

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 Monday, December 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 6:55 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
- Assistant Administrator:** Candace Rea

AGENDA

- 2023-301** **BARRY NOBLE** – That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:
Agenda Additions:
2023 Road Construction Crop Damage Compensation payments
Employee matters

CARRIED UNANIMOUSLY

MINUTES

- 2023-302** **BRANTFORD WHITTLETON** – That the minutes from the regular meeting of council held on November 23rd, 2023 be approved as circulated.

CARRIED

- 2023-303** **WILLIAM WARRINGTON** – That the minutes from the regular meeting of council held on December 4th, 2023 be approved as circulated.

CARRIED

REPORTS

- 2023-304** **WILLIAM WARRINGTON** – That the following reports be filed:
Kindersley & District Plains Museum
Kindersley Vet Board
Kindersley Medical Arts
KLD Wellness Foundation Inc.
Major & District Fire Board
Roadata Reports
Pest Control Reports – September & October 2023

CARRIED

CB LB

ADMINISTRATOR'S REPORT

2023-305 BRANTFORD WHITTLETON – That the Administrator's Report dated December 18th, 2023 be acknowledged as received and filed.
CARRIED

FINANCIAL REPORTS

2023-306 JOEL HAMM – That the statement of financial activities and bank reconciliations for November 2023 be approved as presented.
CARRIED

CORRESPONDENCE

2023-307 ELDON ROESLER – That we acknowledge receipt of the following correspondence and file for future reference:

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – November 21, 2023

Rural Dart – November 28, 2023

Rural Dart – December 5, 2023

Rural Dart – December 12, 2023

Rural Sheaf – November 2023

Saskatchewan Rural Crime Watch Association Membership Request for 2024
SARM – Holiday Message

Rural Municipal Administrators' Association of Saskatchewan
2024 Curling Information and Registration

Agricultural Producers of Saskatchewan

Update – November 23, 2023

Update – November 30, 2023

Update – December 7, 2023

The Army, Navy & Air Force Veterans in Canada (ANAVETS)

Thank you for your support

CARRIED

MISCELLANEOUS RESOURCE DEVELOPMENT PERMITS

2023-308 JOEL HAMM – That the following temporary workspace permits be acknowledged as approved by the Development Officer:
Teine Energy Ltd.
NE 01-31-27W3 File No. 23-26243

CARRIED

CB NB

RESCIND RESOLUTION 2023-279

2023-309 **CLINTON BARR** – That we rescind the following resolution:
"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"
CARRIED

IN-CAMERA

2023-310 **BRANTFORD WHITTLETON** – That we enter an in-camera session at
7:35 p.m. to discuss confidential legal and employee matters pursuant to
Section 120 subsection 2(a) of *The Municipalities Act*.

CARRIED

7:35 p.m. – Candace Rea left the boardroom.

7:41 p.m. – Robin Busby left the boardroom.

7:49 p.m. – Robin Busby and Candace Rea returned to the boardroom.

OUT OF CAMERA

2023-311 **WILLIAM WARRINGTON** – That we conclude the in-camera session at
7:49 p.m. and that the regular meeting of council resume.

CARRIED

2024 WAGES

2023-312 **WILLIAM WARRINGTON** – That the following wage increases be
approved effective January 1st, 2024:

<u>Employee</u>	<u>2023 Wage</u>	<u>Increase</u>	<u>2024 Wage</u>
Anne Marie Riou	\$30.00 per hour	\$1.50	\$31.50 per hour

CARRIED

MUNICIPAL REVENUE SHARING GRANT - DECLARATION OF ELIGIBILITY

2023-313 **JOEL HAMM** – That Council of the Rural Municipality of Antelope Park
No. 322 confirms the municipality meets the following eligibility
requirements to receive the Municipal Revenue Sharing Grant:
Submission of the 2022 Audited Financial Statement to the Ministry of
Government Relations;
The municipality runs a Municipal Waterworks System that is not subject
to public reporting requirements;
In good standing with respect to the reporting and remittance of Education
Property Taxes;

CB KB

Adoption of a Council Procedures Bylaw;
Adoption of an Employee Code of Conduct;
All members of council have filed and annually updated their Public Disclosure Statements, as required; and
That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

MUNICIPAL FIRE PROTECTION AGREEMENT

2023-314 **CLINTON BARR** – That we table further discussion regarding the Municipal Fire Protection Agreement until the January 2024 meeting of council.

CARRIED

2024 COUNCIL MEETING DATES

2023-315 **BARRY NOBLE** – That the council meeting on the following dates in 2024 at 7:00 p.m. unless rescheduled by the majority of council through resolution:

January 16, 2024	July 16, 2024
February 20, 2024	August 20, 2024
March 19, 2024	September 17, 2024
April 16, 2024	October 15, 2024
May 21, 2024	November 18, 2024
June 18, 2024	December 17, 2024

CARRIED

COUNCIL REMUNERATION

2023-316 **WILLIAM WARRINGTON** – That the council remuneration for 2024 be set as follows:

- Regular Meetings - \$250.00
- Committee Meetings - \$150.00 per meeting
- Convention Days - \$250.00 per day
- Regina - SARM Annual – 5 days SARM Midterm -3 days
- Saskatoon - SARM Annual – 4 days SARM Midterm - 2.5 days
- Mileage - \$.75 per km

CARRIED

TRANSFER FROM GENERAL OPERATING TO RESERVE

2023-317 **RAYMOND MCKEARY** – That instruct the Administrator to establish a reserve account for Future Road Repairs & Construction and that we transfer the following amounts from the general operating account to the following reserve accounts and that the total funds be transferred from the municipality’s general operating bank account 20198-****214 to the municipality’s reserve bank accounts 20198-****316 (Reserve) and 20198-****618 (Fire Reserve):

<u>To Reserve Account</u>	<u>Amount</u>
3120 – Reserve – Future Road Repairs & Construct.	13,785.00
3130 – Reserve – Fire	\$150,000.00
TOTAL	\$163,785.00

CARRIED

ALLOWANCE FOR UNCOLLECTIBLE MUNICIPAL TAXES

2023-318 **WILLIAM WARRINGTON** – That we make the following changes to the allowances of uncollectible municipal tax amounts:
Account 1136 decrease from \$22,000 to \$10,000

CARRIED

COMMUNITY EVENT LICENSE - HOOSIER OUTDOOR BONSPIEL

2023-319 **JOEL HAMM** – That we approve the issuance of a Community Event License to the Hoosier Valley Recreation Board for an outdoor bonspiel to take place at the Hoosier Valley Recreation Centre in Hoosier, Saskatchewan on the following dates:
January 26th, 2024 5:00 p.m. to 2:00 a.m.
January 27th, 2024 2:00 p.m. to 2:00 a.m.

CARRIED

2023 ROAD CONSTRUCTION CROP DAMAGE COMPENSATION

2023-320 **WILLIAM WARRINGTON** – That we approve the following crop damage payments for the 2023 road construction:
NW 35-30-29W3 - \$576.64
NE 35-30-29W3 - \$101.32
SE 01-31-29W3 - \$717.40
SE 02-31-29W3 - \$571.88

CARRIED

ACCOUNTS

2023-321 **JOEL HAMM** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9908 to 9923 in the amount of \$26,086.71, and EFT cheque numbers 990365 to 990373 in the amount of \$77,130.39 be approved for payment.

CARRIED

CS 16

ADJOURN

2023-322

RAYMOND MCKEARY – That this meeting now adjourn at 8:41 p.m.

CARRIED



Reeve



Administrator

January 16th, 2024 – 7:00 p.m. - Regular meeting of council

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
 Batch: 2023-00109 to 2023-00112

Date Printed
 2023-12-14 4:33 PM

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Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9908	2023-11-27	Hamm, Carla 2023-11	Hoosier Water Shed	320.00	320.00
9909	2023-11-27	ScotiaBank VISA Stmt 15NOV2023	SARM Hotel Rooms	658.56	658.56
9910	2023-12-18	Cowan, Dustin 2023TAX Ovrpmt	2023 Tax Overpayment	679.03	679.03
9911	2023-12-18	Enviroway Detergent Man Inc CN009940 IN072707	WTP Chemicals Pail Returns WTP Chemicals	-157.50 232.05	74.55
9912	2023-12-18	Kindersley & District Co-op #9996 #9972 383236	Shop Supplies Oil Bulk Fuel - Nov	27.74 276.25 7,182.22	7,486.21
9913	2023-12-18	Loraas Disposal North Ltd. 0000554051	Garbage Bins Hoosier & Loverna	1,193.20	1,193.20
9914	2023-12-18	Procyk Bros Transport Inc. LovGridApproach	Approach off Loverna Grid	2,358.75	2,358.75
9915	2023-12-18	SARM SARM817036 MID23-322	Shop Supplies Convention Food & Beverage Fee	81.02 115.50	196.52
9916	2023-12-18	Triod Supply 000-153353 000-153352 000-153533 000-153535	Wing Blades Blade Bolt & Nut Kits Impact Wrench Scraper bolts; Floor Jack w stands	1,391.14 153.18 660.45 472.81	2,677.58
9917	2023-12-18	WSP E&I Canada Limited C27425804	Rd Proj. 2023-01 S01& Ptn. 02-31	8,571.31	8,571.31
9918	2023-12-18	Hamm, Joel IND Mtg2023-12	Councillor Indemnity & Mileage	286.00	286.00
9919	2023-12-18	Warrington, William IND Mtg 2023-12	Councillor Indemnity & Mileage	321.00	321.00
9920	2023-12-18	Whittleton, Brantford IND Mtg 2023-12	Councillor Indemnity & Mileage	308.50	308.50
9921	2023-12-18	Noble, Barry INDMtg2023-12	Councillor Indemnity & Mileage	308.50	308.50
9922	2023-12-18	McKeary, Raymond IND Mtg2023-12	Councillor Indemnity & Mileage	313.00	313.00
9923	2023-12-18	Roesler, Eldon IND Mtg 2023-12	Councillor Indemnity & Mileage	334.00	334.00
				Total Computer Cheque:	26,086.71

CS KB

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2023-00109 to 2023-00112

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990365	2023-11-24	Payroll - Scotia EFT				
		BusbyRPP2023-24		Salary, 11 - 24 Nov 2023	3,172.50	
		EnsorLPP2023-24		Wages, 11 - 24 Nov 2023	1,423.25	
		MearsTPP2023-24		Wages, 11 - 24 Nov 2023	1,172.57	
		MielkePP2023-24		Wages, 11 - 24 Nov 2023	2,879.58	
		ReaCPP2023-24		Salary, 11 - 24 Nov 2023	1,493.19	
		RiouA2023-24		Wages, 11 - 24 Nov 2023	1,673.32	11,814.41
990366	2023-12-14	MEPP				
		AP1PP2023-23		Remittance 28 Oct - 10 Nov 2023	3,096.94	
		AP1PP2023-24		Remittance 11 - 24 Nov 2023	3,159.88	6,256.82
990367	2023-12-06	Minister of Finance				
		LS Remit2023-11		EPT Remittance - Monthly	8,019.51	8,019.51
990368	2023-12-06	Ministry of Finance				
		SunWest 23-11		EPT Remittance - Monthly	3,153.96	3,153.96
990369	2023-12-06	Receiver General for Canada				
		RP0002Remit2311		Source Deduction Remittance RP(84.30	84.30
990370	2023-12-06	Receiver General for Canada				
		RP0001Remit2311		Source Deduction Remittance RP(9,509.45	9,509.45
990371	2023-12-06	SMHI				
		To Remit 2023-11		Monthly Remittance - Nov	26,094.07	26,094.07
990372	2023-12-08	Payroll - Scotia EFT				
		BusbyRPP2023-25		Salary, 25 Nov - 08 Dec 2023	3,212.50	
		EnsorLPP2023-25		Wages, 25 Nov - 08 Dec 2023	1,527.93	
		MearsTPP2023-25		Wages, 25 Nov - 08 Dec 2023	878.63	
		MielkePP2023-25		Wages, 25 Nov - 08 Dec 2023	2,522.55	
		ReaCPP2023-25		Salary, 25 Nov - 08 Dec 2023	1,533.19	
		RiouA2023-25		Wages, 25 Nov - 08 Dec 2023	1,613.37	11,288.17
990373	2023-12-18	Barr, Clinton				
		IND Mtg 2023-12		Reeve Indemnity & Mileage	909.70	909.70
					Total Computer Cheque:	77,130.39

Total EFT: 77,130.39
Grand Total: 103,217.10

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