

# The Rural Municipality of Eyebrow No. 193

## Regular Council Meeting February 12, 2025

Minutes of the regular meeting of Council for the Rural Municipality of Eyebrow No. 193 held in the municipal office at 27 Main Street in the Village of Eyebrow on Wednesday, February 12, 2025.

Attendance for the meeting by Council and Administration was as follows:

**Present:** Reeve: Avan Erickson  
Councillors: Division #1 Ryan Francis  
Division #2 Jonathon Aitken  
Division #3 Braeden Hartell  
Division #4 Chase Schafer  
Division #5 George Hartell  
Division #6 Kevin Wilson  
Acting Admin: Micah Walbaum

**Absent or Late:** Absent:  
Late:

**Quorum:** *With a Quorum being present, Reeve Erickson called the meeting to order at 9:01 a.m.*

**Conflict of Interest Disclosure** *None declared.*

### MINUTES

**1. Minutes: 16-25** **Councillor Wilson:** That the minutes of the January 08, 2025 regular meeting and the January 15, 2025 special meeting be approved as presented.  
CARRIED.

**OLD BUSINESS** *No business has arisen from last meeting.*

### BUDGET AND FINANCE

**1. List of Accounts: 17-25** **Councillor G. Hartell:** That the list of accounts for the corresponding cheque numbers # 15037 to # 15048 in addition to RBC banking payments totalling \$144,977.33 be approved as presented on Schedule A.  
CARRIED.

**2. Financial Statement: 18-25** **Councillor Aitken:** That the Statement of Financial Activities and Bank Reconciliation for the month of January 2025 be accepted as presented.  
CARRIED.

Reeve Initials \_\_\_\_\_

Administrator Initials \_\_\_\_\_

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### CORRESPONDENCE

19-25

**1. Meeting Correspondence:**

**Councillor B. Hartell:** THAT the Rural Municipality of Eyebrow No. 193 acknowledges receipt of the correspondence as listed below:

- a) E.Bourassa & Sons – Shulte Mower Special;
- b) Moose Jaw Detachment – New NCO, Lyndon Lanoie Letter – Planning a community meeting in March 2025;
- c) SaskPower – Letter regarding removal of an existing pole (location indicated on maps);
- d) Fuel Lock Summary – January 2025;
- e) BASF Update – Letter.

CARRIED.

### REPORTS

**1. Foreman:**

*9:00 a.m. Foreman, Manz and Operator, Hodgins appeared before council. A few topics of discussion with council consisted of:*

- Snow drifts and shoulders, updates;
- Grader quote discussion and;
- Discussion on Brandon Manz last day of work.

*Foreman, Manz and Operator, Hodgins left the meeting at 9:52 a.m.*

**2. Admin:**

20-25

**Councillor Aitken:** THAT the Rural Municipality of Eyebrow No. 193 accepts the Administrator's report as presented.

CARRIED.

**3. Committee:**

*No reports declared.*

### VISITOR

*9:53 a.m. Corwin Cave visited the meeting for a job interview. He left at 10:36 a.m.*

### NEW BUSINESS

**1) Public Works**

**a. Renew 2020 Grader Warranty:**

21-25

**Councillor Wilson:** THAT the Rural Municipality of Eyebrow No. 193 will renew the 2020 150 CAT Grader for 24 months before February 24, 2025.

CARRIED.

**b. Foreman, Manz Resignation:**

22-25

**Councillor Francis:** THAT the Rural Municipality of Eyebrow No. 193 approves the resignation letter of Foreman, Brandon Manz, on January 8<sup>th</sup>, 2025, with given notice of staying on until the RM can fill the position.

CARRIED.

**c. Hiring of RM Foreman:**

23-25

**Councillor Wilson:** THAT the Rural Municipality of Eyebrow No. 193 approves the hiring of Corwin Cave as the RM Foreman at a starting salary of \$90,000 with full benefits.

CARRIED.

Reeve Initials\_\_\_\_\_

Admin Initials\_\_\_\_\_

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### 2) Administration

*Administrator, Walbaum left the meeting at 11:26 a.m. She returned at 11:45 a.m.*

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| <b>a. Employee Wage Review:</b>              | <b>24-25</b> | <b>Councillor Aitken:</b> THAT the Rural Municipality of Eyebrow No. 193 approves a wage increase for Acting Administrator, Walbaum, from a yearly salary of \$60,000.00 to \$63,000.00.<br><br><div style="text-align: right;">CARRIED.</div>   |
| <b>b. Office Desk Quotes and Approval:</b>   | <b>25-25</b> | <b>Councillor G. Hartell:</b> THAT the Rural Municipality of Eyebrow No. 193 reviews the office desk quotes and approves the purchase of a new office desk plus delivery and installation from HBI Office Plus Inc.<br><br><div style="text-align: right;">CARRIED.</div>  |
| <b>c. RMAA Spring Workshop:</b>              | <b>26-25</b> | <b>Councillor Wilson:</b> THAT the Rural Municipality of Eyebrow No. 193 approves Acting Administrator, Walbaum, to attend the RMAA Building and Technical Standards Workshop on April 1, 2025, in Swift Current, SK.<br><br><div style="text-align: right;">CARRIED.</div>  |
| <b>d. SARM Annual Convention 2025:</b>       | <b>27-25</b> | <b>Councillor B. Hartell:</b> THAT the Rural Municipality of Eyebrow No. 193 will send Reeve Erickson, Councillors, Aitken, B. Hartell, Schafer, G. Hartell and Administrator, Walbaum to the SARM Annual Convention to take place on March 11-13, 2025, at PrairieLand Park in Saskatoon. Hotel rooms will be provided by the RM as needed.<br><br><div style="text-align: right;">CARRIED.</div> |
| <b>e. Voting Delegates:</b>                  | <b>28-25</b> | <b>Councillor G. Hartell:</b> THAT the Rural Municipality of Eyebrow No. 193 delegates Reeve Erickson and councillor B. Hartell to be appointed as voting delegates during the SARM Annual Convention to take place on March 11-13, 2025, at PrairieLand Park in Saskatoon.<br><br><div style="text-align: right;">CARRIED.</div>  |
| <b>f. 2025 SMHI Annual Meeting:</b>          | <b>29-25</b> | <b>Councillor Francis:</b> THAT the Rural Municipality of Eyebrow No. 193 delegates councillor B. Hartell to attend and be appointed as the voting delegate for the RM at the 2025 Saskatchewan Municipal Hail Insurance Annual Meeting, held at PrairieLand Park, Saskatoon, held on March 11, 2025.<br><br><div style="text-align: right;">CARRIED.</div>  |
| <b>g. Moose Jaw Detachment 2025 Meeting:</b> | <b>30-25</b> | <b>Councillor Aitken:</b> THAT the Rural Municipality of Eyebrow No. 193 approves sending councillor Francis to the 2025 Moose Jaw Detachment community meeting in March 2025.<br><br><div style="text-align: right;">CARRIED.</div>   |

Reeve Initials\_\_\_\_\_

Admin Initials\_\_\_\_\_

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- a. **Eyebrow Fair 2025 Sponsorship:** 31-25 **Councillor Aitken:** THAT the Rural Municipality of Eyebrow No. 193 approves sending a sponsorship amount of \$250.00 to the 2025 Eyebrow Fair. CARRIED.

### VISITOR

11:53 a.m. Blake Howie visited the meeting for a job interview. He left at 12:07 p.m.

- b. **Update and Replace RM Website:** 32-25 **Councillor Schafer:** THAT the Rural Municipality of Eyebrow No. 193 approves the removal of current website, due to price increase, and creating a new Facebook page for public updates of the Rural Municipality. CARRIED.
- c. **SAMA Annual Meeting 2025:** 33-25 **Councillor G. Hartell:** THAT the Rural Municipality of Eyebrow No. 193 approves Administrator, Walbaum, to attend the 2024 SAMA Annual Meeting on Wednesday, April 9, 2025 at the Conexus Arts Centre in Regina, SK. CARRIED.
- d. **Non-Compliance Letter:** 34-25 **Councillor Aitken:** THAT the Rural Municipality of Eyebrow No. 193 acknowledges receipt of the January 27, 2025 Non-Compliance Letter in regards to the un-submitted 2023 Financial Statement. CARRIED.
- e. **Reversal / Cancellation of 2024 Audit through EBT:** 35-25 **Councillor Wilson:** THAT the Rural Municipality of Eyebrow No. 193 approves the reversal and cancellation of the 2024 Audit through EBT, Chartered Professional Accountants, Swift Current, SK. CARRIED.
- a. **2024 Auditor Proposal:** 36-25 **Councillor Francis:** THAT the Rural Municipality of Eyebrow No. 193 approves the 2024 Audit proposal from Stark & Marsh CPA LLP. CARRIED.

*In camera session was set by the entirety of council at 12:27 p.m.*

*In camera session ended at 12:48 p.m.*

- b. **Grayson & Company – Representation letter:** 37-25 **Councillor B. Hartell:** THAT the Rural Municipality of Eyebrow No. 193 acknowledges receipt of the representation letter from Grayson & Company Law Firm regarding Termination of employee Chris Bueckert. CARRIED UNANIMOUSLY.

Reeve Initials\_\_\_\_\_

Admin Initials\_\_\_\_\_

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<b>March Meeting Reschedule:</b>	<b>38-25</b>	<b>Councillor G. Hartell:</b> THAT the next regular meeting of Council be moved to Wednesday, March 19, 2025, at 9:00 a.m. in the municipal office at 27 Main Street Eyebrow, SK due to the dates of the Annual SARM Convention.	CARRIED.
<b>Adjourn:</b>	<b>39-25</b>	<b>Reeve Erickson:</b> That the meeting be adjourned at 1:07 p.m.	CARRIED.

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***Reeve's Signature***

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***Administrator's Signature***