

**Minutes of the Regular Meeting of the Council of the  
RURAL MUNICIPALITY OF THE GAP NO. 39  
held Wednesday, July 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**

**138/23 - Carles:** That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

Adoption of Minutes**Regular Meeting Minutes**

**139/23 - Burnett:** That we approve the minutes of the regular meeting of Council held Wednesday, June 14, 2023 as presented.

Carried.

Financial Reports

*The Administrator presented the financial reports and statement of financial activities for the month ending June 30, 2023.*

**Financial Reports**

**140/23 - Kaufmann:** That we accept the financial reports and statement of financial activities for the period ending June 30, 2023 as presented.

Carried.

Delegations

*Public Works employees Wade Aspen and Darren Gust attended the meeting at 7:35 p.m. to discuss operations and equipment. Wade Aspen and Darren Gust left the meeting at 8:00 p.m.*

Old Business**Bylaw 1/2023 First Reading, Building Bylaw**

**141/23 - Scott:** That Bylaw 1/2023 being a Bylaw respecting buildings be read a first time.

Carried.

**Fellner Bladed Trail**

**142/23 - Jensen:** That SARM lawyer Mike Morris be consulted to determine best practices and potential municipal liability associated with the private use of municipal road allowance by neighboring land owners.

Carried.

**Hamlet of Hardy, Lot for Sale**

**143/23 - McClarty:** That Lot 9 Block 2 Plan BE711 within the Hamlet of Hardy be posted for sale for one thousand dollars (\$1,000.00), or best offer, with offers to be received prior to August 3, 2023 at 4:00 p.m.

Carried.

M-11 (a)

New Business**Next Meeting**

**144/23 - Scott:** That the next regular meeting of Council be held on Wednesday, August 9, 2023 at 7:30 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

**Development Permit #03-2023**

**145/23 - Scott:** That it be acknowledged that Development Permit Application No. 03-2023 received from Levi DeBruyne for the development of a bin yard located at SW 16-5-19 W2M was approved by the Development Officer on June 21, 2023.

Carried.

**Development Permit #04-2023**

**146/23 - McClarty:** That it be acknowledged that Development Permit Application No. 04-2023 received from Rob Vermeulen for the expansion of an existing bin yard located at SW 26-6-21 W2M was approved by the Development Officer on June 29, 2023.

Carried.

Reports – Committee and Administration**Verbal Committee Report**

**147/23 - Burnett:** That we acknowledge the verbal committee report as presented by Administrator, Laura Delanoy.

Carried.

Correspondence**Correspondence**

**148/23 - Sorensen:** That we acknowledge the correspondence as listed on the agenda.

Carried.

Accounts for Approval and Payment**Payment List**

**149/23 - Carles:** That the list of bills and accounts as per attached "Schedule A" for the period June 15 to 30, 2023 that were paid by cheque #10995 and by electronic funds transfer in the amount of thirty-three thousand thirty-nine dollars and thirty-five cents (\$33,039.35) be approved as paid; and furthermore, that all current bills and accounts as per attached Schedule "A" for the period July 1 to 12, 2023 to be paid by cheques #10996 to #11010 and by electronic funds transfer in the amount of sixty-seven thousand one hundred and four dollars and sixty-five cents (\$67,104.65) are approved for payment.

Carried.

**RMAA Division 2 Fall Meeting**

**150/23 - Carles:** That Administrator Laura Delanoy be permitted to attend the Rural Municipal Administrator Association Division 2 Fall Meeting on September 15, 2023 in Regina, SK for a fee of sixty dollars (\$60.00) + GST.

Carried.

Adjournment**Adjourn**

**151/23 - Scott:** That the meeting adjourns at 11:05 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, July 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 - June 14, 2023
4. **Financial Report**
  - a) Financial Report – Month Ending June 30, 2023
  - b) Change in Income Report – Month Ending June 30, 2023
  - c) Investment Schedule
5. **Delegation**
  - a) Public Works - Wade Aspen and Darren Gust
    - Monthly Safety Meeting
6. **Old Business**
  - a) GG - Building Bylaw
  - b) TS - Fellner, Bladed Trail
  - c) EH - SARM Resolution, Deer Control
  - d) P&D - Hamlet of Hardy, Lots for Sale Inquiry
7. **Public Works/Transportation**
  - a) TS - Operator Hours
  - b) TS - Gravel Exploration
  - c) TS - Municipal Shop
8. **New Business**
  - e) GG - Annual Newsletter
  - f) GG - Next Regular Meeting of Council
  - g) P&D - Development Permit Application
9. **Reports – Committee and Administration**
  - a) Administrator Report
10. **Meetings & Workshops**
  - a) RMAA Division 2 Fall Meeting - September 15, 2023, Regina, SK
  - b) SARM Midterm Convention - November 8 & 9, 2023, Regina, SK
11. **Correspondence**
  - a) SARM - Sask. Farmers will Face Increased Challenges due to Clean Fuel Standards
  - b) RMHC - Request for Donation for Beds and Mattresses
  - c) Radville Ladies Night - Request for Donation
  - d) R.M. of Old Post No. 43 - Disaster Declaration, Grasshopper Infestation
  - e) Square - Pricing and Terms of Service Update
12. **Accounts for Approval and Payment**
13. **Adjournment**

## Rural Municipality of The Gap No. 39

### Change in Income for the Period Ending June 30, 2023

	Current Month	Year to Date	Budget
<b>REVENUE</b>			
<b>TAXATION</b>			
General Municipal Levy	\$ -	\$ -	\$ 741,645.27
Discount on Municipal Tax	\$ -	\$ -	\$ (39,000.00)
<b>NET MUNICIPAL TAX</b>	\$ -	\$ -	\$ 702,645.27
Penalty on Municipal Arrears	\$ -	\$ 19.26	\$ 200.00
<b>TOTAL TAXES</b>	\$ -	\$ 19.26	\$ 702,845.27
<b>UNCONDITIONAL GRANTS</b>			
Unconditional - Revenue Sharing	\$ 46,721.50	\$ 46,721.50	\$ 186,868.00
<b>TOTAL UNCONDITIONAL GRANTS</b>	\$ 46,721.50	\$ 46,721.50	\$ 186,868.00
<b>GRANTS IN LIEU OF TAXES</b>			
Grant-in-Lieu - Prov - Other	\$ 915.46	\$ 915.46	\$ 2,381.00
<b>TOTAL GRANT-IN-LIEU</b>	\$ 915.46	\$ 915.46	\$ 2,381.00
<b>GENERAL GOV'T SERVICES</b>			
GG - F&C - Photocopy/Fax	\$ -	\$ 9.52	\$ 20.00
GG - F&C - Tax Certificates	\$ 20.00	\$ 200.00	\$ 300.00
GG - Sale of R.M. Maps	\$ 135.00	\$ 180.00	\$ 675.00
GG - Postage	\$ 2.25	\$ 4.50	\$ 15.00
GG - Interest Revenue	\$ 172.44	\$ 4,565.39	\$ 85,000.00
GG - Dividends Revenue	\$ -	\$ -	\$ 100.00
GG - Commission Revenue	\$ -	\$ -	\$ 2,315.00
<b>TOTAL GENERAL GOV'T SERVICES</b>	\$ 329.69	\$ 4,959.41	\$ 88,425.00
<b>PROTECTIVE SERVICES</b>			
PS - Fees - Fire Charges - #1	\$ 500.00	\$ 500.00	\$ 10,000.00
<b>TOTAL PROTECTIVE SERVICES</b>	\$ 500.00	\$ 500.00	\$ 10,000.00
<b>TRANSPORTATION SERVICES</b>			
TS - Custom Work	\$ 512.50	\$ 3,162.50	\$ 5,000.00
TS - Custom Work - Dust Control	\$ -	\$ -	\$ 16,000.00
TS - Sale of Gravel	\$ 8,735.63	\$ 8,735.63	\$ 30,000.00
TS - Road Maintenance Fees	\$ 3,420.84	\$ 7,681.51	\$ 55,000.00
TS - Permits	\$ 450.00	\$ 1,850.00	\$ 5,000.00
TS - Trade-in of Equipment	\$ 11,364.97	\$ 156,364.97	\$ 156,365.00
TS - Conditional - Prov - CTP	\$ -	\$ -	\$ 15,816.00
<b>TOTAL TRANSPORTATION SERVICES</b>	\$ 24,483.94	\$ 177,794.61	\$ 283,181.00
<b>ENVIRONMENT &amp; PUBLIC HEALTH</b>			
EH - Waste Bin Rental Fees	\$ 180.00	\$ 3,420.00	\$ 3,600.00
EH - Cemetery Fees	\$ 550.00	\$ 650.00	\$ 2,000.00
EH - Conditional - SARM PREP	\$ -	\$ -	\$ 2,200.00
<b>TOTAL ENVIRON &amp; PUBLIC HEALTH SERV.</b>	\$ 730.00	\$ 4,070.00	\$ 7,800.00
<b>PLANNING &amp; DEVELOPMENT</b>			
PD - Fees - Development Permit	\$ 200.00	\$ 300.00	\$ 500.00
PD - Fees - Drilling Licences	\$ -	\$ -	\$ 450.00
PD - Fees - Royalty/Mineral Revenue	\$ 101.48	\$ 160.32	\$ 3,000.00
PD - Conditional -Federal - CCBF	\$ -	\$ 7,024.70	\$ 13,413.00
<b>TOTAL PLANNING &amp; DEVELOP SERV.</b>	\$ 301.48	\$ 7,485.02	\$ 17,363.00
<b>TRANSFERS</b>			
Transfer from Reserves	\$ -	\$ -	\$ 251,700.00
<b>TOTAL TRANSFERS</b>	\$ -	\$ -	\$ 251,700.00
<b>TOTAL REVENUE</b>	\$ 73,982.07	\$ 242,465.26	\$ 1,550,563.27

EXPENSE

GENERAL GOV'T SERVICE

GG - Reeve - Office Super/Travel	\$	-	\$	-	\$	2,450.00
GG - Council - Meeting & Travel	\$	-	\$	-	\$	27,500.00
GG - Council - Committee & Travel	\$	-	\$	-	\$	5,000.00
GG - Council - Convention	\$	-	\$	4,285.01	\$	7,000.00
GG - Council - Other Benefits	\$	-	\$	1,720.15	\$	1,720.00
GG - Administrative Salaries	\$	8,271.68	\$	50,700.04	\$	95,350.00
GG - Admin. CPP, EI	\$	460.25	\$	3,009.85	\$	6,200.00
GG - MEPP	\$	890.63	\$	3,895.97	\$	6,500.00
GG - Admin. Dis. Ins., WCB, etc.	\$	(261.88)	\$	12,211.88	\$	12,475.00
GG - Admin. Training & Travel	\$	-	\$	828.75	\$	2,000.00
GG - Contracted - Admin. Services	\$	-	\$	-	\$	150.00
GG - Contracted - Assessment	\$	-	\$	7,326.00	\$	7,326.00
GG - Contracted - Legal/ISC Fees	\$	-	\$	156.35	\$	1,000.00
GG - Contracted - Audit/Accounting	\$	4,022.70	\$	4,022.70	\$	6,672.00
GG - Contracted - Memberships	\$	-	\$	3,485.36	\$	3,485.00
GG - Contracted - Advertising	\$	-	\$	262.74	\$	263.00
GG - Contracted - Property Maint.	\$	-	\$	-	\$	2,500.00
GG - Contracted - Insurance/Bond	\$	-	\$	636.98	\$	637.00
GG - Contracted - Board of Revision	\$	-	\$	225.00	\$	225.00
GG - Utilities - Power	\$	61.40	\$	408.07	\$	775.00
GG - Utilities - Heat	\$	26.47	\$	386.74	\$	650.00
GG - Utilities - Telephone/Internet	\$	140.40	\$	731.83	\$	1,700.00
GG - Utilities - Water/Garbage Coll	\$	-	\$	525.00	\$	525.00
GG - Maint. - Janitor	\$	750.00	\$	750.00	\$	1,500.00
GG - Maint. - Stationery/Supplies	\$	78.30	\$	669.80	\$	2,000.00
GG - Maint. - Postage/Software	\$	-	\$	881.87	\$	4,000.00
GG - Maint. - Copier/Computer/Other	\$	409.50	\$	1,333.56	\$	1,500.00
GG - Grants/Donations - Operating	\$	-	\$	600.00	\$	700.00
GG - Interest, Bank Fees, CashShort	\$	0.10	\$	0.10	\$	100.00
GG - Allowance for Uncollectibles	\$	-	\$	610.17	\$	610.00
GG - Meeting - Meals	\$	-	\$	54.66	\$	1,600.00
<b>TOTAL GENERAL GOV'T EXPENSE</b>	\$	14,849.55	\$	99,718.58	\$	204,113.00

PROTECTIVE SERVICE

PS - Police - Contracted	\$	-	\$	-	\$	10,500.00
PS - Fire - Contracted Service	\$	-	\$	316.75	\$	10,300.00
PS - Fire - Grants - Capital	\$	-	\$	-	\$	10,000.00
<b>TOTAL PROTECTIVE SERVICE</b>	\$	-	\$	316.75	\$	30,800.00

TRANSPORTATION SERVICE

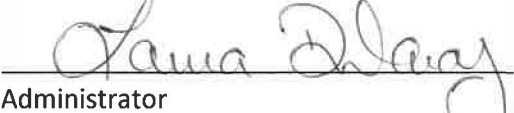
TS - Council - Indemnity	\$	-	\$	-	\$	16,800.00
TS - Wages	\$	18,118.80	\$	93,537.20	\$	193,300.00
TS - CPP Expense	\$	1,059.69	\$	5,476.50	\$	7,509.00
TS - EI Expense	\$	348.69	\$	1,811.21	\$	2,807.00
TS - MEPP Expense	\$	1,630.74	\$	8,418.41	\$	17,400.00
TS - WCB & Dis. Ins./Health Expense	\$	-	\$	17,388.93	\$	17,390.00
TS - Travel/Training	\$	-	\$	320.00	\$	320.00
TS - Contract - Ins./Licences	\$	-	\$	8,339.98	\$	10,000.00
TS - Contract - Memberships	\$	-	\$	292.00	\$	292.00
TS - Contract - Maint.-Dust Control	\$	20,596.83	\$	20,596.83	\$	35,000.00
TS - Contract - Maint. -Road Repair	\$	-	\$	-	\$	75,000.00
TS -Contract-Maint Culverts/Bridges	\$	-	\$	-	\$	2,500.00
TS - Contract - Labour	\$	-	\$	975.00	\$	5,000.00
TS - Utility - Shop - Power	\$	105.19	\$	923.20	\$	1,800.00
TS - Utility - Shop - Heat	\$	48.77	\$	1,138.40	\$	2,000.00
TS - Utility - Shop - Phone/Interne	\$	52.95	\$	264.75	\$	635.00
TS - Maint. - Fuel/Oil	\$	6,045.30	\$	20,520.44	\$	65,000.00
TS - Maint - Blades	\$	-	\$	7,075.45	\$	10,000.00

TS - Maint. - Machine Repairs	\$	2,088.33	\$	25,254.92	\$	60,000.00
TS - Material - Culverts/Drainage	\$	-	\$	-	\$	21,273.00
TS - Material - Signs/Posts	\$	-	\$	271.12	\$	1,000.00
TS - Material - Small Tool/Equip.	\$	8,302.88	\$	9,546.45	\$	10,000.00
TS - Material - Shop Supplies	\$	58.33	\$	1,091.85	\$	4,000.00
TS - Gravel	\$	52,845.63	\$	52,845.63	\$	85,000.00
TS - RM Maps	\$	243.00	\$	1,041.00	\$	1,200.00
TS - ASSET - Purch - Land/Land Imp.	\$	-	\$	1,000.00	\$	1,000.00
TS - ASSET - Purchase - Building	\$	-	\$	5,538.50	\$	36,538.00
TS - ASSET -Purchase -Machine/Equip	\$	25,720.87	\$	566,662.87	\$	566,663.00
<b>TOTAL TRANSPORTATION</b>	\$	137,266.00	\$	850,330.64	\$	1,249,427.00
<b>ENVIRONMENT &amp; PUBLIC HEALTH SERVICE</b>						
EH - Wages & Benefits	\$	-	\$	13.08	\$	13.00
EH - Contracted - Waste Bin Rental	\$	300.00	\$	1,500.00	\$	3,600.00
EH - Contracted - Recycle Fees	\$	150.41	\$	764.02	\$	1,800.00
EH - Contracted - Cemeteries	\$	-	\$	1,200.00	\$	1,200.00
EH - Contracted - Memberships	\$	-	\$	200.00	\$	700.00
EH - Maint. - Flowers	\$	45.00	\$	45.00	\$	65.00
EH - Supplies - Pest Control	\$	-	\$	-	\$	5,500.00
EH - Supplies - Weed Control	\$	-	\$	-	\$	12,000.00
EH - Supplies - Civic Addressing	\$	-	\$	-	\$	500.00
EH - Grants - Operating Rad.Auxill	\$	-	\$	-	\$	100.00
EH - Grants - Capital RMHC	\$	-	\$	-	\$	7,559.00
EH - Grants - Ambulance Fund	\$	-	\$	-	\$	14,250.00
<b>TOTAL ENVIRONMENT &amp; PUB HEALTH SERV</b>	\$	495.41	\$	3,722.10	\$	47,287.00
<b>PLANNING &amp; DEVELOPMENT EXPENSES</b>						
P&D - Contracted - Appeals Board	\$	-	\$	225.00	\$	225.00
P&D - Grants - Vet Board	\$	-	\$	2,835.00	\$	2,835.00
P&D - Other Quarry Lease	\$	-	\$	282.56	\$	523.00
<b>TOTAL PLANNING &amp; DEVELOPMENT EXPENS</b>	\$	-	\$	3,342.56	\$	3,583.00
<b>RECREATION, CULTURAL EXPENDITURES</b>						
R&C - Contracted - Library - Region	\$	1,153.87	\$	2,307.75	\$	2,308.00
R&C - Grants - Op. Reg Park	\$	-	\$	5,000.00	\$	5,000.00
R&C - Grants - Op- Rink	\$	-	\$	-	\$	3,000.00
R&C - Grants - Op - PPCC	\$	-	\$	-	\$	2,500.00
<b>TOTAL RECREATION AND CULTURE SERVIC</b>	\$	1,153.87	\$	7,307.75	\$	12,808.00
<b>UTILITIES</b>						
Water -Utility-Power/Heat-Comm Well	\$	-	\$	736.53	\$	1,500.00
Water - Maint. - Repair - Comm Well	\$	-	\$	-	\$	1,000.00
<b>TOTAL UTILITIES</b>	\$	-	\$	736.53	\$	2,500.00
<b>TOTAL EXPENSE</b>	\$	153,764.83	\$	965,474.91	\$	1,550,518.00
<b>NET INCOME</b>	\$	(79,782.76)	\$	(723,009.65)	\$	45.27

CERTIFIED CORRECT AND IN ACCORDANCE WITH THE RECORDS OF THE MUNICIPALITY

Presented to Council on Wednesday, July 12, 2023

  
Reeve

  
Administrator

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"Schedule A"

M-11 (a)

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

Date	Payee	Cheque No.	Amount
6/15/2023	Aspen, Wade	EFT	\$ 2,786.84
6/15/2023	Gust, Darren	EFT	\$ 2,890.95
6/15/2023	Lillejord, Chelsey	EFT	\$ 1,290.20
6/28/2023	SaskTel CMR	EFT	\$ 31.92
6/28/2023	Collabria Mastercard	EFT	\$ 61.68
6/29/2023	SaskPower/Energy	EFT	\$ 253.09
6/29/2023	Delanoy, Laura	10995	\$ 4,521.55
6/30/2023	Lillejord, Chelsey	EFT	\$ 1,142.20
6/30/2023	Aspen, Wade	EFT	\$ 2,792.65
6/30/2023	Gust, Darren	EFT	\$ 2,779.91
6/30/2023	Municipal Employees Pension Plan	EFT	\$ 5,042.74
6/30/2023	Receiver General	EFT	\$ 9,445.62
Subtotal	2023-06-15 to 2023-06-30		\$ 33,039.35
7/4/2023	Remittance to SE Cornerstone	EFT	\$ 333.54
7/10/2023	Agriculture Health & Safety Network	10996	\$ 694.40
7/10/2023	Armtec Inc.	10997	\$ 23,612.50
7/10/2023	Can-Jer Industrial Lubricant Ltd.	10998	\$ 1,546.90
7/10/2023	Carol Bellefeuille, Director Division 2, RMAA	10999	\$ 60.00
7/10/2023	E.Bourassa	11000	\$ 2,278.04
7/10/2023	Fort Distributors Ltd.	11001	\$ 23,177.04
7/10/2023	Loraas Disposal South Ltd.	11002	\$ 157.30
7/10/2023	Pulses Ag	11003	\$ 6,662.20
7/10/2023	Redhead Equipment Ltd.	11004	\$ 1,020.96
7/10/2023	R&M Computer Systems	11005	\$ 1,665.00
7/10/2023	Village of Ceylon	11006	\$ 500.00
7/10/2023	Wade Aspen	11007	\$ 18.85
7/10/2023	Goliath Disposal Ltd.	11008	\$ 315.00
7/10/2023	SARM	11009	\$ 216.05
7/10/2023	SaskTel CMR	EFT	\$ 170.29
7/12/2023	Mazenc Fuels Ltd.	11010	\$ 4,676.58
Subtotal	2023-07-01 to 2023-07-12		\$ 67,104.65
Total			\$ 100,144.00