

**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 14, 2020**

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

**Call to Order**

A quorum being present, Reeve Delbert Schmidt called the meeting to order at 8:57 a.m.

**Minutes**

2020-01 Garry Gibson - That the minutes of the regular meeting of council held on December 10<sup>th</sup>, 2019 be approved as amended.

CARRIED

**Financial Report**

2020-02 Jack Davidson - That the administrator's statement of cash receipts, payments and balances for the period ending December 31<sup>st</sup>, 2019 be accepted as presented.

CARRIED

Operating foreman, Dustin Huber met with council at 9:15 a.m. to discuss the following:

- gravel stockpiling;
- pit run stockpiling;
- equipment repairs;
- clay capping/roto-mixing;
- trucks; and
- employees.

**Grader**

2020-03 David Ritter - That we instruct the foreman to obtain quotes from Brandt Tractor and Finning (Canada) for a 230-250 horsepower grader, both two-wheel drive and all-wheel drive. Further that all quotes be received by February 6<sup>th</sup>, 2020 at 4:30 p.m.

CARRIED

**Clay Capping/Roto-Mixing**

2020-04 Raymond Wild - That we table a decision on the clay capping/roto-mixing in order to obtain more information from adjacent land owners regarding clay and to receive a clarified quote from BLS Asphalt.

CARRIED

**Truck**

2020-05 Raymond Wild - That we instruct the foreman to inspect the 2012 Ford F450 Super Duty truck in Benson, SK and the 2009 Dodge Ram 4500 truck in Dodsland, SK.

CARRIED

**Closed Session**

2020-06 Raymond Wild - That we move into a closed session to discuss 2020 wages and indemnity rates. The closed session began at 10:42 a.m.

CARRIED

Present were Delbert Schmidt, Raymond Wild, David Ritter, Garry Gibson, Jack Davidson, Warren Larsen, 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**

2020-07 Raymond Wild - That the closed session concludes at 11:28 a.m. and we move back into open session.

CARRIED

**2020 Roadworker's Wages**

2020-08 Scott Hegglin - That the following hourly wages be set for 2020, for current employees of the R.M. of Longlaketon No. 219:

- Ken Flaman - \$27.32 per hour;
- Cole Foster - \$26.90 per hour;
- Ken Hornung - \$25.98 per hour;
- Dustin Huber - \$38.14 per hour;
- Lanny Mason - \$25.50 per hour;

Jerry Meng - \$30.00 per hour;  
Mitchell Nixon - \$26.00 per hour; and  
Kelly Sutter - \$31.81 per hour.

Further that all hourly wages include SARM extended health and dental benefits.  
CARRIED

**2020 Administrator Salary**

2020-09 David Ritter – That for 2020 administrator Courtney Huber be paid an annual salary of \$73,746.00 and further that her salary include SARM extended health and dental benefits.  
CARRIED

**2020 Assistant Administrator Wages**

2020-10 Jack Davidson – That for 2020 Maureen Herman-Wilde’s wage be set at \$27.10 per hour and Teresa Sutter’s wage be set at \$26.75 per hour. Further that hourly wages include SARM extended health and dental benefits.  
CARRIED

**Special Meeting**

2020-11 Delbert Schmidt – That we hold a special meeting to conduct interviews and discuss the Emergency Management Plan on January 21<sup>st</sup>, 2020, pending availability, in the municipal office in Earl Grey commencing at 7:30 p.m.  
CARRIED

Mr. Huber left the meeting at 12:08 a.m.

Council recessed for lunch at 12:08 p.m.

Reeve, Delbert Schmidt called the meeting back to order at 1:09 p.m.

**Saskatchewan Association of Rural Municipalities**

2020-12 Warren Larsen – That we renew our membership with SARM and pay our 2020 membership fee of \$3,268.47 plus GST.  
CARRIED

**Rural Municipalities Administrators Association**

2020-13 David Ritter – That we renew our membership with RMAA and pay our 2020 membership fee of \$455.00.  
CARRIED

**Correspondence**

2020-14 Raymond Wild – 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: December Policy Bulletin, Investing in Canada Infrastructure Program, Board Elections & 2020 Membership |
| - RMAA                             | Re: 2020 Membership   |
| - ECTPC                            | Re: 2020 Membership   |
| - Ministry of Government Relations | Re: Investing in Canada Infrastructure Program  |
| - Grasslander                      | Re: Services  |
- CARRIED

**Board and Committee Reports**

2020-15 Jack Davidson – That the following board and committee reports be accepted as presented:

- Last Mountain Regional Landfill
  - Separation Distance Review with Dennis Sherratt
  - Regina District Meeting
  - Transfer Site Inspections
  - Strasbourg Manor
  - SARM Mid-Term Convention – Conflict of Interest Presentation
  - Foster Grain Bags
- CARRIED

**Yancoal Outstanding Invoices**

2020-16 Warren Larsen – That we send Yancoal Canada Resources Co. Ltd.’s outstanding invoices, totaling \$26,984.15, to collections.  
DEFEATED

**Yancoal Outstanding Invoices**

2020-17 David Ritter – That we send a letter to Victor Tian with Yancoal Canada Resources Co. Ltd regarding the company’s outstanding invoices and request an update on the project, ensuring that he is aware that council has had no dialogue with a company representative since January 10<sup>th</sup>, 2019.

CARRIED

**Inter-Municipal Advisory Committee**

2020-18 Warren Larsen – That we arrange to have an Inter-Municipal Advisory Committee meeting with the R.M. of Cupar No. 218, the R.M. of Mount Hope No. 279, the R.M. of Touchwood No. 248 and the R.M. of McKillop No. 220 in the near future, pending availability.

CARRIED

**Road Abandonment**

2020-19 Scott Hegglin – That we approve the abandonment of a section of road being Registered Plan No. R1061. This proposed abandonment will not affect access of other property owners in the area, and no public utilities above or below the ground will be affected by the transfer. The old road will be transferred back to the adjacent land owners, who are in agreement to the transfer.

CARRIED

**Huzina Building Permit**

2020-20 Raymond Wild – That we require Mr. Huzina to submit the required building permit, inspection forms and geotechnical report by March 1<sup>st</sup>, 2020 and have the building inspections conducted following the approval of the building. Further that we fine Mr. Huzina \$2,500.00 for contravening Section 5 of Bylaw No. 2-2018, a bylaw to regulate building.

CARRIED

**Snow Plow Clubs**

2020-21 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 2019-2020 winter season:

<i>Snow Plow Club Name</i>	<i>Operators</i>
Southside Snow Plow Club	Glen Schmidt Barry Taylor Larry Richter Kim, Jason, Steve & Gerry Schumann Keith & Andrew Frazer

CARRIED

**EG Longlaketon Fire Hall**

2020-22 Raymond Wild – That the Earl Grey Longlaketon Fire Protection Board hold a special meeting to discuss the potential purchase of a new fire hall.

CARRIED

**Craven Country Thunder 2019 Policing**

2020-23 Raymond Wild – That we do not pay invoice number 1800002793 to the Royal Canadian Mounted Police in the amount of \$219,640.26 for the 2019 policing fees for Craven Country Thunder. Further that we do not enter into a Memorandum of Understanding with the RCMP for the 2019 and future policing of Craven Country Thunder.

CARRIED

**Christmas Eve Office Hours**

2020-24 Raymond Wild – That the municipal office be closed in the event that Christmas Eve falls on a weekday.

CARRIED

**SMHI Claims Report**

2020-25 Garry Gibson – That council has reviewed and accepts the Saskatchewan Municipal Hail Insurance 2019 claims report.

CARRIED

**Electronic Payroll**

2020-26 Scott Hegglin – That we conduct payroll through automatic transfers through the CAFT system with the administrator Courtney Huber and the administrator assistants Teresa Sutter and Maureen Herman-Wilde having access to the system. Further that our payroll be paid out bi-weekly with the first pay day being January 10<sup>th</sup>, 2020.

CARRIED

**Fence Replacement Policy**

2020-27 David Ritter – That the municipality shall be responsible for paying the cost of the labour for the removal and replacement of a comparable fence where needed for the purpose of road building. The municipality shall be responsible for 3-4 inch by 6-foot posts placed at a minimum of 15 feet apart, half of the wire costs and the replacement of existing gates. Further that the owner shall be responsible for half of the wire costs and for costs relating to any difference in post size, placement, wire or gates and associated labour.  
CARRIED

**Council Remuneration and Mileage**

2020-28 Delbert Schmidt – That the following remuneration, indemnity, supervision and mileage rates be paid to council for the year 2020:  
- \$240.00 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;  
- \$240.00 per day for attending convention or all day meetings away from the municipality with a \$60.00 per day meal allowance and all accommodation expenses be paid by the municipality;  
- \$120.00 per meeting for evening meetings attended by council and for any of these meetings lasting in excess of 4 hours, council will be paid \$25.00 per hour for each additional hour;  
- \$0.58 per kilometer for all municipal travel, which includes all approved administration and road workers travel; and  
- \$20.00 per month for phone usage.  
CARRIED

**Miscellaneous Appointments**

2020-29 Jack Davidson – That the following appointments be approved for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2020:

Assessor	Courtney Huber
Board of Revision	Blair Herman, Janice Ritter & Stephen Brewster
Board of Revision Secretary	Maureen Herman-Wilde
Development Appeals Board	Kelly Butz 12/31/2020 Marilyn Gibson 12/31/2021 Harley Herman 12/31/2022
Development Appeals Board Secretary	Loretta Young
Building Officials	Professional Building Inspections Inc.
Development Officer	Courtney Huber
Volunteer First Responders	Stephen Brewster, Sheryl Scherle, Shirley Mohr, Melina Tallentire & Rebecca Barnett
Fire Chief	Shayne Krochak
Volunteer Fire Fighters	Brad Bougher, Brendan Gebhart, Ken Hornung, Adair Manz, Matthew McDougall, Aron Mohr, Mitchell Nixon, David Schmidt, Jordan Schmidt, Nolan Fuller, Katlin Fischer & Dylan Fiessel

CARRIED

**LAFOIP Coordinator**

2020-30 Raymond Wild – That Courtney Huber be appointed as the LAFOIP coordinator for purposes under the Local Authority Freedom of Information & Protection Privacy Act for the year 2020.  
CARRIED

**Election Officials & Polling Places**

2020-31 Scott Hegglin – That Courtney Huber be appointed as returning officer, for municipal elections during the year 2020, and honorariums be set at \$20.00 per hour and further that the RM of Longlaketon No. 219 municipal office board room be designated as the official polling place for all six divisions in the municipality.  
CARRIED

**Poundkeeper and Designated Municipal Pound**

2020-32 Garry Gibson – That Heath Tallentire, in his absence Brett 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 Heath’s farm located on the SE-09-23-20-W2. Further, that his rate of pay will be as follows:  
Bulls - \$25.00 per day;  
Cows and Cow/Calf Pairs - \$15.00 per day;  
Feeder Calves - \$10.00 per day;

- Horses - \$25.00 per day;
- Bison - \$25.00 per day;
- Sheep - \$5.00 to \$10.00 per day, depending on size; and
- Pigs - \$5.00 to \$10.00 per day, depending on size.

Further that mileage for transporting strays be based on loaded kilometres at the following rates:

- Goose Neck/Bumper Pull Stock Trailer - \$3.50 per kilometer; and
- Cattle Liner - \$5.00 per kilometer.

CARRIED

Reeve, Delbert Schmidt declared a conflict of interest and left the council chambers at 4:23 p.m. Deputy Reeve, Raymond Wild assumed the chair.

**Pest Control Officer**

2020-33 Jack Davidson – That we appoint Tom Schmidt as our pest control officer for 2020 and his remuneration be set at \$28.00 plus GST per site visited and further that any additional site visits be paid at \$28.00 per hour, including travel time, plus mileage at \$0.58 per kilometer. Even further that we specify that all inspections must be completed by October 31<sup>st</sup>.

CARRIED

Reeve, Delbert Schmidt, returned to the room at 4:30 p.m. and assumed the chair.

**Custom Work and Rental Rates**

2020-34 Raymond Wild – That the following hourly equipment rates will be charged for custom work done by the R.M. of Longlaketon No.219 for municipal ratepayers for the year 2020:

- Dozer \$175.00/hour plus transportation;
- Excavator \$200.00/hour plus transportation;
- Patrols \$175.00/hour for ratepayers and \$200.00/hour for non-ratepayers;
- Scraper \$210.00/hour;
- Tractor and Mower \$105.00/hour;
- Payloader \$175.00/hour;
- Skid Steer \$120.00/hour;
- Tandem Truck \$100.00/hour; and
- Semi and 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 \$10.00/day or \$1.00/acre, whichever is greater;
- Eco-Bran Applicator \$10.00/day

CARRIED

**Tree Planter and Plastic Mulch Applicator**

2020-35 David Ritter – That for 2020 use of the tree planter and plastic mulch applicator require a \$200.00 cash deposit and a \$50.00/day usage fee and further that the planter and applicator be for the use of R.M. of Longlaketon No. 219 ratepayers only.

CARRIED

**Office Services**

2020-36 Scott Hegglin – That the following rates will be charged for office services done by the R.M. of Longlaketon No. 219 for the year 2020:

- Photocopying \$0.25/page;
- Faxing (send or receive) \$0.25/page; and
- Minutes (mailed) \$25.00/year.

CARRIED

**Administration Bond**

2020-37 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 2020 premium of \$230.00 plus PST be paid.

CARRIED

**SARM Liability Insurance**

2020-38 Warren Larsen – That we continue to carry liability insurance with the SARM Liability Self-Insurance Plan and pay the 2020 premium of \$3,019.65 plus PST to SARM as well as carry an extra 3 million liability coverage and 2 million errors and omissions coverage under their excess liability insurance program for an additional premium of \$1,253.00 plus PST.

CARRIED

**Short Term Disability**

2020-39 Jack Davidson – That the municipality pay the short-term disability insurance 2020 premium of \$11,685.35 on behalf of council members and municipal employees to SARM.

CARRIED

**Sask. Workers Compensation Board**

2020-40 David Ritter – That the assessable earnings for members of council of the R.M. of Longlaketon No. 219 under the Saskatchewan Workers Compensation Board be set at the minimum industry standards for 2020.

CARRIED

**2021 Sask. Lotteries TIP Grant Population Allocation**

2020-41 Jack Davidson – That the allocation for the 2021 Saskatchewan Lotteries Community Grant Program be as follows for the R.M. of Longlaketon No. 219's population of 1016 based on the 2016 census figures:

Earl Grey - 224;  
 Southey - 234;  
 Siltou - 142;  
 Strasbourg - 102;  
 Craven - 213; and  
 Bulyea - 101.

CARRIED

**Accounts for Payment**

2020-42 Jack Davidson – The following accounts be approved for payment:

13841	Titan Truck Sales	Semi Purchases	102,900.00
13842	Cole Foster	December Pay Advance	2,070.00
13843	Maureen Herman-Wilde	December Pay Advance	545.00
13844	Courtney Huber	December Pay Advance	1,955.00
13845	Dustin Huber	December Pay Advance	2,020.00
13846	Lanny Mason	December Pay Advance	1,355.00
13847	Gerald Meng	December Pay Advance	1,570.00
13848	Mitchell Nixon	December Pay Advance	1,285.00
13849	Kelly Sutter	December Pay Advance	1,725.00
13850	Teresa Sutter	December Pay Advance	850.00
13851	SGI	Semi Registrations & PST – Unit #009&010	11,382.52
13852	Cole Foster	December Pay Less Deductions	1,663.06
13853	Maureen Herman-Wilde	December Pay Less Deductions	1,385.71
13854	Courtney Huber	December Pay Less Deductions	2,358.43
13855	Dustin Huber	December Pay Less Deductions	2,950.52
13856	Lanny Mason	December Pay Less Deductions	1,675.65
13857	Gerald Meng	December Pay Less Deductions	1,522.57
13858	Mitchell Nixon	December Pay Less Deductions	1,669.34
13859	Kelly Sutter	December Pay Less Deductions	2,186.75
13860	Teresa Sutter	December Pay Less Deductions	1,645.69
13861	The Bolt Supply House Ltd.	Repair Parts	166.10
13862	Bubbling Springs Farm Ltd.	Overpayment of Taxes	1,023.72
13863	Bulyea COOP	Repair Parts	97.37
13864	VOID		0.00
13865	Collabria MasterCard	SARM Convention, Repair Parts, Council Lunch, Gas & Haul Grader	1,788.18
13866	Duchin, Bayda & Kroczyński	Overpayment of Tax Certificate	25.00
13867	Earl Grey Community Hall	Christmas Social 2019	600.00
13868	Fort Garry Industries Ltd.	Repair Parts	2,176.74
13869	Last Mountain Regional Landfill	Loraas – November 2019	3,174.49
13870	Mac Tools - Perry Duncan	Shop Tools	395.57
13871	Mainline Fleet Service	Shop Supplies	254.83
13872	Maxim International Trucks	Repair Parts	481.65
13873	Midwest Surveys	New Road Progress Invoice	2,205.00
13874	MuniSoft	Year End Webinar	114.45
13875	Nemco Resources	Oil	518.22
13876	Princess Auto	Shop Supplies	450.33
13877	Redhead Equipment	Repair Parts	286.92

13878	Ron Olson	Pit Run	14,238.00
13879	SaskTel (Mobility)	Shop Mobility	169.06
13880	Sherwood Co-op Ltd.	Fuel	3,941.00
13881	Valley Ridge Utility Org.	2019 Utility Invoice Fees	3,384.40
13882	Warner Leasing Company Ltd.	Semi Truck Rental	1,155.68
13883	Westrans Company	Repair Parts	566.99
13884	Zee Medical Service Co.	Safety Supplies	252.50
13885	Canada Revenue Agency	December Remittance	10,546.24
13886	M.E.P.P.	December Remittance	6,545.94
13887	Minister of Finance - Ed Tax	December Education Remittance	65,774.04
13888	Sask Municipal Hail	December Remittance	17,569.74
13889	Information Services Corp	Tax Enforcement	12.00
13890	Sherwood Co-op Ltd.	Fuel	5,190.48
13891	Jack Davidson	December Indemnity & Supervision	531.00
13892	Garry Gibson	December Indemnity & Supervision	724.90
13893	Scott Hegglin	December Indemnity & Supervision	803.00
13894	Warren Larsen	December Indemnity & Supervision	510.00
13895	Dave Ritter	December Indemnity & Supervision	579.50
13896	Delbert Schmidt	December Indemnity & Supervision	678.80
13897	Ray Wild	December Indemnity & Supervision	582.80
13898	Cole Foster	Payroll PP 1 - Jan 1-4, 2020	502.60
13899	Maureen Herman-Wilde	Payroll PP 1 - Jan 1-4, 2020	257.93
13900	Courtney Huber	Payroll PP 1 - Jan 1-4, 2020	1819.75
13901	Dustin Huber	Payroll PP 1 - Jan 1-4, 2020	634.28
13902	Lanny Mason	Payroll PP 1 - Jan 1-4, 2020	382.95
13903	Gerald Meng	Payroll PP 1 - Jan 1-4, 2020	644.86
13904	Mitchell Nixon	Payroll PP 1 - Jan 1-4, 2020	505.20
13905	Kelly Sutter	Payroll PP 1 - Jan 1-4, 2020	600.12
13906	Teresa Sutter	Payroll PP 1 - Jan 1-4, 2020	178.99
13907	Auto Electric Service Ltd.	Shop Supplies	91.54
13908	Auto Parts Plus	Repair Parts	433.52
13909	Brandt Tractor Ltd.	Repair Parts	1,135.16
13910	Brian Kramer	2020 Gravel Land Payment	1,805.04
13911	Bulyea COOP	Repair Parts	550.87
13912	Canada Post	Postage	2,835.00
13913	Canadian Public Safety	Fire Dispatching Services	1,333.50
13914	Collabria MasterCard	Printer, Repair Parts, Website License, Paymate Software & RDARM Convention	3,521.55
13915	Courtney Huber	Vision Care	149.00
13916	Dionco Sales and Service Ltd.	Shop Supplies	67.49
13917	Fort Garry Industries Ltd.	Repair Parts	99.63
13918	Gerald Meng	Vision Care	99.98
13919	Mainline Fleet Service	Repair Parts	643.79
13920	MuniSoft	2020 Software Maintenance	4,133.29
13921	Municipal Leadership Municipal	Economic Dev Training	152.25
13922	Professional Building Insp.	Inspections December	537.25
13923	Resort Village of Kannata	Dec 1-31/19 Water Statement	346.37
13924	Rural Municipal Administrators	2020 Membership	455.00
13925	SARM	Insurance, Benefits & 2020 Membership	60,660.12
13926	SaskTip Inc.	2020 Membership	100.00
13927	SGI	Registration Renewals - Unit 002 & 008	2598.52
13928	Sherwood Co-op Ltd.	Fuel	4127.04
13929	Village of Bulyea	2020 EMO Fee	50.00
<b>Preauthorized Payments:</b>			
PAD	Sask Power	Herman Well NE0821202	56.07
PAD	Sask Power	Office	169.45
PAD	Sask Power	Shop	743.85
PAD	Sask Energy	Office	118.97
PAD	Sask Energy	Shop	246.71
PAD	Village of Earl Grey	Office Utilities	220.00
PAD	Village of Earl Grey	Shop Utilities	220.00
PAD	Sask Tel	Shop	142.48
PAD	Sask Tel	Office	194.46
CARRIED			

**Adjourn**

2020-43 David Ritter - That this council meeting adjourn. (4:53 p.m.)

CARRIED

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REEVE

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ADMINISTRATOR