

**Rural Municipality of Brock No. 64
Regular Meeting
January 11th, 2024**

The Council of the Rural R.M. of Brock No. 64 of Brock No. 64 held its regular meeting on Thursday, January 11th, 2024, in the Council Chambers 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 3: Darren Ippolito
Division 4: Justin McNeil Division 5: Douglas Ilchuk
Division 6: Kevin Brigden
Administrator – Shawna-Lee Bertram
Absent: Division 2: Randy James

CONFLICT OF INTEREST

DECLARATION D. Ippolito declared Conflict of Interest with New Business, No. 6.
J. McNeil declared Conflict of Interest with New Business No.'s 18 d, f, g, and i.

AGENDA The following items were added to the agenda:
Re-Occurring Business, No. 5, Arcola Culvert

01/2024 D. Ilchuk: THAT the agenda be approved as amended. **CARRIED**

MINUTES

02/2024 J. McNeil: THAT the minutes of the last regular meeting held December 12, 2023, be approved as presented. **CARRIED**

FINANCIALS

Financial Activities

03/2024 D. Ippolito: THAT the Financial Activities for the month of December, 2023, be approved as presented. **CARRIED**

Bank Rec

04/2024 K. Brigden: THAT the Bank Reconciliation for the month of December, 2023, be approved as presented. **CARRIED**

Term Deposit
833820082281

05/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 does not redeem Term Deposit [REDACTED] upon the maturity date of April 24, 2024; AND THAT the total amount of \$275,000.00, plus interest, be transferred to Savings Account No. [REDACTED] at the April 24, 2024 maturity date. **CARRIED**

**ACCOUNTS
FOR
APPROVAL**

06/2024 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 approves payment of the following accounts as listed:

Computer Cheques

No. 8550-8614	\$282,456.14
Online Payments	\$480,267.61
Payroll November	\$19,166.41
TOTAL PAYMENTS	<u>\$781,890.16</u>

CARRIED

DELEGATES No Delegates

RE-OCCURRING BUSINESS

1. Twp Rd 70
Clay Capping
Agreements For Sale

07/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 approves the following signed Agreements for Sale:

SW 2-7-6 W2 (1/2 share)	SE 5-7-6 W2
NE 36-6-6 W2	NW 36-6-6 W2
SE 2-7-6 W2	Blk A Plan 101185602
SW 6-7-5 W2	NE 36-6-7 W2
NE 31-6-6 W2	NW 34-6-6 W2
NE 33-6-6 W2	NE 34-6-6 W2
NW 35-6-6 W2	NE 35-6-6 W2
SW 4-7-6 W2 (1/2 share)	

AND THAT payment is issued to the land owner based on the amount of land required at a price of \$2500.00 per acre.

CARRIED

2. Road Maint.
Maps No Activity

3. Fire Dept.
a. AED Machine

08/2024 L. Hislop: THAT the Rural Municipality of Brock No.64 approves the update of the AED machine at a cost of \$374.11.

CARRIED

b. Fire Assets-
Vill. Kisbey

09/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 values the fire department assets for the purposes of transferring the assets from the Village of Kisbey to the Rural Municipality of Brock No. 64 as follows:

1997 Fire Truck	\$27,500.00
IHC Water Truck	\$6,500.00
Fire Utility Trailer	\$2,205.00

AND THAT the assets are transferred in the books only and no money is exchanged between the Municipalities.

CARRIED

c. January 4/24
Minutes

10/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 acknowledges the January 4, 2024, minutes as presented.

CARRIED

4. Water Analysis

11/2024 J. McNeil: THAT the Rural Municipality of Brock No. 64 acknowledges the Water Analysis Report for January 2. 2024, as presented.

CARRIED

5. Arcola Culvert

12/2024 L. Hislop: THAT the Rural Municipality of Brock No. 64 purchases 2, 1800mm culverts, at a cost of \$24,251.34, from JJ's Trucking; AND THAT the 3600mm culvert be advertised for sale.

CARRIED

REPORTS

1. Foreman Foreman Dale Didrick attended the Council meeting at 10:00am. Discussion included the Arcola culvert project; installing a new control panel in the payloaders by SMS Equipment; possibly purchasing hand held radios; windshield in the RM truck needs to be repaired; price out barricades.

2. Administrator
Report

13/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 accepts the Administrator's report as presented.

CARRIED

3. OH&S

-Safety Minutes

14/2024 J. McNeil: THAT the Rural Municipality of Brock No. 64 approves the Safety Minutes for January 11th, 2023.

CARRIED

-WCB Claim

#2095-2195

15/2024 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 acknowledges the closure of WCB report regarding Claim Number 2095 2195, as received.

CARRIED

OLD BUSINESS

1. RFQ Engineering

Grid 604

The following Requests For Quotations for Engineering services for the rebuild/paving of the remaining 4 miles of Grid 604 were received:

Resource Management International	\$298,000.00 plus taxes
Walker Projects	\$215,000.00 plus taxes
Pinter & Associates	\$59,240.00 plus Construction Management fees as incurred and taxes
WSP E&I Canada Ltd.	\$151,205.00 plus taxes

16/2024 L. Hislop: THAT the Rural Municipality of Brock No. 64 awards the contract for Engineering Services for the rebuild of the remaining 6.5 kms of Grid 604 to WSP E&I Canada Ltd. for a quoted cost of \$151,205.00 plus taxes.

CARRIED

2. Peer Solutions

17/2024

L. Hislop: THAT the Rural Municipality of Brock No. 64 charges Peer Solutions Inc., Erskin Alberta, 30 hours grading time at \$250.00 per hour plus 600yds of gravel at \$10.00 per yard for damage done to Twp Rd 80 from Range Road 2043-2044; and Twp Rd 82 from Range Road 2041-2042 as a result of their seismic operations.

CARRIED

3. SGI Safety

Grant

18/2024

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 purchases 2, 12" (digit size) FoxCanada Radar Speed Signs with 30W Solar Panel, Bluetooth and Data collection and D12180 Standard Battery, for a total cost of \$9,306.62.

CARRIED

4. 2024

Budget

Final draft will be brought to the February meeting.

NEW BUSINESS

1. Council

Remuneration

19/2024

K. Brigden: THAT the Rural Municipality of Brock No. 64 sets the 2024 Council Remuneration as follows:

Regular Meeting	\$250.00/meeting
Committee Meeting – Full Day	\$250.00/meeting
Committee Meeting – ½ Day	\$200.00/meeting
Supervision	\$250.00/day
Convention	\$250.00/day with meals, mileage and out of pocket expenses covered by the Municipality.

2. Mileage Rates

20/2024

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 sets the 2024 mileage rates at \$1.50 per mile or \$0.98 per km.

CARRIED

3. 2024 Custom Rates

21/2024

L. Hislop: THAT the Rural Municipality of Brock sets the 2024 custom rates as follows:

Grader	\$250.00/hour
Mower	\$150.00/hour
Snow Blower	\$200.00/hour

CARRIED

4. Building Inspectors

22/2024

D. Ippolito: THAT the Rural Municipality of Brock No. 64 appoints Professional Building Inspections Inc. as the Building Inspectors for the Municipality for 2024;

AND that the following individuals be appointed as the licensed building officials: Douglas Mulhall, Virginia Shepley, Bobby Baker, Amanda Kaufmann, Jashua Nitz, Walter Schroeder, David Kindred, and John Dulle.

CARRIED

5. Fire Rangers

23/2024

L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints each Division Councillor as the Fire Ranger for their respective Division.

CARRIED

6. Weed Insp.

*Councillor D. Ippolito declared Conflict of Interest and left the Boardroom at 11:30am.

24/2024

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 appoints Kyle McRae as the Weed Inspector for the Municipality for 2024.

CARRIED

*Councillor D. Ippolito returned to the Boardroom at 11:35am.

7. PCO

25/2024

K. Brigden: THAT the Rural Municipality of Brock No.64 appoints Randy Walbaum as the Pest Control Officer for the Municipality for 2024.

CARRIED

8. WCB-Council

26/2024

D. Ippolito: THAT the Rural Municipality of Brock No. 64 covers Workers Compensation for all Council members at the minimum amount of \$40,382.00.

CARRIED

9. 2024

Appointments

27/2024

L. Gordon: THAT the Rural Municipality of Brock No. 64 appoints the following Committee members:

a. Deputy Reeve	Lucas Hislop
b. Returning Officer	Shawna-Lee Bertram

c. Deputy Returning Officer	Tawny Niedermayer
d. Polling Place	Municipal Office, 760 Railway Street, Kisbey, Sk.
e. Human Resources	Larry Gordon, Lucas Hislop, Darren Ippolito
f. Southeast Library	Shawna-Lee Bertram
g. South East Transportation	Larry Gordon
h. Redcoat Mutual Aid	Lucas Hislop
i. APAS	Darren Ippolito
j. Percy Cemetery	Larry Gordon and Douglas Ilchuk
k. Road Bans	Larry Gordon and Kevin Brigden
l. Municipal Hail Insurance	Douglas Ilchuk
m. Poundkeeper	Weyburn Livestock Exchange
n. Solicitor	Billesberger Law Firm
o. Auditor	Dudley & Company
p. Golden Years Corp.	Douglas Ilchuk
q. Moose Mountain Healthcare	Larry Gordon
r. Kisbey/Arcola Fire Dept.	Darren Ippolito
s. Water Security/Watershed	Justin McNeil

CARRIED

10. Admin.
Bond

28/2024

J. McNeil: THAT the Rural Municipality of Brock No. 64 acknowledges the Fidelity Bond for 2024 as follows;
Policy Number: [REDACTED]
Policy Period: January 1, 2024 to January 1, 2025
Fidelity Bond Insurance: \$50,000 coverage
Registered Mail: \$50,000 coverage
Money & Securities: \$2,500 coverage

CARRIED

11. SARM-
LSIP

29/2024

L. Hislop: THAT the Rural Municipality of Brock No. 64 acknowledges the Excess Liability Insurance Certificate of Participation as follows:
Master Policy Number: [REDACTED]
Certificate Number: 64
Term: January 1, 2024 to January 1, 2025.

CARRIED

12. 2024 Interest &
Discount Rates

30/2024

K. Brigden: THAT the Rural Municipality of Brock No. 64 sets the 2024 Interest and Discount Rates as follows:

Interest charges on overdue taxes:	0.75%
Discount Rates:	
January 1 to September 30	5%
October	4%
November	3%
December	0

CARRIED

13. Dudley & Co.
Engagement and Planning
Letters

31/2024

D. Ilchuk: THAT the Rural Municipality of Brock No. 64 signs the Engagement and Planning Letters for Dudley & Company for the 2023 Audit.

CARRIED

14. Salaried Employees
Holidays/Payroll

32/2024

D. Ippolito: THAT the Rural Municipality of Brock No. 64 writes letters to all salaried employees informing them that their annual salary includes holiday pay, that all holidays must be taken in the current year, that holidays cannot be banked and carried over to the following year;

AND THAT once the employee reaches the maximum number of hours worked for the year, they will be sent home and will be on an on-call basis only.

CARRIED

RECESS FOR LUNCH

33/2024 L. Gordon: THAT Council now recesses for lunch.

CARRIED

Council recessed for lunch at 12:00 pm.

RECONVENE

34/2024 L. Gordon: THAT Council now reconvenes the meeting.

Council reconvened at 12:35pm.

15. Gravel Crushing/
Hauling

35/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 hires JJ's Trucking to crush 30,000 yards of 7/8" gravel at the Bryce Pit, NE 36-08-05 W2; AND THAT the Municipality does not tender the gravel hauling at this time.

CARRIED

16. 2024 Ditch

Mowing Correspondence was received from the Ministry of Highways and Infrastructure indicating that the Municipality can mow the ditches along Highway 13 at the Municipality's cost.

17. Donations

36/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64, upon request of Reeve Larry Gordon, donates his 2023 remuneration as follows:

Jim Pattison Children's Hospital	\$5000.00
STARS - Regina	\$2500.00
Hospitals of Regina	\$2000.00
Weyburn Hospital Fund	\$1000.00

CARRIED

18. Development

Permits

a. NW 36-07-04 W2

37/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 approves the Development Permit Application for NW 36-07-04 W2.

CARRIED

b. Scott Land &

Lease

38/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 approves the development permit application for Crescent Point Energy for the SE 20-07-05 W2.

CARRIED

c. Scott Land &

Lease

39/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 approves the development permit application for Crescent Point Energy for wellsite and access for SW 20-07-05 W2.

CARRIED

*Councillor J. McNeil declared Conflict of Interest and left the boardroom at 1:05pm.

- d. Millenium
Land
40/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 approves the development permit application for Woodland Development Corp. for wellsite and access for SW 35-08-04 W2
CARRIED
- e. Scott Land
& Lease
41/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 approves the development permit application for Crescent Point Energy for wellsite and access for SE 29-09-06 W2.
CARRIED
- f. Scott Land
& Lease
42/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 approves the development permit application for Woodland Development Corp. for wellsite and access for SW 35-08-04 W2.
CARRIED
- g. Scott Land
& Lease
43/2024 L. Hislop: THAT the Rural Municipality of Brock No. 64 approves the development permit application for pipeline road crossing consent from 12-08-04 W2 to 11-08-04 W2.
CARRIED
- h. Scott Land
& Lease
44/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 approves development permit application for Crescent Point Energy for road construction/amendment for 14-07-06 W2.
CARRIED
- i. Scott Land
& Lease
45/2024 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 approves the development permit application for moving an approach on the 35-08-04 W2.
CARRIED
*Councillor J. McNeil returned to the boardroom at 1:15pm.
19. Records
Disposal
46/2024 J. McNeil: THAT the Rural Municipality of Brock No. 64 authorizes the records as listed and attached to these minutes, to be properly destroyed by Crown Shred and Recycling, Regina, Sk.
CARRIED
20. RFNOW
Cable Install Administration will contact RFNOW and have them send the service agreement for Council to review.
21. AED
Shop
47/2024 D. Ilchuk: THAT the Rural Municipality of Brock No. 64 upgrades the AED machine in the shop at a cost of \$489.55.
CARRIED
22. 2024 Sask.
Lotteries
48/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 allocates its share of the 2025 Sask Lotteries Grant in the amount of \$2003.00 to the Town of Arcola for the Arcola and District Recreation Board.
CARRIED
- CORRESPONDENCE**
49/2024 K. Brigden: THAT the Rural Municipality of Brock No. 64 authorizes the correspondence listed throughout the agenda, as have been read, be filed.
CARRIED

ROUND TABLE

-Council discussed their hiring process and where it can be improved.

NEXT MEETING

50/2024 D. Ippolito: THAT the Rural Municipality of Brock No. 64 holds the next regular meeting of Council on Tuesday, February 13, 2024, 9:00am, in the Municipal Council Chambers located at 760 Railway Avenue, Kisbey, Sk.

ADJOURNMENT

51/2024 L. Gordon: THAT we do now adjourn.

CARRIED

The meeting was adjourned at 1:30pm.

Approved by resolution of Council at the regular meeting held on the 13th day of February, 2024.

Larry Gordon – Reeve

Shawna-Lee Bertram - Administrator