

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 Tuesday, February 20th, 2024 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 6:57 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:

Assistant: Lisa Ensor

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

MINUTES

2024-042 **JOEL HAMM** – That the minutes from the regular meeting of council held on January 16, 2024 be approved as circulated.

CARRIED

2024-043 **BRANTFORD WHITTLETON** – That the minutes from the special meeting held on January 23, 2024 be approved as circulated.

CARRIED

REPORTS

2024-044 **BRANTFORD WHITTLETON** – That the following reports be filed:
West Central Government Committee(WCMGC) - January 25, 2024
Kindersley & District Plains Museum
North West Municipalities Association (NWMA) – January 17th, 2024
Kindersley Medical Arts
Kindersley Health and Wellness Foundation Inc.
KLD Wellness Foundation Inc.
Major & District Fire Board
Highway 317 Maintenance Review
PCO Reports
Joint Administration Board Meeting-January 30, 2024
Roadata Reports
Municipal Load Report – January 2024
Cut-through Utilization Report – January 2024
Lease Activity Report – January 2024

CARRIED

IN-CAMERA

2024-045

CLINTON BARR – That we enter an in-camera session at 7:13 p.m. to discuss confidential human resource matters pursuant to Section 120 subsection 2(a) of *The Municipalities Act*.

CARRIED

OUT OF CAMERA

2024-046

BRANTFORD WHITTLETON – That we conclude the in-camera session at 7:25 p.m. and that the regular meeting of council resume.

CARRIED

FINANCIAL REPORTS

2024-047

RAMOND MCKEARY – That the statement of financial activities and bank reconciliations for January 2024 be approved as presented.

CARRIED

7:39 p.m. to 8:06 p.m. – Ken Mielke attended the meeting to discuss courses required for operators, grading, snow removal, tractor maintenance, and grader operator position.

GRADER/UTILTIY OPERATOR

2024-048

ELDON ROESLER – That we give Clinton Barr, Barry Noble, and Ken Mielke permission to conduct interviews on March 4, 2024 for the position of Grader Operator, and wage to be negotiated within the range of \$30-\$34 per hr.

CARRIED

CORRESPONDENCE

2024-049

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

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – January 16, 2024

Rural Dart – January 23, 2024

Rural Dart – January 30, 2024

Rural Dart – February 06, 2024

News Release February 7, 2024

News Release February 14, 2024

SARM - Stars Letter 2024

Ministry of Government Relations

January 2024 Municipalities Today

February 2024 Municipalities Today

Saskatchewan Assessment Management Agency
2024 Annual General Meeting

Agricultural Producers Association of Saskatchewan (APAS)
Update – January 25, 2024
Update – January 18, 2024
Update – February 1, 2024
Update – February 15, 2024

Agriculture in the Classroom
Thank You Letter

Flaman
Fire Suppression Trailers

CARRIED

PIPELINE CROSSINGS/INSTALLATIONS

2024-050 **JOEL HAMM** – That the following pipeline crossings/installations be approved approved by council:
Teine Energy Ltd.
05/04-03-32-27W3 File No. MLL 24-26008

CARRIED

MISCELLANEOUS RESOURCE DEVELOPMENT PERMITS

2024-051 **ELDON ROESLER** – That the following battery site addition permit application be approved by council:
Teine Energy Ltd.
SW 03-32-27W3 File No. 24-26010

CARRIED

INVOICE FOR FIRE SERVICES

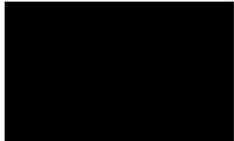
2024-052 **BRANTFORD WHITTLETON** – That we pay the outstanding invoice #2023-04 in the amount of \$4525.00 from Major & District Fire Board for fire suppression services at Lot S Plan G394 on April 30-May 1, 2023 and that we invoice the registered owner/s of the property for that amount.

CARRIED

MUNICIPAL FIRE PROTECTION AGREEMENT – RM OF KINDERSLEY NO. 290

2024-053 **JOEL HAMM** – That we do not sign the Municipal Fire Protection Agreement with the Rural Municipality of Kindersley No. 290, and notify 290 that we are part of Major and District Fire Board.

CARRIED



2024 SPRING ROAD BANS

2024-054 **JOEL HAMM** – That we opt out of the Ministry of Highways 2024 spring road ban program.

CARRIED

2024 COLD MIX

2024-055 **CLINTON BARR** – That we instruct the Foreman to purchase 2 loads of cold mix from the Ministry of Highways.

CARRIED

2024 GRAVEL SPREADING

2024-056 **BRANTFORD WHITTLETON** – That we contract 628514 Saskatchewan Ltd to load, haul and spread approximately 10,000 cubic yards of gravel throughout the municipality at a calculated and estimated cost of \$65,000 (\$6.50 per yard) plus a 10% fuel surcharge anytime fuel costs more than \$2.00/litre

CARRIED

TOWNSHIP & RANGE ROAD SIGNAGE

2024-057 **CLINTON BARR** – That we accept the quote from the Ministry of Highways for the purchase and installation of road marker signs to be displayed at the junction of the RGE and TWP on HWY 51 and HWY 317 in the amount of \$5585.88, plus \$335.15 PST and \$279.29 GST.

CARRIED

SASKATCHEWAN PUBLIC ALERTING PROGRAM

2024-058 **BRANTFORD WHITTLETON** – That we designate Lisa Ensor and Candace Rea as the individuals specified to be allowed access to the Saskatchewan Public Alerting Program for the RM of Antelope Park No. 322 jurisdiction.

CARRIED

HUDSON BAY ROUTE ASSOCIATION

2024-059 **BRANTFORD WHITTLETON** – That we purchase a membership with the Hudson Bay Route Association for 2024 in the amount of \$300.00.

CARRIED

GREAT PLAINS COLLEGE SCHOLARSHIP FUND

2024-060 **BRANTFORD WHITTLETON** – That we contribute \$1,000.00 in 2024, 2025 and 2026 to the Great Plains College Municipal Scholarship Fund.

CARRIED

OFFER TO PURCHASE LOTS - LOVERNA

2024-061 **WILLIAM WARRINGTON** – That we accept the offer from Jennifer Brett to purchase Lots 1-2 Block 3 Plan G394 and from Andrea Brumwell to purchase Lot 3 Block 3 Plan G394; terms of the sale are as follows: Purchaser pays \$200.00 per lot, plus gst; isc fees, and admin time to prepare the transfer documents.

CARRIED

WEED INSPECTOR CONTRACT

2024-062 **JOEL HAMM** – That we enter into a contract with Larry Dyck for weed inspection services and that we agree to pay Mr. Dyck for any visits to the RM of Antelope Park No. 322 for weed inspection services at a rate of \$60.00 per hour plus .70 cents per kilometer based on \$1.00 per liter fuel cost-surcharge applies.

CARRIED

SASKATCHEWAN WORKERS COMPENSATION - 2024 COVERAGE FOR COUNCIL

2024-063 **JOEL HAMM** – That the municipal council for the Rural Municipality of Antelope Park No. 322 be insured through Saskatchewan Workers Compensation at the minimum rate of \$40,382.00

CARRIED

MENTOR FOR ACTING ADMINISTRATOR

2024-064 **BARRY NOBLE** – That we hire Charlotte Helfrich to Mentor Lisa Ensor for the purpose of acquiring her Rural Class "C" and standard certificate.

CARRIED

ADMINISTRATOR

2024-065 **RAYMOND MCKEARY** – That we acknowledge the hiring of Lisa Ensor effective March 1st, 2024 for the position of Administrator in an acting capacity for the RM of Milton No. 292, the RM of Antelope Park No. 322, and the Village of Marengo upon acceptance of the offer of employment letter and the following terms:
\$72,500 salary per year;
Four weeks holidays (20 working days);
A probationary period of 13 weeks from start date.

CARRIED

APPOINTMENT OF ACTING ADMINISTRATOR

2024-066 **CLINTON BARR** – That we appoint Lisa Ensor as Acting Administrator effective March 1st, 2024.

CARRIED

ADVERTISEMENT OF OFFICE ASSISTANT POSITION

2024-067 **BRANTFORD WHITTLETON** – That we agree to advertise for a full-time office assistant; up to 1 application to be accepted until February 20th, 2024, wage to be negotiated.

ASSISTANT POSITION

2024-068 **RAYMOND MCKEARY** – That we agree that the Joint Administration Board conduct the interviews for the assistant position and that we agree that the Board will be making a decision on the assistant position for all three municipalities, wage to be negotiated.

CARRIED

SCOTIA BANK CORPORATE VISA

2024-069 **BRANTFORD WHITTLETON** – That the Acting Administrator of the municipality hereby be authorized to execute under the seal of the Municipality corporate Visas and security agreements in favor of The Bank of Nova Scotia (Scotia Bank) in the amount of \$5,000.00.

CARRIED

SIGNING AUTHORITIES

2024-070 **JOEL HAMM** – That we add Lisa Ensor as a signing authority for all ScotiaBank accounts and other instruments, including online banking effective March 1st, 2024.

CARRIED

ADMEND RESOLUTION 2024-017 2024 APPOINTMENTS

2024-071 **ELDON ROESLER** – Amend resolution 2024-017 by removing Robin Busby as of January 31, 2024 and adding Lisa Ensor effective March 1, 2024 and removing Rudolf Liebenberg Effective January 19, 2024 and adding Lisa Ensor Effective March 1, 2024, with the exception of EMO Coordinator by removing Rudolf Liebenberg Effective January 19, 2024 and adding Candace Rea effective January 20, 2024.

CARRIED

APPOINTMENT OF BYLAW ENFORCEMENT OFFICER AND PEACE OFFICER - LISA ENSOR

2024-072 **BRANTFORD WHITTLETON** – That the Council of the Rural Municipality of Antelope Park No. 322 appoints Lisa Ensor as a Bylaw Officer within the RM of Antelope Park No. 322 pursuant to section 373 of *The Municipalities Act* for the purposes of bylaw enforcement and shall be considered a Peace Officer for the purposes of bylaw enforcement under *The Summary Offences Procedures Act, 1990* appointment term to be from March 1st, 2024 to January 31st, 2024

CARRIED

SARM ANNUAL CONVENTION - Regina

2024-073 **CLINTON BARR** – That Bill Warrington and Joel Hamm be appointed as our voting delegates for the SARM Annual Convention to be held in Regina on March 13th to 15th, 2023.

CARRIED

SARM CONVENTION - LISA ENSOR

2024-074 **BARRY NOBLE** – That Lisa Ensor attend the SARM Annual Convention to be held in Regina on March 13th to 15th, 2024.

CARRIED

SASKATCHEWAN MUNICIPAL HAIL INSURANCE (SMHI) - ANNUAL MEETING – REGINA

2024-075 **CLINTON BARR** – That Joel Hamm be appointed as our voting delegate for the SMHI Annual Meeting to be held in Saskatoon on March 13th, 2024.

CARRIED

ACCOUNTS

2024-076 **CLINTON BARR** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9958 to 10006 in the amount of \$97,393.31, and EFT cheque numbers 990394 to 990415 in the amount of \$40,395.30, and Direct Bank Payment 990400B in the amount of \$748.19 be approved for payment.

CARRIED

ADJOURN

2024-077 **RAYMOND MCKEARY** – That this meeting now adjourn at 9:18 p.m.

CARRIED

[REDACTED]

Reeve

[REDACTED]

Administrator

March 19th, 2024 – 7:00 p.m. - Regular meeting of council

Date Printed
2024-02-16 11:38 AM

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2024-00007 to 2024-00024

Page 1

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9958	2024-01-17	Russell Q. Gregory Prof. Corp.	8036	Legal Services - Griffon Tax Reco	9,938.71	9,938.71
9959	2024-01-29	Enviroway Detergent Man Inc	IN073282	WTP Chemicals	226.80	226.80
9960	2024-01-29	RM of Chesterfield No 261	2024-00010	Pest control Contract	936.91	936.91
9961	2024-01-29	RM of Milton No 292	Ac 2023-00097	Accrual Joint Expenses - Oct - Dec 2023	6,577.36	
			2023-00100	Accrual Correct share of Office Assets	1,104.84	7,682.20
9962	2024-01-30	VOID - Address to be removed				
9963	2024-02-20	Bea Bank Beef 4-H Club	Donation 2024	Donation 2024	200.00	200.00
9964	2024-02-20	Camp Easter Seal	Donation 2024	Donation 2024	200.00	200.00
9965	2024-02-20	Canadian Cancer Society	Donation 2024	Donation 2024	200.00	200.00
9966	2024-02-20	Canadian Mental Health Assoc	Donation 2024	Donation 2024	200.00	200.00
9967	2024-02-20	Canadian Red Cross	Donation 2024	Donation 2024	200.00	200.00
9968	2024-02-20	Eatonia Oasis Living	Donation 2024	Donation	5,000.00	5,000.00
9969	2024-02-20	Greene Farms Drilling Ltd.	4130	Hoosier Water Shed Pump	4,716.39	4,716.39
9970	2024-02-20	Hamm Wade	Gopher20240206	Gopher Bounty	55.00	55.00
9971	2024-02-20	Heritage Manor Auxiliary	Donation 2024	Donation 2024	500.00	500.00
9972	2024-02-20	Hoosier Recreation Board	Donation 2024	Donation 2024	500.00	500.00
9973	2024-02-20	KAC Fire Association	Donation 2024	Donation 2024	5,000.00	5,000.00
9974	2024-02-20	Kindersley & District Co-op				

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2024-00007 to 2024-00024

Date Printed
2024-02-16 11:38 AM

Page 2

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			#1819	Shop Supplies	24.40	
			#2096	Water shed at Hoosier	122.09	
			#2060	Water shed at Hoosier	30.49	
			#2071	Shop Supplies	44.39	
			#2136	Water shed at Hoosier	19.61	
			#2239	Shop Supplies	16.64	
			#2347	Water shed at Hoosier	110.30	
			#2429	Shop Supplies	13.31	
			#2506	Shop Supplies	3.65	
			387836	Bulk Fuel - Jan	2,080.70	
			#2197	Polar Max	34.40	
			#2706	Oil & Filter	65.20	
			#2721	Returned Oil	-6.35	
			#2722	Air Filter	18.30	
			#2723	Oil	8.55	
			#2724	Transmission Fluid	12.16	
			#2725	Shop Supplies	17.75	2,615.59
9975	2024-02-20	Kindersley Plains Museum				
		Donation 2024		Donation 2024	1,000.00	1,000.00
9976	2024-02-20	Kindersley Dist Music Festival				
		Donation 2024		Donation to Festival	200.00	200.00
9977	2024-02-20	Kindersley Trailers Inc.				
		107957		Shop Supplies	164.17	164.17
9978	2024-02-20	Loraas Disposal North Ltd.				
		0000555084		Garbage Bins Hoosier & Loverna	1,313.82	1,313.82
9979	2024-02-20	Loverna Sports Club				
		Donation 2024		Donation 2024	500.00	500.00
9980	2024-02-20	Lung Saskatchewan				
		Donation 2024		Donation 2024	200.00	200.00
9981	2024-02-20	Major 4-H Club				
		Donation 2024		Donation 2024	200.00	200.00
9982	2024-02-20	Major & District Fire Board				
		2024-02		Fire Services Levy 2024	10,000.00	10,000.00
9983	2024-02-20	Major Rec Board				
		Donation 2024		Donation 2024	500.00	500.00
9984	2024-02-20	Ministry of Finance				
		D-484289-359764		Quarry Lease #359764 2024	30.35	
		D-484142-373017		Quarry Lease #373017 2024	269.98	
		D-484177-443165		Quarry Lease #443165 2024	1,415.09	
		D-484248-010340		Quarry Lease #0103402	135.03	1,850.45
9985	2024-02-20	Prairie Sky Recovery Centre In				
		Donation 2024		Donation 2024	500.00	500.00
9986	2024-02-20	RM of Chesterfield No 261				
		2024-00019		Pest control Contract	570.29	570.29
9987	2024-02-20	Rocky Mountain Equipment				
		P05485		Filters - Case Tractor	597.18	
		P05526		Filters - Case Tractor	31.36	628.54
9988	2024-02-20	Ronald McDonald House				
		Donation 2024		Donation 2024	200.00	200.00
9989	2024-02-20	Salvation Army, The				
		Donation 2024		Donation 2024	200.00	200.00

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2024-00007 to 2024-00024

Date Printed
2024-02-16 11:38 AM

Page 3

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
9990	2024-02-20	SAMA			
		2024663	Municipal Assessment 2024	11,850.00	11,850.00
9991	2024-02-20	SARM			
		Donation 2024	Donation - STARS	10,000.00	10,000.00
9992	2024-02-20	SARM			
		BEN129367	2024 Premium for Adjusted Benefi	458.58	458.58
9993	2024-02-20	Sask Abilities Council			
		Donation 2024	Donation 2024	200.00	200.00
9994	2024-02-20	Saskatchewan Crime Stoppers			
		Donation 2024	Donation 2024	200.00	200.00
9995	2024-02-20	ScotiaBank Visa			
		RvStmt 2024-02	TS Expenses	9.01	9.01
9996	2024-02-20	Trevello Travel Group Inc.			
		RobinFarewell	Farewell Gift - Robin Busby	1,125.00	1,125.00
9997	2024-02-20	Triod Supply			
		000-154304	Grader Blades	12,343.20	12,343.20
9998	2024-02-20	Village of Marengo PO			
		592	Postage	4.80	4.80
9999	2024-02-20	West Central Crisis & Family			
		Donation 2024	Donation 2024	500.00	500.00
10000	2024-02-20	West Central Early Childhood			
		Donation 2024	Donation 2024	500.00	500.00
10001	2024-02-20	Westcliffe Composite School			
		Donation 2024	Donation - Awards Night 2024	200.00	200.00
10002	2024-02-20	Hamm, Joel			
		IND Mtg2024-02	Councillor Indemnity & Mileage	913.75	913.75
10003	2024-02-20	Warrington, William			
		IND Mtg 2024-02	Councillor Indemnity & Mileage	642.00	642.00
10004	2024-02-20	Whittleton, Brantford			
		IND Mtg 2024-02	Councillor Indemnity & Mileage	617.00	617.00
10005	2024-02-20	Noble, Barry			
		INDMtg2024-02	Councillor Indemnity & Mileage	975.50	975.50
10006	2024-02-20	Roesler, Eldon			
		IND Mtg 2024-02	Councillor Indemnity & Mileage	655.60	655.60
				Total Computer Cheque:	97,393.31

PROCESSED BY BANK

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
990400B	2024-01-29	ScotiaBank Visa			
		RvStmt 2024-01	Holiday Expenses	748.19	748.19
				Total Online Banking:	748.19

Total Bank1: 98,141.50

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2024-00007 to 2024-00024

Date Printed
2024-02-16 11:38 AM

Page 4

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990394	2024-01-15	SaskPower	LPH 2023-12	Loverna Pump House	5.55	5.55
990395	2024-01-15	SaskPower	LSL 2023-12	Loverna Street Lights	92.61	92.61
990396	2024-01-15	SaskPower	HSL 2023-12	Hoosier Street Lights	138.92	138.92
990397	2024-01-15	SaskPower	Shop 2023-12	Hoosier Grader Shop	403.27	403.27
990398	2024-01-17	Barr, Clinton	IND Mtg 2024-01	Reeve Indemnity & Mileage	275.50	275.50
990399	2024-01-19	Payroll - Scotia EFT	BusbyRPP2024-02	Salary, 06 - 19 Jan 2024	2,871.92	
			EnsorLPP2024-02	Wages, 06 - 19 Jan 2024	1,423.70	
			LiebenPP2024-02	Salary, 06 - 19 Jan 2024	1,541.05	
			MearsTPP2024-02	Wages, 06 - 19 Jan 2024	723.58	
			MielkePP2024-02	Wages, 06 - 19 Jan 2024	2,290.40	
			ReaCPP2024-02	Salary, 06 - 19 Jan 2024	1,565.80	10,416.45
990400	2024-01-22	Minister of Finance	PST for 2023	Accrual Jan - Dec 2023 PST Payable	1,212.60	1,212.60
990401	2024-02-02	Payroll - Scotia EFT	BusbyRPP2024-03	Salary, 20 Jan - 02 Feb 2024	2,896.16	
			EnsorLPP2024-03	Wages, 20 Jan - 02 Feb 2024	1,500.80	
			MearsTPP2024-03	Wages, 20 Jan - 02 Feb 2024	919.61	
			MielkePP2024-03	Wages, 20 Jan - 02 Feb 2024	2,480.10	
			ReaCPP2024-03	Salary, 20 Jan - 02 Feb 2024	1,605.80	9,402.47
990402	2024-02-07	MEPP	AP1PP2024-01	Remittance 23 Dec 2023 - 05 Jan 2024	2,542.04	
			AP1PP2024-02	Remittance 06 - 19 Jan 2024	2,924.70	5,466.74
990403	2024-02-08	Ministry of Finance	SunWest 24-01	EPT Remittance - Monthly	13.61	13.61
990404	2024-02-08	Receiver General for Canada	RP1Remit2401	Source Deduction Remittance RPO	10,500.72	10,500.72
990405	2024-02-12	SaskEnergy	HTG 2024-01	Hoosier TG	281.84	281.84
990406	2024-02-12	SaskEnergy	Shop 2024-01	Grader Shop	387.85	387.85
990407	2024-02-12	SaskPower	ScaleQtrly24-01	Weigh Scale 11 Oct 2023-16 Jan 2024	137.13	137.13
990408	2024-02-12	SaskPower	Fusilier_24-01	Lot 21 Blk 2 Plan G448 Fusillier	145.59	145.59
990409	2024-02-12	Swift-net.ca	2024-01	Shop Internet Service Jan	88.75	88.75
990410	2024-02-14	SaskPower	HTG 2023-12	Hoosier TG	-48.64	
			HTG 2024-01	Hoosier TG	145.58	96.94
990411	2024-02-14	SaskPower	LSL 2024-01	Loverna Street Lights	92.66	92.66
990412	2024-02-14	SaskPower	LPH 2024-01	Loverna Pump House	124.67	124.67

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
Batch: 2024-00007 to 2024-00024

Date Printed
2024-02-16 11:38 AM

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
990413	2024-02-14	SaskPower			
		HSL 2024-01	Hoosier Street Lights	139.00	139.00
990414	2024-02-14	SaskPower			
		Shop 2024-01	Hoosier Grader Shop	267.25	267.25
990415	2024-02-16	Barr, Clinton			
		IND Mtg 2024-02	Reeve Indemnity & Mileage	705.18	705.18
			Total Computer Cheque:		40,395.30

Total EFT: 40,395.30
Grand Total: 138,536.80