

4-11

**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 13, 2022, at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:00 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
Chief Administrative Officer: Janet Hollingshead-Leslie
Chief Administrative Officer Trainee: Kathleen McGladdery
Public Works Coordinator: Absent

Agenda

1/2022 JERRY PETOVELLO
That the agenda be approved as presented.

Motion Carried.

Declaration of Interest

- None

Minutes

2/2022 BERNADETTE POPPLETON
That the minutes of the December 9, 2021 meeting be adopted as
circulated.

Motion Carried.

Financial Activities

3/2022 TREVOR MCCREA
That the Statement of Financial Activities and the Bank Reconciliation for
the month of December 2021 be approved as presented.

Motion Carried.

Accounts

4/2022 CHIP CHIBRI
That the accounts be approved and authorized for payment and a
list of cheques numbered 8653-8704 inclusive and payroll direct deposits
2482-2499 inclusive and online payments 202112 and 20211202 totaling
\$246,853.09 be presented in Schedule 'B' to these minutes.

Motion Carried.

CAO Hollingshead-Leslie presented the public works report as disclosed
in Schedule 'C' to these minutes.

Correspondence

APAS	Re: Membership
SARM	Re: 2021 Membership Fees
SARM	Re: Traffic Safety Fund Grant
Pest Mgmt Regulatory Agency	Re: Notice of Objection-Strychnine
Holm Raiche Oberg	Re: 2021 Audit
Maidstone Waseca & District Fire BD	Re: False Alarm Fee Policy
SARM	Re: Convention Resolutions
Construction Code Authority of Sask	Re: Building Standards
SARM	Re: 2022 Annual Convention
West Central Municipal Gov't Comm.	Re: 2021 Highlights

Holm Raiche Oberg Audit Engagement

5/2022 CHIP CHIBRI

That Reeve Goodfellow and CAO Hollingshead-Leslie be authorized to sign the Audit Engagement letter from Holm Raiche Oberg for the 2021 audit.

Motion Carried.

Hay Land Tender

6/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No.440 accept the tender from John Robert Gregoire for a 3 year term of approximately 108 acres of land on the South Half of 17-44-23 W3M at a cost of \$21.00 per acre plus applicable taxes beginning in 2022.

Motion Carried.

APAS Membership

7/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 renew the membership with the Agriculture Producers Association of Saskatchewan for 2022 at a cost of \$14,613.31.

Motion Carried.

Indemnity Rates

8/2022 TREVOR MCCREA

That the rate for Council Indemnity and Supervision remain unchanged for 2022 established at \$250.00 per day and \$0.65 per kilometer plus a communication allowance of \$125.00 per month.

Motion Carried.

Bond

CAO Hollingshead-Leslie placed the Administration Bond before the Council for inspection.

Uncollectable & Reserves

9/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 increase the amount allocated for uncollectible taxes by \$110,000.00.

Motion Carried.

Chief Administrative Officer

10/2022 FLOYD WHITNEY

That Janet Hollingshead-Leslie be appointed as the Chief Administrative Officer for 2022.

Motion Carried.

Assessor

11/2022 JERRY PETOVELLO

That Tracey Zweifel be appointed as the Assessor and Tax Collector for 2022.

Motion Carried.

Returning Officer

12/2022 VINCE MURPHY

That Janet Hollingshead-Leslie be appointed as the Returning Officer for 2022.

Motion Carried.

Election Polling Location

13/2022 CHIP CHIBRI

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 2022.

Motion Carried.

Road Ban

14/2022 VINCE MURPHY

That the Rural Municipality of Hillsdale No. 440 remain in the Department of Highways Road Ban program for 2022.

Motion Carried.

Agriculture Councillor

15/2022 CHIP CHIBRI

That Jerry Petovello be appointed as the Agricultural Councillor for the Rural Municipality of Hillsdale No. 440 for 2022.

Motion Carried.

Cemetery Managers

16/2022 FLOYD WHITNEY

That the following Cemetery Managers be appointed for 2022 and that \$300.00 be paid to each:

- Ed Pedersen, Carruthers Hillcrest Cemetery
- Kim Putnam, Woodlawn East Manitou Cemetery

Motion Carried.

Poundkeeper

17/2022 TREVOR MCCREA

That Northern Livestock Sales be appointed as the Poundkeeper for 2022.

Motion Carried.

EMO

18/2022 JERRY PETOVELLO

That Karrie Blackbeard be appointed as the Emergency Management Organization Coordinator for 2022.

Motion Carried.

Fire Chief(s)

19/2022 BERNADETTE POPPLETON

That the following be appointed as Fire Chief(s) for 2022:

- Cut Knife & District Fire Area-Brett Robertson
- Maidstone Waseca District Fire Area-Brent Olson
- Neilburg Fire Association-Dustin Weinkauf

Motion Carried.

Neilburg Fire Board Representative

20/2022 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 2022.

Motion Carried.

Maidstone Waseca Fire Board Representative

21/2022 TREVOR MCCREA

That Laurie Wakefield be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Maidstone Waseca Fire Board for 2022.

Motion Carried.

Cut Knife Fire Board Representative

22/2022 BERNADETTE POPPLETON

That Trevor McCrea be appointed as the representative of the Rural Municipality of Hillsdale No. 440 to the Cut Knife and District Fire Association for 2022.

Motion Carried.

Highway 40 Health Holdings

23/2022 BERNADETTE POPPLETON

That Jerry Petovello be appointed as the representative of the Rural Municipality of Hillsdale No. 440 to the Highway 40 Health Holdings Board for 2022.

Motion Carried.

WYWRA Representative

24/2022 CHIP CHIBRI

That Glenn Goodfellow be appointed as the representative of the Rural Municipality of Hillsdale No. 440 to the West Yellowhead Waste Resource Authority for 2022.

Motion Carried.

Council Committees

25/2022 FLOYD WHITNEY

That the following committees be appointed for 2022:

Finance – Glenn Goodfellow, Chip Chibri, Jerry Petovello and Bernadette Poppleton

Bylaw 4/84 – Glenn Goodfellow and Bernadette Poppleton and Councillor for the Division

Human Resources – Glenn Goodfellow, Chip Chibri, Floyd Whitney and Trevor McCrea

Road – Glenn Goodfellow, Vince Murphy, Jerry Petovello, Councillor for the Division where work is being performed and Trevor McCrea (alternate)

Machinery – Glenn Goodfellow, Vince Murphy, Chip Chibri and Trevor McCrea

Asset Management – Glenn Goodfellow, Trevor McCrea, Floyd Whitney, Jerry Petovello and Bernadette Poppleton

Safety-Chip Chibri, Bernadette Poppleton, Jerry Petovello, Justin O'Beime and Tracey Zweifel.

Motion Carried.

Pest Control Services

26/2022 TREVOR MCCREA

That Glen McGladdery be contracted to provide pest control services in the Rural Municipality of Hillsdale No. 440 at a rate of \$32.00 per hour and \$1.00 per kilometer.

Motion Carried.

Transfer Station Attendant

27/2022 FLOYD WHITNEY

That Elaine Etson be contracted to provide Transfer Station Attendant duties for the Rural Municipality of Hillsdale No. 440 at a rate of \$25.50 per hour for 2022 payable by the 15th of the following month.

Motion Carried.

Janitor Contract

28/2022 FLOYD WHITNEY

That Keri Bratkowski be contracted to provide Janitorial Services for the Rural Municipality of Hillsdale No. 440 at a rate of \$20.00 per hour for 2022.

Motion Carried.

Western Municipal Consulting Ltd.

29/2022 TREVOR MCCREA

That Reeve Goodfellow and CAO Hollingshead-Leslie be authorized to sign the Service Agreement for Board of Revision/Appeal Administration and Development Appeal Board Services with Western Municipal Consulting Ltd. for 2022.

Motion Carried.

Notice of Planned Procurement

30/2022 FLOYD WHITNEY

That the Rural Municipality of Hillsdale No. 440 intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities between January 1 and December 31, 2022.

Motion Carried.

Tax Enforcement-6 Month Notice

31/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 authorize CAO Hollingshead-Leslie to proceed with 6 month notice for tax enforcement on the following properties:

- Blk/Par R Plan No. 101547749 Ext 1
- NE 8-44-25 W3M Ext 0
- SE 8-44-25 W3M Ext 0
- Blk/Par AC Plan No. 101746942 Ext 35
- Blk/Par AB Plan No. 101746920 Ext 34
- Blk/Par AB Plan No. 90B00921
- SE 9-45-24 W3M Ext 0
- SW 9-45-24 W3M Ext 0
- Lot 3 Blk/Par 2 Plan No. AC827 Ext 0
- Lot 4 Blk/Par 2 Plan No. AC827 Ext 0
- Lot 5 Blk/Par 2 Plan No. AC827 Ext 0
- Lot 6 Blk/Par 2 Plan No. AC827 Ext 0
- Lot 7 Blk/Par 2 Plan No. AC827 Ext 0
- Lot 8 Blk/Par 2 Plan No. AC827 Ext 0
- Blk/Par D Plan No. 101666493 Ext 5

Motion Carried.

Council broke for lunch at 12:00 p.m.

Council reconvened from lunch at 1:05 p.m.

Delegations

- Don Rutherford, SGI

Adjourn

32/2022 JERRY PETOVELLO

That this meeting adjourns at 1:45 p.m.

Motion Carried.


Reeve


Chief Administrative Officer

Schedule 'A' Agenda

REGULAR MEETING AGENDA
January 13, 2022

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

December 9, 2021 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

APAS	Re: Membership
SARM	Re: 2021 Membership Fees
SARM	Re: Traffic Safety Fund Grant
Pest Mgmt Regulatory Agency	Re: Notice of Objection-Strychnine
Holm Raiche Oberg	Re: 2021 Audit
Maidstone Waseca & District Fire BD	Re: False Alarm Fee Policy
SARM	Re: Convention Resolutions
Construction Code Authority of Sask	Re: Building Standards
SARM	Re: 2022 Annual Convention
West Central Municipal Gov't Comm.	Re: 2021 Highlights

OTHER BUSINESS

- 1] Hay/Grass Land Tender-10:05 a.m. MST
- 2] Council Indemnity
- 3] Administration Bond
- 4] Uncollectable and Reserves
- 5] Council Appointments
- 6] Planned Procurement
- 7] Tax Enforcement-6 Month Notice
- 8]
- 9]

IN CAMERA

DELEGATIONS

- 1] Don Rutherford 10:45 a.m. MST
- 2]

ADJOURNMENT

Schedule 'B' Accounts

DD#2482-DD#2488	4,133.30
DD#2489-DD#2492	16,490.80
DD#2493-DD#2499	3,071.48
8653 Receiver General for Canada	7,248.68
8654 Municipal Employees Pension	4,568.10
8655 Howard Erb's Trucking Ltd.	9,764.21
8656 Keri Bratkowski	250.00
8657 beePlus Workplace Solutions	37.31
8658 Brandt Tractor Saskatoon Branch	194.80
8659 Carruthers Cemetery Committee	20.00
8660 Collabria	1,104.44
8661 Edmonton Kenworth Ltd.	209.81
8662 Elaine Eton	1,351.50
8663 John Deere Financial Inc.	109.88
8664 Lilydale Creek Enterprises Ltd.	4,162.50
8665 Voided by the Print Process	0.00
8666 Lloydminster Co-operative Ltd.	862.52
8667 Lloydminster Nut & Bolt	11.87
8668 McIntosh Garage & Auto Body Ltd.	12,960.18
8669 Messer Canada Inc.	259.98
8670 Midway Distributors Ltd.	197.38
8671 Munisoft	228.90
8672 Prairie Steel Products	1,415.51
8673 Rack Petroleum Ltd.	22,137.25
8674 Receiver General for Canada	752.60
8675 Receiver General for Canada	1,252.50
8676 Sask Energy	656.74
8677 Sask Power	1,393.55
8678 Sask Tel	553.17
8679 SARM	10,021.62
8680 Shadow Tree Services	6,876.43
8681 Shred-It International ULC	213.30
8682 Terrapure Environmental	188.70
8683 Triod Supply 2011 Ltd.	562.38
8684 Village of Neilburg	234.00
8685 WYWRA	1,404.35
8686 Wood Environment & Infrastructure	2,639.25
8687 Xerox Canada Ltd.	319.78
8688 APAS	14,613.31
8689 Battlefords Regional News Opt	249.38
8690 Federation of Canadian Municipalities	265.51
8691 Lilydale Creek Enterprises Ltd.	1,498.50
8692 Lloydminster Co-operative Ltd.	292.24
8693 Lloydminster Co-operative Ltd.	13.01
8694 Minister of Finance	870.98
8695 Munisoft	9,152.64
8696 Pat Gibbons Ltd.	152.25
8697 Rhinehart Tire Ltd.	382.95
8698 Void-Incorrect Amount	0.00
8699 SARM	52,351.39
8700 SGI	1,467.20
8701 West Central Municipal Government Comm.	248.85
8702 Wood Environment & Infrastructure	1,817.55
8703 RMAA	600.00
8704 RMAA Workshop Fund	600.00
202112 Minister of Finance	39,509.87
20211202 Minister of Finance	4,907.69

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Schedule 'C' Public Works Report

The end of the year brought a deep freeze and more snow.

2022 Road Construction

- Awaiting ROW signatures
- Awaiting quote from Paradox

Equipment Maintenance so far

- Degelman Mower
- RHINO Mower

Fire Extinguishers were checked Jan 11

Karrie is currently taking the AutoCAD course 2-3 weeks.

Covid-19

- Variants are still of concern
- A few cases are/were in area, no one hospitalized that we are aware of
- Masking, distancing and vaccination is still requested by the province