

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 5, 2020 at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:08 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: Absent
Administrator: Janet Hollingshead
Public Works Coordinator: Karrie Blackbeard

Agenda

73/2020 JERRY PETOVELLO

That the agenda be approved with the following additions:

- Tax Enforcement
- Cut Knife Hall

Motion Carried.

Declaration of Interest

Reeve Goodfellow declared a pecuniary interest in payment to
Pam Downie.

Minutes

74/2020 BERNADETTE POPPLETON

That the minutes of the February 6, 2020 meeting be adopted as
circulated.

Motion Carried.

Financial Activities

75/2020 FLOYD WHITNEY

That the Statement of Financial Activities for the month of February
2020 and the Bank Reconciliation for February 2020 be approved as
presented.

Motion Carried.

Reeve Goodfellow declared a pecuniary interest in payment no. 7651 to
Pam Downie and excused himself from the meeting at 10:48 a.m.

Deputy Reeve McCrea took the chair.

Payment No. 7651 – Pam Downie

76/2020 BERNADETTE POPPLETON

That payment no. 7651 to Pam Downie in the amount of \$36.00 be
approved for payment.

Motion Carried.

Reeve Goodfellow returned to the meeting at 10:50 a.m. and assumed
the chair.

Accounts

77/2020 VINCE MURPHY

That the accounts be approved and authorized for payment and a list of cheques numbered 7612-7667 inclusive and payroll direct deposits 2086-2100 inclusive and online payments 698009, 732148-732157, 732908 & 732909 totaling \$207,482.24 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

- | | |
|-------------------------------------|---------------------------------------|
| SARM | Re: Election |
| SARM | Re: SUMA Name Change |
| SARM | Re: Heads to Ottawa |
| NCTPC | Re: Minutes |
| SARM | Re: CN Shutdown |
| NSRBC | Re: Newsletter |
| WCMGM | Re: Minutes |
| Van Houtte Coffee Services | Re: Termination of Agreement |
| Division 6 | Re: Minutes |
| R.J.K. Holdings Inc. | Re: Paving Material Available |
| SAMA | Re: Annual Meeting |
| RMAA/UMAAS | Re: Spring 2020 Workshop |
| SARM | Re: Electronic Fraud |
| Saskatchewan Legion | Re: Military Service Recognition Book |
| University of Saskatchewan | Re: 25 Year Award |
| Neilburg Fire Board | Re: Financial Statement |
| Neilburg Recreation Board | Re: Financial Statement |
| Ministry of Government Relations | Re: Regional Co-operation Workshops |
| SARM Convention | Re: Hospitality Invitations |
| Maidstone Waseca & District Fire BD | Re: 2020 Budget |
| NCTPC | Re: Annual General Meeting |
| SARM | Re: 2020 Grey Cup Festival |

2020 SAMA Annual General Meeting

78/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize Administrator Hollingshead to attend the 2020 Saskatchewan Assessment Management Agency workshop and annual general meeting being held in Saskatoon, SK on April 8 & 9, 2020. Administrator Hollingshead has been appointed by the Rural Municipality of Hillsdale No. 440 municipal Council as a voting delegate for the SAMA AGM.

Motion Carried.

RMAA 2020 Spring Workshop

79/2020 TREVOR MCCREA

That Council of the Rural Municipality of Hillsdale No. 440 authorize Administrator Hollingshead, Public Works Coordinator Blackbeard and Office Staff member Zweifel to attend the Rural Municipality Administrators Association spring workshop being held in North Battleford, SK on Tuesday, March 24, 2020.

Motion Carried.

Council broke for lunch at 11:40 a.m.

Council reconvened from lunch at 12:45 p.m.

Voluntary Regional Co-operation Workshop

80/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize Councillors Petovello and Poppleton to attend the Voluntary Regional Co-operation Workshop in North Battleford, SK on Tuesday, April 21, 2020.

Motion Carried.

Blain Construction Tender Contract #ST1944101.001

81/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 accept the tender from Nemanishen Contracting Ltd. at a cost of \$234,560.00 to construct 1.6 kilometers of municipal road located South of 13-45-25 W3M Contract #ST194401.001 known as Blain Construction.

Motion Carried.

Bylaw 2/2020 – First Reading

82/2020 TREVOR MCCREA

That Bylaw 2/2020 being a bylaw to amend Bylaw 4/2018 known as the bylaw to provide for the administration of the municipality and to set forth the duties and powers of the designated officers of the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Administrator.

Bylaw 2/2020 – Second Reading

83/2020 FLOYD WHITNEY

That Bylaw 2/2020 being a bylaw to amend Bylaw 4/2018 known as the bylaw to provide for the administration of the municipality and to set forth the duties and powers of the designated officers of the Rural Municipality of Hillsdale No. 440 be given a second reading.

Motion Carried.

The Bylaw was read by the Administrator.

Bylaw 2/2020 – Third Reading Approval

84/2019 JERRY PETOVELLO

That Bylaw 2/2020 being a bylaw to amend Bylaw 4/2018 known as the bylaw to provide for the administration of the municipality and to set forth the duties and powers of the designated officers of the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.
Unanimously.

Bylaw 2/2020 – Third Reading

85/2019 VINCE MURPHY

That Bylaw 2/2020 being a bylaw to amend Bylaw 4/2018 known as the bylaw to provide for the administration of the municipality and to set forth the duties and powers of the designated officers of the Rural Municipality of Hillsdale No. 440 be read a third time and adopted.

Motion Carried.

The Bylaw was read by the Administrator.

Accounting for Tangible Capital Asset Policy Update

86/2020 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 update the threshold amount for the accounting of tangible capital assets effective for the 2019 fiscal year changes as follows:

- Computer Hardware \$5,000.00
- Computer Software \$5,000.00
- Office Furniture & Equipment \$3,000.00

Motion Carried.

In Camera

87/2020 TREVOR MCCREA

That the meeting proceed in camera at 2:39 p.m. as per Section 17 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss gravel exploration.

Motion Carried.

Present: Reeve Goodfellow, Councillors: McCrea, Petovello, Poppleton, Murphy, Whitney, CAO Hollingshead and Public Works Coordinator Blackbeard.

Meeting Reconvenes

88/2020 BERNADETTE POPPLETON

That Council come out of camera at 2:49 p.m.

Motion Carried.

Gravel Resource Investigation

89/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 instruct BAR Engineering to proceed with gravel resource investigation at a cost of \$11,000.00.

Motion Carried.

The Council of the Rural Municipality of Hillsdale No. 440 acknowledge the List of the Lands in Arrears presented to Council on March 2, 2020.

Tax Enforcement Proceedings

90/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 authorize CAO Hollingshead to begin tax enforcement proceedings on the following properties:

- NE 20-44-24 W3M Ext 0
- NE 8-44-25 W3M Ext 0
- SE 8-44-25 W3M Ext 0
- NW 10-44-25 W3M Ext 0
- SW 10-44-25 W3M Ext 0
- NE 15-44-25 W3M Ext 0
- NW 15-44-25 W3M Ext 0
- SE 15-44-25 W3M Ext 0
- SW 15-44-25 W3M Ext 0
- Blk/Par A-Plan 101747123 Ext 31
- NE 12-45-23 W3M Ext 0
- NE 27-45-23 W3M Ext 0
- SE 27-45-23 W3M Ext 0
- SW 27-45-23 W3M Ext 0
- SE 34-45-23 W3M Ext 0
- SW 35-45-23 W3M Ext 0
- SW 12-46-23 W3M Ext 0

- SE 12-46-23 W3M Ext 0

Motion Carried.

Cut Knife Recreation Board Grant

91/2020 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 provide a grant to the Cut Knife Recreation Board for upgrades to the Community Hall in the amount of \$10,000.00 in 2020 and \$10,000.00 in 2021.

Motion Carried.

ALH Construction Ltd. Contract

92/2020 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 contract ALH Construction Ltd. to construct Range Road 3241.03 through the slough to a height of two feet above the water level for a cost of \$30,000.00.

Motion Carried.

Purchase 2020 John Deere 410L Backhoe

93/2020 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 purchase a 2020 John Deere 410L Backhoe at a cost of \$111,100 plus applicable taxes. Purchase price includes \$50,000 for the trade of the 310 SJ John Deere backhoe with the municipality retaining the frost bucket and ripper stick to use with the 410L.

Motion Carried.

Delegations


No delegations present


Adjourn

94/2020 JERRY PETOVELLO

That this meeting adjourn at 3:07 p.m.

Motion Carried.


 Reeve


 Administrator

Schedule 'A' Agenda

REGULAR MEETING AGENDA
March 5, 2020

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

February 6, 2020 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

SARM	Re: Election
SARM	Re: SUMA Name Change
SARM	Re: Heads to Ottawa
NCTPC	Re: Minutes
SARM	Re: CN Shutdown
NSRBC	Re: Newsletter
WCMGM	Re: Minutes
Van Houtte Coffee Services	Re: Termination of Agreement
<u>Division 6</u>	<u>Re: Minutes</u>
R.J.K. Holdings Inc.	Re: Paving Material Available
SAMA	Re: Annual Meeting
RMAA/UMAAS	Re: Spring 2020 Workshop
SARM	Re: Electronic Fraud
Saskatchewan Legion	Re: Military Service Recognition Book
University of Saskatchewan	Re: 25 Year Award
Neilburg Fire Board	Re: Financial Statement
Neilburg Recreation Board	Re: Financial Statement
Ministry of Government Relations	Re: Regional Co-operation Workshops
SARM Convention	Re: Hospitality Invitations
Maidstone Waseca & District Fire Board	Re: 2020 Budget
NCTPC	Re: Annual General Meeting
SARM	Re: 2020 Grey Cup Festival

OTHER BUSINESS

- 1] Seasonal Employees
- 2] Blain's Construction Tender Opening 11:00 am
- 3] Bylaw 2/2020-Amend Bylaw 4/2018
- 4] Tangible Capital Asset Policy Update
- 5] Gravel Pit
- 6]

IN CAMERA

DELEGATIONS

1]

ADJOURNMENT

Schedule 'B' Accounts

DD#2086-DD#2093	22,982.65
DD#2094-DD#2100	3,928.35
7612 Receiver General for Canada	13,620.15
7613 Municipal Employees Pension	6,706.58
7614 Keri Bratkowski	270.00
7615 Howard Erb's Trucking Ltd.	6,016.92
7616 Bee J's Stationers Inc.	150.28
7617 Janet Hollingshead	104.00
7618 Elaine Etson	1,300.00
7619 Jay's Transportation Group	64.90
7620 Voided by the Print Process	0.00
7621 Lloydminster Co-operative Ltd.	1,354.44
7622 Lloydminster Nut & Bolt	38.33
7623 Meridian Source	236.26
7624 Midway Distributors Ltd.	60.78
7625 Munisoft	1,460.61
7626 Myterra Ventures Inc.	1,369.17
7627 North Central Transportation Planning Comm	600.00
7628 Nutrien Ag Solutions	4,271.43
7629 OK Tire (Marsden)	222.20
7630 Pat Gibbons Ltd.	569.38
7631 Princess Auto	58.77
7632 Receiver General	41.90
7633 SARM	276.78
7634 SGI	143.30
7635 Stuart Wright Ltd.	56.18
7636 Triod Supply 2011 Ltd.	122.54
7637 Vercomm Wireless	735.00
7638 Village of Neilburg	234.00
7639 WYWYA	1,452.74
7640 Xerox Canada Ltd.	319.52
7641 Tracey Zweifel	182.00
7642 101037185 Saskatchewan Ltd.	5,243.66
7643 BAR Engineering	2,054.83
7644 Janet Hollingshead	56.00
7645 Blake Blackbeard	142.50
7646 Travis Blain	6,436.92
7647 Boundary Ford Sales Ltd.	217.29
7648 Brandt Tractor Saskatoon Branch	3,058.97
7649 Brandt Tractor Saskatoon Branch	10,922.40
7650 Crystal Glass Ltd.	193.70
7651 Pam Downie	36.00
7652 Gary Grisbrook	6,562.42
7653 Ramona Grisbrook	5,259.53
7654 Lloydminster Co-operative Ltd.	68.66
7655 McIntosh Garage & Auto Body Ltd.	26,992.54
7656 McIntosh Garage & Auto Body Ltd.	7,252.37
7657 Neilburg Seniors Assoc. #148A	340.00
7658 Northwind Radio Ltd.	981.53
7659 Provincial Mediation Board	100.00
7660 RMAA Workshop Fund	300.00
7661 Sherlock Lake Construction	38,041.50
7662 Shred-it International ULC	186.30
7663 Trina Tuplin & Elizabeth Hinde	2,775.79
7664 Village of Neilburg	234.00
7665 Wood Environment & Infrastructure	3,194.75
7666 WYWRA	1,382.90
7667 Cut Knife Recreation Board	10,000.00
698009 Minister of Finance-PST	130.67
732148 Collabria	904.31
732149 Sask Energy	225.00
732150 Sask Energy	100.00
732151 Sask Power	462.30

GA

732152	Sask Power	410.22
732153	Sask Power	207.26
732154	Sask Power	58.75
732155	Sask Power	59.66
732156	Sask Tel	331.53
732157	Sask Tel	181.61
732908	Minister of Finance	2,977.67
732909	Minister of Finance	449.54

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JLB

AA

Schedule 'C' Public Works Report

February Spring, Winter, Spring, Winter – couldn't make up its mind

Blain Construction Tender

Gravel Pit is with Bar Engineering

Conrad's Road – ALH Contracting estimate \$30,000

Straw erosion control for 675 south

Difficult to put down, more physical labour than lead to believe

Hire a few students to assist.

Getting a load of cold mix for spring

Backhoe tender review and decision

772 Grader Warranty 772 added powertrain only

Sprayer/chemical handler 6-8 week delivery

Brent and Justin go to learn the equipment, when install takes place

Mower is ordered

GPS adjustment

HHWD meeting invitation April 8, 2020

ASIST- RM 440 hosted – Thank you

Area Fire Department meeting discussion

Rural Municipality of Hillsdale No. 440

BYLAW No. 2/2020

A BYLAW TO AMEND BYLAW NO. 4 - 2018 KNOWN AS THE BYLAW TO PROVIDE FOR THE ADMINISTRATION OF THE MUNICIPALITY AND TO SET FORTH THE DUTIES AND POWERS OF THE DESIGNATED OFFICERS FOR THE RURAL MUNICIPALITY OF HILLSDALE NO. 440.

The Council of the Rural Municipality of Hillsdale No. 440, in the Province of Saskatchewan enacts to amend Bylaw No. 4 - 2018 as follows:

1. **Part 3 Definitions** is amended by replacing 3(c) and 3(d) with the following new definitions:

3 (c) Chief Administrative Officer

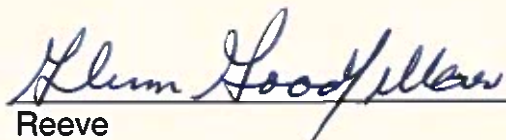
“Chief Administrative Officer (CAO) means the Chief Administrative Officer of the Rural Municipality of Hillsdale No. 440 appointed to the position of Administrator pursuant of Section 110 of *The Municipalities Act*”


3 (d) Finance Officer

“Finance Officer means the person appointed as Finance Officer”

2. This bylaw shall come into effect on the days of its final passing.




Reeve


Chief Administrative Officer