



RM OF MARTIN NO 122

Minutes of the Regular Meeting of the Council of the Rural Municipality of Martin No 122 held on Wednesday, November 15, 2023 in the RM Council Chambers located at 602 Main Street in Moosomin, Saskatchewan.

Present:	Reeve	Garry Bonkowski
	Councillor Division 1	Ken Smith
	Councillor Division 2	Jason McDougall
	Councillor Division 3	Peter Currie
	Councillor Division 4	Hal Garrett
	Councillor Division 5	Ray Donald
	Councillor Division 6	Gerald Flaman
	Chief Administrative Officer	Cheryl Barrett

Reeve Bonkowski called the meeting to order at 8:25 am.

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|--------|-----------------------|---|----------------|
| 23-170 | Minutes | <i>Flaman:</i> That Council will dispense with the reading of minutes of the Regular Meeting of Council held on October 11, 2023 and the Special Meeting of Council held on October 20, 2023 and approve them as distributed/printed. | CARRIED |
| 23-171 | Financial Statement | <i>Garrett:</i> That the Statement of Financial Activities for October 2023 be accepted as presented. | CARRIED |
| 23-172 | Accounts for Approval | <i>Smith:</i> That the list of Accounts for Approval, as attached to and forming part of these minutes, covering Direct Payroll Deposits, Electronic Funds Transfers, Internet Bill Payments and Conexus Credit Union Cheque Numbers 001374 to 001387, in the amount of \$199,110.73 be approved for payment. | CARRIED |
| 23-173 | Weed Inspector | <i>Donald:</i> That the Municipality acknowledge the 2023 Weed Inspector Report as presented by Weed Inspector Flaman. | CARRIED |
| 23-174 | In-Camera Discussion | <i>Garrett:</i> That Council close the meeting to the public for the purpose of discussing employee matters, as per Part III Section 16(1)(b) of <i>The Local Authority Freedom of Information and Protection of Privacy Act</i> at 12:30 pm. | CARRIED |

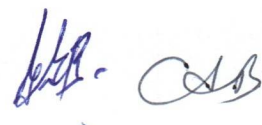
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- 23-175 Lunch Break *Bonkowski:* That this meeting be recessed at 1:00 pm for the purpose of a 20 minute lunch break and when the meeting resumes the closed session will continue as per the previous motion.
CARRIED
- 23-176 Resume Meeting *Smith:* That Council resume the Regular Meeting at 2:08 pm.
CARRIED
- 23-177 HR Facilitator *Garrett:* That the Chief Administrative Officer be instructed to arrange for the hiring of a Human Resource Facilitator to help with both employee and Councillor relations.
CARRIED
- 23-178 Employee Memo/Letter *McDougall:* That the Chief Administrative Officer be instructed to send a Memo/Letter to all employees in response to the recent conflicts that have been occurring between the employees.
CARRIED
- Councillor Garrett and Chief Administrative Officer Barrett left the meeting at 2:10 pm due to a conflict of interest on Old Business Item #4. CAO Barrett returned at 2:15 pm and Councillor Garrett returned at 2:17 pm***
- 23-179 Sale of Land *Donald:* That the sale of PT SW 05-14-33-W1 (Parcel 107887371/Title 106327739) be tabled and not sold at this time.
CARRIED
- 23-180 Correspondence *Currie:* That the correspondence as listed on the agenda, having been read and dealt with, be filed.
CARRIED
- 23-181 Public Disclosure *Bonkowski:* That the Council acknowledges that the Annual Public Disclosure Statements have been filed as per Section 142 (3) of *The Municipalities Act*.
CARRIED
- 23-182 McNaughton Yearbook *Smith:* That the Municipality donate \$100 to the McNaughton Year Book for 2023.
DEFEATED
- 23-183 List of Lands In Arrears *Flaman:* That the Council acknowledges that there are no outstanding taxes on the List of Lands in Arrears.
CARRIED

- 23-184 In-Camera Discussion *Bonkowski:* That Council close the meeting to the public for the purpose of discussing employee matters, as per Part III Section 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* at 2:50 pm.
CARRIED
- 23-185 Resume Meeting *Bonkowski:* That Council resume the Regular Meeting at 3:24 pm.
CARRIED
- 23-186 Employees 2023 Wages *Smith:* That employees salaries for 2024 be set as follows:
 - Chief Administrative Officer Barrett Annual Salary \$93,225.00/year (\$44.82/hour)
 - Foreman Jamieson Annual Salary \$87,803.27/year (\$42.21/hour)
 - Equipment Operator Beier Annual Salary \$77,611.81/year (\$37.32/hour)
 - Equipment Operator Greening Annual Salary \$84,408.72/year (\$40.59/hour)
 - Equipment Operator Osborne Annual Salary \$84,408.72/year (\$40.59/hour)
 - Equipment Operator Selby Annual Salary \$74,880.00/year (\$36.00/hour)**CARRIED**
- 23-187 2023 Bonus *Smith:* That Council authorize a \$1,500 bonus for Chief Administrative Officer Barrett for 2023.
CARRIED
- 23-188 Service Award *Flaman:* That the Council recognizes and appreciates the following Long-Service Award Recipient(s) as follows for 2023:

Hal Garrett	5 Year Service	\$100
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CARRIED
- 23-189 Year End Accounts *Garrett:* That the Reeve or Deputy Reeve and the Chief Administrative Officer be authorized to pay any necessary accounts to the end of the year.
CARRIED
- 23-190 RDARM Annual Meeting *Bonkowski:* That Councillor Donald attend the Regina District Association of Rural Municipalities (RDARM) Annual Meeting in Regina on January 04 and 05, 2024.
CARRIED
- 23-191 Snow Removal *Bonkowski:* That the Municipality agrees to jointly pay with the RM of Moosomin for snow removal at the office, as per the quote of Hogarth's Lawn & Garden Service, in the amount of \$45.00/visit for 2024.
CARRIED



23-192 Revenue Sharing

Flaman: That the Council of the Rural Municipality of Martin #122 confirms that the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statements to the Ministry of Government Relations;
- The Municipality does not run a municipal waterworks system;
- In Good Standing with respect to reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of Employee Code of Conduct; and
- All Members of Council have filed and annual updated their Public Disclosure Statements as required; and

that we authorize the Chief Administrative Office to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

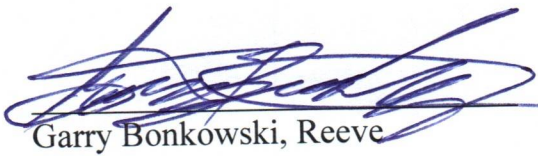
CARRIED

23-193 Adjourn

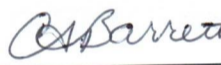
Smith: That this meeting be adjourned at 4:00 pm.

CARRIED

Adopted this 15th day of November, 2023



Garry Bonkowski, Reeve



Cheryl Barrett, Chief Administrative Officer

R.M. of Martin
List of Accounts for Approval
Batch: 2023-00084 to 2023-00089

Bank Code - AP - ACCOUNTS PAY.

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
1374	2023-10-31	Royal Canadian Legion 2023 Wreath	2023 Wreath & Donation	150.00	150.00
1375	2023-11-15	Bernard Balzer 2023 Gravel	Gravel 1665 yds - 500 = 1165 x \$1	1,165.00	1,165.00
1376	2023-11-15	Brandt Tractor Ltd 4145657	Wiper Blade for JD Grader	122.54	122.54
1377	2023-11-15	Cansel 91375022	Wire Flags	128.20	128.20
1378	2023-11-15	Canadian Pacific Railway 11152383	Signalized Crossing Contract	403.50	403.50
1379	2023-11-15	Green for Life Environmental LQ01979962	Pick up Filters & Used Oil	409.28	409.28
1380	2023-11-15	Goodman Steel Ltd. 73832	2.5" Steel	48.46	48.46
1381	2023-11-15	102133712 SK Ltd 517494	Twp Rd 155.3 Hillburn	8,400.00	8,400.00
1382	2023-11-15	Moose Mountain Auto Glass 107787	Grader Window Dave Old Grader ^{JD}	697.97	697.97
1383	2023-11-15	RM Of Moosomin No 121 (EFT) 2023 Airport	Motion 23-142 Airport Donation	38,900.00	38,900.00
1384	2023-11-15	Sunny Transport Inc 646	Haul Dave's Grader for Repair	2,520.00	2,520.00
1385	2023-11-15	TKO Diesel Service 160	Repair Tranny/Hydraulic Leak	15,179.25	15,179.25
1386	2023-11-15	Tridaron Construction Ltd 1184	Mulching various locations	14,070.00	14,070.00
1387	2023-11-15	Darby Yakiwchuk 7131	Detailing of Dodge Truck	450.00	450.00
				Total Computer Cheque:	82,644.20

EFT

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
386	2023-10-31	Town of Wapella (EFT) 2023 Rec #2	Motion 23-157 Additional Rec Grar	1,000.00	1,000.00
387	2023-10-31	Town of Rocanville (EFT) 2023 Rec #2	Motuon 23-157 Additional Rec Gra	500.00	500.00
				Total EFT:	1,500.00

ONLINE BANKING

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
202310Hail	2023-10-31	Saskatchewan Municipal Hail Oct 2023	October 2023 Hail Remittance	16,064.84	16,064.84
202310MC	2023-10-31	Collabria 39829	RMEquip - Red Tractor	1,079.36	
		Oct 2023	Meeting Meal, Donuts, SARM, Dec	406.59	
		86247	RME - Seal, Gasket, Shaft	585.31	2,071.26
		86071	Threaded Rod & Nuts	85.64	85.64

R.M. of Martin
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AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202311Energy	2023-11-15	Sask Energy	Sep08-Oct10/23	Sep 08 - Oct 10 /23 Heat for Shop	189.86	189.86
202311Phone	2023-11-15	SaskTel	Oct 19 2023	Oct 19 2023 Shop Internet	56.50	
			Oct 2023	Oct 2023 Darcy Cell	91.58	148.08
202311Power	2023-11-15	SaskPower	353700492675	King Street Power Oct 13 2023	57.75	
			347100509757	Old Shop (517 3rd Ave) Power Oc	56.06	
			218400739600-01	524 3rd Ave S - Shop Oct 13, 2023	293.07	
			112800822857	Jacobi Well NE 1-13-33-1 Oct19-2	148.74	555.62
Total Automatic Withdrawal:						893.56

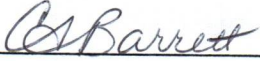
PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Adair Construction Ltd (EFT)	2011844	Reinstall Fence S 1/2 21-13-32	515.48	515.48
PP -	Borderland Co-Operative Ltd (EFT)	165778	Fuel	321.98	321.98
PP -	CD Fine Foods (EFT)	147747-01	Pop, Water & Ice	32.50	
		158913	Tylenol, tide, Febreeze, Water	70.31	102.81
PP -	Capital I Industries (EFT)	15871	Bolts, washers, nuts	304.86	304.86
PP -	Challenger Construction (EFT)	2023037	Install Culverts	1,554.00	1,554.00
PP -	Cheryl Barrett (EFT)	23Fall Workshop	Workshop Mileage 325km x 0.70	227.50	
		1075690119	Domain for 1 Year (Wix)	35.70	263.20
PP -	Denray Tire Ltd (EFT)	66506	Tire Repair	92.03	
		66213	JD Tire Changeover	654.68	746.71
PP -	First Resort Mechanical Ltd (EFT)	2022422	Dodge Repairs	4,287.49	4,287.49
PP -	Flaman Sales Ltd (EFT)	267117	PTO Shaft Assy for side arm	2,019.94	
		267569	Bushing, Caster Disc & Spring	288.80	2,308.74
PP -	HBI Office Plus Inc (EFT)	131561	Staples & TN730 Printer Cartridge	72.89	
		122552	Post It Flags, Binders & Paper	135.68	208.57
PP -	Highway 1 Ag Supply Ltd (EFT)	2455	Oil, Hydraulic Repairs, Air Bag	1,029.25	1,029.25
PP -	KG's Auto Glass (EFT)	17468	Cat 140M Window	926.81	926.81
PP -	Kentrax Transport (EFT)	200084	Sklar Pipe Hauled from Mine	1,050.00	1,050.00
PP -	Langbank Co-op Assoc. Ltd. (EFT)	Oct 2023	Fuel	12,944.33	12,944.33
PP -	Prairie Mobile Communications (EFT)	4572	Radio Repair	149.69	
		4571	Replacement Radio	655.50	
		4583	Power cable for radio	20.54	825.73

Date Printed
2023-11-14 2:28 PM

R.M. of Martin
List of Accounts for Approval
Batch: 2023-00084 to 2023-00089

Certified Correct This 15th day of November, 2023



Cheryl Barrett - Chief Administrative Officer

Total AP:	<u>173,351.95</u>
PP21 22	<u>25758.78</u>
OB }	\$199,110.73

Cheque Reconciliation Report

For Period End Dates:

07Oct2023 to 31Oct2023

PP 21 & 22

<u>Entry Type</u>	<u>Employee</u>	<u>Department</u>	<u>Pay Group</u>	<u>Run No.</u>	<u>Period End Date</u>	<u>Cheque or Voucher #</u>	<u>Cheque Date</u>	<u>Amount</u>	<u>Status</u>
Deposit	BEI001	530	530	21	14Oct2023	2321	19Oct2023	1848.04	Open
Deposit	BAR001	510	510	21	14Oct2023	2321	19Oct2023	2295.37	Open
Deposit	GRE001	530	530	21	14Oct2023	2322	19Oct2023	2131.09	Open
Deposit	JAM003	530	530	21	14Oct2023	2323	19Oct2023	76.73	Open
Deposit	JAM001	530	530	21	14Oct2023	2324	19Oct2023	2271.03	Open
Deposit	OSB001	530	530	21	14Oct2023	2325	19Oct2023	2167.79	Open
Deposit	SEL001	530	530	21	14Oct2023	2326	19Oct2023	1725.35	Open
Deposit	BEI001	530	530	22	28Oct2023	2322	02Nov2023	1892.72	Open
Deposit	BAR001	510	510	22	28Oct2023	2322	02Nov2023	3018.70	Open
Deposit	GRE001	530	530	22	28Oct2023	2323	02Nov2023	2167.79	Open
Deposit	JAM001	530	530	22	28Oct2023	2324	02Nov2023	2271.03	Open
Deposit	OSB001	530	530	22	28Oct2023	2325	02Nov2023	2167.79	Open
Deposit	SEL001	530	530	22	28Oct2023	2326	02Nov2023	1725.35	Open

Report Summary

Outstanding Deposits:	25758.78	(13)
Total:	25758.78	(13)