired based on cost, experience and references. There were 6 tenders received ranging in price from \$11,900 to \$24,328.

- Our scale, donated by Evraz, is now fully functional. The scale certification was done by Industrial Scale and is certified to 56,500 kg.
- We also did a budget review. Our revenue to October 31<sup>st</sup> exceeds our 2020 calendar budget numbers. Our expenses are right on target.
- For the November 25<sup>th</sup> meeting and future meetings there will be no alternates in attendance due to COVID restrictions.

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Raymond Wild