

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 Thursday, November 23rd, 2023 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.

CALL TO ORDER

Reeve Clinton Barr called the meeting to order at 6:52 p.m. with the following members in attendance:

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

One guest was in attendance.

AGENDA

2023-266

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

Agenda Additions:

Notice of Intent to Make a Proposal - *Bankruptcy and Insolvency Act* - Griffon Partners Operation Corp.

CARRIED UNANIMOUSLY

MINUTES

2023-267

WILLIAM WARRINGTON – That the minutes from the regular meeting of council held on October 17th, 2023 be approved as circulated.

CARRIED

REPORTS

2023-268

BRANTFORD WHITTLETON – That the following reports be filed:

Kindersley & District Plains Museum

Kindersley Medical Arts

KLD Wellness Foundation Inc.

Major & District Fire Board

Western Regional Landfill Inc. - Annual General Meeting - November 22, 2023

SARM Mid-term Convention – November 8-9, 2023 – Regina

Roadata Reports

CB
RB

Weed Report - 2023

CARRIED

ADMINISTRATOR'S REPORT

2023-269 **WILLIAM WARRINGTON** – That the Administrator's Report dated November 23rd, 2023 be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2023-270 **JOEL HAMM** – That the statement of financial activities and bank reconciliations for October 2023 be approved as presented.

CARRIED

CORRESPONDENCE

2023-271 **BARRY NOBLE** – That we acknowledge receipt of the following correspondence and file for future reference:

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – October 17, 2023

Rural Dart – October 24, 2023

Rural Dart – October 31, 2023

News Release – Saskatchewan Broadband Action Committee (SBAC)

News Release – SARM Trip to Ottawa

Rural Sheaf – October 2023

Ministry of Government Relations

October 2023 Municipalities Today

November 2023 Municipalities Today

Agricultural Producers of Saskatchewan

Update – October 19, 2023

Update – November 2, 2023

Update – November 9, 2023

Update – November 16, 2023

Annual General Meeting Invitation -- December 5-6 Regina

CARRIED

DRILLING LICENSES

2023-272 **RAYMOND MCKEARY** – That the following drilling licenses be acknowledged as approved by the Development Officer:

Novus Energy Inc.

16-14-32-27W3 File No. 23-51064

CARRIED

CS
RMB

PIPELINE CROSSINGS/INSTALLATIONS

2023-273 **RAYMOND MCKEARY** – That the following pipeline crossings/installations be acknowledged as approved by the Development Officer:

Saturn Oil & Gas Inc.

13-36-32-27W3 to 16-36-32-27W3 File No. MLL 23-96

CARRIED

MISCELLANEOUS RESOURCE DEVELOPMENT PERMITS

2023-274 **JOEL HAMM** – That the following temporary workspace permits be acknowledged as approved by the Development Officer:

Teine Energy Ltd.

SW 03-32-27W3 File No. 23-26220

CARRIED

RESIGNATION OF ADMINISTRATOR

2023-275 **BRANTFORD WHITTLETON** – That we acknowledge the resignation of Administrator Robin Busby received by the Joint Administration Board on October 24th, 2023; with Ms. Busby's last day of work to be no later than January 31st, 2024.

CARRIED

PURCHASE OF ONE-WAY BLADE

2023-276 **WILLIAM WARRINGTON** – That we acknowledge the purchase of the one-way blade authorized through resolution 2023-249 from Triod Supply at a cost of \$52,950.00 plus applicable taxes.

CARRIED

EMERGENCY RESPONSE PLAN & TRAINING - REQUEST FOR PROPOSALS

2023-277 **WILLIAM WARRINGTON** – That after review and deliberations of the proposals received, that we select Bolt from the Blue Management to complete the emergency response plans & training for the Prairie West Emergency Planning District at an estimated cost of \$49,600 plus applicable taxes.

CARRIED

RESCIND RESOLUTION 2023-260

2023-278 **CLINTON BARR** – That we rescind the following resolution:
"2023-260 BARRY NOBLE – That the Public Hearing for Bylaw 2023-03 be held on November 21st, 2023 commencing at 6:45 p.m. at the Marengo Municipal Office located at 20 1st Avenue North in Marengo, Saskatchewan.

CARRIED"

CARRIED

CB
NB

BYLAW 2023-03 - PUBLIC HEARING AND NOTICE

2023-279 BRANTFORD WHITTLETON – That the Public Hearing for Bylaw 2023-03 be held on December 19th, 2023 commencing at 6:45 p.m. at the Marengo Municipal Office located at 20 1st Avenue North in Marengo, Saskatchewan.
CARRIED

ENABLING ACCESSIBILITY FUND

2023-280 ELDON ROESLER – That we acknowledge the funding received by the Rural Municipality of Milton No. 292 through the Enabling Accessibility Fund to install accessible interior and exterior doors, and install a cement ramp; total maximum project costs estimated by using the online calculator provided with the grant application are \$107,346.66. The Government of Canada to provide 80% of funding with the RM of Milton No. 292, the RM of Antelope Park No. 322 and the Village of Marengo to pay for the remaining 20% as per the Joint Administration Agreement.
CARRIED

8:25 p.m. – One guest entered the boardroom.

IN-CAMERA

2023-281 CLINTON BARR – That we enter an in-camera session at 8:34 p.m. to discuss confidential human resources matter pursuant to Section 120 subsection 2(a) of *The Municipalities Act*.
CARRIED

8:34 p.m. – One guest left the boardroom.

9:07 p.m. – One guest entered the boardroom.

OUT OF CAMERA

2023-282 BARRY NOBLE – That we conclude the in-camera session at 9:07 p.m. and that the regular meeting of council resume.
CARRIED

JOINT ADMINISTRATION REPORT

2023-283 JOEL HAMM – That we acknowledge receipt of the Joint Administration Report presented by Administrator Robin Busby and accept all of the recommendations provided in the report.
CARRIED

Rescinded
Dec 18, 2023
MB CB

CB MB

2024 BOARD OF REVISION

2023-284 BARRY NOBLE – That the Rural Municipality of Antelope Park No. 322 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1st, 2024 through to December 31st, 2024; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as members of the Board of Revision:
Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing among their members.

CARRIED

2024 BOARD OF REVISION SECRETARY

2023-285 RAYMOND MCKEARY – That the Rural Municipality of Antelope Park No. 322 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1st, 2024 through to December 31st, 2024; remuneration as set out in West Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk 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

2024 DEVELOPMENT APPEALS BOARD

2023-286 CLINTON BARR – That the Rural Municipality of Antelope Park No. 322 appoints Western Municipal Consulting Ltd. to manage the development appeals process for the term of January 1st, 2024 through to December 31st, 2024; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as members of the development appeals board:

Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing among their members.

CARRIED

2024 DEVELOPMENT APPEALS BOARD SECRETARY

2023-287 WILLIAM WARRINGTON – That the Rural Municipality of Antelope Park No. 322 appoints Claudette McGuire with Western Municipal Consulting Ltd. as secretary to the Development Appeals Board for the term of January 1st, 2024 to December 31st, 2024; remuneration as set out in West Municipal Consulting Ltd. fee schedule. If Claudette McGuire 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

SARM PROPERTY SELF-INSURANCE PROGRAM

2023-288 RAYMOND MCKEARY – That upon review of the municipality's SARM Property Self-Insurance policy, that we make the following changes effective January 1st, 2024:

2015 Volvo G970 Grader - Serial VCEG970V0S530114

Increase value from \$375,000 to \$600,000

2016 Degelman 1820 Sidearm Serial R20000492611

Increase value from \$25,000 to \$40,000

2017 Case Maxxum 145 Tractor w/Case L755 Loader Serial ZHEV08234/WHWLL5114

Increase value from \$172,277 to \$200,000

2021 John Deere 870GP Grader Serial 1DW870GPVMF711178

Increase value from \$453,960 to \$650,000

2022 John Deere 770GP Grader Serial 1DW770GPKNG714588

Increase value from \$449,234 to \$600,000

2022 Schulte XH Series 5 Mower Serial C35020161207

Change from Actual Cash Value to Replacement Cost

Increase value from \$49,563 to \$60,000

CARRIED

2024 FIDELITY BOND

2023-289 JOEL HAMM – That we increase the Fidelity Bond coverage from \$25,000 to \$200,000 effective January 1st, 2024 with a premium of \$325.00, and also increase the Money & Securities coverage from \$20,000 to \$25,000 effective January 1st, 2024 with a premium of \$260.00; coverage is offered through the SARM Fidelity Bond program.

CARRIED

CB
RB

IN-CAMERA

2023-290

CLINTON BARR – That we enter an in-camera session at 9:37 p.m. to discuss confidential legal matters pursuant to Section 120 subsection 2(a) of *The Municipalities Act*.

CARRIED

9:37 p.m. – One guest left the boardroom.

9:44 p.m. – One guest returned to the boardroom.

OUT OF CAMERA

2023-291

JOEL HAMM – That we conclude the in-camera session at 9:44 p.m. and that the regular meeting of council resume.

CARRIED

ACCOUNTS

2023-292

JOEL HAMM – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9877 to 9907 in the amount of \$88,372.77, online payment EFT88234538 in the amount of \$18,284.67, and EFT cheque numbers 990337 to 990364 in the amount of \$89,807.60 be approved for payment.

CARRIED

ADJOURN

2023-293

RAYMOND MCKEARY – That this meeting now adjourn at 9:56 p.m.

CARRIED



Reeve



Administrator

December 19th, 2023 – 7:00 p.m. - Regular meeting of council

Rural Municipality of Antelope Park No. 322

List of Accounts for Approval

Batch: 2023-00092 to 2023-00107

Date Printed
2023-11-21 11:35 AM

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9877	2023-10-17	Procyk Bros Transport Inc.				
		2023-01FinalPmt		Rd Construction Proj.#2023-01	50,047.80	50,047.80
9878	2023-10-23	Enviroway Detergent Man Inc				
		IN071420		WTP Chemicals	311.06	311.06
9879	2023-10-23	Peat, Kenneth Gordon				
		Gopher 04Oct202		2023 Gopher Bounty	85.00	85.00
9880	2023-10-23	RM of Milton No 292				
		2023-00086		Joint Expenses - Jul-Sep 2023	6,126.37	6,126.37
9881	2023-10-23	Village of Marengo				
		2023-00003		3rd Qtr Jul-Sep Office Maintenance	20.30	20.30
9882	2023-10-31	Mielke, Ken				
		BigValley26Oct		Clothing Allowance Policy	279.72	279.72
9883	2023-10-31	Riou, Anne Marie				
		BigValley11Sep		Clothing Allowance Policy	248.64	
		PeaveyMart25Oct		Clothing Policy to Seasonal Max	51.36	300.00
9884	2023-11-14	The Royal Canadian Legion				
		2024 Book		Military Service Recognition Book	260.00	260.00
9885	2023-11-14	Simplot Grower Solutions				
		Issued Simplot Grower Solutions				
		MA07827		Grass Seed	1,348.00	1,348.00
9886	2023-11-21	Arthurs Holdings Ltd.				
		GrDSW01-31-29-3		Road Project #2023-01	2,488.50	2,488.50
9887	2023-11-21	Crosby Hanna & Associates				
		#5 (409-20)		Professional Planner Fees	105.00	105.00
9888	2023-11-21	Kindersley & District Co-op				
		#8561		Signs Maintenance	2.89	
		#8639		Water at Barry Noble's	6.86	
		#9228		Shop Supplies & Grease	124.89	
		#9335		Shop Supplies	15.53	
		#9419		Water shed at Hoosier	55.49	
		381113		Bulk Fuel - Oct	7,230.71	7,436.37
9889	2023-11-21	Loraas Disposal North Ltd.				
		0000553538		Garbage Bins Hoosier & Loverna	1,190.57	1,190.57
9890	2023-11-21	Loverna Land & Cattle Ltd.				
		GrD N34-30-29-3		Road Project #2023-01	1,663.90	1,663.90
9891	2023-11-21	RM of Chesterfield No 261				
		2023-00203		Pest control Contract	1,097.86	1,097.86
9892	2023-11-21	SARM				
		PSIP23322-10		Property Self-Insurance Program 2	-69.95	
		SARM816862		Shop Supplies	77.52	7.57
9893	2023-11-21	Sonmor, Cameron				
		GrDSE01-31-29-3		Road Project #2023-01	1,477.00	
		GrDNW35-30-29-3		Road Project #2023-01	1,187.20	2,664.20
9894	2023-11-21	REV - Symes Farms Ltd.				
9895	2023-11-21	Western Municipal Consulting				
		WMC23458		2024 Prepaid Board Fees	472.50	472.50
9896	2023-11-21	Your Southwest Media Group				
		9353		Tax Enforcement List	141.75	141.75

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Rural Municipality of Antelope Park No. 322

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COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9897	2023-11-21	Hamm, Joel IND Mtg09absent	Councillor Indemnity & Mileage	-286.00	
		IND Mtg2023-10	Councillor Indemnity & Mileage	286.00	
		IND Mtg2023-11	Councillor Indemnity & Mileage	1,721.35	1,721.35
9898	2023-11-21	Warrington, William IND 2023-11	Councillor Indemnity & Mileage	1,071.00	1,071.00
9899	2023-11-21	Whittleton, Brantford IND Mtg 2023-11	Councillor Indemnity & Mileage	308.50	308.50
9900	2023-11-21	Noble, Barry INDMtg2023-11	Councillor Indemnity & Mileage	608.50	608.50
9901	2023-11-21	McKeary, Raymond IND Mtg2023-11	Councillor Indemnity & Mileage	313.00	313.00
9902	2023-11-21	Roesler, Eldon IND Mtg 2023-11	Councillor Indemnity & Mileage	334.00	334.00
9903	2023-11-21	Symes Farms Ltd. GrDNE35-30-29-3	Road Project #2023-01	208.60	208.60
9904	2023-11-21	Symes Farms Ltd. Issued Symes, Sandra GrDSE02-31-29-3	Rd Construction Proj #2023-01	1,177.40	1,177.40
9905	2023-11-23	VOID - Cheque Confirmation			
9906	2023-11-23	Enviroway Detergent Man Inc CN009893	WTP Chemicals Pail Returns	-110.25	
		IN072144	WTP Chemicals	372.75	262.50
9907	2023-11-23	Rod's Heating & Cooling Ltd. 24990	Shop Furnace Repair	6,321.45	6,321.45
			Total Computer Cheque:		88,372.77

ONLINE BANKING

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
EFT88234538	2023-10-27	Timberline Mulching Inc. 1123	Mulching/Land Clearing	18,284.67	18,284.67
			Total Online Banking:		18,284.67
			Total Bank1:		106,657.44

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Rural Municipality of Antelope Park No. 322

List of Accounts for Approval

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Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990337	2023-10-16	SaskEnergy HTG 2023-09	Hoosier TG	43.58	43.58
990338	2023-10-16	SaskEnergy Shop 2023-09	Grader Shop	43.58	43.58
990339	2023-10-16	SaskPower HTG 2023-09	Hoosier TG	10.42	10.42
990340	2023-10-16	SaskPower LPH 2023-09	Loverna Pump House	56.20	56.20
990341	2023-10-16	SaskPower LSL 2023-09	Loverna Street Lights	92.61	92.61
990342	2023-10-16	SaskPower HSL 2023-09	Hoosier Street Lights	138.92	138.92
990343	2023-10-16	SaskPower Shop 2023-09	Hoosier Grader Shop	145.51	145.51
990344	2023-10-27	Payroll - Scotia EFT			
		BusbyRPP2023-22	Salary, 14 - 27 Oct 2023	3,172.50	
		EnsorLPP2023-22	Wages, 14 - 27 Oct 2023	1,456.38	
		MearsTPP2023-22	Wages, 14 - 27 Oct 2023	1,296.11	
		MielkePP2023-22	Wages, 14 - 27 Oct 2023	2,684.06	
		ReaCPP2023-22	Salary, 14 - 27 Oct 2023	1,493.19	
		RiouA2023-22	Wages, 14 - 27 Oct 2023	1,847.89	11,950.13
990345	2023-11-03	MEPP			
		AP1PP2023-21	Remittance 30 Sep - 13 Oct 2023	3,056.96	
		AP1PP2023-22	Remittance 14 - 27 Oct 2023	3,205.50	6,262.46
990346	2023-11-03	Minister of Finance			
		LS Remit2023-10	EPT Remittance - Monthly	41,573.80	41,573.80
990347	2023-11-03	Ministry of Finance			
		SunWest 23-10	EPT Remittance - Monthly	4,725.88	4,725.88
990348	2023-11-03	Receiver General for Canada			
		RP0002Remit2310	Source Deduction Remittance RPO	136.81	136.81
990349	2023-11-03	Receiver General for Canada			
		RP0001Remit2310	Source Deduction Remittance RPO	9,521.58	9,521.58
990350	2023-11-03	SMHI			
		Remit 2023-10	Monthly Remittance - Oct	1,901.24	1,901.24
990351	2023-11-10	VOID - Wrong date			
990352	2023-11-10	VOID - Wrong date			
990353	2023-11-09	SaskEnergy			
		HTG 2023-10	Hoosier TG	58.75	58.75
990354	2023-11-09	SaskEnergy			
		Shop 2023-10	Grader Shop	58.75	58.75
990355	2023-11-10	Payroll - Scotia EFT			
		BusbyRPP2023-23	Salary, 28 Oct - 10 Nov 2023	3,212.50	
		EnsorLPP2023-23	Wages, 28 Oct - 10 Nov 2023	1,445.10	
		MearsTPP2023-23	Wages, 28 Oct - 10 Nov 2023	1,140.04	
		MielkePP2023-23	Wages, 28 Oct - 10 Nov 2023	2,628.31	
		ReaCPP2023-23	Salary, 28 Oct - 10 Nov 2023	1,533.19	
		RiouA2023-23	Wages, 28 Oct - 10 Nov 2023	1,855.85	11,814.99

CB
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Rural Municipality of Antelope Park No. 322
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Batch: 2023-00092 to 2023-00107

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990356	2023-11-10	Swift-net.ca 2023-10EFT	Shop Internet Invoice	88.75	88.75
990357	2023-11-14	SaskPower LPH 2023-10	Loverna Pump House	67.96	67.96
990358	2023-11-14	SaskPower LSL 2023-10	Loverna Street Lights	92.61	92.61
990359	2023-11-14	SaskPower ScaleQtrly23-04	Weigh Scale 17 Apr - 14 July 2023	137.13	137.13
990360	2023-11-14	SaskPower HSL 2023-10	Hoosier Street Lights	138.92	138.92
990361	2023-11-14	SaskPower HTG 2023-10	Hoosier TG	142.69	142.69
990362	2023-11-14	SaskPower Fusilier_23-10	Lot 21 Blk 2 Plan G448 Fusillier	145.59	145.59
990363	2023-11-14	SaskPower Shop 2023-10	Hoosier Grader Shop	183.44	183.44
990364	2023-11-21	Barr, Clinton IND Mtg 2023-11	Reeve Indemnity & Mileage	275.50	275.50
				Total Computer Cheque:	<u>89,807.80</u>

Total EFT: 89,807.80

Grand Total: 196,465.24

CB/B