

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

## **Meeting Minutes**

### **December 15<sup>th</sup>, 2020 - 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 Tuesday, December 15<sup>th</sup>, 2020 at the Marengo Community Hall located at 13 Main Street 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 - via conference call

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 7:02 p.m.

The agenda was reviewed by council and will be used as a guideline for this meeting.

### **MINUTES**

**Resolution No. 2020-276**

**Moved By:** Barry Noble

That the minutes from the meeting held on November 17<sup>th</sup>, 2020 be approved as circulated.

**CARRIED**

### **HIGHWAY 317 PROJECT COMMITTEE**

**Resolution No. 2020-277**

**Moved By:** Brantford Whittleton

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

June 8<sup>th</sup>, 2020 Committee Meeting

October 15<sup>th</sup>, 2020 Committee Meeting

**CARRIED**

**REPORTS**

**Resolution No. 2020-278**

**Moved By:** William H. Warrington

That the following board reports be filed for future reference:

Kindersley & District Plains Museum  
West Central Municipal Government Committee  
Kindersley Vet Board  
Major & District Fire Board  
Weed Inspector Annual Report

**CARRIED**

**REVENUE AND EXPENSES**

**Resolution No. 2020-279**

**Moved By:** Clinton Barr

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

**CARRIED**

**CORRESPONDENCE**

**Resolution No. 2020-280**

**Moved By:** Raymond McKeary

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

Saskatchewan Association of Rural Municipalities  
Weekly Policy Bulletin – November 24<sup>th</sup>, 2020  
Weekly Policy Bulletin – December 1<sup>st</sup>, 2020  
Weekly Policy Bulletin – December 7<sup>th</sup>, 2020  
Resolution Deadline 2021  
Letter from President Orb – Name use of “Municipalities of Saskatchewan”  
Comments on the Speech from the Throne  
Division 6 Director Darwin Whitfield – Invitation to 2021 Virtual Annual Convention

Ministry of Government Relations

November 2020 Municipalities Today

Letter from Minister McMorris to Newly Elected and Re-elected Council Members

Peter Julian, MP

Request regarding Bill C-213 The Canada Pharmacare Act

Saskatchewan Municipal Hail Insurance Association

2020 Yearly Claims and Losses

Pioneer Haven

Thank you for your donation

**CARRIED**

**IN-CAMERA SESSION**

**Resolution No. 2020-281**

**Moved By:** Brantford Whittleton

That we enter an in-camera session at 7:29 p.m. to discuss confidential human resource matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.

**CARRIED**

**OUT OF CAMERA**

**Resolution No. 2020-282**

**Moved By:** William H. Warrington

That we conclude the in-camera session at 8:00 p.m. and that the regular meeting of council resume.

**CARRIED**

**AGRICULTURAL PRODUCERS ASSOCIATION OF SASKATCHEWAN (APAS) 2021 MEMBERSHIP**

**Resolution No. 2020-283**

**Moved By:** William H. Warrington

That we remain full members of APAS for 2021 and pay the membership fees in the amount of \$4,032.94 (\$4,115.25 with 2% discount of \$82.31)

**LOST**

**THE SHIELD JOURNAL - PURCHASE ADVERTISING SPACE**

**Resolution No. 2020-284**

**Moved By:** Brantford Whittleton

That we acknowledge receipt of the correspondence from The Shield Journal requesting the municipality purchase advertising space in their upcoming edition and that we decline the request.

**CARRIED**

**SASKTIPS - 2021 ANNUAL MEMBERSHIP REQUEST**

**Resolution No. 2020-285**

**Moved By:** Barry Noble

That we acknowledge receipt of the correspondence from the South Saskatchewan River Watershed Stewards inviting the municipality to purchase an annual membership for 2021 and that we decline the request.

**CARRIED**

**FEDERATION OF CANADIAN MUNICIPALITIES (FCM) - 2021-2022 MEMBERSHIP**

**Resolution No. 2020-286**

**Moved By:** Clinton Barr

That we acknowledge receipt of the membership invoice from the Federation of Canadian Municipalities inviting the municipality to purchase an annual membership for 2021 and that we decline the request.

**CARRIED**

**SASKATCHEWAN PUBLIC SAFETY AGENCY - FIRE DISPATCH AGREEMENT**

**Resolution No. 2020-287**

**Moved By:** Barry Noble

That we acknowledge the receipt of the fire dispatch service agreement from the Saskatchewan Public Safety Agency and that we authorize the Administrator to sign the agreement.

**CARRIED**

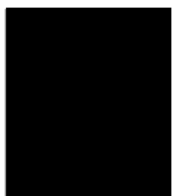
**SARM - CYBER LIABILITY QUOTE**

**Resolution No. 2020-288**

**Moved By:** Clinton Barr

That we purchase Cyber Liability coverage through AON noted as Option 2 in the quote in the amount of \$897.00 annually and that we authorize the Administrator to sign the required Statement of Fact and Warranty Statement.

**CARRIED**



**COUNCIL REMUNERATION**

**Resolution No. 2020-289**

**Moved By:** Eldon Roesler

That the council remuneration for 2021 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**

*8:55 p.m. – Robin Busby left the meeting room while the council discussed the joint administration report.*

*9:20 p.m. – Robin Busby returned to the meeting room.*

**2020 JOINT ADMINISTRATION REPORT**

**Resolution No. 2020-290**

**Moved By:** Brantford Whittleton

That we acknowledge receipt of the Joint Administration Report presented by Administrator Robin Busby and accept all of the recommendations provided in the report with the exception of the Administrator salary increase and that we accept all of the items in the proposed amendment report from the Rural Municipality of Milton No. 292.

**CARRIED**

**2021 WAGES**

**Resolution No. 2020-291**

**Moved By:** Raymond McKeary

That the following wage increases be approved and come into effect on January 1st, 2021:

	<b>2020 Wage</b>	<b>Increase</b>	<b>2021 Wage</b>
Cody Loken	27.00	2.00	29.00
Ken Mielke	33.00	2.00	35.00

**CARRIED**

**ALLOWANCE FOR UN-COLLECTIBLE RECEIVABLES AND TAXES**

**Resolution No. 2020-292**

**Moved By:** Barry Noble

That we make the following changes for the allowance of uncollectible amounts effective December 31st, 2020:

Account 1138 increase from \$1,769.81 to \$10,147.21

**CARRIED**

**ABATE PORTION OF MUNICIPAL TAX**

**Resolution No. 2020-293**

**Moved By:** William H. Warrington

That we abate municipal taxes in the amount of \$299.99 on Lot 11-2 Block 6 Plan G394.

**CARRIED**

**MUNICIPAL REVENUE SHARING GRANT - DECLARATION OF ELIGIBILITY**

**Resolution No. 2020-294**

**Moved By:** Clinton Barr

The 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 2019 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;

Adoption of a Council Procedures Bylaw;

Adoption of an Employee Code of Conduct; and

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**

**RESCIND RESOLUTION 2020-248**

**Resolution No. 2020-295**

**Moved By:** Clinton Barr

That we rescind resolution 2020-248.

**CARRIED**

**RESCIND RESOLUTION 2020-249**

**Resolution No. 2020-296**

**Moved By:** William H. Warrington

That we rescind resolution 2020-249.

**CARRIED**

**BYLAW 2020-05 A BYLAW TO AMEND BYLAW 2017-06 SECOND READING**

**Resolution No. 2020-297**

**Moved By:** Brantford Whittleton

That Bylaw 2020-05, a bylaw to amend Bylaw 2017-06, known as the Zoning Bylaw be given second reading.

**CARRIED**

**BYLAW 2020-05 A BYLAW TO AMEND BYLAW 2017-06 THIRD READING**

**Resolution No. 2020-298**

**Moved By:** Eldon Roesler

That Bylaw 2020-05 be given third reading and be adopted.

**CARRIED**

**HIGHWAY 51 UPGRADES TO ALBERTA BORDER**

**Resolution No. 2020-299**

**Moved By:** Eldon Roesler

That we have no objections to the proposed design provided to the municipality by TetraTech showing the highway shift along the SE 28-33-27W3 and the raising of the grid road along the east side of 24-33-29W3.

**CARRIED**



**PATTISON AG INVOICE 328308**

**Resolution No. 2020-300**

**Moved By:** William H. Warrington

That we pay invoice 328308 from Pattison Agriculture in the amount of \$5,367.69 including taxes for the air conditioner repair on the John Deere 7330 tractor that occurred on July 24, 27 and August 20 of 2020.

**CARRIED**

**WELLTRAXXRM - MAPPING PROPOSAL**

**Resolution No. 2020-301**

**Moved By:** Barry Noble

That we table further discussion of the WellTraxxRM mapping proposal until the January 2021 meeting of council.

**CARRIED**

**PURCHASE OF ADMINISTRATOR COMPUTER**

**Resolution No. 2020-302**

**Moved By:** Clinton Barr

That we acknowledge the purchase of a computer for the Administrator in the amount of \$1,990.66 plus taxes as approved through resolution 2019-004.

**CARRIED**

**ACCOUNTS**

**Resolution No. 2020-303**

**Moved By:** Clinton Barr

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

**CARRIED**



**ADJOURN**

**Resolution No. 2020-304**

**Moved By:** Raymond McKeary

That this meeting now adjourn at 10:20 p.m.

**CARRIED**



Reeve



Administrator

**RURAL MUNICIPALITY OF MILTON NO. 292  
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322  
HIGHWAY 317 PROJECT COMMITTEE  
MONDAY JUNE 8<sup>TH</sup>, 2020**

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, June 8<sup>th</sup>, 2020 in the municipal council chambers located at 20 1<sup>st</sup> Avenue North in Marengo, Saskatchewan.

**CALL TO ORDER**

Chairperson Gordon Dommett called the meeting to order at 6:17 p.m. with the following in attendance:

David Bond	Reeve, R.M of Milton No. 292 - via conference call
Adrian Boisvert	Council member, R.M. of Milton No. 292 - via conference call
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322 - via conference call
Clinton Barr	Council member, R.M. of Antelope Park No. 322 - via conference call
Barry Noble	Council member, R.M. of Antelope Park No. 322 - via conference call
Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292

James Loken, council member for the R.M. of Milton No. 292 was absent.

**AGENDA**

**2020-040 CLINTON BARR** – That the agenda be adopted as circulated.  
**CARRIED**

**HIGHWAY 317 PHASE 1 CULVERTS**

The following quotes were received for the culverts and couplers for Phase 1 of the Highway 317 Project:

Prairie Steel Culverts	\$21,829.89
Armtec	\$21,498.10
UFA - Oyen	\$53,917.73

**2020-041 DAVID BOND** – That after review of the quotes received, that we purchase the culverts and couplers for Phase 1 of the Highway 317 Project from Armtec in the amount of \$21,498.10 before taxes and with freight included.  
**CARRIED**

**BORE HOLES - SOIL TESTING**

**2020-042 ADRIAN BOISVERT** – That we agree that all future soil samples required for borrow pits on the Highway 317 Project be conducted using a boring method to ensure that an adequate depth is reached to determine the soil type and quality.

**CARRIED**

**MEDIATION SESSION - JDL UNDERGROUND LTD.**

**2020-043**     **ADRIAN BOISVERT** – That we recommend to the councils of the Rural Municipality of Antelope Park No. 322 and the Rural Municipality of Milton No. 292 that they enter a non-binding mediation session with JDL Underground Ltd. regarding the liquidated damages assessed on Contract No. RM292\_322\_317-02 with the stipulation that JDL Underground Ltd. provide written confirmation to the municipalities that they agree to pay 50% of the costs for the mediation session with the Administrator for the municipalities arranging the mediation session.

**CARRIED**

**CONSULTATION WITH SOLICITOR - MEDIATION SESSION**

**2020-044**     **CLINTON BARR** – That we recommend to the councils of the Rural Municipality of Antelope Park No. 322 and the Rural Municipality of Milton No. 292 that they retain the services of Mark Yemen of MacDougall Gauley LLP to review the documentation that the municipalities have on file regarding Contract No. RM292\_322\_317-02 and provide assistance and guidance for the municipalities before the mediation session with JDL Underground Ltd.

**CARRIED**

**ADJOURN**

**2020-045**     **ADRIAN BOISVERT** – That this meeting now adjourn at 7:00 p.m.

**CARRIED**

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Robin Busby - Administrator

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Gordon Dommett - Chairperson

**RURAL MUNICIPALITY OF MILTON NO. 292  
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322  
HIGHWAY 317 PROJECT COMMITTEE  
THURSDAY OCTOBER 15<sup>TH</sup>, 2020**

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 Thursday, October 15<sup>th</sup>, 2020 in the Marengo Community Hall located at 13 Main Street in Marengo, Saskatchewan.

**CALL TO ORDER**

Chairperson James Loken called the meeting to order at 7:54 p.m. with the following in attendance:

James Loken	Acting Reeve, R.M of Milton No. 292
Adrian Boisvert	Council member, R.M. of Milton No. 292
Larry Stasiuk	Council member, R.M. of Milton No. 292
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322
Clinton Barr	Council member, R.M. of Antelope Park No. 322
Barry Noble	Council member, R.M. of Antelope Park No. 322
Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292

**AGENDA**

**2020-046      ADRIAN BOISVERT** – That the agenda be adopted as circulated.  
**CARRIED**

Discussion regarding Phase II and Phase III of the Highway 317 Project was held.

**ADJOURN**

**2020-047      CLINTON BARR** – That this meeting now adjourn at 8:16 p.m.  
**CARRIED**

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Robin Busby - Administrator

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James Loken – Chairperson  
Signed by Adrian Boisvert  
Reeve RM of Milton No. 292



**R.M. of Antelope Park No. 322**  
**December 15, 2020 - Regular Meeting of Council - 07:00 PM**

**1 Call to order**

**2 Review of Agenda**

**3 Minutes**

☞ 2020-11-17 RM 322 Minutes

**4 Highway 317 Project Committee**

☞ Highway 317 Project Committee - June 8, 2020 Minutes

☞ Highway 317 Project Committee - October 15, 2020 Minutes

**5 Reports**

☞ Weed Inspector - Annual Report

☞ October 2020 PCO Inspection Report

**6 Revenue and Expenses**

☞ Revenue and Expenses - November 2020

**7 Correspondence**

☞ SARM - Weekly Policy Bulletin - November 24, 2020 - 11/30/2020

☞ SARM - Weekly Policy Bulletin - December 1, 2020 - 12/1/2020

☞ SARM - Weekly Policy Bulletin - December 7, 2020 - 12/10/2020

☞ SARM - The Rural Sheaf - November 2020 - 11/30/2020

☞ SARM - Resolution Deadline 2021 - 11/23/2020

☞ SARM - Letter from President Orb - Name use of "Municipalities of Saskatchewan" - 11/23/2020

☞ SARM - Comments on the Speech from the Throne - 12/1/2020

☞ SARM - Division 6 Director Darwin Whitfield - Invitation to 2021 Virtual Annual Convention 12/14/2020

☞ Ministry of Government Relations - November 2020 Municipalities Today - 11/23/2020

☞ Ministry of Government Relations - Letter from Minister McMorris to Newly Elected and Re-elected Council Members - 12/01/2020

☞ Peter Julian - MP - Request regarding Bill C-213 The Canada Pharmacare Act - 11/27/2020

☞ Saskatchewan Municipal Hail Insurance Association - 2020 Yearly Claims and Losses

☞ Pioneer Haven - Thank you for your donation - 12/14/2020

**8 In-camera Session**

**9 Out of Camera**

**10 Agricultural Producers Association of Saskatchewan (APAS) 2021 Membership**

☞ Agricultural Producers Association of Saskatchewan (APAS) 2021 Membership  
11/27/2020

**11 The Shield Journal - Purchase advertising space**

☞ The Shield Journal - Purchase advertising space - 11/23/2020

**12 SaskTips - 2021 Annual Membership Request**

☞ SaskTips - Annual Membership Request - 12/10/2020

**13 Federation of Canadian Municipalities (FCM) - 2021-2022 Membership**

☞ Federation of Canadian Municipalities (FCM) - 2021-2022 Membership -  
12/10/2020

**14 Saskatchewan Public Safety Agency - Fire Dispatch Agreement**

**15 SARM - Fidelity Bond Self-Insurance Plan for 2021**

☞ SARM - Fidelity Bond Self-Insurance Plan for 2021

**16 SARM - Cyber Liability Quote**

☞ Cyber Liability Quote 12/03/2020

**17 Council Remuneration**

**18 2020 Joint Administration Report**

☞ 2020 Joint Administration Report - 12/12/2020

☞ 2020 Joint Administration - Amendment to Original Proposal

**19 2021 Wages**

**20 Uncollectible invoices, if required**

**21 Outstanding oil and gas taxes**

**22 Allowance for un-collectible receivables and taxes**

**23 Abate portion of municipal tax**

**24 Transfer from Reserves**

**25 Municipal Revenue Sharing Grant - Declaration of Eligibility**

**26 Rescind resolution 2020-248**

- 27        Rescind resolution 2020-249**
- 28        Bylaw 2020-05 A Bylaw to Amend Bylaw 2017-06 Second Reading**  
📎 Bylaw 2020-05 A Bylaw to Amend Bylaw 2017-06 Second Reading
- 29        Bylaw 2020-05 A Bylaw to Amend Bylaw 2017-06 Third Reading**
- 30        Highway 51 Upgrades to Alberta Border**  
📎 Highway 51 Upgrades to Alberta Border - 12/10/2020
- 31        Pattison Ag Invoice 328308**
- 32        WellTraxxRM - Mapping Proposal**
- 33        Municipal Equipment Review**
- 34        2021 Road Construction**
- 35        Purchase of Administrator Computer**
- 36        Date of Next Meeting - January 19, 2021**
- 37        Accounts**  
📎 Accounts up to December 15, 2020
- 38        Adjourn**