

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, May 5, 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: Vacant  
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: Karrie Blackbeard  
Foreman: Darnell Zweifel

**Agenda**

115/2022 TREVOR MCCREA

That the agenda be approved with the following additions:

- Wild Boar
- WYWRA AGM
- Manitou Lake Multiple 4-H Club
- Baldwinton Cemetery Tender

Motion Carried.

**Declaration of Interest**

- None

**Minutes**

116/2022 BERNADETTE POPPLETON

That the minutes of the April 7, 2022 meeting be adopted as circulated.

Motion Carried.

**Financial Activities**

117/2022 FLOYD WHITNEY

That the Statement of Financial Activities and the Bank Reconciliation for the month of April 2022 be approved as presented.

Motion Carried.

**Accounts**

118/2022 CHIP CHIBRI

That the accounts be approved and authorized for payment and a list of cheques numbered 8809-8852 inclusive and payroll direct deposit 2536-2552 inclusive and online payments 202204, 20220402, 933279-933287 totaling \$211,529.55 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.

  
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**Correspondence**

SARM	Re: Strychnine
North Central Transportation Planning	Re: Annual Meeting Minutes
Minister of Government Relations	Re: Effective Mill Rate Limit
OptionPay	Re: Credit/Debit Payment Option
Matthewson & Co.	Re: Webinars
Lawrence Olsen	Re: APAS Updates
Ministry of Agriculture	Re: Crown Lease Expiration

**Public Hearing-Development Permit No. 2022-02**

119/2022 TREVOR MCCREA

That the Council meeting be suspended to open a Public Hearing for Development Permit No. 2022-02 at 10:45 a.m.

Motion Carried.

Zero people in attendance.

**Resume Regular Meeting**

120/2022 CHIP CHIBRI

That the Public Hearing be closed and the council meeting resume at 11:13 a.m.

Motion Carried.

**Development Permit 2022-02**

121/2022 JERRY PETOVELLO

That Development Permit No. 2022-02 for Jordon Rowswell be approved as a discretionary use under Table 6-1 A-Agriculture District Development Standards; Agricultural Uses; Section 1 Agriculturally Related Commercial and Industrial Uses.

Motion Carried.

**Right of Way Purchase**

122/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 complete the purchase of Right of Way on SE 3-43-23 W3M, NE 33-42-23 W3M and SW 3-43-23 W3M.

Motion Carried.

**Crown Lease Renewal LCM49387**

123/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorize CAO Hollingshead-Leslie to renew the lease agreement for Crown Lease LCM49387 with the Ministry of Agriculture, Lands Branch.

Motion Carried.

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

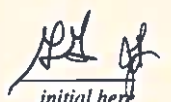
Council reconvened from lunch at 12:52 p.m.

**Division Boundary Review Policy**

124/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 adopt the Division Boundary Review Policy No. 201-7 disclosed in Schedule 'D' to these minutes.

Motion Carried.

  
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**SMHI Withdrawal of Lands**

125/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 acknowledge the withdrawal of lands from Saskatchewan Municipal Hail insurance as follows:

- NE 11-45-23 W3M
- NE 13-45-23 W3M
- SE 13-45-23 W3M
- NE 25-45-23 W3M
- NW 25-45-23 W3M

Motion Carried.

**Manitou Lake Multiple 4-H Club Sponsorship**

126/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 provide sponsorship to the Manitou Lake Multiple 4-H Club Achievement Day in the amount of \$300.00.

Motion Carried.

**Baldwinton Cemetery Caretaker**

127/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 accept the tender from Garner Melchior to provide caretaking responsibilities for the 2022 season for the Baldwinton Cemetery .

Motion Carried.

**Delegations**

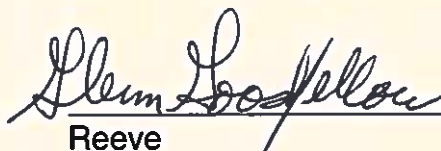
- Sgt. Matt Robinson

**Adjourn**

128/2022 JERRY PETOVELLO

That this meeting adjourns at 1:57 p.m.

Motion Carried.

  
Reeve

  
Chief Administrative Officer

## REGULAR MEETING AGENDA

### Thursday, May 5, 2022

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#### CALL TO ORDER

#### MEMBERS PRESENT

#### APPROVAL OF AGENDA

#### DECLARATION OF INTEREST

#### MINUTES

April 7, 2022 Meeting

#### STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position  
Bank Reconciliation

#### ACCOUNTS

#### PUBLIC WORKS REPORT

#### CORRESPONDENCE

SARM	Re: Strychnine
<u>North Central Transportation Planning</u>	Re: Annual Meeting Minutes
Minister of Government Relations	Re: Effective Mill Rate Limit
OptionPay	Re: Credit/Debit Payment Option
Matthewson & Co.	Re: Webinars
Lawrence Olsen	Re: APAS Updates
Ministry of Agriculture	Re: Crown Lease Expiration

#### OTHER BUSINESS

- 1] Development Permit 2022-02-Rowswell, Hunting Lodge 10:45 a.m.
- 2] SMHI Withdrawal of Lands
- 3] Division Boundary Review
- 4] Azure Zajonz-Signage
- 5]
- 6]

#### IN CAMERA

#### DELEGATIONS

- 1] Sgt. Matt Robinson 10:00 a.m.
- 2]

#### ADJOURNMENT

**Schedule 'B' Accounts**

DD#2536-DD#2546	28,403.63
DD#2547-DD#2552	3,178.63
8809 Keri Bratkowski	240.00
8810 Howard Erb's Trucking Ltd.	6,701.10
8811 Municipal Employees Pension Plan	7,427.94
8812 Receiver General for Canada	14,802.77
8813 Receiver General for Canada	227.85
8814 RMAA	250.00
8815 Dustin Zweifel	4,470.00
8816 beePlus Workplace Solutions	14.42
8817 Janet Hollingshead-Leslie	1,025.00
8818 Information Services Corporation	168.00
8819 Linde Canada Limited C3199	193.47
8820 Meridian Source	338.63
8821 M.R. Website Development	410.03
8822 Munisoft	4,428.03
8823 Neilburg Composite School	25.00
8824 North Central Transportation Planning Comm.	600.00
8825 Rack Petroleum Ltd.	16,059.30
8826 RSVP Weld Repair Ltd.	1,386.00
8827 Rutherford Agencies Ltd.	3,911.40
8828 SGI	1,793.88
8829 Shred-It International ULC	226.91
8830 Texas Refinery Corp. of Canada	1,087.80
8831 Triod Supply 2011 Ltd.	1,132.89
8832 Uncle Jed's Oilfield Services	477.75
8833 Vercomm Wireless	1,470.00
8834 Village of Neilburg	234.00
8835 WYWRA	2,654.36
8836 Xerox Canada Ltd.	1,249.26
8837 Brandt Tractor Saskatoon Branch	11,321.95
8838 Cory Ducherer	8,003.07
8839 Barry & Elaine Ducherer	14,060.14
8840 Elaine Eton	1,326.00
8841 Gary and Jacqueline Grisbrook	6,494.88
8842 Evan Horvath	1,938.31
8843 Lloydminster Co-operative Ltd.	1,518.30
8844 Lloydminster Co-operative Ltd.	74.31
8845 Lawrence Olsen	21,430.39
8846 River Hill Farms	5,800.53
8847 Estate of Glen Rogers	16,381.49
8848 SaskPower	5,203.18
8849 SGI	1,612.94
8850 Tirecraft Lloydminster	845.57
8851 Bertram Wakefield	1,492.32
8852 Manitou Lake Multiple 4-H Club	300.00
202204 Minister of Finance	1,288.66
20220402 Minister of Finance	318.14
9339279 Collabria	5,753.92
9339280 Sask Energy	603.04
9339281 Sask Energy	158.29
9339282 Sask Power	58.75
9339283 Sask Power	134.80
9339284 Sask Power	393.44
9339285 Sask Power	36.22
9339286 Sask Power	46.22
9339287 Sask Tel	346.64

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### **Schedule 'C' Public Works Report**

April was an okay month for snow melting, few roads needed some TLC and culvert opening. Graders are starting to work on roads.

#### **2022 Road Construction – 'Floyd's Road'**

- Met with K&D Prime Time Drilling for signatures
- Plan to begin construction in July
- Environmental has begun
- SaskPower will mend adjusting lines at no charge
- SaskTel will be doing work where we pay half of \$16,423 (estimated cost)

Ruberry Construction is not going forward, do we want to purchase ROW?

#### **Baldwinton Grid Test Hole quotation for stability**

- Barricades continue to be moved when replaced by our staff

Spraying Chemical, 20 bottles of Weathermax Round Up was purchased from Co-op Agro

Equipment - Grader Blades and mower blades purchased

SaskPower Pole Fix, covered under insurance

SaskPower had 2 Power Poles fall down effecting NW 13 & SW 24-44-24-3 due to saturation in a slough, 2 ratepayers were put on generators until fixed

Gravel Map completed at this point and delivered to McIntosh Construction May 6, 2022

- Reclaimer is not being utilized this season as only two roads will benefit
- Plan it to use it in the 2023 season
- Ecology pit road will have rocks dug and shoulders pulled improve road edges

#### **Dust Control for 2023**

- Foreman recommends to offer DL 10 dust control every 2 years
- Years in between it would be worked and relayed, as these areas are not drying out if 'sealed' each year

#### **Paradox Area Shoulder**

- Coconut matting, fines and grass seed will be used to stop future erosion
- Channel clearing may be looked at in area to improve drainage

Pest Control - Robert Knoll has passed course, will begin once license is issued

HHWRU - Justin is working Saturday May 7, 2022 for the RM.

#### **Fire Departments**

- Took part in a webinar regarding Minimum Standards Guidelines, for Saskatchewan Fire Service
  - o Concept is good once rolled out I will bring to council to see if we should require our departments/boards to follow
- Fire Ban place on May 3, 2022

#### **ASIST**

- April 26 & 27 Block II training was great with an exercise ran both days
- May 1-7, 2022 is Emergency Preparedness Week – do you have a plan

#### **COVID-19**

- Some provinces still have mask mandates
- In some places throughout Saskatchewan COVID infections are on the rise
- Remember to be cautious and if you feel unwell, stay home

Newsletter Ideas - Anything of concern from ratepayers we need to address?

## Schedule 'D' Division Boundary Review Policy

### 201-7 Division Boundary Review

#### Purpose

The purpose of this policy is to set out the manner in which Council will review the division boundaries. The Act requires that each division of the rural municipality have, as nearly as reasonably practical, the same population or number of voters.

#### Background

Changes to *The Municipalities Act* require that the Council of the Rural Municipality of Hillsdale No. 440 to review the division boundaries within 2 years of coming into force.

#### Current Divisions

1. **Division 1** – All that portion described as Township 43 Range 23; Township 44; Range 23; Hamlet of Baldwinton and the Hutterian Brethren Church of Hillsvale Colony.  
Population – 200                      Voters – 173                      IR – 1 ¼ sec
2. **Division 2** – All that portion described as Township 43 Range 24 and Township 44 Range 24.  
Population – 23                      Voters – 53                      Crown – 18 sec                      IR – 7 ¾ sec
3. **Division 3** – All that portion described as Township 43 Range 25; Section 1, 2, 12, 13, 24, 25, 31 Township 43 Range 26; Sections 1 through 18 inclusive Township 44 Range 25 and Section 1,12 Township 44 Range 26.  
Population – 68                      Voters – 90                      Crown – 1 sec
4. **Division 4** – All that portion described as Township 45 Range 23; Township 46 Range 23 and Hamlet of Carruthers.  
Population – 40                      Voters – 55                      Crown – 23 ¾ sec                      IR – 2 sec
5. **Division 5** – All that portion described as Township 45 Range 24 and Township 46 Range 24.  
Population – 76                      Voters – 121                      Crown – 4 ½ sec
6. **Division 6** – All that portion described as Section 19 through 36 Township 44 Range 25 and Township 45 Range 25 excluding the Village of Neilburg.  
Population – 60                      Voters – 100                      Crown – 5 ¾ sec                      IR – 3 sec

A review of division boundaries was undertaken in 2021. The eligible voter differences show that Division 2 and 4 have approximately 50 voters and the other divisions are all over 100. It is believed that those differences in population are historically consistent as those divisions have very few roads and large pasture areas. Council has decided to leave the division boundaries the same.

#### Procedure

1. In order for a division review to be triggered, a valid petition of the voters must be received by Council or a resolution of Council.
2. Council will establish a committee of 3 to undertake the review, the committee will consist of one member of council, one administrative personnel and one eligible voter, operating procedures and remuneration will follow applicable bylaws and policies.
  - a. The committee will have 3 months after their appointment to bring recommendations to council at a regular meeting.

- b. Additional factors that can be used to determine fairness and equity in the division boundaries include assessment including hamlets and industrial assessment; road classification with weighting given to the higher class of road.
    - c. The committee may recommend a Special Service Area, which may be assigned different tax rates and service levels.
  3. Public notice shall be given that Council has received the recommendations of the committee. The report from the Division Review Committee will be available for public inspection on the website and in the municipal office for a period no less than 30 calendar days.

After the inspection period, Council may make resolution to apply to the ministry to alter boundaries.