

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, March 8, 2018 at 9:14 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order.

Acting Administrator

93/18 BERNADETTE POPPLETON

That office staff member Tracey Zweifel be appointed as the
Acting Administrator for the March 2018 regular meeting for the
Rural Municipality of Hillsdale No. 440.

Motion Carried.

Members Present

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

Agenda

94/18 JERRY PETOVELLO

That the agenda be approved as presented.

Motion Carried.

Minutes

95/18 JERRY PETOVELLO

That the minutes of the February 8, 2018 meeting be adopted as
circulated.

Motion Carried.

Financial Activities

96/18 TREVOR MCCREA

That the Statement of Financial Activities for the month of February 2018
and the Bank Reconciliation for February 2018 be approved as
presented.

Motion Carried.

Public Hearing-Development Permit 2018-01

97/18 CHIP CHIBRI

That the Council meeting be suspended to open a Public Hearing for
Development Permit No. 2018-01 at 10:00 a.m. MST.

Motion Carried.

Zero people in attendance.

Resume Regular Meeting

98/18 BERNADETTE POPPLETON

That the Public Hearing be closed and the council meeting resume at
10:01 a.m.

Motion Carried.

Development Permit 2018-01

99/18 JERRY PETOVELLO

That the Development Permit 2018-01 for Gavin Fairley in SE 34-44-43 W3M, be approved as a discretionary use under Table 6-1 A-Agriculture District Development Standards; Residential Uses; Section 1 Farm Dwelling.

Motion Carried.

Accounts

100/18 CHIP CHIBRI

That the accounts be approved and authorized for payment and that a list of cheques numbered 6290-6334 inclusive with other payments 300715-300716 and payroll direct deposits 1632-1648 inclusive, totaling \$101,468.94 be presented in Schedule 'A' to these minutes.

Motion Carried.

Planning & Development Workshop

101/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 register Administrator Janet Black and Public Works Coordinator Karrie Blackbeard in the Planning and Development Workshop in North Battleford, SK on April 19, 2018.

Motion Carried.

Saskatchewan Crime Stoppers Sponsorship

102/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 contribute \$200.00 towards the Saskatchewan Crime Stoppers voluntary sponsorship program.

Motion Carried.

Public Hearing-Development Permit 2018-02

103/18 BERNADETTE POPPLETON

That the Council meeting be suspended to open a Public Hearing for Development Permit No. 2018-02 at 10:15 a.m. MST.

Motion Carried.

Two people in attendance.

Resume Regular Meeting

104/18 TREVOR MCCREA

That the Public Hearing be closed and the council meeting resume at 10:20 a.m.

Motion Carried.

Development Permit 2018-2

105/18 VINCE MURPHY

That the Development Permit 2018-02 for MCSNet in SW 27-45-24 W3M, be approved as a permitted use as per industry Canada requirements which supersede the RM of Hillsdale No. 440 zoning bylaw. Table 6-1 A-Agriculture District Development Standards; Municipal, Recreational, Institutional and Other Uses; Section 15 Telecommunications facilities.

Motion Carried.

Regional Community Enhancement Authority

106/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 participate in a Regional Community Enhancement Authority venture with the Village of Neilburg. Appointing Councillors; Chibri and Poppleton as representatives to this authority.

Motion Carried.

APAS Membership

107/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 purchase a full membership with Agricultural Producers Associations of Saskatchewan in the amount of \$11,185.96 for 2018.

Motion Carried.

Karrie Blackbeard entered the meeting at 10:30 a.m. to provide information to council regarding water flows within the municipality.

Karrie Blackbeard left the meeting at 11:00 a.m.

Correspondence

- | | |
|---------------------------------------|--|
| SARM | Re: Division Directors |
| WCB | Re: Workshop |
| Agriculture Health and Safety Network | Re: Annual Meeting |
| SARM | Re: Foreman Workshops |
| A&P Computers | Re: Technical Consulting |
| NCTPC | Re: Minutes |
| Braun Agro Corp | Re: Liquitox |
| SARM | Re: Sask Hospital Campaign |
| SARM | Re: Media Release |
| WCMGC | Re: Change to Agenda |
| WCMGC | Re: Minutes |
| Grapevine Communications | Re: Municipal Crisis Communications Conference |
| Rivers West | Re: Grant Writing Workshop |
| Rivers West | Re: Volunteer Workshop |
| SLTA | Re: President's Message |
| Municipal World | Re: February Issue |
| SARM | Re: RCMP Statement |
| SARM | Re: Michelin Price List |
| Prairie Steel Products | Re: Convention Invitation |
| Pattison Agriculture | Re: Schulte Mower Blades |
| Farm & Food Care | Re: Nominations |
| SARM | Re: Dialogue with Assistant Commissioner |
| WCMGC | Re: Minutes |
| SARM | Re: Obstacles Transporting Grain |
| SARM | Re: 2018 Crop Insurance Program |
| Athlheritage Services Corp. | Re: Heritage Consulting Firm |
| Engineered Pipe Group | Re: Pricing |
| Circle D Asphalt Repair | Re: Pricing |
| SARM | Re: 2018 Federal Budget |
| SARM | Re: PST Premiums |
| Alzheimer Society of Saskatchewan | Re: Dementia Friendly Communities |
| Lloydminster & District Co-op | Re: Grand Re-opening |
| M.D.E. Surface Blasting & Trading | Re: Supplies Explosive Services |
| SARM/Ministry of Environment | Re: Turn In Poachers & Polluters Signs |
| Blue Water Agencies Ltd. | Re: Pricing |
| Community Planning Branch | Re: Planning & Development Workshop |

Village of Neilburg	Re: Regional Community Enhancement Authority
APAS	Re: Membership
SARM	Re: Crime Stoppers Sponsorship Program
Government of Saskatchewan	Re: Municipalities Today
SAMA	Re: Annual Meeting
SAMA	Re: Annual Meeting Voting Delegation
APAS	Re: Conference
Village of Neilburg	Re: Funding Request
Johnson Shoyama	Re: JSGS Governance Program
Saskatchewan Hospital	Re: Invitation for Public Launch
SARM	Re: Tire Stewardship of Saskatchewan
Cut Knife RCMP	Re: Town Hall Meeting
Clifton Associates	Re: Implement Monitoring Systems
Schulte	Re: Mower Operator Safety Training
Municipal World	Re: You're Out Of Order Councillor
RM of Eldon No. 471	Re: The Time Act
Neilburg Composite School	Re: Robotics Funding
Asset Management Saskatchewan	Re: Workshop
NCTPC	Re: Annual General Meeting
Maidstone Waseca & District Fire BD	Re: 2018 Budget
SAMA	Re: Roll Confirmation

SAMA Annual Meeting Registration

108/18 JERRY PETOVELLO

That the Rural Municipality of Hillsdale No. 440 authorize Administrator Janet Black to attend the SAMA annual meeting in Saskatoon on April 11, 2018. Further that Administrator Black be made a voting delegate on behalf of the Rural Municipality of Hillsdale No. 440 at said meeting.

Motion Carried.

Letter to Cut Knife RCMP Requesting Attendance

109/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 invite Sgt. Heath Robinson with the Cut Knife RCMP to attend semi annual council meetings to provide an overview on crime statistics and crime prevention tips within the Village of Neilburg and Rural Municipality of Hillsdale No. 440.

Motion Carried.

Council broke for lunch at 11:50 a.m.

Council reconvened from lunch at 12:50 p.m.

Mower Operator Safety Training

110/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 register two operators to attend the Schulte Tractor Mower Operator Safety Training in North Battleford, SK on June 7, 2018.

Motion Carried.

Councillor Whitney arrived at the meeting at 1:00 p.m.

Letter to NWSD Regarding Time Act

111/18 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. 440 write a letter to the Northwest School Division No. 203 expressing Council's interest in remaining on Saskatchewan time.

Motion Carried.

Neilburg Robotics Program Donation

112/18 CHIP CHIBRI

That the Rural Municipality of Hillsdale No. 440 donate \$500.00 to the Neilburg Robotics Program specifically for the 2018 VEX Robotics World Championship. Stipulating that any additional monies raised for the World Championship remain within the Neilburg Robotics club.

Motion Carried.

Asset Management Workshop Registration

113/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 register Administrator Janet Black, Public Works Coordinator Karrie Blackbeard and Office Staff member Tracey Zweifel in the Keeping Pace with Changing Asset Management Requirements Workshop in North Battleford, SK on March 26, 2018.

Motion Carried.

Office Closure

114/18 JERRY PETOVELLO

That the Municipal Office of the Rural Municipality of Hillsdale No. 440 be closed on March 26, 2018 so the staff can attend the Keeping Pace With Changing Asset Management Requirements workshop in North Battleford, SK.

Motion Carried.

Bylaw 3/2018 – First Reading

115/18 VINCE MURPHY

That Bylaw 3/2018 being a bylaw to provide for temporary borrowing by establishment of a line of credit be read a first time.

Motion Carried.

The Bylaw was read by the Administrator.

Bylaw 3/2018 – Second Reading

116/18 FLOYD WHITNEY

That Bylaw 3/2018 being a bylaw to provide for temporary borrowing by establishment of a line of credit be read a second time.

Motion Carried.

The Bylaw was read by the Administrator.

Bylaw 3/2018 – Third Reading Approval

117/18 CHIP CHIBRI

That Bylaw 3/2018 being a bylaw to provide for temporary borrowing by establishment of a line of credit be given three readings at this meeting.

Motion Carried.
Unanimously.

Bylaw 3/2018 – Third Reading

118/18 JERRY PETOVELLO

That Bylaw 3/2018 being a bylaw to provide for temporary borrowing by establishment of a line of credit be read a third time and adopted.

Motion Carried.

The Bylaw was read by the Administrator.

Document Destruction

119/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 destroy the following documents as per Bylaw No. 10/2016:

1. Tax Notices (1990-2009)
2. Accounts Receivable Invoices (2007-2009)
3. Receipt Batches (1994-2009)
4. General, Tax, AR Receipts (1994-2009)
5. Payments (1998-2009)
6. Assessment Notices (2009)
7. General Ledger (2007-2009)
8. Tax Certificates (1999-2009)

Motion Carried.

Tax Enforcement

120/18 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize the Administrator to apply for title to the following tax enforcement properties:

- | | |
|--|------------------|
| Lot 2 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261283 |
| Lot 3 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261317 |
| Lot 4 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130198585 |
| Lot 5 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261339 |
| Lot 6 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261351 |
| Lot 7 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261373 |
| Lot 8 Blk/Par 1 Plan No. AC827 Extension 0 | Parcel 130261722 |
| Lot 1 Blk/Par 2 Plan No. AC827 Extension 0 | Parcel 130261755 |
| Lot 7 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130260743 |
| Lot 8 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130260721 |
| Lot 9 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130260697 |
| Lot 10 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130261104 |
| Lot 11 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130198541 |
| Lot 12 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130261081 |
| Lot 13 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130261069 |
| Lot 14 Blk/Par 3 Plan No. BK9517 Extension 0 | Parcel 130261047 |

Motion Carried.

Tax Enforcement 6 Month Notice

121/18 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. authorize Administrator Janet Black to begin tax enforcement process on Blk PCL A70B00067 Ext 0.

Motion Carried.

Handwritten initials: JB

Lot B B.K. 9517 Tax Compromise

122/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 authorize the transfer of Lot B B.K. 9517 and grant a tax compromise of \$106.24 for municipal taxes and \$2.46 for school taxes upon completion of transfer.

Motion Carried.

Gear Energy Ltd.

Notice of Well

Construct New Approach

GEAR SODA LAKE 4HZ 91/8-10-46-23 W3M

123/18 VINCE MURPHY

That we approve the request from Gear Energy Ltd. to construct an approach for access to Gear Soda Lake 4HZ 91/8-10-46-23 W3M drilled from a surface location in 8-9-46-23 W3M with the following stipulations:-

- the RM's Industrial Road Use Agreement is signed by a Gear Energy Ltd. representative
- that the approach have a minimum top width of thirty feet and 5:1 side slopes

Motion Carried.

Gear Energy Ltd.

Notice of Well

Construct New Approach

GEAR SODA LAKE 4HZ 91/1-10-46-23 W3M

124/18 VINCE MURPHY

That we approve the request from Gear Energy Ltd. to construct an approach for access to Gear Soda Lake 4HZ 91/1-10-46-23 W3M drilled from a surface location in 1-9-46-23 W3M with the following stipulations:-

- the RM's Industrial Road Use Agreement is signed by a Gear Energy Ltd. representative
- that the approach have a minimum top width of thirty feet and 5:1 side slopes

Motion Carried.

Surface Lease Gear Energy Ltd.

GEAR SODA LAKE 4HZ 91/8-10-46-23 W3M

125/18 JERRY PETOVELLO

That the Reeve and the Administrator be authorized to sign the Surface Lease agreement for 4HZ 91/8-10-46-23 W3M with Gear Energy Ltd.

Motion Carried.

Surface Lease Gear Energy Ltd.

GEAR SODA LAKE 4HZ 91/1-10-46-23 W3M

126/18 VINCE MURPHY

That the Reeve and Administrator be authorized to sign the Surface Lease agreement for 4HZ 91/1-10-46-23 W3M with Gear Energy Ltd.

Motion Carried.

Human Resources Workshops

127/18 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 schedule Pat Varga with Knibbs/associates HR Consulting to provide two half-day training workshops for all Employees and Council on Communication Skills and Harassment/Bullying on March 20, 2018 and March 27, 2018.

Motion Carried.

Application to Purchase Lease Land

128/18 BERNADETTE POPPLETON

That the Rural Municipality of Hillsdale No. 440 authorize Reeve Goodfellow to sign the Agriculture lease Land Application for the following locations:

NE 11-43-24 W3M
NW 14-43-24 W3M
NE 22-43-24 W3M
SE 22-43-24 W3M

Motion Carried.

Update Administration Bylaw

129/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 authorize Administration to update the Administration Bylaw to reflect changes in legislation and signing authority.

Motion Carried.

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

In Camera

130/18 BERNADETTE POPPLETON

That the meeting proceed in camera at 3:05 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.

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

Meeting Reconvenes

131/18 TREVOR MCCREA

That the Council came out of camera at 3:28 p.m.

Motion Carried.

Seasonal Staff Letter

132/18 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 send a registered letter to Monique Dyck inquiring if she will be returning to work April 2, 2018 with a reply required by March 20, 2018.

Motion Carried.

Delegations

- 1] Bruce Dobbs and Scott Owens
- 2] Glen Stonehouse

Adjourn

133/18 FLOYD WHITNEY

That this meeting adjourn at 3:32 p.m.

Motion Carried.


Reeve


Administrator

Schedule 'A'

DD#1632 – DD#1641	23,386.83
DD#1642 – DD#1648	4,850.89
6290 CUETS Financial	2,760.21
6291 Receiver General for Canada	12,526.07
6292 Municipal Employees Pension Plan	5,790.18
6293 Keri Bratkowski	178.50
6294 Overcharged-Void Payment	0.00
6295 Bee J's Stationers Inc.	273.84
6296 City Locksmithing & Security	477.30
6297 Crop Production Services	569.50
6298 Elaine Eton	1,204.00
6299 Information Services	348.00
6300 Janet Black	249.60
6301 Lakeland Library Region	3,486.67
6302 Lilydale Creek Enterprises Ltd.	945.00
6303 Lloydminster Co-Operative Ltd.	590.34
6304 M.R. Website Development	61.05
6305 Midway Distributors Ltd.	119.72
6306 Receiver General for Canada	41.00
6307 RMAA	150.00
6308 Sask Energy	334.70
6309 Sask Power	990.17
6310 Sask Tel	473.82
6311 SARM	2,599.47
6312 SGI	143.30
6313 Shred-it International ULC	235.08
6314 Tracey Zweifel	325.00
6315 Van Houtte Coffee Services Inc.	38.65
6316 Vercomm Wireless	367.50
6317 Asset Management Saskatchewan	90.00
6318 Bee J's Stationers Inc.	42.61
6319 Brandt Tractor Saskatoon Branch	4,333.13
6320 Crop Production Services	1,828.43
6321 Lash Enterprises	123.25
6322 Lloydminster Co-Operative Ltd.	620.26
6323 Lloydminster Nut & Bolt	68.50
6324 Minister of Finance	157.50
6325 Munisoft	4,049.89
6326 North Central Transportation	600.00
6327 Sask Tel Mobility	73.43
6328 SK Workers' Compensation Board	7,373.70
6329 Village of Neilburg	369.50
6330 West Yellowhead Waste Resource	992.88
6331 Xerox Canada Ltd.	881.91
6332 APAS	11,185.96
6333 Neilburg Composite School	500.00
6334 Saskatchewan Crime Stoppers	200.00
300715 Northwest School Division #203	3,843.19
300716 Living Sky School Division #202	618.41

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Schedule 'B' Public Works Report

Had a meeting Monday March 5 with outside staff.
All things are moving forward smoothly.
Bob and Brent are chatting in regards to Foreman position.
Installed computer in shop office.
SaskTel is fixing phone line Tuesday as there is no internet either.
Guys have expressed they will use computer to sell items on Kijiji and look up information to repair equipment when needed.
At this point they do not have the access code.

Signs are installed in Divisions 1, 2, 4, 5 & 6.
Locates are being done in Division 3, signs will be installed once snow is cleared again.
Large job! Super proud it is almost done.

K & S Asphalt Services - Gib was in, anything I should have him look at?
Lilydale may have frost heav, keep watch

Majic Environmental was in and chatted with Glenn and I.
Received a quote for areas we would like done.

Outside staff are concerned we don't have an Ad out for summer employees yet.
Should I advertise? Where?
Contact last year staff and determine status.

Bob is concerned with the water we will be ending up with in Division 1.
Curious if a decision has been made on purchasing a pump or not.

New truck is good.
Brent is disappointed how wires were installed, going to be chatting with Ford about it.

Fencing to be completed this coming season
George Goodfellow
Stonehouse

Contacted Thomcat to make them aware of snow accumulation, to watch camp during spring thaw.

Texas gate to move and clean at Birch Lake. Move to side hill to the east about 65 feet.
Need to fence a bit, with 40 foot gate on north side of texas gate.

Old Birch Lake road needs the tank oil surface removed.

*kel
gs*

M-11

BYLAW 3/2018

A BYLAW TO PROVIDE FOR TEMPORARY BORROWING BY ESTABLISHMENT OF A LINE OF CREDIT.

The Council for the Rural Municipality of Hillsdale No. 440 in the Province of Saskatchewan enacts as follows:

1. The Reeve and Administrator of the Rural Municipality of Hillsdale No. 440 ("the Municipality") are hereby authorized to borrow from the Synergy Credit Union a sum of Seven Hundred and Fifty Thousand (\$750,000) Dollars required to meet the current operating or short term capital expenditures of the Municipality until the taxes and grants receivable for the current year are available to pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of Prime per annum.
2. The amount to be borrowed, together with the total of any similar debt obligations that have not been repaid does not exceed, except with the approval of the Saskatchewan Municipal Board, the actual or estimated total revenues from the municipal taxes levied and unconditional provincial or federal grants receivable in the current year (excluding school taxes or taxes levied for other than general municipal purposes), as stated in the estimated adopted budget for the year.
3. The Reeve and Administrator of the Municipality are hereby authorized on behalf of the Council of the Municipality to execute under the seal of the Municipality a Line of Credit Agreement or Agreements in the favor of the Synergy Credit Union Limited for the amount of the said loan, with interest as aforesaid.
4. The amount so borrowed shall be a first charge upon the taxes levied for general municipal purposes and upon the unconditional provincial or federal grants receivable in the current year. The Reeve and Administrator are hereby authorized and directed to apply payment of all sums borrowed pursuant to this bylaw, and with interest thereon, all of the monies hereafter collected or received on account or realized in respect of the aforesaid taxes and grants.
5. The whole or any parts of the revenues of the Municipality are not subject to any prior charge, except as disclosure of the Synergy Credit Union Limited in writing and certified by the Reeve and the Administrator.
6. That Bylaw 6/2013, being a bylaw to provide for temporary borrowing by establishment of a line of credit is hereby repealed.


Reeve


Administrator