

**MINUTES OF THE MEETING OF THE
RURAL MUNICIPALITY OF LOREBURN NO. 254
HELD IN THE R.M. OFFICE IN LOREBURN
ON WEDNESDAY, DECEMBER 11, 2024 AT 8.30 A.M.**

M-11 (a)

PRESENT Reeve Brad Norrish and Deputy Reeve Neil McIntosh, Ryan Glubis, David Vollmer, and Deb Penner present.

DELEGATES

8:45 am	C4 Outdoors, Clayton Schneider
9:00 am	Darryl Stone, Operator
9:20 am	Floyd Akre, Operator
9:40 am	Matthew Hauberg, Operator & Weed Control Officer
10:00 am	Dwayne Stamnes, Operator
10:20 am	Bob Kozak, Pest Control Officer & Operator
10:40 am	Candace Wankel, Office Assistant
11:00 am	Janell Hundebly, Assistant Administrator
11:20 am	Steven South, Foreman

CALL TO ORDER A quorum being present, Reeve Brad Norrish called the meeting to order at 8.38 a.m.

MINUTES
33/24 **PENNER** **THAT** the minutes of the meeting held on November 18, 2024 be approved. **CARRIED.**

BUSINESS ARISING FROM MINUTES

FINANCIAL REPORTS
34/24 **MCINTOSH** **THAT** the November, 2024 Statements of Receipts & Payments and the November, 2024 bank statements be accepted as presented. **CARRIED.**

Employees came into the meeting individually starting at 9:00 am for annual performance reviews.

Reeve Brad Norrish recessed the regular meeting for lunch at 12.29 am.

Reeve Brad Norrish reconvened the meeting at 1:12 pm.

EMPLOYEE BUSINESS
34/24 **MCINTOSH** **THAT** the amount owing for 2024 benefits for Employee #36 can be paid back in 2025. **CARRIED.**

35/24 **MCINTOSH** **THAT** all employees will receive a 2.5% increase for salary and hourly wages, effective January 1, 2025. **CARRIED.**

WORKSHOPS & SEMINARS

SUNSET BEACH DEVELOPMENT

Councilor Deb Penner declared a conflict of interest and left the meeting at 2:34 pm. The next item on the agenda mentions her property.

Councilor Deb Penner came back to the meeting at 2:41 pm.

IRRIGATION
36/24 **VOLLMER** **THAT** approve the proposed project from SaskPower #20471096. **CARRIED.**

NEW BUSINESS
37/24 **VOLLMER** **THAT** the regular meeting in January 2025 be set for January 16, 2025 at 8:30 am. **CARRIED.**

38/24 **GLUBIS** **THAT** on December 31, 2024 all outstanding custom work be applied to and become part of the municipal taxes of each landowner for whom the work was done. **CARRIED.**



39/24

M-11 (a)

PENNER

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 2024. **CARRIED.**

40/24

VOLLMER

THAT we pay the Village of Loreburn \$800.00 as per our fire agreement Bylaw 03-2021. **CARRIED.**

41/24

MCINTOSH

THAT we pay the Loreburn Library and Elbow Library Boards each a \$1000.00 capital grant for 2024. **CARRIED.**

42/24

GLUBIS

THAT we agree to the library levies for 2025 for Elbow Library (\$1957.00) and Loreburn Library (\$2914.00). They will be paid in January 2025. **CARRIED.**

43/24

VOLLMER

THAT we fund the Elbow Library for 1.5 hours for the requested additional hours of opening for 2025, our share being \$1890.00 and fund the Loreburn Library for 1.75 hours for the requested additional hours of opening for 2025, our share being \$2161.25. **CARRIED.**

44/24

PENNER

THAT authorization is giving for the disposal of Rural Municipality of Loreburn #254 Records, as indicated in Bylaw 12-19. **CARRIED.**

45/24

GLUBIS

THAT we sign the engagement and planning letters for the upcoming 2024 audit with Dudley & Company LLP. **CARRIED.**

46/24

PENNER

THAT the administrator can pay any invoices that are needed for 2024-year end at the end of December 2024. **CARRIED.**

47/24

PENNER

THAT the administrator can pay invoices with electronic payments as required due to the postal strike. **CARRIED.**

48/24

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, 2025 and we will advertise on SaskTenders for two weeks as recommended from SARM. **CARRIED.**

49/24

VOLLMER

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

- Submission of the 2023 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.**

50/24

GLUBIS

THAT we renew our membership with WaterWolf Planning Inc. for 2025. **CARRIED.**

51/24

VOLLMER

THAT we renew our membership with Geographic Information System mapping for 2025 thru the WaterWolf Planning. **CARRIED.**

52/24

MCINTOSH

THAT the administrator can start the process of rezoning SW 14-26-25 W3 from agriculture to commercial. **CARRIED.**

53/24
M-11 (a)

GLUBIS

THAT pursuant to Subsection 220 (1) of *The Municipalities Act*, the RM of Loreburn No. 254 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2025 through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision; Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk,, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Chistopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. CARRIED.

54/24

GLUBIS

THAT pursuant to Subsection 221 (1) of *The Municipalities Act*, the RM of Loreburn No. 254 appoints Kara Lindal with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2025 through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties, Western Municipal Consulting may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. CARRIED.

55/24

VOLLMER

THAT pursuant to Subsection 214 (1) of The Planning and Development Act, 2007, the RM of Loreburn No. 254 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025 through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board; Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Chistopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. CARRIED.

56/24

VOLLMER

THAT that pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the RM of Loreburn No. 254 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2025, through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties, Western Municipal Consulting Ltd. may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. CARRIED

57/24 PENNER THAT we approve the renewals with Loraas for 2025. CARRIED.

M-11 (a)

EQUIPMENT

58/24 GLUBIS THAT we rescind motion number 25/24. CARRIED.

59/24 GLUBIS THAT we tender the 2011 lite tower portable generator. Tenders will be opened at the March 2025 meeting. CARRIED.

GRAVEL

ROADS

60/24 MCINTOSH THAT we approve the engineer to have the Townline Road project tender ready for January 2025. The Rural Integrated Roads for Growth (RIRG) decisions will be decided on January 2025. CARRIED.

BYLAWS

61/24 PENNER BE IT RESOLVED that Bylaw No. 17-2024 being a Bylaw to Enter into an Agreement with the Village of Elbow Respecting the Provision of Fire Protection Services be introduced and read for the first time. CARRIED.

62/24 MCINTOSH BE IT RESOLVED that Bylaw No. 17- 2024 being a Bylaw to Enter into an Agreement with the Village of Elbow Respecting the Provision of Fire Protection Services be read a second time. CARRIED.

63/24 VOLLMER BE IT RESOLVED that Bylaw No. 17-2024 be given three readings at this meeting. CARRIED UNANIMOUSLY

64/24 GLUBIS BE IT RESOLVED that Bylaw No. 17-2024 being a Bylaw to Enter into an Agreement with the Village of Elbow Respecting the Provision of Fire Protection Services be read a third time and finally adopted. CARRIED.

ACCOUNTS

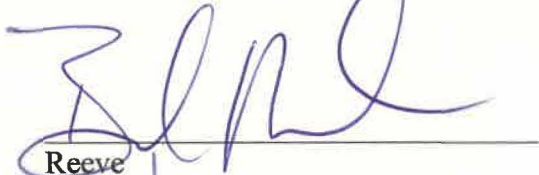
65/24 PENNER THAT the accounts totaling \$179,225.66 that includes cheque 14995-15025; payroll voucher number 1832-1853 and manual entries from November 30 – December 10, 2024, as indicated on the list attached hereto and forming part of these minutes be approved for payment. CARRIED.

CORRESPONDENCE

66/24 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

67/23 VOLLMER THAT this meeting is adjourned. (4.26 pm) CARRIED.


Reeve


Administrator