
RURAL MUNICIPALITY OF BROWNING NO. 34

Minutes - February 13, 2020

A regular meeting of the Council of the Rural Municipality of Browning No. 34 was held on Thursday, February 13, 2020, R.M. Office, 215 Main St., Lampman, Saskatchewan.

2020-2-1 CALL TO ORDER

Reeve Loustel called the meeting to order. The time being 8:05 a.m. The attendance being as follows:

Division # 1 - Richard Brokop
2 - Blake Fornwald
3 - Derek Fichter
4 - Blaine Fornwald
5 - Brian Fornwald
6 - Allan Walter - Absent
Reeve - Pius Loustel
Administrator - Dena Scott
Administrative Consultant - Greg Wallin
Visitor - Stephanie Wourms

2020-2-2 MINUTES

- Blake Fornwald - That the minutes of the January 3, 2020 meeting of Council be approved as read.
Carried

2020-2-3 BANK RECONCILIATION

- Brian Fornwald - That the December, 2019 bank reconciliation be hereby approved as presented.
Carried

2020-2-4 CASH STATEMENT

- Derek Fichter - That the Statement of Receipts and Payments for the month of January, 2020 be adopted as presented.

Carried

2020-2-5 CORRESPONDENCE

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

Carried

2020-2-6 COMMITTEE MEETINGS/INFORMATION/REPORTS/CONCERNS

- Brian 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



2020-2-7 UNFINISHED BUSINESS

a) Wages and Salaries

- Pius Loustel - That further discussion in regard to wages and salaries for the R.M. of Browning No. 34 employees be tabled until such time that the Employee Relations Committee has time to review all employee evaluations.

Carried

c) Lake Roy Watershed Association

- Blaine Fornwald - That the R.M. of Browning No. 34 is in favour of the Lake Roy Watershed Association's plan to proceed in finding an outlet to drain Lake Roy to an acceptable level, which in turn would allow for upstream drainage; and that the project commence with a LIDAR survey of the area; and that the R.M. of Browning No. 34 will be in agreement to pay its share of the costs of any work completed.

Carried

d) 2020 SARM Convention

- Richard Brokop - That Mike Konopaki be authorized to attend the 2020 SARM Annual Convention on Monday, March 9 and Tuesday, March 10, 2020; and that any out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34

Carried

e) 2020 SMHI Annual Meeting

- Blake Fornwald - That Pius Loustel be authorized to attend the 2020 SMHI annual meeting on Tuesday, March 10, 2020.

Carried

2020-2-8 NEW BUSINESS

a) Jessica Franklin - Resignation

- Brian Fornwald - That the R.M. of Browning No. 34 acknowledges the Letter of Resignation received from Jessica Franklin, Administrative Intern, dated Friday, January 3, 2020 with her final working day being Friday, January 17, 2020.

Carried

b) Allan Walter - Resignation

- Brian Fornwald - That the R.M. of Browning No. 34 acknowledges the Letter of Resignation received from Allan Walter effective immediately as Councillor for Division No. 6 dated Tuesday, February 4, 2020.

Carried

c) Bylaw No. 2020-1 - Council Procedures Bylaw

- Brian Fornwald - That Bylaw No. 2020-1, being a Bylaw to Regulate the Proceedings of Municipal Council and Council's Committees, be introduced and read for the first time.

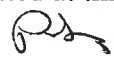
Carried

- Blaine Fornwald - That Bylaw No. 2020-1 be read for the second time.

Carried

- Richard Brokop - That the third and final reading of Bylaw No. 2020-1 be permitted at this meeting.

Carried Unanimously



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- Blake Fornwald - That Bylaw No. 2020-1 be given the third and final reading at this meeting and now be adopted, signed and sealed as a Bylaw of the R.M. of Browning No. 34.

Carried

d) Bylaw No. 2020-2 - Administrative Consultant Bylaw

- Blaine Fornwald - That Bylaw No. 2020-2, being a Bylaw to Establish the Position of Administrative Consultant, be introduced and read for the first time.

Carried

- Brian Fornwald - That Bylaw No. 2020-2 be read for the second time.

Carried

- Richard Brokop - That the third and final reading of Bylaw No. 2020-2 be permitted at this meeting.

Carried Unanimously

- Derek Fichter - That Bylaw No. 2020-2 be given the third and final reading at this meeting and now be adopted, signed and sealed as a Bylaw of the R.M. of Browning No. 34.

Carried

e) Policy No. 400-6 Fence Removal and Replacement

- Richard Brokop - That Amended Policy No. 400-6, being a Policy regarding removal and replacement of fences, be adopted as a Policy of the R.M. of Browning No. 34, as presented and attached to, forming part of these minutes.

Carried

f) Policy No. 400-19 Borrow Pit and Clay Purchase

- Richard Brokop - That Policy No. 400-19, being a Policy regarding agreements for borrow pits and clay purchase, be adopted as a Policy of the R.M. of Browning No. 34, as presented and attached to, forming part of these minutes.

Carried

g) Lampman Community Playpark Project

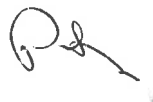
- Blaine Fornwald - That the R.M. of Browning support the R.M. of Browning No. 34 and the Town of Lampman Recreation Board's efforts to have a playpark constructed at the Lampman Swimming Pool; and that any financial support be reviewed following all fundraising efforts of the board.

Carried

i) R.M. of Maryfield No. 91 – EMS - Concerns

- Brian Fornwald - That the R.M. of Browning No. 34 write a letter to the Ministry of Health in regard to providing enhanced opportunities to encourage members of rural communities in the province to become part of volunteer EMS teams.

Carried



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j) R.M. of Enniskillen No. 3 – OH & S Level 1 Committee Training

1) OH & S Level 1 Committee Training Day

- Brian Fornwald - That the R.M. of Browning No. 34 register Dena Scott, Dustin Kautz and Mike Konopaki or Dean Marshall to attend the OH & S Level 1 Committee Training Day in Oxbow, Saskatchewan, tentatively scheduled for March 2-3, 2020; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

2) Supervision and Safety Workshop

- Derek Fichter - That Brian Fornwald, Dena Scott, Dustin Kautz and Mike Konopaki or Dean Marshall be registered to attend the Supervision and Safety Workshop in Oxbow, Saskatchewan, tentatively scheduled for Tuesday, April 7, 2020 or Wednesday, April 8, 2020; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

k) Lampman School - Laminator

- Brian Fornwald - That the R.M. of Browning No. 34 donate one thousand (\$1,000.00) dollars to the Lampman School Community Council to purchase a laminator for use at the Lampman School.

Carried

l) Permissions to travel PG 605

(1) Travel to Veroba's Sales and Service – SE 32-4-6 W2M

- Derek Fichter - That the R.M. of Browning No. 34 agree to grant Schlumberger Lift Solutions, Hutt's Trucking Ltd., Lehigh Cement and Flying G Trucking Ltd. access on Primary Grid 605 to travel to and from Veroba's Sales and Service located at SE 32-4-6 W2M during 2020.

Carried

(2) Schlumberger Lift Solutions – NE 8-5-6 W2M

- Blake Fornwald - That the R.M. of Browning No. 34 agree to grant Schlumberger Lift Solutions access on Primary Grid 605 to travel to their yard located at NE 8-5-6 W2M during 2020.

Carried

(3) GFL Environmental Inc. – Access on PG 605 for Waste Collection

- Brian Fornwald - That the R.M. of Browning No. 34 agree to grant access on Primary Grid 605 to GFL Environmental Inc. for the purpose of collecting waste from ratepayers.

Carried

m) Outside Employees - Gifts Received

- Brian Fornwald - That Council acknowledge the hats gifted to the outside employees from Wurth Canada Ltd. and Svein Bryeide Construction Ltd.

Carried

n) SAMA AGM - April 9, 2020 - Saskatoon, SK

- Derek Fichter - That Pius Loustel, Greg Wallin, and Jadon Carnduff be authorized to attend the 2020 SAMA Annual General Meeting on April 9, 2020 in Saskatoon, Saskatchewan; and that Greg Wallin and Jadon Carnduff be authorized to attend the SAMA Administrative Session on April 8, 2020 in Saskatoon, Saskatchewan; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried



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o) Voluntary Regional Co-operation Workshop - March 19, 2020 - Stoughton, SK
- Pius Loustel - That Brian Fornwald, Brittany Sutherland and Jadon Carnduff attend the Ministry of Government Relations Regional Co-operation Workshop in Stoughton, Saskatchewan, on Thursday, March 19, 2020; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

q) Mutual Aid Agreement Draft

- Brian Fornwald - That the draft Mutual Aid Agreement with the R.M. of Argyle No. 1, R.M. of Mount Pleasant No. 2, R.M. of Enniskillen No. 3, R.M. of Storthoaks No. 31, R.M. of Reciprocity No. 32, R.M. of Moose Creek No. 33, R.M. of Browning No. 34, Village of Gainsborough, Village of Carievale, Village of Storthoaks, Village of Glen Ewen, Village of Alida, Town of Carnduff, Town of Alameda, Town of Oxbow, Town of Lampman, City of Portal, and City of Sherwood be approved in principle as presented.

Carried

s) Investing in Canada Infrastructure Program - New Intake Open

- Brian Fornwald - That the R.M. of Browning No. 34 in conjunction with the Town of Lampman apply to the Investing in Canada Infrastructure Program Grant for the new compressor room and curling rink roof at the Lampman Recreation Centre

Carried

t) SaskPower Road Ban Work

- Brian Fornwald - That the R.M. of Browning No. 34 grant permission to SaskPower to perform work during the 2020 road bans.

Carried

y) Souris Moose Creek Wildlife Federation - 2020 Fundraiser Dinner

- Blaine Fornwald - That the R.M. of Browning No. 34 donate a twenty-two (22) yard load of gravel to the Souris Moose Creek Wildlife Federation fundraiser on Saturday, April 18, 2020.

Carried

w) Amber Rittaler – MAIP Program

- Richard Brokop - That the R.M. of Browning No. 34 apply to SARM to have Amber Rittaler enrolled into the Municipal Administrator Internship Program.

Carried

x) By-election - Wednesday, May 6, 2020

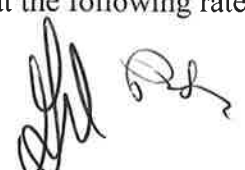
- Blaine Fornwald - That the R.M. of Browning No. 34 hold a by-election for Division No. 6 with election day being held on Wednesday, May 6, 2020; and that the Notice of Call for Nominations to Wednesday, April 1, 2020 for the office of Councillor for Division No. 6 be advertised in the Friday, February 21, 2020 issue of the Carlyle Observer.

Carried

y) Election Officials

- Derek Fichter - That the following election officials be appointed for 2020 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



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z) Polling Place

- Brian Fornwald - That the polling station for the Wednesday, May 6, 2020 by-election be held at the R.M. office, Council Chambers, 215 Main Street, Lampman, Saskatchewan

Carried

aa) List of Voters

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

Carried

bb) Advance Poll

- Brian Fornwald - That the Advance Poll be cancelled for the by-election on Wednesday, May 6, 2020.

Carried

cc) Administrative Assistant

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

Carried

2020-2-9 FOREMAN ITEMS TO DISCUSS

a) Lorna Garton - Complaint/Concern - January 10, 2020

- Blaine Fornwald - That Council acknowledge the complaint received regarding shop cleanliness on Friday, January 10, 2020; and that the Foreman be advised to present the concern at the next shop meeting.

Carried

b) David Tremblay - Incident Report - January 16, 2020

- Richard Brokop - That Council acknowledge the Incident Report received regarding David Tremblay backing a trailer into a tractor on Thursday, January 16, 2020; and that a letter be sent to David Tremblay advising him that this will be kept on his file for future review and that care needs to be taken when operating equipment.

Carried

c) Don Steinke - Incident Report - February 8, 2020

- Derek Fichter - That Council acknowledge the Incident Report received regarding Don Steinke jackknifing his truck on Saturday, February 8, 2020; and that a letter be sent to Don Steinke advising Don Steinke that this will be kept on his file for future review and that care needs to be taken when operating equipment.

Carried

d) Mike Konopaki - Performance Improvement Plan

- Blake Fornwald - That the Performance Improvement Plan Update for Mike Konopaki resulting in a positive result be hereby accepted and filed.

Carried



e) Tool Box/Cabinet

- Richard Brokop - That the Foreman be authorized to purchase a six-drawer mechanic chest and a ten-drawer roller cabinet for the shop from Kendall's Supply Ltd. for the price of three thousand, eighty dollars and seventy-five cents (\$3,080.75) taxes paid.

Carried

Councillor Richard Brokop declared a conflict of interest and left the meeting at 10:45 a.m.

i) Seacan

- Derek Fichter - That the forty-foot (40') seacan utilized at the R.M. of Browning No. 34 shop be purchased from Richard Brokop for the price of six thousand, five hundred (\$6,500.00) dollars plus GST, replacement cost as obtained by the Foreman.

Carried

Councillor Richard Brokop returned to the meeting at 10:50 a.m.

- Derek Fichter - That the Foreman's Report be hereby approved as presented.

Carried

2020-2-10 OTHER MATTERS

a) Petroland Services

- Blake Fornwald - That the mineral lease on a portion of the NW 9-5-6 W2M owned by the R.M. of Browning No. 34 be accepted as per Policy No. 500-6, once received from Petroland Services (1986) Ltd.

Carried

b) Farmers Day

- Blake Fornwald - That the R.M. of Browning No. 34 purchase a table at the Estevan Chamber of Commerce Farm Family of the Year in Estevan, Saskatchewan on Tuesday, March 31, 2020; and that the following Councillors and their spouses attend:

Blaine Fornwald Brian Fornwald
Derek Fichter Pius Loustel

Carried

c) Creighton Lodge

- Blaine Fornwald - That the R.M. of Browning No. 34 purchase a table at the Creighton Lodge Fundraiser at the cost of eight hundred (\$800.00) dollars in Estevan, Saskatchewan, on Friday, March 27, 2020; and that the office staff be offered the first opportunity to attend.

Carried

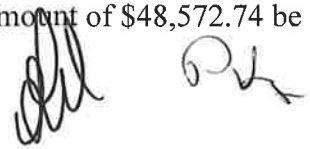
2020-2-11 DELEGATIONS

There were no delegations present at this meeting of Council.

2020-2-12 ACCOUNTS

- Blake Fornwald - That the accounts covered by cheque no.'s 3342 to 3427 in the amount of \$299,088.28, the electronic funds transfers for the month of January, 2020 in the amount of \$90,266.28, and direct payroll payments no's 1554 to 1583 for the amount of \$48,572.74 be approved for payment.

Carried



2020-2-13 NEXT MEETING


The next meeting be held on Thursday, March 5, 2020.

Carried


2020-2-14 ADJOURN

- Pius Loustel - That this meeting now be adjourned. The time being 1:30 p.m.

Carried



Administrator



Reeve