
RURAL MUNICIPALITY OF BROWNING NO. 34

Minutes - February 13, 2025

A regular meeting of the Council of the Rural Municipality of Browning No. 34 was held on Thursday, February 13, 2025, R.M. Office, 102 Minard Road., Lampman, Saskatchewan.

2025-2-1 CALL TO ORDER

Reeve Loustel called the meeting to order. The time being 7:59 a.m. The attendance being as follows:

Division # 1 - Richard Brokop
2 - Blake Fornwald
3 - Vacant
4 - Murray Wheeler
5 - Brian Fornwald
6 - Calvin Christensen
Reeve - Pius Loustel
Administrative Consultant - Greg Wallin
Administrator - Jadon Carnduff



2025-2-2 MEETING RECESS

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

2025-2-3 CONFLICTS OF INTEREST

There were no conflicts of interest declared at this meeting.

2025-2-4 ADDITIONS TO AGENDA

4.1) Item 15.18

- Pius Loustel - That Item 15.18) Sasktoday - Business Profile be added to the Agenda under New Business.

Carried

4.2) Item 15.19

- Brian Fornwald - That Item 15.19) Creighton Lodge Fundraiser be added to the Agenda under New Business.

Carried

2025-2-5 ADOPTION OF AGENDA

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

Carried

2025-2-6 MINUTES

6.1) Regular Meeting - January 7, 2025

- Blake Fornwald - That the minutes of the January 7, 2025 meeting of Council be approved as read.

Carried

Page 2 of Minutes - February 13, 2025

6.2) Special Meeting - January 21, 2025

- Calvin Christensen - That the minutes of the January 21, 2025 meeting of Council be approved as read.

Carried

6.3) Special Meeting - January 28, 2025

- Murray Wheeler - That the minutes of the January 28, 2025 meeting of Council be approved as read.

Carried

2025-2-7 BANK RECONCILIATION

- Richard Brokop - That the December, 2024 bank reconciliation be hereby approved as presented.

Carried

2025-2-8 CASH STATEMENT

- Calvin Christensen - That the Statement of Receipts and Payments for the month of January, 2025 be adopted as presented.

Carried

2025-2-9 CORRESPONDENCE

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

Carried

2025-2-10 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

2025-6-11 COUNCIL INDEMNITIES

- Calvin Christensen - That the Council Indemnities for the month of January, 2025 presented to this meeting be accepted for payment.

Carried

2025-2-12 ACCOUNTS

- Richard Brokop - That the accounts covered by cheque no.'s 7309 to 7387 in the amount of \$850,881.65, the electronic funds no's 611 to 638 in the amount of \$72,764.19, and direct payroll payments no's 2996 to 3017 for the amount of \$47,967.25 be approved for payment.

Carried

2025-2-13 DELEGATIONS

9:30 a.m. - ConX Wireless

Shauna Weckworth and Vince Harvey, ConX Wireless sales representatives, met with Council through electronic means to present their GPS Fleet monitoring products.

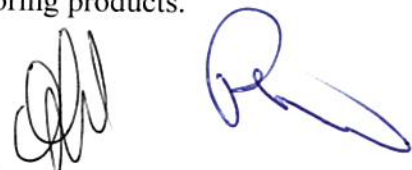
2025-2-14 UNFINISHED BUSINESS

14.1) Wages and Salaries

14.1.1) Salary Increase

- Calvin Christensen - That the R.M. of Browning No. 34 increase the wages and salaries of the employees of the municipality as per Schedule "A" as attached to and forming part of these minutes.

Carried



Page 3 of Minutes - February 13, 2025

14.1.2) Performance Travel Allowance

- Calvin Christensen - That the R.M. of Browning No. 34 grant a travel allowance to the employees of the municipality as outlined in Schedule "B" as attached to and forming part of these minutes.

Carried

14.2) Wallin Agency Ltd. - Contract Renewal

- Murray Wheeler - That the R.M. of Browning No. 34 renew the contract with Wallin Agency Ltd. for contract administration services; and that Wallin Agency Ltd. be given a performance bonus in the amount of five thousand, four hundred dollars (\$5,400.00) in addition to the contract.

Carried

14.3) Catalis (All-Net) - Renewal

- Richard Brokop - That the R.M. of Browning No. 34 sign a three (3) year agreement with Catalis to utilize the Catalis Meeting Management software for seven thousand, nine hundred fifty-nine dollars (\$7,959.00) plus taxes for the entire term.

Carried

14.4) 2025 Road Construction

14.4.1) Range Road 2060

- Brian Fornwald - That the R.M. of Browning No. 34 advertise an invitation for tenders to construct Range Road 2060 E of 13, 24, 25, 36-5-6 W2M, and E of 1, 12-6-6 W2M; and that the tender close on Wednesday, February 27, 2025.

Carried

14.4.2) Range Road 2045

- Richard Brokop - That the R.M. of Browning No. 34 advertise an invitation for tenders to construct Range Road 2045 E of 18, 19, 30, 31-4-4 W2M, and E of 6, 7-5-4 W2M upon the review of the invitation for tenders by Council.

Carried



2025-2-15 NEW BUSINESS

15.1) Bylaw No. 2025-1 - Road Closures

- Calvin Christensen - That the R.M. of Browning No. 34 proceed with the permanent closure of the following public highways:

- a) All the streets and lanes within the Hamlet of Browning in Plan A1352 as follows:
 - i) Main Street;
 - ii) Railway Avenue;
 - iii) First Avenue South;
 - iv) First Street West; and
 - v) All the lanes within Block 1, Plan A1352;
 - b) The road located on NW 10-4-5 W2M in Parcel B, Plan 61R14990, Extension 3, Surface Parcel Number 203858893;
 - c) The road located on SW 14-4-5 W2M in Plan E5040, Extension 2, Surface Parcel Number 203858501;
 - d) The road located on SW 36-4-6 W2M in Plan AA3112, Extension 1, Surface Parcel Number 108010482;
 - e) The road located on SE 33-5-4 W2M in Parcel B Plan 96R21161, Extension 0, Surface Parcel Number 111094950;
 - f) The road located on SW 33-5-4 W2M in Plan V1399, Extension 1, Surface Parcel Number 109891569;
 - g) The road located on NW 34-5-6 W2M in Parcel X, Plan 91R25640, Extension 0, Surface Parcel Number 111088380;
 - h) The road located on NE 4-6-5 W2M in Plan AM560, Extension 1, Surface Parcel Number 109881771;
 - i) The road located on SE 4-6-5 W2M in Plan AM560, Extension 1, Surface Parcel Number 109881760; and
 - j) The road located on SE 5-6-5 W2M in Plan 70R34943, Extension 1, Surface Parcel Number 203122774;
- and that Administration contact all potentially affected parties by these proposed road closures.

Defeated

15.2) Road Bond Policy

- Brian Fornwald - That the R.M. of Browning No. 34 amend Policy No. 400-18, Road Bond Agreements, as presented and attached to, forming part of these minutes.

Carried

A handwritten signature in blue ink, consisting of a stylized 'B' followed by a series of loops and a long horizontal stroke extending to the right.

Page 5 of Minutes - February 13, 2025

15.3) Whitecap Resources - 2025 Road Bond Haul Agreements

- Murray Wheeler - That the R.M. of Browning No. 34 sign Road Bond Agreements with Whitecap resources in the amount of one hundred thousand dollars (\$100,000.00) per mile with a five percent (5%) non-refundable holdback utilizing the existing eight hundred fifty thousand dollars (\$850,000.00) revolving line of credit for the following roads:

- a) one and a half (1.5) miles of Township Road 44 N of NE 19, 20-4-5 W2M;
- b) two (2) miles of Township Road 64 N of 21, 22-6-5 W2M;
- c) one half (0.5) mile of Range Road 2052 E of SE 27-6-5 W2M;
- d) one half (0.5) mile of Range Road 2053 E of NE 33-5-5 W2M;
- e) four (4) miles of Township Road 60 N of 31, 32, 33-5-5 W2M and N of 36-5-6 W2M;
- f) one and a half (1.5) miles of Range Road 2061 E of NE 26, 35-5-6 W2M
- g) one and a half (1.5) miles of Township Road 44 N of 21, NW 22-4-6 W2M;
- h) two (2) miles of Grid 605 E of 17, 20-4-6 W2M;
- i) one and a half (1.5) miles of Grid 700 N of 9, 10-4-6 W2M;
- j) seven and a half (0.5) mile of Grid 604 E of NE 3, 10, 15, 22, 27, 34-4-4 W2M and E of 3, 10-5-4 W2M.

Carried

15.4) Hummingbird Energy - 2025 Road Bond Haul Agreement

- Murray Wheeler - That the R.M. of Browning No. 34 sign Road Bond Agreements with Whitecap resources in the amount of one hundred thousand dollars (\$100,000.00) per mile with a five percent (5%) non-refundable holdback for the following roads:

- a) six (6) miles of Township Road 44 N of 19, 20-4-5 W2M and N of 21, 22, 23, 24-4-6 W2M.

Carried

15.5) Road Ban - Road Access Requests

- Calvin Christensen - That the R.M. of Browning No. 34 authorize access for essential services to utilize the roads in the municipality during any spring road restrictions in 2025.

Carried

15.6) Recreation Board Audit

- Blake Fornwald - That the R.M. of Browning No. 34 agree to let the Lampman Recreation Board agree to let Doane Grant Thornton give access to MNP LLP to the working papers from the 2023 audit of the Lampman Recreation Board.

Carried

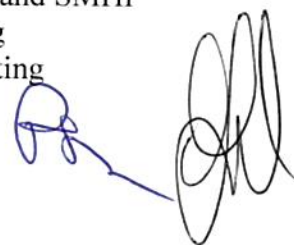
15.7) SARM Convention

- Brian Fornwald - That the following be appointed to attend the 2025 SARM Annual Convention in Saskatoon, Saskatchewan on March 11-13, 2025; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34:

Blake Fornwald - Visiting
Brian Fornwald - Visiting
Calvin Christensen - Voting

Pius Loustel - Voting and SMHI
Greg Wallin - Visiting
Jadon Carnduff - Visiting

Carried



Page 6 of Minutes - February 13, 2025

15.8) CPWA Conference

- Calvin Christensen - That Reeve Pius Loustel and Administrator Jadon Carnduff be appointed to attend the 2025 CPWA Conference in Saskatoon, Saskatchewan on February 25-27, 2025; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

15.9) SAMA AGM

- Brian Fornwald - That the following be appointed to attend the 2025 SAMA AGM in Regina, Saskatchewan in Regina, Saskatchewan on Wednesday, April 9, 2025; and that Administrator Jadon Carnduff be authorized to attend the training session on Tuesday, April 8, 2025; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34:

Brian Fornwald

Pius Loustel

Greg Wallin

Carried

15.10) RMAA Convention

- Blake Fornwald - That Administrative Consultant Greg Wallin and Administrator Jadon Carnduff be appointed to attend the 2025 RMAA Convention in Saskatoon, Saskatchewan on May 12-15, 2025; and that all out-of-pocket and travel expenses be paid for by the R.M. of Browning No. 34.

Carried

15.11) Post Office Trips

- Calvin Christensen - That the R.M. of Browning No. 34 grant a travel allowance in the amount of five hundred dollars (\$500.00) to Michelle Johnson to pick up the mail in Lampman; and that the travel allowance be added to the rates and appointments for the municipality.

Carried

15.12) Kole Johnson

- Richard Brokop - That the R.M. of Browning offer Kole Johnson the ability to attend 1A licence training on the condition that he agrees to sign a two (2) year agreement to stay and work with the R.M. of Browning No. 34.

Carried

15.13) Daycare Waste Collection

- Richard Brokop - That the R.M. of Browning No. 34 provide a three (3) yard waste bin rental from GFL to the Little Leaper's Early Learning Centre Ltd. in Lampman.

Carried

Councillor Blake Fornwald left the meeting. The time being 11:16 a.m.

15.15) SPSA - Fire Department Responses for Collisions

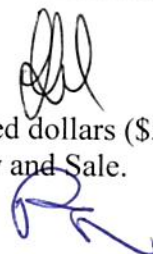
- Richard Brokop - That further discussion regarding the SPSA Policy regarding Motor Vehicle Collision Responses be tabled to the next Lampman Fire and Rescue Committee meeting.

Carried

15.16) Estevan Regional 4-H Show

- Calvin Christensen - That the R.M. of Browning No. 34 donate five hundred dollars (\$500.00) to the District #1 4-H Council to sponsor the 2025 Estevan Regional 4-H Show and Sale.

Defeated



Page 7 of Minutes - February 13, 2025

15.18) Sasktoday Business Profile

- Calvin Christensen - That the R.M. of Browning No. 34 create a business profile with Sasktoday.ca to advertise notices due to the anticipated closure of all surrounding local newspapers.

Carried

15.19) Creighton Lodge Fundraiser

- Brian Fornwald - That the R.M. of Browning No. 34 purchase a table for the 2025 Creighton Lodge Fundraiser on Saturday, April 26, 2025.

Carried

2025-2-16 FOREMAN ITEMS TO DISCUSS

16.1) Incident Reports

- Richard Brokop - That Council acknowledge the incident reports presented at the February, 2025 meeting.

Carried

16.3) Tarps

- Murray Wheeler - That the R.M. of Browning No. 34 authorize the Foreman to purchase and install tarps on all the trailers owned by the R.M. of Browning No. 34 in compliance with provincial laws.

Carried

16.4) Dust Control

- Richard Brokop - That the R.M. of Browning No. 34 accept the quote from Fort Distributors Ltd. to provide dust control at the price of thirty-nine cents (\$0.39) per litre for 2025.

Carried

2025-2-17 NEXT MEETING

The next meeting be held on Thursday, March 6, 2025 at 8:00 a.m.

Carried

2025-2-18 ADJOURN

- Pius Loustel - That this meeting now be adjourned. The time being 11:51 a.m.

Carried

Administrator

Reeve

Schedule "A"
2025 Employee Salary Increases

Name	2024 Salary	Increase	2025 Salary
Jadon Carnduff	\$95,000.00	\$1,900.00	\$96,900.00
Michelle Johnson	\$26.50/Hour	\$0.53/Hour	\$27.03/Hour
Michael Konopaki	\$38.35/Hour	\$0.77/Hour	\$39.12/Hour
Dean Marshall	\$36.00/Hour	\$0.72/Hour	\$36.72/Hour
Donald Steinke	\$37.10/Hour	\$0.74/Hour	\$37.84/Hour
Lorna Garton	\$31.00/Hour	\$0.62/Hour	\$31.62/Hour
Tyler Schulties	\$28.50/Hour	\$0.57/Hour	\$29.07/Hour
Jordan Kreics	\$25.00/Hour	\$0.50/Hour	\$25.50/Hour
Kevin Wiebe	\$26.00/Hour	\$0.52/Hour	\$26.52/hour
Daniel Pierce	\$27.00/Hour	Nil	\$27.00/Hour
Alex Mckinnon	\$28.00/Hour	\$0.56/Hour	\$28.56/Hour

2024 Performance Travel Allowance

Name	Percentage	Regular Salary	Travel Allowance
Jadon Carnduff	2%	\$95,000.00	\$1,900.00
Michelle Johnson	2%	\$48,892.50	\$977.85
Michael Konopaki	Nil	\$63,929.46	Nil
Dean Marshall	1%	\$63,097.06	\$630.97
Donald Steinke	2%	\$66,464.65	\$1,329.29
Lorna Garton	1%	\$51,430.50	\$514.31
Tyler Schulties	1%	\$43,220.25	\$432.20
Jordan Kreics	Nil	\$35,412.50	Nil
Kevin Wiebe	1%	\$43,758.00	\$437.58
Daniel Pierce	Nil	\$45,456.50	Nil
Alex Mckinnon	2%	\$35,616.00	\$712.32

