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# *RURAL MUNICIPALITY OF BROWNING NO. 34*

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**Minutes - December 12, 2018**

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A regular meeting of the Council of the Rural Municipality of Browning No. 34 was held on Wednesday, December 12, 2018, R.M. Office, Lampman, Saskatchewan.

## **2018-12-1 CALL TO ORDER**

Reeve Loustel called the meeting to order. The time being 8:04 a.m. The attendance being as follows:

Division # 1 - Richard Brokop  
# 2 - Blake Fornwald  
# 3 - Vacant  
# 4 - Blaine Fornwald  
# 5 - Brian Fornwald  
# 6 - Allan Walter  
Reeve - Pius Loustel  
Administrator - Dena Scott  
Administrative Consultant - Greg Wallin

Division #3 Elect - Derek Fichter

## **2018-12-2 OATH OF OFFICE**

The Oath of Office was signed by Councillor Blaine Fornwald.

## **2018-12-3 MINUTES**

- Brian Fornwald - That the minutes of the November 7, 2018 meeting of Council be approved as read.

Carried

## **2018-12-4 BANK RECONCILIATION**

- Blaine Fornwald - That the October 31, 2018 bank reconciliation be hereby approved as presented.

Carried

## **2018-12-5 CASH STATEMENT**

- Allan Walter - That the Statement of Receipts and Payments for the month of November, 2018 be adopted as presented.

Carried

## **2018-12-6 CORRESPONDENCE**

- Blake Fornwald - That the correspondence presented to this meeting now be filed for future reference of Council and Administration.

Carried

## **2018-12-7 COMMITTEE MEETINGS/INFORMATION/REPORTS/CONCERNS**

- Blake Fornwald - That the committee meeting minutes, information, reports and concerns presented to this meeting now be filed for future reference of Council and Administration.

Carried

**2018-12-8 RATES AND APPOINTMENTS**

- Blake Fornwald - That the Appointments, Rates and Committees of the R.M. of Browning No. 34 be hereby approved as attached to, forming part of these minutes.

Carried

**2018-12-9 UNFINISHED BUSINESS**

a) ATL Heritage Services Corp. - Cemetery Mapping Report

- Pius Loustel - That further investigation, possibly with the use of a coring machine, be completed by ATL Heritage Services Corp. to verify that the unmarked graves in all the cemeteries are actually gravesites.

Carried

- Blake Fornwald - That the Administrator have Billesberger Law Firm proceed with registering the Browning Cemetery (NW 34-5-5 W2M), Willmar Cemetery (NW 22-6-4 W2M), and Thompson Cemetery (SE 36-4-4 W2M) in the Cemetery Registrar in accordance with *The Cemeteries Act, 1999*.

Carried

b) Bryce Gravel Pit

- Richard Brokop - That as per the agreement dated March 3, 2003 between Wapiti Hills Development Inc. and the R.M. of Browning No. 34, the SE 1-9-5 W2M be transferred back to Wapiti Hills Development Inc. for the cost of one dollar (\$1.00) as the gravel is removed.

Carried

c) Simply Ag Board Appointment

- Allan Walter - That the R.M. of Browning No. 34 agree to the appointment of Richard Brokop as the Board Chairman to the Simply Ag Board for 2019.

Carried

d) Fire Truck

- Richard Brokop - That the R.M. of Browning No. 34 agree to fund sixty-six decimal sixty-seven percent (66.67%) of the purchase of a new fire and rescue truck for the Lampman Fire and Rescue.

Carried

e) Range Road 2065 - Clay Excavation

- Richard Brokop - That Derek Fichter and the Administrator contact Lonnie Lischka to negotiate payment for clay removed from the SE 18-5-6 W2M for road construction.

Carried

f) Employee Policies

- Allan Walter - That the Employee Policies Handbook as provided by Greenline Consulting be approved as policies of the R.M. of Browning No. 34, as attached to and forming part of these minutes; and that the Employee Policies Handbook be distributed to all employees.

Carried



**2018-12-10 NEW BUSINESS**

a) Lorna Garton - Short-term Disability Denied - Last Day Worked: November 13, 2018

- Blake Fornwald - That Lorna Garton be laid off work from the R.M. of Browning No. 34 for medical reasons as requested by her doctor with her last day of work recorded as November 13, 2018; and that if required, Greenline Consulting be requested to perform a Fit to Work Assessment.

Carried

b) Tyler Schulties - Short-term Disability

- Richard Brokop - That Tyler Schulties be laid off of work from the R.M. of Browning No. 34 for medical reasons as per his doctor's orders.

Carried

c) Loretta Threinen - Short-term Disability

- Blaine Fornwald - That the R.M. of Browning No. 34 request Greenline Consulting to perform a Fit to Work Assessment on Loretta Threinen as she was denied Short-Term Disability.

Carried

d) iHunter Saskatchewan App

- Richard Brokop - That the R.M. of Browning agrees to let the iHunter App use the R.M. of Browning No. 34 grid map in exchange for split revenue with the iHunter App generated by the use of the grid map.

Carried

e) R.M. of Brock No. 64 - Road Maintenance Agreement

- Blake Fornwald - That the R.M. of Browning No. 34 sign the Road Maintenance Agreement with the R.M. of Brock No. 64 for 2019; and that a letter regarding the lack of road maintenance be sent with the agreement.

Carried

f) R.M. of Brock No. 64 - Charge for Salt and Sand

- Pius Loustel - That the R.M. of Browning No. 34 invoice the R.M. of Brock No. 64 for salt, sand, and labour for several roads in the R.M. of Brock No. 64 in the amount of five thousand dollars (\$5,000.00) plus tax.

Carried

g) 2019 Capital Expenses

- Richard Brokop - That the R.M. of Browning No. 34 Foreman be authorized to obtain prices to purchase the following Capital Equipment in 2019:

- 1 Volvo Grader on trade or reconditioning;
- 1 Mack Truck on trade;
- 1 Snowblower
- 1 Used Oil Tank
- 1 300 HP Tractor and Road Mulcher.

Carried

- Blaine Fornwald - That a new box liner be purchased and installed in Unit #37 Arnes End Dump Trailer.

Carried

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h) Scraper Repair Quotes

- Allan Walter - That the Foreman be authorized to have the necessary engine repairs completed on the 615 Scraper in the estimated amount of eight thousand, seven hundred ninety-seven dollars and eighteen cents (\$8,797.18) taxes paid.

Carried

i) School Division Bus Policy

- Richard Brokop - That a letter be written to the South East Cornerstone School Division No. 209 regarding the Policy on the transportation of oversized carry-on items on school buses; and that arrangements need to be made to allow for transportation of items that are oversized as required by students for activities either in school or following school hours.

Carried

j) MAIP Intern

- Richard Brokop - That the R.M. of Browning No. 34 apply to SARM to participate in the MAIP Program.

Carried

- Brian Fornwald - That the Administrator review all applications received from SARM for under the MAIP Program.

Carried

k) Wages and Salaries

- Brian Fornwald - That the discussion of wages and salaries be tabled to the January, 2019 regular meeting of Council.

Carried

l) Administrative Assistant Applications

- Allan Walter - That the Public Works/Employee Relations Committee Members review and interview applicants for the Administrative Assistant Position for the R.M. of Browning No. 34.

Carried

**2018-12-11 INCIDENTS AND VIOLATIONS**

a) Mike Konopaki - Speed Violation

- Brian Fornwald - That Council acknowledge receipt of the speed violation report from GFI Systems Inc. regarding the speed violation by Mike Konopaki on November 8, 2018; and that he be advised his speeding issues need to be addressed.

Carried

b) David Tremblay - November 21, 2018 Incident Report

- Blake Fornwald - That Council acknowledge receipt of the incident report from Mike Konopaki for the incident regarding the workplace accident involving David Tremblay on November 21, 2018.

Carried

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**2018-12-12 OTHER MATTERS**

**a) Signs**

- Blaine Fornwald - That the following signs be installed as follows:

<u>Sign</u>	<u>Location</u>	<u>Placement</u>
Stop	SE 30-6-5 W2M	West side of road facing traffic from the north;
Stop	NW 32-6-4 W2M	East side of road facing traffic from the south;
T-intersection	NW 32-6-4 W2M	East side of road facing traffic from the south;
Stop	SE 27-6-5 W2M	West side of road facing traffic from the north.
<u>Carried</u>		

**b) RDARM Annual Meeting**

- Allan Walter - That Brian Fornwald, Richard Brokop and Pius Loustel be appointed to attend the Regina District Association of Rural Municipalities meeting on January 3-4, 2019 in Regina, Saskatchewan; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

**2018-12-13 DELEGATIONS**

James Cameron, Redhead Equipment Representative, met with Council to extend Christmas wishes.

Mike Chamney, Chamney Crushing Ltd. owner, met with Council to extend Christmas wishes.

Grant Palmer, Lampman Fire and Rescue Chief, met with Council to discuss the new fire truck and other operations of Lampman Fire and Rescue.

- Richard Brokop - That the Lampman Fire and Rescue be authorized to fabricate a hitch on the water truck to pull a trailer.

Carried

Sgt. Jeff Clarke, Estevan RCMP, met with Council to discuss the Enhanced RCMP Position.

**2018-12-14 ACCOUNTS**

- Blaine Fornwald - That the accounts covered by cheque no.'s 2469 to 2530 in the amount of \$566,675.56 and that direct payroll payments no's 1127 to 1155 for the amount of \$46,447.14 be approved for payment.

Carried

**2018-12-15 NEXT MEETING**

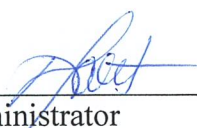
The next meeting be held on January 9, 2018 at 8:00 a.m.


Carried

**2018-12-16 ADJOURN**

- Pius Loustel - That this meeting now be adjourned. The time being 2:16 p.m.

Carried

  
\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
Reeve



FORM A  
[Section 3]

**Oath or Affirmation - Member of Council**

I, **Blaine Fornwald** having been elected to the office of **Councillor of Division #4** in the  
Rural Municipality of Browning No. 34,

DO SOLEMNLY PROMISE AND DECLARE THAT:

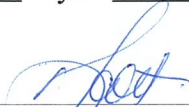
- 1 I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
- 2 I am qualified to hold the office to which I have been elected;
- 3 I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any corrupt practice or other undue execution or influence of this office;
- 4 I have read, understand and agree to abide by the code of ethics, rules of conduct and procedures applicable to my position as a member of council required of me by *The Municipalities Act* and any other Act and by the council;
- 5 I will:
  - (a) perform the duties of office imposed by *The Municipalities Act* and any other Act or law and by the council;
  - (b) disclose any conflict of interest within the meaning of Part VII of *The Municipalities Act*; and
  - (c) comply with the code of ethics, rules of conduct and procedures applicable to the office I now hold that are imposed by *The Municipalities Act* and any other Act and by the council.

DECLARED before me at

Lampman, Saskatchewan

this 12<sup>th</sup> day of December, 2018.

  
Signature of Declarant

  
A Commissioner for Oaths for Saskatchewan,  
a Notary Public, municipal administrator, etc.  
(as the case may be)

My commission expires

MAY 31, 2021

