



Government  
of  
Saskatchewan

Ministry of Government Relations  
Assistant Deputy Minister  
1020 – 1855 Victoria Avenue  
Regina, Canada S4P 3T2

August 22, 2018

Reeve Howard Arndt and Council  
Rural Municipality of McKillop No. 220  
103 Ashley Street  
BULYEA SK S0G 0L0

Dear Reeve Arndt and Council:

I am writing to notify you that pursuant to the authority conferred on the Honourable Warren Kaeding, Minister of Government Relations, by section 396 of *The Municipalities Act*, Ms. Carol Ingham is ordered to conduct an inspection into the affairs of the Rural Municipality of McKillop No. 220 (RM). A copy of the Minister's Order is attached.

As per section 401 of *The Municipalities Act*, 50% (half) of the cost to conduct the inspection will be the responsibility of the RM. A report on the results of the inspection will be submitted to the Minister of Government Relations and the RM council.

If you have questions related to the inspection, contact Colleen Christopherson, Manager, Advisory Services, Ministry of Government Relations, at 306-787-2637 or [colleen.christopherson@gov.sk.ca](mailto:colleen.christopherson@gov.sk.ca).

Sincerely,

A handwritten signature in blue ink, appearing to read "Keith Comstock", with a large, stylized flourish at the end.

Keith Comstock  
Assistant Deputy Minister  
Municipal Relations

Attachment

cc: Honourable Warren Kaeding, Minister of Government Relations and  
Minister Responsible for First Nations, Métis and Northern Affairs  
Tammy Kirkland, Deputy Minister of Government Relations and  
Deputy Minister of First Nations, Métis and Northern Affairs  
Colleen Christopherson, Advisory Services and Municipal Relations, Government Relations



Government  
— of —  
Saskatchewan

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

**MINISTER'S ORDER**

Section 396 of *The Municipalities Act* provides as follows:

*396(1) The minister may require any matter connected with the management, administration operation of any municipality, any committee or other body established by a council or any controlled corporation to be inspected:*

- (a) if the minister considers the inspection to be necessary; or*
- (b) on the request of the council.*

*(2) The minister may appoint one or more persons as inspector or the Saskatchewan Municipal Board as an inspector for the purposes of carrying out inspections pursuant to this section.*

*(3) An inspector:*

- (a) may require the attendance of any officer of the municipality or of any other person whose presence the inspector considers necessary during the course of the inspection; and*
- (b) has the same powers, privileges and immunities conferred on a commission by sections 11, 15, 25 and 26 of The Public Inquiries Act, 2013.*

*(4) When required to do so by an inspector, the administrator, committee or other body established by a council pursuant to clause 81(a) or a controlled corporation being inspected shall produce for examination and inspection all books and records of the municipality, committee, other body or controlled corporation.*

*(5) After the completion of the inspection, the inspector shall make a report to the minister and to the council.*

Section 401 of *The Municipalities Act* provides the minister may require the municipality to pay the remuneration and expenses of the person(s) appointed as the Inspector, in the amounts set by the minister.

Due to the level of issues in the Rural Municipality of McKillop No. 220 (RM), it is considered necessary to appoint Carol Ingham as Inspector pursuant to subsection 396(2) of *The Municipalities Act* to inspect and report on the matters connected with the management, administration or operation of the RM.

The Inspector shall carry out the inspection in accordance with the attached Schedule "A".

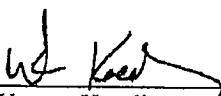
## Schedule "A"

1. The Inspector will inspect the following matters connected with the management, administration or operation of the Rural Municipality of McKillop No. 220 (RM):
  - a) the key RM documents and files from 2016 to present, relating to:
    - a. petitions;
    - b. legal actions taken by or against the municipality;
    - c. high level financial synopsis including:
      - i. bank balances;
      - ii. tax policy decisions applied to the RM as a whole and to organized hamlets;
      - iii. financial commitments;
      - iv. line of credit utilization;
      - v. long-term debt;
      - vi. short term debt; and
      - vii. other financial obligations that may present themselves;
  - b) the appropriateness of the directions, actions or inactions of any employee or agent of the RM or member of council for the RM, relating to the above listed matters; and
  - c) other substantive administrative and council deficiencies of the RM, in relation to legislative responsibilities that may be identified through the course of the inspection.
2. The Inspector shall prepare a written report in relation to the matters under inspection outlining findings of fact, conclusions and any recommendations.
3. The Inspector may determine the rules of, as well as the process and procedure for, the inspection as she sees fit.
4. The Inspector may consider any document, including electronic record, or any other evidence, verbal or written, that she considers relevant and reliable.
5. The Inspector may enter the RM premises at any reasonable time for the purpose of accessing any records and any computer system or data storage system in order to carry out the Inspector's duties.
6. The Inspector will provide a final report on or before September 15, 2018, to the RM at the same time as it is provided to the Minister of Government Relations. The report can be disclosed to members of council, but is not to be disclosed publicly without the Minister's approval.

The remuneration of the Inspector shall be set at \$80 per hour, and any expenses of the Inspector, which can include the expense of an assistant with municipal experience, including reasonable travelling, accommodation and sustenance expenses incurred by the Inspector and an assistant in the performance of the inspection. These expenses shall be reimbursed at the same rates approved by the Saskatchewan Public Service Commission. The RM shall pay 50% (half) of the Inspector's remuneration and expenses pursuant to section 401 of *The Municipalities Act*.

This order shall take effect on the date of signing and shall terminate two weeks following receipt of the Inspector's written report and not later than October 1, 2018, unless otherwise extended by the Minister.

Dated at Regina, Saskatchewan this 21<sup>st</sup> day of August, 2018.

  
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Warren Kaeding  
Minister of Government Relations and  
Minister Responsible for First Nations, Métis and Northern Affairs

Attachment: Schedule "A"