

1-11

**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 14, 2021 at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:07 a.m.

Members Present

Reeve: Glenn Goodfellow
Division 1 Councillor: Trevor McCrea
Division 2 Councillor: Jerry Petovello-Attended via Zoom & FaceTime
Division 3 Councillor: Bernadette Poppleton
Division 4 Councillor: Vincent Murphy
Division 5 Councillor: Floyd Whitney-Attended via Zoom
Division 6 Councillor: Dale F.G. (Chip) Chibri
Chief Administrative Officer: Janet Hollingshead
Chief Administrative Officer Trainee: Absent
Public Works Coordinator: Karrie Blackbeard

Agenda

1/2021 TREVOR MCCREA

That the agenda be approved with the following additions:

- 2021 Census

Motion Carried.

Minutes

2/2021 BERNADETTE POPPLETON

That the minutes of the December 3, 2020 meeting be adopted as amended.

Motion Carried.

Financial Activities

3/2021 CHIP CHIBRI

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

Motion Carried.

Accounts

4/2021 VINCE MURPHY

That the accounts be approved and authorized for payment and a list of cheques numbered 8114-8169 inclusive and payroll direct deposits 2261-2277 inclusive and online payments 325727, 325728, 325732-325738, 331491, 331492 and 334824 totaling \$ 356 067.91 be presented in Schedule 'B' to these minutes.

Motion Carried.

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

Correspondence

Saskatchewan Construction Assoc.	Re: Building Saskatchewan
Canadian Ag Partnership	Re: Pest Control Webinars
SARM	Re: Division 6 Director Message
North Central Transportation Planning Committee	Re: Municipal Support Program
Gravelock	Re: Road Maintenance Newsletter
Sask Public Safety Agency	Re: Preparedness/Response Capacity
Peiffer Contracting Ltd.	Re: Rate Sheet
APAS	Re: Membership
Hudson Bay Route Assoc.	Re: 2021 Membership
Manitou Lake Fire & Rescue	Re: Financials
SARM	Re: Convention Story Contribution
SARM	Re: Strychnine Final Re-Evaluation Decision
Beazley	Re: Cyber Liability Insurance Quote
SARM	Re: 2021 Membership Fees
Saskatchewan Legion	Re: Military Service Recognition Book
Rural Integrated Roads for Growth Federation of Canadian Municipalities	Re: CTP Program Updates
Ministry of Agriculture	Re: 2021 Membership
SARM	Re: Clubroot
SARM	Re: Leaders' Responsibility
West Central Municipal Government Committee	Re: Nominations
Bill Huber	Re: Minutes/Membership
iHunter Saskatchewan	Re: SARM Election Candidate
	Re: Annual Sales Report

Letter to APAS

5/2021 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 send a letter to the Agricultural Producers Association of Saskatchewan with a copy sent to Representative Lawrence Olsen, inviting administration to implement an alternative approach to mass mailings resulting in reduced expenses and the conservation of resources.

Motion Carried.

Indemnity Rates

6/2021 FLOYD WHITNEY

That the rate for Council Indemnity and Supervision for 2021 remain unchanged at \$250.00 per day and \$0.65 per kilometer plus \$125.00 per month communication allowance.

Motion Carried.

Bond

The Chief Administrative Officer placed the Administration Bond before the Council for inspection.

Uncollectable & Reserves

7/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 increase the budgeted amount allocated for uncollectible taxes by \$577,000.00 and transfer \$927,000.00 into the allowance for uncollected taxes.

Motion Carried.

Chief Administrative Officer

8/2021 CHIP CHIBRI

That Janet Hollingshead be appointed as the Chief Administrative Officer for 2021.

Motion Carried.

Assessor

9/2021 TREVOR MCCREA

That Tracey Zweifel be appointed as Assessor and Tax Collector for 2021.

Motion Carried.

Returning Officer

10/2021 VINCE MURPHY

That Janet Hollingshead be appointed as Returning Officer for 2021.

Motion Carried.

Election Polling Location

11/2021 BERNADETTE POPPLETON

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 2021.

Motion Carried.

Board of Revision

12/2021 FLOYD WHITNEY

That Gord Krismer and Associated Ltd. be appointed as Board of Revision for the Rural Municipality of Hillsdale No. 440 for 2021.

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

Motion Carried.

Board of Revision Secretary

13/2021 VINCE MURPHY

That Aileen Swenson be appointed Secretary of the Board of Revision for 2021.

Motion Carried.

Road Ban

14/2021 TREVOR MCCREA

That the Rural Municipality of Hillsdale No. 440 remain in the Department of Highways Road Ban program for 2021.

Motion Carried.

Pest Control Services

15/2021 VINCE MURPHY

That we contract Glen McGladdery to provide Pest Control Services within the Rural Municipality of Hillsdale No. 440 for 2021 at \$30.00 per hour and \$1.00 per kilometer.

Motion Carried.

Transfer Station Attendant

16/2021 BERNADETTE POPPLETON

That we contract Elaine Etson to provide Transfer Station Attendant duties for the Rural Municipality of Hillsdale No. 440 at \$25.00 per hour for 2021 payable before the 15th of the following month.

Motion Carried.

Janitor Contract

17/2021 CHIP CHIBRI

That we contract Keri Bratkowski to provided Janitorial Services for the Rural Municipality of Hillsdale No. 440 at a rate of \$20.00 per hour for 2021.

Motion Carried.

Cemetery Managers

18/2021 VINCE MURPHY

That the following Cemetery Managers be appointed for 2021:

- Ed Pederson-Carruthers Hillcrest Cemetery
- Kim Putnam-Woodlawn East Manitou Cemetery

and that an annual fee of \$300.00 be paid to each.

Motion Carried.

Pound Keeper

19/2021 BERNADETTE POPPLETON

That Northern Livestock Sales be appointed as Pound Keeper for 2021.

Motion Carried.

EMO

20/2021 TREVOR MCCREA

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

Motion Carried.

Fire Chief(s)

21/2020 VINCE MURPHY

That we appoint Fire Chief(s) for 2021 for the following areas:

- Brett Robertson
 - Cut Knife & District Rural Fire Area
- Brent Olsen, Kelly McMillian, Curtis Sutherland
 - Maidstone Waseca District Fire Area
- Dustin Weinkauf
 - Neilburg Fire Association

Motion Carried.

In Camera

22/2021 VINCE MURPHY

That the meeting proceed in camera at 10:55 a.m. as per Section 16(1) of the *Local Authority Freedom of Information and Protection of Privacy Act* to discuss human resources.

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

Motion Carried.

Meeting Reconvenes

23/2021 TREVOR MCCREA

That Council come out of camera at 11:11 a.m.

Motion Carried.

Municipal Revenue Sharing Grant

24/2021 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 confirms that the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statement as required; and

That we authorize the CAO to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

Motion Carried.

2021 Census Support

25/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 supports the 2021 Census and encourages all residents to complete their census questionnaire.

Motion Carried.

Delegations

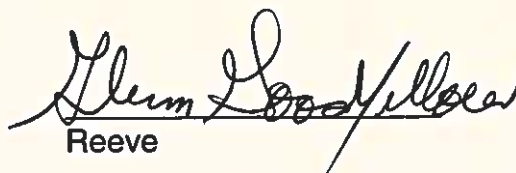
- Don Rutherford

Adjourn

26/2021 CHIP CHIBRI

That this meeting adjourns at 11:45 a.m.

Motion Carried.


Reeve


Chief Administrative Officer

Schedule 'A' Agenda

REGULAR MEETING AGENDA
January 14, 2021

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

December 3, 2020 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

Saskatchewan Construction Assoc.	Re: Building Saskatchewan
Canadian Ag Partnership	Re: Pest Control Webinars
SARM	Re: Division 6 Director Message
North Central Transportation Planning	Re: Municipal Support Program
Gravelock	Re: Road Maintenance Newsletter
<u>Sask Public Safety Agency</u>	<u>Re: Preparedness/Response</u>
<u>Capacity</u>	
Peiffer Contracting Ltd.	Re: Rate Sheet
APAS	Re: Membership
Hudson Bay Route Assoc.	Re: 2021 Membership
Manitou Lake Fire & Rescue	Re: Financials
SARM	Re: Convention Story Contribution
SARM	Re: Strychnine Final Re-Evaluation
Decision	
Beazley	Re: Cyber Liability Insurance Quote
SARM	Re: 2021 Membership Fees
Saskatchewan Legion	Re: Military Service Recognition
Book	
Rural Integrated Roads for Growth	Re: CTP Program Updates
Federation of Canadian Municipalities	Re: 2021 Membership
Ministry of Agriculture	Re: Clubroot
SARM	Re: Leaders' Responsibility
SARM	Re: Nominations
West Central Municipal Government Committee	Re: Minutes/Membership
Bill Huber	Re: SARM Election Candidate
iHunter Saskatchewan	Re: Annual Sales Report

OTHER BUSINESS

1] Council Indemnity

- 2] Administration Bond
- 3] Uncollectable and Reserves
- 4] Council Appointments
- 5] Human Resources
- 6]
- 7]

IN CAMERA

DELEGATIONS

- 1] Don Rutherford 10:00 a.m.
- 2] RCMP-Matt Robinson 10:30 a.m.

ADJOURNMENT

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Schedule 'B' Accounts

DD#2261-DD#2267	2,566.10
DD#2268-DD#2277	27,344.68
8114 Keri Bratkowski	260.00
8115 Howard Erb's Trucking Ltd.	4,789.79
8116 Receiver General for Canada	11,235.93
8117 Municipal Employees Pension	7,521.58
8118 Keri Bratkowski	120.00
8119 Howard Erb's Trucking Ltd.	2,216.76
8120 Baldwinton Cemetery Committee	90.00
8121 Baldwinton Community Hall	790.00
8122 beePlus Workplace Solutions	736.38
8123 Brent Black	10.00
8124 Karrie Blackbeard	14.07
8125 Blake Blackbeard	30.00
8126 Brandt Tractor Saskatoon Branch	375.90
8127 Carruthers Cemetery Committee	120.00
8128 Elaine Etson	1,400.00
8129 Lilydale Creek Enterprises Ltd.	2,997.00
8130 Lloydminster Co-operative Ltd.	1,372.15
8131 Steve McCormack Welding	1,076.70
8132 Meridian Source	758.65
8133 Messer Canada Inc.	271.95
8134 Midway Distributors Ltd.	46.54
8135 Minister of Finance	147.00
8136 M.R. Website Development	76.32
8137 Munisoft	228.90
8138 Nutrien Ag Solutions	1,921.43
8139 Pat Gibbons Ltd.	2,343.36
8140 Ed Pedersen	300.00
8141 Kim Putnam	300.00
8142 SARM	515.79
8143 Joseph Schwaiger	118.00
8144 SGI	1,467.20
8145 Shred-it International ULC	202.20
8146 Vercomm Wireless	367.50
8147 Village of Neilburg	483.00
8148 WYWRA	6,458.54
8149 Xerox Canada Ltd.	308.98
8150 Tracey Zweifel	13.28
8151 APAS	14,765.46
8152 BAR Engineering	33,521.11
8153 Brandt Tractor Saskatoon Branch	4,242.27
8154 Federation of Canadian Municipalities	251.00
8155 Randy Flicek	9,371.25
8156 Gord Krismer & Associates Ltd	630.00
8157 Lloydminster Co-operative Ltd	1,732.06
8158 Marsollier Petroleum Ltd	3,382.04
8159 McIntosh Garage & Auto Body Ltd	37,932.96
8160 Minister of Finance	725.81
8161 RMAA	555.00
8162 Kevin Roswell	787.50
8163 SARM	53,875.28
8164 Saskatchewan Heavy Construction Assoc.	446.25
8165 Vercomm Wireless	367.50
8166 West Central Municipal Government Committee	248.85
8167 VOID	0.00
8168 SGI	1,503.76
8169 Xerox Canada Ltd	579.32
325727 Collabria	1,606.27
325728 Sask Energy	325.00
325732 Sask Energy	85.00
325733 Sask Power	357.26

325734	Sask Power	617.61
325735	Sask Power	55.22
325736	Sask Power	43.25
325737	Sask Tel	341.92
325738	Sask Tel	181.25
331491	Minister of Finance	76,383.85
331492	Minister of Finance	25,769.55
334824	Minister of Finance	3,988.63
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Schedule 'C' Public Works Report

Happy New Year! January has been mild so far...

Future construction planning

- please project ideas so I can comply a good list of what needs are required throughout RM

Grading has been happening in the RM, which is unusual for this time of year, however, is working well with mild temperatures.

Mowing contract with Highways 2021

Equipment

- purchase plan for 2021

Weed Inspector & Land Manager Webinars

Transfer Station Incident Report

Fire Extinguishers were serviced January 12, 2021

New Emergency Service Officer – Lyle Prokopetz District 6

With the Covid work schedule in 2020, I was able to complete the data entry of our timesheets and gravel in to PubWorks before January 6.

Covid-19

- January there have been a few cases throughout the area. Please continue to wear your masks in all public places and stay home as much as possible.