



## **Rural Municipality of Val Marie No. 17**

112 Railway Ave E, Val Marie, Saskatchewan

### **Meeting Minutes**

**Regular Meeting January 10, 2023 - 01:00 PM**

#### **PRESENT:**

Division 1 Councillor: Tyler Jensen  
Division 2 Councillor: Timothy B. Christianson  
Division 3 Councillor: Steven Gunter  
Division 4 Councillor and Deputy Reeve: Shadrick Peno  
Division 5 Councillor: Greg Kornfeld

#### **ABSENT:**

Reeve: Larry Grant

**STAFF ATTENDANCE:** Cathy Legault, Administrator and Peter Sailer, Assistant Administrator

#### **1 Call to order**

A quorum being present, Deputy Reeve Peno called the meeting to order, time 1:03 p.m.

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#### **2 Approval/Adoption of the Agenda**

**Res. No. 2023-1**

**Moved by:** Div. 1 Councillor Jensen

That the agenda for this January 10, 2023 meeting be approved with the addition of a change to the Council Procedures bylaw under New Business.

**CARRIED UNANIMOUSLY**

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#### **3 Adoption of Minutes**

##### **3.1 December 13, 2022 Regular Meeting**

**Res. No. 2023-2**

**Moved by:** Div. 5 Councillor Kornfeld

That the minutes of the December 13, 2022 Regular Meeting be approved as read.

**CARRIED UNANIMOUSLY**

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#### **4 Public Hearings**

#### **5 Delegations**

##### **5.1 2:00 p.m. Shawn Milligan, Milligan Private Wealth (via Conference Call) - Portfolio Review**

Mr. Milligan was received by Council via teleconference at 2:00 p.m. Mr. Milligan reviewed the history of the R.M.'s account and the reinvestment laddering strategy. Mr. Milligan excused himself at 2:30 p.m.

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##### **5.2 2:45 p.m. - Dale Laturnus - Texas Gate Agreement**

Mr. Laturnus did not attend.

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**5.3 3:30 p.m. - Paul Jeanson - Texas Gate Agreement & Road Drainage Issue**

Mr. Jeanson was received by Council at 2:50 p.m. Mr. Jeanson expressed his concerns with the expense of installing a new Texas gate and expressed concern with the culvert and berm that was installed across a slough on a road allowance just south of his yard approximately 20 years ago. Council discussed the reasons for requiring a new Texas gate to be installed and agreed to have the foreman and Division Councillor look at the berm/culvert issue in the spring. Mr. Jeanson excused himself at 3:30 p.m.

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**6 Reports of Administration & Committees**

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**6.1 Administrative Update**

**Res. No. 2023-3**

**Moved by:** Div. 5 Councillor Kornfeld

That the Administrator's Report be accepted as presented.

**CARRIED UNANIMOUSLY**

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**6.1.1 In Camera Session - Employee Matters**

**Res. No. 2023-4**

**Moved by:** Div. 2 Councillor Christianson

That we move to an in-camera session in order to discuss employee matters, time 1:30 p.m.

**CARRIED UNANIMOUSLY**

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**6.1.2 In Camera Session - Employee Matters**

**Res. No. 2023-5**

**Moved by:** Div. 4 Councillor Peno

That we ~~move to an~~ rise from in-camera session in order to discuss employee matters, time 1:50 p.m.

**CARRIED UNANIMOUSLY**

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**6.2 List of Accounts for Approval**

**Res. No. 2023-6**

**Moved by:** Div. 3 Councillor Gunter

That the "List of Accounts for Approval" detailing the following payments be approved:

- Inn. CU - Cheques 3995 - 4009 totalling \$33,845.54
- Inn. CU - CAFT Payment # 2022-0149 to 2022-0159 totalling \$14,333.55
- Inn. CU - Online Banking Payment #2022-0087 to 2023-0001 totalling \$25,256.93
- Inn. CU - Automatic Withdrawal Payment #2023-0001 to 2023-0002 totalling \$48,334.53
- Collabria Credit Cards Payment #2022-0125 to 2023-0001 totalling \$1,546.46
- Total Payments \$123,317.01

**CARRIED UNANIMOUSLY**

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**6.3 Monthly Statement of Financial Position and Balance Sheet**

**Res. No. 2023-7**

**Moved by:** Div. 1 Councillor Jensen

That the Statement of Financial Position, Balance Sheet, and bank reconciliations as of December 31, 2022 be accepted as presented, noting that all year end adjusting is not complete and invoices for 2022 expenditures are still being received.

**CARRIED UNANIMOUSLY**

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**6.3.1 List of Lands in Arrears**

**Res. No. 2023-8**

**Moved by:** Div. 4 Councillor Peno

That the List of Lands in arrears at December 31, 2022 be noted as received and that no properties be advertised because they are less than 50% of the previous years levy and have been paid since December 31, 2022.

**CARRIED UNANIMOUSLY**

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**6.3.2 Reserve Entries - Road Legitimization**

**Res. No. 2023-9**

**Moved by:** Div. 2 Councillor Christianson

That the establishment of a reserve as of December 31, 2022 for the road legitimization projects that were not completed in 2022 for \$55,000.00 be approved.

**CARRIED UNANIMOUSLY**

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**6.3.3 Reserve Entries - Future Expenditure/Capital Reserve**

**Res. No. 2023-10**

**Moved by:** Div. 3 Councillor Gunter

That the reserve named "Future Expenditure/Capital" be renamed to "Bridge Replacement Reserve" and that the transfer of \$934,000 into that reserve for December 31, 2022 be approved.

**CARRIED UNANIMOUSLY**

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**6.3.4 Volumetric Aggregate Survey**

**Res. No. 2023-11**

**Moved by:** Div. 2 Councillor Christianson

That the volumetric aggregate survey conducted on November 26, 2022 be noted as received.

**CARRIED UNANIMOUSLY**

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**6.4 Committee Reports**

**Res. No. 2023-12**

**Moved by:** Div. 5 Councillor Kornfeld

That the committee reports and minutes be accepted and filed.

**CARRIED UNANIMOUSLY**

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**7 Unfinished Business**

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**7.1 Prequalification Agreement with Stacey McCrea - Aggregate Loading, Hauling, Spreading**

**Res. No. 2023-13**

**Moved by:** Div. 2 Councillor Christianson

That the prequalification agreement with Stacey McCrea that was drafted by Administration be approved to present to Mr. McCrea, and that the same terms and conditions be presented to Harlan Gunter with his proposed hourly rates and equipment list.

**CARRIED UNANIMOUSLY**

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**7.2 TC Energy KXL - Road Use Agreement for Reclamation Activities**

**Res. No. 2023-14**

**Moved by:** Div. 2 Councillor Christianson

That the Road Use Agreement regarding the Keystone XL project be renewed for another year (ending December 31, 2023) to support project reclamation.

**CARRIED UNANIMOUSLY**

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**7.3 Appointing Certified Board of Revision for 2023 (tabled from December 2022 meeting)**

**Res. No. 2023-15**

**Moved by:** Div. 3 Councillor Gunter

That the R.M. of Val Marie No. 17 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal consulting Ltd fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean and Stew Demmans; and

That 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,

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the members appointed for a hearing shall determine the chair of that hearing from among their members; and

That the R.M. of Val Marie No. 17 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**CARRIED UNANIMOUSLY**

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**7.4 Road Legitimizations - Lands Branch Approval**

**Res. No. 2023-16**

**Moved by:** Div. 5 Councillor Kornfeld

That the approval from the Ministry of Agriculture regarding the legitimization of roads be noted as received and Administration can now proceed with approaching landowners/lessees with approval.

**CARRIED UNANIMOUSLY**

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**7.5 Texas Gate Agreement - Cody and Karson Legault**

**Res. No. 2023-17**

**Moved by:** Div. 3 Councillor Gunter

That the texas gate agreement with Cody and Karson Legault be approved and signed.

**CARRIED UNANIMOUSLY**

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**7.6 Bridge Replacement Projects**

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**7.6.1 Bridge Replacement Projects - Engineering Fee Quotes from WSP**

**Res. No. 2023-18**

**Moved by:** Div. 4 Councillor Peno

That the engineering fees proposed by WSP be approved as follows:

- Olson Bridge Project (N NE 09-03-13-W3): Construction Administration \$70,970, Post Construction \$3,970
- Jensen Bridge Project (NE 29-04-17-W3): Construction Administration \$75,920, Post Construction \$4,390
- McGuire Bridge Project (SW 30-05-15-W3): Tendering \$ 5,715, Construction Administration \$75,920, Post Construction \$4,390
- all construction administration billing will be based on actual time and costs all other amounts are quoted fees; quality assurance for the girders is not included in the above fees.

**CARRIED UNANIMOUSLY**

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**7.6.2 Bridge Replacement Projects - Special Meeting - Olson & Jensen Bridge Replacement Construction Tenders & Girder Supply RFQ**

**Res. No. 2023-19**

**Moved by:** Div. 4 Councillor Peno

That Reeve Grant call the special meeting to consider the bridge replacement tenders and the girder supply RFQ.

**CARRIED UNANIMOUSLY**

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**7.6.3 Bridge Replacements Projects - Traffic Re-routing**

**Res. No. 2023-20**

**Moved by:** Div. 4 Councillor Peno

That there be no re-routing or detouring of traffic while the bridge replacements are taking place, the roads will be closed while construction occurs.

**CARRIED UNANIMOUSLY**

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**7.7 CAO Performance Review**

**Res. No. 2023-21**

**Moved by:** Div. 4 Councillor Peno

That the performance review for the Administrator be cancelled, and that a informal verbal review be held in January 2024.

**CARRIED UNANIMOUSLY**

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**8 New Business**

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**8.1 Signing Authority Innovation Credit Union Account - Peter Sailer as a substitute for Mylee Gunter**

**Res. No. 2023-22**

**Moved by:** Div. 3 Councillor Gunter

That Peter Sailer be authorized signing authority and dual authorization for the Innovation Credit Union accounts as a replacement for Mylee Gunter while on leave.

**CARRIED UNANIMOUSLY**

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**8.2 2023 WCB Rates - Elected Officials Coverage**

**Res. No. 2023-23**

**Moved by:** Div. 5 Councillor Kornfeld

That the WCB coverage for elected officials be set at \$39,170 for 2023.

**CARRIED UNANIMOUSLY**

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**8.3 Presentation of Bond**

**Res. No. 2023-24**

**Moved by:** Div. 1 Councillor Jensen

That the bond coverages for 2023 be noted as presented by the Administrator with the following coverage levels:

- SARM Fidelity Bond: Fidelity Bond Insurance \$200,000 Coverage; Registered Mail: \$50,000; and Money & Securities: \$20,000 Coverage
- SGI Canada Policy: Fidelity Bond \$500,000; Loss Inside Premises Coverage \$25,000; Loss Outside Coverage \$25,000; Money Orders and Counterfeit Paper Currency Coverage \$25,000; Depositors Forgery Coverage \$25,000; Credit Card Forgery \$1,000; Computer Fraud and Funds Transfer Fraud \$25,000 (subject to various deductibles)

**CARRIED UNANIMOUSLY**

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*Quotes from Prairie Steel and Armtech for the supply and delivery of culverts were received.*

**8.4 Culvert Purchase**

**Res. No. 2023-25**

**Moved by:** Div. 3 Councillor Gunter

That the quote from Prairie Steel for the supply and delivery of culverts be accepted.

**CARRIED UNANIMOUSLY**

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**8.5 Notice of Completion - Seismic Program - MankotaKincaid 2D 2022 2D 2022 22P032**

**Res. No. 2023-26**

**Moved by:** Div. 1 Councillor Jensen

That the completion notice for MankotaKincaid\_2D\_2022 Program Number 22P032 be acknowledged and signed by the Administrator.

**CARRIED UNANIMOUSLY**

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**8.6 Notice of Intent - Seismic Activity - Program Name: 23 Chamberry 2D**

**Res. No. 2023-27**

**Moved by:** Div. 3 Councillor Gunter

That the Notice of Intent from the Ministry of Energy and Resources for the Licence Holder Terra-Sine Resources Ltd., Program Name: 23Chamberry 2D be acknowledged and signed and that they be requested to notify the R.M. of any use of R.M. roads.

**CARRIED UNANIMOUSLY**

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**8.7 Allocation of Sask Lotteries Grant**

**Res. No. 2023-28**

**Moved by:** Div. 5 Councillor Kornfeld

That the R.M.'s Sask Lotteries Grant allocation be approved for payment to the Village of Val Marie/Val Marie Rec Board.

**CARRIED UNANIMOUSLY**

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**8.8 Reschedule March Regular Council Meeting**

**Res. No. 2023-29**

**Moved by:** Div. 4 Councillor Peno

That the March Regular Meeting be rescheduled to March 8, 2023 at 1:00 p.m. due to the SARM Convention being held on the regularly scheduled date.

**CARRIED UNANIMOUSLY**

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**8.9 Council Procedures Bylaw - change**

**Res. No. 2023-30**

**Moved by:** Div. 4 Councillor Peno

That the administrator draft the changes necessary to add a scheduled in camera session to the agenda template and the appropriate public notice be posted before consideration of the Bylaw.

**CARRIED UNANIMOUSLY**

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**9 Communications**

**Res. No. 2023-31**

**Moved by:** Div. 2 Councillor Christianson

That the communications listed on the agenda be acknowledged as required and filed as deemed appropriate.

**CARRIED UNANIMOUSLY**

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**10 Reeve & Councillors Forum**

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**11 Adjournment**

**Res. No. 2023-32**

**Moved by:** Div. 3 Councillor Gunter

That this meeting does now adjourn, time 6:10 p.m.

**CARRIED UNANIMOUSLY**

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