

**Minutes of the First Meeting of the Council of the Rural Municipality of Cana No. 214**  
**Held Tuesday the 17<sup>th</sup> day of November, 2020**  
**In the Municipal Office at 110-5<sup>th</sup> Avenue East, Melville, Saskatchewan**

**Present:**

Reeve -	Brian Reinson
Councillor Division 2 -	Nelson Yelle
Councillor Division 3 -	Tim Chaban
Councillor Division 4 -	Darcy Gembey
Councillor Division 5 -	Tim Beres
Councillor Division 6 -	VACANT
Administrator -	Kali Tourney
Office Assistant -	Chrissy Bodnarchuk – Electronic Participation
Patrol Operator -	Grant Shyngera – Electronic Participation
Patrol Operator -	Blair Rathgeber – Electronic Participation

**Absent:**

Councillor Division 1 - Scott Edlin

**Call to Order:**

A quorum being present, Reeve Brian Reinson called the meeting to order at 9:00 a.m.

**Oath of Office:**

Reeve Brian Reinson and Councillors Tim Chaban and Tim Beres subscribed to their Oath of Office as required by *The Municipalities Act*. Councillor Scott Edlin's Oath of Office was filed with the Administrator on November 12, 2020.

**Meeting Through Electronic Means**

**271/20** **Gembey:** That the Council for the R.M. of Cana No. 214 grant approval for the use of electronic means to conduct this meeting in accordance with Section 125 of *The Municipalities Act* for the purpose of mitigating the spread of COVID-19.

**Carried.**

**Election Results:**

**272/20** **Gembey:** That the Council for the R.M. of Cana No. 214 acknowledge the Declaration of Results as provided by the Returning Officer for the 2020 General Election.

**Carried.**

**Minutes:**

**273/20** **Chaban:** That the minutes of the Regular Meeting of Council held October 13, 2020 be approved as presented.

**Carried.**

*Councillor Nelson Yelle entered the Council Chambers (9:02 a.m.)*

**Financial Reports:**

**274/20** **Gembey:** That the Statement of Financial Activities and the bank reconciliation for the month of October 2020 be accepted as presented.

**Carried.**

**Accounts:**

**275/20** **Chaban:** That the accounts in the amount of \$110,844.50 as indicated on the list attached hereto and forming part of these minutes be approved for payment.

**Carried.**

**Correspondence:**

**276/20** **Yelle:** That the following correspondence having been read now be filed:

a) Ministry of Government Relations	Gas Tax IIP 1920-005068
b) APAS	Advocacy Update
c) APAS	Elected Representative
d) Ministry of Highways	Specific Claim File 714.37
e) ECTPC	Annual General Meeting
f) Miller Moar Grodecki Kreklewich & Chorney	Audit Planning Letter

- |    |   |  |
|----|---|--|
| g) | Miller Moar Grodecki Kreklewich & Chorney | Letter of Engagement   |
| h) | SARM                                      | Fidelity Bond Self-Insurance                                 |
| i) | SARM                                      | New Cyber Liability Coverage                                 |
| j) | SARM                                      | Liability Self-Insurance Plan                                |
| k) | SARM                                      | Excess Liability Insurance                                   |
| l) | Ministry of Highways                      | Winter Weight Restriction Bulletin                           |
| m) | S/Sgt. Jeff Simpson                       | Yorkton Detachment Monthly Occurrence Summary                |
| n) | S/Sgt. Ryan Frost                         | RCMP Combined Traffic Services Saskatchewan Quarterly Update |

**Carried.**SARM Cyber Liability Coverage

- 277/20 Gembey:** That Administration be authorized to forward an application to SARM for Cyber Liability Coverage quotes.

**Carried.**Bylaws:Bylaw 7/2020 – A Bylaw to Repeal Previous Bylaws

- 278/20 Gembey:** That Bylaw No. 7/2020 being a bylaw to repeal previous bylaws be read a first time.

**Carried.**

- 279/20 Yelle:** That Bylaw No. 7/2020 be read a second time.

**Carried.**

- 280/20 Chaban:** That Bylaw No. 7/2020 be given three readings at this meeting.

**Carried Unanimously.**

- 281/20 Beres:** That Bylaw No. 7/2020 being a bylaw to repeal previous bylaws be read a third time and adopted.

**Carried.**Administration Reports:Procurement Report

- 282/20 Gembey:** That the Procurement Report regarding reporting requirements under trade agreements be accepted as presented.

**Carried.**New Business:Destruction of Records

- 283/20 Chaban:** That the Council for the R.M. of Cana No. 214 authorize Administration to proceed with the destruction of records as presented by the Administrator in Schedule 1 dated November 17, 2020 as per the municipality's Destruction of Records Bylaw 1-17.

**Carried.**Deputy Reeve

- 284/20 Reinson:** That in accordance with Section 91(1) of *The Municipalities Act*, Scott Edlin be appointed as Deputy Reeve for a one-year term effective November 17, 2020.

**Carried.**Custom Work Rates Policy #300-07

- 285/20 Chaban:** That the Custom Work Rates Policy #300-07 be amended to include the following internal not for hire rates:
- Custom Mowing - \$150.00/hour, minimum one-hour charge
  - Trackhoe & Gravel Truck, one employee - \$250.00/hour, minimum one-hour charge.

**Carried.**2020-2021 Committees and Appointments

- 286/20 Reinson:** That the Council for the R.M. of Cana No. 214 approve the 2020-2021 committee appointments and non-council appointments as shown on Schedule A attached hereto and forming part of these minutes.

**Carried.**



Permission to Remove Bush

**298/20 Beres:** That the Council for the R.M. of Cana No. 214 authorize Administration to send a letter to the landowner of the NE 19-24-4 W2 granting permission for bush removed along Township Road 244 on the NE 19-24-4 W2. **Carried.**

*Councilor Gembey left the meeting and did not return (12:13 p.m.)*

Highway #10 Concerns

**299/20 Reinson:** That Administration be authorized to send a letter to the Ministry of Highways detailing concerns of the R.M. of Cana No. 214 regarding unfinished construction commitments for the Highway #10 passing lane project. **Carried.**

Grain Bags on Seasonal Roads

**300/20 Beres:** That the municipality’s policy for grain bags on seasonal roads for the 2020/2021 winter season shall be as follows:  
- Municipal roads to property with grain bags will be opened on a case-by-case basis and invoiced as a custom work item; and  
- Landowner authorization shall be required to be submitted to the municipal office for requests made by non-ratepayers before any works will commence. **Carried.**

Adjournment

**301/20 Chaban:** That this meeting adjourn (1:09 p.m.) **Carried.**

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Reeve

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Administrator

R.M. of Cana No. 214  
List of Accounts for Approval  
as of 11/17/2020  
Batch: 2020-00076 to 2020-00083

Cheques	Date	Vendor Name	Reference	Payment Amount
4195	13-Oct-20	Ron Lang	2020 Pest Control	\$11,587.80
EFT	31-Oct-20	Chrissy Bodnarchuk	October Payroll	\$2,258.63
EFT	31-Oct-20	Leo Prokop	October Payroll	\$4,066.22
EFT	31-Oct-20	Blair Rathgeber	October Payroll	\$4,184.25
EFT	31-Oct-20	Grant Shyngera	October Payroll	\$4,189.98
EFT	31-Oct-20	Kali Tourney	October Payroll	\$3,331.64
OL	31-Oct-20	City Of Melville	Unpaid Fire Call - CN - Late Invoice	\$3,487.46
OL	31-Oct-20	Mastercard	October Reimburse	\$835.62
OL	31-Oct-20	MEPP	October Payable	\$4,636.66
OL	31-Oct-20	Prairie Coop	September Statement - Late Invoic	\$13.29
OL	31-Oct-20	Receiver General	October Payable	\$7,821.16
OL	31-Oct-20	Sask Power	October Invoice	\$655.62
OL	31-Oct-20	SaskTel	October Invoice	\$229.25
4196	31-Oct-20	Anything Trackhoe	Contract Work	\$13,036.95
4197	31-Oct-20	Century Glass	Screen Guard	\$617.16
OL	31-Oct-20	Ministry of Finance	October Collections	\$17,842.38
OL	31-Oct-20	SMHI	October Collections	\$9,275.44
EFT	31-Oct-20	Christ the Teacher	October Collections	\$1,338.26
OL	17-Nov-20	City of Melville	October Water Invoice	\$130.09
OL	17-Nov-20	Pitney Works	Postage	\$15.03
OL	17-Nov-20	Prairie Coop	October Statement	\$6,769.46
EFT	17-Nov-20	Canadian National Railway	October Flasher/Gate Contract	\$622.50
EFT	17-Nov-20	Finning	October Statement	\$160.00
EFT	17-Nov-20	Ron Gerein	Building Inspection	\$262.50
EFT	17-Nov-20	Hillside Welding	Equipment Repairs - Material	\$249.13
EFT	17-Nov-20	Home Hardware	Office Supplies	\$74.34
EFT	17-Nov-20	MuniCode	Plan Review & Inspection	\$2,887.50
EFT	17-Nov-20	Newton Landscaping	Decommission Wells	\$4,440.00
EFT	17-Nov-20	OK Tire	Tire Repairs & Tires	\$1,395.34
EFT	17-Nov-20	Ottenbreit Sanitation Service	Otthon Garbage - October	\$437.05
EFT	17-Nov-20	RCAP Leasing	November Copier Lease	\$124.32
EFT	17-Nov-20	Toshiba Business Solutions	October Copier Meter Read	\$27.93
4198	17-Nov-20	Cindy Almasi	Election Worker	\$465.00
4199	17-Nov-20	Robert Almasi	Council Indemnity	\$1,617.70
4200	17-Nov-20	Canadian Tire	October Statement	\$111.22
4201	17-Nov-20	Grasslands News Group	Advertising	\$320.65
4202	17-Nov-20	Carlos Hayward	Office Grass Cutting	\$75.00
4203	17-Nov-20	Kayla Kabatoff	Election Worker	\$450.00
4204	17-Nov-20	Parkland Printers	Office Supplies	\$213.12
4205	17-Nov-20	Pattison Agriculture	Oil	\$232.82
4206	17-Nov-20	Royal Canadian Legion	Remembrance Day Wreath	\$35.00
4207	17-Nov-20	Rutten Geological Consulting	Install Snow Equipment	\$236.25
4208	17-Nov-20	SUMA	Election Supplies	\$84.78
Total				\$110,844.50

Certified correct this 17th day of November, 2020

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Reeve

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Administrator