

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, November 4, 2021, at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:00 a.m.

A moment of silence was observed in honor of all those whom have served
in times of peace and war throughout history.

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
Chief Administrative Officer: Janet Hollingshead-Leslie
Chief Administrative Officer Trainee: Kathleen McGladdery
Public Works Coordinator: Karrie Blackbeard
Foreman: Darnell Zweifel

Agenda

164/2021 TREVOR MCCREA

That the agenda be approved as presented.

Motion Carried.

Declaration of Interest

- None

Minutes

165/2021 BERNADETTE POPPLETON

That the minutes of the October 7, 2021 meeting be adopted as
circulated.

Motion Carried.

Financial Activities

166/2021 JERRY PETOVELLO

That the Statement of Financial Activities and the Bank Reconciliation for
the month of October 2021 be approved as presented.

Motion Carried.

Accounts

167/2021 FLOYD WHITNEY

That the accounts be approved and authorized for payment and a
list of cheques numbered 8561-8615 inclusive and payroll direct deposits
2444-2462 inclusive and online payments 202110, 20211002, 8959420-
8959429 totaling \$400,821.75 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 Libraries Trustees | Re: Newsletter |
| APAS | Re: 2021 Accomplishments |
| Cut Knife Recreation Board | Re: 2021/2022 Requisition |
| Baldwinton Community Hall | Re: 2021 Financials |
| SARM | Re: Mid-Term Convention Resolutions |
| Mia Fairley | Re: Baldwinton Grid Road Update |
| FCM | Re: Software Provider |
| SARM | Re: RMAA Salary Schedule |
| SAMA | Re: 2021 Primary Audit Report |
| SARM | Re: Liability Self-Insurance Plan |
| SARM | Re: Excess Liability Insurance |
| SARM | Re: Fidelity Bond Self-Insurance Plan |
| SARM | Re: Property Self-Insurance Program |

Recreation Board Grants

168/2021 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 set the 2021 recreation board mill rate at 0.642 mills providing a total of \$117,891.73 to be disbursed amongst the following recreation boards:

Neilburg Recreation Board	\$ 71,443.68
Maidstone Recreation Board	\$ 10,500.00
Cut Knife Recreation Board	\$ 30,273.05
Baldwinton Hall	\$ 5,250.00
Lilydale School Historical Society	\$ 425.00

Motion Carried.

Cemetery Grants

169/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No.440 provide cemetery grants as follows for 2021:

Carruthers Hillcrest Cemetery	\$ 400.00
East Manitou Woodlawn Cemetery	\$ 400.00
Neilburg Cemetery	\$ 200.00

Motion Carried.

Jada Tyler presented a petition for a referendum to stop vaccine passports in the Village of Neilburg, SK to Council and Administration.

Neilburg Fire Board Mill Rate

170/2021 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 set the mill rate for the Neilburg Fire Board at 0.77 mills providing a grant of \$58,419.02 to be held in trust in the Fire Services reserve account.

Motion Carried.

Manitou Fire & Rescue Grant

171/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 set the mill rate for Manitou Fire & Rescue at 0.2 mills providing a grant of \$18,178.45. Grant monies to be held until a current financial statement is received.

Motion Carried.

Employment Insurance Rebate

172/2021 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 give 10 employees on the Employment Reduction Plan a \$200.00 Co-op gift card purchased from Marsden-Neilburg Minor Hockey in lieu of a cash rebate.

Motion Carried.

Seasonal Employee Benefits

173/2021 VINCE MURPHY

That the Council of the Rural Municipality of Hillsdale No. 440 will provide Short Term Disability and Extended Health and Dental benefits to seasonal employees Bob Dillion, Willy Durning, Justin O'Beirne and Ryan Scoular after January 1, 2022 upon proof of vaccination for the COVID-19 virus.

Motion Carried.

Auditor Appointment

174/2021 TREVOR MCCREA

That the firm Holm Raiche Oberg be appointed as auditor for 2022.

Motion Carried.

NWMA Representative

175/2021 VINCE MURPHY

That the Glenn Goodfellow be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the North West Municipalities Association for 2022.

Motion Carried.

Big Manitou Park Representative

176/2021 BERNADETTE POPPLETON

That Paul Rutherford be appointed as the representative to the Big Manitou Park for the Rural Municipality of Hillsdale No. 440 for 2022.

Motion Carried.

Weed Inspector

177/2021 TREVOR MCCREA

That Justin O'Beirne be appointed as weed inspector for 2022.

Motion Carried.

Plant Health Officer

178/2021 JERRY PETOVELLO

That Coleen Fenning be appointed as the plant health officer for the Rural Municipality of Hillsdale No. 440 for 2022.

Motion Carried.

Lakeland Library Board Representative

179/2021 FLOYD WHITNEY

That Wendy Worman be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Lakeland Library Regional Board for 2022.

Motion Carried.

APAS Representative

180/2021 JERRY PETOVELLO

That Lawrence Olsen be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Agricultural Producers Association of Saskatchewan for 2022.

Motion Carried.

Councillor Murphy declared an interest in the agricultural lease requirement discussion and left the meeting at 11:30 a.m.

Agricultural Lease Agreement

181/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 requires Kevin Murphy to sign his Agricultural Lease agreement with the municipality prior to January 1, 2022 to avoid having his agricultural lease terminated.

Motion Carried.

Councillor Murphy returned to the meeting at 11:32 a.m.

Grazing Lease Fees

182/2021 VINCE MURPHY

That the 2021 grazing lease fee on Crown Lease LCM 49387 and LAM 12559 and the lease fee charged on municipal lands be increased by 0.05 per acre over the 2020 fees.

Motion Carried.

Office Caretaker Tender

183/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 call for tenders for the contracted position of Municipal Office Caretaker. Tenders must be received in the municipal office located on 39 L.E. Gibbons Centre Street in Neilburg, SK prior to 4:00 p.m. MST on Wednesday, December 8, 2021.

Motion Carried.

Gravel Haul Tender

184/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 call for tenders for a one-year contract to

- 1.) haul gravel from the RM pit to various road locations across the municipality
- 2.) supply and haul Type 105 Traffic gravel from a pit located within the municipality to various road locations across the municipality approximately 6,000 cubic yards. Tenders must be received in the municipal office located on 39 L.E. Gibbons Centre Street in Neilburg, SK prior to 4:00 p.m. MST on Wednesday, December 8, 2021.

Motion Carried.

Bylaw 10/2021 – First Reading

185/2021 BERNADETTE POPPLETON

That Bylaw 10/2021 being a bylaw to license the excavation of gravel from gravel pits in the Rural Municipality of Hillsdale No. 440 be given first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Bylaw 10/2021 – Second Reading

186/2021 VINCE MURPHY

That Bylaw 10/2021 being a bylaw to license the excavation of gravel from gravel pits in the Rural Municipality of Hillsdale No. 440 be given a second reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Bylaw 10/2021 – Third Reading Approval

187/2021 FLOYD WHITNEY

That Bylaw 10/2021 being a bylaw to license the excavation of gravel from gravel pits in the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.
Unanimously.

Bylaw 10/2021 – Third Reading

188/2021 TREVOR MCCREA

That Bylaw 10/2021 being a bylaw to license the excavation of gravel from gravel pits in the Rural Municipality of Hillsdale No. 440 be read a third time and adopted.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Municipal Revenue Sharing Declaration

189/2021 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 2020 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 update their Public Disclosure Statement as required; and

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

Motion Carried.

CTP Declaration

190/2021 FLOYD WHITNEY

That Reeve Goodfellow and CAO Hollingshead-Leslie be authorized to sign the Clearing the Path Incremental Maintenance declaration for the portion of PG 675 North of Neilburg, East of Sections 1, 12, 13, 24, 25, 36-45-26 W3M.

Motion Carried.

For Sale by Tender

191/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 sell by tender a 2008 Ford F150 as is where is with tenders accompanied by a 10% deposit, received in the municipal office located on 39 L.E. Gibbons Centre Street, Neilburg, SK prior to 4:00 p.m. MST on Wednesday, December 8, 2021.

Motion Carried.

**BAYTEX ENERGY LTD. (LM0418)
UTILIZE AN EXISTING APPROACH
BAYTEX SODA LAKE 7HZ 3B2-2-3C14-35-46-24 W3M
NW 34-46-24 W3M**

192/2021 FLOYD WHITNEY

That we acknowledge the request from Baytex Energy Ltd. to utilize an existing approach in the NW 34-46-24 W3M with the following stipulations:-

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

Council broke for lunch at 11:55 a.m.

Council reconvened from lunch at 12:39 p.m.

Office Holiday Hours

193/2021 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 implement the following holiday schedule for the Municipal Office located on 39 L.E. Gibbons Centre Street in Neilburg, SK:

Friday, December 24, 2021	Closed
Monday, December 27, 2021	Closed
Friday, December 31, 2021	8:30 a.m. to 4:00 p.m.
Monday, January 3, 2022	Closed.

Motion Carried.

Special Meeting of Council

194/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 hold a special meeting at 8:30 a.m. MST in the municipal office located on 39 L.E. Gibbons Centre Street in Neilburg, SK on Tuesday, November 30, 2021 to discuss the petition received to stop vaccine passports in the Village of Neilburg, SK.

Motion Carried.

Public Relations Gift Cards

195/2021 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 purchase \$200.00 in visa gift cards for public relations.

Motion Carried.

Handwritten initials/signature on the left margin.

Municipal Office Closure

196/2021 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 authorize the closure of the municipal office located on 39 L.E. Gibbons Centre Street in Neilburg, SK to host a staff and council Christmas party to begin following the adjournment of the December 9, 2021 regular meeting of council.

Motion Carried.

Chief Administrative Officer Salary

197/2021 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 provide a salary of \$103,217.50 to Chief Administrative Officer Janet Hollingshead-Leslie including 6 earned days off for 2022 plus benefits including Rural Municipality Administrator Association membership fees and holidays as outlined in the SARM administrators salary schedule.

Motion Carried.

Salary Schedule

198/2021 VINCE MURPHY

That we adopt the changes to the salary schedule for 2022 presented in Schedule 'D' to these minutes.

Motion Carried.

Councillor Poppleton left the meeting at 1:50 p.m. MST

Delegations

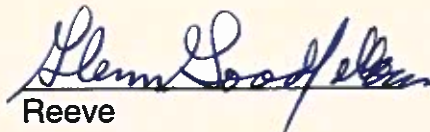
- Jada Tyler

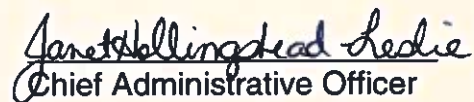
Adjourn

199/2021 FLOYD WHITNEY

That this meeting adjourns at 1:59 p.m. MST

Motion Carried.


Reeve


Chief Administrative Officer

Schedule 'A' Agenda

REGULAR MEETING AGENDA
November 4, 2021

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

October 7, 2021 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

Saskatchewan Libraries Trustees	Re: Newsletter
APAS	Re: 2021 Accomplishments
Cut Knife Recreation Board	Re: 2021/2022 Requisition
Baldwinton Community Hall	Re: 2021 Financials
SARM	Re: Mid-Term Convention Resolutions
Mia Fairley	Re: Baldwinton Grid Road Update
FCM	Re: Software Provider
SARM	Re: RMAA Salary Schedule
SAMA	Re: 2021 Primary Audit Report
SARM	Re: Liability Self-Insurance Plan
SARM	Re: Excess Liability Insurance
SARM	Re: Fidelity Bond Self-Insurance Plan
SARM	Re: Property Self-Insurance Program

OTHER BUSINESS

- 1] Recreation Board Grants
- 2] Cemetery Grants
- 3] Neilburg Fire Board Mill Rate
- 4] Manitou Fire and Rescue Mill Rate
- 5] Employment Insurance Rebate
- 6] Seasonal Employee Benefits
- 7] Committee & Board Appointments
- 8] Christmas Party
- 9] Agricultural Lease Tender
- 10] Grazing Lease Fees
- 11] Municipal Office Caretaker Tender
- 12] Gravel Haul Tender
- 13] Bylaw 10/2021-License the Excavation of Gravel from Gravel Pits

- 14] Municipal Revenue Sharing Declaration
- 15] CTP Declaration
- 16] 2008 Ford F150 Tender
- 17] Oilfield Approval
- 18] Municipal Office Holiday Hours
- 19]
- 20]

IN CAMERA – HUMAN RESOURCES

DELEGATIONS

- 1] Jada Tyler-10:00 a.m.
- 2]

ADJOURNMENT

Schedule 'B' Accounts

DD#2444-DD#2450	3,214.95
DD#2451-DD#2462	32,306.20
8561 Nicole Martin	75.00
8562 Spring Joy Greenhouse	75.00
8563 Keri Bratkowski	280.00
8564 Howard Erb's Trucking Ltd.	8,140.28
8565 Municipal Employees Pension	9,075.10
8566 Receiver General for Canada	16,117.05
8567 beePlus Workplace Solutions	150.55
8568 Karrie Blackbeard	193.38
8569 Cut Knife Recreation Board	10,000.00
8570 Elaine Etson	1,326.00
8571 H2Safety Services Inc.	1,102.50
8572 John Deere Financial Inc.	542.20
8573 Edmonton Kenworth Ltd.	209.11
8574 Lloydminster Co-operative Ltd.	1,799.75
8575 Messer Canada Inc.	100.33
8576 Ministry of Finance	11,300.83
8577 Ministry of Finance	105.00
8578 Munisoft	36.17
8579 Neilburg Legion	100.00
8580 Neilburg Composite School	40.00
8581 Nutbrown Brothers Trenching	147.00
8582 OK Tire (Marsden)	576.61
8583 Purolator Courier Ltd.	172.97
8584 SARM	365.10
8585 Shred-It International ULC	213.30
8586 Vercomm Wireless	735.00
8587 Village of Neilburg	234.00
8588 Xerox Canada Ltd.	1,175.90
8589 Zee Medical Service Co.	769.08
8590 Municipal Employees Pension	1,435.90
8591 ALH Contracting Ltd.	59,496.00
8592 Brandt Tractor Saskatoon Branch	1,281.31
8593 Carlton Land & Cattle Co. Ltd.	731.75
8594 Glenn Fairley	2,700.42
8595 Randy Flicek	2,016.00
8596 Gord Krismer & Associates Ltd.	1,020.14
8597 Juriah Consulting Ltd.	4,172.00
8598 Lloydminster Co-operative Ltd.	571.21
8599 Norris Ford Sales Ltd.	3,449.05
8600 Pat Gibbons Ltd.	50.00
8601 Paton Farms Ltd.	1,855.00
8602 Triod Supply 2011 Ltd.	3,292.52
8603 Wood Environment & Infrastructure	2,369.10
8604 WYWRA	2,013.03
8605 Baldwinton Community Hall	5,250.00
8606 Carruthers Cemetery Committee	400.00
8607 Cut Knife Recreation Board	30,273.05
8608 East Manitou Cemetery Committee	400.00
8609 Lilydale School Historical	425.00
8610 Maidstone Recreation Board	10,500.00
8611 Manitou Fire & Rescue	18,178.45
8612 Marsden-Neilburg Minor Hockey	2,000.00
8613 Neilburg Cemetery Committee	200.00
8614 Neilburg Fire Board	58,419.02
8615 Neilburg Recreation Board	71,443.68
202110 Minister of Finance	11,266.21
8959420 Collabria	567.06
8959421 Sask Energy	46.96
8959422 Sask Power	53.25
8959423 Sask Power	96.51

8959424	Sask Power	238.42
8959425	Sask Power	206.90
8959426	Sask Power	42.06
8959427	Sask Power	23.79
8959428	Sask Tel	204.95
8959429	Sask Tel	347.47
20211002	Minister of Finance	3,107.18



Schedule 'C' Public Works Report

October was mild for fall and began with a weekend of rain.

Fire ban was removed

Gravel Pit

- ALH Contracting completed road to gravel pit
 - o Road Use Agreement with MOH
- McIntosh Construction completed the gravel crush tender, piles to be surveyed

Sloughs drying up throughout RM

- Baldwinton Grid-a third set of barricades were set up on the north end closer to the water. Additional barricades were added to the other two sets. The road integrity is unstable and we do not want anyone getting hurt.

Mowing

- Has been completed throughout RM

Equipment

- 2008 Truck has 144,672.5 KM-photos to share

Mulching/Brushing

- McIntosh Construction complete clean up by Max's
- Getting consent to work on 'Old Barn' Road
- Majic Environmental began work on 5 spots

Incident Reports

- Rhino mower breakdown while Brian was turning a corner. Center walking beam snapped, \$3250 for a new one. Darnell is having a welder look at it before we order.

2022 Road Construction

- Getting consent to do brushing/mulching

Civic Address Education

- Cut Knife Fire Department Monday, October 15, 2021 7:00 pm

ASIST – AHIMT Training at NAIT, Feb 14-18, 2021

Covid-19

- Cases have come down, but still significant
- No new measures have been added

SMART Board replacement 2022

Schedule 'D' Salary Schedule

Karrie Blackbeard	\$ 0.56	increase to hourly wage
Tracey Zweifel		6 earned days off
Bob Dillion	\$ 39.06	wage per hour
Harold Durning	\$ 0.68	increase to hourly wage
Justin O'Beime	\$ 0.66	increase to hourly wage
Ryan Scoular	\$ 2.00	increase to hourly wage
Howard Erb's Trucking Ltd.	\$ 1.30	increase to hourly wage

BYLAW 10/2021

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) "chief administrative officer" shall mean the chief administrative officer 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 Chief Administrative Officer 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) \$0.175 per cubic meter for each cubic metre, or
 - (b) \$0.134 per cubic yard for each cubic yard, or
 - (c) \$0.094 per tonne for each tonne, or
 - (d) \$0.088 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 exceed 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 31st day of December in the year of issue.
7. On or before December 31st 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 Chief Administrative Officer 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, 2022.
11. Bylaw 1/2020 is hereby repealed.




Reeve


Chief Administrative Officer

SCHEDULE "A"

DECLARATION
IN THE MATTER OF LICENSE BYLAW NO. 10/2021

I, _____ of the
_____ of _____ in the Province of
_____ do solemnly declare:

- 1. During the year 20_____, I excavated _____ from
the gravel pit located on land described as _____
and;
- 2. I make this solemn declaration, conscientiously believing it to be true and
knowing it is of the same force and effect as if made under oath and by virtue
of *The Canada Evidence Act*.

Declared before me at the _____)
of _____ in the Province _____)
of Saskatchewan, this _____ day))
of _____, 20 _____.)
)
)
)
)
)
)

A Commissioner for Oaths in and for the Province of Saskatchewan

R.M. OF HILLSDALE NO. 440

GRAVEL EXCAVATION LICENSE APPLICATION
FOR THE YEAR _____

Applicant: Name _____

Address _____

I, the above named applicant, hereby apply for a Gravel Excavation License and I declare that I will be excavating the following estimated amounts of gravel from the following locations:

PIT LOCATION	ESTIMATED EXCAVATION
_____	_____
_____	_____
_____	_____
Total excavation estimate	_____
Gravel License Fee/Unit	_____
Total fee payable upon application	_____

I agree that:
- if the amount of gravel I excavated during 20__ exceeds 10,000 tonnes or the above estimate I will pay to the R.M. of Hillsdale No. 440 the gravel license fee on this excess amount on a monthly basis.
- I will on or before December 31st of this year make a return under oath to the Chief Administrative Officer of the R.M. of Hillsdale No. 440 showing the quantity of gravel excavated from each premise and pay the prescribed fee.

Applicant

Chief Administrative Officer

Approved this _____ day of _____, 20__.