

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219
HELD AT THE MUNICIPAL OFFICE IN EARL GREY
ON TUESDAY, FEBRUARY 13, 2024**

Present: Reeve Raymond Wild, councillors Jarret Solberg – Division 1, David Ritter – Division 2, Garry Gibson – Division 3, Jessica Van Blaricom – Division 4 (2:58 p.m. departure), Nolan Fuller, Division 5 and Courtney Huber, administrator.

Absent: Councillor Scott Hegglin – Division 6

Call to Order

A quorum being present, Reeve Raymond Wild called the meeting to order at 9:10 a.m.

Operating foreman Dustin Huber joined the meeting at 9:10 a.m.

Minutes

2024-034 Jarret Solberg – That the minutes of the regular meeting of council held on January 9th, 2024 be approved as circulated.

CARRIED

Financial Report

2024-035 Garry Gibson – That the administrator's statement of cash receipts, payments and balances for the period ending January 31st, 2024 be accepted as presented.

CARRIED

Operating foreman Dustin Huber provided a report on the following:

- equipment repairs;
- grading; and
- welder tender.

Redeployed RCMP Positions from the South District

2024-036 David Ritter – That we send a letter to the Minister of Corrections, Policing and Public Safety regarding the redeployed RCMP positions from the South District.

CARRIED

Pest Control Officer Rate

2024-037 David Ritter – That Tom Schmidt's rate be increased to \$30.00 per yardsite visited for 2024.

CARRIED

WUQWATR Membership

2024-038 Jarret Solberg – That we renew our membership with Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility and pay the 2024 membership fee of \$300.00

CARRIED

Correspondence

2024-039 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: 2024 Annual Convention, News Release and Weed Inspector & Land Manager Workshops |
| - APAS | Re: Jan 11 th , 18 th , 25 th , Feb 1 st & 8 th Updates |
| - RCMP | Re: November & December, 2023 Report |
| - SAMA | Re: 2024 Annual Meeting |
| - Triple S Transport | Re: Services |
| - Town of Strasbourg | Re: Redeployed RCMP Positions from the South District |
| - Southey Community Daycare | Re: Sponsorship |
| - Prairie Steel Products | Re: Hospitality Event |
| - ECTPC | Re: 2023-2024 Year |
| - Tom Schmidt | Re: Pest Control Officer |
| - WUQWATR | Re: 2024 Membership |
| - Hudson Bay Route Association | Re: 2024 Membership |
| - SaskTip | Re: 2024 Membership |
| - Blanche Cooper | Re: Little Church Road Bridge |
| - Brian & Darcie Cooper | Re: Little Church Road Bridge |

CARRIED

Ray Orb, Bill Huber, Cody Jordison, Jay Meyer, Laurel Feltin, Craig Williams with SARM met with council at 10:55 a.m. to discuss their services, advocacy and benefits of being a member of SARM. The delegates left the meeting at 12:18 p.m.

Recess

2024-040 Jarrett Solberg – That we recess for lunch at 12:19 p.m.
CARRIED

Reeve Raymond Wild called the meeting back to order at 12:42 p.m.

Board and Committee Reports

2024-041 Jessica Van Blaricom – That the following board and committee reports be accepted as presented:

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

CARRIED

SARM Membership

2024-042 Jarrett Solberg – That we renew our membership with the Saskatchewan Association of Rural Municipalities and pay the 2024 membership fee of \$3,728.85 plus GST.
CARRIED

Term Deposit

2024-043 David Ritter – That we renew our \$25,000 One Year Redeemable term at Radius Credit Union on its expiry.
CARRIED

Lincoln Portable Welder Tender

2024-044 Garry Gibson – That we accept the tender of \$5,500.00 submitted by Mark Ritter for the Lincoln 600-amp Portable Welder.
CARRIED

Riverview Sausage Approach

2024-045 Jarrett Solberg – That we do not amend the conditions of the Riverview Sausage Permit and that the traffic still be directed to the approach to the northwest of the property.
CARRIED

Blks C & D, Plan 101374466 Multi-Parcel Subdivision

2024-046 David Ritter – That we do not approve the subdivision request submitted by Campion Hein to further subdivide Blocks C & D, Plan 101374466 as there would be too many parcels on one quarter section.
CARRIED

Division Boundary Review

2024-047 Garry Gibson – That we open our Division Boundary Review Report for public inspection from February 26th until March 28th, 2024 for ratepayers to provide written comments. The council will then review the report and comments at their April 9th, 2024 meeting.
CARRIED

2024 RM of Longlaketon/ Village of Earl Grey Administration Agreement

2024-048 Nolan Fuller – That the R.M. of Longlaketon No. 219 and the Village of Earl Grey sign a revised administration agreement effective January 1, 2024 with the village paying \$45,113.29 for administration salaries and no change to the monthly rental rate or capital purchase allowance of the agreement for 2024.
CARRIED

2024 Administrator Salary

2024-049 David Ritter – That for 2024 administrator Courtney Huber be paid an annual salary of \$85,360.00 and further that her salary include SARM extended health and dental benefits.
CARRIED

Evolution Potash Test Well

2024-050 Nolan Fuller – That we give consent to Evolution Potash to construct a temporary approach East of the NE Qtr. of Sec. 30, Twp. 21, Rge. 20, W2 and to drill a test well on the

aforementioned quarter section. Further that this approval is effective until March 15th, 2024.

CARRIED

Operating foreman Dustin Huber left the meeting at 1:57 p.m.

Employee Kelly Sutter met with council at 1:58 p.m.

Closed Session

2024-051 Garry Gibson – That we move into a closed session to discuss employee personnel. The closed session began at 1:58 p.m.

CARRIED

Present were Raymond Wild, Jarret Solberg, David Ritter, Garry Gibson, Jessica Van Blaricom, Nolan Fuller, Courtney Huber and Kelly Sutter. Legislative authority under clause 17 (1)(d) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Mr. Sutter left the meeting at 2:11 p.m.

Open Session

2024-052 Nolan Fuller – That the closed session concludes at 2:13 p.m. and we move back into open session.

CARRIED

Longlaketon School Sign Donation

2024-053 Jarret Solberg – That we donate \$527.00, 50 percent of the cost, to Bob Wilson for the creation and installation of a metal sign to be placed at the Longlaketon School site on the SW Qtr. of Sec. 34, Twp. 21, Rge. 21, W2.

CARRIED

Rumpel Wedding Community Event License

2024-054 Garry Gibson – That we issue a community event license to Karly Rumpel to hold a wedding at the NE Qtr. of Sec. 17, Twp. 21, Rge. 20, W2 on Saturday, June 22nd, 2024 from 7:00 p.m. until 2:00 a.m.

CARRIED

SARM Convention

2024-055 Garry Gibson – That Jessica Van Blaricom and Scott Hegglin be appointed as our voting delegates for the SARM Annual Convention to be held in Regina from March 13th to 15th, 2024.

CARRIED

SMHI Annual Meeting

2024-056 Nolan Fuller – That Scott Hegglin be appointed as our delegate to the Saskatchewan Municipal Hail Insurance annual meeting to be held in Regina on March 13th, 2024.

CARRIED

Employee Cole Foster met with council at 2:25 p.m.

Closed Session

2024-057 Garry Gibson – That we move into a closed session to discuss employee personnel. The closed session began at 2:25 p.m.

CARRIED

Present were Raymond Wild, Jarret Solberg, David Ritter, Garry Gibson, Jessica Van Blaricom, Nolan Fuller, Courtney Huber and Cole Foster. Legislative authority under clause 17 (1)(d) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Mr. Foster left the meeting at 2:43 p.m.

Councillor Jessica Van Blaricom left the meeting at 2:58 p.m.

Open Session

2024-058 David Ritter – That the closed session concludes at 3:05 p.m. and we move back into open session.

CARRIED

Operating Foreman

2024-059 Garry Gibson – That due to the resignation of Dustin Huber, we offer the operating foreman position to Kelly Sutter at \$36.10 per hour effective March 1st, 2024. Further that he serves a three-month probationary period in this role.
CARRIED

Equipment Operator

2024-060 David Ritter – That we advertise for a permanent full-time equipment operator with applications to be received by 4:30 p.m. on March 8th, 2024.
CARRIED

Accounts for Payment

2024-061 Garry Gibson – The following accounts be approved for payment:

15896	BBJ Five Star Service Inc	Repair Parts	51,018.55
15897	Brandt Tractor Ltd.	Repair Parts	2,933.44
15898	Bulyea COOP	Repair Parts, Office Lights & Shop Supplies	247.99
15899	DMM Energy	Fuel	3,688.82
15900	DVZ Geotechnics Inc.	Survey Gravel Stockpile Locations	1,312.50
15901	Earl Grey Fire Protection	Dryer Outlet	784.63
15902	Fort Garry Industries Ltd.	Repair Parts	71.04
15903	Hepting Glass Centre (2005) Ltd	Windshield Replacement/Repairs	1,204.35
15904	Information Services Corp	Tax Enforcement	85.00
15905	KPS Repair	Tires	1,978.99
15906	Last Mountain Regional Landfill	Loraas – December 2023	6,227.08
15907	Linde Canada Inc.	Cylinder Rental	68.98
15908	Mainline Fleet Service	Repair Parts & Shop Supplies	999.08
15909	Manz Electric Ltd.	Office Light Repairs	242.36
15910	Nesity Insurance	Commercial Policy – Unit #14	29.68
15911	Parkland Regional Library	½ 2024 Municipal Levy	8,576.20
15912	Prairie Battery	Batteries	461.54
15913	Professional Building Inspections	Inspections – December & January	1,387.74
15914	Redhead Equipment	Repair Parts	1,589.93
15915	RMAA Workshop Fund	2024 Spring Workshop	100.00
15916	RM of Touchwood No. 248	2023 Road Maintenance	882.68
15917	SARM	Insurance, 2024 Membership & Office Supplies	24,620.77
15918	SaskTel (Mobility) 02383974	Shop Mobility	80.48
15919	SaskTel (IBC) 9701037-1	Office Phone	232.02
15920	Sask Workers' Compensation	Interim Payment	5,274.71
15921	SGI	Registration Renewal	889.16
15922	Sherwood Co-op Ltd.	Fuel	174.00
15923	South Country Equipment	Repair Part	176.31
15924	Valley Ridge Public Utility Org	2024 PUB Fees	2,520.00
15925	Village of Earl Grey	2024 Insurance Reimbursement	589.00
15926	Wascana & Upper Qu'Appelle	2024 Membership	300.00
15927	Garry Gibson	Jan Indemnity & Supervision	528.99
15928	Scott Hegglin	Jan Indemnity & Supervision	1,278.90
15929	David Ritter	Jan Indemnity & Supervision	1,291.09
15930	Jessica Van Blaricom	Jan Indemnity & Supervision	261.00
15931	Ray Wild	Jan Indemnity & Supervision	1,773.00

Online Bill Payment

OBP	Minister of Finance – Ed Tax	2023 Annual Return Balance	59.60
OBP	Canada Revenue Agency	January Remittance	11,151.78
OBP	Collabria MasterCard	Website, Council Lunch & Christmas Social Supplies	5,882.59
OBP	MEPP	January Remittance	6,798.62
OBP	Minister of Finance – Ed Tax	January Education Remittance	17,261.03
OBP	Sask Municipal Hail	January Remittance	2,767.98

Preauthorized Payments:

PAD	Sask Power	Herman Well NE0821202	58.04
PAD	Sask Power	Shop	1,210.76
PAD	Sask Power	Office	167.98
PAD	Sask Power	Edenoste Well NW1423202	136.28
PAD	Sask Power	Hegglin Well NW1023202	136.45
PAD	Sask Power	Old Fire Hall	148.13
PAD	Sask Power	Street Lights – Rock Ridge	30.89

PAD	Sask Energy	Shop	331.61
PAD	Sask Energy	Office & Old Fire Hall	288.93
PAD	SaskTel	Shop	140.90
PAD	SaskTel	Office	132.89

Payroll:

1133	Cole Foster	Payroll PP 2-2023 – Dec 31 – Jan 13	1,160.45
1134	Maureen Herman-Wilde	Payroll PP 2-2023 – Dec 31 – Jan 13	598.85
1135	Courtney Huber	Payroll PP 2-2023 – Dec 31 – Jan 13	2,103.44
1136	Dustin Huber	Payroll PP 2-2023 – Dec 31 – Jan 13	1,459.76
1137	Shayne Krochak	Payroll PP 2-2023 – Dec 31 – Jan 13	1,022.33
1138	Mitchell Nixon	Payroll PP 2-2023 – Dec 31 – Jan 13	1,612.80
1139	Kelly Sutter	Payroll PP 2-2023 – Dec 31 – Jan 13	1,825.85
1140	Teresa Sutter	Payroll PP 2-2023 – Dec 31 – Jan 13 & Vision Care	1,783.97
1141	Chad Wilson	Payroll PP 2-2023 – Dec 31 – Jan 13	1,036.73
1142	Cole Foster	Payroll PP 3-2023 – Jan 14 - 27	1,540.69
1143	Maureen Herman-Wilde	Payroll PP 3-2023 – Jan 14 - 27	1,057.58
1144	Courtney Huber	Payroll PP 3-2023 – Jan 14 - 27	2,103.44
1145	Dustin Huber	Payroll PP 3-2023 – Jan 14 - 27	1,459.76
1146	Shayne Krochak	Payroll PP 3-2023 – Jan 14 - 27	1,190.10
1147	Mitchell Nixon	Payroll PP 3-2023 – Jan 14 - 27	1,216.80
1148	Kelly Sutter	Payroll PP 3-2023 – Jan 14 - 27	1,783.11
1149	Teresa Sutter	Payroll PP 3-2023 – Jan 14 - 27	1,385.31
1150	Cody Wiers	Payroll PP 3-2023 – Jan 14 - 27	182.34
1151	Chad Wilson	Payroll PP 3-2023 – Jan 14 - 27	843.31
1152	Cole Foster	Payroll PP 4-2023 – Jan 28 – Feb 10	1,626.57
1153	Maureen Herman-Wilde	Payroll PP 4-2023 – Jan 28 – Feb 10	1,067.25
1154	Courtney Huber	Payroll PP 4-2023 – Jan 28 – Feb 10	2,102.88
1155	Dustin Huber	Payroll PP 4-2023 – Jan 28 – Feb 10	1,615.40
1156	Shayne Krochak	Payroll PP 4-2023 – Jan 28 – Feb 10	1,645.12
1157	Mitchell Nixon	Payroll PP 4-2023 – Jan 28 – Feb 10	1,574.84
1158	Kelly Sutter	Payroll PP 4-2023 – Jan 28 – Feb 10	1,756.93
1159	Teresa Sutter	Payroll PP 4-2023 – Jan 28 – Feb 10	1,405.27
1160	Chad Wilson	Payroll PP 4-2023 – Jan 28 – Feb 10	1,141.86

CARRIED

Adjourn

2024-062 Jarret Solberg – That this council meeting adjourn. (3:14 p.m.)

CARRIED

REEVE

ADMINISTRATOR

Cupar & District Nursing Home Report for January/February, 2024

- January 22nd Regular Meeting
 - Minutes of the November 27th meeting were reviewed and adopted.
 - Director of Care Report:
 - Retaining and recruiting nursing staff is an ongoing issue
 - Resident Care Coordinator position remains vacant
 - All beds are currently full
 - Staff training: Respect and Dignity training final sessions will be completed by the end of February. TLR (Transferring, Lifting, Repositioning) training session was held on January 31st for 6 staff members.
 - Executive Director Report:
 - SaskTel has provided a proposal for the phone system and call system integration
 - The dryer may have to be replaced in the near future
 - SHA capital funding has approved replacing the lighting fixtures. Replacement to start in February tentatively.
 - An Asset and Liability Statement was presented and reviewed.
 - SHA was invited to attend the April meeting.
 - The next meeting date it to be determined

David Ritter

Strasbourg Manor Report for January/February, 2024

- One electrical panel needs to be replaced due to moisture. Last Mountain Electric was hired to do the work at their quoted price of \$2,434.79.
- The capacitor in one suite's furnace was replaced by Hubick's Plumbing & Heating.
- The seals in the kitchen taps of two suites were replaced due to leaking, there are two more suites that require this.
- Doorbells will be installed for suites if requested. Tenants may supply their own doorbell but it will remain with the suite upon vacating.

Garry Gibson

Strasbourg & District Health Centre Report for January/February, 2024

- There is a one week wait time to see Dr. Heintz and a two week wait time to see Jennelle.
- The Nurse Practitioner position remains vacant and there have been no applicants.
- The lab has been consistently full, with a wait time of 10 days. We will be returning to two Registered Nurses every second Wednesday starting at the beginning of February.
- Gilbert has been doing a good job of clearing the sidewalks so far this winter.

Scott Hegglin

Administration Report for January/February, 2024

Follow-up from the January 9th Meeting:

- A letter of support was submitted to SARM for the RM of Tullymet No. 216's resolution regarding CO²
- A letter was sent to Mr. Klock regarding his manure piles and horses. He called me back shortly after receiving the letter. He has until April 30th to remove the manure piles so no action is required at this time.
- A letter of concurrence was issued to Access Communications for their new tower near Silton.
- I emailed Southeast College for a quote to develop a Safety Plan for us. They provided a quote and this will be discussed at today's meeting.
- I emailed Shawn Cowie to ensure that they submit a Drainage permit application to WSA. I did not receive a response.
- The 2024 employee wages were updated in our payroll system and retroactive to January 1st. All staff were made aware of the clothing allowance that they will receive in April.
- The 2024 interim budget was put in place.
- I invited SARM to attend today's meeting for discussion. Six of their employees/board members will be in attendance.
- Allan and Mervin Ritter received their business development permit.
- All appointment letters for poundkeeper, pest control officer and weed inspectors were issued.
- The 2025 Sask Lotteries Community Grant application was submitted for each Urban municipality in the area.
- The Lincoln Portable Welder tender was posted and we received two tenders to be reviewed today.

Other Business Conducted/Updates:

- No building permits for the month of January
- Signs have been made for the Silton and South Curve transfer stations to state that they are for use by RM 219 ratepayers only and not by the surrounding municipality's ratepayers.
- Little Church Road Bridge:
 - o The RM of Lumsden No. 189 agreed to reimburse RM 219 for 50% of our labour, the guardrail and signs for the bridge. They have sent their final payment of \$9,093.30
- Mitchell Nixon has served 10 years with RM 219 as of February 11th, 2024 so we have purchased a gift for him. It may be beneficial to have an employee appreciation BBQ in the months of April and July/August and our Christmas party in December to present these awards throughout the year.

Messages of Concern/Gratitude

- N/A

Courtney Huber

Last Mountain Regional Landfill Report for January/February, 2024

- January 24th at Govan
 - o The Income Statement, Balance Sheet, Bank Reconciliation, and List of Accounts Payable for December and January were approved.
 - o The assistant administrator has resigned with 30 days' notice.
 - o The administrator has resigned but will remain in her role until a replacement is hired.
 - o We will be receiving a substantial amount of slightly contaminated, with Potash, fill soil from the Sifton train derailment site in the next 30 days. We are receiving compensation for the soil. The soil will be used as a cell cover for garbage brought into the site. This is a requirement of the Ministry of Environment as stated on our Permit to Operate.

Raymond Wild

Municipal Administration Agreement

THIS AGREEMENT MADE THIS 22ND DAY OF JANUARY, 2024,
TO COME INTO EFFECT THE 1ST DAY OF JANUARY, 2024.

Between

The RM of Longlaketon No. 219,

a municipality within the Province of Saskatchewan, hereinafter
referred to as the "R.M." the party of the first part

And

The Village of Earl Grey,

a municipality within the Province of Saskatchewan, hereinafter
referred to as "Earl Grey" the party of the second part.

WHEREAS the parties named above desire to enter into an agreement sharing costs of the Administrator and Assistant Administrator, as well as office rent, maintenance and renovations to the municipal office.

NOW THEREFORE, THE PARTIES JOINTLY AND SEVERALLY AGREE AS FOLLOWS:

1. Earl Grey will pay \$340.00 per month for office rent to the R.M. In addition, one-third of the expenses to a maximum of \$1,800.00 per year for renovations to the office, maintenance of the building and office equipment. A breakdown of the expenses will be supplied with the invoice. Payment to be remitted semi-annually to the R.M. on the 30th day of June and the 31st day of December in any year. It is further agreed that in any year that the \$1,800.00 is not used for renovations and maintenance of the building and office equipment, it may be used in subsequent years.
2. Earl Grey will be responsible for the cost of items specific to their operation including, but not limited to, computer software, computer program licensing, letterhead, cheques and pre-printed envelopes.
3. It is agreed that Earl Grey will pay the R.M. \$45,113.29 in the year 2024 for contracted administrative work. Payments of 50% to be made on the 30th day of June and the 31st day of December.
4. Dust control applied to the portion of Grid 641 from Saskatchewan Avenue to Qu'Appelle Avenue, approximately 250 meters, for the STARS landing shall be split one-third Earl Grey and two-thirds R.M.
5. Dust control applied to the portion of Grid 641 along the Earl Grey Cemetery, approximately 300 meters, shall be split equally between Earl Grey and the R.M.
6. When an employee covered by this agreement needs to be hired, Earl Grey will have one-third representation on the hiring committee.
7. Four representatives from the R.M. and three representatives from Earl Grey shall constitute the "Earl Grey Longlaketon Administration Committee" and each municipality shall appoint the members they see fit.
8. The cost of advertising for all administrative staff positions shall be split one-third Earl Grey and two-thirds R.M.
9. Training and travelling costs for seminars and workshops of mutual benefit to both municipalities shall be split one-third Earl Grey and two-thirds R.M.
10. Either Party may terminate this agreement with 90 days written notice.

IN WITNESS HEREOF the parties have by their proper officers of the purpose hereof signed its name and affixed its seal the day and year first above written.

REEVE - R.M. OF LONGLAKETON NO. 219

ADMINISTRATOR

MAYOR - VILLAGE OF EARL GREY