


**MINUTES OF THE MONTHLY MEETING OF THE
RURAL MUNICIPALITY OF LOREBURN NO. 254
HELD IN THE R.M. OFFICE IN LOREBURN
ON WEDNESDAY, JANUARY 11, 2023 AT 8.30 A.M.**

M-11 (a)


- PRESENT** Reeve Brad Norrish and Deputy Reeve Garry Book, councilors Darwyn Snustead, Joe Kretsch, Ryan Glubis, David Vollmer and Neil McIntosh present.
- DELEGATES** Steven South, Foreman
- CALL TO ORDER** A quorum being present, Reeve Brad Norrish called the meeting to order at 8.36 a.m.
- MINUTES**
- 79/23 BOOK** **THAT** the minutes of the regular meeting held on December 9, 2022 be approved. **CARRIED.**
- BUSINESS ARISING FROM MINUTES**
- FINANCIAL REPORTS**
- 80/23 SNUSTEAD** **THAT** the Statements of Receipts & Payments and the bank statement for the month of December, 2022 be accepted as presented. **CARRIED.**
- CONVENTION BUSINESS**
- EMPLOYEE BUSINESS**
- 81/23 GLUBIS** **THAT** we pay the Administrators' membership fees in RMAA for 2023. **CARRIED.**
- 82/23 MCINTOSH** **THAT** we approve the holidays for Dwayne Starnes from February 21 -24, 2023. **CARRIED.**
- 83/23 KRETSCH** **THAT** we hire Darice Carlson as a part time assistant administrator with a starting wage of \$35/hr for one day a week. Start date will be middle of February 2023. **CARRIED.**
- WORKSHOP & SEMINARS**
- 84/23 D.VOLLMER** **THAT** we register the Administrator to attend the Spring Workshop presented by RMAA and UMAAS in Swift Current on March 21, 2023, all expenses paid. **CARRIED.**
- 85/23 SNUSTEAD** **THAT** the Administrator can attend the SAMA Administrator Training Session on April 4, 2023 in Regina, all expenses paid. **CARRIED.**
- 86/23 KRETSCH** **THAT** we register our Weed Inspector for the webinar on January 10, 2023. **CARRIED.**
- 87/23 KRETSCH** **THAT** we register our Pest Control Officer for the webinar on February 13, 2023. **CARRIED.**
- 88/23 BOOK** **THAT** we register Neil McIntosh for the MLDP Strategic Financial Planning for Municipalities on Saturday April 15, 2023 in Saskatoon, all expenses paid. **CARRIED.**
- 89/23 D.VOLLMER** **THAT** the Administrator can attend the SAMA AGM, virtually, on April 5, 2023, registration fee of \$25 will be paid. **CARRIED.**
- IRRIGATION**
- 90/23 SNUSTEAD** **THAT** we will purchase the required acres to widen Book Road (Township Road 260) to a 100 ft road allowance from Range Road 3060 East to Highway 19, which will total 6 miles. The purchase price will be \$2300/acre. **CARRIED.**
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- 91/23
M-11 (a) SNUSTEAD THAT we will purchase the required acres to widen 1 mile of Township Road 262 from Range Road 3062 to 3063. The purchase price will be \$2300/acre. CARRIED.
- 92/23 GLUBIS THAT with the road allowance increasing to 100 ft on Krogan Drive the existing 9 bins that are located on NE 19-25-05 W3 will not be required to move to meet the current 150 ft setback from center of road for structures. If the existing bins do need to be moved it will be at the cost of the RM to move them. CARRIED.
- 93/23 KRETSCH THAT ~~the~~ ^{that} correspondence will be sent to the ratepayer of Blk/Par H Plan 102159783 Extension 0, replying to their concerns with the expansion of Krogan Drive to a 100 ft road allowance in regards to the existing trees and purchase price. CARRIED.
- LAKESIDE RV DEVELOPMENT**
- 94/23 D.VOLLMER THAT a public hearing will be held on Wednesday, February 8th at 10:30 am for review of Bylaw 11/2022 for rezoning land for Block 11, Phase 4. CARRIED.
- SUNSET BEACH DEVELOPMENT**
- MORHART DEVELOPMENT**
- 95/23 BOOK THAT the amended drawings from Primary for increasing the easement to 4m and shifting the trench line to 3 m from the property line for the installation of power is approved. CARRIED.
- NEW BUSINESS**
- 96/23 MCINTOSH THAT we renew our SARM membership for 2023 in the amount of \$4415.93. CARRIED.
- 97/23 MCINTOSH THAT we purchase the SARM Fidelity Bond for 2023 and pay the annual premium of \$164.30. CARRIED.
- 98/23 MCINTOSH THAT we renew our SARM Liability Self-Insurance and Excess Liability Insurance for 2023 and pay the \$4,678.02 premium. CARRIED.
- 99/23 MCINTOSH THAT we enroll the employees in and pay the premiums for the SARM Short Term Disability, SARM Long Term Disability benefits, Extended Health & Dental Benefits and Group Life Insurance totaling \$54828.92. The employees will pay half of the Short Term Disability and Extended Health and Dental Benefits by deducting it off each pay cheque. The employees will pay back the total cost of the Long Term Disability by deducting it off each pay cheque. The Group Life Insurance will be invoiced to each employee to be paid back to the RM, except the Administrators which is paid for by the RM. CARRIED.
- 100/23 MCINTOSH THAT we pay the SARM Property Self- Insurance Program for 2023 in the amount of \$19,335.74. CARRIED.
- 101/23 GLUBIS THAT we pay the Saskatchewan Public Safety Agency \$698.25 for our 2023 911 fire dispatch services. CARRIED.
- 102/23 SNUSTEAD THAT we renew our Munisoft Equipment and Software Support for 2023 in the amount of \$7,418.13. CARRIED.
- 103/23 KRETSCH THAT we pay our 2022 recipient for the LCS Scholarship as she has completed her first term of post-secondary education and is continuing on with her education. CARRIED.
- 104/23 BOOK THAT we pay the education property tax on the mobile dwelling license fees for 2022. CARRIED.

- 105/23** **GLUBIS** **THAT** we allocate our portion for the Saskatchewan Lotteries Grant for 2023 between the 4 Villages in our boundaries and the Reeve can sign the application forms for all 4 villages. **CARRIED.**
M-11 (a)
- 106/23** **GLUBIS** **THAT** we pay our lease agreement 01-2017 for stockpiling of gravel for 2023. **CARRIED.**
- 107/23** **D.VOLLMER** **THAT** we approve of the Saskatchewan Worker's Compensation Board premium rate notice for 2023 set at \$1.16. **CARRIED.**
- 108/23** **SNUSTEAD** **THAT** we renew our membership with the WaterWolf Planning Inc. for \$1800. **CARRIED.**
- 109/23** **BOOK** **THAT** we apply to Saskatchewan Ministry of Highways for removal of reject gravel from their pit at NE 30-27-07 W3. **CARRIED.**
- 110/23** **D.VOLLMER** **THAT** we appoint all 6 SARM Plant Health Officers as Pest Control Officers for 2023 to perform the 2023 Clubroot survey. **CARRIED.**

Reeve Brad Norrish recessed the meeting for lunch at 12:10 pm.

Reeve Brad Norrish reconvened the meeting at 12:55 pm.

- 111/23** **SNUSTEAD** **THAT** we will keep our secured letter of credit with PCCU that totals \$300,000 with PCCU. **CARRIED.**
- 112/23** **MCINTOSH** **THAT** we sign the roll off service agreement with Loraas Disposal and Loraas Recycle for 2023. **CARRIED.**
- 113/23** **GLUBIS** **THAT** we approve payment on the December MasterCard statement of foreign transaction fee of \$18.86 from Ultimate Globes. **CARRIED.**
- 114/23** **D.VOLLMER** **THAT** we will enter into a joint application with the Village of Elbow for the SPRA Regional Recreation Practitioner Pilot Program to create the service area. Village of Elbow will be the lead partner for this application. **CARRIED.**
- SHOP**
115/23 **SNUSTEAD** **THAT** we purchase an ASUS Desktop computer, 22" monitor, and keyboard and mouse from MuniSoft for the foreman's office in the new building. **CARRIED.**
- OFFICE RENOVATIONS**
116/23 **GLUBIS** **THAT** we approve the Request for Proposal for Office Renovations and will advertise it on SaskTenders for 2 weeks with the tender closing on Tuesday, January 31, 2023. **CARRIED.**
- EQUIPMENT**
117/23 **D.VOLLMER** **THAT** we purchase the required lights and 3500 gallon aluminum folding tank from Trans Care Rescue Ltd. for the water truck so that it is equipped to go on fire calls. The volunteer fire department will install the lights. **CARRIED.**
- BYLAWS**
118/23 **BOOK** **BE IT RESOLVED** that Bylaw No. 01/2023 being a bylaw to Set the Fee to be Charged for Providing a Tax Certificate be introduced and read a first time. **CARRIED.**
- 119/23** **GLUBIS** **BE IT RESOLVED** that Bylaw No 01/2023 being a Bylaw to Set the Fee to be Charged for Providing a Tax Certificate be read a second time. **CARRIED.**
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120/23 **KRETSCH** **BE IT RESOLVED** that Bylaw No. 01/2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY.**
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121/23 **MCINTOSH** **BE IT RESOLVED** that Bylaw No 01/2023 being a Bylaw to Set the Fee to be Charged for Providing a Tax Certificate be read a third time and finally adopted. **CARRIED.**

ACCOUNTS
122/23 **BOOK** **THAT** the accounts totaling \$425,144.66, that include cheque 13988-14008; payroll voucher number 1228-1248 and manual entries from November 30,2022 – January 4, 2023 as indicated on the list attached hereto and forming part of these minutes be approved for payment. **CARRIED.**

CORRESPONDENCE
123/23 **GLUBIS** **THAT** the correspondence read now be filed and a list of the correspondence be annexed hereto and form part of these minutes. **CARRIED.**

ADJOURNMENT
124/23 **SNUSTEAD** **THAT** this meeting adjourns (2.41 pm) **CARRIED.**



Reeve


Administrator

