

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

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

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;

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

ADJOURN

2023-322

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

CARRIED

[REDACTED]

Reeve

[REDACTED]

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

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				
		Stmnt 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		WTP Chemicals Pail Returns	-157.50	
		IN072707		WTP Chemicals	232.05	74.55
9912	2023-12-18	Kindersley & District Co-op				
		#9996		Shop Supplies	27.74	
		#9972		Oil	276.25	
		383236		Bulk Fuel - Nov	7,182.22	7,486.21
9913	2023-12-18	Loraas Disposal North Ltd.				
		0000554051		Garbage Bins Hoosier & Lovernna	1,193.20	1,193.20
9914	2023-12-18	Procyk Bros Transport Inc.				
		LovGridApproach		Approach off Lovernna Grid	2,358.75	2,358.75
9915	2023-12-18	SARM				
		SARM817036		Shop Supplies	81.02	
		MID23-322		Convention Food & Beverage Fee	115.50	196.52
9916	2023-12-18	Triod Supply				
		000-153353		Wing Blades	1,391.14	
		000-153352		Blade Bolt & Nut Kits	153.18	
		000-153533		Impact Wrench	660.45	
		000-153535		Scraper bolts; Floor Jack w stands	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

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