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**Minutes of the Regular Meeting of the Council of the
RURAL MUNICIPALITY OF THE GAP NO. 39
held Wednesday, February 8, 2023
Municipal Office Board Room, 107 Main Street, Ceylon, Saskatchewan**

Council Present:

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

Council Absent:

Reeve	- Lorne McClarty
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Staff:

Administrator	- Laura Delanoy
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Call to Order:

Deputy Reeve Kaufmann called the meeting to order at 1:00 p.m.

Agenda

33/23 - Scott: That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

Adoption of Minutes

Regular Meeting Minutes

34/23 - Jensen: That we approve the minutes of the regular meeting of Council held Wednesday, January 11, 2023 as presented.

Carried.

Special Meeting Minutes

35/23 - Burnett: That we approve the minutes of the special meeting of Council held Thursday, January 26, 2023 as presented.

Carried.

Financial Reports

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

Financial Reports

36/23 - Burnett: That we accept the financial reports and statement of financial activities for the period ending January 31, 2023 as presented.

Carried.

Term Deposit Investment

37/23 - Scott: That term deposit #833880491232 in the amount of seven hundred and three thousand eight hundred and fifty dollars (\$703,850.00) be redeemed on February 9, 2023; and furthermore, that the following funds be invested into term deposits at the Radius Credit Union on February 10, 2023:

Description	Term (Months)	Interest Rate (%)	Amount	Note
Future Expenditure / Capital	12	5.1	\$ 200,000.00	Redeemable
Future Expenditure / Capital	12	5.1	\$ 200,000.00	Redeemable
Future Expenditure / Capital	12	5.1	\$ 100,000.00	Redeemable

Carried.

Delegations

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 1:45 p.m.

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Norm Nordgulen attended the meeting at 1:45 p.m. to discuss his intent to run for the position of SARM Division 2 Director. Norm Nordgulen left the meeting at 2:15 p.m.

Old Business

Seasonal Employee

38/23 - Carles: That the Seasonal Employee job advertisement be extended until a suitable candidate is found.

Carried.

Commercial Insurance Package

39/23 - Carles: That the small tools and equipment on the Loewen Agencies Ltd. Commercial Policy No. Z08501668-1 machinery schedule be itemized and updated to have a value of thirty thousand six hundred and ten dollars (\$30,610.00); and furthermore, that photographs of small tools and equipment be provided to Loewen Agencies for their records.

Carried.

Public Works/Transportation

Gravel Haul Quote

40/23 - Sorensen: That Sandy Hill Trucking of Moose Jaw, SK be contracted to hauling and placing gravel for the completion of the 2023 gravel program.

Carried.

Fuel Contract

41/23 - Scott: That the contract with Mazenc Fuels to supply and deliver diesel and premium gasoline be extended one (1) year to April 15, 2024.

Carried.

Road Maintenance Agreement, Dark Horse Petroleum Corp.

42/23 - Carles: That it be acknowledged that Dark Horse Petroleum Corp. has sold their entire interest in the lands located within the RM of The Gap No. 39 to 102111392 Saskatchewan Ltd.; and furthermore, that the road maintenance agreement between the RM of The Gap No. 39 and Dark Horse Petroleum Corp. be updated accordingly.

Carried.

New Business

SARM 2023 Annual Convention Registration

43/23 - Scott: That Councillors Roland Carles, Jeff Jensen, Keith Kaufmann and Murray Scott, as well as, Administrator Laura Delanoy and Assistant Administrator Chelsey Lillejord, be registered to attend the SARM 2023 Annual Convention to be held at Prairieland Park in Saskatoon, SK on March 14-16, 2023.

Carried.

Voting Members of Council

44/23 - Sorensen: That Councillor Roland Carles and Councillor Murray Scott be appointed the voting members of Council for the Rural Municipality of The Gap No. 39 at the SARM 2023 Annual Convention.

Carried.

SMHI Voting Delegates

45/23 - Carles: That Councillor Murray Scott be appointed voting delegate at the Saskatchewan Municipal Hail Insurance Annual Meeting on Tuesday, March 14, 2023.

Carried.

Workers Compensation Board

46/23 - Jensen: That it be acknowledged that the Workers Compensation Board coverage for all municipal employees has been set at and estimated wage amount of three hundred and eleven thousand one hundred and twenty-five dollars (\$311,125.00) and Council coverage has been set at the minimum rate of thirty-nine thousand one hundred and seventy (\$39,170.00) for 2023.

Carried.

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Loraas Disposal, Essential Services Status

47/23 - Carles: That Loraas Disposal be given essential services status within the Rural Municipality of The Gap No. 39 which would allow Loraas Disposal trucks to travel on municipal roads for the purpose of garbage collection without obtaining overweight permits; travel should occur when roads are in dry conditions.

Carried.

Goliath Disposal, Essential Services Status

48/23 - Scott: That Goliath Disposal be given essential services status within the Rural Municipality of The Gap No. 39 which would allow Goliath Disposal trucks to travel on municipal roads for the purpose of garbage collection without obtaining overweight permits; travel should occur when roads are in dry conditions.

Carried.

SaskPower, Essential Services Status

49/23 - Burnett: That SaskPower be given essential services status within the Rural Municipality of The Gap No. 39 which would allow SaskPower trucks to travel on municipal roads for the purpose of SaskPower infrastructure repair and maintenance without obtaining overweight permits; SaskPower will compensate the municipality for any extra road repairs or damages that crews may cause in 2023.

Carried.

Administrator & Assistant Administrator 2023 Goal Setting

50/23 - Burnett: That the Administrator and Assistant Administrator 2023 goal setting be accepted as presented.

Carried.

Next Meeting

51/23 - Carles: That the next regular meeting of Council be held on Wednesday, March 8, 2023 at 1:00 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

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

52/23 - Carles: That we acknowledge the verbal committee reports as presented by Administrator, Laura Delanoy.

Carried.

Correspondence**Correspondence**

53/23 - Jensen: That we acknowledge the correspondence as listed on the agenda.

Carried.

Accounts for Approval and Payment**Payment List**

54/23 - Scott: That the list of bills and accounts as per attached "Schedule A" for the period January 11 to 31, 2023 that were paid by cheque #10906 and by electronic funds transfer in the amount of twenty-eight thousand eight hundred and twenty-nine dollars and five cents (\$28,829.05) be approved as paid; and furthermore, that the 2022 payable as per attached Schedule "A" to be paid by cheque #10917 in the amount of four thousand sixty-six dollars and thirty-eight cents (\$4,066.38) and that all current bills and accounts as per attached Schedule "A" for the period February 1 to 8, 2023 to be paid by cheques #10907 to 10916 and #10918 to 10922 in the amount of five hundred and eighty-two thousand and ninety dollars and ninety-eight cents (\$582,090.98) are approved for payment.

Carried.

Saskatchewan Assessment Management Agency 2023 Levy

55/23 - Burnett: That the SAMA 2023 Levy and Maintenance fees in the amount of seven thousand three hundred and twenty-six dollars (\$7,326.00) be paid by the municipality.

Carried.

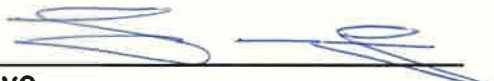
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Adjournment

Adjourn

56/23 - Carles: That the meeting adjourns at 3:50 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 1:00 p.m. Wednesday, February 8, 2023
Municipal Office Board Room – 107 Main Street Ceylon, Saskatchewan

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- 1. Call to Order – 1:00 p.m.**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
 - a) Regular Meeting Minutes - January 11, 2023
 - b) Special Meeting Minutes - January 26, 2023
- 4. Financial Report**
 - a) Financial Report – Month Ending January 31, 2023
 - b) Change in Income Report – Month Ending January 31, 2023
 - c) Investment Schedule
- 5. Delegations**
 - a) Public Works - Wade Aspen and Darren Gust
 - Monthly Safety Meeting
 - b) Norm Nordgulen - Division 2 Director
- 6. Old Business**
 - a) GG - Seasonal Employee
 - b) GG - Commercial Insurance Package
 - c) TS - Fellner, Bladed Trail
- 7. Public Works/Transportation**
 - a) TS - Operator Hours
 - b) TS - Municipal Shop & Fire Hall
 - c) TS - Gravel Haul Contract
 - d) TS - Fuel Contract
 - e) TS - Culvert Orders
 - f) TS - Grader Sale
 - g) TS - Road Maintenance Agreement, Dark Horse Petroleum Corp.
- 8. New Business**
 - a) GG - SARM Annual Convention, Registration & Voting Delegates
 - b) GG - SMHI Voting Delegate
 - c) GG - Workers Compensation Board Payroll Statement
 - d) GG - Loraas Disposal, Essential Service Status
 - e) GG - Goliath Disposal, Essential Service Status
 - f) GG - SaskPower, Essential Service Status
 - g) GG - Administrator & Assistant Administrator 2023 Goal Setting
 - h) GG - Next Regular Meeting of Council
 - i) PS - Fire Ranger Policy
- 9. Reports – Committee and Administration**
 - a) Administrator Report
 - b) Missouri Coteau Ambulance Committee Report
 - c) Ceylon & District Fire Protection Board
- 10. Meetings & Workshops**
 - a) Ceylon Regional Park, Annual General Meeting - March 3, 2023
 - b) SARM Annual Convention, Saskatoon - March 13 to 16, 2023
 - Registration Deadline: February 28, 2023
 - c) SMHI Annual Meeting, Saskatoon - March 14, 2023
 - d) RMAA Spring Workshop, Weyburn - March 28, 2023
- 11. Correspondence**
 - a) MHI - Highway 6 Bridge Replacement Update
 - b) SARM - Support for *The Saskatchewan Firearms Act*
 - c) SARM - 2022 Clubroot Distribution Map
 - d) 2023 SARM Elections
 - Letter of Intent - Division 2 Director - Cody Jordison
 - Letter of Intent - Division 2 Director - Tim Brodt
 - Letter of Intent - Division 2 Director - Susan Oakley-Paul
 - e) Midwest Surveys - Gravel Pit Inventory
- 12. Accounts for Approval and Payment**
- 13. Adjournment**

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

	Current Month		Year to Date	
REVENUE				
TAXATION				
Penalty on Municipal Arrears	\$	15.13	\$	15.13
TOTAL TAXES	\$	15.13	\$	15.13
GENERAL GOV'T SERVICES				
GG - F&C - Tax Certificates	\$	60.00	\$	60.00
GG - Interest Revenue	\$	472.08	\$	472.08
TOTAL GENERAL GOV'T SERVICES	\$	532.08	\$	532.08
ENVIRONMENT & PUBLIC HEALTH				
EH - Waste Bin Rental Fees	\$	2,160.00	\$	2,160.00
TOTAL ENVIRON & PUBLIC HEALTH SERV.	\$	2,160.00	\$	2,160.00
TOTAL REVENUE	\$	2,707.21	\$	2,707.21
EXPENSE				
GENERAL GOV'T SERVICE				
GG - Council - Other Benefits	\$	925.00	\$	925.00
GG - Administrative Salaries	\$	10,007.20	\$	10,007.20
GG - Admin. CPP, EI	\$	758.52	\$	758.52
GG - MEPP	\$	900.65	\$	900.65
GG - Admin. Dis. Ins., WCB, etc.	\$	11,182.22	\$	11,182.22
GG - Admin. Training & Travel	\$	200.00	\$	200.00
GG - Contracted - Memberships	\$	3,385.36	\$	3,385.36
GG - Contracted - Insurance/Bond	\$	620.63	\$	620.63
GG - Contracted - Board of Revision	\$	225.00	\$	225.00
GG - Utilities - Power	\$	65.62	\$	65.62
GG - Utilities - Heat	\$	86.83	\$	86.83
GG - Utilities - Telephone/Internet	\$	30.42	\$	30.42
GG - Maint. - Stationery/Supplies	\$	24.76	\$	24.76
TOTAL GENERAL GOV'T EXPENSE	\$	28,412.21	\$	28,412.21
PROTECTIVE SERVICE				
PS - Fire - Contracted Service	\$	316.75	\$	316.75
TOTAL PROTECTIVE SERVICE	\$	316.75	\$	316.75
TRANSPORTATION SERVICE				
TS - Wages	\$	13,595.60	\$	13,595.60
TS - CPP Expense	\$	793.68	\$	793.68
TS - EI Expense	\$	263.93	\$	263.93
TS - MEPP Expense	\$	1,223.58	\$	1,223.58
TS - WCB & Dis. Ins./Health Expense	\$	14,682.77	\$	14,682.77
TS - Travel/Training	\$	320.00	\$	320.00
TS - Contract - Ins./Licences	\$	5,378.15	\$	5,378.15
TS - Contract - Memberships	\$	292.00	\$	292.00
TS - Utility - Shop - Power	\$	161.50	\$	161.50
TS - Utility - Shop - Heat	\$	293.09	\$	293.09
TS - Material - Small Tool/Equip.	\$	297.78	\$	297.78
TOTAL TRANSPORTATION	\$	37,302.08	\$	37,302.08
PLANNING & DEVELOPMENT EXPENSES				
P&D - Contracted - Appeals Board	\$	225.00	\$	225.00
TOTAL PLANNING & DEVELOPMENT EXPENS	\$	225.00	\$	225.00


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RECREATION, CULTURAL EXPENDITURES			
R&C - Contracted - Library - Region	\$	1,153.88	\$ 1,153.88
TOTAL RECREATION AND CULTURE SERVIC	\$	1,153.88	\$ 1,153.88
TOTAL EXPENSE	\$	67,409.92	\$ 67,409.92
NET INCOME	\$	(64,702.71)	\$ (64,702.71)

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



Reeve



Administrator

"Schedule A"

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

Date	Payee	Cheque No.	Amount
1/13/2023	Lillejord, Chelsey	EFT	\$ 1,142.93
1/13/2023	Aspen, Wade	EFT	\$ 2,024.92
1/13/2023	Gust, Darren	EFT	\$ 1,960.37
1/30/2023	Collabria	EFT	\$ 617.78
1/30/2023	SaskTel CMR	EFT	\$ 31.85
1/31/2023	Aspen, Wade	EFT	\$ 2,448.21
1/31/2023	Gust, Darren	EFT	\$ 2,369.06
1/31/2023	Lillejord, Chelsey	EFT	\$ 1,366.51
1/31/2023	Delanoy, Laura	10906	\$ 4,512.92
1/31/2023	SaskPower/Energy	EFT	\$ 636.26
1/31/2023	Municipal Employees Pension Plan	EFT	\$ 4,248.46
1/31/2023	Receiver General	EFT	\$ 7,469.78
Subtotal	2023-01-11 to 2023-01-31		\$ 28,829.05
2/8/2023	Village of Ceylon	10917	\$ 4,066.38
Subtotal	2022 Payables		\$ 4,066.38
2/1/2023	Remittance to SE Cornerstone	EFT	\$ 482.21
2/8/2023	Capital "I" Industries Inc.	10907	\$ 505.05
2/8/2023	Ceylon Community Calendar	10908	\$ 24.00
2/8/2023	E. Bourassa & Sons Ltd.	10909	\$ 351.06
2/8/2023	Goliath Disposal Ltd.	10910	\$ 315.00
2/8/2023	Brandt Tractor Ltd	10911	\$ 566,459.10
2/8/2023	Loraas Disposal South Ltd.	10912	\$ 163.91
2/8/2023	Minister of Finance - Lands Branch	10913	\$ 296.69
2/8/2023	Nelson Motors & Equipment Ltd.	10914	\$ 2,191.41
2/8/2023	Regina Fasteners & Tools Ltd.	10915	\$ 853.59
2/8/2023	Village of Ceylon	10916	\$ 525.00
2/8/2023	Southern Printers Ltd	10918	\$ 271.95
2/8/2023	SAMA	10919	\$ 7,326.00
2/8/2023	SARM	10920	\$ 444.16
2/8/2023	SaskTel CMR	EFT	\$ 170.67
2/8/2023	ZEE Medical Service Co	10921	\$ 295.02
2/8/2023	Loewen Agencies Ltd	10922	\$ 1,416.16
Subtotal	2023-02-01 to 2023-02-08		\$ 582,090.98
Total			\$ 614,986.41