

Rural Municipality of Antelope Park No. 322

Meeting Minutes

November 19th, 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 November 19th, 2019 in the municipal council chambers located at 20 1st Avenue North in Marengo, Saskatchewan.

The following council members were in attendance:

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

The following staff members were in attendance:

Administrator: Robin Busby

CALL TO ORDER

Reeve Gordon Dommett called the meeting to order at 7:02 p.m.

AGENDA

Resolution No. 2019-231

Moved By: Brantford Whittleton

That the agenda be adopted as presented.

CARRIED

AMEND RESOLUTION 2019-217

Resolution No. 2019-232

Moved By: William H. Warrington

That we amend resolution 2019-217 by changing sixteen (16) to twenty (20).

CARRIED

MINUTES

Resolution No. 2019-233

Moved By: Clinton Barr

That the minutes from the meeting held on October 15th, 2019 be approved as amended.

CARRIED

HIGHWAY 317 PROJECT COMMITTEE

Resolution No. 2019-234

Moved By: Barry Noble

That the following Highway 317 Project Committee minutes attached hereto and forming part of these minutes be approved:

November 4th, 2019 Committee Meeting

CARRIED

7:32 p.m. to 7:45 p.m. - Kevin Rea attended the meeting to discuss equipment repairs, grading, employees, equipment maintenance, and the 2019 safety audit.

REPORTS

Resolution No. 2019-235

Moved By: William H. Warrington

That the following board reports be filed for future reference:

Agricultural Producers Association of Saskatchewan

North West Heavy Oil Municipalities Meeting - November 1st, 2019

Western Regional Landfill Inc. - Annual General Meeting - November 18th, 2019

SARM Mid-term Convention

PCO Inspection Report

CARRIED

REVENUE AND EXPENSES

Resolution No. 2019-236

Moved By: Clinton Barr

That the statement of revenue and expenses for October 2019 be approved as presented.

CARRIED

CORRESPONDENCE

Resolution No. 2019-237

Moved By: Barry Noble

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

Saskatchewan Association of Rural Municipalities (SARM)

PHO Quarterly

Comments on the Speech from the Throne

Community Partnerships with the Canadian Red Cross

Expression of Interest for Resolution Committee

Response to Prime Minister

Upcoming Municipal Revenue Sharing Eligibility Requirements

Property Self-Insurance Program
Rural Integrated Roads for Growth
Weekly Policy Bulletin - October 15th, 2019
Weekly Policy Bulletin - October 22nd, 2019
Weekly Policy Bulletin - October 29th, 2019
Weekly Policy Bulletin - November 5th, 2019
Weekly Policy Bulletin - November 12th, 2019
Agricultural Producers Association of Saskatchewan (APAS)
October 2019 APAS in Action
Ministry of Government Relations
October 2019 Municipalities Today
November 2019 Municipalities Today
Municipal Revenue Sharing Eligibility Requirements 2020-2021
Rural Municipal Administrators Association (RMAA)
2020 RMAA Curling
Prairie Wild Consulting Ltd.
Prairie West Planning District - Technical Meeting
Community Future - Meridian Region
Information from Meeting
The Army Navy & Air Force Veterans in Canada (ANAVETS)
Thank you for your support

CARRIED

DRILLING LICENSES

Resolution No. 2019-238

Moved By: Raymond McKeary

That the following drilling licenses be approved:

Teine Energy Ltd.

15-07-31-28W3

Saturn Oil & Gas Inc.

1-14-31-29W3

Whitecap Resources Inc.

16-11-33-27W3

CARRIED

PIPELINE CROSSINGS

Resolution No. 2019-239

Moved By: Brantford Whittleton

That the following pipeline crossings be approved:

Tamarack Acquisition Corp.

15-19-32-27W3 to 09-19-32-27W3

CARRIED

CANCELLATION OF PIPELINE

Resolution No. 2019-240

Moved By: Clinton Barr

That we acknowledge receipt of the cancellation from Baytex Energy Ltd. of the pipeline project from 01-26-32-29W3 to 07-25-32-29W3

CARRIED

SCRAPER BLADES TENDER

Resolution No. 2019-241

Moved By: William H. Warrington

That we re-advertise for sale by tender twenty (20) scraper blades located at the RM shop in Hoosier; tender to close on December 12th, 2019 at 4:00 p.m.; items sold in "as-is" and "where-is" condition.

CARRIED

EMPLOYEE WINTER HOURS

Resolution No. 2019-242

Moved By: Barry Noble

That we set policy that all employees continuing their employment throughout the winter season, are permitted to work winter hours once seasonal employees are laid off.

CARRIED

POUND LOCATION

Resolution No. 2019-243

Moved By: William H. Warrington

That the RM shop in Hoosier be designated as the municipality's dog pound.

CARRIED

ANIMAL CONTROL OFFICERS

Resolution No. 2019-244

Moved By: Clinton Barr

That we appoint the following as Animal Control Officers for enforcement of Bylaw 2019-05

Cody Loken

Ken Mielke

Kevin Rea

CARRIED



**AGRICULTURAL PRODUCERS ASSOCIATION OF SASKATCHEWAN (APAS) -
2020 MEMBERSHIP**

Resolution No. 2019-245

Moved By: William H. Warrington

That we remain full members of APAS for 2020 and pay the membership fees in the amount of \$4,032.94 (\$4,115.25 with 2% discount of \$82.31)

CARRIED

MUNICIPAL GAS TAX FUND AGREEMENT - AMENDING AGREEMENT

Resolution No. 2019-246

Moved By: Barry Noble

That we authorize the Reeve and the Administrator to sign Amending Agreement No. 1 which amends the Municipal Gas Tax Fund Agreement between the Rural Municipality of Antelope Park No. 322 and the Government of Saskatchewan; amending agreement is required to incorporate changes to the Canada-Saskatchewan bilateral agreement, administrative changes and new dates over the next five years.

CARRIED

MUNICIPAL REVENUE SHARING DECLARATION OF ELIGIBILITY

Resolution No. 2019-247

Moved By: Brantford Whittleton

That we confirm that the following eligibility requirements by the Municipal Revenue Sharing grant have been met for the Rural Municipality of Antelope Park No. 322 and that we instruct the Administrator to file the eligibility declaration online by January 15th, 2020:

~~2018~~ ~~2019~~ Audited Financial Statement filed with the Ministry of Government Relations;

~~2018~~ ~~2019~~ Waterworks Reporting - not applicable;

Education Property Tax (EPT) returns are filed up to the current date and EPT collections have been paid in full;

Bylaw 2016-03 - Council Procedures Bylaw passed by council;

Bylaw 2015-03 - Municipal Employee Code of Conduct passed by council;

All Public Disclosure Statements and Annual Declarations have been completed by the council and filed with the Administrator.

CARRIED

DATE OF NEXT MEETING - DECEMBER 12TH, 2019

Resolution No. 2019-248

Moved By: Raymond McKeary

That the next meeting of council be held on December 12th, 2019 commencing at 7:00 p.m.

CARRIED

2019 JOINT CHRISTMAS PARTY

Resolution No. 2019-249

Moved By: Clinton Barr

Rescinded
December 12, 19
That we hold a joint Christmas Party with the Rural Municipality of Milton No. 292 and the Village of Marengo and that the municipalities invite all council, staff and spouses; date to be determined.

CARRIED

ACCOUNTS

Resolution No. 2019-250

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. 2019-251

Moved By: Raymond McKeary

That this meeting now adjourn at 9:25 p.m.

CARRIED


Reeve


Administrator

**RURAL MUNICIPALITY OF MILTON NO. 292
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322
HIGHWAY 317 PROJECT COMMITTEE
MONDAY NOVEMBER 4TH, 2019**

Minutes of a meeting of Highway 317 Project Committee for the R.M. of Antelope Park No. 322, R.M. of Milton No. 292, held on Monday November 4th, 2019 in the municipal council chambers located at 20 1st Avenue North in the municipal council chambers, Marengo, Saskatchewan.

Adrian Boisvert nominated David Bond as chairperson.

CALL TO ORDER

Chairperson David Bond called the meeting to order 8:55 a.m. with the following in attendance:

Adrian Boisvert	Council member, R.M. of Milton No. 292
James Loken	Council member, R.M. of Milton No. 292
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322
Barry Noble	Council member, R.M. of Antelope Park No. 322
Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292

Clinton Barr, council member, R.M. of Antelope Park No. 322 was absent.

AGENDA

2019-017 JAMES LOKEN – That the agenda be adopted as circulated.
CARRIED

MINUTES

2019-018 GORDON DOMMETT – That the minutes of the meeting held on September 13th, 2019 be approved as read and circulated.
CARRIED

GRAVEL QUANTITIES

2019-019 JAMES LOKEN – That we tender for 30,800 cubic yards of Type 106 road gravel and 22,400 cubic yards of Type 103 heavy crush incorporation gravel, delivery to be completed by March 31st, 2020.
CARRIED

TESTING OF GRAVEL

- 2019-020** **ADRIAN BOISVERT** – That the following conditions for testing of the gravel be included in the tender for the supply and stockpile of gravel for the Highway 317 Project:
Random testing
Out of spec material will be subject to rejection
CARRIED

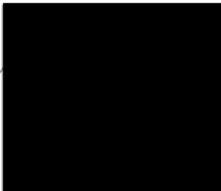
GRAVEL STOCKPILE LOCATIONS

- 2019-021** **ADRIAN BOISVERT** – That the following locations be used for the stockpiling of gravel for the Highway 317 Project:
RM of Antelope Park No. 322
SW 10-32-27W3
~~NE 10-31-27W3~~ [REDACTED]
RM of Milton No. 292
Parcel Z Plan 102283950 within the Village of Marengo
CARRIED

ADDITION OF MUNICIPALITIES GRAVEL TENDER TO DOCUMENT

- 2019-022** **BARRY NOBLE** – That we agree to allow each municipality to add a separate project to the gravel supply and stockpile tender to allow for the municipalities to obtain gravel for 2020. Each municipality will receive their own project within the tender, separate from the Highway 317 Project and each municipality will be responsible for reviewing the terms and conditions of their respective project.
CARRIED

HIGHWAY 317 GRAVEL SUPPLY AND STOCKPILE TENDER

- 2019-023** **ADRIAN BOISVERT** – That we instruct the Administrator to work with the engineer for the Project, Wood Environmental and Infrastructure to prepare and issue a tender for the supply and stockpile of gravel of 30,800 cubic yards of Type 106 road gravel and 22,400 cubic yards of Type 103 heavy crush incorporation gravel for the Highway 317 Project with the following items to be included in the tender:
Deadline for submissions: December 6th, 2019 at 4:00 p.m. CST;
Sealed tenders only accepted;
Provide 8 copies of the tender package and a USB containing the tender package;
Location where gravel is sourced and crushed to be included in the tender;
Specifications for the testing of gravel;
Locations of the stockpiles;
Quantity of gravel per stockpile location;
- 

Quantity and price per municipality for each project;
Total price for each project to be evaluated.

CARRIED

PROPOSED ROUTE CHANGE - LANDOWNER'S MEETING


2019-024 **JAMES LOKEN** – That we hold a meeting with the landowners located along the proposed new route of Highway 317 on November 28th, 2019 at 7:00 p.m. at the Hoosier Valley Recreation Centre; representatives from Wood Environmental and Infrastructure to attend with the members of the Highway 317 Project Committee, any council members that wish to attend from the RM of Antelope Park No. 322 and RM of Milton No. 292 and the Administrator.


CARRIED

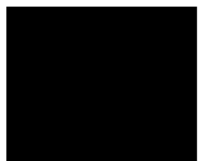
ADJOURN

2019-025 **JAMES LOKEN** – That this meeting now adjourn at 9:37 a.m.

CARRIED


Robin Busby - Administrator


David Bond - Chairperson



Report Date
20/11/2019 11:18 AM

List of Accounts for Approval

As of 20/11/2019

Page 1

Batch: 2019-00072 to 2019-00079

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Bank1 - Main Demand					
Computer Cheques:					
8451	31/10/2019	Crystal Lake Ranch Tx Ovrpmt	Refund Tax Overpayment	99.08	99.08
8452	31/10/2019	Enviroway Detergent Man Inc CN006079 IN039780 IN040807	Returned Pail Deposit WTP Chemicals WTP Chemicals	178.50- 135.45 114.45	71.40
8453	31/10/2019	ScotiaBank Visa Stmt 15Oct2019	Shop Supply - Bowsaw	25.19	25.19
8454	31/10/2019	MEPP 2019PP20 2019PP21	Remittance 21 Sep - 4 Oct 2019 Remittance 5 - 18 Oct 2019	3,190.00 3,529.24	6,719.24
8455	31/10/2019	RM of Milton No 292 2019-00082	Joint Admin - July-Sept 2019	11,015.70	11,015.70
8456	19/11/2019	Ashbacher, Darrel OvPd Taxes	Refund Overpaid Taxes	538.34	538.34
8457	19/11/2019	CanOps 10013	Annual Fire Dispatching	178.76	178.76
8458	19/11/2019	Crystal Lake Ranch PlotRefund	Refund-Fusilier Cemetery Plot	50.00	50.00
8459	19/11/2019	Information Services Corp Stmt 31Oct2019	Title Detail	12.00	12.00
8460	19/11/2019	Jamac Publishing Ltd 28299	Tax Enforcement Listing	226.01	226.01
8461	19/11/2019	Kindersley & District Co-op 2232 2599 2828 3139 3242 3290 3340 3375 275251	Oil & Filter Oil Shop Supplies Shop Supplies Shop Supplies Oil Shop Supplies Oil Cardlock Fuel - Oct 2019	57.59 209.65 11.09 6.65 4.43 33.96 69.91 25.31 8,586.05	9,004.64
8462	19/11/2019	Loverna Cemetery Club 31Oct19	Sale of Plot	50.00	50.00
8463	19/11/2019	Minister of Finance 702525	Notice of Minister Rd# 2018-05	721.50	721.50
8464	19/11/2019	Mitch's Contracting 15333	Haul Backhoe to RM Shop	365.40	365.40
8465	19/11/2019	Newton, Jim Peavey 2989	Repair Loverna Pumphouse	58.97	58.97
8466	19/11/2019	Redhead Equipment			

Report Date
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Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		P18718	Oil & Filters	4,625.89	
		P19020	Parts for Backhoe Repairs	1,641.20	
		P19465	Backhoe Air Filter	78.60	
		P19622	Backhoe Thermostat	69.76	6,415.45
8467	19/11/2019	RM of Chesterfield No 261			
		2019-00087	Pest Control Contract	97.75	97.75
8468	19/11/2019	Triod Supply			
		000-126473	Shop Supply - Oil Drain	427.30	427.30
8469	19/11/2019	Village of Marengo PO			
		308	Animal Control Bylaw Mail out	9.26	9.26
8470	19/11/2019	Waste Management Corporation			
		0860386-0646-2	Garbage Bins - Hoosier	3,963.80	
		0860387-0646-0	Garbage Bins - Loverna	1,335.30	5,299.10
8471	19/11/2019	Dommett, Gordon			
		Nov 2019	Reeve Net Indemnity & Mileage	1,834.87	1,834.87
8472	19/11/2019	Warrington, William			
		19Nov2019 Mtg	Councillor Indemnity & Mileage	1,137.65	1,137.65
8473	19/11/2019	Whittleton, Brantford			
		19Nov2019Mtg	Councillor Indemnity & Mileage	250.70	250.70
8474	19/11/2019	Noble, Barry			
		19Nov2019	Councillor Indemnity & Mileage	450.70	450.70
8475	19/11/2019	McKeary, Raymond			
		Nov 2019 Mtg	Councillor Indemnity & Mileage	254.60	254.60
8476	19/11/2019	Roesler, Eldon			
		19Nov2019Mtg	Councillor Indemnity & Mileage	272.80	272.80
				Total for Bank1:	45,586.41

Report Date
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List of Accounts for Approval
As of 20/11/2019
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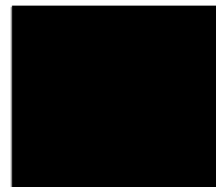
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: EFT - Electronic Funds Transfer					
Computer Cheques:					
990163	15/10/2019	SaskPower HTG 19Sept2019	Hoosier TG	43.71	43.71
990164	15/10/2019	SaskPower LSL 19Sept2019	Loverna Street Lights	87.42	87.42
990165	15/10/2019	SaskPower Shop19Sept2019	Hoosier Grader Shop	107.51	107.51
990166	15/10/2019	SaskPower HSL 19Sept2019	Hoosier Street Lights	131.14	131.14
990167	15/10/2019	SaskEnergy Shop 19Sept2019	Grader Shop	40.43	40.43
990168	15/10/2019	SaskEnergy HTG 19Sept2019	Hoosier TG	60.70	60.70
990169	18/10/2019	Payroll - Scotia EFT BusbyR PP1921 DueckC PP1921 EnsorL PP1921 LokenC PP1921 MearsT PP1921 MielkeK PP1921 ReaK PP1921	Salary, 5 - 18 Oct 2019 Salary, 5 - 18 Oct 2019 Wages, 5 - 18 Oct 2019 Wages, 5 - 18 Oct 2019 Wages, 5 - 18 Oct 2019 Wages, 5 - 18 Oct 2019 Wages, 5 - 18 Oct 2019	2,523.82 1,444.42 1,055.79 1,781.70 1,246.38 2,109.97 2,906.13	13,068.21
990170	30/10/2019	SaskTel Bill 16Oct2019	Internet Bill	23.48	23.48
990171	31/10/2019	EFT 2 delete duplicate invoice			
990172	01/11/2019	Voided by the print process			
990173	01/11/2019	VOID - PP22 & PP23 Combined			
990174	05/11/2019	Minister of Finance Oct2019SunWest	EPT Remittance -Oct 2019	9,428.94	9,428.94
990175	05/11/2019	Minister of Finance Oct2019Living	EPT Remittance - Oct 2019	8,879.09	8,879.09
990176	05/11/2019	SMHI Oct 2019	Remittance - October 2019	3,441.60	3,441.60
990177	08/11/2019	SaskEnergy Shop 18Oct2019	Grader Shop	40.43	40.43
990178	08/11/2019	SaskEnergy HTG 18Oct2019	Hoosier TG	92.05	92.05
990179	12/11/2019	Receiver General for Canada RP0002 201910	Remittance RP0002 - Oct 2019	21.26	21.26
990180	12/11/2019	Receiver General for Canada RP0001 201910	Remittance RP0001 - Oct 2019	10,347.44	10,347.44
990181	19/11/2019	SaskPower LSL 18Oct2019	Loverna Street Lights	87.42	87.42

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Rural Municipality of Antelope Park No. 322
List of Accounts for Approval
As of 20/11/2019
Batch: 2019-00072 to 2019-00079

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990182	19/11/2019	SaskPower HSL 18Oct2019	Hoosier Street Lights	131.14	131.14
990183	19/11/2019	SaskPower Shop18Oct2019	Hoosier Grader Shop	152.82	152.82
990184	19/11/2019	SaskPower HTG 18Oct2019	Hoosier TG	162.59	162.59
990185	19/11/2019	SaskPower LPH 19Sep2019 LPH 18Oct2019	Loverna Pump House Loverna Pump House	40.24- 102.23	61.99
990186	15/11/2019	Payroll - Scotia EFT BusbyR PP1922 DueckC PP1922 EnsorL PP1922 LokenC PP1922 MearsT PP1922 MielkeK PP1922 ReaK PP1922	Salary, 19 Oct-01 Nov 2019 Salary, 19 Oct-01 Nov 2019 Wages, 19 Oct-01 Nov 2019 Wages, 19 Oct-01 Nov 2019 Wages, 19 Oct-01 Nov 2019 Wages, 19 Oct-01 Nov 2019 Wages, 19 Oct-01 Nov 2019	2,563.82 1,484.42 1,195.27 1,717.17 1,188.08 2,045.44 2,794.82	12,989.02
990187	15/11/2019	One wrong invoice amount			
990188	19/11/2019	Barr, Clinton 19Nov2019 Mtg	Councillor Indemnity & Mileage	222.10	222.10
990189	19/11/2019	Payroll - Scotia EFT BusbyR PP1923 DueckC PP1923 EnsorL PP1923 LokenC PP1923 MearsT PP1923 MielkeK PP1923 ReaK PP1923Corr ReaK PP1923	Salary, 2 - 15 Nov 2019 Salary, 2 - 15 November 2019 Wages, 2 - 15 November 2019 Wages, 2 - 15 November 2019 Wages, 2 - 15 November 2019 Wages, 2 - 15 November 2019 Wages, 2 - 15 November 2019 Wages, 2 - 15 November 2019	2,523.82 1,444.42 956.32 1,505.38 998.48 1,742.90 496.74- 2,794.82	11,469.40
				Total for EFT:	71,089.89





R.M. of Antelope Park No. 322
November 19, 2019 - Regular Meeting of Council - 07:00 PM

1 Public Disclosure Annual Declaration

2 Call to order

☞ 2019-11-19 RM 322 Delegation

3 Adopt Agenda

4 Amend resolution 2019-217

5 Minutes

☞ 2019-10-15 RM 322 Minutes

6 Highway 317 Project Committee

☞ 2019-11-04 Highway 317 Project Committee Meeting

7 Reports

☞ WCMGC - Approved Minutes - August 22, 2019

☞ WCMGC - Approved Minutes - September 26, 2019

☞ PCO Inspection Reports - August 2019

8 Revenue and Expenses

☞ Revenue and Expenses - October 2019

9 Correspondence

☞ SARM - PHO Quarterly

☞ SARM - Comments on the Speech from the Throne

☞ SARM - Community Partnerships with the Canadian Red Cross

☞ SARM - Expression of Interest for Resolutions Committee

☞ SARM - Response to Prime Minister

☞ SARM - Upcoming Municipal Revenue Sharing Eligibility Requirements

☞ SARM - Property Self-Insurance Program

☞ SARM - Rural Integrated Roads for Growth

☞ SARM - Weekly Policy Bulletin - October 15th, 2019

☞ SARM - Weekly Policy Bulletin - October 22, 2019

☞ SARM - Weekly Policy Bulletin - October 29, 2019

☞ SARM - Weekly Policy Bulletin - November 5, 2019

- 🔗 SARM - Weekly Policy Bulletin - November 12, 2019
- 🔗 APAS - October 2019 APAS in Action
- 🔗 APAS - Advocacy Update and Federal Election Proposals
- 🔗 Ministry of Government Relations - October 2019 Municipalities Today
- 🔗 Ministry of Government Relations - November 2019 Municipalities Today
- 🔗 Rural Municipal Administrators Association - 2020 RMAA Curling
- 🔗 Ministry of Government Relations - Municipal Revenue Sharing Requirements 2020-2021
- 🔗 Ombudsman Saskatchewan - Municipal Mythbusters
- 🔗 SAMA - Oil & Gas Storage Equipment
- 🔗 Prairie West Planning District - Technical Meeting
- 🔗 Community Futures - Meridian Region - Information from Meeting
- 🔗 Saskatchewan Safety Council - Annual Industrial Safety Seminar
- 🔗 Anavets - Thank you for your support

- 10 **Drilling Licenses**
- 11 **Pipeline Crossings**
- 12 **Cancellation of Pipeline**
- 13 **Scraper Blades Tender**
- 14 **Employee Winter Hours**
- 15 **Pound Location**
- 16 **Animal Control Officers**
- 17 **Agricultural Producers Association of Saskatchewan (APAS) - 2020 Membership**
- 18 **Municipal Gas Tax Fund Agreement - Amending Agreement**
- 19 **Municipal Revenue Sharing Declaration of Eligibility**
- 20 **Date of Next Meeting - December 12, 2019**
- 21 **2019 Joint Christmas Party**
- 22 **Accounts**
 - 🔗 Accounts up to November 19, 2019
- 23 **Adjourn**

R.M. of Antelope Park No. 322
Tuesday November 19th, 2019 at 7:00 p.m.

7:30 p.m. - Kevin Rea