

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 21st, 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 6:57 p.m. with the following members 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

AGENDA

2023-036 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:

Road Use Concerns

Grader/Utility Operator

Property Self-Insurance Program Appraisal

CARRIED UNANIMOUSLY

MINUTES

2023-037 BRANTFORD WHITTLETON – That the minutes from the regular meeting of council held on January 17th, 2023 be approved as circulated.

CARRIED

7:06 p.m. to 7:55 p.m.-Darwin Whitfield, SARM Division 6 Director attended the meeting to discuss the key issues SARM is currently working on, healthcare, oil and gas tax arrears, and the effective tax rate.

REPORTS

2023-038

WILLIAM WARRINGTON – That the following reports be filed:
Kindersley & District Plains Museum
West Central Municipal Government Committee (WCMGC)
North West Municipalities Association (NWMA)
Highway 317 Project Committee
Consultation Session – RM Single Window Concept - Kindersley - January
31st, 2023

CARRIED

ADMINISTRATOR'S REPORT

2023-039

JOEL HAMM – That the Administrator's Report dated February 21st, 2023
be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2023-040

JOEL HAMM – That the statement of financial activities bank
reconciliations for January 2023 be approved as presented.

CARRIED

CORRESPONDENCE

2023-041

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

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – January 24, 2023

Weekly Policy Bulletin – January 31, 2023

Weekly Policy Bulletin – February 7, 2023

Weekly Policy Bulletin - February 14, 2023

Rural Sheaf – January 2023

News Release – SARM Supports the Introduction of The Saskatchewan
Firearms Act

News Release - Rural Saskatchewan Waiting for Healthcare Improvements

Ministry of Government Relations

January 2023 Municipalities Today

February 2023 Municipalities Today

STARS

RM of Antelope Park No. 322 - Impact Report

Fall Horizons 2022

CARRIED

HUDSON BAY ROUTE ASSOCIATION

- 2023-042** **WILLIAM WARRINGTON** – That we purchase a membership with the Hudson Bay Route Association in 2023 in the amount of \$300.00.
CARRIED

BATTERY SITE EXTENSION

- 2023-043** **JOEL HAMM** – That the following battery site extensions be acknowledged as approved by the Development Officer:
 Teine Energy Ltd.
 04-03-32-27W3 File No. 22-26212
CARRIED

KINDERSLEY VETERINARY SERVICE DISTRICT

- 2023-044** **RAYMOND MCKEARY** – That we resign from the Kindersley Veterinary Service District Board effective December 31st, 2023.
CARRIED

2023 GRAVEL SPREADING TENDER

The following tenders were received for the hauling and spreading of approximately 7,500 cubic yards of road gravel and heavy crush gravel:

628514 Saskatchewan Ltd. - \$5.00 per cubic yard plus a 15% fuel surcharge

- 2023-045** **WILLIAM WARRINGTON** – That after review and deliberation of the tenders received, that we accept the tender from 628514 Saskatchewan Ltd. at an amount of \$37,500 for approximately 7,500 cubic yards of gravel.
CARRIED

MOWER FOR SALE BY TENDER

The following tenders were received for the 2021 Rhino 15-foot mower serial number 40605:
Greg Ward - \$19,900.00

- 2023-046** **JOEL HAMM** – That after review and deliberation of the tenders received, that we accept the tender from Greg Ward at an amount of \$19,900 plus applicable taxes for the purchase of the 2021 Rhino 15-foot mower serial number 40605.

CARRIED

SASKPOWER EQUIPMENT - LOT 21 BLOCK 2 PLAN G448 - FUSILIER

- 2023-047** **BRANTFORD WHITTLETON** – That we instruct the Administrator to contact SaskPower and advise that the municipality will keep the electrical service at Lot 21 Block 2 Plan G448 in Fusilier, and that the municipality will be responsible for the monthly charge incurred for the service.

CARRIED

2023 ROAD CONSTRUCTION

2023-048 CLINTON BARR – That we construct the following roads in 2023:
S½ 1-31-29W3 & Pt S½ 2-31-29W3

2023 ROAD CONSTRUCTION - ENGINEERING SERVICES

2023-049 CLINTON BARR – That we contract WSP to provide engineering and environmental services for the construction of the S½ 1-31-29W3 & Pt S½ 2-31-29W3 in 2023 and that the engineering services include the creation of the tender document for the road construction.

CARRIED

COLD MIX

2023-050 BRANTFORD WHITTLETON – That we instruct the Foreman to purchase 2 loads of cold mix from the Ministry of Highways.

CARRIED

2023 SPRING ROAD BANS

2023-051 WILLIAM WARRINGTON – That we opt out of the Ministry of Highways 2023 spring road ban program.

CARRIED

EAVESTROUGH AND WINDOW CAPPING AT MARENGO MUNICIPAL OFFICE

2023-052 JOEL HAMM – That we contract Kindersley Glass (2010) Ltd. to install eavestrough and downspouts at the Marengo Municipal Office, and install window capping on the south windows of the office at a cost not to exceed \$2,750 before taxes, and that the costs be allocated as per the Joint Administration Agreement.

CARRIED

SCOTIABANK - BANKING SERVICES

2023-053 BARRY NOBLE – That we renew the municipality's financial services agreement with Scotiabank for an additional three-year term effective February 21st, 2023.

CARRIED

2023 DEVELOPMENT APPEALS BOARD

2023-054 WILLIAM WARRINGTON – That the Rural Municipality of Antelope Park No. 322 appoints Western Municipal Consulting Ltd. to manage the Development Appeals process for the term of January 1st, 2023 through to December 31st, 2023; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as members of the Development Appeals Board:

Tim Lafreniere	Barry Clark	Wayne Adams
Mike Waschuk	Dave Gurnsey	Jeff Hutton
Gordon Parkinson	Murray Dean	Stew Demmans
Dave Thompson	Pam Malach	Stu Hayward

CARRIED

2023 DEVELOPMENT APPEALS BOARD SECRETARY

2023-055 BRANTFORD WHITTLETON – That the Rural Municipality of Antelope Park No. 322 appoints Claudette McGuire with Western Municipal Consulting Ltd. as secretary to the Development Appeals Board for the term of January 1st, 2023 to December 31st, 2023; remuneration as set out in West Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties, the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

SASKATCHEWAN WORKERS COMPENSATION - 2023 COVERAGE FOR COUNCIL

2023-056 RAYMOND MCKEARY– That the municipal council for the Rural Municipality of Antelope Park No. 322 be insured through Saskatchewan Workers Compensation at the minimum rate of \$39,170.00.

CARRIED

CYBER SECURITY INSURANCE

2023-057 WILLIAM WARRINGTON – That we instruct the Administrator to obtain quotes for cyber security insurance for the municipality and that the quotes be presented at the March 21st, 2023 meeting of council.

CARRIED

SARM ANNUAL CONVENTION - SASKATOON

2023-058 BARRY NOBLE– That Clinton Barr and Joel Hamm be appointed as our voting delegates for the SARM Annual Convention to be held in Saskatoon on March 14th to 16th, 2023.

CARRIED

FOREMAN - SARM CONVENTION

2023-059 **CLINTON BARR** – That Ken Mielke attend the SARM Convention tradeshow on March 14th or 15th, 2023.

CARRIED

SARM ANNUAL CONVENTION - ADMINISTRATOR TO SPEAK

2023-060 **BARRY NOBLE** – That we grant permission for the Administrator, Robin Busby, to speak during the resolution session at the 2023 SARM Annual Convention regarding the Effective Tax Rate being implemented by the Government of Saskatchewan in 2023.

CARRIED

SASKATCHEWAN MUNICIPAL HAIL INSURANCE (SMHI) - ANNUAL MEETING - SASKATOON

2023-061 **JOEL HAMM** - That Bill Warrington be appointed as our voting delegate for the SMHI Annual Meeting to be held in Saskatoon on March 14th, 2023.

CARRIED

GRADER/UTILITY OPERATOR

2023-062 **CLINTON BARR** – That we acknowledge notification from Cody Loken that he will not be returning to work for the municipality in the spring of 2023.

CARRIED

GRADER/UTILITY OPERATOR POSITION

2023-063 **JOEL HAMM** – That we advertise for a grader/utility operator and that Barry Noble, Clinton Barr, Ken Mielke and Robin Busby be given authority to interview applicants for the seasonal grader/utility operator position and make the decision to hire after the interviews are completed; committee is further authorized to offer a maximum of \$34.00 per hour to the successful applicant.

CARRIED

PROPERTY SELF-INSURANCE PROGRAM APPRAISAL AGREEMENT

2023-064 **BRANTFORD WHITTLETON** – That we agree to participate in the Saskatchewan Association of Rural Municipalities (SARM) Building Valuation Project with the following terms:
SARM will arrange and pay for the costs of obtaining the appraisal for each building covered in the municipality's policy;
Once the appraisal is complete, the RM will adjust the value assigned to each building the RM insures;

If the RM chooses not to adjust the values of each building according to the appraised value, the RM must reimburse SARM for the appraisal costs.

CARRIED

ACCOUNTS

2023-065

JOEL HAMM – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 9613 to 9666 in the amount of \$413,896.82, online banking payment number conf9152460 in the amount of \$700.90 and EFT cheque numbers 990192 to 990214 in the amount of \$49,732.22 be approved for payment.

CARRIED

ADJOURN

2023-066

RAYMOND MCKEARY – That this meeting now adjourn at 10:11 p.m.

CARRIED


Reeve


Administrator 

March 21st, 2023 – 7:00 p.m. - Regular meeting of council

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval (Condensed)
Batch: 2023-00008 to 2023-00022

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
9613	2023-01-31	Enviroway Detergent Man Inc			
		IN066391	WTP Chemicals	172.20	172.20
9614	2023-01-31	RM of Milton No 292			
		2022-00096	Accrual Joint Admin Exp - Oct - Dec 2022	18,745.26	18,745.26
9615	2023-01-31	SARM			
		BON23322R	Fidelity Bond Renewal	349.80	
		BEN124615	2023 Benefit Premiums Adj	694.77	1,044.57
9616	2023-01-31	ScotiaBank VISA			
		Stmnt 16Jan2023	Admin Expenses	2,198.36	2,198.36
9617	2023-01-31	Swift-net.ca			
		216480	Shop Internet Monthly Plan	77.70	
		216480CR	Reverse Invoice for payment by ch	-77.70	
		221132	Shop Internet Monthly Plan	77.70	77.70
9618	2023-02-21	Bea Bank Beef 4-H Club			
		Donation 2023	Donation 2023	150.00	150.00
9619	2023-02-21	Camp Easter Seal			
		Donation 2023	Donation 2023	100.00	100.00
9620	2023-02-21	Canadian Cancer Society			
		Donation 2023	Donation 2023	100.00	100.00
9621	2023-02-21	Canadian Mental Health Assoc			
		Donation 2023	Donation 2023	100.00	100.00
9622	2023-02-21	Canadian Red Cross			
		Donation 2023	Donation 2023	100.00	100.00
9623	2023-02-21	Eatonia Oasis Living			
		Donation 2023	Donation	5,000.00	5,000.00
9624	2023-02-21	Faubert Contracting Ltd.			
		5393	Hydrovac postholes for 317 signs	3,165.72	3,165.72
9625	2023-02-21	Heritage Manor Auxiliary			
		Donation 2023	Donation 2023	500.00	500.00
9626	2023-02-21	Hoosier Recreation Board			
		Donation 2023	Donation 2023	100.00	100.00
9627	2023-02-21	Information Services Corp			
		Stmnt 31Jan2023	Title Details	96.00	96.00
9628	2023-02-21	KAC Fire Association			
		Donation 2023	Donation 2023	5,000.00	5,000.00
9629	2023-02-21	Kindersley Bearing (2008) Ltd.			
		001-055846	Credit Returned Socket	-50.29	
		001-054332	M18 Fuel String Trimmer	366.28	315.99
9630	2023-02-21	Kindersley & District Co-op			
		8684	Oil	138.13	
		8777	Posthole Auger repairs	1.83	
		8999	Shop Supplies	2.86	
		6630	RM Road Sign posts	414.73	
		6631	Hwy 317 Road sign posts	784.84	
		359119	Bulk Fuel - Jan	2,746.70	
		9337	Shop Supplies	15.53	4,104.62
9631	2023-02-21	Kindersley Plains Museum			
		Donation 2023	Donation 2023	1,000.00	1,000.00
9632	2023-02-21	Kindersley Dist Music Festival			

Rural Municipality of Antelope Park No. 322
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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		Donation 2023	Donation to Festival	200.00	200.00
9633	2023-02-21	Kindersley Trailers Inc.			
		105355	Shop Supplies	92.84	92.84
9634	2023-02-21	Loraas Environmental Services			
		0000532781	Garbage Bins Hoosier & Loverna	1,148.13	1,148.13
9635	2023-02-21	Loverna Sports Club			
		Donation 2023	Donation 2023	100.00	100.00
9636	2023-02-21	Major 4-H Club			
		Donation 2023	Donation 2023	150.00	150.00
9637	2023-02-21	Major & District Fire Board			
		2023-02	Fire Services Levy 2023	10,000.00	10,000.00
9638	2023-02-21	Major Rec Board			
		Donation 2023	Donation 2023	100.00	100.00
9639	2023-02-21	Ministry of Finance			
		D-433707-373017	Quarry Lease #373017	269.98	
		D-433710-359764	Quarry Lease #359764	30.35	
		D-443712-443165	Quarry Lease #443165	1,415.09	
		D433773-0103402	Quarry Lease #0103402	135.03	1,850.45
9640	2023-02-21	Minister of Finance			
		Issued Minister of Finance			
		Buy317Gravel	Accrual Purchase Ministry's % of 317 Grav	290,407.15	290,407.15
9641	2023-02-21	Noble, Barry			
		Res. 2023-033	Used post-hole Augers	700.00	700.00
9642	2023-02-21	Prairie Sky Recovery Centre In			
		Donation 2023	Donation 2023	500.00	500.00
9643	2023-02-21	Receiver General for Canada			
		20230014978	Radio Authorization Renewal 0340	357.28	357.28
9644	2023-02-21	RM of Chesterfield No 261			
		2023-00012	Pest control Contract	519.95	
		2023-00019	Pest control Contract	941.20	1,461.15
9645	2023-02-21	RM of Milton No 292			
		Donation 2023	Donation - Alsask Pool 2023	2,000.00	2,000.00
9646	2023-02-21	Ronald McDonald House			
		Donation 2023	Donation 2023	200.00	200.00
9647	2023-02-21	Salvation Army, The			
		Donation 2023	Donation 2023	100.00	100.00
9648	2023-02-21	SAMA			
		2023663	Municipal Assessment 2023	11,567.00	11,567.00
9649	2023-02-21	SARM			
		Donation 2023	Donation - STARS	10,000.00	10,000.00
9650	2023-02-21	SARM			
		PSIP23322-1	Property Self-Insurance Program 2	7,844.41	7,844.41
9651	2023-02-21	Sask Abilities Council			
		Donation 2023	Donation 2023	100.00	100.00
9652	2023-02-21	Saskatchewan Crime Stoppers			
		Donation 2023	Donation 2023	200.00	200.00
9653	2023-02-21	Saskatchewan Lung Association			
		Donation 2023	Donation 2023	100.00	100.00
9654	2023-02-21	SaskTel			
		9708283-7	Hwy 317 Line Relocate	24,138.67	24,138.67
9655	2023-02-21	Village of Marengo PO			

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		476	Postage - Dog License Reminders	10.44	10.44
9656	2023-02-21	West Central Crisis & Family			
		Donation 2023	Donation 2023	500.00	500.00
9657	2023-02-21	West Central Early Childhood			
		Donation 2023	Donation 2023	500.00	500.00
9658	2023-02-21	Westcliffe Composite School			
		Donation 2023	Donation - Awards Night 2023	100.00	100.00
9659	2023-02-21	Hamm, Joel			
		IND Mtg 2023-03	Councillor Indemnity & Mileage	286.00	286.00
9660	2023-02-21	Warrington, William			
		IND Mtg 2023-04	Councillor Indemnity & Mileage	284.50	284.50
9661	2023-02-21	Whittleton, Brantford			
		IND Mtg 2023-05	Councillor Indemnity & Mileage	308.50	308.50
9662	2023-02-21	Noble, Barry			
		IND Mtg 2023-06	Councillor Indemnity & Mileage	308.50	308.50
9663	2023-02-21	McKeary, Raymond			
		IND Mtg 2023-07	Councillor Indemnity & Mileage	313.00	313.00
9664	2023-02-21	Roesler, Eldon			
		IND Mtg 2023-08	Councillor Indemnity & Mileage	334.00	334.00
9665	2023-02-21	VOID - Printing Error			
9666	2023-02-21	Redhead Equipment			
		X65355	Volvo G970 - Replace Shifter	5,564.38	5,564.38
				Total Computer Cheque:	413,896.82

ONLINE BANKING

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
conf9152460	2023-01-30	Minister of Finance			
		Jan-Dec 2022	Accrual Jan - Dec 2021 PST Payable	700.90	700.90
				Total Online Banking:	700.90

Total Bank1: 414,597.72

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Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
990192	2023-01-16	SaskPower LPH 2022-12	Loverna Pump House	48.69	48.69
990193	2023-01-16	SaskPower HTG 2022-12	Hoosier TG	65.94	65.94
990194	2023-01-16	SaskPower LSL 2022-12	Loverna Street Lights	90.30	90.30
990195	2023-01-16	SaskPower HSL 2022-12	Hoosier Street Lights	135.45	135.45
990196	2023-01-16	SaskPower Shop 2022-12	Hoosier Grader Shop	348.73	348.73
990197	2023-01-18	Payroll - Scotia EFT MearsTPP-01 ADJ EnsorLPP-01 ADJ MielkePP-01 ADJ	Wages, 24 Dec 2022 - 06 Jan 2023 Wages, 24 Dec 2022 - 06 Jan 2023 Wages, 24 Dec 2022 - 06 Jan 2023	99.52 164.49 555.32	819.33
990198	2023-01-20	Payroll - Scotia EFT BusbyRPP2023-02 EnsorLPP2023-02 MearsTPP2023-02 MielkePP2023-02 ReaCPP2023-02	Salary, 06 - 20 Jan 2023 Wages, 06 - 20 Jan 2023 Wages, 06 - 20 Jan 2023 Wages, 06 - 20 Jan 2023 Salary, 10 - 23 Dec 2022	2,822.01 1,373.55 1,314.77 2,092.21 1,934.72	9,537.26
990199	2023-02-03	MEPP AP1PP01&02Corr	Remittance 24 Dec 2022 - 20 Jan 2023	5,344.48	5,344.48
990200	2023-02-03	Minister of Finance LS Remit2023-01	EPT Remittance - Monthly	1,523.52	1,523.52
990201	2023-02-03	Ministry of Finance SunWest 23-01	EPT Remittance - Monthly	90.04	90.04
990202	2023-02-03	Payroll - Scotia EFT BusbyRPP2023-03 EnsorLPP2023-03 MearsTPP2023-03 MielkePP2023-03 ReaCPP2023-03	Salary, 21 Jan - 03 Feb 2023 Wages, 21 Jan - 03 Feb 2023 Wages, 21 Jan - 03 Feb 2023 Wages, 21 Jan - 03 Feb 2023 Salary, 21 Jan - 03 Feb 2023	3,150.86 1,378.05 1,298.76 2,142.21 1,658.19	9,628.07
990203	2023-02-03	Receiver General for Canada RP0001Remit2301	Source Deduction Remittance RP0001	10,581.90	10,581.90
990204	2023-02-10	SaskEnergy HTG 2023-01	Hoosier TG	362.71	362.71
990205	2023-02-10	SaskEnergy Shop 2023-01	Grader Shop	458.24	458.24
990206	2023-02-13	SaskPower ScaleQtrly23-01	Weigh Scale 07 Oct 2022 - 16 Jan 2023	119.25	119.25
990207	2023-02-14	SaskPower LSL 2023-01	Loverna Street Lights	90.30	90.30
990208	2023-02-14	SaskPower HSL 2023-01	Hoosier Street Lights	135.45	135.45
990209	2023-02-14	SaskPower LPH 2023-01	Loverna Pump House	173.68	173.68
990210	2023-02-14	SaskPower HTG 2023-01	Hoosier TG	214.54	214.54
990211	2023-02-14	SaskPower			

Date Printed
2023-02-17 9:01 AM

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		Shop 2023-01	Hoosier Grader Shop	392.28	392.28
990212	2023-02-17	Payroll - Scotia EFT			
		BusbyRPP2023-04	Salary, 04 - 17 Feb 2023	2,822.01	
		EnsorLPP2023-04	Wages, 04 - 17 Feb 2023	1,361.72	
		MearsTPP2023-04	Wages, 04 - 17 Feb 2023	1,286.78	
		MielkePP2023-04	Wages, 04 - 17 Feb 2023	2,113.81	
		ReaCPP2023-04	Salary, 04 - 17 Feb 2023	1,543.19	9,127.51
990213	2023-02-21	Barr, Clinton			
		IND Mtg 2023-02	Reeve Indemnity & Mileage	444.55	444.55
990214	2023-02-21	VOID - Requires CHQ to pay			

Total Computer Cheque: 49,732.22

Total EFT: 49,732.22
Grand Total: 464,329.94

CS/B