

RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322

Minutes of the regular meeting of the council of the Rural Municipality of Antelope Park No. 322 held on Tuesday July 18th, 2023 at the Marengo Municipal Office located at 20 1st Avenue North in Marengo, Saskatchewan.

CALL TO ORDER

Reeve Clinton Barr called the meeting to order at 6:56 p.m. with the following members in attendance:

Division 1: Joel Hamm

Division 3: Brantford Whittleton

Division 4: Barry Noble

Division 5: Raymond McKeary

Division 6: Eldon Roesler

Division 2 council member William Warrington was absent.

The following staff members were in attendance:

Administrator: Robin Busby

AGENDA

2023-169 **JOEL HAMM** – That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:

Agenda Additions:

2023-06-26 RM 322 Special Meeting Minutes

Offer to Purchase Lot 17-18 Block 12 Plan G394

Agricultural Disaster Area

Army, Navy & Air Force Veterans in Canada - ANAVET Yearbook

Highway 317 Phase III Construction – Final Payment

Correspondence Additions:

July 2023 Municipalities Today

CARRIED UNANIMOUSLY

MINUTES

2023-170 **BRANTFORD WHITTETON** – That the minutes from the regular meeting of council held on June 20th, 2023 be approved as circulated.

CARRIED

2023-171 **CLINTON BARR** – That the minutes from the special meeting of council held on June 26th, 2023 be approved as circulated.

CARRIED

6:58 p.m. to 7:04 p.m. – David Wintonyk from WSP E& I Canada Limited attended the meeting for the 2023 road construction tender opening.

CB RB

6:58 p.m. to 7:04 p.m. – One guest attended the council meeting.

REPORTS

2023-172

BARRY NOBLE – That the following reports be filed:
West Central Municipal Government Committee (WCMGC)
Major & District Fire Board
Roadata Reports

CARRIED

ADMINISTRATOR'S REPORT

2023-173

JOEL HAMM – That the Administrator's Report dated July 18th, 2023 be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2023-174

ELDON ROESLER – That the statement of financial activities and bank reconciliations for June 2023 be approved as presented.

CARRIED

7:24 p.m. to 7:49 p.m. –Randy Weekes, MLA for the Biggar constituency, attended the meeting to meet the council, discuss the new constituency borders beginning with the 2024 election, the recent announcements from the Ministry of Agriculture, and rural health care.

7:49 p.m. to 7:57 p.m. – David Wintonyk from WSP E& I Canada Limited attended the meeting to discuss the tenders received for the 2023 road construction.

2023 ROAD CONSTRUCTION TENDER

The following tenders were received for the construction of 2.2 kilometres of road along the south half of section 1 and part of the south half of section 22-31-29W3:

Procyk Bros. Transport Inc. - \$290,606.88

Denny Forbes Construction Inc. - \$459,881.88

Cory Contracting Ltd. - \$365,284.35

2023-175

BRANTFORD WHITTLETON – That we accept the tender submitted by Procyk Bros Transport Inc. in the amount of \$290,606.88 for the construction of the road located along the south half of section 1 and part of the south half of section 2-31-29W3.

CARRIED

CS RB

CORRESPONDENCE

2023-176 **BARRY NOBLE** – That we acknowledge receipt of the following correspondence and file for future reference:

Saskatchewan Association of Rural Municipalities (SARM)
Weekly Policy Bulletin – June 20, 2023
Weekly Policy Bulletin – June 27, 2023
Weekly Policy Bulletin – July 4, 2023
Rural Sheaf – June 2023
News Release – Increased Challenged Due to Clean Fuel Standards

Ministry of Government Relations
July 2023 Municipalities Today

Office of the Saskatchewan Information & Privacy Commissioner
2022/2023 Annual Report

Royal Canadian Mounted Police (RCMP) – Kindersley Detachment
Quarter 1 Policing Report

Rural Municipal Administrator's Association
Division 6 Gold Tournament – July 21st, Aquadeo

CARRIED

OFFER TO PURCHASE LOT 17-18 BLOCK 12 PLAN G394

2023-177 **RAYMOND MCKEARY** – That we reject the offer received from Ryan McFadyen to purchase Lot 17-18 Block 12 Plan G394 in Loverna.

CARRIED

TEMPORARY WORKSPACE DEVELOPMENT PERMIT

2023-178 **JOEL HAMM** – That the following temporary workspace permits be acknowledged as approved by the Development Officer:

Inter Pipeline Ltd.
SE 23-31-27W3 File No. 8374

CARRIED

2023 ROAD CONSTRUCTION CULVERTS

2023-179 **JOEL HAMM** – That we purchase the culverts required for the road construction along the south half of section 1 and part of the south half of section 2-31-29W3 from Armtec at a total quoted cost of \$23,514.60 plus GST and PST.

CARRIED

CB RB

IN-CAMERA

2023-180

CLINTON BARR – That we enter an in-camera session at 8:05 p.m. to discuss confidential legal matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.

CARRIED

OUT OF CAMERA

2023-181

BARRY NOBLE – That we conclude the in-camera session at 8:29 p.m. and that the regular meeting of council resume.

CARRIED

KINDERSLEY HEALTH AND WELLNESS FOUNDATION INC.

2023-182

JOEL HAMM – That we acknowledge the request received from the Kindersley Health and Wellness Foundation Inc., as provided by council member Clinton Barr, for the municipality to provide a payment to the Foundation in the amount of \$12,000 to go towards the outstanding amounts owed to a former and current physician at the Kindersley Clinic, and to offset legal fees, and that we deny the request.

CARRIED

IN-CAMERA

2023-183

CLINTON BARR – That we enter an in-camera session at 8:31 p.m. to discuss strategic and long-term planning matters pursuant to Section 120 Subsection 2(b) of *The Municipalities Act*.

CARRIED

OUT OF CAMERA

2023-184

ELDON ROESLER – That we conclude the in-camera session at 8:55 p.m. and that the regular meeting of council resume.

CARRIED

CLOTHING ALLOWANCE POLICY

2023-185

JOEL HAMM – That the Clothing Allowance Policy, attached hereto and forming part of these minutes be approved.

CARRIED

CB
RB

TAX ENFORCEMENT PROCEEDINGS

2023-186 BRANTFORD WHITTLETON – That we authorize proceedings to request title due to non-payment of taxes on the following properties:

1236 000	72 000
1246 000	78 000
1248 000	90 000
174 000	93 000
175 000	94 000
176 000	

CARRIED

STAFF/COUNCIL BBQ

2023-187 BRANTFORD WHITTLETON – That we hold a BBQ and social for all staff, council members and their spouses on August 11th, 2023 starting at 5:00 p.m. at the RM shop in Hoosier, SK.

CARRIED

AGRICULTURAL DISASTER AREA

2023-188 ELDON ROESLER – That the Rural Municipality of Antelope Park No. 322 be declared an agricultural disaster area due to drought conditions and the large grasshopper population in the area.

CARRIED

ARMY, NAVY & AIR FORCE VETERANS IN CANADA - ANAVET YEARBOOK

2023-189 BRANTFORD WHITTLETON – That we purchase 1/8 of a page in the ANAVETS yearbook in the amount of \$419.00 plus GST.

CARRIED

HIGHWAY 317 PHASE III CONSTRUCTION FINAL PAYMENT

2023-190 JOEL HAMM – That we approve the following final payment 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.:
ST 193221 - \$19,338.42 (includes GST)

CARRIED

ACCOUNTS

2023-191 JOEL HAMM – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9787 to 9816 in the amount of \$89,302.83 and EFT cheque numbers 990276 to 990290 in the amount of \$51,204.63 be approved for payment.

CARRIED

CS RB

DATE OF NEXT MEETING

2023-192 **CLINTON BARR** – That the next meeting of council be changed from August 15th, 2023 to August 21st, 2023 commencing at 7:00 p.m.

CARRIED

ADJOURN

2023-193 **RAYMOND MCKEARY** – That this meeting now adjourn at 10:13 p.m.

CARRIED



Reeve



Administrator

August 21st, 2023 – 7:00 p.m. - Regular meeting of council



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Clothing Allowance Policy

Policy Statement

Part VII of The Occupational Health and Safety, 1996 Regulations under The Saskatchewan Employment Act requires an employer to ensure that every worker wears or uses suitable and adequate personal protective equipment. An employer shall provide approved protective equipment to the workers at no cost to the worker.

The Rural Municipality of Antelope Park No. 322 is committed to ensuring that all employees use personal protective equipment to do their job safely.

Purpose

To protect the employees of the Rural Municipality of Antelope Park No. 322 from occupational hazards within the workplace by providing personal protective equipment (PPE).

Application

1. Footwear and safety clothing, including CSA approved steel toed boots, are required.
2. All road maintenance and public works employees shall be provided by the Rural Municipality of Antelope Park No. 322 the following clothing, which is to be worn while performing municipal duties:
 - Safety Vests
 - Safety Glasses (non-prescription)
 - Gloves
 - Ear Plugs
3. The RM of Antelope Park No. 322 will reimburse road maintenance and public works employees for the purchase of CSA approved steel-toed boots and safety clothing up to a maximum of \$500.00 every calendar year for year-round employees and \$300.00 per calendar year for seasonal employees upon submission of a valid receipt.
4. All municipal-issued PPE will conform to OH&S requirements.

CB AB

5. All PEE used will be in good condition and maintained according to the manufacturer's instructions.
6. No piece of PPE will be modified or changed contrary to the manufacturer's instructions, specifications, or OH&S regulations.

Resolution No. 2023-185

July 18th, 2023

CB AB

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval (Condensed)
Batch: 2023-00056 to 2023-00062

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9787	2023-06-26	Enviroway Detergent Man Inc CN009593 IN069125	WTP Chemicals WTP Chemicals	-63.00 168.12	105.12
9788	2023-07-12	Mielke Noah Gopher 20June	2023 Gopher Bounty	50.00	50.00
9789	2023-07-12	Peat, Kenneth Gordon Gopher 25May	2023 Gopher Bounty	380.00	380.00
9790	2023-07-12	Rawhide Supplements Ltd 20433 22989	Dust Control - Grid Roads & 317 Dust Control - Grid Roads & 317	18,055.38 2,216.37	20,271.75
9791	2023-07-12	SGL Canada 2023T12413466-0	Comm Auto Policy Renewal	1,210.52	1,210.52
9792	2023-07-18	Arthurs Holdings Ltd. ROWSW01-31-29-3	Road Project #2023-01	2,138.38	2,138.38
9793	2023-07-18	Close Hauta Bertoia Blanchette Audit 2022	2022 Audit & Financial Stmts	5,661.00	5,661.00
9794	2023-07-18	Crosby Hanna & Associates #4 (405-36)	Professional Planner Fees	210.00	210.00
9795	2023-07-18	Enviroway Detergent Man Inc IN069630	WTP Chemicals	165.48	165.48
9796	2023-07-18	Faubert Contracting Ltd. 5467	Daylighting pipelines for constructi	2,887.11	2,887.11
9797	2023-07-18	Information Services Corp Stmt 30June2023	Title Details	12.00	12.00
9798	2023-07-18	Kindersley & District Co-op 369543	Bulk Fuel - Jun	6,732.34	6,732.34
9799	2023-07-18	Loraas Disposal North Ltd. 1087	Garbage Bins Hoosier & Loverna	1,179.55	1,179.55
9800	2023-07-18	Loverna Cemetery Club McLeod Kevin GR#230027-001	Kevin McLeod Plot Alexander - 1 plot	50.00 50.00	100.00
9801	2023-07-18	Loverna Land & Cattle Ltd. ROW N34-30-29-3	Road Project #2023-01	3,200.07	3,200.07
9802	2023-07-18	Procyk Bros Transport Inc. FinalPmt-2023	Hwy 317 Phase III Construction	19,338.42	19,338.42
9803	2023-07-18	Redhead Equipment P90741	Repair Parts - Latch	254.62	254.62
9804	2023-07-18	RM of Chesterfield No 261 2023-00131	Pest Control Contract	1,194.31	1,194.31
9805	2023-07-18	RM of Milton No 292 2023-00064	Joint Expenses - Apr - Jun 2023	11,114.52	11,114.52
9806	2023-07-18	SGL 521GKL 2023	2008 Ford F150 Supercab 4WD	1,107.86	1,107.86
9807	2023-07-18	Sonmor, Cameron ROW NW35&SE01	Road Project #2023-01	4,435.81	4,435.81
9808	2023-07-18	Symes Farms Ltd. ROWNE35-30-29-3	Road Project #2023-01	746.97	746.97
9809	2023-07-18	WellTraxx SI-9550	Annual Subscription - Mapping	3,885.00	3,885.00

CB 11B

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval (Condensed)
Batch: 2023-00056 to 2023-00062

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
9810	2023-07-18	Western Municipal Consulting WMC23163	Board of Revision Assessment Ap	105.00	105.00
9811	2023-07-18	Hamm, Joel IND Mtg 2023-07	Councillor Indemnity & Mileage	286.00	286.00
9812	2023-07-18	Warrington, William IND Mtg 2023-07	Councillor Indemnity & Mileage	997.00	997.00
9813	2023-07-18	Whittleton, Brantford INDMtg 2023-07	Councillor Indemnity & Mileage	578.50	578.50
9814	2023-07-18	Noble, Barry IND Mtg 2023-07	Councillor Indemnity & Mileage	308.50	308.50
9815	2023-07-18	McKeary, Raymond IND Mtg 2023-Ju	Councillor Indemnity & Mileage	313.00	313.00
9816	2023-07-18	Roesler, Eldon IND Mtg 2023-Ju	Councillor Indemnity & Mileage	334.00	334.00
			Total Computer Cheque:		<u>89,302.83</u>

Total Bank1: 89,302.83

CB RB

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval (Condensed)
Batch: 2023-00056 to 2023-00062

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990276	2023-06-23	Payroll - Scotia EFT			
		BusbyRPP2023-13	Salary, 10 - 23 Jun 2023	3,001.17	
		EnsorLPP2023-13	Wages, 10 - 23 Jun 2023	1,109.22	
		MacPhPP2023-13	Wages, 10 - 23 Jun 2023	551.24	
		MearsTPP2023-13	Wages, 10 - 23 Jun 2023	1,286.78	
		MielkePP2023-13	Wages, 10 - 23 Jun 2023	2,903.58	
		ReaCPP2023-13	Salary, 10 - 23 Jun 2023	1,493.19	10,345.18
990277	2023-07-06	MEPP			
		AP1PP2023-12	Remittance 27 May - 09 Jun 2023	3,095.80	
		AP1PP2023-13	Remittance 10 - 23 Jun 2023	2,894.76	5,990.56
990278	2023-07-06	Minister of Finance			
		LS Remit2023-06	EPT Remittance - Monthly	11,554.89	11,554.89
990279	2023-07-06	Ministry of Finance			
		SunWest 23-06	EPT Remittance - Monthly	7.13	7.13
990280	2023-07-06	Receiver General for Canada			
		RP0002Remit2306	Source Deduction Remittance RP(12.90	12.90
990281	2023-07-06	Receiver General for Canada			
		RP0001Remit2306	Source Deduction Remittance RP(11,288.80	11,288.80
990282	2023-07-07	Payroll - Scotia EFT			
		BusbyRPP2023-14	Salary, 24 Jun - 07 Jul 2023	3,212.50	
		EnsorLPP2023-14	Wages, 10 - 23 Jun 2023	1,509.00	
		MearsTPP2023-14	Wages, 24 Jun - 07 Jul 2023	1,248.81	
		MielkePP2023-14	Wages, 24 Jun - 07 Jul 2023	2,524.93	
		ReaCPP2023-14	Salary, 24 Jun - 07 Jul 2023	1,533.19	
		Springer2023-14	Wages to 07 Jul 2023	983.24	11,011.67
990283	2023-07-14	SaskEnergy			
		HTG 2023-06	Hoosier TG	43.58	43.58
990284	2023-07-14	SaskEnergy			
		Shop 2023-06	Grader Shop	47.81	47.81
990285	2023-07-14	SaskPower			
		LPH 2023-06	Loverna Pump House	56.03	56.03
990286	2023-07-14	SaskPower			
		LSL 2023-06	Loverna Street Lights	92.61	92.61
990287	2023-07-14	SaskPower			
		HTG 2023-06	Hoosier TG	136.46	136.46
990288	2023-07-14	SaskPower			
		HSL 2023-06	Hoosier Street Lights	138.92	138.92
990289	2023-07-14	SaskPower			
		Shop 2023-06	Hoosier Grader Shop	202.59	202.59
990290	2023-07-18	Barr, Clinton			
		IND Mtg 2023-07	Reeve Indemnity & Mileage	275.50	275.50
				Total Computer Cheque:	51,204.63
				Total EFT:	51,204.63
				Grand Total:	140,507.46

CB RB