

**Minutes of the Regular Meeting of the Council of the
RURAL MUNICIPALITY OF THE GAP NO. 39
held Wednesday, April 12, 2023
Municipal Office Board Room, 107 Main Street, Ceylon, Saskatchewan**

Council Present:

Reeve	- Lorne McClarty
Councillor Division 1	- Roland Carles
Councillor Division 2	- Jeff Jensen
Councillor Division 3	- Keith Kaufmann
Councillor Division 4	- Murray Scott
Councillor Division 5	- Alastair Burnett
Councillor Division 6	- Ernie Sorensen

Staff:

Administrator	- Laura Delanoy
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Call to Order:

Reeve Lorne McClarty called the meeting to order at 7:30 p.m.

Agenda

79/23 - Burnett: That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

Adoption of Minutes**Regular Meeting Minutes**

80/23 - Kaufmann: That we approve the minutes of the regular meeting of Council held Wednesday, March 8, 2023 as presented.

Carried.

Financial Reports

The Administrator presented the financial reports and statement of financial activities for the month ending March 31, 2023

Financial Reports

81/23 - Scott: That we accept the financial reports and statement of financial activities for the period ending March 31, 2023 as presented.

Carried.

Delegations

Tanner Garbutt, Conservation Programs Specialist and Michelle West, Conservation Program Specialist for Ducks Unlimited Canada, attended the meeting at 7:45 p.m. to discuss conservation easements. Tanner Garbutt left the meeting at 8:00 p.m.

Public Works employees Wade Aspen and Darren Gust attended the meeting at 8:00 p.m. to discuss operations and equipment. Wade Aspen and Darren Gust left the meeting at 8:50 p.m.

Public Works/Transportation**Contracted Labourer**

82/23 - Kaufmann: That Kurt McCurry be contracted to assist Public Works for 2023 at a rate of \$25.00 per hour for labour.

Carried.

SGI Renewal Notice

83/23 - Carles: That the registration and insurance for the 2008 Dodge Ram 1500 be renewed with an annual fee of one thousand two hundred and fifty-eight dollars and thirty-eight cents (\$1,258.38).

Carried.

M-11 (a)

New Business

2023 Education Mill Rates

84/23 - Scott: That it be acknowledged that the education property tax mill rates to be levied with respect to every school division and property class for the 2023 taxation year are as follows:

Agriculture	1.42 mills
Residential	4.54 mills
Commercial	6.86 mills
Resource (oil, gas, mines and pipelines)	9.88 mills

Carried.

Assessment Roll

85/23 - Carles: That it be acknowledged that the 2023 Assessment Roll for the Rural Municipality of The Gap No. 39 was advertised as open for inspection from March 31, 2023 to May 3, 2023.

Carried.

Uncollectable Accounts

86/23 - Sorensen: That the SARM Rat Control Program 2022 receivable in the amount of six hundred and ten dollars and seventeen cents (\$610.17) be transferred to the “allowance for uncollectables” expense account.

Carried.

SMHI Withdrawal Listing

87/23 - Carles: That the Saskatchewan Municipal Hail Insurance withdrawal application Withdrawal Number 39-1465 in the name of Mazenc Farms Inc. c/o Paul Mazenc is approved.

Carried.

Next Meeting

88/23 - McClarty: That the next regular meeting of Council be held on Wednesday, May 10, 2023 at 7:30 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

Pesticide Applicator License Renewal

89/23 - Scott: That Wade Aspen and Darren Gust's Pesticide Applicator License Renewal with the Saskatchewan Ministry of Agriculture in the amount of one hundred dollars (\$100.00) per person be approved for payment.

Carried.

Development Permit Application No. 01-2023

90/23 - Carles: That it be acknowledged that Development Permit Application No. 01-2023 received from Jeff Jensen for the construction of an 80' x 200' storage shed at SE 35-05-21 W2M was approved by the Development Officer on March 21, 2023.

Carried.

Reports – Committee and Administration

Verbal Committee Reports

91/23 - Kaufmann: That we acknowledge the verbal committee reports as presented by Administrator, Laura Delanoy.

Carried.

Correspondence

Correspondence

92/23 - Scott: That we acknowledge the correspondence as listed on the agenda.

Carried.

Agriculture in the Classroom

93/23 - Carles: That the Rural Municipality of The Gap No. 39 sponsor Agriculture in the Classroom by registering for an annual membership in the amount of one hundred dollars (\$100.00).

Carried.

M-11 (a)

Accounts for Approval and Payment

Payment List

94/23 - Jensen: That the list of bills and accounts as per attached “Schedule A” for the period March 9 to 31, 2023 that were paid by cheque #10939 and by electronic funds transfer in the amount of thirty-two thousand three hundred and seventy-one dollars and ninety-nine cents (\$32,371.99) be approved as paid; and furthermore, that all current bills and accounts as per attached Schedule “A” for the period April 1 to 12, 2023 to be paid by cheques #10940 to #10956 and by electronic funds transfer in the amount of thirty two thousand nine hundred and thirty-four dollars and fourteen cents (\$32,934.14) are approved for payment.

Carried.

Adjournment

Adjourn

95/23 - Carles: That the meeting adjourns at 10:30 p.m.

Carried.


Reeve


Administrator

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Rural Municipality of The Gap No. 39
Regular Meeting of Council Agenda
to be held at 7:30 p.m. Wednesday, April 12, 2023
Municipal Office Board Room – 107 Main Street Ceylon, Saskatchewan

M-11 (a)

- 1. Call to Order – 7:30 p.m.**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
 - a) Regular Meeting Minutes - March 8, 2023
- 4. Financial Report**
 - a) Financial Report – Month Ending March 31, 2023
 - b) Change in Income Report – Month Ending March 31, 2023
 - c) Investment Schedule
- 5. Delegations**
 - a) Ducks Unlimited Canada - Tanner Garbutt, Conservation Programs Specialist
- Michelle West, Conservation Programs Specialist
 - b) Public Works - Wade Aspen and Darren Gust
 - Monthly Safety Meeting
- 6. Old Business**
 - a) TS - Fellner, Bladed Trail
 - b) P&D - Ceylon Regional Park, Pavilion Building
 - a. Development Permit & Building Permit Applications
- 7. Public Works/Transportation**
 - a) TS - Operator Hours
 - b) TS - Gravel Exploration
 - c) TS - Municipal Shop
 - d) TS - DEF Storage
 - e) TS - Spring Road Restrictions & Overweight Permits
 - f) TS - Contracted Labour
 - g) TS - Pembina Pipelines Custom Work
 - h) TS - 2008 Dodge Ram 1500 License Renewal
- 8. New Business**
 - a) GG - 2023 Education Property Tax Mill rates
 - b) GG - Assessment Roll
 - c) GG - Allowance for Uncollectable Accounts
 - d) GG - Square Payment System
 - e) GG - SMHI Withdrawal List
 - f) GG - Administrator Job Duties
 - g) GG - Next Regular Meeting of Council
 - h) EH - Pesticide Applicator License Renewal
 - i) P&D - Old RM Office Building
 - j) P&D - Development Permit
- 9. Reports – Committee and Administration**
 - a) Administrator Report
 - b) Ceylon Regional Park Authority
- 10. Meetings & Workshops**
 - a) Ceylon Regional Park Authority - April 14, 2023
 - b) Southeast Regional Library Annual Trustee Meeting - April 22, 2023
 - c) South Central Transportation Planning Committee AGM - April 27, 2023
 - d) Rural Municipal Administrators Association Convention - May 16 to 18, 2023
- 11. Correspondence**
 - a) SARM - 2022 Annual Report and Financial Statements
 - b) SARM - 2023/2024 Provincial Budget
 - c) SARM - Division 2 Director, Election Results 2023
 - d) SARM - Proposed Amendments to The Municipalities Act
 - e) SUMA - Sask. Municipalities Experience Increase in Cyber Attacks
 - f) Ministry of Government Relations - 2023-24 Municipal Revenue Sharing Estimates
 - g) MHI - 2022 Traffic Count Program Data
 - h) RCMP - Combined Traffic Services Saskatchewan District Commander Update
 - i) Agriculture in the Classroom - Request for Support
- 12. Accounts for Approval and Payment**
- 13. Adjournment**

Rural Municipality of The Gap No. 39
Change in Income for the Period Ending March 31, 2023

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	Current Month	Year to Date
REVENUE		
TAXATION		
Penalty on Municipal Arrears	\$ 3.81	\$ 19.26
TOTAL TAXES	\$ 3.81	\$ 19.26
GENERAL GOV'T SERVICES		
GG - F&C - Photocopy/Fax	\$ 9.52	\$ 9.52
GG - F&C - Tax Certificates	\$ 40.00	\$ 180.00
GG - Sale of R.M. Maps	\$ 15.00	\$ 15.00
GG - Interest Revenue	\$ 1,416.70	\$ 3,953.47
TOTAL GENERAL GOV'T SERVICES	\$ 1,481.22	\$ 4,157.99
TRANSPORTATION SERVICES		
TS - Custom Work	\$ 150.00	\$ 150.00
TS - Road Maintenance Fees	\$ 1,155.42	\$ 1,155.42
TS - Permits	\$ 300.00	\$ 300.00
TS - Asset Sales - Gain/Loss	\$ -	\$ 145,000.00
TS - Conditional -Federal - CCBF	\$ 7,024.70	\$ 7,024.70
TOTAL TRANSPORTATION SERVICES	\$ 8,630.12	\$ 153,630.12
ENVIRONMENT & PUBLIC HEALTH		
EH - Waste Bin Rental Fees	\$ 180.00	\$ 3,240.00
TOTAL ENVIRON & PUBLIC HEALTH SERV.	\$ 180.00	\$ 3,240.00
PLANNNNG & DEVELOPMENT		
PD - Fees - Development Permit	\$ 100.00	\$ 100.00
PD - Fees - Royalty/Mineral Revenue	\$ 58.84	\$ 58.84
TOTAL PLANNING & DEVELOP SERV.	\$ 158.84	\$ 158.84
TOTAL REVENUE	\$ 10,453.99	\$ 161,206.21
EXPENSE		
GENERAL GOV'T SERVICE		
GG - Council - Convention	\$ 3,339.10	\$ 3,339.10
GG - Council - Other Benefits	\$ -	\$ 925.00
GG - Administrative Salaries	\$ 8,483.25	\$ 26,353.02
GG - Admin. CPP, EI	\$ 478.74	\$ 1,673.87
GG - MEPP	\$ 560.67	\$ 1,972.91
GG - Admin. Dis. Ins., WCB, etc.	\$ -	\$ 11,171.42
GG - Admin. Training & Travel	\$ 195.00	\$ 395.00
GG - Contracted - Assessment	\$ -	\$ 7,326.00
GG - Contracted - Memberships	\$ -	\$ 3,385.36
GG - Contracted - Advertising	\$ -	\$ 24.00
GG - Contracted - Insurance/Bond	\$ -	\$ 620.63
GG - Contracted - Board of Revision	\$ -	\$ 225.00
GG - Utilities - Power	\$ 76.47	\$ 220.44
GG - Utilities - Heat	\$ 83.92	\$ 249.31
GG - Utilities - Telephone/Internet	\$ 140.08	\$ 310.95
GG - Utilities - Water/Garbage Coll	\$ -	\$ 525.00
GG - Maint. - Stationery/Supplies	\$ 102.15	\$ 499.81
GG - Maint. - Postage/Software	\$ -	\$ 749.95
GG - Maint. - Copier/Computer/Other	\$ 368.63	\$ 368.63
GG - Meeting - Meals	\$ 54.66	\$ 54.66
TOTAL GENERAL GOV'T EXPENSE	\$ 13,882.67	\$ 60,390.06

M-11 (a)

PROTECTIVE SERVICE

PS - Fire - Contracted Service	\$	-	\$	316.75
TOTAL PROTECTIVE SERVICE	\$	-	\$	316.75

TRANSPORTATION SERVICE

TS - Wages	\$	14,042.70	\$	40,050.30
TS - CPP Expense	\$	826.24	\$	2,349.14
TS - EI Expense	\$	274.32	\$	781.64
TS - MEPP Expense	\$	1,263.84	\$	3,604.50
TS - WCB & Dis. Ins./Health Expense	\$	-	\$	15,137.73
TS - Travel/Training	\$	-	\$	320.00
TS - Contract - Ins./Licences	\$	31.80	\$	6,826.11
TS - Contract - Memberships	\$	-	\$	292.00
TS - Utility - Shop - Power	\$	194.07	\$	554.79
TS - Utility - Shop - Heat	\$	-	\$	525.99
TS - Utility - Shop - Phone/Interne	\$	52.95	\$	105.90
TS - Maint. - Machine Repairs	\$	6,556.93	\$	9,466.93
TS - Material - Small Tool/Equip.	\$	-	\$	1,112.92
TS - Material - Shop Supplies	\$	105.69	\$	387.41
TS - ASSET -Purchase -Machine/Equip	\$	-	\$	540,942.00
TOTAL TRANSPORTATION	\$	23,348.54	\$	622,457.36

ENVIRONMENT & PUBLIC HEALTH SERVICE

EH - Contracted - Waste Bin Rental	\$	300.00	\$	600.00
EH - Contracted - Recycle Fees	\$	153.37	\$	309.47
EH - Contracted - Cemeteries	\$	1,200.00	\$	1,200.00
TOTAL ENVIRONMENT & PUB HEALTH SERV	\$	1,653.37	\$	2,109.47

PLANNING & DEVELOPMENT EXPENSES

P&D - Contracted - Appeals Board	\$	-	\$	225.00
P&D - Grants - Vet Board	\$	2,835.00	\$	2,835.00
P&D - Other Quarry Lease	\$	-	\$	282.56
TOTAL PLANNING & DEVELOPMENT EXPENS	\$	2,835.00	\$	3,342.56

RECREATION, CULTURAL EXPENDITURES

R&C - Contracted - Library - Region	\$	-	\$	1,153.88
TOTAL RECREATION AND CULTURE SERVIC	\$	-	\$	1,153.88

UTILITIES

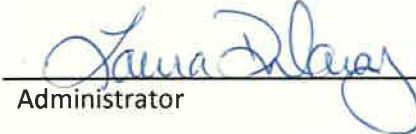
Water -Utility-Power/Heat-Comm Well	\$	-	\$	357.54
TOTAL UTILITIES	\$	-	\$	357.54

TOTAL EXPENSE	\$	41,719.58	\$	690,127.62
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NET INCOME	\$	(31,265.59)	\$	(528,921.41)
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CERTIFIED CORRECT AND IN ACCORDANCE WITH THE RECORDS OF THE MUNICIPALITY
Presented to Council on Wednesday, April 12, 2023


Reeve


Administrator

"Schedule A"

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M-11 (a)

Rural Municipality of The Gap No. 39
Payment List - April 12, 2023 Regular Meeting of Council

Date	Payee	Cheque No.	Amount
3/10/2023	Aspen, Wade	EFT	\$ 2,246.40
3/10/2023	Gust, Darren	EFT	\$ 2,154.70
3/10/2023	Lillejord, Chelsey	EFT	\$ 1,287.58
3/30/2023	Aspen, Wade	EFT	\$ 2,347.30
3/30/2023	Gust, Darren	EFT	\$ 2,252.14
3/30/2023	Lillejord, Chelsey	EFT	\$ 1,287.58
3/30/2023	Delanoy, Laura	10939	\$ 4,512.92
3/30/2023	Municipal Employees Pension Plan	EFT	\$ 4,346.50
3/30/2023	Receiver General	EFT	\$ 7,753.38
3/30/2023	SaskPower/Energy	EFT	\$ 370.85
3/31/2023	SaskTel CMR	EFT	\$ 31.85
3/31/2023	Collabria Mastercard	EFT	\$ 3,780.79
Subtotal	2023-03-09 to 2023-03-31		\$ 32,371.99
4/3/2023	Remittance to SE Cornerstone	EFT	\$ 68.33
4/10/2023	Brandt Tractor Ltd	10940	\$ 14,580.15
4/10/2023	Delanoy, Laura	10941	\$ 579.50
4/10/2023	E. Bourassa & Sons Ltd.	10942	\$ 50.57
4/10/2023	Goliath Disposal Ltd.	10943	\$ 315.00
4/10/2023	Acklands Grainger Inc	10944	\$ 133.20
4/10/2023	McClarty, Lorne (Reimburse)	10945	\$ 5,799.75
4/10/2023	Redhead Equipment Ltd.	10946	\$ 4,740.90
4/10/2023	SaskTel CMR	EFT	\$ 170.40
4/10/2023	Sask Power	EFT	\$ 375.42
4/10/2023	SARM	10947	\$ 703.98
4/10/2023	STARS	10948	\$ 500.00
4/10/2023	Sunset Computers Ltd.	10949	\$ 138.74
4/10/2023	Roland Carles	10950	\$ 47.70
4/10/2023	Scott, Murray	10951	\$ 944.34
4/10/2023	SaskPower/Energy	EFT	\$ 315.89
4/10/2023	Loraas Disposal South Ltd.	10952	\$ 159.40
4/10/2023	Minister Of Finance Kings Printer	10953	\$ 30.00
4/10/2023	Mazenc Fuels Ltd.	10954	\$ 2,845.71
4/12/2023	Receiver General for Canada	10955	\$ 215.98
4/12/2023	Weyburn Review	10956	\$ 219.18
Subtotal	2023-04-01 to 2023-04-12		\$ 32,934.14
		Total	\$ 65,306.13