

# **R.M. of Antelope Park No. 322**

## **Meeting Minutes**

### **Regular Meeting of Council November 24<sup>th</sup>, 2022 - 7:00 p.m.**

Minutes of the regular meeting of the council of the Rural Municipality of Antelope Park No. 322 held on Thursday November 24<sup>th</sup>, 2022 at the Marengo Municipal Office located at 20 1st Avenue North in Marengo, Saskatchewan.

Member of Council Oaths were signed by Reeve Clinton Barr, Division 1 council member Joel Hamm, Division 2 council member William H. Warrington, Division 3 council member Brantford Whittleton, Division 4 council member Barry Noble, Division 5 council member Raymond McKeary, and Division 6 council member Eldon Roesler.

The following council members were in attendance:

Reeve: Clinton Barr

Division 1: Joel Hamm

Division 2: William Warrington

Division 3: Brantford Whittleton

Division 4: Barry Noble

Division 5: Raymond McKeary

Division 6: Eldon Roesler

The following staff members were in attendance:

Administrator: Robin Busby

### **CALL TO ORDER**

Reeve Clinton Barr called the meeting to order at 7:09 p.m.

### **AGENDA**

**Resolution No. 2022-212**

**Moved By:** Brantford Whittleton

That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:

*Agenda Additions:*

Seismic Operations E 1/2 16-33-28W3

Blade for Volvo Grader

**CARRIED**

### **MINUTES**

**Resolution No. 2022-213**

**Moved By:** Joel Hamm

That the minutes from the meeting held on October 18<sup>th</sup>, 2022 be approved as circulated.

**CARRIED**

CB RB

**REPORTS**

**Resolution No. 2022-214**

**Moved By: Joel Hamm**

That the following board reports be filed for future reference:

Kindersley Regional Airport  
Kindersley & District Plains Museum  
West Central Municipal Government Committee  
Highway 317 Committee  
PCO Inspection Report  
SARM Midterm Convention - November 16-17, 2022

**CARRIED**

**7:34 p.m. to 8:00 p.m.** - Ken Mielke attended the meeting to discuss blade pricing, grading of roads, and snow removal.

**ADMINISTRATOR'S REPORT**

**Resolution No. 2022-215**

**Moved By: Barry Noble**

That the Administrator's Report dated November 24<sup>th</sup>, 2022 be acknowledged as received and filed.

**CARRIED**

**FINANCIAL REPORTS**

**Resolution No. 2022-216**

**Moved By: William H. Warrington**

That the statement of financial activities and bank reconciliations for October 2022 be approved as presented.

**CARRIED**

**PIONEER'S HAVEN DONATION**

**Resolution No. 2022-217**

**Moved By: Joel Hamm**

That we donate \$500.00 to Pioneer's Haven Co. Inc. to be used towards the installation of a generator at the Pioneer's Haven Assisted Living Home in Kerrobert, Saskatchewan.

**CARRIED**

CS  
RB

**CORRESPONDENCE**

**Resolution No. 2022-218**

**Moved By: Clinton Barr**

That we acknowledge receipt of the following correspondence and file for future reference:

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – October 18, 2022

Weekly Policy Bulletin – October 25, 2022

Weekly Policy Bulletin – November 1, 2022

Weekly Policy Bulletin – November 8, 2022

Rural Sheaf – October 2022

Property Self-Insurance Program

Liability Self-Insurance Program & Excess Liability Program

Ministry of Government Relations

October 2022 Municipalities Today

November 2022 Municipalities Today

**CARRIED**

**DRILLING LICENSES**

**Resolution No. 2022-219**

**Moved By: Eldon Roesler**

That the following drilling licenses be approved:

*Griffon Partners Operations Corp.*

9-20-32-27W3 File No. MLL 14-415

*Saturn Oil & Gas Inc.*

3-14-33-28W3 File No. MLL 22-212

**CARRIED**

**FACILITY DEVELOPMENT PERMITS**

**Resolution No. 2022-220**

**Moved By: Joel Hamm**

That the following facility developments be acknowledged as approved by the Development Officer:

*Novus Energy Inc.*

3-14-33-28W3 File No. 22-51087

**CARRIED**

CS  
B

**SEISMIC OPERATIONS - E 1/2 16-33-28**

**Resolution No. 2022-221**

**Moved By: Eldon Roesler**

That we permit Terra-Sine Resources Ltd. to complete the seismic operations within the north/south road allowance adjacent to the east ½ of 16-33-28W3 with the condition that any damage that occurs within the road allowance be repaired and that all debris, equipment, and other material resulting be removed from the road allowance within 72 hours of the completion of the seismic operations.

**CARRIED**

**HIGHWAY 317 RESERVE FUNDS**

**Resolution No. 2022-222**

**Moved By: William H. Warrington**

That we transfer \$175,000 from the Highway 317 reserve account to the general operating account and that the funds currently in the Highway 317 reserve bank account in the amount of \$182,497.62 be transferred to the municipality's general bank account and that we instruct ScotiaBank to close the Highway 317 reserve bank account once the transfer is complete.

**CARRIED**

**GRAVEL PURCHASE**

**Resolution No. 2022-223**

**Moved By: Brantford Whittleton**

That we table further discussion of the municipality purchasing the gravel remaining from the Highway 51 construction until the December 2022 meeting of council.

**CARRIED**

**HIGHWAY 317 PHASE III CONSTRUCTION PROGRESS PAYMENT**

**Resolution No. 2022-224**

**Moved By: Joel Hamm**

That we approve the following progress payments for the Highway 317 Phase III Construction adjacent to the pt. SW 4, SE 4, E ½ 4, 9, 16, 21 & 28-31-27W3 to Procyk Bros. Transport Inc. noting that the fencing holdback in the amount of \$15,000 will be paid in full when the fencing is completed in the spring of 2023:

ST 193221 - \$171,040.54 (includes GST)

**CARRIED**

CS  
RB

**AGREEMENT FOR EASEMENT – SE 13-32-29W3**

**Resolution No. 2022-225**

**Moved By: Barry Noble**

That we enter into an easement agreement with Layne Clark of Altario, Alberta to allow the municipality access to the community dugout located in the SE 13-32-29W3.

**CARRIED**

**SARM PROPERTY SELF-INSURANCE PLAN**

**Resolution No. 2022-226**

**Moved By: Brantford Whittleton**

That we insure all of the RM of Antelope Park No. 322 property and unlicensed equipment through the Saskatchewan Association of Rural Municipalities (SARM) Property Self-Insurance Program (PSIP), and we instruct the Administrator to cancel the coverage with SGI Canada for the municipality's Property and unlicensed equipment and that we further authorize the Reeve and the Administrator to enter into the Property Self-Insurance Program Agreement on behalf of the municipality.

**CARRIED**

**2022 MUNICIPAL ELECTION RESULTS**

**Resolution No. 2022-227**

**Moved By: Raymond McKeary**

That we acknowledge the results of the 2022 municipal election:

*Division 2*

William H. Warrington - ACCLAIMED

*Division 4*

Barry Noble – ACCLAIMED

*Division 6*

Eldon Roesler – ACCLAIMED

**CARRIED**

**APPOINTMENT OF DEPUTY REEVE**

**Resolution No. 2022-228**

**Moved By: Raymond McKeary**

That Barry Noble be appointed as Deputy Reeve for the period of November 24<sup>th</sup>, 2022 to the first meeting following the 2024 general election.

**CARRIED**

CB  
RB

**SIGNING AUTHORITIES**

**Resolution No. 2022-229**

**Moved By: Joel Hamm**

That the following signing authorities be established for our accounts through ScotiaBank:

Reeve Clinton Barr, Deputy Reeve Barry Noble, to sign with Administrator Robin Busby.

**CARRIED**

**2023 BOARD OF REVISION**

**Resolution No. 2022-230**

**Moved By: Barry Noble**

That the RM of Antelope Park No. 322 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1<sup>st</sup>, 2023 through to December 31<sup>st</sup>, 2023; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule with the following to serve as members of the Board of Revision:

Tim Lafreniere  
Mike Waschuk  
Gordon Parkinson  
Dave Thompson  
Wayne Adams  
Jeff Hutton  
Dave Gurnsey  
Murray Dean  
Stew Demmans

**CARRIED**

**2023 BOARD OF REVISION SECRETARY**

**Resolution No. 2022-231**

**Moved By: William H. Warrington**

That the RM of Antelope Park No. 322 appoints Courtney Joseph with Western Municipal Consulting Ltd. as secretary to the Board of Revision for the term of January 1<sup>st</sup>, 2023 through to December 31<sup>st</sup>, 2023; remuneration as set out in West Municipal Consulting Ltd. fee schedule. If Courtney Joseph is unable to perform secretarial functions for reasons which may include scheduling difficulties, the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**CARRIED**

CB  
RB

**ACCOUNTS**

**Resolution No. 2022-232**

**Moved By: William H. Warrington**

That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9517 to 9547 in the amount of \$255,188.19 and EFT cheque numbers 990149 to 990164 in the amount of \$71,107.85 be approved for payment.

**CARRIED**

**ADJOURN**

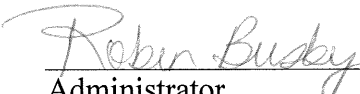
**Resolution No. 2022-233**

**Moved By: Raymond McKeary**

That this meeting now adjourn at 9:26 p.m.

**CARRIED**

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator

**Rural Municipality of Antelope Park No. 322**

**List of Accounts for Approval**

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**Bank Code - Bank1 - Main Demand**

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9517	2022-10-19	Minister of Finance	703068	Road Regist File#K1222072	721.50	721.50
9518	2022-10-28	C. Fischer Trucking	870092	Gravel Spread 23 - 28 Sept 2022	11,592.00	11,592.00
9519	2022-10-28	Enviroway Detergent Man Inc	IN064639	WTP Chemicals	267.75	267.75
9520	2022-10-28	Prairie Steel	IN-157261	Culverts - Hwy 317 (invoice Sept	911.13	911.13
9521	2022-10-28	WSP E&I Canada Limited	C27425370	Hwy 317 Eng-Infrastructure & Env	23,778.61	23,778.61
9522	2022-10-31	Receiver General	514628031RI-10	Remittance - Requirement to Pay	1,218.74	1,218.74
9523	2022-10-31	RM of Milton No 292	2022-00079	Joint Admin Exp Jul-Sept 2022	8,731.27	8,731.27
9524	2022-11-24	B & T Mears Enterprises Inc.	941	Sanding Truck Hose Repair	72.37	72.37
9525	2022-11-24	Baier Building and Construction Ltd.	2022TxOverpmt	Refund Tax Overpayment	112.35	112.35
9526	2022-11-24	G-Mac's AgTeam Inc.	MA07178	Grass Seed for Hwy 317	9,924.20	9,924.20
9527	2022-11-24	Integra Tire	KINR078580	Tire Changeover/Repair	2,078.87	2,078.87
9528	2022-11-24	Information Services Corp	Stmt 31Oct2022	Title Details	24.00	24.00
9529	2022-11-24	1302322 Alberta Ltd.	203514	TS Safety Training	409.50	409.50
9530	2022-11-24	Kindersley Bearing (2008) Ltd.	001-054258	Socket & Grease Gun Couplers	65.77	65.77
9531	2022-11-24	Kindersley & District Co-op	6416	Shop Supplies	65.89	
			352507	Bulk Fuel - Sept	12,178.81	12,244.70
9532	2022-11-24	Loraas Environmental Services	0000503814	Garbage Bins Hoosier & Loverna	1,148.13	1,148.13
9533	2022-11-24	Meridian Surveys Ltd	IN07779	Survey RM Gravel Pits	1,695.72	1,695.72
9534	2022-11-24	Minister of Finance	703087	Road Regist File# F18260 H-2988	721.50	721.50
9535	2022-11-24	Procyk Bros Transport Inc.	FinalPmt-2022	Hwy 317 Phase III Construction	171,040.54	171,040.54
9536	2022-11-24	Receiver General	514628031RI-11	Remittance-Requirement to Pay(tc	509.20	509.20
9537	2022-11-24	Speedy Glass	8774-383971	Volvo Grader Glass Repair	643.04	
			8774-382351	JD Grader Glass Repair	928.85	1,571.89
9538	2022-11-24	Swift-net.ca	207280	Shop Internet Monthly Plan	77.70	77.70
9539	2022-11-24	Western Municipal Consulting	WMC22502	Retainership Fee 2023	262.50	262.50

*CS*  
*RB*



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**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9540	2022-11-24	WSP E&I Canada Limited				
			C27425382	Hwy 317 Eng-Infrastructure & Env	3,365.06	3,365.06
9541	2022-11-24	Your Southwest Media Group				
			6731	Tax Enforcement List	302.40	302.40
9542	2022-11-24	Hamm, Joel				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	242.29	242.29
9543	2022-11-24	Warrington, William				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	971.50	971.50
9544	2022-11-24	Whittleton, Brantford				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	258.50	258.50
9545	2022-11-24	Noble, Barry				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	258.50	258.50
9546	2022-11-24	McKeary, Raymond				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	326.00	326.00
9547	2022-11-24	Roesler, Eldon				
			IND Mtg 2022-11	Councillor Indemnity & Mileage	284.00	284.00
					Total Computer Cheque:	255,188.19
					Total Bank1:	255,188.19

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**Rural Municipality of Antelope Park No. 322**

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**Bank Code - EFT - Paid Electronically**

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990149	2022-10-28	Payroll - Scotia EFT				
		MielkePP2022-22		Wages, 15 - 28 Oct 2022	2,661.66	
		ReaCPP2022-22		Salary, 15 - 28 Oct 2022	1,548.31	
		BusbyRPP2022-22		Salary, 15 - 28 Oct 2022	2,782.60	
		WildmanG_PP-22		Wages, 15 - 28 Oct 2022	1,148.42	
		MearsTPP2022-22		Wages, 15 - 28 Oct 2022	1,256.42	
		LokenCPP2022-22		Wages, 15 - 28 Oct 2022	1,986.85	
		EnsrLPP2022-22		Wages, 15 - 28 Oct 2022	1,418.16	12,802.42
990150	2022-11-07	MEPP				
		AP1PP22_21		Remittance 01 - 14 Oct 2022	3,370.52	
		AP1PP22_22		Remittance 15 - 28 Oct 2022	3,576.46	6,946.98
990151	2022-11-07	Minister of Finance				
		LS Remit2022-10		EPT Remittance - Monthly	6,021.37	6,021.37
990152	2022-11-07	Ministry of Finance				
		SunWest 22-10		EPT Remittance - Monthly	7,554.18	7,554.18
990153	2022-11-07	Receiver General for Canada				
		RP0001Remit-10		Source Deduction Remittance RP	10,698.70	10,698.70
990154	2022-11-07	SMHI				
		Remit 2022-10		Monthly Remittance	13,428.00	13,428.00
990155	2022-11-10	Payroll - Scotia EFT				
		EnsrLPP2022-23		Wages, 29 Oct - 11 Nov 2022	1,303.43	
		LokenCPP2022-23		Wages, 29 Oct - 11 Nov 2022	1,647.55	
		WildmanG_PP-23		Wages, 29 Oct - 11 Nov 2022	1,019.05	
		BusbyRPP2022-23		Salary, 29 Oct - 11 Nov 2022 & Elk	2,934.55	
		MielkePP2022-23		Wages, 29 Oct - 11 Nov 2022	2,470.18	
		MearsTPP2022-23		Wages, 29 Oct - 11 Nov 2022	1,324.81	
		ReaCPP2022-23		Salary, 29 Oct - 11 Nov 2022 & Elk	1,698.93	12,398.50
990156	2022-11-14	SaskEnergy				
		Shop 2022-10		Grader Shop	58.36	58.36
990157	2022-11-14	SaskEnergy				
		HTG 2022-10		Hoosier TG	93.82	93.82
990158	2022-11-14	SaskPower				
		LPH 2022-10		Loverna Pump House	64.68	64.68
990159	2022-11-14	SaskPower				
		HTG 2022-10		Hoosier TG	76.87	76.87
990160	2022-11-14	SaskPower				
		LSL 2022-10		Loverna Street Lights	90.30	90.30
990161	2022-11-14	SaskPower				
		Shop 2022-10		Hoosier Grader Shop	116.42	116.42
990162	2022-11-14	SaskPower				
		ScaleQtrly22-03		Weigh Scale July 15 - 14 Nov 2022	129.83	129.83
990163	2022-11-14	SaskPower				
		HSL 2022-10		Hoosier Street Lights	135.45	135.45
990164	2022-11-24	Barr, Clinton				
		IND Mtg 2022-11		Reeve Indemnity & Mileage	491.97	491.97
					Total Computer Cheque:	71,107.85

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Total EFT:	<u>71,107.85</u>
Grand Total:	<u><u>326,296.04</u></u>

CS  
LB