

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, February 8, 2018 at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order.

Members Present

Reeve Glenn Goodfellow; Councillors: Trevor McCrea, Jerry Petovello,
Bernadette Poppleton, Vincent Murphy, Floyd Whitney and Chip Chibri;
Administrator Janet Black.

Agenda

57/18 TREVOR MCCREA

That the agenda be approved with the following additions:

Manitou Lake Fire & Rescue Board
Drainage-WSA

Motion Carried.

Minutes

58/18 FLOYD WHITNEY

That the minutes of the January 10, 2018 meeting be adopted as
circulated.

Motion Carried.

Financial Activities

59/18 VINCE MURPHY

That the Statement of Financial Activities and the Bank Reconciliation for
January 2018 be approved as presented and the amended Bank
Reconciliation for December 2017.

Motion Carried.

Accounts

60/18 CHIP CHIBRI

That the accounts be approved and authorized for payment and that a list
of cheques numbered 6235-6289 inclusive and payroll direct deposits
1615-1631 inclusive, totaling \$178,143.26 be presented in Schedule 'A' to
these minutes.

Motion Carried.

David Chura Letter

61/18 TREVOR MCCREA

That we acknowledge the letter from David Chura clarifying that all
seismic activities are controlled under "*The Seismic Exploration
Regulations, 1999*" where as the RM does not have any authority nor
jurisdiction to enforce these regulations. As well, there may be some
validity in appealing his assessment regarding the flooding on his
property with SAMA.

Motion Carried.

Karrie Blackbeard presented the public works report as disclosed in Schedule 'B' to
these minutes.

Correspondence

| | |
|-------------------------------|--|
| MuniSoft | Re: Accounts Receivable Beta Program |
| Government of Saskatchewan | Re: Municipalities Today |
| SPWA | Re: 2018 Annual Conference |
| SMHI | Re: 2017 Losses |
| SMHI | Re: 2018 Annual Meeting |
| SMHI | Re: 2017 Minutes |
| Sask Waste Reduction Council | Re: Waste Minimization Awards |
| Municipal Crisis | Re: Communications Conference |
| STARS | Re: Open House Invitation |
| WCMGC | Re: Overview |
| SARM | Re: Saskatchewan Premier |
| SARM | Re: Strychnine |
| Lakeland Library Region | Re: Grant Amount |
| Hudson Bay Route Association | Re: Proposed Bylaw Change |
| WCMGC | Re: Minutes |
| Sask Waste Reduction Council | Re: Food Waste Awareness |
| SARM | Re: Board of Directors Election |
| Heritage Conservation Branch | Re: Heritage Forum |
| SWANA Northern Lights Chapter | Re: 2018 Conference & Tradeshow |
| Rivers West | Re: 2018 Volunteer Recognition Program |
| SARM | Re: 2018 Winter Seminars |
| NCTPC | Re: Workshops |
| SARM | Re: Grade Crossings Regulations |
| Roadata | Re: Overweight Permits |
| SARM | Re: RM Bridge Inventory |
| David Chura | Re: Assessment Appeal |
| RCMP | Re: Survey |
| Karl Kennett | Re: Pipe Pricing |
| SARM | Re: MLDP Modules |
| Glen Stonehouse | Re: Crop Damage |
| United Rentals | Re: Used Fleet List |
| Amec Foster Wheeler | Re: Hospitality Invitation |
| Redhead Equipment | Re: Hospitality Invitation |
| Con Alexander Trucking Ltd. | Re: Grader Operating Course |
| NSRBC | Re: Workshop |
| Conquest Equipment | Re: Equipment Sale |
| Graham's Tire Service | Re: Tire Sale |

Stonehouse Compensation

62/18 JERRY PETOVELLO

That we pay Stonehouse Farms Ltd. for crop damage in the following amounts:

- NW 17-44-23-3 Canola \$2,530.00
- NE 18-44-23-3 Canola \$2,530.00
- SE 18-44-23-3 Canola \$1,265.00
- NW 20-44-23-3 Wheat \$2,080.00

Motion Carried.

Fairley Compensation

63/18 JERRY PETOVELLO

That we pay Gavin Fairley for crop damage in the following amount:

- NE 19-44-23-3 Wheat \$2,080.00

Motion Carried.

2018 SARM Convention

64/18 TREVOR MCCREA

That Councillor Jerry Petovello and Administrator Janet Black be authorized to attend the SARM Convention in Regina, SK March 13-16, 2018.

Motion Carried.

Municipal Leadership Development Program Module

65/18 GLENN GOODFELLOW

That the Rural Municipality of Hillsdale No. 440 authorize Councillor Jerry Petovello to attend the Public Relations and Communications module on March 13, 2018 at a cost of \$145.00 plus applicable taxes.

Motion Carried.

Pasture Lease Tender

66/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 accept sealed cash tenders for the lease of SE 9-46-23 W3M, tenders will be welcomed in the Municipal Office until 4:00 p.m. on April 4, 2018. Successful applicant will be responsible for an annual payment. Highest bid not necessarily accepted. Applicant must remain in good standing with the municipality. Prospective lessee must assess water availability and fencing requirements.

Motion Carried.

Amend Motion 40/18

67/18 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 amend motion 40/18 to update the appointment of the District Board of Revision members for 2018 as follows:

Clint Krismer (Chair), Gord Krismer (Vice Chair), Jeff Hutton, Kirby Bodnard, Brenda Lauf, Charmaine Luscombe, Cam Duncan, and Dave Lang.

Motion Carried.

Amend Motion 41/18

68/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 amend motion 41/18 appointing Aileen Swenson as the Secretary of the Board of Revision for 2018.

Motion Carried.

Snow Plow Memo

69/18 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. 440 send a memo to the grader operators asking them to slow down at residences and cemeteries when plowing snow and to use caution as flying snow may cause property damage.

Motion Carried.

Baytex Energy Ltd.

Notice of Wellsite

Request to Utilize an Existing Approach and Gate in the SW 25-46-24 W3M

Request for Proximity to Medium Grade Gravel Road Allowance

BAYTEX SODA LAKE 5HZ 1B3-25-3D16-23-46-24 W3M

70/18 FLOYD WHITNEY

That we approve the request from Baytex Energy Ltd. to utilize an existing approach in SW 25-46-24 W3M for access to Baytex Soda Lake 3-25-46-24 W3M with the following stipulations:-

-the Industrial Road Use Agreement be signed by a Baytex Energy Ltd. representative

-if the existing approach requires upgrading, it be built with a minimum top width of thirty feet and 5:1 side slopes where possible.

Motion Carried.

Baytex Energy Ltd.

Notice of Wellsite

Request to Utilize an Existing Approach in the NW 25-46-24 W3M

BAYTEX SODA LAKE 2HZ 6D12-25-1B4-25-46-24 W3M

71/18 FLOYD WHITNEY

That we approve the request from Baytex Energy Ltd. to utilize an existing approach in NW 25-46-24 W3M for access to Baytex Soda Lake 12-25-46-24 W3M with the following stipulations:-

-the Industrial Road Use Agreement be signed by a Baytex Energy Ltd. representative

-if the existing approach requires upgrading, it be built with a minimum top width of thirty feet and 5:1 side slopes where possible.

Motion Carried.

Baytex Energy Ltd.

Notice of New Wellsite and Wellsite Extension

Request to Utilize an Existing Approach and Gate in the SE 35-46-24 W3M

Request for Proximity to Medium Grade Gravel Road Allowance

BAYTEX SODA LAKE 2HZ 28A1-35-2A8-36-46-24 W3M

72/18 FLOYD WHITNEY

That we approve the request from Baytex Energy Ltd. to utilize an existing approach in SE 35-46-24 W3M for access to Baytex Soda Lake 1-35-46-24 W3M with the following stipulations:-

-the Industrial Road Use Agreement be signed by a Baytex Energy Ltd. representative

-if the existing approach requires upgrading, it be built with a minimum top width of thirty feet and 5:1 side slopes where possible.

Motion Carried.

Baytex Energy Ltd.

Notice of Wellsite

Request to Utilize an Existing Approach in the NW 25-46-24 W3M

Request for Proximity to Medium Grade Gravel Road Allowance

BAYTEX SODA LAKE 3HZ 3B13-25-1C12-36-46-24 W3M

73/18 FLOYD WHITNEY

That we approve the request from Baytex Energy Ltd. to utilize an existing approach in NW 25-46-24 W3M for access to Baytex Soda Lake 13-25-46-24 W3M with the following stipulations:-

- the Industrial Road Use Agreement be signed by a Baytex Energy Ltd. representative
- if the existing approach requires upgrading, it be built with a minimum top width of thirty feet and 5:1 side slopes where possible.

Motion Carried.

Plains Midstream Canada ULC

Utilize Existing Approach 3-15-43-25 W3M

74/18 BERNADETTE POPPLETON

That we approve the request from Plains Midstream Canada ULC to utilize an existing approach in 3-15-43-25 W3M with the following stipulations:

- if any damage is done to the road allowance Plains Midstream is required to repair it
- that roads be kept clear of any excess mud and debris originating from the work area.

Motion Carried.

Transfer Station Attendant Wage Increase

75/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 contract Elaine Etson to work at the Transfer Station at a rate of \$24.50 per hour effective January 1, 2018.

Motion Carried.

Computer Purchase

76/18 CHIP CHIBRI

That we purchase two new computer workstations from Munisoft, as per rotation, at a cost of \$3,428.00 plus applicable taxes.

Motion Carried.

Human Resources

77/18 TREVOR MCCREA

That we contract Knibbs/associates HR Consulting to provide a base overview of harassment/bullying, communication skills, and to prepare a job description for the Foreman position. Training must be completed before March 2, 2018.

Motion Carried.

Administrator Black left the meeting at 11:55 a.m.

In Camera

78/18 VINCE MURPHY

That the meeting proceed in camera at 11:55 a.m. as per Section 16(1) of the *Local Authority Freedom of Information and Protection of Privacy Act* to discuss human resources.

Motion Carried.

Members Present: Reeve Goodfellow, Councillors: McCrea, Petovello, Poppleton, Murphy, Whitney and Chibri.

Administrator Black returned to the meeting at 12:00 p.m.

Meeting Reconvenes

79/18 TREVOR MCCREA

That the Council came out of camera at 12:00 p.m.

Motion Carried.

Councillor Whitney left the meeting at 12:00 p.m.

Administrator Benefits Adjustment

80/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 increase the wage for long and short term benefits for the Administrator to include the RMAA salary with the Rural Municipality paying for the increase.

Motion Carried.

Asset Management Awareness and Benefits Workshop

81/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 register Reeve Glenn Goodfellow, Councillors: Trevor McCrea and Bernadette Poppleton, the Administrator Janet Black and Office Staff member Tracey Zweifel in the Asset Management Awareness & Benefits workshop in Edam, SK on Tuesday, February 27, 2018 at 10:00 a.m.

Motion Carried.

Southeast College Training Module

82/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 authorize the Administrator Janet Black and Office Staff member Tracey Zweifel to attend the Conducting Effective Meetings workshop in Saskatoon on February 27, 2018.

Motion Carried.

Mower Quote

83/18 JERRY PETOVELLO

That the Rural Municipality of Hillsdale No. 440 accept the quote from Triod Supply for a Degelman REV1500 mower at a cost of \$35,100.00 plus applicable taxes as well as a safety light kit at a cost of \$472.50 less the trade of the 2015 REV1500 mower for a cost of \$14,300.00.

Motion Carried.

Council broke for lunch at 12:15 p.m.

Council reconvened from lunch at 12:53 p.m.

Councillor Murphy left the meeting at 1:10 p.m.

Goodfellow Reminder Letter

84/18 CHIP CHIBRI

That we send a letter to Jason Goodfellow reminding him of the requirement to rebuild the fence on pasture lease(s):

All of Section 16-46-23 W3M
NW & NE 15-46-23 W3M
NW 10-46-23 W3M

Improvements are required to be completed by June 30, 2018.

Motion Carried.

Councillor Murphy returned to the meeting at 1:20 p.m.

Manitou Lake Fire & Rescue Board Representative

85/18 BERNADETTE POPPLETON

That we appoint Trevor McCrea as the representative for the Manitou Lake Fire & Rescue Board for 2018.

Motion Carried.

Additional Discussion Topic

86/18 TREVOR MCCREA

That we discuss Enhanced Policing which was not listed on the approved agenda.

Motion Carried.
2/3 Majority.

Councillor Whitney returned to the meeting at 1:45 p.m.

Councillor Murphy requested a recorded vote.

Enhanced Policing Service Agreement

87/18 CHIP CHIBRI

That Reeve Glenn Goodfellow and Administrator Janet Black be authorized to sign the Enhanced Policing Service Agreement with the RCMP and the Rural Municipality of Manitou Lake No. 442.

For: Glenn Goodfellow, Trevor McCrea, Jerry Petovello,
Bernadette Poppleton, Floyd Whitney and Chip Chibri

Against: Vince Murphy

Motion Carried.

Purchase 2018 Ford

88/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 purchase a 2018 Ford F150 Pickup from LBF Auto Ltd. O/A Boundary Ford at a cost of \$18,151.51 including taxes with a trade in of the 2015 Chevy Silverado 2500 for \$27,000.00.

Motion Carried.

Additional Discussion Topic

89/18 TREVOR MCCREA

That we discuss the Baldwinton Community Hall which was not listed on the approved agenda.

Motion Carried.
2/3 Majority.

Baldwinton Community Hall Advance

90/18 JERRY PETOVELLO

That we advance \$2,000.00 to the Baldwinton Community Hall against their Recreation Grant to allow for a matching grant.

Motion Carried.

Washroom Renovation

91/18 JERRY PETOVELLO

That we contract Patrick McGladdery to renovate the RM shop washroom at an estimated cost of \$26,465.00 plus applicable taxes.

Motion Carried.

Delegations

- 1] George Goodfellow- 1:00 p.m.

Adjourn

92/18 JERRY PETOVELLO

That this meeting adjourn at 2:15 p.m.

Motion Carried.



Reeve



Administrator

Schedule 'A'

| | |
|---|-----------|
| DD#1615 – DD#1624 | 23,706.06 |
| DD#1625 – DD#1631 | 4,056.43 |
| 6235 Baldwinton Community Hall | 3,000.00 |
| 6236 Husky Oil Marketing Company | 40,379.99 |
| 6237 Lloydminster Co-operative Ltd. | 538.56 |
| 6238 Minister of Finance-PST | 452.88 |
| 6239 CUETS Financial | 427.50 |
| 6240 Receiver General for Canada | 12,743.31 |
| 6241 Municipal Employees Pension Plan | 5,926.40 |
| 6242 Keri Bratkowski | 221.00 |
| 6243 AECOM Canada Ltd. | 3,508.82 |
| 6244 Bee J's Stationers Inc. | 436.57 |
| 6245 City Locksmithing & Security | 334.11 |
| 6246 Crop Production Services | 1,695.43 |
| 6247 Elaine Etson | 1,344.00 |
| 6248 Glen & Cindy Stonehouse | 7,828.50 |
| 6249 Glen McGladdery | 70.35 |
| 6250 Gord Krismer & Associates Ltd. | 472.50 |
| 6251 Hudson Bay Route Association | 300.00 |
| 6252 Karrie Blackbeard | 103.18 |
| 6253 Lloyd Watson | 431.97 |
| 6254 Lloydminster Co-Operative Ltd. | 1,126.72 |
| 6255 Manitou Pioneers Museum | 5,500.00 |
| 6256 Midway Distributors Ltd. | 106.64 |
| 6257 Municipal Leadership | 152.25 |
| 6258 Munisoft | 8.23 |
| 6259 Myterra Ventures Inc. | 889.87 |
| 6260 Princess Auto | 173.17 |
| 6261 Reinbold Electric Ltd. | 297.61 |
| 6262 RM of Hillsdale No. 440 | 456.50 |
| 6263 Ruby Flicek | 371.00 |
| 6264 Sask Energy | 339.26 |
| 6265 Sask Power | 1,359.03 |
| 6266 Sask Tel | 499.27 |
| 6267 Sask Tel Mobility | 73.43 |
| 6268 Saskatchewan Heavy Construction | 446.25 |
| 6269 Stuart Wright Ltd. | 426.18 |
| 6270 Tracey Zweifel | 89.34 |
| 6271 Van Houtte Coffee Services Inc. | 114.13 |
| 6272 Village of Neilburg | 234.00 |
| 6273 West Central Municipal | 248.85 |
| 6274 West Yellowhead Waste Resource Authority | 1,038.54 |
| 6275 Xerox Canada Ltd. | 610.18 |
| 6276 Amec Foster Wheeler | 1,328.01 |
| 6277 BAR Engineering | 4,055.80 |
| 6278 Brandt Tractor Saskatoon Branch | 1,294.48 |
| 6279 Jay's Transportation | 103.90 |
| 6280 JTL Industries Ltd. | 228.19 |
| 6281 Lloydminster Co-Operative Ltd. | 52.43 |
| 6282 Saskatchewan Assessment | 14,274.00 |
| 6283 Tirecraft Lloydminster | 1,624.20 |
| 6284 Transit Technical Services Ltd. | 2,007.73 |
| 6285 Baldwinton Community Hall | 2,000.00 |
| 6286 Void-Check Printed In Error | 0.00 |
| 6287 Gavin Fairley | 2,080.00 |
| 6288 LBF Auto Ltd. | 18,151.51 |
| 6289 Stonehouse Farms | 8,405.00 |

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Schedule 'B'

Public Works Report

Snow has stopped sign installation...but will continue

Plowing for Elk farm was lots of work, 1.5 miles, 2 hours each, Bob & Brent

Brent checked into trading GMC as it needs following repairs

Purchased plastic bumper, Justin & Willy installed - \$150 part

Needs: Long Steering Arm Lose \$900 to fix at GM

Exhaust Manifold Gaskets \$800 to fix at GM

Tires are wearing differently

Oil was bad, not sure when last change was, still horrible gas mileage

No Warranty Left

872G #2 had 6000 hr service

New Grader – Moldboard Extensions bend way too easy.

872 #3's moldboard is also bent

Triod sent a mower quotes

Next two months of on-call schedule

Carruthers road power poles are still close, Brent was by with grader and he has 3 feet of clearance with the wing. Karrie has sent an email and speaking with SaskPower.

Roads recommended for rebuild.

**3250.19, .20 & 460.12

**444.07 & 3241.11

**440.16 & .17

462.08 +

452.04 & .05

452.13

430.03

430.07

430.08 & 3242.01 & .02

Road recommended for Clay Cap

3233.01 to .07 (bottom of Baldwinton Grid)

Mulching, can I line up? Slough by Crunkhorn's needs a more than just a chainsaw.

Bathroom Quote – Patrick McGladdery – to begin in March if approved

