



Government
— of —
Saskatchewan

Minister of
Government Relations
Legislative Building
Regina, SK Canada S4S 0B3

MINISTER'S ORDER

Pursuant to the authority conferred upon the Minister of Government Relations by sections 400 and 401 of *The Municipalities Act*:

IT IS HEREBY ORDERED THAT:

1. I appoint Vernon Palmer of Regina Beach, Saskatchewan, as the supervisor for the Village of Lestock and its council.
2. This appointment is effective until June 30, 2017 unless sooner terminated or extended by Minister's Order.
3. The total remuneration and expenses payable to the supervisor shall not exceed \$9,000 unless this appointment is extended by Minister's Order. The remuneration of the supervisor shall be set at an amount of \$60.00 per hour. Expenses for reasonable travel shall be set at \$0.45 per km, and other reasonable sustenance expenses incurred by the supervisor shall be reimbursed at the same rates approved by the Saskatchewan Public Service Commission. The supervisor's total remuneration and expenses shall be paid out of the funds of the Village of Lestock.
4. During the time of this appointment, any bylaw or resolution that authorizes the municipality to incur liability must be approved in writing by the supervisor before it has any effect and the supervisor may at any time within 60 days after the passing of any bylaw or resolution, disallow it.
5. The supervisor shall attend all regular and special meetings of council and ensure all meetings are held in accordance with the requirements of *The Municipalities Act* and the procedures set out in the village's council procedures bylaw.
6. The supervisor shall monitor the village's effort in becoming compliant, including requesting written updates from administration, in the deficiencies identified in the municipal inspection report dated September 7, 2016 attached as Schedule 'A'.

7. The supervisor shall provide monthly reports, commencing no later than October 31, 2016, to the Senior Municipal Advisor in the Ministry of Government Relations on all activities as a result of this appointment and of progress made by the municipality in becoming legislatively compliant.

IT IS FURTHER ORDERED THAT:

8. The Village of Lestock shall contract the services of a person to act as a mentor in accordance with the guidelines set out by the Urban Board of Examiners to work with and train the administrator or any future administrators appointed by the village until such time that the village has secured the services of a fully qualified administrator.

Dated at Regina, Saskatchewan this 4th day of October, 2016



Donna Harpauer
Donna Harpauer
Minister of Government Relations and
Minister Responsible for First Nations, Métis and Northern Affairs

Schedule 'A'

COUNCIL DEFICIENCIES

1. Failure to complete and submit Public Disclosure Statements.
2. Failure to pass a Council Procedures Bylaw.
3. Failure to implement an Employee Code of Conduct.
4. Failure to appoint an administrator who is qualified as per the Urban Board of Examiners.
5. Failure to hold a fidelity bond for the position of administrator and any employees who handle cash.
6. Failure to pass a resolution to set the municipal mill rate.
7. Failure to appoint an auditor to perform the annual financial audit.
8. Failure to complete and submit the 2015 annual financial statement for the village.
9. Failure to appoint a board of revision for 2016.
10. Failure to report and submit outstanding school tax collections.
11. Failure to complete the assessment roll and Annual Assessment Return for 2016.

ADMINISTRATIVE DEFICIENCIES

1. Minute book does not contain signed copies of council meeting minutes for council meetings that were held since April 11, 2016.
2. Minutes for the months October – December 2014 are missing from minute book.
3. Minutes not approved by council for the April 30, 2015 meeting.
4. Minutes not signed by the member of council presiding over meetings on the following dates:
 - a. 2016 - January 19, February 8;
 - b. 2015 - June 2;
 - c. 2013 - May 15, June 12; and
 - d. 2012 - September 12, December 12.
5. Minutes not signed by the administrator for meetings held on the following dates:
 - a. 2016 - January 19, February 8;
 - b. 2014 - May 28;
 - c. 2013 - May 15, June 5, June 12, July 10; and
 - d. 2012 - December 12.
6. Minutes for the years 2012 to 2016 do not reflect that the administrator has provided proof of fidelity bond for the administrator and all employees charged with handling cash.
7. Outstanding Education Property Tax collections and reports for 2014 and 2015.
8. Mill rate has not been set and taxes have not been levied for 2016.
9. 2016 mill rate return not submitted.
10. Claims submitted to Provincial Disaster Assistance Program for events in 2014 have not been completed.