

**MINUTES OF THE MEETING OF THE  
RURAL MUNICIPALITY OF LOREBURN NO. 254  
HELD IN THE R.M. OFFICE IN LOREBURN  
ON WEDNESDAY, DECEMBER 13, 2023 AT 8.30 A.M.**

M-11 (a)

**PRESENT** Reeve Brad Norrish and Deputy Reeve Garry Book, Darwyn Snustead, Ryan Glubis, Joseph Kretsch, David Vollmer and Neil McIntosh present.

**DELEGATES**

8:45 am	Floyd Akre, Operator
9:00 am	Darryl Stone, Operator
9:15 am	Scott Frazer, Operator
9:30 am	Bob Kozak, Pest Control Officer & Operator
9:45 am	Steven South, Foreman
10:00 am	Dwayne Stamnes, Operator
10:15 am	Matthew Hauberg, Operator & Weed Control Officer

**CALL TO ORDER** A quorum being present, Reeve Brad Norrish called the meeting to order at 8.39 a.m.

Employees came into meeting starting at 8:45 am to do annual performance reviews.

Reeve Brad Norrish declared a conflict of interest for review of Discretionary Use Permit 2023-B, as he is in a farming partnership with an adjacent land owner. Reeve Brad Norrish left the meeting at 10:20 am.

Deputy Reeve Garry Book assumed the chair for the meeting.

Deputy Reeve Garry Book recessed the regular meeting at 10:25 am.

Deputy Reeve Garry Book reconvened the meeting at 10:46 am.

Reeve Brad Norrish came back to the meeting at 10:48 am and resumed the chair.

**MINUTES**

**56/23**                      **GLUBIS**                      **THAT** the minutes of the meeting held on November 15, 2023 be approved. **CARRIED.**

**BUSINESS ARISING FROM MINUTES**

**FINANCIAL REPORTS**

**57/23**                      **BOOK**                      **THAT** the bank reconciliation and the Statements of Receipts & Payments for the month of November, 2023 be accepted as presented. **CARRIED.**

**CONVENTION**

**58/23**                      **GLUBIS**                      **THAT** we pay the midterm convention expenses. **CARRIED.**

**EMPLOYEE BUSINESS**

**59/23**                      **SNUSTEAD**                      **THAT** the following holidays are approved:  
Dwayne Stamnes December 11-15, 2023  
Steven South December 18-22, 2023 **CARRIED.**

**60/23**                      **KRETSCH**                      **THAT** the following increases for salaries and wages will be effective January 1, 2024:  
Administrator 4.5%  
Foreman 3.0%  
Assistant Administrator 2.5% plus Extended Health Benefits paid in full by the RM  
All other employees 2.5% **CARRIED.**

**WORKSHOPS & SEMINARS**

**61/23**                      **D.VOLLMER**                      **THAT** we send Floyd Akre to the Pest Control Officer Workshop in Regina on January 18, all expenses paid. **CARRIED.**

**SUNSET BEACH DEVELOPMENT**

**62/23**                      **BOOK**                      **THAT** we approve the application to TD Friends of the Environment Fund to support the tree planting initiative at the development and will be submit the grant thru the municipality. **CARRIED.**

LAKESIDE RV DEVELOPMENT

M-11 (a)

BAYS ON LAKE DIEFENBAKER

IRRIGATION

- 63/23            **BOOK**            **THAT** motion 347/23 is rescinded.            **CARRIED.**
- 64/23            **BOOK**            **THAT** we approve Road Crossing Agreement ELIASON-003 as an open cut uncased installation with the following amendments:  
1) Section 5(d)(1) open cut is made with a 3:1 slope  
2) Section 5(d)(2) The granular material will not be needed as the pipe being installed is HDPE.            **CARRIED.**

NEW BUSINESS

- 65/23            **BOOK**            **THAT** on December 31, 2023 all outstanding custom work be applied to and become part of the municipal taxes of each landowner for whom the work was done.            **CARRIED.**
- 66/23            **GLUBIS**            **THAT** we pay the Villages of Hawarden and Strongfield \$2,000.00 each and the Village of Loreburn and Elbow \$5,000.00 each as recreation grants for 2023.            **CARRIED.**
- 67/23            **D.VOLLMER**            **THAT** we pay the Village of Loreburn \$800.00 as per our fire agreement Bylaw 03-2021.            **CARRIED.**
- 68/23            **SNUSTEAD**            **THAT** we renew our Paymate program for 2024.            **CARRIED.**
- 69/23            **D.VOLLMER**            **THAT** we pay the Loreburn Library and Elbow Library Boards each a \$1000.00 capital grant for 2023.            **CARRIED.**
- 70/23            **D.VOLLMER**            **THAT** we agree to the library levies for 2024 for Elbow Library (\$1900.00) and Loreburn Library (\$3800.00). They will be paid in January 2024            **CARRIED.**
- 71/23            **D.VOLLMER**            **THAT** we fund the Elbow Library for 1.5 hours for the requested additional hours of opening for 2024, our share being \$1816.50 and fund the Loreburn Library for 1.75 hours for the requested additional hours of opening for 2024, our share being \$2122.75.            **CARRIED.**
- 72/23            **SNUSTEAD**            **THAT** authorization is giving for the disposal of Rural Municipality of Loreburn #254 Records, as indicated in Bylaw 12-19.            **CARRIED.**
- 73/23            **MCINTOSH**            **THAT** we sign the engagement and planning letters for the upcoming 2023 audit with Dudley & Company LLP.            **CARRIED.**
- 74/23            **BOOK**            **THAT** the administrator can pay any invoices that are needed for 2023 year end at the end of December 2023.            **CARRIED.**
- 75/23            **GLUBIS**            **THAT** we intend to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM), between January 1 – Dec 31, 2024 and we will advertise on SaskTenders for two weeks as recommended from SARM.            **CARRIED.**

M 76/23

**SNUSTEAD**

**THAT** we confirm that our municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required, and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED.

77/23

**MCINTOSH**

**THAT** we invest \$2,000,000 at PCCU in 4 separate GIC's with each having \$500,000. We will also invest \$1,500,000 with CIBC Wood Gundy with the SARM Structured Principal Protected Notes.

CARRIED.

78/23

**BOOK**

**THAT** we sign the proposal for the Provision of Financial Services with Prairie Center Credit Union with an expiry date of December 31, 2028.

CARRIED.

79/23

**GLUBIS**

**THAT** we approve SaskPower #20394029 proposed electrical construction design.

CARRIED.

80/23

**MCINTOSH**

**THAT** we donate \$5000 to the Village of Loreburn Fire Department to go toward the purchase of extrication tools and training.

CARRIED.

**EQUIPMENT**

81/23

**SNUSTEAD**

**THAT** we purchase a SMI 9ft Self Propelled 300 hp. snow blower that will go on the JD 644H Wheel Loader.

CARRIED.

Councillor Joesph Kretsch declared a conflict of interest as the new proposed gravel stockpile location is on his land. Councillor Joesph Kretsch left the meeting at 3:38 pm.

**GRAVEL**

82/23

**D.VOLLMER**

**THAT** we enter into a lease agreement with Joesph Kretsch to stockpile gravel at SW 21-25-04 W3 in Division 1. The annual lease payment will be \$2500 and the agreement expires December 31, 2030.

CARRIED.

Councillor Joseph Kretsch came back into the meeting at 3:50 pm.

83/23

**KRETSCH**

**THAT** we agree to pay \$11.15/cubic yard for gravel from James Neilson for our 2024 haul of 10,000 cubic yards. The total cubic yards crushed are 10,625 cubic yards, based on two measurements by two independent firms. An advance will be paid of \$59,000 plus GST and the remaining amount will be paid once all product is hauled to our Division 1 Stockpile in 2024.

CARRIED.

84/23

**SNUSTEAD**

**THAT** we accept the Gravel Crush Tender presented by administrator. It will be posted on Sask Tenders with closing date of January 8, 2024 and public opening on January 10, 2024 at 10:00 am.

CARRIED.

**BYLAWS**

**ACCOUNTS**

M 11/23  
85/23

**BOOK**

**THAT** the accounts totaling \$376,464.43 that includes cheque 14438 - 14476; payroll voucher number 1504-1527 and manual entries from October 28 – December 12, 2023, as indicated on the list attached hereto and forming part of these minutes be approved for payment.

CARRIED.

**CORRESPONDENCE**

86/23

**MCINTOSH**

**THAT** the correspondence read now be filed and a list of the correspondence be annexed hereto and form part of these minutes.

CARRIED.

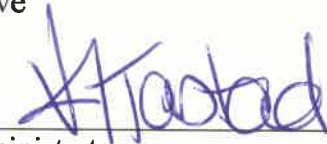
**ADJOURNMENT**

87/23

**SNUSTEAD**

**THAT** this meeting adjourn (3.58 pm)

CARRIED.

  
\_\_\_\_\_  
Reeve  
\_\_\_\_\_  
Administrator