# Minutes of the Regular Meeting of the Council of the RURAL MUNICIPALITY OF THE GAP NO. 39 held Wednesday, June 12, 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:**

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

#### **Agenda**

**130/24 - Carles:** That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

#### Adoption of Minutes

#### **Regular Meeting Minutes**

**131/24 - Burnett:** That we approve the minutes of the regular meeting of Council held Wednesday, May 8, 2024 as presented.

Carried.

#### Financial Reports

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

#### **Financial Reports**

**132/24 - Carles:** That we accept the financial reports and statement of financial activities for the period ending May 31, 2024 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 8:50 p.m.

#### **New Business**

#### **Next Meeting**

**133/24 - McClarty:** That the next regular meeting of Council be held on Wednesday, July 10, 2024 at 7:30 p.m. in the Municipal Office Boardroom at 107 Main Street, Ceylon, SK unless otherwise called.

Carried.

#### **Prairie Pride Community Centre, Flooring Project**

**134/24 - Scott:** That the Rural Municipality of The Gap No. 39 donate five thousand dollars (\$5,000.00) to the Village of Ceylon for the Prairie Pride Community Centre flooring project.

Carried.

#### **Development Permit Application #2024-02**

**135/24 - Burnett:** That it be acknowledged that Development Permit Application No. 2024-02 received from Darrell Rowland for the development of a new basement and the relocation of a house onto the basement located at SW 36-06-21 W2M was approved by the Development Officer on June 4, 2024.

Carried.

**Building Permit Application #2024-001** 

**136/24 - Kaufmann:** That it be acknowledged that Building Permit Application No. 2024-001 was received from Darrell Rowland for the construction of a new basement and the relocation of a house onto the basement located at SW 36-06-21 W2M and that the application was submitted to Professional Building Inspections, Inc. on June 4, 2024 for review.

Carried

**Development Permit Application #2024-03** 

**137/24 - Scott:** That it be acknowledged that Development Permit Application No. 2024-03 received from Kelly Scott for the development of an open frount shed / barn located at NW 36-06-19 W2M was approved by the Development Officer on June 11, 2024.

Carried.

**Development Permit Application #2024-04** 

**138/24 - Kaufmann:** That Development Permit Application No. 2024-04 received from Ernie Sorensen for the development of a new 60' x 120' heated shop at SW 01-06-21 W2M be approved; and further, that the Rural Municipality of The Gap No. 39 Council grant a building setback reduction to 115 feet from centerline of the road.

Carried.

#### Reports - Committee and Administration

**Verbal Committee Reports** 

**139/24 - Burnett:** That we acknowledge the verbal committee reports as presented by Administrator, Laura Delanoy.

Carried.

#### Correspondence

Correspondence

**140/24 - Scott:** That we acknowledge the correspondence as listed on the agenda.

Carried.

**Agriculture Health and Safety Network** 

**141/24 - Carles:** That the Agricultural Health and Safety Network membership in the amount of six hundred eighty-nine dollars and eighty cents (\$689.80) be approved for renewal and payment.

Carried.

#### Accounts for Approval and Payment

**Payment List** 

**142/24 - Carles:** That the list of bills and accounts as per attached "Schedule A" for the period May 10 to 31, 2024 that were paid by cheque #11219 and #11220 and by electronic funds transfer in the amount of thirty-eight thousand four hundred and fifty-two dollars and sixty-six cents (\$38,452.66) be approved as paid; and furthermore, that all current bills and accounts as per attached Schedule "A" for the period June 1 to 12, 2024 to be paid by cheques #11221 to #11246 and by electronic funds transfer in the amount of two hundred and fifty-one thousand five hundred and fourty-seven dollars and sixty-six cents (\$251,547.66) are approved for payment.

Carried.

#### Adjournment

Adjourn

**143/24 - Burnett:** That the meeting adjourns at 10:55 p.m.

Carried.

Reeve

Administrator

# Rural Municipality of The Gap No. 39 Regular Meeting of Council Agenda to be held at 7:30 p.m. Wednesday, June 12, 2024 Municipal Office Board Room – 107 Main Street Ceylon, Saskatchewan

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M-11 (a)

- 1. Call to Order 7:30 p.m.
- 2. Adoption of the Agenda
- 3. Adoption of Minutes
  - a) Regular Meeting Minutes May 8, 2024
- 4. Financial Report
  - a) Financial Report Month Ending May 31, 2024
  - b) Change in Income Report Month Ending May 31, 2024
  - c) Investment Schedule
- 5. Delegations
  - a) Public Works Wade Aspen & Darren Gust
    - Monthly Safety Meeting
- 6. Old Business
  - a) EH Rat Control
- 7. Public Works/Transportation
  - a) TS Operator Hours
    - ) TS Municipal Shop
      - Landscaping
      - Overheard Doors, Support Bracing
      - Bollards
  - c) TS Gravel Exploration
  - d) TS Grid 705, Clay Capping
  - e) TS Traffic Counter
- 8. New Business
  - b) GG 2024 Budget & Mill Rate
  - c) GG Next Regular Meeting of Council
  - d) R&C Prairie Pride Community Centre, Flooring Project
  - e) PD Development Permit Application & Building Permit Application
- 9. Reports Committee and Administration
  - a) Administrator Report
  - b) Ceylon Regional Park Authority
- 10. Meetings & Workshops
  - a) ICS 200 Course November 19 & 20, 2024 Regina, SK
- 11. Correspondence
  - a) SARM Resolution Response
  - b) SARM Run for Municipal Council Make a Difference in Rural Sask.
  - c) SARM Rate Adjustment for Extended Health Benefits
  - d) Southeast Regional Library Trustee Telegraph
  - e) Agriculture Health & Safety Network Membership Renewal
- 12. Accounts for Approval and Payment
- 13. Adjournment



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



	Current Month		Year to Date	
REVENUE				
TAXATION				
Penalty on Municipal Arrears	\$		\$	4.88
TOTAL TAXES	\$		\$	4.88
GENERAL GOV'T SERVICES				
	e	152.31	e	229 55
GG - Sale of R.M. Maps	\$		\$	228.55
GG - Interest Revenue	\$	6,446.13	\$	11,894.05
TOTAL GENERAL GOV'T SERVICES	\$	6,598.44	\$	12,122.60
TRANSPORTATION SERVICES				
TS - Custom Work	\$	-	\$	225.00
TS - Custom Work - Dust Control	S	*	\$	4,730.00
TS - Sale of Scrap Metal	S		\$	791.20
TS - Road Maintenance Fees	\$	2,804.44	\$	13,740.66
TS - Permits	\$	25	\$	300.00
TOTAL TRANSPORTATION SERVICES	\$	2,804.44	\$	19,786.86
ENVIRONMENT & PUBLIC HEALTH				
EH - Waste Bin Rental Fees	\$	180.00	\$	3,600.00
EH - Cemetery Fees	\$	100.00 g	\$	535.71
TOTAL ENVIRON & PUBLIC HEALTH SERV.	\$	180.00	\$	4,135.71
	25			
PLANNING & DEVELOPMENT				
PD - Fees - Building Inspection	\$	2	\$	400.00
PD - Fees - Development Permit	\$	20	\$	200.00
PD - Fees - Royalty/Mineral Revenue	\$	×	\$	78.58
PD - Conditional -Federal - CCBF	\$		\$	6,387.90
TOTAL PLANNING & DEVELOP SERV.	\$	•	\$	7,066.48
TOTAL REVENUE	\$	9,582.88	\$	43,116.53
EXPENSE				
GENERAL GOV'T SERVICE				
GG - Council - Convention	\$	020	\$	3,458.31
GG - Council - Other Benefits	\$	876.29	\$	1.801.29
GG - Administrative Salaries	S	6,133.76	\$	40,230.82
GG - Admin. CPP, EI	\$	331.59		2,425.56
GG - MEPP	\$	389.64	•	
GG - Admin. Dis. Ins., WCB, etc.	S	1,264.75	\$	2,942,50
GG - Admin. Training & Travel	\$	637.73	\$	13,405.26 877.01
GG - Contracted - Assessment	\$			
		) <del>()</del> ()	\$	8,136.00
GG - Contracted - Memberships	S	246.00	S	3,513.72
GG - Contracted - Advertising	\$	216.00	\$	240.00
GG - Contracted - Insurance/Bond	S	19	\$	164.30
GG - Contracted - Board of Revision	\$	20.00	\$	225.00
GG - Utilities - Power	\$	86.86	\$	345.21
GG - Utilities - Heat	\$	49.56	\$	357.59
GG - Utilities - Telephone/Internet	\$	140.72	\$	592.89
GG - Utilities - Water/Garbage Coll	\$		\$	540.00
GG - Maint Stationery/Supplies	\$	518.53	\$	842.62
GG - Maint Postage/Software	\$	1,866.00	\$	3,059.21
GG - Maint Copier/Computer/Other	\$	<u></u>	\$	248.02
GG - Grants/Donations - Operating	\$	100.00	\$	600.00
GG - Allowance for Uncollectibles	\$	•	\$	1,664.48
TOTAL GENERAL GOV'T EXPENSE	\$	12,611.43	\$	85,669.79

PROTECTIVE SERVICE			
PS - Fire - Contracted Service	\$	5	\$ 362.00
TOTAL PROTECTIVE SERVICE	\$	2	\$ 362.00
TRANSPORTATION SERVICE			
TS - Wages	\$	19,885.15	\$ 81,002.45
TS - CPP Expense	\$	1,169.85	\$ 4,755.44
TS - EI Expense	\$	395.56	\$ 1,618.57
TS - MEPP Expense	\$	1,789.27	\$ 7,289.85
TS - WCB & Dis. Ins./Health Expense	\$	2,479.98	\$ 19,109.31
TS - Contract - Ins./Licences	\$	1,258.38	\$ 8,293.69
TS - Contract - Memberships	\$	Ē.	\$ 350.00
TS -Contract-Maint Culverts/Bridges	\$	393.75	\$ 393.75
TS - Contract - Labour	\$	-	\$ 900.00
TS - Utility - Shop - Power	\$	89.17	\$ 648.48
TS - Utility - Shop - Heat	\$	85.06	\$ 979.33
TS - Utility - Shop - Phone/Interne	\$	52.95	\$ 211.80
TS - Maint Workshop	\$	/12/	\$ 559.57
TS - Maint Fuel/Oil	\$	11,478.43	\$ 14,341.03
TS - Maint Machine Repairs	S	1,502.35	\$ 10,696.08
TS - Material - Signs/Posts	\$	15	\$ 337.03
TS - Material - Small Tool/Equip.	\$		\$ 825.63
TS - Material - Shop Supplies	\$	144.02	\$ 1,068.17
TS - Gravel	\$	320.00	\$ 640.00
TS - RM Maps	\$	633.00	\$ 898.00
TS - ASSET - Purchase - Building	\$	239,567.84	\$ 239,567.84
TOTAL TRANSPORTATION	\$	281,244.76	\$ 394,486.02
ENVIRONMENT & PUBLIC HEALTH SERVICE			
EH - Wages & Benefits	\$	10.44	\$ 10.44
EH - Contracted - Waste Bin Rental	\$	315.00	\$ 1,260.00
EH - Contracted - Recycle Fees	\$	295.61	\$ 960.74
EH - Contracted - Cemeteries	\$	021	\$ 1,200.00
EH - Contracted - Memberships	\$	029	\$ 520.00
TOTAL ENVIRONMENT & PUB HEALTH SERV	\$	621.05	\$ 3,951.18
PLANNING & DEVELOPMENT EXPENSES			
P&D - Contracted - Building Inspect	\$	227	\$ 400.00
P&D - Contracted - Appeals Board	\$	S=0	\$ 225.00
P&D - Grants - Vet Board	\$	199	\$ 3,150.00
P&D - Other Quarry Lease	\$	<u>:</u>	\$ 314.69
TOTAL PLANNING & DEVELOPMENT EXPENS	\$	12	\$ 4,089.69
RECREATION, CULTURAL EXPENDITURES			
R&C - Contracted - Library - Region	\$		\$ 1,244.38
TOTAL RECREATION AND CULTURE SERVIC	\$	96	\$ 1,244.38
UTILITIES			
Water -Utility-Power/Heat-Comm Well	\$	389.62	\$ 779.35
Water - Maint Repair - Comm Well	\$	(#)	\$ 38.14
TOTAL UTILITIES	\$	389.62	\$ 817.49
TOTAL EXPENSE	\$	294,866.86	\$ 490,620.55
NET INCOME	\$	(285,283.98)	\$ (447,504.02)
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CERTIFIED CORRECT AND IN ACCORDANCE WITH THE RECORDS OF THE MUNICIPALITY Presented to Council on Wednesday, June 12, 2024

Reeve

Administrator

### "Schedule A"



## Rural Municipality of The Gap No. 39 Payment List - June 12, 2024, Regular Meeting of Council

Date	Payee	Cheque No.	Amount
05/15/2024	Gust, Darren	EFT	\$ 2,732.82
05/15/2024	Aspen, Wade	EFT	\$ 3,110.74
05/30/2024	Delanoy, Laura	11219	\$ 4,922.10
05/30/2024	Aspen, Wade	EFT	\$ 3,168.49
05/30/2024	Gust, Darren	EFT	\$ 3,157.52
05/30/2024	Collabria Mastercard	EFT	\$ 2,215.46
05/30/2024	SaskTel CMR	EFT	\$ 31.91
05/30/2024	Receiver General	EFT	\$ 9,923.97
05/30/2024	Municipal Employees Pension Plan	EFT	\$ 4,919.24
05/31/2024	SaskPower/Energy	EFT	\$ 734.41
05/31/2024	SaskPower Business Manager	11220	\$ 3,536.00
Subtotal	2024-05-10 to 2024-05-31		\$ 38,452.66
6/11/2024	Agriculture Health & Safety Network	11221	\$ 689.80
6/11/2024	Delanoy, Laura	11222	\$ 261.75
6/11/2024	E. Bourassa & Sons Ltd.	11223	\$ 200.14
6/11/2024	Fort Distributors Ltd.	11224	\$ 39,390.04
6/11/2024	Goliath Disposal Ltd.	11225	\$ 650.42
6/11/2024	Long Creek Timbermart Ltd.	11226	\$ 33.25
6/11/2024	Loraas Disposal South Ltd.	11227	\$ 161.34
6/11/2024	LTJ Trucking	11228	\$ 945.00
6/11/2024	Mazenc Fuels Ltd.	11229	\$ 5,513.84
6/11/2024	Nelson Motors & Equipment Ltd.	11230	\$ 47.72
6/11/2024	Professional Building Inspections, Inc.	11231	\$ 288.75
6/11/2024	Radville Co-op Assoc. Ltd.	11232	\$ 96.39
6/11/2024	Regina Fasteners & Tools Ltd.	11233	\$ 421.98
6/11/2024	Sandstorm Construction	11234	\$ 15,267.50
6/11/2024	Sandstorm Construction	11235	\$ 80,000.00
6/11/2024	Sandy Hill Trucking	11236	\$ 73,452.49
6/11/2024	SaskEnergy	11237	\$ 2,494.62
6/11/2024	SaskTel CMR	EFT	\$ 170.71
6/11/2024	Sensus Chartered Professional Accountants Ltd.	11238	\$ 4,212.45
6/11/2024	Southeast Regional Library	11239	\$ 1,244.37
6/11/2024	Success Office Systems	11240	\$ 151.54
6/11/2024	Sunset Computers Ltd.	11241	\$ 88.79
6/11/2024	Village of Ceylon	11242	\$ 2,462.50
6/11/2024	Woitas Performance & Repair Ltd.	11243	\$ 2,457.00
6/11/2024	Young's Equipment Inc.	11244	\$ 1,563.29
6/11/2024	Ceylon Regional Park Authority	11245	\$ 5,000.00
6/12/2024	R.J. Electric Inc.	11246	\$ 12,391.98
6/12/2024	Scott, Ursula	EFT	\$ 1,890.00
Subtotal	2024-06-01 to 2024-06-12		\$ 251,547.66
		Total	\$ 290,000.32