

**Minutes of the Regular Meeting of the Council of the
RURAL MUNICIPALITY OF THE GAP NO. 39
held Wednesday, March 8, 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 1:10 p.m.

Agenda

57/23 - Kaufmann: That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

Adoption of Minutes

Regular Meeting Minutes

58/23 - Scott: That we approve the minutes of the regular meeting of Council held Wednesday, February 8, 2023 as presented.

Carried.

Financial Reports

The Administrator presented the financial reports and statement of financial activities for the month ending February 28, 2023.

Financial Reports

59/23 - Jensen: That we accept the financial reports and statement of financial activities for the period ending February 28, 2023 as presented.

Carried.

Delegations

Joanne Kwasnicki, Plant Health Officer for SARM Division 2, attended the meeting at 1:35 p.m. to discuss SARM programs and the duties of SARM Plant Health Officers. Joanne Kwasnicki left the meeting at 1:50 p.m.

Public Works employees Wade Aspen and Darren Gust attended the meeting at 1:30 p.m. to discuss operations and equipment. Wade Aspen and Darren Gust left the meeting at 3:45 p.m.

Old Business

Pavilion Building, Permits

60/23 - McClarty: That the Rural Municipality of The Gap No. 39 recommends that the Ceylon Regional Park Authority apply to the municipality for a Development Permit and a Building Permit for the construction of the pavilion building at the Ceylon Regional Park and that the engineered drawings for the commercial building be submitted to Professional Building Inspections, Inc. for review and comment; and furthermore, that the Development Permit application fee of two hundred dollars (\$200.00) for a discretionary use be waived for the Ceylon Regional Park Authority.

Carried.

M-11 (a)

Public Works/Transportation

Municipal Shop, Proposed Location

61/23 - McClarty: That the Rural Municipality of The Gap No. 39 offer the Village of Ceylon one thousand dollars (\$1,000.00) for Block M Plan 83R03673 pending a review of access to power, energy, water and sewer services.

Carried.

Magnesium Chloride Dust Suppressant Quote

62/23 - Scott: That the quote received from Fort Distributors Ltd. of St. Andrews, MB be accepted at a rate of \$0.39/liter + applicable taxes to supply and apply Dustguard 30% Liquid Magnesium Chloride Dust Suppressant on municipal roads as directed by the municipality.

Carried.

Culvert Order

63/23 - Carles: That six (6) - 500 mm x 4 m, fourty (40) - 400 mm x 6 m, one (1) - 750 mm x 5 m, and one (1) 750 mm x 6 m culverts, and associated couplers, be ordered from Armtec Inc. at a cost of twenty-one thousand two hundred and seventy two dollars and fifty-five cents (\$21,272.55) + applicable taxes.

Carried.

DEF Storage

64/23 - Kaufmann: That Reeve Lorne McClarty be permitted to purchase a storage container for a cost of up to five thousand dollars (\$5,000.00) to be used for DEF storage.

Carried.

Spring Road Restrictions

65/23 - Carles: That the Rural Municipality of The Gap No. 39 opt-out of spring road bans for 2023.

Carried.

New Business

Councillor Benefits

66/23 - Carles: That Councillor Jeff Jensen be permitted to enroll in SARM group benefits for elected officials for extended health and dental benefits plan coverage; and furthermore, that Councillor Jeff Jensen reimburse the municipality for the full cost of the family benefits plan.

Carried.

Next Meeting

67/23 - Scott: That the next regular meeting of Council be held on Wednesday, April 12, 2023 at 7:30 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

Councillor Carles declared a conflict of interest at 4:00 p.m. and left the municipal office board room.

Cemetery Maintenance

68/23 - Sorensen: That the cemetery caretakers will receive \$300.00 per year for maintenance remuneration for each cemetery as follows:

Trail Cemetery payable to Cheryl Rowland	-\$300.00
St. Paul's Oakville payable to Carol Vermeulen	-\$300.00
Saint Collette Cemeteries payable to Darlene Carles	-\$600.00.

Carried.

Councillor Carles returned to the meeting at 4:05 p.m.

M-11 (a)

Building Official

69/23 - McClarty: In accordance with the service agreement with Professional Building Inspections, Inc., the Rural Municipality of The Gap No. 39 hereby resolves to issue a Certificate of Appointment for Licensed Building Official, John Dulle.

Carried.

Conservation Easement

70/23 - Scott: That it be acknowledged that the Rural Municipality of The Gap No. 39 has been notified of Conservation Easements being held by Ducks Unlimited Canada on the following lands: SE 15-04-20 W2M.

Carried.

Ogema & District Veterinary Services Corporation

71/23 - Burnett: That the Rural Municipality of The Gap No. 39 support the renewal of the agreement between the Ogema & District Veterinary Services Corporation and the Deep South Animal Clinic Partnership, the partnership including Andrew Acton and Jasmine Paulson; and further, that the agreement be for a period of twenty (20) years; and furthermore, that the agreement be signed by Reeve Lorne McClarty and Administrator Laura Delanoy.

Carried.

Reports – Committee and Administration

Verbal Committee Reports

72/23 - Kaufmann: That we acknowledge the verbal committee reports as presented by Administrator, Laura Delanoy.

Carried.

Meetings & Workshops

Municipal Leadership Development Program

73/23 - Burnett: That Administrator, Laura Delanoy and Assistant Administrator, Chelsey Lillejord have permission to attend the MLDP - Strategic Communications for Municipalities training on Monday, March 13, 2023 in Saskatoon, SK; and furthermore, that the cost be shared with the Village of Ceylon on a 50/50 shared basis.

Carried.

Correspondence

Correspondence

74/23 - Scott: That we acknowledge the correspondence as listed on the agenda.

Carried.

STARS Donation

75/23 - McClarty: That the Rural Municipality of The Gap No. 39 make a donation to STARS in the amount of five hundred dollars (\$500.00).

Carried.

Accounts for Approval and Payment

Payment List

76/23 - Scott: That the list of bills and accounts as per attached "Schedule A" for the period February 9 to 28, 2023 that were paid by cheque #10923 and by electronic funds transfer in the amount of twenty-seven thousand seven hundred and twenty-five dollars and sixty-one cents (\$27,725.61) be approved as paid; and furthermore, that all current bills and accounts as per attached Schedule "A" for the period March 1 to 8, 2023 to be paid by cheques #10924 to #10938 and by electronic funds transfer in the amount of twelve thousand one hundred and eighty-seven dollars and ninety-four cents (\$12,187.94) are approved for payment.

Carried.

Vet Board

77/23 - Burnett: That the 2023 Assessment Levy from the Ogema and District Vet Board be paid in the amount of two thousand eight hundred and thirty-five dollars (\$2,835.00).

Carried.

Adjournment

M-11 (a)

Adjourn

78/23 - Carles: That the meeting adjourns at 5:20 p.m.

Carried.

Reeve

Administrator

**Rural Municipality of The Gap No. 39
Regular Meeting of Council Agenda
to be held at 1:00 p.m. Wednesday, March 8, 2023
Municipal Office Board Room – 107 Main Street Ceylon, Saskatchewan**

M-11 (a)

- 1. Call to Order – 1:00 p.m.**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
 - a) Regular Meeting Minutes - February 8, 2023
- 4. Financial Report**
 - a) Financial Report – Month Ending February 28, 2023
 - b) Change in Income Report – Month Ending February 28, 2023
 - c) Investment Schedule
- 5. Delegations**
 - a) Joanne Kwasnicki, Plant Health Officer - SARM Division 2
 - b) Public Works - Wade Aspen and Darren Gust
 - Monthly Safety Meeting
- 6. Old Business**
 - a) GG - Seasonal Employee
 - b) TS - Fellner, Bladed Trail
 - c) P&D - Ceylon Regional Park, Pavilion Building
- 7. Public Works/Transportation**
 - a) TS - Operator Hours
 - b) TS - Municipal Shop
 - c) TS - Dust Control Contract
 - d) TS - Culvert Order
 - e) TS - DEF Storage
 - f) TS - Spring Road Restrictions
- 8. New Business**
 - a) GG - Councillor Benefits
 - b) GG - Next Regular Meeting of Council
 - c) EH - Cemetery Contracts
 - d) P&D - Building Official Appointment
 - e) P&D - Conservation Easement Acknowledgement
 - f) P&D - Ogema & District Veterinary Board Agreement
- 9. Reports – Committee and Administration**
 - a) Administrator Report
 - b) Ceylon Regional Park Authority
 - c) Ceylon & District Fire Protection Board
- 10. Meetings & Workshops**
 - a) Municipal Leadership Development Program, Saskatoon - March 13, 2023
 - b) SARM Annual Convention, Saskatoon - March 14 to 16, 2023
 - c) SMHI Annual Meeting, Saskatoon - March 14, 2023
 - d) Agriculture Health & Safety Network AGM, Saskatoon - March 15, 2023
 - e) RMAA Spring Workshop, Weyburn - March 28, 2023
- 11. Correspondence**
 - a) MHI - Highway 6 Bridge Replacement Update
 - b) SARM - 2023 Annual Convention Resolutions
 - c) SARM - Elections 2023
 - d) SARM - Lake Diefenbaker Irrigation Project for Drought Relief
 - e) SARM - Seeking Legitimate Solutions, Healthcare
 - f) SARM - Support for Saskatchewan Cattle Industry
 - g) SARM - Next Generation to Rural Government
 - h) RM of Baildon No. 131 - Request for Resolution Support
 - i) SaskPower - Potential Location for Solar Projects
 - j) STARS - Request for Support
 - k) PBI - Newsletter March 2023
- 12. Accounts for Approval and Payment**
- 13. Adjournment**

Rural Municipality of The Gap No. 39
Change in Income for the Period Ending February 28, 2023

	Current Month	Year to Date
REVENUE		
TAXATION		
Penalty on Municipal Arrears	\$ 0.32	\$ 15.45
TOTAL TAXES	\$ 0.32	\$ 15.45
GENERAL GOV'T SERVICES		
GG - F&C - Tax Certificates	\$ 80.00	\$ 140.00
GG - Interest Revenue	\$ 2,064.69	\$ 2,536.77
TOTAL GENERAL GOV'T SERVICES	\$ 2,144.69	\$ 2,676.77
TRANSPORTATION SERVICES		
TS - Asset Sales - Gain/Loss	\$ 145,000.00	\$ 145,000.00
TOTAL TRANSPORTATION SERVICES	\$ 145,000.00	\$ 145,000.00
ENVIRONMENT & PUBLIC HEALTH		
EH - Waste Bin Rental Fees	\$ 900.00	\$ 3,060.00
TOTAL ENVIRON & PUBLIC HEALTH SERV.	\$ 900.00	\$ 3,060.00
TOTAL REVENUE	\$ 148,045.01	\$ 150,752.22
EXPENSE		
GENERAL GOV'T SERVICE		
GG - Council - Other Benefits	\$ -	\$ 925.00
GG - Administrative Salaries	\$ 9,803.13	\$ 17,985.74
GG - Admin. CPP, EI	\$ 734.64	\$ 1,195.13
GG - MEPP	\$ 871.85	\$ 1,412.24
GG - Admin. Dis. Ins., WCB, etc.	\$ (10.80)	\$ 11,171.42
GG - Admin. Training & Travel	\$ -	\$ 200.00
GG - Contracted - Assessment	\$ 7,326.00	\$ 7,326.00
GG - Contracted - Memberships	\$ -	\$ 3,385.36
GG - Contracted - Advertising	\$ 24.00	\$ 24.00
GG - Contracted - Insurance/Bond	\$ -	\$ 620.63
GG - Contracted - Board of Revision	\$ -	\$ 225.00
GG - Utilities - Power	\$ 78.35	\$ 143.97
GG - Utilities - Heat	\$ 78.56	\$ 165.39
GG - Utilities - Telephone/Internet	\$ 140.45	\$ 170.87
GG - Utilities - Water/Garbage Coll	\$ 525.00	\$ 525.00
GG - Maint. - Stationery/Supplies	\$ 372.90	\$ 397.66
GG - Maint. - Postage/Software	\$ 749.95	\$ 749.95
TOTAL GENERAL GOV'T EXPENSE	\$ 20,694.03	\$ 46,623.36
PROTECTIVE SERVICE		
PS - Fire - Contracted Service	\$ -	\$ 316.75
TOTAL PROTECTIVE SERVICE	\$ -	\$ 316.75
TRANSPORTATION SERVICE		
TS - Wages	\$ 12,412.00	\$ 26,007.60
TS - CPP Expense	\$ 729.22	\$ 1,522.90
TS - EI Expense	\$ 243.39	\$ 507.32
TS - MEPP Expense	\$ 1,117.08	\$ 2,340.66
TS - WCB & Dis. Ins./Health Expense	\$ 338.99	\$ 15,021.76
TS - Travel/Training	\$ -	\$ 320.00
TS - Contract - Ins./Licences	\$ 1,416.16	\$ 6,794.31
TS - Contract - Memberships	\$ -	\$ 292.00
TS - Utility - Shop - Power	\$ 199.22	\$ 360.72

TS - Utility - Shop - Heat	\$	232.90	\$	525.99
TS - Utility - Shop - Phone/Interne	\$	52.95	\$	52.95
TS - Maint. - Machine Repairs	\$	2,910.00	\$	2,910.00
TS - Material - Small Tool/Equip.	\$	815.14	\$	1,112.92
TS - Material - Shop Supplies	\$	281.72	\$	281.72
TS - ASSET -Purchase -Machine/Equip	\$	540,942.00	\$	540,942.00
TOTAL TRANSPORTATION	\$	561,690.77	\$	598,992.85
ENVIRONMENT & PUBLIC HEALTH SERVICE				
EH - Contracted - Waste Bin Rental	\$	300.00	\$	300.00
EH - Contracted - Recycle Fees	\$	156.10	\$	156.10
TOTAL ENVIRONMENT & PUB HEALTH SERV	\$	456.10	\$	456.10
PLANNING & DEVELOPMENT EXPENSES				
P&D - Contracted - Appeals Board	\$	-	\$	225.00
P&D - Other Quarry Lease	\$	282.56	\$	282.56
TOTAL PLANNING & DEVELOPMENT EXPENS	\$	282.56	\$	507.56
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	\$	357.54
TOTAL UTILITIES	\$	357.54	\$	357.54
TOTAL EXPENSE	\$	583,481.00	\$	648,408.04
NET INCOME	\$	(435,435.99)	\$	(497,655.82)

CERTIFIED CORRECT AND IN ACCORDANCE WITH THE RECORDS OF THE MUNICIPALITY
Presented to Council on Wednesday, March 8, 2023

Reeve

Administrator

"Schedule A"

M-11 (a)

Rural Municipality of The Gap No. 39
Payment List - March 8, 2023 Regular Meeting of Council

Date	Payee	Cheque No.	Amount
2/15/2023	Lillejord, Chelsey	EFT	\$ 1,139.58
2/15/2023	Aspen, Wade	EFT	\$ 2,367.48
2/15/2023	Gust, Darren	EFT	\$ 2,154.70
2/27/2023	SaskTel CMR	EFT	\$ 31.85
2/27/2023	Collabria	EFT	\$ 905.88
2/27/2023	Sask Power	EFT	\$ 375.42
2/28/2023	Lillejord, Chelsey	EFT	\$ 1,139.58
2/28/2023	Aspen, Wade	EFT	\$ 1,842.77
2/28/2023	Gust, Darren	EFT	\$ 1,764.29
2/28/2023	Delanoy, Laura	10923	\$ 4,512.92
2/28/2023	Municipal Employees Pension Plan	EFT	\$ 3,977.86
2/28/2023	Receiver General	EFT	\$ 6,896.16
2/28/2023	SaskPower/Energy	EFT	\$ 617.12
Subtotal	2023-02-09 to 2023-02-28		\$ 27,725.61
3/1/2023	Remittance to SE Cornerstone	EFT	\$ 5.36
3/7/2023	Carol Vermeulen	10924	\$ 300.00
3/7/2023	Cheryl Rowland	10925	\$ 300.00
3/7/2023	Darlene Carles	10926	\$ 600.00
3/7/2023	E. Bourassa & Sons Ltd.	10927	\$ 1,348.78
3/7/2023	Goliath Disposal Ltd.	10928	\$ 315.00
3/7/2023	Goodwater Machine Shop Ltd.	10929	\$ 4,812.96
3/7/2023	Loewen Agencies Ltd.-Ceylon	10930	\$ 31.80
3/7/2023	Long Creek Timbermart Ltd.	10931	\$ 86.86
3/7/2023	Ogema and District Vet Board	10932	\$ 2,835.00
3/7/2023	Radville Co-op Assoc. Ltd.	10933	\$ 22.96
3/7/2023	Redhead Equipment Ltd.	10934	\$ 704.63
3/7/2023	RMAA of Saskatchewan	10935	\$ 50.00
3/7/2023	SaskTel CMR	EFT	\$ 170.29
3/7/2023	Wade Aspen	10936	\$ 57.24
3/7/2023	Success Office Systems	10937	\$ 386.02
3/7/2023	Loraas Disposal South Ltd.	10938	\$ 161.04
Subtotal	2023-03-01 to 2023-03-08		\$ 12,187.94
Total			\$ 39,913.55