

3-  
20

**Minutes of the Regular Meeting of the Council of the  
RURAL MUNICIPALITY OF THE GAP NO. 39  
held Wednesday, February 14, 2024  
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
---------------	-----------------

**Call to Order:**

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

**Agenda**

**30/24 - Scott:** That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

Adoption of Minutes

**Regular Meeting Minutes**

**31/24 - Burnett:** That we approve the minutes of the regular meeting of Council held Thursday, January 11, 2024 as presented.

Carried.

Financial Reports

*The Administrator presented the financial reports and statement of financial activities for the month ending January 31, 2024.*

**Financial Reports**

**32/24 - Jensen:** That we accept the financial reports and statement of financial activities for the period ending January 31, 2024 as presented.

Carried.

Delegations

*Foreman Wade Aspen attended the meeting from 1:15 p.m. to 2:30 p.m. to discuss operations and equipment.*

*Missouri Coteau Ambulance Committee Chairperson, Arvon Fettes attended the meeting from 2:30 p.m. to 2:45 p.m. to discuss the local ambulance service.*

*David, Codean and Arlen McCutcheon attended the meeting from 3:15 p.m. to 3:40 p.m. to discuss the proposed purchase of agricultural crown land.*

Old Business

**Recycling Bins**

**33/24 - Burnett:** That a sign be placed at the RM of The Gap No. 39 recycling bins located at 413 1<sup>st</sup> Avenue West in Ceylon, SK to provide information regarding the accepted recycling items.

Carried.

*Reeve Lorne McClarty was late with permission and joined the meeting at 2:00 p.m.*

Public Works/Transportation

**Municipal Shop Construction Contract**

**34/24 - Scott:** That the Change Order dated January 22, 2024 received from Sandstorm Construction in the amount of nine thousand two hundred and fifty dollars (\$9,250.00) + applicable taxes be accepted.

Carried.

M-11 (a)

**Municipal Shop Electrical**

**35/23 - Burnett:** That the quote from R.J. Electric Inc. of Avonlea, SK to supply and install electrical components for the construction of the municipal shop in the amount of fifty-eight thousand three hundred and seventy-five dollars and eighty cents (\$58,375.80) + taxes be accepted.

Carried.

**Municipal Shop Plumbing**

**36/23 - Jensen:** That the quote from Johnson Plumbing and Heating Ltd. of Estevan, SK to supply and install plumbing and heating components for the construction of the municipal shop in the amount of eighty-nine thousand eight hundred and seventy-three dollars (\$89,873.00) + taxes be accepted.

Carried.

**Municipal Shop Water and Sewer Service**

**37/23 - Kaufmann:** That the quote from A&B Concrete Ltd. of Weyburn, SK to supply and install water and sewer services for the municipal shop in the amount of thirteen thousand one hundred and nine dollars and fifty cents (\$13,109.50) + taxes be accepted.

Carried.

**Municipal Shop Interior Carpentry**

**38/23 - Sorensen:** That the quote from South Sask Builders Ltd. of Radville, SK to supply and install interior framing for the vestibule, office and bathroom of the municipal shop including stairs, floor joists, and sheeting for the mezzanine in the amount of twelve thousand six hundred and forty dollars (\$12,640.00) + taxes be accepted.

Carried.

**Magnesium Chloride Dust Suppressant Quote**

**39/24 - Kaufmann:** That the quote received from Fort Distributors Ltd. of St. Andrews, MB be accepted at a rate of \$0.405/liter + applicable taxes to supply and apply Dustguard 30% Liquid Magnesium Chloride Dust Suppressant on municipal roads as directed by the municipality.

Carried.

**New Business****SARM 2024 Annual Convention Registration**

**40/24 - Scott:** That Councillors Roland Carles, Keith Kaufmann, and Murray Scott, as well as, Administrator Laura Delanoy, be registered to attend the SARM 2024 Annual Convention to be held at Queensbury Convention Centre, Regina, SK from March 13-15, 2024.

Carried.

**Voting Members of Council**

**41/24 - Kaufmann:** 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 2024 Annual Convention.

Carried.

**SMHI Voting Delegates**

**42/24 - Kaufmann:** That Councillor Murray Scott be appointed voting delegate at the Saskatchewan Municipal Hail Insurance Annual Meeting on Wednesday, March 13, 2024.

Carried.

**Workers Compensation Board**

**43/24 - Sorensen:** That it be acknowledged that the Workers Compensation Board coverage for all municipal employees has been set at an estimated wage amount of three hundred thousand eight hundred and twenty-five dollars (\$300,825.00) and Council coverage has been set at the minimum rate of forty thousand three hundred and eight-two dollars (\$40,382.00) for 2024.

Carried.

M-11 (a)

**Loraas Disposal, Essential Services Status**

**44/24 - 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**

**45/24 - 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**

**46/24 - Sorensen:** 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 2024.

Carried.

**Administrator 2024 Goal Setting**

**47/24 - Carles:** That the Administrator's 2024 goal setting be accepted as presented.

Carried.

**Next Meeting**

**48/24 - Burnett:** That the next regular meeting of Council be held on Tuesday, March 12, 2024 at 1:00 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

**Delegation of Local Assistant**

**49/24 - Kaufmann:** That Fire Chief Brandon McClarty be delegated the Local Assistant for the Rural Municipality of The Gap No. 39.

Carried.

**Conservation Easements**

**50/24 - Scott:** That it be acknowledged that the Rural Municipality of The Gap No. 39 has been notified of a Conservation Easement being held by Ministry of Environment on the following lands: SE 19-06-21 W2M.

Carried.

**Development Permit #2024-01**

**51/24 - Jensen:** That it be acknowledged that Development Permit Application No. 2024-01 received from Paul Riviere for the development of a 60' x 80' new shop addition to an existing shop located at NW 02-05-19 W2M was approved by the Development Officer on January 25, 2024.

Carried.

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

**52/24 - McClarty:** That we acknowledge the verbal committee reports as presented by Administrator, Laura Delanoy.

Carried.

Correspondence**Correspondence**

**53/24 - Carles:** That we acknowledge the correspondence as listed on the agenda.

Carried.

**STARS Donation**

M-11 (a)

**54/24 - Burnett:** 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**

**55/24 - Carles:** That the list of bills and accounts as per attached "Schedule A" for the period January 12 to 31, 2024 that were paid by cheque #11148 and by electronic funds transfer in the amount of thirty thousand eight hundred and thirty-two dollars and sixty-three cents (\$30,832.63) be approved as paid; and furthermore, that the 2023 payable paid with cheque #11161 in the amount of one thousand one hundred and twenty-five dollars (\$1,125.00) and that all current bills and accounts as per attached Schedule "A" for the period February 1 to 14, 2024 to be paid by cheques #11149 to #11160 and #11162 in the amount of eighteen thousand five hundred and forty-three dollars and ninety-one cents (\$18,543.91) are approved for payment.

Carried.

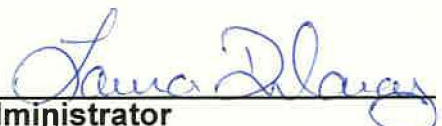
**Adjournment**

**Adjourn**

**56/24 - Scott:** That the meeting adjourns at 4:20 p.m.

Carried.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator

S ~ ~  
JO

**Rural Municipality of The Gap No. 39**  
**Regular Meeting of Council Agenda**  
**to be held at 1:00 p.m. Wednesday, February 14, 2024**  
**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 - January 11, 2024
- 4. Financial Report**
  - a) Financial Report – Month Ending January 31, 2024
  - b) Change in Income Report – Month Ending January 31, 2024
  - c) Investment Schedule
- 5. Delegations**
  - a) Public Works - Wade Aspen
    - Monthly Safety Meeting
  - b) Missouri Coteau Ambulance Committee - Chairperson, Arvon Fettes
  - c) Agricultural Land Lease Purchase Application - David, Codean & Arlen McCutcheon
- 6. Old Business**
  - a) EH - Recycling Bins
- 7. Public Works/Transportation**
  - a) TS - Operator Hours
  - b) TS - Municipal Shop
  - c) TS - Dust Control Contract
  - d) TS - Grid 705, Road Repairs
- 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 2024 Goal Setting
  - h) GG - Next Regular Meeting of Council
  - i) PS - Fire Protection Policy
  - j) PS - Local Assistant Appointment
  - k) EH - Rat Control Bylaw
  - l) EH - Environmental Health Policy
  - m) P&D - Application to Purchase, Agricultural Crown Lease
  - n) P&D - Notification of Registration of Conservation Easement
  - o) P&D - Development Permit Application
- 9. Reports – Committee and Administration**
  - a) Administrator Report
  - b) Ceylon Regional Park Authority
  - c) Ceylon & District Fire Protection Board
  - d) Missouri Coteau Ambulance Committee
- 10. Meetings & Workshops**
  - a) Ceylon Regional Park, Annual General Meeting - March 22, 2024
  - b) 2024 SARM Annual Convention - March 13 to 15, 2024 - Regina, SK
    - Registration Deadline - February 28, 2024
  - c) SMHI Annual Meeting, Regina - March 13, 2024
  - d) RMAA Spring Workshop, Weyburn - March 26, 2024
  - e) SAMA Annual Meeting - April 10, 2024 - Saskatoon, SK
- 11. Correspondence**
  - a) SARM - Resolution Response
  - b) SARM - Global Food Security
  - c) SAMA - 2024 Municipal Requisition
  - d) SaskPower - Independent Power Producers Awareness Survey
  - e) Ministry of SaskBuilds and Procurement - Procurement Thresholds
  - f) St. Joseph's Hospital Foundation - Estevan MRI Information Meeting Invitation
  - g) STARS - Request for Support
  - h) SaskTip - Membership Request
- 12. Accounts for Approval and Payment**
- 13. Adjournment**

**Rural Municipality of The Gap No. 39**  
**Change in Income for the Period Ending January 31, 2024**

→ - -  
 20

	Current Month	Year to Date
<b>REVENUE</b>		
<b>TAXATION</b>		
Penalty on Municipal Arrears	\$ 4.88	\$ 4.88
<b>TOTAL TAXES</b>	<b>\$ 4.88</b>	<b>\$ 4.88</b>
<b>GENERAL GOV'T SERVICES</b>		
GG - Interest Revenue	\$ 237.95	\$ 237.95
<b>TOTAL GENERAL GOV'T SERVICES</b>	<b>\$ 237.95</b>	<b>\$ 237.95</b>
<b>ENVIRONMENT &amp; PUBLIC HEALTH</b>		
EH - Waste Bin Rental Fees	\$ 540.00	\$ 540.00
<b>TOTAL ENVIRON &amp; PUBLIC HEALTH SERV.</b>	<b>\$ 540.00</b>	<b>\$ 540.00</b>
<b>PLANNNG &amp; DEVELOPMENT</b>		
PD - Fees - Development Permit	\$ 200.00	\$ 200.00
<b>TOTAL PLANNING &amp; DEVELOP SERV.</b>	<b>\$ 200.00</b>	<b>\$ 200.00</b>
<b>TOTAL REVENUE</b>	<b>\$ 982.83</b>	<b>\$ 982.83</b>
<b>EXPENSE</b>		
<b>GENERAL GOV'T SERVICE</b>		
GG - Council - Other Benefits	\$ 925.00	\$ 925.00
GG - Administrative Salaries	\$ 10,546.95	\$ 10,546.95
GG - Admin. CPP, EI	\$ 808.94	\$ 808.94
GG - MEPP	\$ 949.22	\$ 949.22
GG - Admin. Dis. Ins., WCB, etc.	\$ 11,941.77	\$ 11,941.77
GG - Admin. Training & Travel	\$ 100.00	\$ 100.00
GG - Contracted - Memberships	\$ 3,513.72	\$ 3,513.72
GG - Contracted - Insurance/Bond	\$ 164.30	\$ 164.30
GG - Contracted - Board of Revision	\$ 225.00	\$ 225.00
GG - Utilities - Power	\$ 62.77	\$ 62.77
GG - Utilities - Heat	\$ 96.95	\$ 96.95
GG - Utilities - Telephone/Internet	\$ 30.48	\$ 30.48
GG - Maint. - Stationery/Supplies	\$ 58.25	\$ 58.25
<b>TOTAL GENERAL GOV'T EXPENSE</b>	<b>\$ 29,423.35</b>	<b>\$ 29,423.35</b>
<b>PROTECTIVE SERVICE</b>		
PS - Fire - Contracted Service	\$ 362.00	\$ 362.00
<b>TOTAL PROTECTIVE SERVICE</b>	<b>\$ 362.00</b>	<b>\$ 362.00</b>
<b>TRANSPORTATION SERVICE</b>		
TS - Wages	\$ 15,141.75	\$ 15,141.75
TS - CPP Expense	\$ 890.01	\$ 890.01
TS - EI Expense	\$ 303.66	\$ 303.66
TS - MEPP Expense	\$ 1,362.76	\$ 1,362.76
TS - WCB & Dis. Ins./Health Expense	\$ 16,359.63	\$ 16,359.63
TS - Contract - Ins./Licences	\$ 6,809.83	\$ 6,809.83
TS - Utility - Shop - Power	\$ 103.41	\$ 103.41
TS - Utility - Shop - Heat	\$ 336.06	\$ 336.06
TS - Material - Shop Supplies	\$ 102.80	\$ 102.80
<b>TOTAL TRANSPORTATION</b>	<b>\$ 41,409.91</b>	<b>\$ 41,409.91</b>
<b>PLANNING &amp; DEVELOPMENT EXPENSES</b>		
P&D - Contracted - Appeals Board	\$ 225.00	\$ 225.00
<b>TOTAL PLANNING &amp; DEVELOPMENT EXPENS</b>	<b>\$ 225.00</b>	<b>\$ 225.00</b>

RECREATION, CULTURAL EXPENDITURES

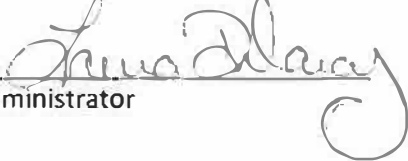
R&C - Contracted - Library - Region	\$	1,244.38	\$	1,244.38
TOTAL RECREATION AND CULTURE SERVIC	\$	1,244.38	\$	1,244.38

TOTAL EXPENSE	\$	72,664.64	\$	72,664.64
---------------	----	-----------	----	-----------

NET INCOME	\$	(71,681.81)	\$	(71,681.81)
------------	----	-------------	----	-------------

CERTIFIED CORRECT AND IN ACCORDANCE WITH THE RECORDS OF THE MUNICIPALITY  
Presented to Council on Wednesday, February 14, 2024

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator

"Schedule A"

80  
8-

M-11 (a)

Rural Municipality of The Gap No. 39  
Payment List - February 14, 2024, Regular Meeting of Council

Date	Payee	Cheque No.	Amount
1/12/2024	Lillejord, Chelsey	EFT	\$ 1,069.97
1/12/2024	Gust, Darren	EFT	\$ 2,205.90
1/12/2024	Aspen, Wade	EFT	\$ 2,290.58
1/30/2024	Collabria Mastercard	EFT	\$ 169.11
1/30/2024	SaskTel CMR	EFT	\$ 31.92
1/31/2024	Aspen, Wade	EFT	\$ 2,588.87
1/31/2024	Gust, Darren	EFT	\$ 2,535.02
1/31/2024	Delanoy, Laura	11148	\$ 4,915.51
1/31/2024	Lillejord, Chelsey	EFT	\$ 1,345.24
1/31/2024	SaskPower/Energy	EFT	\$ 628.31
1/31/2024	Receiver General	EFT	\$ 8,428.24
1/31/2024	Municipal Employees Pension Plan	EFT	\$ 4,623.96
Subtotal	2024-01-12 to 2024-01-31		\$ 30,832.63
2/13/2024	Village of Ceylon (Building Inspection Fees)	11161	\$ 1,125.00
Subtotal	2023 Payables		\$ 1,125.00
2/1/2024	Remittance to SE Cornerstone	EFT	\$ 267.90
2/13/2024	Ceylon Community Calendar	11149	\$ 24.00
2/13/2024	E. Bourassa & Sons Ltd.	11150	\$ 952.57
2/13/2024	Goliath Disposal Ltd.	11151	\$ 330.75
2/13/2024	Loraas Disposal South Ltd.	11152	\$ 159.57
2/13/2024	Minister of Finance - Lands Branch	11153	\$ 314.69
2/13/2024	Mryglod Steel & Metals Inc.	11154	\$ 361.27
2/13/2024	Redhead Equipment Ltd.	11155	\$ 1,709.50
2/13/2024	Regina Fasteners & Tools Ltd.	11156	\$ 177.50
2/13/2024	SAMA	11157	\$ 8,136.00
2/13/2024	SARM	11158	\$ 468.44
2/13/2024	SaskTel CMR	EFT	\$ 170.75
2/13/2024	South Central Transportation Planning Committee	11159	\$ 350.00
2/13/2024	Village of Ceylon	11160	\$ 540.00
2/13/2024	Brandt Tractor Ltd.	11162	\$ 4,580.97
Subtotal	2024-02-01 to 2024-02-14		\$ 18,543.91
Total			\$ 50,501.54