

**MINUTES OF A COUNCIL MEETING
OF THE RURAL MUNICIPALITY OF MARYFIELD NO. 91
HELD IN THE MUNICIPAL OFFICE AT 115 MAIN STREET
MARYFIELD, SASKATCHEWAN
ON THURSDAY, SEPTEMBER 9, 2021**

The meeting was called to order by the Reeve Jeffrey Chambers at 1:02 p.m. with the following members of council present: Chad Lawless, Keith Raisbeck, Tyler Van Eaton, Robin Thompson, Sheldon Clark, Tyler Adamson and Acting Administrator Debbie Saville.

DELEGATES

1:03 - 1:14 p.m. Don Adair re: Foreman Reports
1:55 - 2:30 p.m. Mary Lou Sweeting: Employee Issues

CALL TO ORDER

256/21. **That** the Reeve of the Rural Municipality of Maryfield No. 91 call this meeting to order. **CARRIED.**

MINUTES

257/21. VAN EATON **That** the minutes of the regular meeting of council held on August 12th, 2021 and the minutes of the special meeting of council held on August 24, 2021 be approved as read. **CARRIED.**

CORRESPONDENCE

258/21. CLARK **That** the list of correspondence dated September 9, 2021 be approved as listed and form a part of these minutes. **CARRIED.**

RECEIPTS & PAYMENTS STATEMENT

259/21. VAN EATON **That** the Statement of Cash Receipts and Payments for the month of August, 2021 be received and filed. **CARRIED.**

BANK RECONCILIATION

The acceptance of the August 2021 Bank reconciliation be tabled as it currently is not balanced.

REPORTS

260/21. CLARK **That** the following reports be received:
A: Forman's verbal report;
B: Administrators written report. **CARRIED.**

SGI SALVAGE TRUCK & TRAILER

261/21. VAN EATON **That** Rural Municipality of Maryfield No. 91 notify SGI that they are to move forward with salvaging the truck and trailer and selling for parts etc. **CARRIED.**

PAYMENT OF ACCOUNTS

262/21. THOMPSON **That** the list of Accounts for Approval, as attached to and forming part of these minutes, covering Online Payments and Royal Bank Cheque Numbers from 903 to 9571 in the amount of \$1,223,178.99, be approved for payment." **CARRIED.**

MARYFIELD LIBRARY FUNDING REQUESTS

263/21. THOMPSON **That** the Rural Municipality of Maryfield No. 91 authorize the following payments be made to the Maryfield Library:
- Supply of two boxes of four color printer ink (\$90.00 approx); and
- Cover Library's telephone expenses for the year (\$300.00 Grant) **CARRIED.**

A HIEBERT BUSHING ASSISTANCE

264/21. VAN EATON **That** the Rural Municipality of Maryfield No. 91 acknowledge receiving a summary of Abram Hieberts' costs to clear bush from the road allowance at Sec 11-10-30 w1m in the amount of \$2,650.50 (+GST \$132.53); and **further that** the council opts to reimburse Mr. Hiebert for the entire amount of the invoice. **CARRIED.**

2:43 pm: Councilor Van Eaton declared a conflict of interest with the next Agenda item & left the chambers.

SAFE RE-START GRANT

265/21. ADAMSON **That** the Rural Municipality of Maryfield No. 91 disburse funds from the Safe Re-Start (Covid) Grant program as follows:
Maryfield Playschool - \$2500. **CARRIED.**

2:50 pm: Councilor Van Eaton, returned to the meeting having had no part in the discussions pertaining to the Playschool Funding request.

SARM CLAIMSIP21017 OFFER TO SETTLE

266/21. THOMPSON **That** the Rural Municipality of Maryfield No. 91 accept the Final Proof of Loss and payment offer of \$2,508.51 made by SARM Property Self-Insurance Program by having the Reeve sign and affix the Municipal Seal to the document. **CARRIED.**

DEVELOPMENT PERMIT APPLICATION

267/21. VAN EATON **That** the Rural Municipality of Maryfield No. 91 approve the following Development Permit Application; and **further** that the expiry date for the permit is Aug. 31, 2022:
- NW 15-10-30 w1m: 21' x 60' Lean-to on Current Shop – D/D Brady. **CARRIED.**

POLICY AMENDMENT: CUSTOM WORK PRICES

268/21. THOMPSON **That** the Rural Municipality of Maryfield No. 91 change the following rates and update page 57 of the Policy Manual to reflect these changes:
- Removal of Fence for Construction – now \$1,200/mile;
- Erection of Fence for Construction (within 1 year) now \$3,500/mile;
- Purchase of Right-of-Way – up to 127m – now \$2,000/acre; and
- Borrow Area - now \$3,000/acre;
- Removal & Replacement of Snow Trap Fence done by RM personnel shall be removed from this policy and
Further that all the remaining rates included in the Contract Work Prices shall not be changed at this point in time. **CARRIED.**

PROPOSED RESIDENTIAL SUBDIVISION

269/21 LAWLESS **That** the Rural Municipality of Maryfield No. 91, further to resolution 247/21 regarding the proposed residential subdivision at SE 16-10-30 w1m, respond to the Ministry of Government Relations, Community Planning Branch with the following comments:
1. The Council of the R.M. of Maryfield No. 91 is unaware of any land uses in the vicinity that would be incompatible with the intended use of the proposed site. Council does not see any site condition that make the land unsuitable for the intended use;
2. The Council of the R.M. of Maryfield No. 91 do not have any facilities that could be affected by the proposed development; and
3. At this time the Council of the R.M. of Maryfield No. 91 has no further requests for information regarding this application. **CARRIED.**

MOTION TO GO IN CAMERA

270/21. CHAMBERS **That** the Rural Municipality of Maryfield No. 91 move to in camera session to discuss employee issues. **CARRIED.**

Members of the Public left the meeting at 3:35 p.m.

Members of the Public returned to the meeting at 4:29 p.m.

271/21. THOMPSON **That** the Rural Municipality of Maryfield No. 91 resume regular session. **CARRIED.**

D. BRADY VACATION PAYOUT

272/21. VAN EATON **That** the Rural Municipality of Maryfield No. 91 acknowledge that the amount of accrued vacation being carried forward in the PayMate System was found to be incorrect; **that** having gone over all of Daphne Brady's Vacation earned/used records from April 4, 2015 to August 24, 2021 it has been determined that Daphne earned a total of 96.25 Vacation days and only used 80.5 vacation days leaving a total of 15.75 days of holidays owing to her and **further that** the following payments have been authorized to correctly payout vacation owing:
- 15.75 days @ \$260.66/day = (+) \$4,103.51 owing;
- Accrued vacation paid out = (-) \$1,157.74 (Ch. #9521); and
- Remainder of vacation owing = \$2,947.77 (Ch. #9531). **CARRIED.**

BRADY RECOMMENDATION LETTER

273/21. ADAMSON **That** the Rural Municipality of Maryfield No. 91, having consulted with their Lawyer Andrea Johnston, write a letter of recommendation to Daphne Brady as per her request. **CARRIED.**

EMO OFFICER

274/21. CLARK **That** the Rural Municipality of Maryfield No. 91 accept the letter received from Daphne Brady has stepped down from the position of the R.M.'s EMO Officer. **CARRIED.**

SEASONAL LAYOFF

275/21 THOMPSON **That** the Rural Municipality of Maryfield No. 91 give notice to seasonal employee, Delton H. Braun, that his employment will, at a minimum, be complete as of October 15, 2021. **CARRIED.**

INTERIM AUDIT


276/21. REISBECK **That** the Rural Municipality of Maryfield No. 91 having reviewed the two options of Interim Audit from Meyers Norris Penny, Moosomin, SK opt to have #2 completed as soon as possible. **CARRIED.**


REPLACE OFFICE FURNACE

277/21 CLARK **That** the Rural Municipality of Maryfield No. 91 accept the Estimate of \$5,633.76 (taxes included) received from Devo's Plumbing & Heating, Moosomin, SK to install new 80,000 btu Continental Furnace s/ 2 ton cooling capability in the Municipal Office building and **further that** a deposit of \$3,450 required prior to ordering the furnace be forwarded immediately. **CARRIED.**

ADJOURN

278/21. CLARK **That** this meeting be now adjourned at 4:45 p.m. **CARRIED.**



Reeve


Acting Administrator

CORRESPONDENCE
RURAL MUNICIPALITY OF MARYFIELD NO. 91
HELD IN THE MUNICIPAL OFFICE AT MARYFIELD, SK
THURSDAY, SEPTEMBER 9, 2021

Correspondence/New Business:

- Maryfield Library – request for funding for printer ink
- Maryfield Library – request for a grant to cover the telephone expenses
- Abram Hiebert – request for assistance with cost of clearing road allowance
- Maryfield Playschool – request for funds from covid grant
- SARM – Feb theft claim is ready to be settled
- DFO – request for photos and clarification of project
- D & D Brady – development permit application
- Ministry of Gov't Relations – Proposed Subdivision for councils comments
- RIRG application amendment
- D. Brady – stepping down as EMO officer
- MNP – interim audit options
- Sask Health Authority – request for quarterly well samples to be taken

Misc Correspondence:

- SK Highways – Updated project information sheet
- WSP – construction of bridge North of Redvers has commenced
- Tammy Sopher – Resume for Admin position
- Aydan Lawless – Part time summer student position resigned
- Claims Pro – request for more information on Dale Remple fire
- Maryfield Fire Dept – reports on two fires for invoicing
- Gov't of SK – Gas Tax Fund summary, Payment of Gas Tax Funds & Top up
- SK Public Safety – Amendment regarding Fire Dispatch Fees
- Surge Energy Inc – amalgamation Certificate
- ISC – Statement of Acct as of Aug 31, 2021
- SAMA – Certificate of Confirmation for RM91 Assessment Roll
- RBC – National Day for Truth and Reconciliation is Sep 30 – office hours
- Service Canada – ROE Web Authorized – Change of Primary Officer
- SARM Midterm Convention Update – Registration by Oct 31st
- Munisoft – Draft of updated RM map is ready for review
- Welltraxx – database is updated – nothing pressing – will touch base later in fall
- Ford Motor – Customer Satisfaction Program for 2016 Ford F-150



Report Date
9/14/2021 11:13 AM

RM of Maryfield
List of Accounts for Ratification
As of 9/14/2021
Batch: 2021-00048 to 2021-00056

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Direct - Direct Deposit/Online Pmts					
Other:					
7871	9/09/2021	RBC Royal Bank - Daph 96105650-01 TR302902 '21 Auto Rvsn Aug2021	Zoom Subscription - Aug Water Sample Postage '21 Commercial Auto Rvsn Pitney Bowes	22.20 21.88 1,269.88 12.00	1,325.96
9679	9/09/2021	RBC Royal Bank - Don 6036 094241 49264 6626	Paper Towels, Raid Maintenance Lunch Shop Printer Raid for Grbg Dumpster	43.26 88.84 112.04 12.20	256.34
756876	9/09/2021	South East Cornerstone School Aug2021	Aug/21 collections	687,364.30	687,364.30
8223111	9/09/2021	Receiver General 8223111	Payroll August 2021	15,256.61	15,256.61
8223157	9/08/2021	Receiver General Aug2021	Account No. 13195 2319 RP0003	3,183.87	3,183.87
				Total for Direct:	707,387.08

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: General - General Bank Account					
Computer Cheques:					
9519	8/31/2021	Donald Adair 08312021	Aug 2021 wage	4,244.29	4,244.29
9520	8/31/2021	Daphne Brady Aug Final Pay	Final Regular Pay (to 24th)	2,478.98	2,478.98
9521	8/31/2021	Daphne Brady Bank/Vctn	Banked Hrs & Vacation Payout	801.18	801.18
9522	8/31/2021	Daphne Brady Severence Pay	Severence - 6 wks	4,347.87	4,347.87
9523	8/31/2021	Delton Braun 08312021	Aug 2021 Payroll	2,184.89	2,184.89
9524	8/31/2021	Nathan Cairns 08312021	Aug 2021 Payroll	2,403.66	2,403.66
9525	8/31/2021	Aydan Lawless 08312021	Aug 2021 Payroll	2,218.53	2,218.53
9526	8/31/2021	Charles Rowley 08312021	Aug 2021 Wages	3,486.92	3,486.92
9527	8/31/2021	Debbie Saville 08312021	Aug 2021 Payroll	2,685.18	2,685.18
9528	8/31/2021	Raymond Sweet 08312021	Aug 2021 Payroll	2,695.49	2,695.49
9529	8/31/2021	Daphne Brady Aug Kms Jan-Aug Cell	82 Kms to Virden 2021 Cellular Phone (8 Mnths)	41.00 200.00	241.00
9530	8/31/2021	Void During Payroll			
9531	8/31/2021	Daphne Brady Adj Vacation Py	Adjstmnt to Vacation Payout	1,448.67	1,448.67
9532	9/08/2021	Tyler Adamson Aug12/21	Jul8/Aug12/21 Indemnity	441.00	441.00
9533	9/08/2021	Advantage Co-operative 21639 21664 21799	3296.5 L bulk diesel 4889.8 ltrs bulk diesel 4889.8 ltrs bulk diesel	3,940.02 3,832.16 6,731.63	14,503.81
9534	9/08/2021	Jeff Chambers Jul/Aug2021	Jul19-Aug 12/21 Indemnity	217.50	217.50
9535	9/08/2021	Sheldon Clark Aug 12/21	Jul8/Aug12/2021 - Indeminty	226.00	226.00
9536	9/08/2021	Denray Tire Ltd. MIN056442	OTR Tire Repair	162.68	162.68
9537	9/08/2021	Devo's Plumbing & Heating Ltd. 5178	Check Furnace	149.18	149.18

RM of Maryfield
List of Accounts for Ratification
As of 9/14/2021
Batch: 2021-00048 to 2021-00056

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9538	9/08/2021	Girard Bulk Service 673176	20 L Pail Durtran Oil	105.94	105.94
9539	9/08/2021	Kirsch Construction 3663	Crushing at the Raisbeck Pit	100,330.37	100,330.37
9540	9/08/2021	Chad Lawless Aug 12/2021	Jul8/Aug12/21 Indemnity	221.00	221.00
9541	9/08/2021	Mun. Employees' Pension Plan Aug2021	Aug2021 Contributions	6,366.14	6,366.14
9542	9/08/2021	Midwestern Redi-Mix Concrete 2006-00861 2006-00858 2006-00864 2006-00865 2006-00881 2006-00870 2006-00871 Walton 2006-00874	Haul Gravel 11 hrs Truck & Driver Rental N 8-9-30 N 8-9-30 N 8-9-30 N 8-9-30 Road Gravelling N8-9-30 Frost Boil Repair	779.63 1,559.25 1,275.75 1,063.13 2,764.13 2,835.00 2,835.00 2,268.00 1,204.88	16,584.77
9543	9/08/2021	Saskatchewan Health Authority 21687372 2168373 2168387 2168388	Well 6 Well 5 (Mather) Well 3 (Walton) Well 7	23.00 23.00 23.00 23.00	92.00
9544	9/08/2021	Morgan Collision 32113 32119	GST Portion of Trck Claim GST Portion of Trlr Claim	39.51 32.50	72.01
9545	9/08/2021	Munisoft 2021/22-02342	7 x 1/2 Day Training	1,286.25	1,286.25
9546	9/08/2021	Nelson Motors & Equipment D47268 D46518 D47436 D47514 D47597	Hyd. Cyl. 40WD3 1" Bulk Hose Frt: Schulte Cylinder Hose & Hose Fitting Belting	1,403.34 36.77 33.86 299.94 181.27	1,955.18
9547	9/08/2021	Penner Lumber 2019 AB5666 AB5936	bungey cords Chain, Pliers, Hooks	25.01 76.20	101.21
9548	9/08/2021	Piston Ring Service 105053 111405 111415	Powered V-Belts Anti-Seize Lubricant Cab Ties	23.16 21.59 50.34	95.09
9549	9/08/2021	Prairie Road Solutions Inc. 104	Engineering: RIRG Prog	6,258.00	6,258.00
9550	9/08/2021	Keith Raisbeck Aug 12/21	Jul8/Aug12/21 Indemnity	216.00	216.00

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9551	9/08/2021	Ravenshoe Outfitting 335	Measure Raisbeck Pit	603.75	603.75
9552	9/08/2021	Red Coat Waste Resource Auth. 5176	Aug2021: Bin Tips	321.28	321.28
9553	9/08/2021	Redvers Fire Department 208	Fire Rates: Rempel Fire	1,561.90	1,561.90
9554	9/08/2021	Redvers Tire Inc 11209	Firestone 11L/5 Tire	238.65	238.65
9555	9/08/2021	Rhino Dirtworks Ltd. 2021158 2021159	Road Repair/Shoulders Clear Brush near Hutton Schl	23,093.55 710.40	23,803.95
9556	9/08/2021	SARM BEN116549 WEB/EMAIL Aug	2021 Benefits: A Lawless Adv on Website: Admin	946.95 131.25	1,078.20
9557	9/08/2021	SaskEnergy Aug2021	Office Energy August	43.97	43.97
9558	9/08/2021	SASKPOWER Aug2021:Offc Aug2021: Nw Shp Aug2021:Old Shp	Main Street Office Power New Shop Power Old shop/power	153.30 53.12 106.23	312.65
9559	9/08/2021	SASKTEL Aug2021: Intrnt Aug2021:Phones	Aug Shop Phone Bill Aug/21 Phone/Internet	126.72 242.00	368.72
9560	9/08/2021	Saville, Debbie Aug2021 Aug2021 Kms	Microwave, Postage Aug Kms	199.59 71.50	271.09
9561	9/08/2021	Sask. Municipal Hail Ins Assoc Aug2021	Aug2021 Collections	116,809.75	116,809.75
62	9/08/2021	Somerville Safe & Lock 202005552	Change Vault Combo/Keys	743.59	743.59
9563	9/08/2021	Sweeting Enterprises. Ltd. 465	Gravel Haul: D. Erickson	1,008.00	1,008.00
9564	9/08/2021	Rebekah Thiessen Aug2021	Office Cleaning	250.00	250.00
9565	9/08/2021	Robin Thompson Aug12/21	Jul8/Aug12/21 Indemnity	210.00	210.00
9566	9/08/2021	Today's Furniture & Electronic 49616	Turbo Hub for Shop	477.29	477.29
9567	9/08/2021	Trans Canada Bearing & Machine 104444 104485 104510 104558 104666	Grader Packer Repair/Maint Build up/Mach dwn worn Seals Grader Packer Axle Repair National Seals Repair Spindles on Packer	440.08 149.63 179.55 88.18 64.76	922.20

See

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9568	9/08/2021	Twin Auto & Ag Supply 434003 434407 435106	Mower: Nipples/Hyd Hose 208L Def Fluid High Vol Oil	270.02 634.94 8.83	913.79
9569	9/08/2021	Tyler Van Eaton Aug 12/21	Jul8/Aug12/21 Indemnity	420.00	420.00
9570	9/08/2021	Village Of Maryfield Aug2021 Aug2021 TankFI	1/2 Aug Fire Hall Exp 124.5 cubes of water	122.33 996.00	1,118.33
9571	9/08/2021	Zoom Video Communications Inc. INV106529047	Zoom Mtg: Monthly	22.20	22.20
				Total for General:	330,120.10
				Grand Total:	1,037,507.18

Resolution #

262/21

September 9/21
dated August ~~12~~ 21 refers

Signatures:


Acting Administrator

