

A-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, January 9, 2020 at 9:00 a.m. MST.

**Call to Order**

Reeve Glenn Goodfellow called the meeting to order at 9:25 a.m.

**Members Present**

Reeve: Glenn Goodfellow  
Division 1 Councillor: Trevor McCrea  
Division 2 Councillor: Jerry Petovello  
Division 3 Councillor: Bernadette Poppleton  
Division 4 Councillor: Vincent Murphy  
Division 5 Councillor: Floyd Whitney  
Division 6 Councillor: Chip Chibri  
Administrator: Janet Hollingshead  
Public Works Coordinator: Karrie Blackbeard

**Agenda**

1/2020 CHIP CHIBRI

That the agenda be approved with the following additions:

- Human Resources
- Baldwinton Community Hall

Motion Carried.

**Minutes**

2/2020 BERNADETTE POPPLETON

That the minutes of the December 3, 2019 meeting be adopted as amended.

Motion Carried.

**Financial Activities**

3/2020 FLOYD WHITNEY

That the Statement of Financial Activities for the month December 2019 and the Bank Reconciliation for December 2019 be approved as presented.

Motion Carried.

Councillor Murphy declared a pecuniary interest in payment #7559 to himself in the amount of \$1,592.45 and left the meeting at 10:02 a.m.

**Payment #7559 Approval**

4/2020 TREVOR MCCREA

That payment #7559 to Vincent Murphy in the amount of \$1,592.45 be approved.

Motion Carried.

Councillor Murphy returned to the meeting at 10:07 a.m.

Councillor Whitney declared a pecuniary interest in payment #7565 to himself in the amount of \$1,317.71 and left the meeting at 10:10 a.m.

**Payment #7565 Approval**

5/2020 TREVOR MCCREA

That payment #7565 to Floyd Whitney in the amount of \$1,317.71 be approved.

Motion Carried.

Councillor Whitney returned to the meeting at 10:14 a.m.

**Accounts**

6/2020 JERRY PETOVELLO

That the accounts be approved and authorized for payment and a list of cheques numbered 7493-7571 inclusive and payroll direct deposits 2055-2070 inclusive and online payments 588279, 613402-613405, 613407-613412, 635494, 639709 totaling \$1,072,510.12 be presented in Schedule 'B' to these minutes.

Motion Carried.

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

**Correspondence**

Saskatchewan Safety Council  
SARM

Re: Industrial Safety Seminar  
Re: Investing in Canada  
Infrastructure Program

Maidstone Waseca & District Fire BD  
Rivers West  
NCTPC  
SARM

Re: Minutes  
Re: Workshop  
Re: Minutes  
Re: 2020 Lieutenant Governor's  
Award

WCMGC  
Ace Enterprises  
SARM  
Brock White  
Sask WCB  
SARM  
Canadian Fallen Heroes Foundation  
SARM

Re: Minutes  
Re: Road Maintenance Product  
Re: Elections  
Re: Road Reinforcement Seminar  
Re: 2020 Premium Rate Notice  
Re: 2020 Membership Fees  
Re: Memorial

Hudson Bay Route Association  
SMHI  
WCMGC

Re: Respect in the Workplace  
Re: Membership Request  
Re: Claim Report  
Re: Membership Request

**Road Reinforcement Seminar**

7/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize all outside employees to attend the Road Reinforcement Seminar presented by Brock White Construction in Saskatoon, SK on Tuesday, January 21, 2020.

Motion Carried.

**Council Workers Compensation**

8/2020 CHIP CHIBRI

That the rate of coverage under Workers Compensation for the Reeve and Councillors for 2020 be set at \$35,682 each per annum.

Motion Carried.

**Canadian Fallen Heroes Memorial**

9/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 partner with the Canadian Fallen Heroes Foundation by sponsoring one memorial plaque preserving the memory of one of our local soldiers at a cost of \$250.00.

Motion Carried.

**Respect in the Workplace Training Module**

10/2020 CHIP CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 authorize all staff and council members to participate in the online Respect in the Workplace training modules offered by SARM and the Respect Group.

Motion Carried.

**Hudson Bay Route Association Membership**

11/2020 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 renew our membership with the Hudson Bay Route Association for 2020 at a cost of \$300.00

Motion Carried.

**Indemnity Rates**

12/2020 CHIP CHIBRI

That the rate for Council Indemnity and Supervision for 2020 be set at \$250.00 per day and \$0.65 per kilometer plus \$125 per month communication allowance.

Motion Carried.

**Bond**

The Administrator placed the Administration Bond before the Council for inspection.

**Uncollectible and Reserve Accounts**

13/2020 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 increase the amount allocated for uncollectible taxes by \$200,000.00.

Motion Carried.

**Administrator**

14/2020 TREVOR MCCREA

That the Janet Hollingshead be appointed as Administrator for 2020.

Motion Carried.

**Assessor**

15/2020 CHIP CHIBRI

That Janet Hollingshead be appointed as Assessor and Tax Collector for 2020.

Motion Carried.

**Returning Officer**

16/2020 FLOYD WHITNEY

That Janet Hollingshead be appointed as Returning Officer for 2020.

Motion Carried.

**Election Polling Location**

17/2020 JERRY PETOVELLO

That the Municipal Office located at 39 Centre Street Neilburg, SK is the official election polling location for the Rural Municipality of Hillsdale No. 440 for 2020.

Motion Carried.

Council broke for lunch at 11:25 a.m.

Council reconvened from lunch at 12:20 p.m.

**Board of Revision**

18/2020 BERNADETTE POPPLETON

That Gord Krismer and Associates Ltd. be appointed as Board of Revision for the Rural Municipality of Hillsdale No. 440 for 2020.

Members: Clinton Krismer (Chair), Gordon Krismer (Vice Chair), Jeff Hutton, David Lang, Gail Wartman, Christina Krismer, Kirby Bodnard, Cameron Duncan, Brenda Lauf and Charmaine Luscombe.

Motion Carried.

**Board of Revision Secretary**

19/2020 TREVOR MCCREA

That Aileen Swenson be appointed Secretary of the Board of Revision for 2020.

Motion Carried.

**Auditor Appointment**

20/2020 VINCE MURPHY

That the firm Holm Raiche Oberg be appointed as the auditor to the Rural Municipality of Hillsdale No. 440 for 2020.

Motion Carried.

**Road Ban**

21/2020 VINCE MURPHY

That the Council of the Rural Municipality of Hillsdale No. 440 remain in the Department of Highways Road Ban program for 2020.

Motion Carried.

**Transfer Station Attendant**

22/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 contract Elaine Etson to provide Transfer Station Attendant duties for the municipality at a rate of \$25.00 per hour for 2020 payable before the 15<sup>th</sup> of the following month.

Motion Carried.

**Janitor Contract**

23/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 contract Keri Bratkowski to provide janitorial services for the Rural Municipality of Hillsdale No. 440 municipal office and shop at a rate of \$20.00 for 2020.

Motion Carried.

**Cemetery Managers**

24/2020 BERNADETTE POPPLETON

That the following cemetery managers be appointed for 2020:

Ed Pederson Carruthers Hillcrest Cemetery  
Kim Putnam Woodlawn East Manitou Cemetery

with an annual fee of \$300.00 being paid to each.

Motion Carried.

**Poundkeeper**

25/2020 FLOYD WHITNEY

That Northern Livestock Sales, Lloydminster, SK be appointed as Poundkeeper for 2020.

Motion Carried.

**EMO**

26/2020 TREVOR MCCREA

That Karrie Blackbeard be appointed as the Emergency Management Organization Coordinator.

Motion Carried.

**Fire Chief(s)**

27/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 appoint Fire Chief(s) for 2020 in the following areas:

Cut Knife & District Rural Fire Area	Brett Robertson
Maidstone Waseca District Fire Area	Brent Olson
	Kelly McMillian
	Curtis Sutherland
Neilburg Fire Association	Dustin Weinkauff

Motion Carried.

**Neilburg Fire Board Representative**

28/2020 CHIP CHIBRI

That Miles O'Grady, Brian Gibb and Scott Downie be appointed as representatives of the Rural Municipality of Hillsdale No. 440 to the Neilburg Fire Board for 2020.

Motion Carried.

**Maidstone Waseca Fire Board Representative**

29/2020 TREVOR MCCREA

That Laurie Wakefield be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Maidstone Waseca Fire Board for 2020.

Motion Carried.

**Cut Knife Fire Board Representative**

30/2020 BERNADETTE POPPLETON

That Trevor McCrea be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Cut Knife and District Fire Association for 2020.

Motion Carried.

**Highway 40 Health Holdings**

31/2020 FLOYD WHITNEY

That Jerry Petovello be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Highway 40 Health Holdings Board for 2020.

Motion Carried.

**Vet Service Board Representative**

32/2020 FLOYD WHITNEY

That Bernadette Poppleton be appointed to represent the Rural Municipality of Hillsdale No. 440 on the Neilburg Veterinary Service Board for 2020.

Motion Carried.

**Plant Health Officer**

33/2020 JERRY PETOVELLO

That Coleen Fennig be appointed as the Plant Health Officer for the Rural Municipality of Hillsdale No. 440 for 2020.

Motion Carried.

**Lakeland Library Board Representative**

34/2020 CHIP CHIBRI

That Wendy Worman be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Lakeland Library Regional Board for 2020.

Motion Carried.

**APAS Representative**

35/2020 BERNADETTE POPPLETON

That Lawrence Olsen be appointed as representative of the Rural Municipality of Hillsdale No. 440 to Agricultural Producers Association of Saskatchewan.

Motion Carried.

**Weed Inspector**

36/2020 BERNADETTE POPPLETON

That Justin O'Beirne be appointed as weed inspector for 2020.

Motion Carried.

**Big Manitou Park Representative**

37/2020 CHIP CHIBRI

That Paul Rutherford be appointed as the representative to the Big Manitou Park for the Rural Municipality of Hillsdale No. 440 for 2020.

Motion Carried.

**Bylaw 1/2020 – First Reading**

38/2020 CHIP CHIBRI

That Bylaw 1/2020 being a bylaw to license the excavation of gravel from gravel pits be read a first time.

Motion Carried.

The Bylaw was read by the Administrator.

**Bylaw 1/2020 – Second Reading**

39/2020 VINCE MURPHY

That Bylaw 1/2020 being a bylaw to license the excavation of gravel from gravel pits be read a second time.

Motion Carried.

The Bylaw was read by the Administrator.

**Bylaw 1/2020 – Third Reading Approval**

40/2020 BERNADETTE POPPLETON

That Bylaw 1/2020 being a bylaw to license the excavation of gravel from gravel pits be given three readings at this meeting.

Motion Carried.  
Unanimously.

**Bylaw 1/2020 – Third Reading**

41/2020 JERRY PETOVELLO

That Bylaw 1/2020 being a bylaw to license the excavation of gravel from gravel pits be read a third time and adopted.

Motion Carried.

The Bylaw was read by the Administrator.

**Pest Control Services**

42/2020 VINCE MURPHY

That the Council of the Rural Municipality of Hillsdale No. 440 contract Glen McGladdery to provide Pest Control Services within the municipality for 2020 at a rate of \$30.00 per hour and \$0.65 per kilometer.

Motion Carried.

**Leadership Skills Workshop**

43/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize Office Staff Member Zweifel to attend the Southeast College Leadership Skills workshop in Saskatoon, SK on January 21, 2020.

Motion Carried.

**NWMA Meeting**

44/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 authorize Reeve Goodfellow and Administrator Hollingshead to attend the Northwest Municipalities Association meeting at the municipal office of the Rural Municipality of Paynton No. 470 on Friday, January 17, 2020 at 1:30 p.m. CST.

Motion Carried.

**NCTPC Executive Meeting**

45/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize all council members to attend the North Central Transportation Planning Committee executive meeting in St. Walburg, SK on Tuesday, February 18, 2020.

Motion Carried.

**Ulmer Construction Inc. Delinquent Account**

46/2020 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 compensate Daryl Goodfellow in the amount of \$825.00 for 33 hours of work performed for Ulmer Construction Inc. on the Goodfellow road project during the period of October 17-October 19, 2019.

Motion Carried.

**Ulmer Construction Inc. Delinquent Account**

47/2020 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 compensate Nutbrown Brothers Trenching Ltd. in the amount of \$471.71 for the rental of a portable toilet requested by Ulmer Construction Inc. on the Goodfellow road project during the period of August to October, 2019.

Motion Carried.

**Plains Midstream Canada ULC**

**Integrity Digs**

**SW 2, NE 32 & SEC 28-46-25 W3M**

48/2020 BERNADETTE POPPLETON

That we acknowledge the integrity digs for Plains Midstream Canada ULC at SW 2, NE 32 and Sec 28-43-25 W3M and grant permission to utilize existing approaches with the following stipulation:-

-that any structures, machinery or other objects shall not be placed within one hundred and fifty feet from the centerline of the road allowance.

Motion Carried.

**Neilburg Recreation Board Grant**

49/2020 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 increase the recreation board grant provided to the Neilburg Recreation Board in the amount of \$20,000.00.

Motion Carried.

**Baldwinton Community Hall 2020 Grant**

50/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 already devotes an annual grant to help with the operations of the hall in Baldwinton and do not feel that is it is the best use of taxpayer's dollars to provide a lump sum to complete renovations. Council has agreed to increase the 2020 contribution from \$3,200.00 to \$5,000.00.

Motion Carried.



**Delegations**

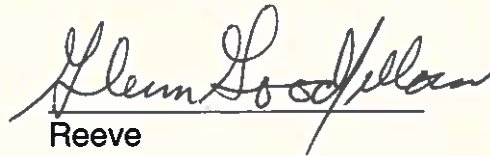
1] None

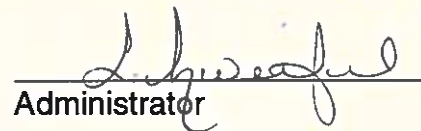
**Adjourn**

51/2020 FLOYD WHITNEY

That this meeting adjourn at 2:55 p.m.

Motion Carried.

  
Reeve

  
Administrator

Schedule 'A' Agenda

**REGULAR MEETING AGENDA**  
**Rural Municipality of Hillsdale No. 440**  
**January 9, 2020**

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**CALL TO ORDER**

**MEMBERS PRESENT**

**APPROVAL OF AGENDA**

**DECLARATION OF INTEREST**

**MINUTES**

December 3, 2019 Meeting

**STATEMENTS OF PREVIOUS MONTH**

Changes in Financial Position  
Bank Reconciliation

**ACCOUNTS**

**PUBLIC WORKS REPORT**

**CORRESPONDENCE**

Saskatchewan Safety Council SARM	Re: Industrial Safety Seminar Re: Investing in Canada Infrastructure Program
Maidstone Waseca & District Fire BD Rivers West NCTPC SARM	Re: Minutes Re: Workshop Re: Minutes Re: 2020 Lieutenant Governor's Award
WCMGC Ace Enterprises SARM	Re: Minutes Re: Road Maintenance Product Re: Elections
Brock White Sask WCB SARM Canadian Fallen Heroes Foundation SARM Hudson Bay Route Association SMHI WCMGC	Re: Road Reinforcement Seminar Re: 2020 Premium Rate Notice Re: 2020 Membership Fees Re: Memorial Re: Respect in the Workplace Re: Membership Request Re: Claim Report Re: Membership Request

**OTHER BUSINESS**

- 1] Council Indemnity
- 2] Administration Bond
- 3] Uncollectable and Reserves
- 4] Council Appointments and Committees
- 5] Bylaw 1-2020 Excavation of Gravel from Gravel Pits
- 6] Development Permit 2019-09-Segin
- 7] Proposed Development Permit-Goodfellow
- 8] Pest Control Agreement

- 9] Ulmer Construction Delinquent Accounts
- 10] Fire Board Meeting
- 11] Husky-SMB Decision
- 12] Integrity Digs – Plains Midstream
- 13] Neilburg Recreation Board Grant
- 14]

**IN CAMERA**

**DELEGATIONS**

- 1]
- 2]

**ADJOURNMENT**



**Schedule 'B' Accounts**

DD#2055-DD#2063	32,181.99
DD#2064-DD#2070	3,253.50
7493 Receiver General for Canada	14,203.32
7494 Municipal Employees Pension	9,091.06
7495 Howard Erb's Trucking Ltd.	7,634.03
7496 Jorin Black	1,177.50
7497 Keri Bratkowski	300.00
7498 Canada Post	2,835.00
7499 Receiver General for Canada	35.33
7500 2177261 AB Ltd.	232.30
7501 Applied Industrial	16.46
7502 Baldwinton Community Hall	2,215.00
7503 BAR Engineering	6,441.06
7504 Bee J's Stationers Inc.	380.41
7505 Janet Hollingshead	74.75
7506 Karrie Blackbeard	29.53
7507 Brandt Tractor Saskatoon Branch	2,587.41
7508 Cut Knife Courier	32.81
7509 Elaine Etson	1,180.80
7510 Fort Garry Industries Ltd.	22.89
7511 Frontier Glass & Door	189.00
7512 G.D. Extermination Ltd.	2,339.88
7513 Information Services	60.00
7514 Jay's Transportation Group	64.90
7515 Jason Lane	2,400.00
7516 Voided by the Print Process	0.00
7517 Voided by the Print Process	0.00
7518 Lloydminster Co-operative Ltd.	2,184.01
7519 Manitou Flush-By Services Ltd.	1,071.00
7520 Manitou Fire & Rescue	18,850.33
7521 Meridian Surveys Ltd.	3,852.24
7522 Meridian Source	160.13
7523 Messer Canada Inc.	262.84
7524 Midway Distributors Ltd.	459.44
7525 Neilburg Community Hall	150.00
7526 Neilburg Fire Board	58,598.86
7527 Northwind Radio Ltd.	62.98
7528 Nutrien Ag Solutions	4,297.06
7529 Nutbrown Brothers Trenching	183.75
7530 Justin O'Beime	10.00
7531 OK Tire (Marsden)	71.04
7532 Pat Gibbons Ltd.	948.15
7533 Ed Pedersen	300.00
7534 Prairie Steel Products	460.65
7535 Princess Auto	158.62
7536 Purolator Courier Ltd.	111.67
7537 Kim Putnam	300.00
7538 SARM	25.00
7539 SaskTel	2,652.29
7540 SGI	1,467.20
7541 Shred-it International ULC	186.30
7542 Tetra Tech Canada Inc.	4,006.80
7543 Transit Technical Services Ltd.	4,158.00
7544 Triod Supply 2011 Ltd.	945.72
7545 Village of Neilburg	234.00
7546 Wood Environmental & Infrastructure	213,573.99
7547 West Yellowhead Waste Resource	1,640.28
7548 Xerox Canada Ltd.	335.96
7549 Tracey Zweifel	35.31
7550 APAS	14,765.46
7551 WF Botkin Construction Ltd.	307,307.09
7552 Brandt Tractor Saskatoon Branch	9,515.78
7553 Canadian Public Safety Operations	760.37

7554	The Design Umbrella Inc.	1,027.75
7555	Federation of Canadian Municipalities	247.12
7556	Lloydminster Co-operative Ltd.	487.52
7557	McIntosh Garage & Auto Body	5,471.07
7558	Munisoft	5,752.18
7559	Vince Murphy	1,592.45
7560	RMAA	455.00
7561	SARM	53,927.90
7562	Triod Supply 2011 Ltd.	183.02
7563	Ulmer Construction Inc.	191,707.35
7564	West Central Municipal	248.85
7565	Floyd Whitney	1,317.71
7566	WYWRA	1,527.27
7567	Canadian Fallen Heroes Foundation	250.00
7568	Darryl Goodfellow	825.00
7569	Tracy Kurtz	100.00
7570	Neilburg Recreation Board	20,000.00
7571	Nutbrown Brothers Trenching	471.71
588279	Minister of Finance-PST	71.63
613402	Collabria	2,788.97
613403	Sask Energy	225.00
613404	Sask Energy	100.00
613405	Sask Power	272.70
613407	Sask Power	459.98
613408	Sask Power	166.03
613409	Sask Power	58.29
613410	Sask Power	57.31
613411	Sask Tel	300.99
613412	Sask Tel	181.75
635494	Minister of Finance	5,075.21
639709	Minister of Finance	34,079.11

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**Schedule 'C' Public Works Report**

December almost went by without a snow plow.

Waseca Grid – Glenn and Janet met with the RM of Eldon and submitted information for grants. Awaiting tender packages.  
Talk with RM of Eldon regarding future road use agreement for pavement upkeep and winter sanding.

Goodfellow Construction environmental permit has been renewed with no changes.

Blain Construction, wood provided preliminary documents to start tender process.

Gravel Pit is with Bar Engineering, they are working on environmental and specifications of proceeding.

Maintenance has been happening on various equipment.

**Purchase of Equipment for 2020**

- Mower – look for quotes
- Sprayer/Truck – inquire more
- Backhoe - tender
- Grader – not at this time

Began Mulching with Sherlock Lake Construction in 5 spots.

Occupational Health and Safety Inspection performed on November 27, 2019 did not generate any suggestions for the shop at this time.

NCS Track work is complete. Packing may be needed depending on winter. School will be hosting event this year.

ASIST will be holding their next meeting in Neilburg on February 27, 2020.

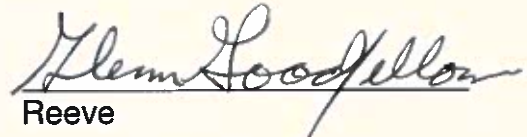
Area Fire Board Meeting – RM(s) of Cut Knife, Manitou Lake, Hillsdale and Village(s) of Cut Knife, Marsden and Neilburg invited to attend January 16, 2020, 7:00 p.m. MST, Municipal Office in Neilburg.

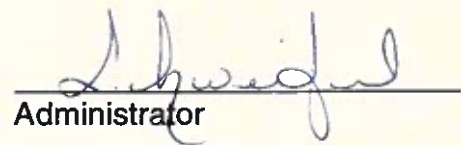
**BYLAW 1/2020**  
**A BYLAW TO LICENSE THE EXCAVATION OF GRAVEL FROM GRAVEL PITS**

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

1. This bylaw shall be referred to as the Gravel Licensing Bylaw.
2. In this bylaw:
  - (a) "administrator" shall mean the administrator of the municipality;
  - (b) "contractor" includes any person, firm or corporation, including those persons, firms or corporations engaged by the Crown, but does not include the Crown;
  - (c) "council" shall mean the council of the municipality;
  - (d) "gravel" includes rock, stone, sand and other material in excess of 105 microns in diameter;
  - (e) "municipality" shall mean the Rural Municipality of Hillsdale No. 440;
  - (f) "premise" includes any pit, site or location within the municipality, in which gravel is excavated.
3. No contractor shall operate or offer for hire any machine, tractor, truck or other appliance used in excavation of gravel from any premise within the municipality without having first obtained a license to do so from the municipality.
4. Any contractor requiring a license under provision of this bylaw shall each year, make written application to the Administrator of the municipality stating the name and address of the applicant, the location of each premise from which the gravel is to be excavated and an estimate of the amount to be excavated within the current year; and paying in advance a fee of:
  - (a) \$0.171 per cubic meter for each cubic metre, or
  - (b) \$0.131 per cubic yard for each cubic yard, or
  - (c) \$0.092 per tonne for each tonne, or
  - (d) \$0.086 per ton for each ton of gravel excavated from the premise.
5. Where the contractor estimates that the volume of gravel to be extracted will exceeds 10,000 tonnes, the contractor shall pay a pre-extraction fee equal to the estimated volume of gravel to be extracted multiplied by the rate prescribed in section 4.
6. Subject to the right of Council to suspend or revoke the same as provided by *The Municipalities Act*, every license shall remain in force or in effect until and including the 31<sup>st</sup> day of December in the year of issue.
7. On or before December 31<sup>st</sup> of the year in which the license has been issued the contractor shall make a return under oath, in form shown in Schedule "A" attached hereto, to the Administrator of the municipality showing the quantity of gravel, in the agreed units of measurement, excavated from each premise and pay the prescribed fee as set out in Section 4 of the bylaw.
8. The municipality shall refund to the contractor any fees collected under this bylaw for estimated quantities of gravel not excavated from the premise and for which the license fee has been paid.

9. Any person found guilty of an infraction of any of the provisions of this bylaw shall be liable on summary conviction to the penalties imposed by the general penalty bylaw of the municipality.
10. This bylaw shall come into effect on January 1, 2020.
11. Bylaw 2/2018 is hereby repealed.

  
Reeve

  
Administrator