



RM OF MARTIN NO 122

Minutes of the Regular Meeting of the Council of the Rural Municipality of Martin No 122 held on Wednesday, January 17, 2024 in the RM Council Chambers located at 602 Main Street in Moosomin, Saskatchewan.

Present: Reeve: Garry Bonkowski
Councillors:
Division 1 Ken Smith
Division 2 Jason McDougall
Division 3 Peter Currie
Division 4 Hal Garrett
Division 5 Ray Donald
Division 6 Gerald Flaman

The meeting was a combination of Whats App (electronic means) and in person. Reeve Bonkowski and Councillor Hal Garrett attended via Whats App and remainder of Councillors attended in person. Reeve Bonkowski called the meeting to order at 8:24 am.

24-001 Minutes *Currie:* That Council will dispense with the reading of minutes of the Regular Meeting of council held on December 15, 2023 and approve them as distributed/printed.

CARRIED

24-002 Financial Statement *Flaman:* That the Statement of Financial Activities and Bank Reconciliation for December 2023 be accepted as presented.

CARRIED

24-003 Accounts for Approval *Smith:* That the list of Accounts for Approval, as attached to and forming part of these minutes, covering Direct Payroll Deposits, Electronic Funds Transfer Payment Numbers 421 to 439, Internet Bill Payments and Conexus Credit Union Cheque Numbers 001388 to 001404, in the amount of \$340,224.98 be approved for payment.

CARRIED

24-004 Moosomin Regional Park *Currie:* That the Municipality renew its agreement with the Moosomin and District Regional Park agreeing to a further five (5) years and also to appoint two (2) members, one of whom must be a member of Council, annually to the Regional Park Board and that the Reeve and Administrator be authorized to sign the Agreement.

CARRIED

Two handwritten signatures in blue ink are visible at the bottom of the page. The first signature is larger and more prominent, while the second is smaller and positioned to its right.

- 24-005 Corres- *Flaman:* That the correspondence as listed on the
 pondence agenda, having been read and dealt with, be filed.
CARRIED
- 24-006 RM of *Smith:* That the Municipality support the RM of
 Happyland Happyland #231's Mandatory Convention Lunch
 resolution for the SARM Annual Convention.
DEFEATED
- 24-007 Western *Smith:* That we accept the offer from Adam Knutson
 Plow - Sale for the purchase of the 2021 Western 8'6" Pro Plow s/n
 21012010217772308 and 21012810624175200-3 for
 \$6,000 plus taxes.
CARRIED
- 24-008 Council *Flaman:* That the Council and Board remuneration
 Remuneration for 2024 be set at the following rates:
- | | |
|---------------------------|---|
| Council Meetings | \$250 per meeting |
| Special Council Meetings | \$100 per half day / \$200 per full day |
| Convention Days | \$250 per day |
| Council and/or Committees | \$100 per half day / \$200 per full day |
| Reeve Supervision | \$350 per month * |
| | \$250 per month * (when out of country) |
| Council Supervision | \$250 per month * |
| Mileage | \$0.70 per km |
| * includes mileage | |
- CARRIED**
- 24-009 SARM Spring *McDougall:* That Reeve Garry Bonkowski and
 Convention Councillor Ray Donald be appointed as delegates to the
 2024 SARM Convention in Regina from March 13 to
 15, 2024 and that Councillors Hal Garrett and Peter
 Currie and any other Council Members and the Chief
 Administrative Officer attend as visiting delegates.
CARRIED
- 24-010 Celebration *Donald:* That as per Section 200-1.3 of the Policy
 Ford Manual, that the Municipality acknowledge that
 Councillor Ken Smith received a cheque for \$100 in his
 name as a "finders fee for closing the truck sale" and he
 has in turn donated the money to the Municipality.
CARRIED
- 24-011 SMHI Annual *Smith:* That Councillor Hal Garrett be appointed as the
 Meeting Official Delegate to the 2024 Saskatchewan Municipal
 Hail Insurance's Annual Meeting in Regina on March
 13, 2024.
CARRIED





- 24-012 Lunch Break *Bonkowski:* That this meeting be recessed at 11:15 am for the purpose of a 15-minute lunch break.
CARRIED
- 24-013 Fidelity Bond & Insurance *Garrett:* That the 2024 Fidelity Bond and SARM Self-Insurance Policies (Liability and Property) be acknowledged as presented by the Chief Administrative Officer.
CARRIED
- 24-014 Employee Benefits *Flaman:* That all eligible Municipal Employees be covered under the following SARM Benefit Plans as follows for 2024:
Short Term Disability *Long Term Disability*
Level 3 Health Coverage *Level 5 Dental Coverage**
The Municipality will pay Level 3 Dental and the employees have unanimously decided to pay the difference in premium to Level 5 Dental Coverage
CARRIED
- 24-015 Workers' Compensation *McDougall:* That the Council Members be covered under Saskatchewan Workers' Compensation (WCB) for the minimum insured wage of \$40,882 as determined by WCB for 2024.
CARRIED
- 24-016 Equipment Rates *Smith:* That the following Municipal Equipment Rates be set for 2024:
Graders \$150 per hour
Box Grader \$100 per hour
Mower & Tractor (Loader) \$150 per hour
Gravel Loader \$125 per hour
Minimum Charge for Custom Work for Ratepayers \$50
Any custom work for non-ratepayers is charged at Government of Saskatchewan Rental Rates.
CARRIED
- 24-017 SaskTip Membership *Flaman:* That the Municipality purchase a membership in SaskTip Turn in Poachers for 2024 in the amount of \$100.
CARRIED
- 24-018 RMAA Membership *Currie:* That the Municipality pay the Chief Administrative Officer's membership fees in the Rural Municipal Administrators' Association (RMAA) for 2024 in the amount of \$425.
CARRIED
- 24-019 SARM Membership *Donald:* That the Municipality renew its membership with Saskatchewan Association of Rural Municipalities (SARM) for 2024 in the amount of \$3,108.90.
CARRIED



- 24-020 RDARM Membership *McDougall:* That the Municipality renew its membership with Regina District Association of Rural Municipalities (RDARM) for 2024 in the amount of \$200.00
CARRIED
- 24-021 SETPC Membership *Flaman:* That the Municipality renew its membership with the Southeast Transportation Planning Committee (SETPC) for 2024 in the amount of \$480.37.
CARRIED
- 24-022 SK Crime Stoppers *Currie:* That the Municipality support Saskatchewan Crime Stoppers in 2024 with an annual voluntary contribution of \$200.
CARRIED
- 24-023 APAS Membership *Bonkowski:* That the Municipality renew its membership with the Agricultural Producers Association of Saskatchewan (APAS) for 2024 in the amount of \$7,655.14.
CARRIED
- 24-024 STARS Donation *Flaman:* That the Municipality contribute \$3,000 to the STARS Helicopter Air Ambulance Program for 2024.
CARRIED
- 24-025 AG Health & Safety *Garrett:* That the Municipality renew its membership with the Agricultural Health & Safety Network for 2024.
CARRIED
- 24-026 Southeast Research Farm *Donald:* That the Municipality renew its sponsorship with the Southeast Research Farm Inc in the amount of \$3,000 for 2024.
CARRIED
- 24-027 Beaver Control *Currie:* That the Municipality only pay licensed trappers, who are directed by the Council or the Foreman to remove problem beavers within our Municipal borders, a bounty of \$30 for each adult beaver tail.
CARRIED
- 24-028 Doctor Recruitment *Currie:* That the Municipality continue to support the Moosomin District Health Care Foundation's Recruitment Fund in 2024 with a donation of \$3,000. The funds are to be used to assist in the attraction of medical professionals to relocate to the Moosomin area.
CARRIED



- 24-029 Pest Control Officer *McDougall:* That the Municipality pay the Pest Control Officer (PCO) the following for 2024:
 \$38 per call basis (this rate includes mileage)
 \$200 per full day (\$100 per half day) for Convention or Seminars plus mileage
 Registration to Pest Control Convention
 Hotel & Mileage for Pest Control Convention
 Membership in SPCOA
 \$0.70/km for Convention and Council approved Seminars
CARRIED
- 24-030 Plant Health Officers *Flaman:* That the Municipality appoint the following Plant Health Officers as Pest Control Officers within the Municipality for 2024:
 Tayo Adegeye Katey Makahoniuk
 Joanne Kwasnicki Chelsea Baraniecki
 Betty Johnson Colleen Fenning
CARRIED
- 24-031 Wapella Wildlife *Garrett:* That the Municipality donate \$100 to the Wapella Pipestone Wildlife for their 2024 Annual Wildlife Supper.
CARRIED
- 24-032 2024 Advertisements *Bonkowski:* That the Municipality will participate in the following advertisements in The World-Spectator in 2024:
 Salute to Local Heroes
 Slow Down Ad
 Administrative Professional Week
 Mining Ad
CARRIED
- 24-033 RMAA Workshop *Smith:* That the Chief Administrative Officer attend the joint RMAA/UMAAS Spring Workshop in Melville on March 27, 2024 at a cost of \$100 plus travel expenses.
CARRIED
- 24-034 Curling Bonspiel *Smith:* That the Municipality sponsor the 2024 National Firefighters Curling Bonspiel, taking place in Moosomin from March 13 to 24, 2024, with a donation of \$150.
CARRIED
- 24-035 FCM Membership *Donald:* That the Municipality become a member of Federation of Canadian Municipalities (FCM) by purchasing a membership in the amount of \$205.30.
DEFEATED

 CAS16

24-036 Designated Farm Access *Smith:* That the private lane between the east half of 28-13-32-W1 be designated a Farm Access Road and that this road be added to the exception list of Section 400-8 Maintenance of Residential Lanes in the Policy Manual.

CARRIED

Dawn Hillrud and Cheryl Busby from Knibbs HR Consulting were invited to attend from 12:05 to 3:35 pm to present the findings of their Workplace Assessment

24-037 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* from 12:05 to 4:40 pm.

CARRIED

24-038 Resume Meeting *Flaman:* That the Council resume the Regular Meeting at 4:40 pm.

CARRIED

24-039 Employee Selby *Donald:* That the Chief Administrative Officer be instructed to speak with Employee #135001 regarding the shortage of banked hours to date in order to determine whether he would prefer to be laid off until April 1, 2024 or change his pay to reflect only the hours worked until April 1, 2024. And further that according to the *The Saskatchewan Employment Act* that he be given one (1) week written notice with his decision.

CARRIED


24-040 Harassment Investigation *Smith:* That the Council directs Councillor McDougall and Chief Administrative Officer Barrett to perform a Harassment Investigation and report their findings back to Council at the next Council Meeting.

CARRIED

24-041 Adjourn *Flaman:* That this meeting be adjourned at 4:45 pm.

CARRIED

Adopted this 23rd day of February, 2024



Garry Bonkowski, Reeve



Cheryl Barrett, Chief Administrative Officer

Bank Code - AP - ACCOUNTS PAY.

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1396	2023-12-31	Leo Beier	2023 LTD	2023 Over deduct of LTD	17.87	17.87
1397	2023-12-31	Saskatchewan Crime Stoppers	2023 Sponsor	2023 Sponsorship Motion23-019	200.00	200.00
1398	2023-12-31	James Greening	2023 LTD	2023 Over deduction of LTD	73.90	73.90
1399	2023-12-31	Darcy Jamieson	2023 LTD	2023 Over deduct of LTD	78.42	78.42
1400	2023-12-31	David Osborne	2023 LTD	2023 Over deduct of LTD	73.90	73.90
1401	2023-12-31	Knibbs HR Consulting (EFT)	2423	HR Services	24,782.63	24,782.63
Total Computer Cheque:						<u>25,226.72</u>

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
421	2023-12-29	Canadian Pacific Railway	11120167	Signalized Crossing Contract	326.50	
			11154091	Signalized Crossing Contract	403.50	730.00
422	2023-12-29	Davidson Truck and Tractor Ltd (EFT)	52344	James/Dave Grader	87.63	87.63
423	2023-12-29	Earlswood Cemetery (EFT)	230024-034	Donation - Cliff & Beth Miller	500.00	
			230024-038	Donation - Kleven & Judy MacDou	200.00	700.00
424	2023-12-29	HBI Office Plus Inc (EFT)	131441	HP55X & HP58X Printer Cartridge	694.39	694.39
425	2023-12-29	Twin Auto & Ag Supply (EFT)	Dec 2023	Mower & James Grader	284.60	284.60
426	2023-12-31	Highway 1 Ag Supply Ltd (EFT)	2915	Oil, Stabilizer & Sand Paper	257.56	257.56
427	2023-12-31	RM Of Moosomin No 121 (EFT)	2023-00146	2023 Shared Expenses	20,995.08	20,995.08
428	2023-12-31	Beier's Welding (EFT)	934050	Mounting bracket on snow plow	366.30	366.30
429	2023-12-31	Borderland Co-Operative Ltd (EFT)	16851	Gillich Well Repair	27.51	27.51
430	2023-12-31	Border Truck & Trailer Repair	1416	Filters for JD Grader	323.61	323.61
431	2023-12-31	Langbank Co-op Assoc. Ltd. (EFT)	Dec 2023	Dec Fuel	3,423.36	3,423.36
432	2023-12-31	SARM (EFT)	96542	Filters & Oil	1,753.97	1,753.97
433	2023-12-31	Town of Moosomin (EFT)	2023 Fire	2023 Fire Expenses	11,337.69	11,337.69
Total EFT:						<u>40,981.70</u>

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202312Hail	2023-12-31	Saskatchewan Municipal Hail	Dec 2023	December 2023 Hail Remittance	5,043.00	5,043.00
202312JD	2023-12-31	Pattison Agriculture Ltd (Card Issued)	3103864	John Deere Financial Inc Spiral pins for rock picker	13.02	
			3105214	Wiring for Mowers	51.82	64.84
202312MC	2023-12-31	Collabria	Dec 2023	Paymate & Batteries	534.84	534.84
202312MEPP	2023-12-31	MEPP	Dec 2023	December 2023 PP 25 - 26	6,971.74	6,971.74
202312MasterCar	2023-12-31	Collabria	Dec 023	Council & Audit Meal & Soap	331.39	331.39
202312MasterCar	2023-12-31	Rocky Mountain Equipment	Issued	Collabria MasterCard		

R.M. of Martin
List of Accounts for Approval
Batch: 2023-00096 to 2023-00102

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			40072	PTO PUMA	1,586.81	1,586.81
202312PST	2023-12-31	Minister of Finance	2023 PST	2023 PST Remittance	1,566.30	1,566.30
202312PVSD	2023-12-31	Prairie Valley Sch.Div. #208	Dec 2023	December 2023 School Remit	586.67	586.67
202312SECSD	2023-12-31	South East Cornerstone	Dec 2023	School Tax Collections	88,996.68	88,996.68
202312Source	2023-12-31	Canada Revenue Agency	Dec 2023	Dec 2023 PP 25-26 Source Ded R	10,412.32	
			Dec 2023 RP2	Dec 2023 Council RP2	2,081.40	12,493.72
Total Online Banking:						118,175.99

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202312Phone	2023-12-31	SaskTel	Dec 19 2023	Dec 19 2023 Shop Internet	56.50	
			Dec 2023	December 2023 Darcy Cell	91.58	148.08
202312Power	2023-12-31	SaskPower	215100763155	Correction Well SW 2-15-33-1	131.74	131.74
Total Automatic Withdrawal:						279.82

Total AP: 184,664.23

Certified Correct This 17th day of January 2024



Cheryl Barrett - Chief Administrative Officer

Bank Code - AP - ACCOUNTS PAY.

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1402	2024-01-17	Regina District Association				
		2024 Membership		2024 Annual Membership & AGM	330.00	330.00
1403	2024-01-17	RMAA				
		Spring 2024		2024 Spring Workshop	100.00	100.00
1404	2024-01-17	Saskatchewan Public Safety				
		Issued	Minister of Finance			
		FD2024428		2024 Fire Dispatch Services	533.40	533.40
Total Computer Cheque:						963.40

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount	
PP -	Agricultural Producers (EFT)					
	30994		2024 APAS Membership	7,655.14	7,655.14	
PP -	Dean Godon (EFT)					
	2024 Licence		Pesticide & Applicator Licenses	200.00	200.00	
PP -	Rural Municipal Administrators' (EFT)					
	2024 Membership		2024 RMAA Membership	425.00	425.00	
PP -	SARM (EFT)					
	BEN128520		2024 Insurance & Benefits	31,585.64		
	BON24122		2024 Fidelity Bond	127.20		
	EXC240122		2024 Excess Liability	3,845.68		
	LIA24122		2024 LSIP	2,109.46		
	MEM2024122		2024 Membership	3,108.90		
	PSIP24122-0		2024 PSIP	11,424.23	52,201.11	
PP -	Southeast Regional Library (EFT)					
	Jan 2024		Library 1st Installment 2024	2,193.13	2,193.13	
PP -	Western Municipal Consulting (EFT)					
	WMC2023-1057		2024 Retainer Fee	472.50	472.50	
Total Proposed Payments:						63,146.88

Total AP: 64,110.28

Dec 31/23 AP 184,664.23
Pay Period 26 & Council 77,184.20
Pay Period 01 14,266.27

\$340,224.98

Certified Correct This 17th day of January 2024

Cheryl Barrett

Cheryl Barrett - Chief Administrative Officer

Cheque Reconciliation Report

Period End Dates:

10Dec2023 to 31Dec2023

Pay Period 23-26 and Council

Entry Type	Employee	Department	Pay Group	Run No.	Period End Date	Cheque or Voucher #	Cheque Date	Amount	Status
Deposit	BAR001	510	510	26	23Dec2023	2023	22Dec2023	1500.00	Open
Deposit	BON001	122	122	01	31Dec2023	2023	22Dec2023	10460.68	Open
Deposit	CUR001	122	122	01	31Dec2023	2023	22Dec2023	8500.00	Open
Deposit	DON001	122	122	01	31Dec2023	2024	22Dec2023	10714.00	Open
Deposit	SMI001	122	122	01	31Dec2023	2024	22Dec2023	6078.35	Open
Deposit	FLA001	122	122	01	31Dec2023	2025	22Dec2023	9677.50	Open
Deposit	GAR001	122	122	01	31Dec2023	2026	22Dec2023	9338.11	Open
Deposit	LEE001	122	122	01	31Dec2023	2027	22Dec2023	1300.80	Open
Deposit	MCD001	122	122	01	31Dec2023	2028	22Dec2023	6929.16	Open
Deposit	BEI001	530	530	26	23Dec2023	2326	28Dec2023	2050.26	Open
Deposit	BAR001	510	510	26	23Dec2023	2326	28Dec2023	2178.16	Open
Deposit	GRE001	530	530	26	23Dec2023	2327	28Dec2023	2167.79	Open
Deposit	JAM001	530	530	26	23Dec2023	2328	28Dec2023	2280.86	Open
Deposit	OSB001	530	530	26	23Dec2023	2329	28Dec2023	2167.79	Open
Deposit	SEL001	530	530	26	23Dec2023	2330	28Dec2023	1840.74	Open

Report Summary

Outstanding Deposits:	77184.20	(15)
Total:	77184.20	(15)

Cheque Reconciliation Report

Period End Dates:

01Jan2024 to 13Jan2024

Pay Period 24-01

Entry Type	Employee	Department	Pay Group	Run No.	Period End Date	Cheque or Voucher #	Cheque Date	Amount	Status
Deposit	BAR001	510	510	01	06Jan2024	2401	11Jan2024	0.00	Open
Deposit	BEI001	530	530	01	06Jan2024	2401	11Jan2024	0.00	Open
Deposit	BEI001	530	530	01	06Jan2024	2401	11Jan2024	2387.46	Open
Deposit	BAR001	510	510	01	06Jan2024	2401	11Jan2024	2147.14	Open
Deposit	GRE001	530	530	01	06Jan2024	2402	11Jan2024	0.00	Open
Deposit	GRE001	530	530	01	06Jan2024	2402	11Jan2024	2488.92	Open
Deposit	JAM001	530	530	01	06Jan2024	2403	11Jan2024	0.00	Open
Deposit	JAM001	530	530	01	06Jan2024	2403	11Jan2024	2546.89	Open
Deposit	OSB001	530	530	01	06Jan2024	2404	11Jan2024	0.00	Open
Deposit	OSB001	530	530	01	06Jan2024	2404	11Jan2024	2488.92	Open
Deposit	SEL001	530	530	01	06Jan2024	2405	11Jan2024	0.00	Open
Deposit	SEL001	530	530	01	06Jan2024	2405	11Jan2024	2206.94	Open

Report Summary

Outstanding Deposits:	14266.27	(12)
Total:	14266.27	(12)