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# **RURAL MUNICIPALITY OF BROWNING NO. 34**

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## **Minutes - December 8, 2022**

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A regular meeting of the Council of the Rural Municipality of Browning No. 34 was held on Thursday, December 8, 2022, R.M. Office, 215 Main St., Lampman, Saskatchewan.

### **2022-12-1 CALL TO ORDER**

Reeve Loustel called the meeting to order. The time being 8:13 a.m. The attendance being as follows:

Division # 1 - Richard Brokop  
# 2 - Blake Fornwald - Late  
# 3 - Derek Fichter - Left at 12:29 p.m.  
# 4 - Vacant  
# 5 - Brian Fornwald  
# 6 - Vacant

Reeve - Pius Loustel  
Administrative Consultant - Greg Wallin  
Administrator - Jadon Carnduff

### **2022-12-2 MEETING RECESS**

This meeting of Council will recess at 12:00 p.m. for a lunch break if the meeting is still in progress.

### **2022-12-3 OATHS OF OFFICE**

The Oath of Office for Division 2 Councilor was administered and signed by Blake Fornwald

### **2022-12-4 PUBLIC DISCLOSURE STATEMENTS**

- Richard Brokop - That the Public Disclosure Statement be distributed to all members of Councils to be completed and returned by December 31, 2022.

Carried

### **2022-12-5 DEPUTY REEVE**

- Derek Fichter - That Brian Fornwald be appointed Deputy Reeve for 2023.

Carried

### **2022-12-6 CONFLICTS OF INTEREST**

Councillor Brian Fornwald declared a conflict of interest on Item 18.15.



### **2022-12-7 ADDITIONS TO AGENDA**

7.1) Item 18.16)

- Pius Loustel - That Item 18.16) Town of Lampman - Confidential HR Matter be added to the Agenda under New Business.



Carried

### **2022-12-8 ADOPTION OF AGENDA**

- Brian Fornwald - That the Agenda for this meeting be adopted as presented and attached to forming part of these minutes.

Carried

**2022-12-16 DELEGATIONS**

Representatives with SaskPower met with Council to discuss the decommissioning of underground powerlines within the municipality, and to discuss the overall challenges facing SaskPower.

**2022-12-18 NEW BUSINESS**

18.10) December, 2022 Joint Meeting

18.11) December 13, 2022 Joint Meeting

- Blake Fornwald - That the R.M. of Browning No. 34 and Town of Lampman hold a joint meeting of Council on Tuesday, December 13, 2022 at 7:00 p.m. at the joint office at 215 Main Street; and that the R.M. of Browning No. 34 send notice to the Town of Lampman to terminate the Joint Office Agreement of June 1, 2002.

Carried

18.16) Town of Lampman - Confidential HR Matter

- Derek Fichter - That the R.M. of Browning No. 34 acknowledge the letter from Dustin Ferguson regarding a confidential HR matter.

Carried

**2022-12-19 FOREMAN ITEMS TO DISCUSS**

19.1) Work Alone GPS

- Derek Fichter - That further discussion regarding GPS safety trackers for work alone employees be tabled to the January, 2023 regular meeting of Council; and that Councillor Derek Fichter look into other alternatives for GPS safety trackers.

Carried

19.2) Mower

- Blake Fornwald - That the Foreman be authorized to reserve the 2023 Schulte XH1500 mower from Nelson Motors & Equipment Partnership; and that further quotes for other mowers be obtained to review at the January, 2023 regular meeting of Council.

Carried

19.3) Incident Report - November 9, 2022

- Derek Fichter - That Council acknowledge the Incident Report regarding the accident on Unit 33 on Wednesday, December 9, 2022.

Carried

19.4) Gravel Crushing

- Richard Brokop - That the R.M. of Browning No. 34 purchase thirty thousand (30,000) yards of 7/8" gravel from Chamney Crushing at their Elcott pit.

Carried

19.5) 2007 Mack Water Truck

- Richard Brokop - That the R.M. of Browning No. 34 purchase a 2007 Mack Water Truck from Yellowhead Sales & Leasing Ltd. for thirty-seven thousand dollars (\$37,000.00) plus taxes.

Carried

The meeting recessed for a lunch break at 12:30 p.m.

Councilor Derek Fichter left the meeting at 12:29 p.m.

The meeting was reconvened at 12:33 p.m.

**2022-12-9 MINUTES**

- Richard Brokop - That the minutes of the November 3, 2022 meeting of Council be approved as read.

Carried

**2022-12-10 BANK RECONCILIATION**

- Brian Fornwald - That the October, 2022 bank reconciliation be hereby approved as presented.

Carried

**2022-12-11 CASH STATEMENT**

- Richard Brokop - That the Statement of Receipts and Payments for the month of November, 2022 be adopted as presented.

Carried

**2022-12-12 CORRESPONDENCE**

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

Carried

**2022-12-13 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

**2022-12-14 ACCOUNTS**

- Blake Fornwald - That the accounts covered by cheque no.'s 5683 to 5757 in the amount of \$265,597.14, the electronic funds transfers for the month of November, 2022 in the amount of \$59,427.75, and direct payroll payments no's 2406 to 2425 for the amount of \$42,589.70 be approved for payment.

Carried

**2022-12-15 RATES AND APPOINTMENTS**

15.1) 2023 Rates

- Richard Brokop - That the R.M. of Browning No. 34 approve the rates for 2023 as attached to, forming part of these minutes.

Carried

15.2) 2023 Appointments Single Motion

- Blake Fornwald - That the R.M. of Browning No. 34 approve the Appointments and Committees for 2023 in one motion.

Carried Unanimously

15.3) 2023 Appointments and Committees

- Pius Loustel - That the R.M. of Browning No. 34 approve the Appointments and Committees for 2022 as attached to, forming part of these minutes.

Carried



15.4) Board of Revision

- Brian Fornwald - That the R.M. of Browning No. 34 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision:

Tim Lafreniere; Mike Waschuk;  
Gordon Parkinson; Dave Thompson;  
Wayne Adams; Jeff Hutton;  
Dave Gurnsey; Murray Dean; and  
Stew Demmans;

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of 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 among their numbers.

Carried

15.5) Board of Revision Secretary

- Brian Fornwald - That the R.M. of Browning No. 34 appoints Liana Stepan with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Liana Stepan 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

**2022-12-17 UNFINISHED BUSINESS**

17.1) Building Bylaw

17.1.1) Table Building Bylaw

- Pius Loustel - That further discussion regarding the Building Bylaw be tabled to the January, 2023 regular meeting of Council.

Carried

17.1.2) Professional Building Inspectors Inc.

- Richard Brokop - That Professional Building Inspectors Inc. be invited to the January, 2023 regular meeting of Council to explain the building permit process and requirements in detail.

Carried

17.5) Employee Wages and Salaries

17.5.1) 2023 Wages and Salaries

- Richard Brokop - That the wages and salaries for the employees of the R.M. of Browning No. 34 be granted as per Schedule "A" effective January 1, 2023.

Carried

17.5.2) Employee Bonus

- Brian Fornwald - That Administration look into different types of bonuses to provide to the R.M. of Browning No. 34 employees in lieu of raises.

Carried

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The following tenders were received for the reconstruction of Primary Grid 605 between Highway 18 and Highway 361:

|                                  |                 |
|----------------------------------|-----------------|
| Carmacks Enterprises Ltd.        | \$31,674,485.00 |
| JJ Trucking Ltd.                 | \$28,902,780.00 |
| Langenburg Redi-Mix              | \$29,851,177.00 |
| Potzus Paving & Road Maint. Ltd. | \$23,243,800.00 |
| WF Botkin Construction Ltd.      | \$33,701,438.50 |

### 17.6) Primary Grid 605

- Brian Fornwald - That the R.M. of Browning No. 34 accept the tender from Potzus Paving and Road Maintenance Ltd. on the recommendation of Walker Projects for twelve million, five hundred eleven thousand, eight hundred fifty dollars (\$12,511,850.00) in conjunction with the R.M. of Coalfields No. 4 to reconstruct Primary Grid 605 E of NE 29, 32-2-6 W2M, E of 5, 8, 17, 20, 29, 32-3-6 W2M, E of 5, 8, 17, 20, 29, 32-4-6 W2M, E of 5, 8-5-6 W2M; and that the R.M. only accept this tender on the condition that the R.M. of Coalfields No. 4 agrees to accept the tender from Potzus Paving and Road Maintenance Ltd.

Carried

### 17.8) Gravel Haul

- Pius Loustel - That Administration contact Tridaron Construction Ltd. a final time requesting them to haul the gravel they have been paid for; and that Administration look into legal options to reclaim overpaid funds paid to Tridaron Construction Ltd. for gravel not hauled.

Carried

### 17.9) Gravel Haul Tender

The following quotes were received to haul gravel for the 2022-23 winter season:

|                            |                  |
|----------------------------|------------------|
| Chamney Construction       | \$0.52/yard mile |
| D+D Kittelson Operating    | \$0.52/yard mile |
| F&L Concrete Services Ltd. | \$0.52/yard mile |
| Greening Trucking          | \$0.45/yard mile |
| JJ Trucking Ltd.           | \$0.53/yard mile |
| Turnbull Excavating Ltd.   | \$0.48/yard mile |

### 17.9.1) Further Quote

- Brian Fornwald - That Administration look into a further price from Turnbull Excavating Ltd. to haul twenty-four thousand (24,000) yards of gravel with their own loaders loading and stacking as well as the price of gravel from Turnbull Excavating Ltd. from their Elcott pit including haul to our own stockpiles.

Carried





**2022-12-18 NEW BUSINESS**

**18.6) Municipal Revenue Sharing**

- Brian Fornwald - That the Council of the R.M. of Browning No. 34 confirms the municipality meets the following requirements to receive the Municipal Revenue sharing grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

**2022-12-21 ADJOURN**

**21.1) Meeting Recess**

- Pius Loustel - That this meeting recess until Council can reconvene. The time being 2:43 p.m.

Carried

Reeve Loustel reconvened the meeting to order on Monday, December 19, 2022. The time being 4:13 p.m. The attendance being as follows:

Division # 1 - Richard Brokop  
# 2 - Blake Fornwald - Late  
# 3 - Derek Fichter  
# 4 - Vacant  
# 5 - Brian Fornwald  
# 6 - Vacant  
Reeve - Pius Loustel  
Administrative Consultant - Greg Wallin - Absent  
Administrator - Jadon Carnduff



**2022-12-7 ADDITIONS TO AGENDA**

**7.2) Items 18.17-19**

- Brian Fornwald - That Item 18.17) Joint Office, Item 18.18) SARM Notice of Planned Procurement, and Item 18.19) Lieutenant Governor's Award be added to the Agenda under new business.

Carried

**2022-12-17 UNFINISHED BUSINESS**

**17.9.2) Gravel Tender**

- Richard Brokop - That the R.M. of Browning No. 34 hire Turnbull Excavating Ltd. to haul twenty-four thousand (24,000) yards of gravel from the Chamney Elcott pit at SE 1-2-1 W2M to the Erhardt stockpile at NW 32-4-4 W2M during the 2022-23 Winter season for forty-eight cents (\$0.48) per yard mile to haul and two dollars and thirty cents (\$2.30) per yard to load and stockpile.

Carried

**2022-12-18 NEW BUSINESS**

**18.1) Recreation Maintenance Person**

- Derek Fichter - That the R.M. of Browning No. 34 notify the R.M. of Browning No. 34 and Town of Lampman Recreation Board that the R.M. agrees to the proposal as presented by the Town.

Carried

**18.2) Recreation - Loan**

- Pius Loustel - That further discussion regarding loaning money to the R.M. of Browning No. 34 and Town of Lampman Recreation Board be tabled to the January, 2023 regular meeting of Council.

Carried

**18.3) Steve Massel**

- Brian Fornwald - That the R.M. of Browning No. 34 acknowledge the letter of resignation from Steve Massel as Recreation Maintenance Person for the R.M. of Browning No. 34 and Town of Lampman Recreation Board.

Carried

**18.5) 2023 Regular Meeting Dates**

- Brian Fornwald - That the following dates be set as the 2023 regular meeting dates of Council:

|                   |                     |
|-------------------|---------------------|
| January 12, 2023; | July 13, 2023;      |
| February 9, 2023; | August 10, 2023;    |
| March 9, 2023;    | September 14, 2023; |
| April 13, 2023;   | October 12, 2023;   |
| May 11, 2023;     | November 9, 2023;   |
| June 8, 2023;     | December 14, 2023.  |

Carried

**18.7) Proposed Subdivision - Townsite of Minard**

- Derek Fichter - That the R.M. of Browning No. 34 has no objection to the proposed subdivision of Parcel C Plan 102341618; and that we are not aware of any land uses in the vicinity that would be incompatible or affected by this subdivision, we have no facilities that would be affected; a Servicing Agreement should not be required as this parcel is adjacent to the roadway; and as this parcel is an existing community space of the municipality, there is no public reserve requirement.

Carried

**18.8) Single Window Development Permit System**

- Brian Fornwald - That Administration send a letter to the Ministry of Government Relations, the Ministry of Energy and Resources, the Saskatchewan Association of Rural Municipalities, the Canadian Association of Petroleum Producers, the Explorers and Producers Association of Canada, and all rural municipalities that have had drilling activity since 2017 to inform them of our disappointment in not being informed for 11 months of the intention to create a single window development system to submit all oil related request to rural municipalities to, and our concern in Welltraxx being made obsolete losing our investment in their software.

Carried



18.9) RDARM - January 5-6, 2023

- Blake Fornwald - That Reeve Pius Loustel and Councilors Richard Brokop and Brian Fornwald be appointed to attend the 2023 Regina District Association of Rural Municipalities meeting in Regina, Saskatchewan on January 5-6, 2023; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

18.10.2) Request Joint Meeting

- Richard Brokop - That Administration send a letter to the Town of Lampman to request them to set a date for a joint meeting of Councils of the R.M. of Browning No. 34 and the Town of Lampman in December, 2022 as per the Policies of both municipalities.

Carried

18.11) Employee Years of Service

- Blake Fornwald - That Don Steinke be gifted three thousand dollars (\$3,000.00) for his forty (40) years of service; and that Lorna Garton be gifted five hundred dollars (\$500.00) for his ten (10) years of service; and that Jadon Carnduff be gifted a gold pendant in lieu of two hundred fifty dollars (\$250.00) for his five years of service.

Carried

18.13) Lampman Community Health Centre

18.13.1) Lampman Community Health Centre - Security System

- Pius Loustel - That Administration obtain a quote from DMS Services Inc. for a security system for the Lampman Community Health Centre at 311 2<sup>nd</sup> Avenue East Lampman, Saskatchewan.

Carried

18.13.2) Lampman Community Health Centre - Trust Account

- Richard Brokop - That further discussion regarding the R.M. of Browning No. 34 managing the Lampman Community Health Centre Trust financials be taken to the next joint meeting of Councils of the R.M. of Browning No. 34 and the Town of Lampman.

Carried

Councilor Brian Fornwald had declared a conflict of interest and left the meeting. The time being 5:33 p.m.

18.15) Office Cleaner

- Richard Brokop - That the R.M. of Browning No. 34 grant Barb Fornwald, office cleaner, a raise to twenty-two dollars (\$22.00) per hour; and that further discussion regarding the office cleaner be taken to the next joint meeting of Councils of the R.M. of Browning No. 34 and the Town of Lampman.

Carried



Councilor Brian Fornwald returned to the meeting. The time being 5:37 p.m.

18.17) Joint Office

- Pius Loustel - That further discussion regarding the joint office at 215 Main Street be taken to the next joint meeting of Councils of the R.M. of Browning No. 34 and the Town of Lampman.

Carried



18.18) SARM - Notice of Planned Procurement

- Derek Fichter - That the R.M. of Browning No. 34 advertise on sasktenders.ca that the R.M. of Browning No. 34 intends to participate in the SARM Member Purchasing Program for 2023.

Carried

18.19) 2023 Lieutenant Governor's Award for Outstanding Service to Rural Saskatchewan

- Brian Fornwald - That the R.M. of Browning No. 34 nominate Gregory Wallin for the 2023 Lieutenant Governor's Award for Outstanding Service to Rural Saskatchewan for his administrative services to the R.M. of Brokenshell No. 68, the R.M. of Kellross No. 247, the R.M. of Souris Valley No. 7, and the R.M. of Browning No. 34 since 1984 along with his services as a Councilor for the R.M. of Cymri No. 36 since 2020.

Carried

2022-12-20 NEXT MEETING

The next meeting be held on Thursday, January 12, 2022 at 8:00 a.m.

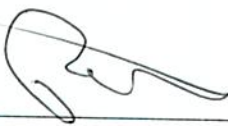
Carried

2022-12-21 ADJOURN

- Pius Loustel - That this meeting now be adjourned. The time being 6:01 p.m. on Monday, December 19, 2022.

Carried

  
\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
Reeve