

Rural Municipality of Antelope Park No. 322

Meeting Minutes

December 12th, 2019 - Regular Meeting of Council - 7:00 p.m.

Minutes of the regular meeting of the council of the Rural Municipality of Antelope Park No. 322 held on Thursday December 12th, 2019 in the municipal council chambers located at 20 1st Avenue North in Marengo, Saskatchewan.

The following council members were in attendance:

Reeve: Gordon Dommett

Division 1: Clinton Barr

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 Gordon Dommett called the meeting to order at 7:03 p.m.

RESCIND RESOLUTION 2019-249

Resolution No. 2019-252

Moved By: Clinton Barr

That we rescind resolution 2019-249.

CARRIED

MINUTES

Resolution No. 2019-253

Moved By: Barry Noble

That the minutes from the meeting held on November 19, 2019 be approved as circulated.

CARRIED

HIGHWAY 317 PROJECT COMMITTEE

Resolution No. 2019-254

Moved By: Brantford Whittleton

That the following Highway 317 Project Committee minutes attached hereto and forming part of these minutes be approved:

November 15th, 2019 Committee Meeting

December 2nd, 2019 Committee Meeting

December 6th, 2019 Committee Meeting

CARRIED

REPORTS

Resolution No. 2019-255

Moved By: Eldon Roesler

That the following board reports be filed for future reference:

Kindersley Medical Arts

Prairie West Planning District - Planning Commission Meeting - November 25th, 2019

Northbound Planning - November 2019 Bylaw Enforcement Summary Report

CARRIED

7:21 p.m. to 7:42 p.m. - Kevin Rea attended the meeting to discuss work completed in the shop, and theft from RM shop.

REVENUE AND EXPENSES

Resolution No. 2019-256

Moved By: Brantford Whittleton

That the statement of revenue and expenses for November be approved as presented.

CARRIED

KINDERSLEY DISTRICT MUSIC FESTIVAL

Resolution No. 2019-257

Moved By: Clinton Barr

That we donate \$200.00 to the Kindersley District Music Festival in 2020.

CARRIED

CORRESPONDENCE

Resolution No. 2019-258

Moved By: Barry Noble

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

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin - November 19, 2019

Weekly Policy Bulletin - November 26, 2019

Weekly Policy Bulletin - December 3, 2019

Weekly Policy Bulletin - December 10, 2019

2020 Resolution Deadline

2020 Excess Liability Insurance

Saskatchewan Assessment Management Agency (SAMA)

SAMAView Update

Royal Canadian Legion Flaxcombe Branch No. 98

Request to post listing of fallen soldiers

Saskatchewan Public Safety Agency (SPSA)

Expansion of SPSA

Saskatchewan Health Authority (SHA)

SHA 2nd Anniversary

Kindersley District Music Festival

Request for Donation

CARRIED

SASKTIP - 2020 MEMBERSHIP

Resolution No. 2019-259

Moved By: Clinton Barr

That we acknowledge receipt from SaskTip regarding membership for 2020 and that we decline the request.

CARRIED

SARM RESPECT IN THE WORKPLACE

Resolution No. 2019-260

Moved By: Clinton Barr

That all council members and staff take the Respect in the Workplace training offer through SARM and that the municipality pay for the training of each council member and staff at \$20.00 per person.

CARRIED

COUNCIL REMUNERATION

Resolution No. 2019-261

Moved By: Clinton Barr

That the council remuneration for 2020 be administered as follows:

Regular Meetings - \$200.00

Committee Meetings - \$100.00 to \$200.00 per meeting (councillor's discretion)

Convention Days - \$200.00 per day

Regina - SARM Annual – 5 days SARM Midterm -3 days

Saskatoon - SARM Annual – 4days SARM Midterm - 2.5 days

Mileage - \$.65 per km

CARRIED

8:39 p.m. - Robin Busby left the board room while the council discussed the joint administration report.

8:49 p.m. - Robin Busby returned to the board room.

JOINT ADMINISTRATION

Resolution No. 2019-262

Moved By: Barry Noble

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

2020 WAGES

Resolution No. 2019-263

Moved By: Brantford Whittleton

That the following wage increases be approved and come into effect January 1st, 2020:

	2019 Wage	Increase	2020 Wage
Cody Loken	25.00	2.00	27.00
Ken Mielke	30.00	1.00	31.00
Kevin Rea	37.00	1.00	38.00

CARRIED

NW 19-31-28W3 - REQUEST TO MOVE FENCE

Resolution No. 2019-264

Moved By: Barry Noble

That we write a letter to the Antelope Park Grazing Corp. stating that the fence cannot be placed within the municipal road allowance along the NW 19-31-28W3.

CARRIED

FEDERATION OF CANADIAN MUNICIPALITIES

Resolution No. 2019-265

Moved By: Clinton Barr

That we purchase a membership in the Federation of Canadian Municipalities for 2020/2021 in the amount of \$110.00.

CARRIED

ACCOUNTS

Resolution No. 2019-266

Moved By: Eldon Roesler

That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

CARRIED

ADJOURN

Resolution No. 2019-267

Moved By: Clinton Barr

That this meeting now adjourn at 9:30 p.m.

CARRIED


Reeve


Administrator

Report Date
12/12/2019 3:15 PM

Rural Municipality of Antelope Park No. 322

List of Accounts for Approval

As of 12/12/2019

Batch: 2019-00082 to 2019-00086

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Bank1 - Main Demand					
Computer Cheques:					
8477	30/11/2019	MEPP			
		2019PP22	Remittance 19 Oct - 1 Nov 2019	3,418.88	
		2019PP23	Remittance 2 - 15 Nov 2019	3,033.08	
		2019PP24	Remittance 16 - 29 Nov 2019	2,754.14	9,206.10
8478	30/11/2019	ScotiaBank VISA			
		Stmt 15Nov2019	Emergency Operation Vests	199.80	199.80
8479	30/11/2019	ScotiaBank Visa			
		Stmt15Nov2019	Dog Impound Supplies	122.09	122.09
8480	30/11/2019	ScotiaBank Visa			
		Stmt 15Nov2019	Small Tool - 5pc Pry Bar Set	27.74	27.74
8481	30/11/2019	Waste Management Corporation			
		0861381-0646-2	Garbage Bins-Hoosier to 31 Dec	3,992.59	
		0861382-0646-0	Garbage Bins-Loverna to 31 Dec	1,345.02	5,337.61
8482	06/12/2019	Major Cemetery Fund			
		DonateOstrowski	Memorial Donation- M.Ostrowski	50.00	50.00
8483	12/12/2019	Barr, Clinton			
		October 2019	Contract - Hoosier Water Shed	80.00	
		November 2019	Contract - Hoosier Water Shed	80.00	
		December 2019	Contract - Hoosier Water Shed	80.00	240.00
8484	12/12/2019	Kindersley & District Co-op			
		3544	Oil	209.65	
		3575	Oil	49.93	
		3554	Shop Supplies	1.23	
		3646	Oil & Shop Supplies	240.14	
		3625	Oil For Grader	196.33	
		3780	Shop Supplies	11.47	
		3782	Shop Supplies	8.48	
		3785	Shop Supplies	9.20	
		3828	Shop Supplies	13.11	
		4085	Shop Supplies	28.84	
		4103	Shop Supplies	7.76	
		277810	Cardlock Fuel - Nov 2019	2,415.21	3,191.35
8485	12/12/2019	Meridian Surveys Ltd			
		K37899	Survey Gravel Pits	2,076.65	2,076.65
8486	12/12/2019	Ministry of Agriculture			
		359764-2020	Quarry Lease #359764	28.90	
		373017-2020	Quarry Lease #373017	257.12	
		443165-2020	Quarry Lease #443165	1,347.70	1,633.72
8487	12/12/2019	Northbound			
		IN190202	General Bylaw Enforcement	1,247.10	1,247.10
8488	12/12/2019	Redhead Equipment			
		P22025	Grader Oil and Filters	814.41	
		X37922	Wheel Loader Engine Repairs	16,237.47	17,051.88

Report Date
12/12/2019 3:15 PM

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
As of 12/12/2019
Batch: 2019-00082 to 2019-00086

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
8489	12/12/2019	RM of Chesterfield No 261 2019-00092	Pest control Contract	612.61	612.61
8490	12/12/2019	The Tint Doctor 15523	Magnetic AED sign for Hall	88.80	88.80
8491	12/12/2019	Wood Enviro. & Infrastructure C26424083	Hwy 317 Tenders - Eng Services	1,180.47	1,180.47
8492	12/12/2019	Dommett, Gordon 12Dec2019 Mtg	Reeve Indemnity & Mileage	815.17	815.17
cancelled is # 2020-031 8493	12/12/2019	Warrington, William INDAdj19Nov2019 12Dec2019 Mtg	Indemnity, Adjust Midterm Conv Councillor Indemnity & Mileage	300.00 917.00	1,217.00
8494	12/12/2019	Whittleton, Brantford 12Dec2019Mtg	Councillor Indemnity & Mileage	250.70	250.70
8495	12/12/2019	Noble, Barry 12Dec2019Mtg	Councillor Indemnity & Mileage	450.70	450.70
cancelled is # 2020-022 8496	12/12/2019	McKeary, Raymond 12Dec2019 Mtg	Councillor Indemnity & Mileage	254.60	254.60
8497	12/12/2019	Roesler, Eldon 12Dec2019Mtg	Councillor Indemnity & Mileage	272.80	272.80
Total for Bank1:					45,526.89

Report Date
12/12/2019 3:15 PM

List of Accounts for Approval

As of 12/12/2019

Page 3

Batch: 2019-00082 to 2019-00086

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: EFT - Electronic Funds Transfer					
Computer Cheques:					
990190	30/11/2019	VOID - Wrong Date			
990191	25/11/2019	Payroll - Scotia EFT			
		LokenC PP1924	Wages, 16 - 22 November 2019	795.59	795.59
990192	29/11/2019	Payroll - Scotia EFT			
		BusbyR PP1924	Salary, 16 - 29 Nov 2019	2,523.82	
		DueckC PP1924	Salary, 16 - 29 November 2019	1,444.42	
		EnsorL PP1924	Wages, 16 - 29 November 2019	1,062.01	
		MearsT PP1924	Wages, 16 - 29 November 2019	588.14	
		MielkeK PP1924	Wages, 16 - 29 November 2019	1,769.77	
		ReaK PP1924	Wages, 16 - 29 November 2019	2,298.08	9,686.24
990193	02/12/2019	SaskTel			
		Bill 16Nov2019	Internet Bill	78.98	78.98
990194	06/12/2019	Minister of Finance			
		Nov2019SunWest	EPT Remittance - Nov 2019	1,526.81	1,526.81
990195	06/12/2019	Minister of Finance			
		Nov2019Living	EPT Remittance - Nov 2019	6,334.05	6,334.05
990196	06/12/2019	SMHI			
		Nov 2019	Remittance - November 2019	3,880.80	3,880.80
990197	06/12/2019	Receiver General for Canada			
		RP0002 201911	Remittance RP0002 - Nov 2019	72.26	72.26
990198	06/12/2019	Receiver General for Canada			
		RP0001 201911	Remittance RP0001 - Nov 2019	13,777.08	13,777.08
990199	13/12/2019	Barr, Clinton			
		Dec 2019 Mtg	Councillor Indemnity & Mileage	565.42	565.42
Total for EFT:					36,717.23
Grand Total:					82,244.12

**RURAL MUNICIPALITY OF MILTON NO. 292
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322
HIGHWAY 317 PROJECT COMMITTEE
FRIDAY NOVEMBER 15TH, 2019**

Minutes of a meeting of Highway 317 Project Committee for the R.M. of Antelope Park No. 322, R.M. of Milton No. 292, held on Friday November 15th, 2019 in the municipal council chambers located at 20 1st Avenue North in the municipal council chambers, Marengo, Saskatchewan.

Barry Noble nominated David Bond as chairperson.

CALL TO ORDER

Chairperson David Bond called the meeting to order 8:57 a.m. with the following in attendance:

Adrian Boisvert	Council member, R.M. of Milton No. 292
James Loken	Council member, R.M. of Milton No. 292
Barry Noble	Council member, R.M. of Antelope Park No. 322
William Warrington	Council member, R.M. of Antelope Park No. 322

Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292
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Gordon Dommett, Reeve, R.M. of Antelope Park No. 322 was absent.
Clinton Barr, council member, R.M. of Antelope Park No. 322 was absent.

AGENDA

2019-026 ADRIAN BOISVERT – That the agenda be adopted as circulated
CARRIED

MINUTES

2019-027 BARRY NOBLE – That we amend resolution 2019-021 by removing
“NE 10-31-27W3”
CARRIED

2019-028 JAMES LOKEN – That the minutes of the meeting held on November 4th,
2019 be approved as amended.
CARRIED

INVITATION TO TENDER - GRAVEL

2019-029 JAMES LOKEN – That we approve the tender document submitted by
Administrator Robin Busby and approve the recommended changes and
authorize the release of the document on Sasktenders, deadline for tender
submission is December 6th, 2019 at 4:00 p.m. CST.
CARRIED

ADJOURN

2019-030

JAMES LOKEN – That this meeting now adjourn at 9:41 a.m.

CARRIED

[REDACTED]

Robin Busby - Administrator

[REDACTED]

David Bond - Chairperson

[REDACTED]

**RURAL MUNICIPALITY OF MILTON NO. 292
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322
HIGHWAY 317 PROJECT COMMITTEE
MONDAY DECEMBER 2ND, 2019**

Minutes of a meeting of Highway 317 Project Committee for the R.M. of Antelope Park No. 322, R.M. of Milton No. 292, held on Monday December 2nd, 2019 in the municipal council chambers located at 20 1st Avenue North in the municipal council chambers, Marengo, Saskatchewan.

James Loken nominated Gordon Dommett as chairperson.

CALL TO ORDER

Chairperson Gordon Dommett called the meeting to order at 9:00 a.m. with the following in attendance:

David Bond	Reeve, R.M of Milton No. 292
Adrian Boisvert	Council member, R.M. of Milton No. 292
James Loken	Council member, R.M. of Milton No. 292
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322
Barry Noble	Council member, R.M. of Antelope Park No. 322
William Warrington (alternate member)	Council member, R.M. of Antelope Park No. 322

Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292
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Clinton Barr, council member, R.M. of Antelope Park No. 322 was absent.

9:00 a.m. to 11:18 a.m. - Tyler Kondra and David Wintonyk from Wood Environmental and Infrastructure attended the meeting to discuss the 50% design of the Highway 317 Project.

AGENDA

2019-031	BARRY NOBLE – That the agenda be adopted as circulated CARRIED
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MINUTES

2019-032	DAVID BOND – That the minutes of the meeting held on November 15 th , 2019 be approved as circulated. CARRIED
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50% DESIGN APPROVAL

2019-033 **ADRIAN BOISVERT** – That we approve the 50% design submitted by Wood Environmental & Infrastructure for the rehabilitation and reconstruction of Highway 317 in the RM of Milton No. 292 and the RM of Antelope Park No. 322.

CARRIED

HIGHWAY 317 PROJECT OPEN HOUSE

2019-034 **JAMES LOKEN** – That we hold an open house for all interested ratepayers, residents and the general public to discuss the Highway 317 Project; open house to be held on February 5th, 2020 commencing at 7:00 p.m. at the Hoosier Valley Recreation Centre; representatives from Wood Environmental & Infrastructure, the Ministry of Highways & Infrastructure, the Highway 317 Project Committee and the Administrator to be in attendance.

CARRIED

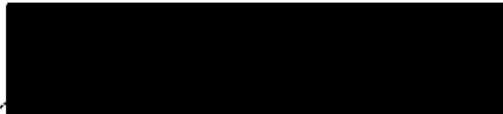
ADJOURN

2019-035 **BARRY NOBLE** – That this meeting now adjourn at 11:18 a.m.

CARRIED



Robin Busby - Administrator



Gordon Dommett - Chairperson





R.M. of Antelope Park No. 322
December 12, 2019 - Regular Meeting of Council - 07:00 PM

- 1 Call to order**
 - 🔗 2019-12-12 Delegation
- 2 Review of Agenda**
- 3 Rescind resolution 2019-249**
- 4 Minutes**
 - 🔗 2019-11-19 RM 322 Minutes
- 5 Highway 317 Project Committee**
- 6 Reports**
 - 🔗 WCMGC - Approved Minutes - October 24th, 2019
- 7 Revenue and Expenses**
 - 🔗 Revenue and Expenses November 30, 2019
- 8 Kindersley District Music Festival**
- 9 Correspondence**
 - 🔗 SARM - Weekly Policy Bulletin - November 19, 2019
 - 🔗 SARM - Weekly Policy Bulletin - November 26, 2019
 - 🔗 SARM - Weekly Policy Bulletin - December 3, 2019
 - 🔗 SARM - Weekly Policy Bulletin - December 10, 2019
 - 🔗 SARM - 2020 Resolution Deadline
 - 🔗 SARM - 2020 Excess Liability Insurance
 - 🔗 SAMA - SAMAView Update
 - 🔗 Royal Canadian Legion Flaxcombe Branch No. 98 - Request to post listing of fallen soldiers
 - 🔗 Saskatchewan Public Safety Agency (SPSA) - Expansion of SPSA
 - 🔗 Saskatchewan Health Authority (SHA) - SHA 2nd Anniversary
 - 🔗 Kindersley District Music Festival - Request for Donation
- 10 SaskTip - 2020 Membership**
- 11 SARM Respect Certified**

- ☞ SARM Respect Certified
- 12 Highway 317 Gravel Tender
- 13 RM Gravel Tender (included in Highway 317 Gravel)
- 14 Council Remuneration
 - ☞ 2019 Council Remuneration
- 15 Joint Administration
 - ☞ 2019 Joint Administration Report
 - ☞ Current Joint Administration Agreement
 - ☞ RMAA Salary Schedule
 - ☞ Assistant Administrator Job Description
 - ☞ Assistant Job Description
 - ☞ Front Clerk Job Description
- 16 2020 Wages
- 17 Municipal Shop Break-in and Theft
- 18 Repair on Wheel Loader
- 19 Scraper Blades Tender
- 20 NW 19-31-28W3 - Request to move fence
- 21 Equipment Review
 - ☞ Equipment Listing
- 22 Quote for Quick Attach Dozer Blade
 - ☞ Quote for Quick Attach Dozer Blade
 - ☞ Quick Attach Dozer Blade
- 23 Community Event License - Hoosier Outdoor Bonspiel
- 24 Federation of Canadian Municipalities
- 25 Date of Next Meeting
- 26 Accounts
 - ☞ Accounts up to December 12, 2019
- 27 Adjourn

R.M. of Antelope Park No. 322
Thursday December 12th, 2019 at 7:00 p.m.

7:30 p.m. - Kevin Rea