

**MINUTES OF THE FIRST COUNCIL MEETING FOR THE YEAR 2020
OF THE RURAL MUNICIPALITY OF MARYFIELD NO. 91
HELD IN THE MUNICIPAL OFFICE AT 115 MAIN STREET,
MARYFIELD, SASKATCHEWAN
ON MONDAY, JANUARY 14, 2021**

The meeting was called to order by Deputy Reeve Tyler Adamson at 1:06 p.m. with the following members of council present: Louis Hebert, Jeffrey Chambers, Robin Thompson, Thomas Botterill, Tyler Van Eaton and Administrator Daphne Brady. Louis Hebert arrived late at 1:12 p.m.

DELEGATES

1:06 – 1:31 p.m. Don Adair presented his Foreman's report

SALT/SAND MIX

1/21. HEBERT "That the Rural Municipality of Maryfield No. 91 hire Clarks Contracting to spread salt/sand mixture on the valley hills and icy intersections up to a cost of \$1200.⁰⁰." CARRIED.

MINUTES

2/21. CHAMBERS "That the minutes of the December 10, 2020 regular meeting of council be approved as presented and read. CARRIED.

CORRESPONDENCE

3/21. VAN EATON "That the following correspondence be approved as presented:
- APAS re: Issues they are continuously working towards on our behalf;
- Horizons Magazine;
- AgriView Magazine
- Sask Construction Association re: Introduction
- The Agricultural Health and Safety Network - Fall Edition;
- Solarcor Energy re: Products and Services for hire;
- Core Industrial Services re: Products and Services for hire;
- SMHI re: Postponement of Annual General Meeting;
- Bill Huber re: Election Support for Vice President;
- SAMA re: 2021 Reassessment Notes
- SARM re: Leader responsibility during pandemic.

EMAILED CORRESPONDANCE:

- SETPC re: 2021 roles and responsibilities, SARM re: Municipal Revenue Sharing Grant, Weekly Webinars, Online Forms, Property Tax Percentages of Valued Updated for 2021, WCB holds 2021 average premium rate at 2020 rate, Ray Orb for SARM President." CARRIED.

RECEIPTS & PAYMENTS STATEMENT

4/21. CLARK "That the Statement of Cash Receipts and Payments for the month of December, 2020 be received and filed." CARRIED.

BANK RECONCILIATION

5/21. VAN EATON "That the December 2020 Bank reconciliation be accepted." CARRIED.

PAYMENT OF ACCOUNTS

6/21. CHAMBERS "That the list of Accounts for Approval, as attached to and forming part of these minutes, covering Direct Payroll Deposits, Online Payments and Royal Bank Cheque Numbers 9256 to 9281 in the amount of \$102,709.⁰⁵ as well as Cheque Numbers 9282 to 9294 in the amount of \$531,845.⁷⁴ be approved for payment." CARRIED.

REPORTS

7/21. THOMPSON "That the following reports be received:
A: Forman's verbal report;
B: Administrator's written report
C: Written reports: NIL
D: Verbal Reports: NIL" CARRIED

BRIDGE 130-10-35

8/21. HEBERT "That the Rural Municipality of Maryfield No. 91 officially name the Bridge 130-10-35W1 (McIndo/Green Bridge), the McIndo Bridge, furthermore a plaque stating its name shall be purchased for both sides of the bridge and a grand opening celebration be scheduled in 2021." CARRIED.

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BROADBAND SUPPORT

- 9/21. CLARK "That the Rural Municipality of Maryfield No. 91 sign the letter of support SARM regarding rural broadband deficiency's." CARRIED.

MUNISOFT GRANTS

- 10/21. ADAMSON "That the Rural Municipality of Maryfield No. 91 apply for the following Munisoft Grants:
Community Project Grant in the amount of \$2,000.00 - Maryfield Auditorium Relief Fund Program in the amount of \$2,000.00 - Maryfield Food Bank." CARRIED.

RIRG PROGRAM APPLICATIONS

- 11/21. ADAMSON "That the Rural Municipality of Maryfield No. 91 apply to the RIRG program to clay cap the following roads:
- 2 Miles on TWP RD 92 (Mair Grid)
- 2 Miles on TWP RD 112
- 3 Miles on TWP RD 110 (Correction Line)." CARRIED.

STELLAR SUPPORT FOR "G" GRADER

- 12/21. CLARK "That the Rural Municipality of Maryfield No. 91 purchase a Stellar support subscription for the John Deere 772G Grader in the amount of \$289.00 per year." CARRIED.

SUMMER JOB GRANT FUNDING

- 13/21. ADAMSON "That the Rural Municipality of Maryfield No. 91 apply for grant funding from the Canadian Summer Jobs 2021 to hire a student for the spring and summer of 2021." CARRIED.

DEVELOPMENT PERMIT

- 14/21. VAN EATON "That the Rural Municipality of Maryfield No. 91 approve the development permit for the cottage on SE 01-11-30 W1." CARRIED.

EXCESS LIABILITY INSURANCE

- 15/21. THOMPSON "That the Rural Municipality of Maryfield No. 91 renew our application for Three Million Dollars (\$3,000,000.00) SARM Excess Liability Insurance which is over and above the Three Million Dollars (\$3,000,000.00) provided by the SARM Liability Self-Insurance Plan for 2021." CARRIED.

SARM PROPERTY SELF-INSURANCE PLAN

- 16/21. CHAMBERS "That the Rural Municipality of Maryfield No. 91 renews application for coverage under the SARM Property Self-Insurance Plan for the 2021 year." CARRIED.

FIDELITY/ADMINISTRATORS BOND

- 17/21. VAN EATON "That the Fidelity Bond/ Administrators Bond and Insurance Policy be acknowledged as presented by the Administrator, furthermore the bond is for \$200,000.00 coverage, \$50,000.00 registered mail coverage and \$25,000.00 Money and Securities Coverage." CARRIED.

SARM LIABILITY SELF-INSURANCE PLAN

- 18/21. CLARK "That the Rural Municipality of Maryfield No. 91 renews application for coverage under the SARM Liability Self-Insurance Plan for the 2021 year." CARRIED.

SARM MEMBERSHIP FEES

- 19/21. ADAMSON "That the Rural Municipality of Maryfield No. 91 submit the SARM Membership fee of \$2,777.65, for the 2021 year immediately." CARRIED.

LONG TERM DISABILITY

- 20/21. CLARK "That the Rural Municipality of Maryfield No. 91 obtains SARM Long - Term Disability Benefits for all eligible employees as follows:

<u>Name</u>	<u>Estimated 2021 Salary</u>
Donald Adair	\$91,732.68
Daphne Brady	\$67,741.00
Nathan Cairns	\$61,976.72
Raymond Sweet	\$59,187.99

Furthermore, that the Rural Municipality of Maryfield No. 91 pay 100% of the Long - Term Disability Benefits premiums on behalf of the aforementioned group plan employees." CARRIED.



COUNCILLOR WORKERS COMPENSATION RATES

- 21/21. ADAMSON "That the Rural Municipality of Maryfield No. 91 set the 2021 Workers' Compensation coverage for all council members at the minimum allowed per council member." CARRIED.

SOUTHEAST TRANSPORTATION PLANNING COMMITTEE

- 22/21. HEBERT "That the Rural Municipality of Maryfield No. 91 renew the membership to The Southeast Transportation Planning Committee in the amount of \$422.40." CARRIED.

HUDSON BAY ROUTE

- 23/21. VAN EATON "That the Rural Municipality of Maryfield No. 91 pay the Hudson Bay Route Association Membership fee of \$300.00 for 2021." DEFEATED.

RMAA MEMBERSHIP

- 24/21. CHAMBERS "That the Rural Municipality of Maryfield No. 91 pay the regular RMAA membership of \$400.00 for the 2021 year on behalf of their administrator Daphne Brady." CARRIED.

SASKATCHEWAN LOTTERIES COMMUNITY PROGRAM GRANT

- 25/21. ADAMSON "That the population of the Rural Municipality of Maryfield No. 91 be allocated to the following communities for the Saskatchewan Lotteries Community Program Grant Program in the following manner:
- | | |
|-----------------------|------------|
| Town of Moosomin | 33 |
| Town of Fleming | 19 |
| Village of Fairlight | 53 |
| Village of Maryfield | <u>219</u> |
| Total R.M. Population | 324" |
- CARRIED.

LEASE LAND CALCULATIONS

- 26/21. THOMPSON "That Council hereby authorize the Reeve and Administrator to submit the Agreement Cancellation Request - Non-Payment of Property Taxes Relative to Provincial Lands (form LA 302) to Saskatchewan Agriculture and Food for the following lands:
- | <u>ASSESSMENT NO.</u> | <u>LAND DESCRIPTION</u> | <u>TAXES OWING</u> |
|-----------------------|-------------------------|--------------------|
| 000919 000 | NE 04-12-30 W1 | \$620.36 |
| 000923 000 | SE 04-12-30 W1 | \$545.62." |
- CARRIED.

TAX ENFORCEMENT ACT

- 27/21. CHAMBERS "That the council of the Rural Municipality of Maryfield No. 91 acknowledges the List of Lands, as presented, on which the taxes have been due and unpaid after the thirty-first day of December in the year in which the rate was struck as per Section 3 of *The Tax Enforcement Act*." CARRIED.

R.M. of WALLACE-WOODWORTH INTEREST

- 28/21. HEBERT "That the Rural Municipality of Maryfield No. 91 remove the January interest in the amount of \$119.88 on the Rural Municipality of Wallace-Woodworth Accounts Receivable account." CARRIED.

RENTAL HOUSE REPAIR BILLS

- 29/21. HEBERT "That the Rural Municipality of Maryfield No. 91 pay the tenant of the rental house on SW 12-10-30 W1 \$587.33 for approved repairs done to the house in 2020." CARRIED.

30/21 ROAD MAINTENANCE AGREEMENTS

- 31/21. CHAMBERS "That the Rural Municipality of Maryfield No. 91 send Road Maintenance Agreement packages to the following:
Corval Energy Corporation
Questerre Energy
Tundra Energy." CARRIED.

JANUARY LEAVE OF ABSENTS

- 32/21. CHAMBERS "That the council of the Rural Municipality of Maryfield No. 91 approve the following holiday/medical days:
Daphne Brady -January 19, 2021." CARRIED.

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FEBRUARY NEWSLETTER

- 33/21. VAN EATON "That the Rural Municipality of Maryfield No. 91 advertise the following in the February Lions Newsletter:
- February Office Hours
 - Snow being piled in municipal right of way
 - APAS membership benefits – dodge, marks, insurance, etc
 - COVID 19 Grant opportunities
 - Employment Opportunity
 - Green/McIndo Bridge Update."
- CARRIED.

RESIGNATION OF REEVE

- 34/21. THOMPSON "That the council of the Rural Municipality of Maryfield No. 91 acknowledge the Administrator has presented to council a letter of resignation from the Reeve Cameron Thompson."
- CARRIED.

BY-ELECTION FOR REEVE

- 35/21. VAN EATON "That the Rural Municipality of Maryfield No. 91 set a By-election date for the position of Reeve for April 21, 2021."
- CARRIED.

GREEN BRIDGE PROGRESS PAYMENT #3

- 36/21. THOMPSON "That the Rural Municipality No. 91 approve and pay progress Payment number 3 in the amount of \$414,757.²⁹ to Harbuilt Construction which includes taxes and a 10% hold back as per the signed contract."
- CARRIED.

MOTION TO GO IN CAMERA

- 37/21. THOMPSON "That the Rural Municipality of Maryfield No. 91 move to in camera session to discuss personnel."
- CARRIED.

Administrator Daphne Brady left the meeting at 4:08 pm

Administrator Daphne Brady returned to the meeting at 4:22 pm

- 38/21. THOMPSON "That the Rural Municipality of Maryfield No. 91 resume regular session."
- CARRIED.

ADJOURN

- 39/21. CLARK "That this meeting be now adjourned at 4:25 p.m."
- CARRIED.



Reeve/Deputy-Reeve



Chief Administrative Officer

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Direct - Direct Deposit/Online Pmts					
Other:					
232	2021-01-06	RBC Royal Bank - Daph			
		25675	Staff Xmas Supper	700.00	
		1879602	Masks & Command hooks	67.68	
		21228	Cards and Cleaner Gift	72.14	
		56490460	Zoom Subscription	22.20	
		260772	Coffee Mate & Sugar Twin	13.20	
		286155	Water sample postage	19.40	
		420EYE-21	Rainbow Trailer Plates	143.30	
		261419	Paper Towels	15.55	1,053.47
370	2021-01-06	RBC Royal Bank - Don			
		16053	Don and Ken Lunch	44.00	
		9172073000178	Small Fridge for Shop	297.48	341.48
370	2021-01-06	RBC Royal Bank - Don			
		44480	Turbo Hub for Card Lock	488.39	488.39
628	2020-12-31	SASKPOWER			
		093000642349	Well Power SE 11-10-30 W1	143.93	143.93
860	2020-12-31	Mun. Employees' Pension Plan			
		1220-01	December/20 Contributions	5,069.92	5,069.92
1065	2020-12-31	SASKPOWER			
		195300612193	Well Power NE 28-11-30 W1	130.70	130.70
2834	2021-01-13	SASKPOWER			
		178800635343	New shop/power Dec	1,067.32	1,067.32
3528	2021-01-07	SASKTEL			
		122820-01	December/20 Telephone Expense	240.20	240.20
5180	2021-01-05	SASKPOWER			
		129300629107	Main Street Office Power	132.03	132.03
5362	2021-01-05	SaskTel CMR			
		12232020	December/20 internet expenses	207.18	207.18
5419	2021-01-05	SASKPOWER			
		393300198481	Well Power NW 04-12-31 W1	143.63	143.63
6841	2021-01-05	SASKPOWER			
		23490555200	Oldshop/power Dec	1,513.09	1,513.09
7168	2020-12-31	SASKPOWER			
		155700647026	Well Power SE 28-09-31 W1	134.15	134.15
7385	2021-01-05	SaskEnergy			
		12182020	Office Energy December	129.07	129.07
7419	2021-01-08	Sask. Municipal Hail Ins Assoc			
		1220-01	Dec/20 collections	22,185.80	22,185.80
8808	2021-01-12	Borderland Co-operative Ltd.			
		123662	777.39 ltrs card lock fuel	788.39	788.39
9313	2021-01-05	SASKPOWER			

RM of Maryfield
List of Accounts for Ratification
As of 2021-02-11
Batch: 2020-00076 to 2021-00002

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9401	2020-12-28	119400639055 John Deere Financial - Lease 7868395	Well Power NW 34-10-31 W1 544K Loader Lease Pmt	132.76 2,965.73	132.76 2,965.73
554606	2021-01-08	South East Cornerstone School 1220-01	December/20 collections	20,190.91	20,190.91
560377	2021-01-13	Minister Of Finance 1220-01	Oct -Dec 2020 Sask PST	699.17	699.17
1112354	2021-01-04	Receiver General 12302020	Payroll Dec 2020	7,937.84	7,937.84
7097853	2021-01-07	Receiver General 1220-02	2020 CPP Remittance	223.13	223.13
12302001	2020-12-31	Donald Adair 12302001	December 2020 Wage	5,017.77	5,017.77
12302002	2020-12-30	Daphne Brady 12302001	December 2020 Payroll	4,802.33	4,802.33
12302003	2020-12-31	Nathan Cairns 12302001	December 2020 Payroll	3,147.46	3,147.46
12302004	2020-12-30	Charles Rowley 12302004	December 2020 Wages	7,021.81	7,021.81
12312005	2021-01-06	Raymond Sweet 12302005	December 2020 Payroll	3,105.75	3,105.75
				Total for Direct:	89,013.41

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: General - General Bank Account					
Computer Cheques:					
9256	2020-12-31	Tyler Adamson 1220-01	Nov12-Dec10/20 Indemnity	432.00	432.00
9257	2020-12-31	Jeff Chambers 1220-01	Nov12-Dec13/20 Indemnity	217.50	217.50
9258	2020-12-31	City Farm Inc. 321/20	12,359yd3 -stock piled gravel	38,930.85	38,930.85
9259	2020-12-31	Sheldon Clark 1220-01	Nov 12 -Dec 10/20 Indemnity	226.00	226.00
9260	2020-12-31	D & D Autobody 185	Install 2 new tires on 2016	666.00	666.00
9261	2020-12-31	Girard Bulk Service 651162 651163	Synthetic Grease Synthetic Grease	185.15 185.15	370.30
9262	2020-12-31	Hebert Legacy 1220-20	Nov12-Dec10/20 Indemnity	219.00	219.00
9263	2020-12-31	VOID - paid on line			
9264	2020-12-31	Saskatchewan Health Authority 2161715 2161717 2161718 2161714	Water Well Test- Well #3 Water Well Test #6 Well 5 - Water Test - Mather Water Well Test- Well #7	23.00 23.00 23.00 23.00	92.00
9265	2020-12-31	Moosomin C & D Area 1220-01	C&D Taxes for 2020	2,161.95	2,161.95
9266	2020-12-31	Maryfield Fire Brigade 2020-00165 2020-00166	November 2 Fire Call November 4 Fire Call	2,050.00 4,450.00	6,500.00
9267	2020-12-31	Peter & Rpxanne Nabholz 229	Sign rental Nov26-Dec24	175.00	175.00
9268	2020-12-31	Nelson Motors & Equipment D40359	Tractor Filters	315.35	315.35
9269	2020-12-31	OK Tire Redvers 9675 9726	4 New Tires for WS Mower tire repair	1,704.96 38.85	1,743.81
9270	2020-12-31	Piston Ring Service 48889 50167 50160	Stock oil and filters Male Plug 1/4 Die Grinder	169.20 6.89 140.77	316.86
9271	2020-12-31	Radke Welding Ltd. 805	Repairs to 2 Trailers & Grappl	1,498.50	1,498.50
9272	2020-12-31	VOID - paid on line			
9273	2020-12-31	Supreme office Products			

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		R048538	Debit Rolls/Binder/Mask/Sanitiz	366.06	
		R048935	Legal Clip Board - 2	4.86	
		R049971	File guides & 2 Box Evelopes	173.44	
		R050601	Step Stool and Election Pencil	86.99	
		R051567	Notary Stamp	44.39	
		R051953	Debit Machine Rolls	88.79	
		K123994	Return Wrong Termal Rolls	166.49-	598.04
9274	2020-12-31	Bob Thiessen			
		1220-01	1 beaver tails @ \$30 ea	30.00	30.00
9275	2020-12-31	Rebekah Thiessen			
		1220-01	December Office Cleaning	250.00	250.00
9276	2020-12-31	Cameron Thompson			
		1220-01	Nov13-Dec10/20 Indemnity	443.12	443.12
9277	2020-12-31	Robin Thompson			
		1220-01	Nov12-Dec10/20 Indemnity	420.00	420.00
9278	2020-12-31	Twin Auto & Ag Supply			
		406844	208L Def Fluid	274.51	274.51
9279	2020-12-31	Tyler Van Eaton			
		1220-01	Nov12-Dec10/20 Indemnity	603.75	603.75
9280	2020-12-31	Viriden Ford Sales Ltd.			
		IA20914	2016 F150 Wheel Nut	9.16	9.16
9281	2020-12-31	Village Of Maryfield			
		123120-01	Fire Hall Water and Sewer	185.00	
		1220-02	Office Sewer and Water	370.00	
		1220-03	Fire Hall/power/energy/phone	199.81	
		1220-04	December 20 Library Expenses	50.00	
		1220-05	Dec/tank fill consumption	1,328.72	2,133.53
9282	2021-01-14	Advantage Co-Operative			
		50597	6795.0 ltrs bulk diesel	6,802.99	6,802.99
9283	2021-01-14	APAS			
		30516	2021 APAS Memebership	10,731.42	10,731.42
9284	2021-01-14	Harbuilt Construction			
		2021002	Green Bridge Rebuild	414,757.29	414,757.29
9285	2021-01-14	Gord Krismer & Associates Ltd			
		R3263	Board of Revision Retainer Fee	210.00	210.00
9286	2021-01-14	Munisoft			
		2020/21-03536	2021 Software Maintance	4,280.16	
		2020/21-03085	2021 Equipment Maintenance	632.70	4,912.86
9287	2021-01-14	Penner Lumber 2019			
		AB1555	Shop Wiring - Lights	34.77	34.77
9288	2021-01-14	Ministry of Finance			
		INV2034520213	Oct-Dec Fire Dept Radios	536.13	536.13
9289	2021-01-14	Rhino Dirtworks Ltd.			
		2020102	Rip Rap Loading for Bridge	3,546.00	3,546.00

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RM of Maryfield
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9290	2021-01-14	RMAA of Saskatchewan 0121-01	RMAA membership fee	400.00	400.00
9291	2021-01-14	SARM CAL21091 MEM2021091 BON210091-01 EXC210091-01 LIA21091-01 PSIP20091-12 PSIP21091-0 BEN113314	Calendar Shipping 2021 SARM Membership 2021 Fidelity Bond Insurance 2021 Excess Liability 2021 Liability Self Insurance Insurance Adjustments 2021 Building/Equipment Ins 2021 Staff/Council Benefits	15.33 2,777.65 620.10 978.38 1,941.75 80.03- 5,647.49 25,089.62	36,990.29
J2	2021-01-14	SETPC 2021	2021 Membership	422.40	422.40
9293	2021-01-14	Cameron Thompson 0121-01	Dec10-Jan 7/21 Indemnity	220.00	220.00
9294	2021-01-14	Zacaruk Consulting Inc. 21-004	Green Bridge Engineering	7,350.00	7,350.00
				Total for General:	545,541.38
				Grand Total:	634,554.79

Resolution # 6/21 dated January 14/21 refers

Signatures: *Naphne Brady*
R.M. Administrator

RB