

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

## **Meeting Minutes**

### **December 21<sup>st</sup>, 2021 - 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 21<sup>st</sup>, 2021 at the Marengo Municipal Office located at 20 1<sup>st</sup> Avenue North in Marengo, Saskatchewan.

Member of Council Oath was signed by council member Joel Hamm

The following council members were in attendance:

Reeve: Clinton Barr

Division 1: Joel Hamm

Division 2: William Warrington

Division 3: Brantford Whittleton

Division 4: Barry Noble

Division 5: Raymond McKeary

Division 6 council member Eldon Roesler was absent.

The following staff members were in attendance:

Administrator: Robin Busby

### **CALL TO ORDER**

Reeve Clinton Barr called the meeting to order at 6:57 p.m.

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

### **MINUTES**

**Resolution No. 2021-243**

**Moved By:** Brantford Whittleton

That the minutes from the meeting held on November 29<sup>th</sup>, 2021 be approved as circulated.

**CARRIED**

### **REPORTS**

**Resolution No. 2021-244**

**Moved By:** Joel Hamm

That the following board reports be filed for future reference:

Kindersley & District Plains Museum

West Central Municipal Government Committee

Kindersley Medical Arts

**CARRIED**

**REVENUE AND EXPENSES**

**Resolution No. 2021-245**

**Moved By:** William H. Warrington

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

**CARRIED**

**CORRESPONDENCE**

**Resolution No. 2021-246**

**Moved By:** Barry Noble

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

Saskatchewan Association of Rural Municipalities (SARM)

Rural Sheaf – November 2021

Weekly Policy Bulletin – November 30, 2021

Weekly Policy Bulletin – December 7, 2021

Weekly Policy Bulletin – December 14, 2021

2022 Membership Letter and Fees

Holiday Greetings from President

Holiday Greetings from Vice President

Holiday Greetings from Division 6 Director

2022 Annual Convention Resolution Deadline

News Release – Western Canadian Municipal Associations Meeting

Ministry of Government Relations

December 2021 Municipalities Today

Saskatchewan Municipal Hail Insurance Association

2021 Claims

Heritage Manor Auxiliary

Christmas Newsletter 2021

**CARRIED**

**ARMY, NAVY & AIR FORCE VETERANS IN CANADA - ANAVET YEARBOOK**

**Resolution No. 2021-247**

**Moved By:** Brantford Whittleton

That we purchase 1/8 of a page in the ANAVETS yearbook in the amount of \$399.00 plus taxes.

**CARRIED**

**THE SHIELD JOURNAL - PURCHASE ADVERTISING SPACE**

**Resolution No. 2021-248**

**Moved By:** Clinton Barr

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

**CARRIED**

**FEDERATION OF CANADIAN MUNICIPALITIES - 2022-2023 MEMBERSHIP REQUEST**

**Resolution No. 2021-249**

**Moved By:** Barry Noble

That we acknowledge the receipt of the correspondence and invoice from the Federation of Canadian Municipalities regarding the municipality becoming a member and that we decline the request.

**CARRIED**

**DRILLING LICENSES**

**Resolution No. 2021-250**

**Moved By:** William H. Warrington

That the following drilling licenses be approved:

Saturn Oil & Gas Inc.

04-01-31-29W3 (2 wells) File No. MLL 21-293

**CARRIED**

**COUNCIL REMUNERATION**

**Resolution No. 2021-251**

**Moved By:** Raymond McKeary

That the council remuneration for 2022 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**

*7:43 p.m. Robin Busby left the boardroom while the council discussed the joint administration report.*

7:56 p.m. - Robin Busby returned to the boardroom.

**JOINT ADMINISTRATION REPORT**

**Resolution No. 2021-252**

**Moved By:** William H. Warrington

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 municipal office salary/wage increases and that we accept all of the items in the proposed amendment report from the Rural Municipality of Milton No. 292.

**CARRIED**

**IN CAMERA SESSION**

**Resolution No. 2021-253**

**Moved By:** Brantford Whittleton

That we enter an in-camera session at 7:58 p.m. to discuss confidential long-range planning matters pursuant to Section 120 Subsection 2(b) of *The Municipalities Act*.

**CARRIED**

**OUT OF CAMERA**

**Resolution No. 2021-254**

**Moved By:** William H. Warrington

That we conclude the in-camera session at 8:09 p.m. and that the regular meeting of council resume.

**CARRIED**

**2022 WAGES**

**Resolution No. 2021-255**

**Moved By:** Joel Hamm

That the following wage increases be approved and come into effect on January 1<sup>st</sup>, 2022:

	<b>2021 Wage</b>	<b>Increase</b>	<b>2022 Wage</b>
Cody Loken	29.00	1.00	30.00
Ken Mielke	35.00	1.00	36.00
Garth Wildman	27.00	1.00	28.00

**CARRIED**

**KAISEN ENERGY - OUTSTANDING TAX ARREARS AND PROCEEDINGS**

**Resolution No. 2021-256**

**Moved By:** William H. Warrington

As an Affected Creditor noted in the proceedings commenced by Kaisen Energy Corp under the Companies Creditors Act that we instruct the Administrator to perform the following:

Vote for the resolution approving the Plan

Decline the Deferred Payment Option which will then allow the municipality to receive a \$10,000 initial payment and then 50% of the remaining tax balance.

**CARRIED**

**ROAD HAUL AGREEMENT - HIGHWAY 51 CONSTRUCTION**

**Resolution No. 2021-257**

**Moved By:** Raymond McKeary

That we enter into a Road Maintenance Agreement with Venture Construction Inc. for the hauling of 100,000 tonnes of aggregate from the NE 36-32-28W3; hauling to take place in the winter of 2022 using Range Road 3280 along the east boundaries of sections 36-32-28W3 sections 1,12 33-28W3; Township Road 332 along the north boundaries of sections 11,12-33-28W3; Range Road 3282 along the east boundaries of sections 15, 22-33-28W3 and that the agreement state that the contractor be responsible for the grading and maintenance during the hauling period.

**CARRIED**

*8:45 p.m. Brantford Whittleton declared a conflict of interest regarding the next item on the agenda due to a potential purchase of land by the municipality. Mr. Whittleton left the boardroom.*

**RIGHT OF WAY PURCHASE POLICY**

**Resolution No. 2021-258**

**Moved By:** Clinton Barr

That we table further discussion of a right of way purchase policy until the January 2022 meeting of council.

**CARRIED**

*9:00 p.m. Brantford Whittleton returned to the boardroom.*

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

**Resolution No. 2021-259**

**Moved By:** Brantford Whittleton

That we make the following changes for the allowance of uncollectible amounts:  
Account 1138 increase from \$3,989.06 to \$24,000

**CARRIED**

**CONTRACT FOR BOARD OF REVISION SERVICES**

**Resolution No. 2021-260**

**Moved By:** Barry Noble

That we retain the services of Western Municipal Consulting Ltd. for the municipality's Board of Revision in 2022.

**CARRIED**

**CONTRACT FOR DEVELOPMENT APPEALS BOARD SERVICES**

**Resolution No. 2021-261**

**Moved By:** William H. Warrington

That we retain the services of Western Municipal Consulting Ltd. for the municipality's Development Appeals Board in 2022.

**CARRIED**

**COMMITTEE TERM LENGTHS**

**Resolution No. 2021-262**

**Moved By:** Barry Noble

That the following council committee term lengths be set as below pursuant to Bylaw 2021-06, the Council Procedures Bylaw:

<b>Appointment/Committee</b>	<b>Term Length</b>
Board of Revision	1-year term
Development Appeals Board	1-year term
Emergency Planning Committee	2-year term
Finance	1-year term
Highway 317 Project Committee	2-year term
Joint Administration	1-year term
Kindersley & District Plains Museum	2-year term
Kindersley Regional Medical Arts Authority	2-year term
KLD Wellness Foundation	2-year term
Major & District Fire Board	2-year term
North West Heavy Oil Municipalities	1-year term
Pest Control Officer	1-year term
Prairie West Planning District	2-year term
Prairie Winds Emergency Planning District	2-year term

Rural Crime Watch	2-year term
Safety Committee	2-year term
Vet Service Board	2-year term
WCMGC	1-year term
Weed Inspector	1-year term
Western Regional Landfill Inc.	2-year term

**CARRIED**

**2022 COUNCIL APPOINTMENTS**

**Resolution No. 2021-263**

**Moved By:** William H. Warrington

That we appoint the following members effective January 1<sup>st</sup>, 2022 to the committees listed below for the term noted:

<b>Appointment/Committee</b>	<b>Member</b>	<b>Term Expiry</b>
Emergency Planning Committee	Ken Mielke, Clinton Barr, Barry Noble, Robin Busby	December 31, 2023
Finance	Joel Hamm, Brantford Whittleton, William Warrington (alternate)	December 31, 2022
Highway 317 Project Committee	Clinton Barr, Barry Noble, William Warrington	December 31, 2023
Joint Administration	Clinton Barr, Barry Noble, William Warrington	December 31, 2022
Kindersley & District Plains Museum	William Warrington	December 31, 2023
Kindersley Regional Medical Arts Authority	Clinton Barr	December 31, 2023
KLD Wellness Foundation	William Warrington	December 31, 2023
Major & District Fire Board	Raymond McKeary, Joel Hamm	December 31, 2023
North West Heavy Oil Municipalities	Clinton Barr	December 31, 2022
Pest Control Officer	Gordon Roesch	December 31, 2022
Prairie West Planning District	Clinton Barr, Robin Busby	December 31, 2023
Prairie Winds Emergency Planning District	Clinton Barr	December 31, 2023
Rural Crime Watch	Joel Hamm	December 31, 2023
Safety Committee	Ken Mielke, Clinton Barr, Barry Noble, Robin Busby	December 31, 2023

Vet Service Board	Brantford Whittleton	December 31, 2023
West Central Municipal Government Committee	William Warrington	December 31, 2022
Weed Inspector	Gordon Roesch	December 31, 2022
Western Regional Landfill Inc.	William Warrington, Clinton Barr (alternate)	December 31, 2023

**CARRIED**

**FINAL APPLICATION FOR TITLE - LOT 24 BLOCK 6 PLAN G394**

**Resolution No. 2021-264**

**Moved By:** William H. Warrington

That the municipality make final application for title on the following properties:  
Lot 24 Block 6 Plan G394

**CARRIED**

**MUNICIPAL OFFICE LED LIGHTS INSTALLATION**

**Resolution No. 2021-265**

**Moved By:** Brantford Whittleton

That we approve the \$300.00 price increase for the installation of LED lighting in the municipal office by Aaron Electric Ltd.

**CARRIED**

**ACCOUNTS**

**Resolution No. 2021-266**

**Moved By:** William H. Warrington

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

**CARRIED**



**ADJOURN**

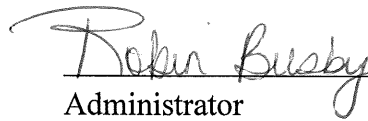
**Resolution No. 2021-267**

**Moved By:** Raymond McKeary

That this meeting now adjourn at 9:47 p.m.

**CARRIED**

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator

# Rural Municipality of Antelope Park No. 322

## List of Accounts for Approval

Batch: 2021-00093 to 2021-00093

Date Printed

2021-12-20 3:54 PM

Page 1

Bank Code - Bank1 - Main Demand

### COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9186	2021-12-21	Barr, Clinton				
		WTP Con 2021-10		Contract - Hoosier Water Shed	80.00	
		WTP Con 2021-11		Contract - Hoosier Water Shed	80.00	
		WTP Con 2021-12		Contract Hooiser Water Plant	80.00	240.00
9187	2021-12-21	Brandt Tractor Ltd.				
		024258341		Grader Air Filter & Fluid Tests	301.89	301.89
9188	2021-12-21	CCL Networks				
		164837		Shop Internet Plan	77.70	77.70
9189	2021-12-21	Dommett, Douglas				
		GrDisSW22-32-27		Highway 317 Gr Dis SW 22-32-27	4,215.22	4,215.22
9190	2021-12-21	Information Services Corp				
		Stmt 30Nov2021		Interest Set up	55.00	55.00
9191	2021-12-21	Kindersley & District Co-op				
		4265		Oil & Filter	725.37	
		4017		Shop Supplies	23.99	
		3893		Shop Supplies	2.64	
		3888		Shop Supplies	9.42	
		3872		Shop Supplies	4.86	
		4302		All Season Tractor Fluid	214.09	
		4267		Oil - 10W30 & 15/40	93.32	
		4474		Def Fluid - Tractor & JD Grader	33.28	
		4695		Shop Supplies	4.42	
		328490		Bulk Fuel - November 2021	4,695.15	
		4299		Shop Supplies	37.72	
		4275		Shop Supplies	36.62	5,880.88
9192	2021-12-21	Loraas Environmental Services				
		0000419528		Garbage Bins Hoosier & Lovern	1,084.69	1,084.69
9193	2021-12-21	Murlin Electronics				
		274984		Website Development	1,109.99	1,109.99
9194	2021-12-21	Patton, Clay				
		GrDis SE16-32-2		Hlghway 317 Gr Dis SE 16-32-27V	437.56	437.56
9195	2021-12-21	Peyton, Irene				
		GrDisSW03-32-27		Highway 317 Gr Dis SW 03-32-27V	508.72	508.72
9196	2021-12-21	Procyk Bros Transport Inc.				
		10949		Hwy 317 Bush Removal, Mob/Derr	2,608.50	2,608.50
9197	2021-12-21	Redhead Equipment				
		X54534		Replace Tail Lights Volvo G970	667.61	
		P14964		Rtn Mower Clutch Mlnus Restock	-936.46	
		P18812		Belts & Filters	575.36	306.51
9198	2021-12-21	RM of Chesterfield No 261				
		2021-00181		Pest control Contract	282.58	
		2021-00183		Pest control Contract to 14 Dec 20	871.60	1,154.18
9199	2021-12-21	Rocky Mountain Equipment				
		P86899		Filters - Case Tractor	714.03	
		P86926		Filters - Case Tractor	208.82	922.85
9200	2021-12-21	Village of Marengo PO				
		418		Postage - Registered Tax Enf Lettr	22.72	
		417		Postage - Registered Ltr Oil & Gas	11.36	34.08

Date Printed  
2021-12-20 3:54 PM

**Rural Municipality of Antelope Park No. 322**  
**List of Accounts for Approval**  
Batch: 2021-00093 to 2021-00093

Page 2

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
9201	2021-12-21	Westcliffe Composite School			
		Donation AED	2021 Donation - AED	250.00	250.00
9202	2021-12-21	Whittleton, Brantford & Josephine			
		GrDisSE21-32-27	Highway 317 Gr Dis SE 21-32-27V	6,101.09	6,101.09
9203	2021-12-21	Wood Enviro. & Infrastructure			
		C26424957	Hwy 317 Eng-Infrastructure&Env	3,191.30	3,191.30
9204	2021-12-21	Zee Medical Service Co			
		185530	Office Supplies - Restock 1st Aid k	89.05	89.05
9205	2021-12-21	Warrington, William			
		IND Mtg 2021-12	Councillor Indemnity & Mileage	874.20	874.20
9206	2021-12-21	Whittleton, Brantford			
		IND Mtg 2021-12	Councillor Indemnity & Mileage	558.60	558.60
9207	2021-12-21	Noble, Barry			
		IND Mtg 2021-12	Councillor Indemnity & Mileage	401.40	401.40
9208	2021-12-21	McKeary, Raymond			
		IND Mtg 2021-12	Councillor Indemnity & Mileage	254.60	254.60
				Total Computer Cheque:	30,658.01

Total Bank1: 30,658.01

**Rural Municipality of Antelope Park No. 322**  
**List of Accounts for Approval**  
 Batch: 2021-00093 to 2021-00093

Date Printed  
 2021-12-20 3:54 PM

Page 3

Bank Code - EFT - Paid Electronically

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990559	2021-12-03	MEPP				
		AP1PP2021-24		Remittance 13 - 26 Nov 2021	2,855.78	
		AP1PP2021-23		Remittance 30 Oct-12 Nov 2021	2,952.66	5,808.44
990560	2021-12-03	Minister of Finance				
		LivingSky 21-11		EPT Remittance - November 2021	9,186.11	9,186.11
990561	2021-12-03	Minister of Finance				
		SunWest 21-11		EPT Remittance - Nov. 2021	4,044.08	4,044.08
990562	2021-12-03	Receiver General for Canada				
		RP0001Remit2111		Remittance RP0001 - Nov 2021	8,685.29	8,685.29
990563	2021-12-03	SMHI				
		November2021		Remittance - November 2021	19,448.68	19,448.68
990564	2021-12-10	Payroll - Scotia EFT				
		BusbyRPP2021-25		Salary, 27 Nov - 10 Dec 2021	2,757.09	
		ReaCPP2021-25		Salary, 27 Nov - 10 Dec 2021	1,358.80	
		MielkeKP2021-25		Wages, 27 Nov - 10 Dec 2021	2,259.28	
		MearsTPP2021-25		Wages, 27 Nov - 10 Dec 2021	1,269.77	
		EnsorLPP2021-25		Wages, 27 Nov - 10 Dec 2021	1,270.30	8,915.24
990565	2021-12-10	SaskEnergy				
		Shop 2021-11		Grader Shop	48.80	48.80
990566	2021-12-10	SaskEnergy				
		HTG 2021-11		Hoosier TG	84.60	84.60
990567	2021-12-14	SaskPower				
		LPH 2021-11		Loverna Pump House	39.99	39.99
990568	2021-12-14	SaskPower				
		HTG 2021-11		Hoosier TG	67.39	67.39
990569	2021-12-14	SaskPower				
		LSL 2021-11		Loverna Street Lights	79.87	79.87
990570	2021-12-14	SaskPower				
		HSL 2021-11		Hoosier Street Lights	119.81	119.81
990571	2021-12-14	SaskPower				
		Shop 2021-11		Hoosier Grader Shop	200.26	200.26
990572	2021-12-21	Barr, Clinton				
		IND Mtg 2021-12		Reeve Indemnity & Mileage	823.35	823.35
Total Computer Cheque:						57,551.91

Total EFT:	57,551.91
Grand Total:	<u>88,209.92</u>