

# The Rural Municipality of Lajord No. 128

## Regular Meeting Minutes

Tuesday, December 12, 2023

Municipal Office - Lajord, Saskatchewan

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ATTENDANCE	PRESENT: Armond Gervais, Reeve Martin Bechard, Councillor, Division #1 Scott Moyse, Councillor, Division #2 Todd Lewis, Councillor, Division #3 Lacey Selinger, Councillor, Division #4 Steven Leippi, Councillor, Division #5 Kris Boesch, Councillor, Division #6 Mason Resch, Councillor, Division #7  STAFF: Lynette Herauf, Chief Administrative Officer
ORDER	The meeting was called to order by Reeve Armond Gervais at 9:00am.
DELEGATION – SASKPOWER	Reggie Bodei and Chirstine Enmark with SaskPower attended the meeting from 9:00am to 9:18am, to provide information on the transmission line being built and the study areas within the RM.  Councillor Steve Leippi came into the meeting at 9:12am.
MINUTES 315/23	LEWIS: THAT the minutes of the regular council meeting held Tuesday, November 14, 2023, be approved as circulated.  Carried
ACCOUNTS FOR APPROVAL 316/23	SELINGER: THAT the list of accounts of approval as presented by cheque's #18508 to 18567, and other payments totaling an amount of \$1,170,073.29, be approved for payment.  Carried
FINANCIAL STATEMENTS 317/23	LEIPPI: THAT the statement of financial activities for the period ending November 30, 2023, be recorded as circulated to Council.  Carried
MUNICIPAL REVENUE SHARING DECLARATION 318/23	BOESCH: THAT the Council of the Rural Municipality of Lajord No. 128 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant as follows:

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- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022, Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filled and updated their Public Disclosure Statements, as required.

FURTHER THAT we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.  
Carried

COUNCIL  
REMUNERATION  
319/23

LEWIS:  
THAT we set Council remuneration for January – December 2024, as follows:

Council Meetings	\$300/day
Committee Meetings	\$300/day or \$200/half-day
Development Committee	\$350/meeting
Conventions/Courses/Workshops	\$300 per day
Reeve’s Supervision of Office	\$300/day - (15 days)
Supervision of Public Works	\$300/day - (20 days)
Supervision Mileage	3,057 KM every 6 Months

AND FURTHER THAT we pay mileage while conducting municipal business at \$0.62/KM.

AND FURTHER THAT participating Council Members be covered by the Manulife Medical and Dental Plan with the employer paying 100% of the cost for single or family coverage.

Carried

Reeve Armond Gervais declared a conflict over the next item and stepped out of the meeting at 10:18am.

Councillor Todd Lewis declared a conflict of interest over the next item and stepped out of the meeting at 10:19am.

REEVE  
REMUNERATION  
320/23

BOESCH:  
THAT the Reeve be given an additional 8 days at \$250 per day for extra supervision in dealing with RM public works for September – October 2023.

Carried

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Reeve Armond Gervais and Councillor Todd Lewis came back into the meeting at 10:23am

Councillor Martin Bechard declared a conflict of interest over the next item and left the meeting at 10:23am.

DIVISION 1  
COUNCILLOR  
REMUNERATION  
321/23

LEWIS:  
THAT the Councillor for Division 1 be given an additional 2 days at \$250 per day for extra supervision in dealing with RM public works for September – October 2023.

Carried

Councillor Martin Bechard came back into the meeting at 10:26am.

COUNCIL MEETING  
DATES - 2024  
322/23

RESCH:  
THAT the Rural Municipality of Lajord No. 128 set their regular council meeting dates for 2024 as follows:

- Tuesday, January 16, 2024 – 9:00am
- Wednesday, Tuesday, February 7, 2024 – 9:00am
- Monday, March 11, 2024 – 9:00am
- Tuesday, April 9, 2024 – 9:00am
- Tuesday, April 23, 2024 – 9:00am – Budget Meeting
- Friday, May 10, 2024 – 8:00am
- Tuesday, June 11, 2024 – 8:00am
- Tuesday, July 9, 2024 – 8:00am
- Tuesday, August 13, 2024 – 8:00am
- Tuesday, September 10, 2024 – 8:00am
- Tuesday, October 10, 2024- 8:00am
- Tuesday, November 12, 2024 – 9:00am
- Tuesday, December 10, 2024 – 9:00am

Carried

Councillor Martin Bechard declared a conflict of interest on the below item and left the meeting at 10:33am.

CELL PHONE  
ALLOWANCE - 2024  
323/23

MOYSE:  
THAT the Chief Administrative Officer be reimbursed for her full cell phone bill in 2024, which is to be paid every 6 months.

AND FURTHER THAT the Finance Officer be given a cell phone allowance of \$50/month which is to be paid every 6 months.

Carried

Councillor Martin Bechard came back into the meeting at 10:34am.

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NOTICE OF  
PLANNED  
PROCUREMENT  
324/23

BECHARD:  
THAT the Rural Municipality of Lajord No. 128 intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM), between January 1, 2024 and December 31, 2024. For further information and access to SARM's Request for Proposal (RFP) notices, please review the Government of Saskatchewan website at <https://sasktenders.ca/content/public/Search.aspx>.

Carried

COUNCIL  
COMMITTEES  
325/23

BOESCH:  
THAT the 2024 Council committee appointments be approved as per the attached list.

Carried

DEPUTY REEVE  
326/23

RESCH:  
THAT Councillor Todd Lewis, be appointed as the Deputy Reeve for a one-year term.

Carried

SIGNING  
AUTHORITY  
327/23

BOESCH:  
THAT the Reeve Armond Gervais or Deputy Reeve Todd Lewis, and the Chief Administrative Officer Lynette Herauf or the Finance Officer Marlyss Bechard be designated as signing officers for cheques and other negotiable instruments for a one-year term.

Carried

Councillor Mason Resch and Councillor Lacey Selinger declared a conflict of interest over the next item and left the meeting at 10:38am.

Councillor Mason Resch and Councillor Lacey Selinger came back into the meeting at 11:25am.

Councillor Martin Bechard declared a conflict of interest over the next item and left the meeting at 11:27am.

Councillor Martin Bechard came back into the meeting at 11:31am.

Chief Administrative Officer stepped out of the meeting at 11:38am

Chief Administrative Officer came back into the meeting at 11:41am.

VISA GIFT CARDS  
STAFF  
328/23

LEIPPI:  
THAT the Chief Administrative Officer be given direction to purchase \$200 visa gift cards for each RM employee.

Carried

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2024  
SALARY/WAGES  
329/23

MOYSE:  
THAT we approve the attached 2024 salary/wage schedule for Administration  
and Public Works.

Carried

Councillor Lacey Selinger declared a conflict of interest over the next item and  
left the meeting at 11:44am.

Councillor Lacey Selinger came back into the meeting at 11:51am.

VACATION  
CARRYOVER  
REQUEST  
330/23

RESCH:  
THAT approval be given to employee #5 to carry over two, 2023 vacation days  
to 2024.

Carried

Councillor Lacey Selinger declared a conflict of interest over the next item and  
left the meeting at 11:51am.

Councillor Lacey Selinger came back into the meeting at 11:52am.

EMPLOYEE  
PERFORMANCE  
REVIEW POLICY  
331/23

LEIPPI:  
THAT the employee performance review policy be removed from the policy  
binder at this time.

Carried

LUNCH BREAK  
332/23

MOYSE:  
THAT the time being 12:12pm, we break for lunch.

Carried

RECONVENE  
333/23

BECHARD:  
THAT the time being 12:58pm, we reconvene.

Carried

The Public Works Department attended the meeting from 12:58pm to 1:16pm  
to discuss roads, equipment and projects.

Manager of Public Works, Darcy Ziegler came into the meeting from 12:58pm  
to 2:08pm, to provide a public works update.

Councillor Todd Lewis and Councillor Martin Bechard left the meeting at  
2:00pm.

Councillor Martin Bechard came back into the meeting at 2:09pm.

Councillor Todd Lewis came back into the meeting at 2:14pm.

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GEOVERRA  
334/23

MOYSE:  
THAT approval be given to the Chief Administrative Officer to sign the master service agreement with GeoVerra for planning services for 2024.

Carried

SARM LSIP, EXCESS  
LIABILITY &  
FIDELITY BOND  
335/23

BECHARD:  
THAT the Rural Municipality of Lajord No. 128 renew the SARM Liability Self Insurance Plan, Excess Liability Plan and Fidelity Bond Self Insurance for 2024.

Carried

CSO AGREEMENT  
336/23

BOESCH:  
THAT approval be given to the Reeve and Chief Administrative Officer to sign the agreement with the Rural Municipality of Edenwold No. 158 for the CSO services for 2024.

Carried

ENCLOSED TRAILER  
337/23

RESCH:  
THAT we purchase a 7 x 16 enclosed trailer for \$12,000 from Countryside in Yorkton to be used for sign storage and for emergency response when needed.

Carried

Councillor Lacey Selinger declared a conflict of interest over the next item and left the meeting at 3:04pm.

Councillor Lacey Selinger came back into the meeting at 3:06pm.

HOURS OF WORK -  
2024  
338/23

LEWIS:  
THAT the 2024 Public Works hours be set as follows:

10 Hours per day in Summer (May 1 to October 31)  
8 Hours per day in Winter (November 1 to April 30)

AND FURTHER THAT all employees start at a set time each day, which will be determined by the Manager of Public Works.

Carried

OCP/ZB UPDATES  
339/23

SELINGER:  
THAT we contract CORE Geomatics to amend the Official Community Plan and Zoning Bylaw as per the direction given by the Ministry of Government Relations by May 20, 2024.

Carried

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RDARM ATTENDANCE 340/23	LEIPPI: THAT the Council and Chief Administrative Officer be given approval to attend the RDARM Convention on January 4 & 5, 2024, with all meals paid.	Carried
PCO TRAINING 341/23	MOYSE: THAT the Chief Administrative Officer attend the Pest Control Officer workshop on January 18, 2024 at the Atlas Hotel will all associated costs to be paid.	Carried
RICETON FIRE DEPARTMENT INVOICE 342/23	BECHARD: THAT the Riceton Fire Department be reimbursed for \$8,504.48, for the equipment purchases in 2023.	Carried
CUSTOMER #677 W&S INVOICE 343/23	BOESCH: THAT the water and sewer invoice for 2023 issued to customer #677 for \$450, remain as is for 2023.	Carried
ORGANIZED HAMLET BYLAW/POLICIES/ AGREEMENT 344/23	RESCH: THAT the Chief Administrative Officer be given direction to amend the current organized hamlet bylaw and agreement as per the amendments to <i>The Municipalities Act</i> .	Carried
HAMLET OF KRONAU MINUTES 345/23	RESCH: THAT the minutes from the Hamlet of Kronau Board meeting held on September 11, 2023, be recognized as to receipt and filed.	Carried
HAMLET OF DAVIN MINUTES 346/23	LEWIS: THAT the minutes from the Hamlet of Davin Board meeting held on November 11, 2023, be recognized as to receipt and filed.	Carried
UNPAID ACCOUNTS 347/23	BOESCH: THAT Administration be given approval to add all unpaid accounts to taxes as of December 31, 2023.	Carried

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CORRESPONDENCE  
348/23

RESCH:

THAT we acknowledge the correspondence placed on the table for Council perusal and that the following list of correspondence from the December agenda and miscellaneous correspondence be filed and/or disposed of in the usual manner:

- APAS - Updates
- APAS –Resolutions for the 2023 Annual General Meeting
- RCMP CTSS District Commander Update
- SARM – President Ray Orb – Merry Christmas
- Silver Dirt Works Inc – 5% Mowing Recommendation
- SMS Equipment Package
- White Butte RCMP – Communities at Risk Security Infrastructure Program

Carried

ADJOURNMENT  
349/23

SELINGER:

THAT this meeting be adjourned at 4:09pm.

Carried

***Originally Signed By***

***Originally Signed By***

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Armond Gervais, Reeve

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Lynette Herauf, Chief Administrative Officer