

Rural Municipality of Antelope Park No. 322

Meeting Minutes

January 15th, 2019 - 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 January 15th, 2019 commencing at 7:00 p.m. in the municipal office in Marengo, Saskatchewan.

Council members in attendance were:

Reeve: Gordon Dommett

Division 1: Clinton Barr

Division 2: William Warrington

Division 3: Brantford Whittleton

Division 4: Barry Noble

Division 5: Raymond McKeary

Division 6: Eldon Roesler

CALL TO ORDER

Reeve Gordon Dommett called the meeting to order at 6:57 p.m.

AGENDA

Resolution No. 2019-001

Moved By: Brantford Whittleton

That the agenda be adopted as presented.

CARRIED

MINUTES

Resolution No. 2019-002

Moved By: Barry Noble

That the minutes from the meeting held on December 18th, 2018 be approved as circulated.

CARRIED

REPORTS

Resolution No. 2019-003

Moved By: Clinton Barr

That the following board reports be filed for future reference:

Kindersley & District Plains Museum

Agricultural Producers of Saskatchewan

West Central Municipal Government Committee

Joint Administration Board

CARRIED

7:02 p.m. to 7:35 p.m. - Colleen Fennig attended the meeting to discuss plant biosecurity programs, services provided by the Plant Health Officer, clubroot, weed management plans, and cochia weed.

JOINT ADMINISTRATION

Resolution No. 2019-004

Moved By: William H. Warrington

That the following salary increases and purchases for the municipal office be approved effective January 1st, 2019:

Increase Trina Mears' wage from \$24.00 per hour to \$24.75 per hour;
 Increase Candace Dueck's salary from \$52,225 per year to \$54,000 per year;
 Increase Robin Busby's salary from \$97,220 per year to \$102,827 per year;
 Purchase a 22kw Generac natural gas power generator, automatic 110A transfer switch and install a cement pad for the generator to sit on from Half Diamond R Electric Ltd. at a quoted cost of \$16,100 plus taxes; costs to be allocated as per the Joint Administration agreement;
 Instruct the Administrator to replace the existing office furnace in 2019; three quotes to be obtained for the installation and the maximum costs not to exceed \$6,000.00 plus taxes; costs to be allocated as per the Joint Administration agreement;
 Instruct the Administrator to replace the computers on an as needed basis;
 That the following percentages for the municipal joint administration salaries and expenses be implemented on January 1st, 2019:

Rural Municipality of Antelope Park No. 322	35.5%
Rural Municipality of Milton No. 292	35.5%
Division 7 in the RM of Milton No. 292	23.0%
Village of Marengo	6.0%

CARRIED

JOINT ADMINISTRATION AGREEMENT

Resolution No. 2019-005

Moved By: Barry Noble

That we ratify the Joint Administration Agreement attached hereto and forming part of these minutes and append it to Bylaw 1/2009.

CARRIED

REVENUE AND EXPENSES

Resolution No. 2019-006

Moved By: Brantford Whittleton

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

CARRIED

CORRESPONDENCE**Resolution No. 2019-007****Moved By: Clinton Barr**

That the correspondence be filed for future reference.

CARRIED**DRILLING LICENSES****Resolution No. 2019-008****Moved By: Brantford Whittleton**

That the following drilling licenses be approved:

Teine Energy Ltd.

15-25-32-27W3

Saturn Oil & Gas Inc.

13-36-32-27W3 (7 wells)

CARRIED**FIDELITY BOND****Resolution No. 2019-009****Moved By: William H. Warrington**

That the administration fidelity bond issued by SARM and renewed annually, be noted in the minutes as having been examined at the first meeting of 2019.

CARRIED**SASKATCHEWAN LOTTERIES COMMUNITY GRANT PROGRAM****Resolution No. 2019-010****Moved By: Eldon Roesler**

That we apply to Saskatchewan Lotteries for the Saskatchewan Lotteries Community Grant Program for 2019 in the amount of \$6.35 per capita.

CARRIED**2019 DONATIONS****Resolution No. 2019-011****Moved By: William H. Warrington**

That the following donations for 2019 be approved:

\$100.00 Donations

Canadian Cancer Society

Sask Abilities Council

Canadian Red Cross

Camp Easter Seal

Loverna Sports Club

Westcliffe Composite School - Awards Night

The Salvation Army

Sask. Lung Association

Mental Health Association

Hoosier Rec. Board

Major Rec. Board

\$150.00 Donations

Bea Bank Beef 4H Club
Major 4H Club

\$200.00 Donations

Ronald McDonald House
Kindersley District Music Festival

Saskatchewan Crime Stoppers

\$500.00 Donations

West Central Crisis Centre
Heritage Manor Auxiliary
Leipzig Serenity Retreat

\$1,000.00 Donations

Kindersley Plains Museum

\$2,000.00 Donations

Alsask Swimming Pool

\$5,000 Donations

KAC Fire Association

\$10,000 Donations

STARS (donation made through SARM)

CARRIED

ASSET MANAGEMENT POLICY

Resolution No. 2019-012

Moved By: Clinton Barr

That the asset management policy attached hereto and forming part of the minutes be adopted effective January 15th, 2019.

CARRIED

BYLAW 2019-01 - A BYLAW TO ESTABLISH PROPERTY TAX INCENTIVES AND PENALTIES

Resolution No. 2019-013

Moved By: William H. Warrington

That Bylaw 2019-01, a bylaw to establish property tax incentives and penalties be given first reading.

CARRIED

BYLAW 2019-01 - SECOND READING**Resolution No. 2019-014****Moved By: Raymond McKeary**

That Bylaw 2019-01, a bylaw to establish property tax incentives and penalties be given second reading.

CARRIED**BYLAW 2019-01 - ALLOW FOR THIRD READING****Resolution No. 2019-015****Moved By: Clinton Barr**

That the third reading of Bylaw 2019-01 be permitted at this meeting.

CARRIED**BYLAW 2019-01 - THIRD READING****Resolution No. 2019-016****Moved By: Eldon Roesler**

That Bylaw 2019-01 be given third reading and be adopted.

CARRIED**2019 CUSTOM WORK RATES****Resolution No. 2019-017****Moved By: William H. Warrington**

That the municipal custom work (machine & operator) rates for 2019 are as follows:

<u>Machine</u>	<u>Per/hr rates</u>
Volvo Grader	\$170.00
Terex TS14B Scraper	\$200.00
Backhoe	\$140.00
Tractor and Grass Mower	\$130.00
Tractor and Rock Picker	\$130.00
Tractor and Grass Seeder	\$130.00
Loader	\$140.00
Grader with Packer	\$160.00
Spreader Truck	\$120.00
1993 Ford Truck	Not rented

CARRIED

SAFETY MANUAL**Resolution No. 2019-018****Moved By: Barry Noble**

That we acknowledge the safety manual policies and procedures to ensure the safety of workers, council and general public have been reviewed.

CARRIED**PEST CONTROL OFFICER AND WEED INSPECTOR****Resolution No. 2019-019****Moved By: Clinton Barr**

That we appoint Gordon Roesch as the municipality's Pest Control Officer and Weed Inspector for 2019 and that we agree to pay the R.M. of Chesterfield No. 261 \$24.03 per hour for services and \$0.64/km for mileage.

CARRIED**SCRAPER FOR SALE BY TENDER****Resolution No. 2019-020****Moved By: William H. Warrington**

That we advertise the 1982 Terex TS -14B scraper for sale by tender. Sealed tenders to be received by March 18th, 2019 at 4:00 p.m. with tenders to be opened at the March 19th, 2019 meeting of council.

CARRIED**ACCOUNTS****Resolution No. 2019-021****Moved By: Eldon Roesler**

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

CARRIED**ADJOURN****Resolution No. 2019-022****Moved By: Raymond McKeary**

That this meeting now adjourn at 9:09 p.m.

CARRIED

 Reeve


 Administrator

Report Date
14/01/2019 4:09 PM**List of Accounts for Approval**

As of 15/01/2019

Page 1

Batch: 2018-00053 to 2019-00001

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Bank1 - Main Demand					
Computer Cheques:					
8177	31/12/2018	Enviroway Detergent Man Inc CN004836	Returned Pail Deposit	52.50-	
		IN032992	WTP Chemicals	207.90	155.40
8178	31/12/2018	ScotiaBank VISA Stmt14Dec2018	Mid-term Expenses	839.32	839.32
8179	31/12/2018	MEPP PP25-2018	Remittance Dec 1-14, 2018	1,968.26	
		PP26-2018	Remittance Dec 15-28, 2018	1,754.10	3,722.36
8180	31/12/2018	SMHI Dec 2018	Remittance - December 2018	10,975.05	10,975.05
8181	15/01/2019	All-Net Municipal Solutions 101117	Six Months Support & Updates	2,217.23	2,217.23
8182	15/01/2019	APAS 30116	2019 Membership less Discount	4,032.94	4,032.94
8183	15/01/2019	Barr, Clinton 2019 Land Rent	Rental for Gravel Stockpile	200.00	200.00
8184	15/01/2019	Canadian Public Safety PECC-2019-0013	2019 Dispatching Services	162.50	162.50
8185	15/01/2019	Kindersley & District Co-op 0983 10Dec2018	Hoosier Well pump	549.07	
		248223 31Dec18	Diesel Fuel - Dec	457.42	1,006.49
8186	15/01/2019	Kindersley & District Health 2019 Donation	Annual Donation (Yr 3 of 5)	30,000.00	30,000.00
8187	15/01/2019	Loverna Sports Club 2019 Cistern	2019 Grant for Water Cistern	350.00	350.00
8188	15/01/2019	Major & District Fire Board 2019-02	2019 Fire Services Levy	10,000.00	10,000.00
8189	15/01/2019	SARM BEN76218	2019 Premiums for Benefit Plan	26,432.62	
		BON190322	Fidelity Bond Renewal	132.50	
		EXC190322	Excess Liability Coverage	978.38	
		LIA19322	Liability Insurance Premium	1,394.22	
		MEM19322	2019 SARM Membership	2,624.17	31,561.89
8190	15/01/2019	Sask. Heavy Construction Assoc 24218	2019 Membership	446.25	446.25
8191	15/01/2019	Waste Management Corporation 0849644-0646-0	Garbage Bins - Hoosier	3,920.41	
		0849645-0646-7	Garbage Bins - Hoosier	1,320.67	5,241.08
8192	15/01/2019	West Central Mun. Gov.'t Comm 23-2019	2019 Membership	58.50	58.50
8193	15/01/2019	Wheatland Regional Library			

Report Date
14/01/2019 4:09 PM

Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
As of 15/01/2019
Batch: 2018-00053 to 2019-00001

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		3751	Library Levy - First Half 2019	494.00	494.00
8194	15/01/2019	Gordon Dommett Jan 2019 Mtg	Reeve Indemnity & Mileage	504.00	504.00
8195	15/01/2019	Clinton Barr Jan 2019 Mtg	Councillor Indemnity & Mileage	222.10	222.10
8196	15/01/2019	William Warrington Jan 2019 Mtg	Councillor Indemnity & Mileage	229.90	229.90
8197	15/01/2019	Brantford Whittleton Jan 2019 Mtg	Councillor Indemnity & Mileage	250.70	250.70
8198	15/01/2019	Barry Noble Jan 2019 Mtg	Councillor Indemnity & Mileage	250.70	250.70
8199	15/01/2019	Raymond McKeary Jan 2019 Mtg	Councillor Indemnity & Mileage	254.60	254.60
8200	15/01/2019	Eldon Roesler Jan 2019 Mtg	Councillor Indemnity & Mileage	272.80	272.80
				Total for Bank1:	103,447.81

Report Date
14/01/2019 4:09 PM**List of Accounts for Approval**

As of 15/01/2019

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Batch: 2018-00053 to 2019-00001

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: EFT - Electronic Funds Transfer					
Computer Cheques:					
990027	28/12/2018	Payroll - Scotia EFT			
		BusbyR PP1826	Wages, 15-28 December 2018	2,436.95	
		CooperK PP1826	Wages, 15-28 December 2018	848.33	
		DueckC PP1826	Wages, 15-28 December 2018	1,452.23	
		MearsT PP1826	Wages, 15-28 December 2018	878.30	
		ReaK PP1826	Wages, 15-28 December 2018	1,247.82	6,863.63
990028	31/12/2018	SaskTel			
		Bill 18Dec18	Internet Bill	73.38	73.38
990029	10/01/2019	Minister of Finance			
		Dec2018SunWest	EPT Remittance - Monthly	7,001.30	
		2018YEAdjSnWest	EPT Remittance-Dec 2018 Adjust	632.73	7,634.03
990030	10/01/2019	Minister of Finance			
		Dec2018LivSky	EPT Remittance - Monthly	11,084.75	
		2018YEAdjLivSky	EPT Remittance-Dec 2018 Adjust	632.73-	10,452.02
990031	11/01/2019	Receiver General			
		Dec2018 RP0001	Remittance RP0001 - Dec 2018	5,180.02	
		Dec2018 RP0001-	Remittance RP0001 - Dec 2018	0.01	5,180.03
990032	11/01/2019	Payroll - Scotia EFT			
		BusbyR PP1901	Salary, 29 Dec2018-11Jan2019	2,354.92	
		CooperK PP1901	Wages, 29Dec2018-11Jan2019	1,048.16	
		DueckC PP1901	Salary, 29 Dec2018-11 Jan2019	1,484.42	
		MearsT PP1901	Wages, 29 Dec2018 -11 Jan2019	1,277.85	
		ReaK PP1901	Wages, 29 Dec2018- 11 Jan2019	1,142.37	7,307.72
				Total for EFT:	37,510.81
				Grand Total:	140,958.62

MEMORANDUM OF AGREEMENT MADE IN TRIPLICATE, 20th day of December, 2018:

B E T W E E N:

The Rural Municipality of Milton No. 292
and
The Rural Municipality of Antelope Park No. 322
Saskatchewan Rural Municipalities
and
The Village of Marengo
Saskatchewan Urban Municipality

The councils of the rural municipalities and the urban municipality (the municipalities) agree as follows:

1. The councils of the municipalities comprise a Joint Administration Board to oversee the operation of this agreement;

JOINT COSTS

2. The municipalities agree to share administrative costs, including salaries and benefits, administrative convention and travel costs, office utilities, telephone, postage, stationery, miscellaneous office costs, and office equipment costs, on the following basis:

Rural Municipality of Milton No. 292	35.5%
Rural Municipality of Milton No. 292 (Alsask Division 7)	23.0 %
Rural Municipality of Antelope Park No. 322	35.5%
Village of Marengo	6.0%

3. The rural municipalities agree to make all expenditures in connection with providing the joint office and agree to present an accounting of expenditures annually or as otherwise required; the urban municipality agrees to reimburse the rural municipalities, and the rural municipalities agree to equalize their expenditure, by the end of each fiscal year;

PERSONNEL POLICY

4. Statutory duties as well as those assigned by the municipalities are the responsibility of the administrator who is appointed by each municipality to the position; supervision of the office and delegation of tasks are the responsibilities of the administrator.
5. Full time annual administrative employees are required to report for work 40 hours per week and may work a maximum of 8 hours per day;
6. The Administrator who is required to attend evening meetings or committee meetings of Rural Municipal Councils is entitled to 12 days off per year; evening village council meetings are classified as ordinary duties and no equivalent time off is allowed

Continued.....

7. Assistant Administrative and casual administrative employees who are required to attend evening committee or council meetings are entitled to equivalent paid time off work;
8. Administrative employees annual holidays are granted as follows 1-9 years – 3 weeks, 10 years – 4 weeks, 15 years – 5 weeks, 20 years – 6 weeks, the years being portable from one municipality to another;
9. Annual salaried administrative employees may bank or accumulate a maximum of 10 days holidays over year end, but must be used by March 31st of that same year;
10. Annual salaried administrative employees are entitled to 1.5 paid sick days per month, with a maximum of 18 days in any 12-month period; there is no provision for *banking* of unused sick days; and casual administrative employees will be paid one sick day a month if sick on scheduled work days;
11. The municipalities adopt an ongoing policy authorizing the administrator to attend conventions and seminars as part of the duties of office, as required by the Urban and Rural Municipal Administrators' Associations of Saskatchewan; hotel room costs, meals, registration fees, and mileage allowance at rate to be determined at the annual joint meeting for the following year;
12. The administrator's annual professional association membership fees will be paid by the employers;
13. The Rural Municipalities shall insure employees under the SARM short-term disability benefits plan (which pays 80% of insured earnings after 7 continuous days of illness or disability) and under the mandatory SARM group life insurance plan, premiums for such insurance shall be paid by the municipalities;
14. The Rural Municipalities shall insure employees who are obliged as members of the Rural Municipal Administrators Association of Saskatchewan (or who may otherwise choose to be insured) to maintain group insurance under the SARM long-term disability benefits plan; premiums for such insurance shall be paid by the municipalities according to SARM's policies, and be reimbursed to the municipalities by the employees;
15. Health and Dental and Group Life Insurance coverage offered to other municipal employees shall also be offered to administrative employees, with the employer paying part of premiums on the same basis as is provided to other municipal employees;
16. Administrative employees be granted five – eight hour paid days for bereavement due to the death of immediate family, paid days off to be taken within the period commencing one week before and ending one week after the funeral; the definition of "immediate family" as taken from the *The Labour Standards Act* is as follows:
"Immediate family means a spouse, parent, grandparent, child, brother or sister of an employee or of a spouse."

COMMITTEE ADMINISTRATION


17. Meetings of the Joint Administration Board shall be held as required, with one annual meeting each December to be held on any date as may be selected; advance notice shall be provided to members.
18. Voting at Joint Administration meetings shall be by 3 voting delegates from each R.M. Council and 1 voting delegate for the Village Council.
19. The terms of the agreement shall be open to negotiation at the annual meeting, and new or revised agreements may be substituted from time to time; each municipality must individually ratify new agreements and append them to their bylaws, by resolutions adopted at municipal council meetings.

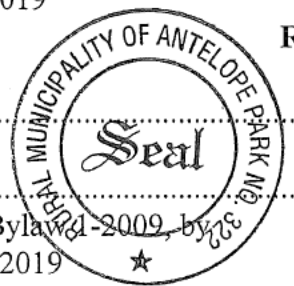
Continued.....


Joint Administration Board Agreement

20. Dissolution of the agreement, due to a member wishing to withdraw, or due to a majority of members wishing to expel a member, requires twelve months advance notice.
21. This agreement replaces previous agreements (January, 1996 inter-municipal agreement, as amended in 1997, 2000, 2003, 2006, 2009, 2011, 2012, 2016) and continues.

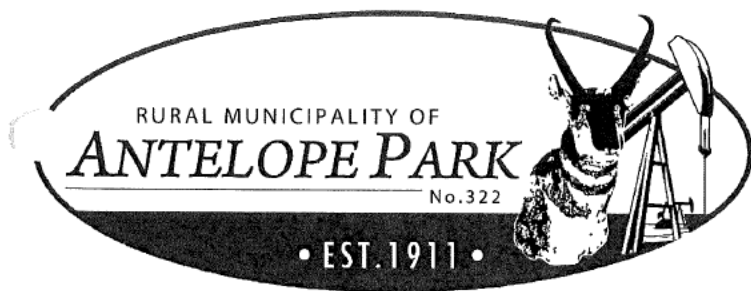
Agreed by the municipalities on the dates shown:

[SEAL]  Rural Municipality of Milton No. 292
..... Reeve
..... Administrator
Appended to and forming part of Bylaw 2/2009, by
resolution of council January 9th, 2019

[SEAL]  Rural Municipality of Antelope Park No. 322
..... Reeve
..... Administrator
Appended to and forming part of Bylaw 1-2009, by
resolution of council January 15th, 2019

[SEAL]  Village of Marengo
..... Mayor
..... Administrator
Appended to and forming part of Bylaw 2009-03, by
resolution of council January 22nd, 2019





Box 70
Marengo, Saskatchewan
S0L 2K0

(306) 968-2922
(306) 912-8922 fax
rm292.rm322@sasktel.net

ASSET MANAGEMENT POLICY

Rural Municipality of Antelope Park No. 322	Policy Name ASSET MANAGEMENT	Doc No	
		Version 1	Date 01/15/2019
Controller:	Approved by Council:	Review Date	
ADMINISTRATOR	January 19, 2019	January 2020	

1.0 Purpose

The purpose of this policy is to set guidelines for implementing consistent asset management processes throughout the Rural Municipality of Antelope Park No. 322.

2.0 Scope

This policy applies to all the Rural Municipality of Antelope Park No. 322 departments, officers, employees and contractors.

3.0 Objectives

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout the Rural Municipality of Antelope Park No. 322 by training and development.
- Meeting any legislative and regulatory requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

4.0 Policy

4.1 Background

Asset management practices impact directly on the core business of the Rural Municipality of Antelope Park No. 322 and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving our Strategic Long Term Plan and Long Term Financial objectives.

Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound Asset Management practices enable sustainable service delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance.

4.2 Principles

The Rural Municipality of Antelope Park No. 322 sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. Ensuring that the Rural Municipality of Antelope Park No. 322 capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. Meeting all relevant legislative and regulatory requirements;
3. Demonstrating transparent and responsible Asset Management processes that align with demonstrable best-practices;
4. Implementing sound Asset Management plans and strategies and providing sufficient financial resources to accomplish them by:
 - a. Asset Management plans will be completed for all major asset / service areas.
 - b. Expenditure projections from Asset Management Plans will be incorporated into the Rural Municipality of Antelope Park No. 322 Long Term Financial Plan.
 - c. Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.
 - d. Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.
 - e. Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented.
 - f. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
 - g. Future service levels with associated delivery costs will be determined in consultation with the community.
 - h. Ensuring necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;

- i. Creating a corporate culture where all employees play a part in overall care for the Rural Municipality of Antelope Park No. 322 assets by providing necessary awareness, training and professional development; and
- j. Providing those we serve with services and levels of service for which they are willing and able to pay.

5.0 Related Documents

- Asset Management Strategy
- Asset Management Plans
- Official Community Plan
- Prairie West Planning District Plan
- Long Term Financial Plan

6.0 Responsibility

Councillors are responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Rural Municipality of Antelope Park No. 322 asset management strategy and plans. The council is also responsible for ensuring that Rural Municipality of Antelope Park No. 322 resources are appropriately allocated to ensure sustainable service delivery.

The **Administrator** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within the Rural Municipality of Antelope Park No. 322.

7.0 Review Date

This policy has a life of 4 years or less at the discretion of the current Council. It will be reviewed in January of 2020.


Reeve


Administrator

January 15, 2019
Date



R.M. of Antelope Park No. 322
January 15, 2019 - Regular Meeting of Council - 07:00 PM

- 1 Call to order**
 - 📎 2019-01-15 RM 322 Delegation
- 2 Adopt Agenda**
- 3 Minutes**
 - 📎 2018-12-18 RM 322 Minutes
- 4 Reports**
- 5 Joint Administration**
- 6 Joint Administration Agreement**
 - 📎 Joint Administration Agreement
- 7 Revenue and Expenses**
 - 📎 Revenue and Expenses - December 2018
- 8 Correspondence**
 - 📎 SARM - SARM Elections
 - 📎 SARM - MLDP Modules
 - 📎 Ray Orb - Support Request - SARM President Election
 - 📎 Carmen Sterling - Support Letter - SARM Vice President Election
 - 📎 Colleen Fennig - Clubroot Distribution in Saskatchewan
 - 📎 SAMA - Notice of Annual Meeting
 - 📎 Evolution Training and Consulting Ltd. - 2019 Construction Season
- 9 Drilling Licenses**
- 10 Fidelity Bond**
- 11 Saskatchewan Lotteries Community Grant Program**
- 12 2018 Donations**
- 13 Asset Management Policy**
 - 📎 Asset Management Policy
- 14 Bylaw 2019-01 - A Bylaw to Establish Property Tax Incentives and Penalties**

📎 Bylaw 2019-01 - A Bylaw to Establish Property Tax Incentives and Penalties

15 **Bylaw 2019-01 - Second Reading**

16 **Bylaw 2019-01 - Allow for Third Reading**

17 **Bylaw 2019-01 - Third Reading**

18 **SARM Convention - March 11-14, 2019 - Saskatoon**

19 **Building Inspector**

20 **2019 Custom Work Rates**

21 **2018 Gravel Inventory**

22 **Invoice 420593 - C. Fischer Trucking**

23 **2019 Gravel Spreading**

24 **Safety Manual**

25 **Pest Control Officer and Weed Inspector**

26 **Rural Crime Watch**

27 **Date of Next Meeting - February 19th, 2019**

28 **Scraper for sale by tender**

29 **Accounts**

📎 Accounts up to January 14, 2019

30 **Adjourn**

R.M. of Antelope Park No. 322
Tuesday January 15th, 2019 at 7:00 p.m.

7:15 p.m. - Colleen Fennig - SARM Division 6 Plant Health Officer

7:30 p.m. - Kevin Rea