



RM OF MARTIN NO 122

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

Present:	Reeve	Garry Bonkowski
	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
Absent	Councillor Division 1	Ken Smith

Reeve Bonkowski called the meeting to order at 8:05 am and Councillor Ken Smith is absent

23-194 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 8:06 am.

CARRIED

23-195 Resume Meeting *Bonkowski:* That Council resume the Regular Meeting at 9:51 am.

CARRIED

23-196 Employees 2023 Wages *Currie:* That Foreman Jamieson’s wage for 2024 be increased by 2% (\$89,559.34/year or \$43.06/hour)

DEFEATED

23-197 Minutes *Flaman:* That Council will dispense with the reading of minutes of the Regular Meeting of Council held on November 15, 2023 and approve them as distributed/printed.

CARRIED

23-198 Financial Statement *McDougall:* That the Statement of Financial Activities for November 2023 be accepted as presented.

CARRIED

Delegation: David Osborne at 10:11 am to discuss wage

- 23-199 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 10:13 am.
CARRIED
- 23-200 Resume Meeting *Bonkowski:* That Council resume the Regular Meeting at 10:36 am.
CARRIED
- 23-201 Accounts for Approval *Garrett:* 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 001388 to 001395, in the amount of \$124,145.11 be approved for payment.
CARRIED
- 23-202 HR Facilitator *Donald:* That the Municipality hire Knibbs HR Consulting to perform a Workplace Assessment and Action Plan at a rate of \$220/hour/Consultant, \$95/hr per Administrative Associate work and travel at \$65/hr plus \$0.65/km and \$660/hr/Consultant for on-site visit (estimated cost of \$18,000 plus taxes).
CARRIED
- 23-203 Correspondence *Flaman:* That the correspondence as listed on the agenda, having been read and dealt with, be filed.
CARRIED

Reeve Bonkowski and Councillor Garrett left the meeting at 11:10 am due to a conflict of interest.

- 23-204 In-Camera Discussion *Currie:* That Council close the meeting to the public for the purpose of discussing Code of Ethics, as per Part III Section 16(1)(c) of *The Local Authority Freedom of Information and Protection of Privacy Act* at 11:10 am.
CARRIED
- 23-205 Resume Meeting *Currie:* That Council resume the Regular Meeting at 11:37 am.

Reeve Bonkowski and Councillor Garrett returned to the meeting at 11:36 am.



23-206 Outstanding A/R *Garrett:* That the following Accounts Receivable amounts be added to the ratepayer's taxes at year end, if the applicable balance remains outstanding on December 31, 2023:
BEC001 \$1825.00 plus interest

CARRIED

23-207 2024 Meeting Dates *Flaman:* That the Regular Council Meetings of the RM of Martin for 2024 be held in Moosomin Council Chambers, 602 Main Street – Moosomin, at 8:30 am on the following dates:
Wednesday, January 17 Wednesday, February 14
* Tuesday, March 12 Wednesday, April 10
Wednesday, May 08 Thursday, June 13
Wednesday, July 10 Thursday, August 14
Wednesday, September 11 Wednesday, October 09
* Thursday, November 14 Wednesday, December 11

CARRIED

23-208 Contracted Office Admin *Bonkowski:* That the RM of Martin allow the Chief Administrative Office (CAO) to perform additional office assistant work for the RM of Moosomin #121 for the 2024 year. The CAO will be paid for the additional hours by the RM of Martin at a rate of \$44.82/hour and the RM of Moosomin will reimburse the RM of Martin at the same rate plus the applicable Vacation, MEPP and additional SARM Insurance premiums.

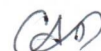
CARRIED

23-209 Investment Accounts *Flaman:* That Council acknowledges that the following amounts will be transferred into the main Operating Account from the Investment Accounts:
\$ 38,900 from Healthcare Sub Number 005 (as per Motion 23-142)
\$ 75,000 from Gravel Sub Number 006 (as per 2023 Budget)
\$100,000 from Equipment Sub Number 002 (as per Motion 23-166)
\$152,343 from Special Savings Sub Number 003 (as per Motion 23-166)

CARRIED

23-210 Investment Accounts *Donald:* That Council acknowledges that the following amounts will be transferred from the main Operating Account into the Investment Accounts as per the 2023 Budget:
\$50,000 to Special Savings Sub Number 003
\$ 5,000 to Healthcare Sub Number 005
\$50,000 to Gravel Sub Number 006
\$ 5,000 to Fire Sub Number 004

CARRIED



23-211 Board of Revision

Flaman: That the RM of Martin #122 appoints Western Municipal Consulting Ltd to manage the *Board of Revision* process for the term of January 1 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd Fee Schedule. The Chair of the Board of Revision shall be responsible for naming no fewer than three (3) members for a hearing on 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 amongst their numbers. The following to serve as Members of the Board of Revision:

Tim Lafrenier	Mike Waschuk
Gord Parkinson	Dave Thompson
Wayne Adams	Jeff Hutton
Dave Gurnsey	Murray Dean
Stew Demmans	Donna Rae Zadvorny
Kevin Kleckner	Ken Friesen
Femi Ogunrinde	Fife Ogunde
Maureen Jickling	Jamie Tiessen
Corey Zaharuk	John Krill
Christopher Blueman	Allan Sawatsky
Mike Meleca	Hany Amin
Kimberly Speers	Nick Coroluick
Rick Leigh	

CARRIED

23-212 Board of Rev Secretary

McDougall: That the RM of Martin #122 appoints Marlene Hassard with Municipal Consulting Ltd as *Secretary of the Board of Revision* for the term of January 1 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd Fee Schedule. If Marlene Hassard 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



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23-213 Development Appeals Board *Garrett:* That the RM of Martin #122 appoints Western Municipal Consulting Ltd to manage the *Development Appeals Board* process for the term of January 1 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd Fee Schedule. The Chair of the Development Appeals Board shall be responsible for naming no fewer than three (3) members for a hearing on 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 amongst their numbers. The following to serve as Members of the Development Appeals Board:

- | | |
|--------------------------------|----------------|
| Tim Lafrenier | Mike Waschuk |
| Gord Parkinson | Dave Thompson |
| Wayne Adams | Jeff Hutton |
| Barry Clark Dave Gurnsey | |
| Murray Dean | Pam Malach |
| Stew Demmens | Stu Hayward |
| Donna Rae Zadvorny | Kevin Kleckner |
| Ken Friesen Femi Ogunrinde | |
| Fife OgundeMaureen Jickling | |
| Jamie Tiessen | Corey Zaharuk |
| John Krill Christopher Blueman | |
| Alan Sawatsky | Mike Meleca |
| Hany Amin Kimberly Speers | |
| Nick Coroluick | Rick Leigh |

CARRIED

23-214 Dev Appeals Secretary *Currie:* That the RM of Martin #122 appoints Claudette McGuire with Municipal Consulting Ltd as *Secretary of the Development Appeals Board* for the term of January 1 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

23-215 Line of Credit *Bonkowski:* That the RM of Martin #122 do borrow from Conexus Credit Union 2006 (Credit Union) the sum of \$300,000 with interest at the rate of Prime Plus 1.0% per annum, and that for the purpose of securing payment of the said sum and all interest, do execute and deliver to the Credit Union the following:

- (a) Line of Credit Agreement
- (b) Specific Security Agreement Securing Taxes and Unconditional Grants
- (c) L-1730 Municipal Certificate re: Borrowing Limit

And that Reeve Bonkowski and Chief Administrative Officer Barrett be and they are hereby authorized to sign and execute the said documents and affix the seal of the




Municipality on behalf of the RM of Martin No 122. That the said Officers are empowered to do such things and execute and deliver such other documents as the said Credit Union may require for the purpose of securing payment of the said sum and all interest, and otherwise making effective the provisions of this resolution including any additional or substitutional securities. That a certified copy of this resolution be delivered the Credit Union and constitute the authority of the said Credit Union to act thereon, and shall be deemed to continue in force and effect until notice of any amendment, alteration, or revocation shall have been given the said Credit Union.

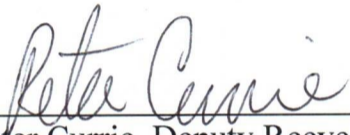
CARRIED

23-216 Adjourn

Donald: That this meeting be adjourned at 12:18 pm.

CARRIED

Adopted this 17th day of January, 2024



Peter Currie, Deputy Reeve



Cheryl Barrett, Chief Administrative Officer

R.M. of Martin
List of Accounts for Approval
Batch: 2023-00090 to 2023-00095

Bank Code - AP - ACCOUNTS PAY.

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1388	2023-12-15	C.B. Excavating & Spraying	728723	Test Holes (Bock) Hillburn Rd	742.80	742.80
1389	2023-12-15	Canadian Pacific Railway	11153151	Signalized Crossing Contract	403.50	403.50
1390	2023-12-15	Gerald Flaman	2023 Weed	2023 Weed Inspection	550.00	550.00
1391	2023-12-15	Hub International	Issued SGI Canada	2023 Pkg Policy	2,701.94	2,701.94
1392	2023-12-15	Marilyn Klinger	2023 Library	2023 Library Appointment Expens	1,041.60	1,041.60
1393	2023-12-15	Cheryl Barrett - Petty Cash	Nov 2023	Petty Cash Replenishment	28.75	28.75
1394	2023-12-15	SGI, Motor Vehicle Division	Dec 2022-01	Vehicles Plates	7,108.50	7,108.50
1395	2023-12-15	Ken Smith	2023 SARM	Meal at SARM	283.44	283.44
					Total Computer Cheque:	12,860.53

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202311Hail	2023-11-30	Saskatchewan Municipal Hail	Nov 2023	November 2023 Hail Remittance	6,097.56	6,097.56
202311MC	2023-11-30	Collabria	Nov 2023	Nov 2023 Mid Term Convention	1,827.53	1,827.53
202311MC	2023-11-30	Rocky Mountain Equipment	Issued Collabria MasterCard	39995 Red Tractor Reprogram	681.11	681.11
202311MEPP	2023-11-30	MEPP	Nov 2023	November 2023 PP 22 - 24	10,664.84	10,664.84
202311SECSD	2023-11-30	South East Cornerstone	Nov 2023	November 2023 Remittance	4,989.31	4,989.31
202311Source	2023-11-30	Canada Revenue Agency	Nov 2023	Nov 2023 PP 22-24 Source Ded R	15,566.21	15,566.21
					Total Online Banking:	39,826.56

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202312Energy	2023-12-15	Sask Energy	Oct10-Nov08/23	Oct 10 - Nov 08 /23 Heat for Shop	531.36	1,259.69
			Sep08-Oct10/-01	Nov 08-Dec 07/23 Heat for Shop	728.33	
202312Phone	2023-12-15	SaskTel	Nov 19 2023	Nov 19 2023 Shop Internet	56.50	148.08
			Nov 2023	November 2023 Darcy Cell	91.58	
202312Power	2023-12-15	SaskPower	330600553414	Old Shop (517 3rd Ave) Power No	66.66	1,245.51
			340500533250	King Street Power Nov 14 2023	47.89	
			343800522414	524 3rd Ave S - Shop Nov 14, 202	437.96	
			353700499494	RJ Well SW 33-14-32-1 Aug23-No	143.85	
			109500847761	524 3rd Ave S - Shop Dec 12, 202	437.96	
			357000491538	Old Shop (517 3rd Ave) Power De	47.89	
			350400511478	Old Shop (517 3rd Ave) Power De	63.30	
					Total Automatic Withdrawal:	2,653.28

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Beier's Welding (EFT)	934045	Arm & Axel Repair on Mower	244.20	244.20
PP -	Capital I Industries (EFT)				

R.M. of Martin
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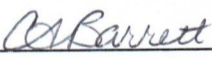
PROPOSED PAYMENTS

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
	15913	2023 Grader One-Way & Wing	2,603.12	
	15938	One-Way Shoes, Pins & Bolts	1,528.59	4,131.71
PP -	Cheryl Barrett (EFT) 2023 Hail	1/2 of 2023 Hail Commission	260.55	260.55
PP -	Davidson Truck and Tractor Ltd (EFT) 52087	Alternator Swing Mount - Mack	498.46	498.46
PP -	Denray Tire Ltd (EFT) 66881	Dave Grader One-Way Tire	167.48	
	66476	Tire for grader packer - Dave's Gra	336.13	503.61
PP -	Finning (EFT) 45168	James Grader (old) Brake Labour	256.41	256.41
PP -	Flatlander Express (EFT) 64615	Freight from Brandt	20.83	
	65230	Freight from Finning	22.91	43.74
PP -	Highway 1 Ag Supply Ltd (EFT) 2650	Graders & Shop Supplies	970.47	970.47
PP -	Langbank Co-op Assoc. Ltd. (EFT) Nov 2023	Nov 2023 Fuel	11,025.24	11,025.24
PP -	Michelin North America (EFT) 321575	4 each 17.5R25 grader tires	10,749.50	10,749.50
PP -	RM Of Moosomin No 121 (EFT) Fouillard	Kate Fouillard Pymt made in error	40.00	40.00
PP -	RPM Service Ltd (EFT) 9427	Fuel Conditioner	372.53	372.53
PP -	SARM (EFT) MID23-122	2023 Mid-Term Registrations	288.75	
	PSIP23122-11	Refund on 2017 Grader Insurance	-200.39	88.36
			Total Proposed Payments:	29,184.78

Total AP: 84,525.15

Pay Periods 39,619.96
23-25 39,619.96
\$124,145.11

Certified Correct This 15th day of December, 2023


Cheryl Barrett - Chief Administrative Officer

Cheque Reconciliation Report

PP 23 to 25

For Period End Dates:

01Nov2023 to 15Dec2023

<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	BAR001	510	510	23	11Nov2023	0	16Nov2023	2295.37	Open
Deposit	BEI001	530	530	23	11Nov2023	2323	16Nov2023	2028.81	Open
Deposit	GRE001	530	530	23	11Nov2023	2324	16Nov2023	2167.79	Open
Deposit	JAM001	530	530	23	11Nov2023	2325	16Nov2023	2271.03	Open
Deposit	OSB001	530	530	23	11Nov2023	2326	16Nov2023	2167.79	Open
Deposit	SEL001	530	530	23	11Nov2023	2327	16Nov2023	1725.35	Open
Deposit	BEI001	530	530	24	25Nov2023	2324	30Nov2023	2050.26	Open
Deposit	BAR001	510	510	24	25Nov2023	2324	30Nov2023	2884.38	Open
Deposit	GRE001	530	530	24	25Nov2023	2325	30Nov2023	2167.79	Open
Deposit	JAM001	530	530	24	25Nov2023	2326	30Nov2023	2280.83	Open
Deposit	OSB001	530	530	24	25Nov2023	2327	30Nov2023	2167.79	Open
Deposit	SEL001	530	530	24	25Nov2023	2328	30Nov2023	1725.35	Open
Deposit	BEI001	530	530	25	09Dec2023	2325	14Dec2023	2050.26	Open
Deposit	BAR001	510	510	25	09Dec2023	2325	14Dec2023	2295.37	Open
Deposit	GRE001	530	530	25	09Dec2023	2326	14Dec2023	2167.79	Open
Deposit	JAM001	530	530	25	09Dec2023	2327	14Dec2023	2280.86	Open
Deposit	OSB001	530	530	25	09Dec2023	2328	14Dec2023	2167.79	Open
Deposit	SEL001	530	530	25	09Dec2023	2329	14Dec2023	1725.35	Open
Deposit	BAR001	510	510	25	09Dec2023	0	15Dec2023	1000.00	Open

Report Summary

Outstanding Deposits:	39619.96	(19)
Total:	39619.96	(19)