

**Rural Municipality of Brock No. 64
Regular Meeting
January 12, 2023**

The Council of the Rural R.M. of Brock No. 64 of Brock No. 64 held its regular meeting on Thursday, January 12, 2023, in the Boardroom of the Municipal Office located at 760 Railway Avenue, Kisbey, Sk.

CALL TO ORDER

Reeve Larry Gordon called the meeting to order at 9:00am with the following Councillors present:
 Division 1: Lucas Hislop
 Division 2: Randy James
 Division 3: Darren Ippolito
 Division 4: Vacant
 Division 5: Doug Ilchuk
 Division 6: Kevin Brigden
 Administrator – Shawna-Lee Bertram

AGENDA

The following items were added to the Agenda:
 Pancake Breakfast supplies for the Optimist Club Derby.

01/2023

K. Brigden: THAT the agenda be approved as amended.

CARRIED

CONFLICT OF INTEREST DECLARATION

No Conflict of Interests were declared.

MINUTES

02/2023

D. Ilchuk: THAT the minutes of the last regular meeting held December 14, 2022, be approved as presented.

CARRIED

FINANCIALS

03/2023

K. Brigden: THAT the Financial Activities for the month of December, 2022, And the Bank Reconciliation for the month of December, 2022, be approved as presented.

CARRIED

ACCOUNTS FOR APPROVAL

04/2023

L. Hislop: THAT the R.M. of Brock No. 64 approves payment of the following accounts as listed, with the exception of Ch# 8238:

Computer Cheques

No. 8182-8186	Void
No. 8187-8237	\$113,476.23
No. 8238	Not approved
No. 8239-8250	\$160,662.28
Online Payments	\$88,412.83
Payroll-December 15 th & 31 st	\$44,907.28
TOTAL PAYMENTS	<u>\$407,458.62</u>

CARRIED

DELEGATES

No Delegates

RE-OCCURRING BUSINESS

1. Foreman

Worksheet No projects at this time

2. West Public Well The pump has been installed and connected and the FOB system will be connected as soon as the contractor is able.

3. Kisbey Fire Department
05/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 installs a keypad on the south door of the Fire Hall;
AND that a new lock is installed on the east door with only Municipal staff having keys for access.

CARRIED

REPORTS

1. Foreman No Report

2. Administrator Report

06/2023 R. James: THAT the Rural Municipality of Brock No. 64 accepts the Administrator's report as presented.

CARRIED

OLD BUSINESS

1. Allnorth-Ch# 8034

07/2023 K. Brigden: THAT the Rural Municipality of Brock No. 64 approves payment of Cheque No. 8034 in the amount of \$10,53.74 to Allnorth Consultants Ltd.

CARRIED

2. Project Management and Procedure Policy Tabled

3. Councillor Recognition Plaque

08/2023 L. Hislop: THAT the Rural Municipality of Brock No. 64 purchases Councillor recognition plaques from ProTouch Signs, Weyburn, Sk., at a cost of \$2995.00 plus tax.

CARRIED

NEW BUSINESS

1. Human Resources - In Camera

09/2023 L. Gordon: THAT Council moves in-Camera at 9:45 am.

10/2023 L. Gordon: THAT Council moves out of in-Camera at 10:10am.

11/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 terminates the employment of [REDACTED] effective January 12, 2023;
AND that [REDACTED] is compensated with 1 year's salary in the amount of [REDACTED] as severance and in lieu of notice.

CARRIED UNANIMOUSLY

2. 2023 Salaries/Wages

12/2023 L. Hislop: THAT the Rural Municipality of Brock No. 64 set the 2023 salaries and wages as follows:
Shawna-Lee Bertram
Tawny Niedermayer
Dwayne Weightman
Nancy Marsh
Shawn Rickard
Kenneth Perry
Dale Didrick



CARRIED

3. Mileage Rates

13/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 sets the 2023 mileage rates at \$1.50/mile or \$0.98/km.

CARRIED

4. Regular Meeting Dates

14/2023 K. Brigden: THAT the Rural Municipality of Brock No. 64 sets the regular meeting dates on the 2nd Wednesday of each month, with the exception of the February meeting, which will be held on the 3rd Wednesday.

CARRIED

5. Deputy
Reeve

15/2023 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 appoints Lucas Hislop as Deputy Reeve for the year 2023.

CARRIED

6. 2023
Appointments

16/2023 L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints the following committee members:

- | | |
|---|--|
| a. Returning Officer | Shawna-Lee Bertram |
| b. Deputy Returning Officer | Tawny Niedermayer |
| c. Polling Place | Municipal Office, 760
Railway Avenue, Kisbey, Sk. |
| d. Board of Revision | Western Municipal Consulting |
| e. Human Resources | Larry Gordon, Darren Ippolito
and Lucas Hislop |
| f. Southeast Library | Shawna-Lee Bertram |
| g. South East Transportation
Council | Larry Gordon |
| h. Redcoat Mutual Aid | Lucas Hislop |
| i. APAS | Darren Ippolito |
| j. Arcola Recreation Board | Randy James, Darren Ippolito
and Lucas Hislop |
| k. Cemetery | Larry Gordon and Douglas Ilchuk |
| l. Road Bans | Larry Gordon and Lucas Hislop |
| m. Municipal Hail Ins. | Douglas Ilchuk |
| n. Poundkeeper | Weyburn Livestock Exchange |
| o. Solicitor | Billesberger Law Firm, Estevan, Sk. |
| p. Golden Years Corp. | Douglas Ilchuk |
| q. Moose Mountain Healthcare | Larry Gordon |
| r. Kisbey/Arcola Fire Dept. | Darren Ippolito |
| s. Water Security/Watershed | Lucas Hislop |

CARRIED

7. Building
Inspectors
17/2023 L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints Professional Building Inspections Ltd., White City, Sk., as building inspectors.
CARRIED
8. Fire
Rangers
18/2023 L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints the Councillor for each respective division as the Fire Ranger for that division.
CARRIED
9. Weed
Inspector
19/2023 L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints Kylie McRae as the weed inspector for 2023.
CARRIED
10. Council
Remuneration
20/2023 K. Brigden: THAT the Rural Municipality of Brock No. 64 sets Council remuneration as follows:
Regular Meetings \$250.00/meeting
Committee Meetings
 Full day \$250.00
 ½ day \$200.00
Supervision \$250.00/day
Convention \$250.00/day
Meals, mileage and out of pocket expenses will be covered by the Municipality.
CARRIED
11. 2023
Custom Rates
21/2023 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 sets the custom rates as follows:
Grader \$200.00/hour
Mower \$150.00/hour
Snow Blower \$200.00/hour
CARRIED
12. Workers
Compensation
Board
22/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 covers the Council at the minimum rate of \$39,170.00.
CARRIED
13. Bryce
Pit
23/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 contracts Midwest Surveys, Estevan, Sk., to survey the Bryce Pit.
CARRIED
14. 293(e)
SE 03 09 05 W2
24/2023 D. Ilchuk: THAT a tax abatement be given to the SE 03 09 05 W2 as the property qualifies for the 293 (e) exemption under the *Municipalities Act*.
CARRIED
15. Division 4
By-Election
25/2023 R. James: THAT the Rural Municipality of Brock No. 64 sets the By-Election date for Wednesday, March 8, 2023.
CARRIED
16. Development
Permits
Scott Land
& Lease
26/2023 K. Brigden: THAT the Municipality approves the development permit for SE 29 08 05 W2.

CARRIED

Prairie Land
27/2023

L. Hislop: THAT the Rural Municipality of Brock No. 64 approves the development request for an access road and approach on the NW 11 08 04 W2; AND an access road, approach and culvert on the SE 15 07 04 W2.

CARRIED

17. JJ's Trucking
Agreement

28/2023

K. Brigden: THAT the Rural Municipality of Brock approves the attached agreement with JJ's Trucking, Arcola, Sk., for sanding highways in the Municipality during winter months, when needed; AND that Larry Gordon and Lucas Hislop be appointed as contacts.

CARRIED

18. Interest/
Discount Rates

29/2023

L. Hislop: THAT the Rural Municipality of Brock No. 64 sets the interest rate for tax arrears at 0.75% monthly; AND the discount rate be set as follows:
January 1 to September 30 5%
October 4%
November 2%
December 0

CARRIED

19. Fidelity
Bond

30/2023

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 acknowledges the Fidelity Bond for 2023 as follows;
Policy Number: SARMBOND2018
Policy Period: January 1, 2023 to January 1, 2024
Fidelity Bond Insurance: \$50,000 coverage
Registered Mail: \$50,000 coverage
Money & Securities: \$2,500 coverage

CARRIED

20. Remuneration
Donation

31/2023

L. Hislop: THAT the Rural Municipality of Brock No. 64 approves the request of Reeve Larry Gordon to donate his 2022 Remuneration of \$9,300.00 to STARS (\$4,650.00) and Jim Pattison Children's Hospital (\$4,650.00).

CARRIED

22. Cheque # 7727
Reissue

32/2023

D. Ippolito: THAT the Rural Municipality of Brock No. 64 reissues Cheque # 7727 in the amount of \$350.00 to [REDACTED] for the purchase of clay as it has become stale dated.

CARRIED

23. Sask. Lotteries
Grant

33/2023

D. Ippolito: THAT the Rural Municipality of Brock No. 64 forwards the Saskatchewan Lotteries Grant of \$2003.00 to the Town of Arcola for the Arcola Recreation Board.

CARRIED

24. EMAP
Training

34/2023

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 authorizes the Administrator to attend the Enhanced Municipal Administration Program Spring Workshop in Weyburn, Sk., March 28, 2023, at a cost of \$100.00.

CARRIED

25. SARM
Procurement

35/2023

R. James: THAT the Rural Municipality of Brock No. 64 posts a notice in SaskTenders indicating that the Municipality intends to take part in the purchasing programs offered through SARM.

CARRIED

26. Estevan
Snowmobile

36/2023 L. Hislop: THAT the Rural Municipality of Brock No. 64 approves the Estevan Snowmobile Club Land Use Permission Form for the trail route effective January 1, 2023 to December 31, 2023.

CARRIED

27. Kisbey Dinner
Theater/Optimist
Club

37/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 donates \$500.00 to the Kisbey Dinner Theatre;
AND that the Municipality purchases the supplies for the Optimist Club Pancake Breakfast for an approximate cost of \$1000.00.

CARRIED

28. SARM
Annual Conv.

38/2023 L. Hislop: THAT the Rural Municipality of Brock No. 64 authorizes Reeve Larry Gordon, Councillor Douglas Ilchuk and Administrator Shawna-Lee Bertram to attend the SARM Annual Convention from March 13-16th, 2023, in Saskatoon, Sk., with all lodging, meals and out of pocket expenses covered by the Municipality.

CARRIED

29. Signing
Authority

39/2023 K. Brigden: THAT the Rural Municipality of Brock No. 64 assigns signing authority to Lucas Hislop.

CARRIED

30. HR
Committee

40/2023 L. Gordon: THAT the Rural Municipality of Brock No. 64 must have a minimum of 2 members of the Human Resource Committee present when conducting employee reviews or when having meetings with employees.

CARRIED

31. Twp Rd
70 Tender

41/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 tenders the rebuild/clay capping of 6 miles of Twp Rd 70 to be completed the summer of 2023.

CARRIED

32. Roll#1284

42/2023 D. Ippolito: THAT the Rural Municipality of Brock No. 64 removes the interest on Roll # 1284 000 due to book error.

CARRIED

33. Admin. Assistant
Holidays

43/2023 R. James: THAT the Rural Municipality of Brock No. 64 approves the holiday request for Tawny Niedermayer from February 7, 2023 to February 17, 2023.

CARRIED

CORRESPONDENCE

44/2023 K. Brigden: THAT the R.M. of Brock No. 64 authorizes the correspondence listed throughout the agenda, having been read, be filed.

CARRIED

ROUND TABLE

-Snowmobile routes and roads to be maintained were discussed.

NEXT MEETING

The next meeting of Council of the Rural Municipality of Brock No. 64 will be held on Wednesday, February 15th, 2023, 9:00am, in the Municipal Boardroom located at 760 Railway Avenue, Kisbey, Sk.

ADJOURNMENT

45/2023 L. Gordon: THAT we do now adjourn.

CARRIED

The meeting was adjourned at 11:55 am.

Approved by resolution of Council at the regular meeting held on the 15th day of February, 2023.

Larry Gordon – Reeve

Shawna-Lee Bertram - Administrator