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# RURAL MUNICIPALITY OF BROWNING NO. 34

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## Minutes - November 7, 2018

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A regular meeting of the Council of the Rural Municipality of Browning No. 34 was held on Wednesday, November 7, 2018, R.M. Office, Lampman, Saskatchewan.

### **2018-11-1 CALL TO ORDER**

Reeve Loustel called the meeting to order. The time being 8:01 a.m. The attendance being as follows:

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

### **2018-11-2 OATHS OF OFFICE**

The Oaths of Office were signed by Councillors Blake Fornwald and Allan Walter.

### **2018-11-3 PUBLIC DISCLOSURE STATEMENTS**

- Richard Brokop - That the Public Disclosure Statement be distributed to all Councillors to be completed and returned by December 12, 2018.

Carried

### **2018-11-4 DEPUTY REEVE**

- Blake Fornwald - That Brian Fornwald be appointed Deputy Reeve for 2019.

Carried Unanimously

### **2018-11-5 MINUTES**

- Brian Fornwald - That the minutes of the October 11, 2018 meeting of Council be approved as read.

Carried

### **2018-11-6 BANK RECONCILIATION**

- Brian Fornwald - That the September 30, 2018 bank reconciliation be hereby approved as presented.

Carried

### **2018-11-7 CASH STATEMENT**

- Richard Brokop - That the Statement of Receipts and Payments for the month of October, 2018 be adopted as presented.

Carried

  


**2018-11-8 CORRESPONDENCE**

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

Carried

**2018-11-9 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

**2018-11-10 RATES AND APPOINTMENTS**

- Blake Fornwald - That the Appointments, Rates and Committees of the Rural Municipality of Browning No. 34 be tabled to the December, 2018 regular meeting

Carried

**2018-11-11 UNFINISHED BUSINESS**

a) Winter Weights - Nov. 15 at Midnight (Nov. 16)

- Allan Walter - That the R.M. of Browning No. 34 place winter weights as defined by the Ministry of Highways and Transportation on all municipal roads located within the R.M. of Browning No. 34 effective midnight November 15, 2018.

Carried

b) Office Staff

- Richard Brokop - That the R.M. of Browning No. 34 advertise on saskjobs.com, the Carlyle Observer, and Southeast Lifestyles for a full-time Administrative Assistant to work thirty-five (35) hours a week.

Carried

**2018-11-12 NEW BUSINESS**

a) Dean Marshall - Assistant Foreman

- Richard Brokop - That Dean Marshall be classified as Assistant Foreman of the R.M. of Browning No. 34.

Carried

b) 2018 Weed Report

- Brian Fornwald - That the Weed Inspector Report for the R.M. of Browning No. 34 received from Industrial Vegetation Control be submitted to the Ministry of Agriculture.

Carried

c) Joint Meeting

- Blake Fornwald - That the Councils for the R.M. of Browning No. 34 and the Town of Lampman hold a joint meeting on a date established by the Administrator to be held before the December, 2018 regular meetings of both Councils.

Carried

d) Arthur Culbertson - Speed Signs - SE 9-4-5 W2M

- Brian Fornwald - That the R.M. of Browning No. 34 deny posting speed signs on Range Road 2053 between Township Road 40 and Township Road 42 to slow passing traffic as requested by Arthur Culbertson.

Carried



**Page 3 of Minutes - November 7, 2018**

e) Todd Fichter and Dennis Christensen - Appreciation Gift

- Richard Brokop - That retiring Councillors Todd Fichter and Dennis Christensen be presented with leather jackets as an appreciation gift for their years of service to the R.M. of Browning No. 34; and the gifts be presented at the R.M. of Browning No. 34 Christmas Party on December 8, 2018.

Carried

f) Chamney Crushing Ltd. Christmas Party - Estevan, SK - December 7, 2018

- Brian Fornwald - That the following individuals be appointed to attend the Chamney Crushing Ltd. Christmas Party on December 7, 2018 in Estevan, Saskatchewan:

*Pius Loustel; Allan Walter;  
Richard Brokop; Greg Wallin.*

Carried

g) Five-Year Capital Works Plan

- Allan Walter - That the Five-Year Capital Works Plan for the R.M. of Browning No. 34 be approved as presented and attached to forming part of these minutes.

Carried

i) Seasonal Layoffs

- Brian Fornwald - That the Reeve and Administrative Consultant give Seasonal Layoff Notices to Dustin Kautz, David Tremblay, Lorna Garton, Tyler Schulties, Ryder Scholpp, and Kelly Fornwald for the 2018-19 Winter season.

Carried

j) Katia Bigney Clay Pit

- Richard Brokop - That the R.M. of Browning No. 34 purchase one thousand ten decimal fifty-one yards (1010.51 yds) of clay from Katia Bigney at the price of two dollars (\$2.00) per yard off of SE 13-4-5 W2M.

Carried

k) Wade Fleck - Resignation

- Brian Fornwald - That the R.M. of Browning No. 34 acknowledges the Letter of Resignation dated November 1, 2018 from Wade Fleck as Councillor for Division No. 3.

Carried

l) By-Election - January 2, 2019

- Brian Fornwald - That the R.M. of Browning No. 34 hold a by-election for Division No. 3 with election day being held on January 2, 2019.

Carried

m) Election Officials

- Allan Walter - That the following election officials be appointed for 2019 at the following rates:

Returning Officer - Greg Wallin - \$175.00

Deputy Returning Officer - Dena Scott - \$175.00

Poll Clerk (Appointed by the Returning Officer) - \$175.00

Carried

*Ra-*

*[Signature]*

n) Polling Place

- Brian Fornwald - That the polling station for the January 2, 2019 by-election be held at the R.M. office, Council Chambers, 215 Main Street, Lampman, Saskatchewan.

Carried

o) Nomination Period - November 28, 2018

- Brian Fornwald - That the Notice of Call for Nominations to November 28, 2018 for the offices of Councillor for Division No. 3 be advertised in the November 9, 2018 issue of the Carlyle Observer.

Carried

p) List of Voters

- Richard Brokop - That the Administrator be instructed to complete a List of Voters in the case of an election.

Carried

q) Nomination Officers

- Allan Walter - That Dena Scott, Janine Fleck, Loretta Threinen, and Jadon Carnduff be appointed nomination officers for the January 2, 2019 by-election.

Carried

r) Sask. Safety Council Industrial Safety Seminar - Regina, SK - February 4-6, 2019

- Allan Walter - That the following individuals be appointed to attend the Saskatchewan Safety Council Industrial Safety Seminar on February 4-6, 2019 in Regina, Saskatchewan; and that any out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34:

*Richard Brokop; Mike Konopaki;  
Brian Fornwald.*

Carried

s) SARM Liability Self-Insurance Plan

- Richard Brokop - That no changes be made to the SARM Liability Self-Insurance Plan for 2019.

Carried

t) Dustin Kautz - Incident Report

- Blake Fornwald - That Council acknowledge receipt of the incident reports from Dustin Kautz and Keith Arams regarding an incident involving Dustin Kautz and Keith Arams mowing on October 30, 2018; and that Dustin Kautz be suspended for three (3) days resulting from a second incident as filed.

Carried

u) Keystone Royalty Corp. - Distance to Well Centre

- Brian Fornwald - That the Access Approach Approval for a new wellsite at 2-26-6-6 W2M be denied as the application does not comply with Bylaw No. 2010-1 which states that any wellsite must be further than seventy-five (75) metres from the centre line of a public road.

Carried

**2018-11-13 OTHER MATTERS**

There were no other matters presented at this meeting.



**2018-11-14 DELEGATIONS**

Jim Cross, E. Bourassa and Sons Sales Representative, met with Council at 9:51 a.m. to discuss the purchase of a rock bucket for the skid steer and to introduce himself to Council.

Mike Chamney, Chamney Crushing Ltd. owner, met with Council at 10:22 a.m. to discuss the purchase of gravel.

**a) Purchase of Gravel**

- Richard Brokop - That the R.M. of Browning No. 34 contract Chamney Crushing Ltd. to crush twenty thousand yards (20,000 yds) of seven eighths of an inch ( $\frac{7}{8}$ " ) traffic gravel at the Elcott Pit at SW 1-2-3 W2M for the cost of eight dollars (\$8.00) per yard with an agreed percentage of sand rejected; and that McClement Rock Corp. be contracted to crush twenty thousand yards (20,000 yds) of seven eighths of an inch ( $\frac{7}{8}$ " ) traffic gravel at the pit located at SE 22-9-6 W2M; and that ten thousand (10,000) yards of one and a half inch ( $1\frac{1}{2}$ " ) gravel be crushed in a location as decided by management.

Carried

Mike Konopaki, R.M. of Browning Foreman, met with Council at 10:55 a.m. to discuss the general operations of the R.M. of Browning No. 34.

**2018-11-15 ACCOUNTS**

Brian Fornwald left the meeting at 12:39 p.m.

- Blake Fornwald - That the accounts covered by cheque no.'s 2401 to 2468 in the amount of \$283,127.14 and that direct payroll payments no's 1095 to 1127 for the amount of \$57,458.88 be approved for payment.

Carried

**2018-11-16 NEXT MEETING**

The next meeting be held on December 12, 2018 at 8:00 a.m.

Carried

**2018-11-17 ADJOURN**

- Pius Loustel - That this meeting now be adjourned. The time being 12:49 p.m.

Carried

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Reeve

FORM A  
[Section 3]

Oath or Affirmation - Member of Council

I, Blake Fornwald having been elected to the office of Councillor of Division #2 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 7<sup>th</sup> day of November, 2018.

Jadon B. Carnduff

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

My commission expires AUGUST 31, 2023

Blake Fornwald  
Signature of Declarant



FORM A  
[Section 3]

**Oath or Affirmation - Member of Council**

I, Allan Walter having been elected to the office of Councillor of Division #6 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 7<sup>th</sup> day of November, 2018.

Jadon B. Carnduff

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

My commission expires AUGUST 31, 2023

Allan Walter  
Signature of Declarant

