



## Rural Municipality of Val Marie No. 17

112 Railway Ave E, Val Marie, Saskatchewan

### Meeting Minutes

Special Meeting November 28, 2023 - 06:00 PM

This Special meeting was called by resolution 2023-0364 in order to consider: all agenda items that were not completed at the November 22, 2023 Regular Meeting and consider any tenders received for the sale of the community church.

#### PRESENT:

Reeve: Larry Grant  
Division 3 Councillor: Steven Gunter  
Division 4 Councillor and Deputy Reeve: Shadrick Peno  
Division 5 Councillor: Greg Kornfeld

#### Absent:

Division 2 Councillor: Timothy Christianson  
Division 1 Councillor: Tyler Jensen

#### 1 Call to order

A quorum being present, Reeve Grant called the meeting to order at 6:01 p.m.

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#### 2 Receive Bids for the Sale of the Community Church with the Village of Val Marie Council

Village of Val Marie Council members were received at 6:00 p.m. Council members present included: John Reynolds, Ronald Denniel, Adam Ducan, and Mette Ducan.

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#### 2.1 Receive Bids regarding sale of Former Church (105 Highway #4, Val Marie, SK - LLD BLK A Plan 101706184)

Res. No. 2023-0365

Moved by: Div. 3 Councillor Gunter

That it be noted one bid was received from Donald Ulrich Brown in regards to the sale of the former Catholic Church (105 Highway #4, Val Marie, SK - LLD BLK A Plan 101706184).

**CARRIED UNANIMOUSLY**

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#### 2.2 Sale of Former Church (105 Highway #4, Val Marie, SK, LLD: Blk A Plan 101706184)

Res. No. 2023-0366

Moved by: Div. 3 Councillor Gunter

That Donald Ulrich Brown be sold the former Catholic Church in Val Marie (105 Highway #4, Val Marie, SK LLD: Blk A Plan 101706184) for his bid price of \$40,000 per the conditions outlined on the bid form and tender documents.

**CARRIED UNANIMOUSLY**

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#### 2.3 Recess

Res. No. 2023-0367

Moved by: Reeve Grant

That we recess for a 15-minute break, time 6:10 p.m.

**CARRIED UNANIMOUSLY**

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**2.4 Rise from Recess**

**Res. No.** 2023-0368

**Moved by:** Reeve Grant

That we rise from recess, time 6:15 p.m.

**CARRIED UNANIMOUSLY**

See item 4.1, resolution order.

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**3 In Camera Session**

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**3.1 Move to In Camera Session**

**Res. No.** 2023-0391

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

That we move to in camera session in order to discuss employee matters, time 9:52 p.m.

**CARRIED UNANIMOUSLY**

All staff left the meeting room time, 9:52 p.m.

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All staff rejoined the meeting, time 10:40 p.m.

**3.2 Rise from In Camera Session**

**Res. No.** 2023-0932

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

That we rise from in camera session, time 10:40 p.m.

**CARRIED UNANIMOUSLY**

See item 5.19, resolution order.

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**4 Unfinished Business**

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*Councillors Gunter and Kornfeld declared conflict of interest in agenda item 4.1 and left the Council chambers, time 6:30 p.m. Reeve Grant instructed the Administrator to leave the room for a discussion period due to her notification under the employee code of conduct that this matter may be perceived as an opportunity for her to benefit personally as a landowner in the West Val Marie Irrigation Project.*

**4.1 Irrigation Projects Transfer - Drafts of Agreements to Irrigation Groups**

**Res. No.** 2023-0369

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

That the agreements prepared by the SARM legal department that would provide for the transfer of all land, funds, and responsibilities outlined in the "West Val Marie Irrigation Project Transfer Agreement" and "Val Marie Irrigation Project Transfer Agreement" (between Agriculture and Agri-food Canada and the R.M. of Val Marie No. 17) to the Lower Frenchman River Water Users Corporation and the West Flat Irrigation Corporation, respectively - be approved.

**CARRIED UNANIMOUSLY**

*Councillors Gunter and Kornfeld rejoined the meeting room, time 6:45 p.m.*

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**4.2 Irrigation Projects Transfer - RM17 - Patron Group Land Transfer**

**Res. No.** 2023-0370

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

Whereas the SARM legal department has let us know that they do not have the capacity to handle the land transfers from R.M. of Val Marie to the West Flat Irrigation Corporation and the Lower Frenchman River Water Users Corporation;

That the Administrator attempt hire a different law firm to complete the transfers in December 2023. If a law firm can't be retained to handle the transfers in in December 2023, the administrator and other in-house staff handle the transfers.

**CARRIED UNANIMOUSLY**

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**4.3 Jensen Bridge (NE 29-04-17-W3) Salvage - Draft of Waiver & Liability Release**

**Res. No.** 2023-0371

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

That the "Waiver and Liability Release" prepared by the Administrator be approved for sending to the ratepayer that retained the salvaged bridge from the NW 29-04-17-W3.

**CARRIED UNANIMOUSLY**

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**4.4 Orkney Hall Teardown Quotes**

**Res. No.** 2023-0372

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

That the Orkney Hall and following lands be tendered for sale, approving the tender documents drafted by the Administrator:

- Blk R Plan BM2409 Ext 0
- Blk 4 Plan BM2409 Ext 0
- Lot 1 Blk 5 Plan BM2409 Ext 0
- Lot 2 Blk 5 Plan BM2409 Ext 0
- Lot 3 Blk 5 Plan BM2409 Ext 0
- Lot 4 Blk 5 Plan BM2409 Ext 0
- Lot 5 Blk 5 Plan BM2409 Ext 0
- Lot 6 Blk 5 Plan BM2409 Ext 0
- Lot A Blk 5 Plan BM2409 Ext 5
- Lot B Blk 5 Plan 101629032 Ext 6

That the Administrator be authorized to award the tender after notifying the council members by phone, text, or email of the bid summary.

**CARRIED UNANIMOUSLY**

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**5 New Business**

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**5.1 Notification of Substance Discovery 202 Railway Ave, Val Marie, Saskatchewan**

**Res. No.** 2023-0373

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

That the "Notification of Substance Discovery" from Imperial Oil be noted as received and the R.M. awaits receiving the site assessment and corrective action plan in the time period outlined by the Saskatchewan Ministry of Environment.

**CARRIED UNANIMOUSLY**

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**5.2 2024 Culvert Order**

**Res. No.** 2023-0374

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

Whereas quotes from Armttec and Prairie Steel were received for the supply of culverts for the 2024 season;

That culverts be purchased from Armttec per their quote of \$13,598.85 plus GST.

**CARRIED UNANIMOUSLY**

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**5.3 Municipal Revenue Sharing Eligibility Declaration**

**Res. No.** 2023-0375

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

The Council of the R.M. of Val Marie No. 17 confirms the 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 UNANIMOUSLY**

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**5.4 SARM Fidelity Bond Self - Insurance Program**

**Res. No.** 2023-0376

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

That participation in the SARM Fidelity Bond program continue for the 2024 year with \$200,000 coverage level for the Fidelity Bond and \$20,000 coverage for Money & Securities Coverage.

**CARRIED UNANIMOUSLY**

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**5.5 Village of Val Marie - Support for Targeted Sector Support Application**

**Res. No.** 2023-0377

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

That the R.M. of Val Marie support the Village of Val Marie's application to the Targeted Sector Support Program for the funding for the development of a Zoning Bylaw and OCP.

**CARRIED UNANIMOUSLY**

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**5.6 Environmental Consultant (Councillor Kornfeld)**

**Res. No.** 2023-0378

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

That an environmental consultant be invited to the next meeting to discuss how they can assist with the prairie dog control problem.

**CARRIED UNANIMOUSLY**

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**5.7 SaskPower - Easement Agreement Request**

**Res. No.** 2023-0379

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

That SaskPower be notified of the Village of Val Marie's wastewater force main is on this former railbed parcel and proposed easement area, and that they will have to bore under the line and re-plan their easement location.

**CARRIED UNANIMOUSLY**

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**5.8 McGuire Bridge (SW 30-05-15-W3) Replacement - ICIP Funding Conditional Approval**

**Res. No.** 2023-0380

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

That the conditional approval for funding of the McGuire Bridge Replacement (SW 30-05-15-W3) from the Investing in Canada Infrastructure Program be acknowledged; and that WSP be requested to begin work on the tender for the McGuire Bridge Replacement, start date to be discussed with the Engineer in the future.

**CARRIED UNANIMOUSLY**

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**5.9 Canada Community Building Fund - Infrastructure Investment Plan "Jensen Bridge Replacement"**

**Res. No.** 2023-0381

**Moved by:** Reeve Grant

That an Infrastructure Investment Plan be submitted to the Canada Community Building Fund for the Jensen Bridge Replacement Project (NE 29-04-17-W3) provided the total federal contribution amount is not exceeded and this application does not affect the funding under the ICIP Program.

**CARRIED UNANIMOUSLY**

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**5.10 Administrator Annual Leave Request**

**Res. No.** 2023-0382

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

That the Administrator's leave request of Dec 22, 27, 28, 29, 2023 and January 2, 3, 4, 5, 2024 be approved.

**CARRIED UNANIMOUSLY**

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**5.11 Christmas Holidays Office Closure Dates**

**Res. No.** 2023-0383

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

That the municipal office is closed December 25-27, 2023, the 25th and 26th will be paid as Statutory Holidays and the 27th would be considered an annual leave day for all staff wanting to take it off.

**CARRIED UNANIMOUSLY**

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**5.12 Reschedule January 2024 Council Meeting**

**Res. No.** 2023-0384

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

That the January 2024 regular meeting be rescheduled to Monday, January 15, 2024 @ 1:00 p.m. and December 2023 regular meeting be rescheduled to Monday, December 18, 2023 @ 1:00 p.m.

**CARRIED UNANIMOUSLY**

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**5.13 Appointing Board of Revision 2024**

**Res. No.** 2023-0385

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

That the RM OF VAL MARIE NO 17 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, 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; and

That the RM 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, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. 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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**5.14 Appointing Development Appeals Board 2024**

**Res. No.** 2023-0386

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

That the RM OF VAL MARIE NO 17 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; 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, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, 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; and

That the RM OF VAL MARIE NO 17 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire 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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**5.15 Building Official Appointment**

**Res. No.** 2023-0387

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

That Dan Knutson be appointed Building Official for the R.M. of Val Marie No. 17 beginning January 1, 2024; and that his agreement be approved for signature.

**CARRIED UNANIMOUSLY**

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**5.16 Appointments to Boards, Committees, or Membership Groups**

**Res. No.** 2023-0388

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

That the following appointments to boards/committees be made for the 2024 year:

- Deputy Reeve (until next Organizational Meeting in November 2024) – Shadrick Peno
  - Fire Chief –Daniel Facette
  - Fire Department Members: the following persons are appointed to as Fire Department Members who are authorized to respond with municipal equipment:
    - Sand Lake Fire Station – a driver with a driver’s licence and any member over the age of 16 responding with the driver.
    - Orkney Fire Station – Cory Carleton, Shadrick Peno, Steven Grant, Ross Evans, Larry Carleton, Raymond Peno, Butte Hutterian Brethren (a driver with a driver’s licence and any member over the age of 16 responding with the driver).
    - Rapley Fire Station – Clint Rapley, Tyler Jensen, Curtis Hammond, Ryan Mything, Tim Christianson
    - Val Marie Fire Station – Daniel Facette, Stacey McCrea, Rick Waldner, Dwight Olson, Serge Duquette, Dean Grant, Lynn Grant, Patrick Hayes, Marlon McGuire, Drew Hayes, Jacques Beauchamp, Duane Hanson, Arlis Hanson, Chris Peters
    - Beaver Valley Fire Station – Ian Fargey, Alan Palaschak, Brett Grant, Larry Grant, Jason Legault, Dairus Grant, Matthew Palaschak
    - Rosefield Fire Station – Greg Kornfeld, Glenn Kornfeld, Klinton Kornfeld, Brock Harbor, James Harbor, Martin Laturus, Tim Christianson, Jesse Christianson
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- Public Works Crew – authorized to respond with municipal equipment as needed or requested.
- STARS Fuel Trailer Responders:
  - Daniel Facette, Duane Hanson, Jacques Beauchamp, Arthur Facette, Marlon McGuire, Dwight Olson, Lynn Grant, Brett Grant, Ben McLearn, Jason Legault, Terry Acker, John Glas, Les Bloye
- EMO – Reeve, Deputy Reeve, then rest of Council
- Returning Officer – Cathy Legault
- Nomination Officers – Peter Sailer, Jodie Harbor, Mylee Gunter
- Division 1 Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Division 2 Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Division 3 Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Division 4 Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Division 5 Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Office of Reeve Polling Place - Palais Royal Theatre, 204 Centre St., Val Marie, SK.
- Pest Control Officer – Peter Illerbrun
- ADD Board Representative – Tyler Jensen
- Chinook Regional Library – Catherine Macauley
- Val Marie Local Library Board – Catherine Macauley
- Val Marie Recreation Board – Greg Kornfeld
- Stray Animals Act Administration – Administrator
  - Pound/Poundkeeper – Shaunavon Livestock Sales Ltd, Shaunavon, SK; Heartland Livestock Services, Swift Current, SK; Mankota Stockmen’s Weigh Co., Mankota, SK
- Road Committee (as established by Bylaw 6/81 & as permitted by section 16 of *The Municipalities Act Regulations* - for the purpose of issuing orders regarding the use of roads) – Administrator and Public Works Foreman. Applicable Division Councillor or Reeve can substitute for the Administrator or Public Works Foreman if either of those employees are unable to sign the order. (res 85/18)
- Designated Officer under Nuisance Abatement Bylaw – Tim Christianson
- Southwest Transportation Planning Committee Rep. – Larry Grant
- Village/RM Joint Administration Matters – Larry Grant/Shadrick Peno
- Designated Officer Bylaw 5-16, A Bylaw to Regulate Activities and Things in or on Municipal Roads – Public Works Foreman
- SARM Plant Health Officers as Pest Control Officers for Clubroot - Katey Makohoniuk, Tayo Adegeye, Joanne Kwasnicki, Chelsea Neuberger, Betty Johnson, Colleen Fenning
- Southwest Municipal Government Committee – all Council authorized to attend (res. 32/18)
- Lease Land Sales Approvals – Larry Grant and Shadrick Peno
- Auditors: Dudley & Company LLP, Regina, Saskatchewan
- Village of Val Marie Tourism Development Committee - Greg Kornfeld
- Asset Management Plan Committee - Reeve Grant and Councillor Peno

**CARRIED UNANIMOUSLY**

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**5.17 Council & Appointed Representatives Remuneration for 2024 Fiscal Year**  
**Res. No. 2023-0389**  
**Moved by:** Div. 3 Councillor Gunter

That remuneration for Council and other representatives as appointed by Council be set at \$250 per diem for the 2024 fiscal year.

**CARRIED UNANIMOUSLY**

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**5.18 Mileage & Meal Allowance Rates**

**Res. No.** 2023-0390

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

That the following mileage and meal allowances be set for Council, Council representatives, and staff for the 2024 fiscal year:

- Breakfast \$20
- Lunch \$25
- Supper \$30
- Mileage \$0.65 per km

**CARRIED UNANIMOUSLY**

See item 3.1, resolution order.

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**5.19 Munisoft Managed IT Services & Cyber Liability Insurance**

**Res. No.** 2023-0393

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

That this matter be tabled until the next meeting.

**CARRIED UNANIMOUSLY**

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**5.20 Administrator Salary for 2024**

**Res. No.** 2023-0394

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

That this matter be tabled until the next meeting.

**CARRIED UNANIMOUSLY**

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**5.21 2024 Interim Budget**

**Res. No.** 2023-0395

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

That this matter be tabled until the next meeting.

**CARRIED UNANIMOUSLY**

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**6 Communications**

**Res. No.** 2023-0396

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

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

**CARRIED UNANIMOUSLY**

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**7 Reeve & Councillors Forum**

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**8 Adjournment**

**Res. No.** 2023-0397

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

That this meeting adjourns, time 10:50 p.m.

**CARRIED UNANIMOUSLY**

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