

M-11

**MINUTES OF A MEETING OF THE COUNCIL OF  
THE RURAL MUNICIPALITY OF HILLSDALE NO. 440,**  
held in the Municipal Office at 39 L.E. Gibbons Centre Street  
in Neilburg, Saskatchewan on  
Thursday, November 3, 2016 at 9:10 a.m. MDT.

**Oath of Office**

Reeve Glenn Goodfellow, Councillor Trevor McCrea, Councillor Jerry Petovello, Councillor Bernadette Poppleton, Councillor Vincent Murphy, Councillor Floyd Whitney and Councillor Dale F.G. (Chip) Chibri subscribed to the Oath of Office.

**Call to Order**

Reeve Glenn Goodfellow called the meeting to order at 9:10 a.m.

**Members Present**

Reeve Glenn Goodfellow; Councillors Trevor McCrea, Jerry Petovello, Bernadette Poppleton, Vincent Murphy, Floyd Whitney and Chip Chibri; Foreman Cliff Stewart; Administrator Janet Black and Office Assistant Tracey Zweifel.

**Agenda**

293/16 JERRY PETOVELLO

That the agenda be approved with the following additions:

1. Bill Stonehouse – Culvert on Township Rd 434.06

Motion Carried.

**Declaration of Interest**

Councillor Bernadette Poppleton declared an interest in the Poppleton subdivision on NW 20-43-25 W3M.

**Declaration of Results Election 2016**

The Returning Officer Janet Black placed the Declaration of Results – Election 2016 before Council.

Administrator Janet Black left the meeting 9:25 a.m.

**Minutes**

294/16 JERRY PETOVELLO

That the minutes of the October 6, 2016 meeting be adopted as amended.

Motion Carried.

**Financial Activities**

295/16 FLOYD WHITNEY

That the Statement of Financial Activities for the month of October 2016 and the Bank Reconciliation for October 2016 be approved as presented.

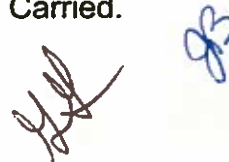
Motion Carried.

**Accounts**

296/16 VINCENT MURPHY

That the accounts be approved and authorized for payment and that a list of cheques numbered 5345 to 5421 inclusive and payroll direct deposits 1266 to 1287 totaling \$607,504.21 be presented in Schedule 'A' to these minutes.

Motion Carried.



**Correspondence**

SARM	Re: Canada Wide Carbon Tax
SK Federation of Police Officers	Re: Advertising Opportunity
Town of Eston	Re: George Cuff Session
Trinity Excavating Ltd.	Re: Custom Gravel Crushing
SARM	Re: Rail Safety Improvement Program
STARS	Re: Jingle Ball Fundraiser
SK Crime Stoppers	Re: Appreciation Breakfast
Municipal Advocacy Solutions	Re: Railway Safety Funding
Transport Canada	Re: Rail Safety Improvement Program
Western Mulching & Crushing Equip.	Re: Flail Mulchers
Lakeland Library Region	Re: 2017 Grant
APAS	Re: District Meeting
Ground Force Training Inc.	Re: Snow Plow Training
Canada Culvert	Re: Corrugated Steel Pipe
Bandit Blasting Ltd.	Re: Blasting & Training Opportunity
WCMGC	Re: Minutes
Agriculture Health & Safety	Re: Health Clinics for Farmers
WCMGC	Re: Annual Meeting
SARM	Re: CETA Signing
Town of Maidstone	Re: Financial Statement 2015
Cut Knife Recreation Board	Re: Financial Statement to August 2016
Cypher Environmental	Re: Dust Stop & EarthZyme
Baldwinton Community Hall	Re: Financial Statement & Request for Grant
Jeff Burke – Canada Post	Re: Response to Letter
SK Heavy Construction Association	Re: Membership
Bill & Gale Stonehouse	Re: Response to Letter about Drainage
SK Government Relations	Re: Oath of Office and Council Code of Ethics
Lorne Bertoia	Re: Crown Land Application to Purchase
SARM	Re: Excess Liability Insurance
SARM	Re: Benefit Plan Renewal
SARM	Re: Liability Self-Insurance Plan
Canada 150	Re: Advertising
NWMA	Re: Meeting Notice
Lilydale School Historical Society	Re: Financial Statements

Administrator Janet Black returned to the meeting at 10:00 a.m.

**Hire Pest Control Officer**

297/16 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 enter into an agreement with Naomi McGladdery to provide Pest Control services for the Municipality at the rate of \$24.00 per hour and \$0.65 per kilometer. Agreement shall commence September 20, 2016 until December 31, 2016.

Motion Carried.

**Purchase of Crown Land**

298/16 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 approve the application from Lorne Bertoia to purchase the following crown land:-

NW 11-43-24 W3M  
SW 11-43-24 W3M  
SE 11-43-24 W3M

Motion Carried.

**Manitou Lake Canada 150 History Book**

299/16 JERRY PETOVELLO

That the Rural Municipality of Hillsdale No. 440 place two business card size ads in the Manitou Lake Canada 150 history book at a total cost of \$100.00.

Motion Carried.

**Bill & Gale Stonehouse Letter**

300/16 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 respond to the letter from Bill and Gale Stonehouse dated October 17, 2016 as follows:

- we acknowledge their displeasure
- the municipality's policy is that everything has to be in writing to provide concrete evidence of issues
- the road by Gregoire's slough has only been under water for two summers and that the municipality is actively seeking a solution to the problem
- further the newsletter enclosed with your tax notice addressed the municipality's plan for that road.

Motion Carried.

Cliff Stewart's foreman's report was read and accepted as presented in Schedule 'B' to these minutes.

Office Assistant Tracey Zweifel left the meeting at 10:55 a.m.

**Road Construction – Cattle**

301/16 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 pay Steven Ryan the sum of \$1,000.00 for 30 cow/calf pairs moved to a different pasture for 28 days while the road north of NW 22-43-24 W3M was constructed.

Motion Carried.

**Road Construction – Access**

302/16 CHIP CHIBRI

That the Rural Municipality of Hillsdale No. 440 agree to pay Terry Carlton \$500.00 for access during the construction of Range Road 3240.06 and construct a new fence on the east side of SE 36-43-24 W3M.

Motion Carried.

**Culvert Request Township Rd 432.02**

303/106 FLOYD WHITNEY

The we send a letter to David Bertoia regarding a request to install a culvert on Township Road 432.02 south of Section 14-43-23 W3M; the Council has looked at the road plan from 1978 which shows no culvert in the location requested, however we will have the area surveyed for the original water drainage before there were roads.

Motion Carried.

**Leeta Chisan Snow Plowing**

304/16 TREVOR MCCREA

That we write a letter to Leeta Chisan with a copy sent to Roselyn Melchior, that to have her driveway plowed, she will be required to purchase a sign for \$25.00 and that our snow plow policy is:-

-The Municipality will charge \$40.00 per plow up to 15 minutes to remove snow from the right of way to the house and any work beyond that is chargeable at custom rates.

-A Snow Plow Custom work agreement must be signed previous to any work being done.

-The RM will determine whether the service can be provided without causing damage to property or our equipment in terms of width of the area or turning area.

-As the sign may not be removed she must be willing to pay each time grader goes in.

Motion Carried

**Birch Lake Area Cat Work**

305/16 BERNADETTE POPPLETON

That we write a letter to Glen Stonehouse asking that he contact Reeve Glenn Goodfellow when doing cat work in the Birch Lake area to ensure that all work completed on the road allowance meets the approval of council before moving equipment out.

Motion Carried.

**Mid Term Convention**

306/16 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. 440 authorize Councillor Jerry Petovello, Administrator Janet Black and Assistant Administrator Natalie Sousa-Pelley to attend the MLDP – Municipal Leaders Role and Responsibilities on November 8<sup>th</sup> and SARM Mid-Term Convention on November 9<sup>th</sup> & 10<sup>th</sup>, 2016 in Saskatoon.

Motion Carried.

**Topcon Positioning Systems Invoice**

307/16 VINCENT MURPHY

That the Rural Municipality of Hillsdale No. 440 send a wire transfer to Topcon Positioning Systems in the amount of \$1,216.00 USD plus the wire transfer fee of \$30.00.

Motion Carried.

**E.I. Rebate**

308/16 VINCENT MURPHY

That the Rural Municipality of Hillsdale No. 440 give each employee on the Employment Reduction Plan a turkey or ham and a \$100.00 Co-op gift card in lieu of a cash rebate.

Motion Carried.

**Fence Policy**

309/16 CHIP CHIBRI

That the fence policy be amended to the following effective January 1, 2017:-

The municipality fence policy for road construction shall be:-

-The new fence must be constructed on the boundary of right-of-way or the land owners property at a rate of \$6,000 per mile of fence

-Deviations may be allowed around water with approval of Council prior to building of fence

-Fence will be constructed to a minimum standard of 200 posts between 13-16 feet spacing per mile, 3-4" posts, 3 wires with at least one gate. This shall include the costs of the gates and tie-ins.

-Removal of existing fence shall be paid up to a maximum rate of \$1,800.00 per mile.

-The installation of a temporary fence by the land owner will be paid \$3,000.00 per mile.

-Any elk, buffalo and slab fence will be paid at the same rate as a 3 wire barb fence and the remaining cost shall be paid by the landowner.

-Any fencing that will cost more than the above policy will be subject to approval by Council with the landowner submitting copies of the expenses incurred.

Motion Carried.

**Fuel Tender**

310/16 FLOYD WHITNEY

That we tender our diesel fuel purchase on Sask Tenders website and by invitation to King's Husky, CPS Fuel, UFA, JJ Lamon Inc, Hancock Petroleum, Lloydminster & District Co-operative Ltd and Rack Petroleum with payment to be made the first Thursday after the first Tuesday of every month. Tank located in Neilburg must be topped up at least once every second week. Second tank located in Baldwinton also needs to be filled every second week during the summer season. Tenders to be in the office by 9:00 a.m. December 8, 2016 and opening to be at 9:30 a.m.

Motion Carried.

Council broke for lunch at 12:25 p.m.

Administrator Janet Black left the meeting at 12:25 p.m.

Council reconvened from lunch at 1:40 p.m.

**Acting Administrator**

311/16 TREVOR MCCREA

That Lois Johnston be appointed as Acting Administrator for the remainder of the meeting.

Motion Carried.

Administrator in Training, Natalie Sousa-Pelley attended the meeting.

**Justin O'Beirne Payroll**

312/16 VINCENT MURPHY

That Justin O'Beirne be paid for an eight hour day on October 12, 2016.

Motion Carried.



**Seasonal Employee Benefits**

313/16 TREVOR MCCREA

That the municipality continue to provide Short Term Disability and Extended Health and Dental benefits over the winter for seasonal employees Monique Dyck, Willy Durning, Justin O'Beirne and David Stasiuk.

Motion Carried.

**Recreation Grants**

314/16 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. 440 give Recreation grants to the following recreation boards and facilities:

Neilburg Recreation Board	\$62,000.00
Maidstone Recreation Board	5,000.00
Cut Knife Recreation Board	17,496.00
Baldwinton Hall	3,200.00
Carruthers Hall	800.00
Lilydale School Historical Society	400.00
	<u>\$88,896.00</u>

Motion Carried.

**Cemetery Grants**

315/16 JERRY PETOVELLO

That we pay the 2016 cemetery grants as follows:-

Baldwinton Cemetery Committee	\$400.00
Carruthers Hillcrest Cemetery	\$400.00
East Manitou Woodlawn Cemetery	\$400.00
Neilburg Cemetery	\$200.00

Motion Carried.

**RM/Village Joint Meeting**

316/16 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 invite the Council of the Village of Neilburg to attend a meeting at 7:30 p.m. on November 21, 2016 or on such date as works for them at the Municipal Office in Neilburg to discuss the office building, street maintenance and snow plowing.

Motion Carried.

**Office Caretaker Tender**

317/16 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 advertise for tenders for the contracted position of Municipal Office Caretaker with tenders to be in the office by 4:00 p.m. December 7, 2016.

Motion Carried.

**Glove Allowance for Outside Employees**

318/16 VINCENT MURPHY

That the Rural Municipality of Hillsdale No. 440 give all outside employees a glove allowance of \$10.00 per month.

Motion Carried.

**Canadian Pacific Railway Letter**

319/16 CHIP CHIBRI

That the Rural Municipality of Hillsdale No. 440 write a letter to the Canadian Pacific Railway requesting that all railroad ties left in the ditches within the municipality be promptly removed as they cause a mowing hazard and are a snow trap.

Motion Carried.

**In Camera**

320/16 CHIP CHIBRI

That the meeting proceed in camera at 3:08 p.m. as per Section 16(1) of the Local Authority Freedom of Information and Protection of Privacy Act to discuss human resources

Motion Carried.

Acting Administrator Lois Johnston and Administrator in Training Natalie Sousa-Pelley left the meeting.

Present: Glenn Goodfellow, Trevor McCrea, Jerry Petovello, Bernadette Poppleton, Vincent Murphy, Floyd Whitney and Chip Chibri.

Lois Johnston returned to the meeting at 3:54 p.m.

**Meeting Reconvenes**

321/16 TREVOR MCCREA

That Council come out of camera at 3:54 p.m.

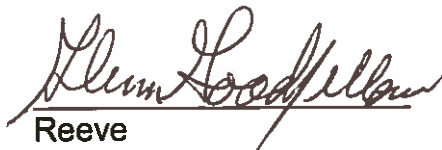
Motion Carried.

**Adjourn**

322/16 FLOYD WHITNEY

That this meeting adjourn at 3:55 p.m.

Motion Carried.

  
Reeve

  
Administrator

**Schedule 'A'**

DD1266 – DD1282	44,485.75
DD1283 – DD1287	2,609.36
5345 Minister of Finance	100.00
5346 David Stasiuk	2,039.73
5347 CUETS Financial	417.74
5348 David Stasiuk	754.79
5349 Receiver General for Canada	21,139.97
5350 Municipal Employees Pension Plan	11,467.26
5351 Amec Foster Wheeler	602.53
5352 Astec Safety Inc.	23.42
5353 Bee J's Stationers Inc.	1,074.14
5354 Karrie Blackbeard	138.38
5355 Keri Bratkowski	165.00
5356 Crop Production Services	8,097.03
5357 Elaine Eton	1,248.00
5358 G.D. Extermination Ltd.	103.40
5359 High Class Mechanical	1,221.18
5360 Dolores Hollingshead	467.50
5361 Husky Oil Operations Ltd.	100.00
5362 Information Services Corporation	11.00
5363 John Deere Financial	2,480.24
5364 JTL Industries Ltd.	80.80
5365 Lash Enterprises	110.72
5366 Lilydale Creek Enterprises Ltd.	1,732.50
5367 Linde Canada Limited C3199	256.62
5368 Void	0.00
5369 Lloydminster Co-Operative Ltd.	2,195.85
5370 Lloydminster Nut & Bolt	64.22
5371 Glen McGladdery	163.66
5372 Midway Distributors Ltd.	129.12
5373 Munisoft	238.74
5374 Neilburg Legion	100.00
5375 Prairie North Construction Ltd.	2,378.25
5376 Princess Auto	40.19
5377 R.M. of Britannia No. 502	1,750.00
5378 SARM	1,030.16
5379 Sask Energy	183.19
5380 Sask Power	124.13
5381 Sask Tel	740.72
5382 Sask Tel Mobility	44.91
5383 Natalie Sousa-Pelley	25.26
5384 Success Office Systems	101.20
5385 SUMA	47.51
5386 The Lloydminster Source	276.88
5387 Tirecraft Lloydminster	54.74
5388 Van Houtte Coffee Services Inc.	73.24
5389 Vercomm Wireless	302.40
5390 West Yellowhead Waste Resource Authority	4,355.33
5391 Xerox Canada Ltd.	604.69
5392 Tracey Zweifel	30.00
5393 ACP Applied Products	151,166.74
5394 Brandt Tractor Saskatoon Branch	731.93
5395 E&L Building Contractors	120,519.00
5396 Hutterian Brethren Church of Hillsvale	7,360.50
5397 Living Sky School Division No. 202	5,965.71
5398 Lloydminster Co-Operative Ltd.	95.95
5399 Naomi McGladdery	1,465.35
5400 McIntosh Garage & Auto Body Ltd.	14,664.52
5401 Northwest School Division #203	8,702.88
5402 Sask Municipal Hail Insurance Assoc.	2,958.71
5403 Sask Power	621.17



5404	Transit Technical Services Ltd.	3,449.25
5405	Baldwinton Cemetery Committee	400.00
5406	Carruthers Cemetery Committee	400.00
5407	East Manitou Cemetery Committee	400.00
5408	Manitou Fire and Rescue	18,803.50
5409	Neilburg Cemetery Committee	200.00
5410	Neilburg Fire Board	55,503.80
5411	Chip Chibri	629.50
5412	Vincent Murphy	360.50
5413	Baldwinton Community Hall	3,200.00
5414	Carruthers Community Hall	800.00
5415	Cut Knife Recreation Board	17,496.00
5416	John Davis Grader Service Ltd.	7,134.75
5417	Lilydale School Historical Society	400.00
5418	Maidstone Recreation Board	5,000.00
5419	Manitou Lake Canada 150	100.00
5420	Neilburg Recreation Board	62,000.00
5421	Steven Ryan	1,000.00
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**Schedule 'B'**

**Foreman's Report**

Jim with Husky

- if they put in new gas line it will cost us about \$100,000.00
- 300m. @ 4' deep
- their surveyors have to survey new line
- they hire contractor for trenching
- their certified people have to hook up line
- we are allowed to dig trench and put line in and they will inspect line
- if we do trenching it will be a lot cheaper
- if Kim Bertoia's clay is good, will see if Husky will supply line, survey and hook up at no cost to us as it is costing them money to truck around slough

Talked to CP about using their crossing if we need clay from north – we can cross without metal plates as long as equipment has rubber tires

- told them we were using buggy's – said okay. Don't need CP man to monitor crossing.

Think we should plumb extra grader for CI Front plow if we buy one

Is Adam taking a course for spraying shoulders?

Mowing will be done in two more days

Kim wondering about approach he was wanting to put in himself, north of his yard site

- no culvert needed
- has talked about it with council
- Cliff looked at this summer and okay to do

Still need our own radio channel

JD – Went to Blaine Lake – didn't tell Jason (salesman) they were there until they left  
-he's trying to find out what they decided about HP problem with 772's

We should have some kind of packer for next year for soft spots on roads – going to be more next year. If lots of snow pull type pad foot behind tractor or grader or rubber tire packer for grader.

Adam is still sick – going to hospital

Justin in today, but still sick

Dave not in today

PTO on mower #1 is broken