

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, November 3, 2022, at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:17 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

Acting Chief Administrative Officer

205/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 appoint
Kathleen McGladdery as the Acting Chief Administrative Officer for the
November 3, 2022 regular meeting of Council.

Motion Carried.

Agenda

206/2022 CHIP CHIBRI

That the agenda be approved with the following additions:

- Transfer Station Attendant wage increase
- WYWRA-Reimburse for use of administration staff
- RMAA Curling prize

Motion Carried.

Declaration of Interest

Councillor Whitney declared an interest in payment no. 9109.

Minutes

207/2022 BERNADETTE POPPLETON

That the minutes of the October 6, 2022 meeting be adopted as
circulated.

Motion Carried.


Financial Activities

208/2022 CHIP CHIBRI

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

Motion Carried.

Councillor Whitney declared an interest and left the meeting at 9:54 a.m.


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Payment No. 9109

209/2022 TREVOR MCCREA

That payment no. 9109 in the amount of \$1,588.95 to Floyd Whitney be approved for payment.

Motion Carried.

Councillor Whitney returned to the meeting at 9:56 a.m.

List of Accounts for Approval

210/2022 FLOYD WHITNEY

That the list of accounts be approved and authorized for payment and a list of cheques numbered 9058-9123 inclusive, payroll direct deposit 2633-2648 inclusive and online payments 202210, 20221002 totaling \$493,446.13 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

STARS

INDsider

Tyler Spence

SARM

Re: Year in Review

Re: Virtual Information Sessions

Re: Lease Improvements

Re: 2022 Midterm Convention Resolutions

Snow Removal Signs

211/2022 TREVOR MCCREA

That we discuss the cost of snow removal signs which was not listed on the approved agenda.

Motion Carried.
2/3 Majority.

Snow Removal Sign Costs

212/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 increase the cost of snow removal signs to \$60.00 each effective today.

Motion Carried.

Planning Section Chief Workshop

213/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 encourage Karrie Blackbeard to expand her ASIST knowledge by authorizing the attendance of the Planning Section Chief Workshop in Thorhild, AB on Monday, November 21, 2022.

Motion Carried.

Grazing Lease Fees

214/2022 JERRY PETOVELLO

That the grazing lease fee on Crown Lease LCM 49387 and LAM 12559 and the lease fee charged on municipal lands have no change over the 2021 fees.

Motion Carried.


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Kaisen Energy Ltd. Tax Write-Off

215/2022 TREVOR MCCREA

WHEREAS Courser Energy has acquired Kaisen Energy Ltd. wells in the Rural Municipality of Hillsdale No. 440:

And WHEREAS Kaisen Energy have completed bankruptcy and insolvency proceedings which required the write-off of the arrears of taxes:

BE IT that the Council of the Rural Municipality of Hillsdale No. 440 write off all arrear taxes as follows:

		Municipal	School	Total
Roll No. 3023	01-16-16-45-24-W3	4,444.20	157.66	4,601.86
Roll No. 3027	91-03-04-46-23-W3	15,133.25	1,958.10	18,313.42
Roll No. 3142	91-09-10-46-23-W3	16,179.28	2,134.14	18,313.44
Roll No. 3197	91-10-10-46-23-W3	16,179.31	2,134.13	18,313.44

Motion Carried.

Recreation Board Grants

216/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 set the 2022 recreation board mill rate at 0.539 mills providing a total of \$100,986.35 to be disbursed amongst the following recreation boards: should the Baldwinton Hall Board submit invoices for renovations done in 2022, an additions amount of up to \$6,500.00 will be forwarded to cover costs.

- Neilburg Recreation Board \$56,968.32
- Maidstone Recreation Board \$10,272.98
- Cut Knife Recreation Board \$23,320.05
- Baldwinton Hall Board \$3,500.00
- Lilydale School Historical Society \$425.00

Motion Carried.

Cemetery Grants

217/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 provide cemetery grants as follows for 2022:

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

Motion Carried.

Council broke for lunch at 12:06 p.m.

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

Neilburg Fire Board Mill Rate

218/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 set the mill rate for the Neilburg Board at 0.8087 mills providing a grant of \$58,419.02 for 2022.

Motion Carried.


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Manitou Fire & Rescue Grant

219/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 set the mill rate for Manitou Fire & Rescue at 0.2085 mills providing a grant of \$18,178.45 for 2022.

Motion Carried.

Employment Insurance Rebate

220/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 give 8 employees each \$200.00 in Co-op gift card purchased from Marsden/Neilburg Minor Hockey in recognition of the Employment Insurance Reduction Program.

Motion Carried.

Seasonal Employee Benefits

221/2022 CHIP CHIBRI

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 Dillon and Justin O'Beirne.

Motion Carried.

Staff Christmas Party

222/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 host a Christmas Party for staff and council including spouses, to be held on Friday, December 2, 2022 at the Neilburg Seniors Center.

Motion Carried.

CTP Declaration

223/2022 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.

Municipal Office Holiday Hours

224/2022 TREVOR MCCREA

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

- Friday, December 23, 2022 Closed
- Monday, December 26, 2022 Closed
- Monday, January 2, 2023 Closed

Motion Carried.


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Carruthers Hillcrest Cemetery Signing Authority

225/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 acknowledge the surrender of cemetery records and accounts from the Carruthers Hillcrest Cemetery to the Municipality and that the Reeve or Deputy Reeve and CAO or Finance Officer of the Municipality will have signing authority.

Motion Carried.

Tax Enforcement-6 Month Notice

226/2022 TREVOR MCCREA

That the CAO be authorized to start tax enforcement proceedings on the following list of lands:

- SW 15-45-24 W3M Ext 1&2
- NE 23-46-23 W3M Ext 14
- SE 23-46-23 W3M Ext 0
- NW 23-46-23 W3M Ext 0
- SW 23-46-23 W3M Ext 0
- Blk/Par A – Plan No. 102354443 Ext 0
- Blk/Par A – Plan No. 101694629 Ext 8

Motion Carried.

Bylaw 10/2022 – First Reading

227/2022 TREVOR MCCREA

That Bylaw 10/2022 being a bylaw respecting buildings in the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Transfer Station Attendant Wage

228/2022 TREVOR MCCREA

That the wage for the Transfer Station Attendant be increased by \$1.00 per hour as of January 1, 2023.

Motion Carried.

RMAA Curling Prize

229/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 purchase a prize for the Rural Municipal Administrators Association Division 6 Curling Bonspiel at a cost of up to \$150.00.

Motion Carried.

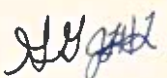
In Camera

230/2022 FLOYD WHITNEY

That the meeting proceed in camera at 2:11 p.m. as per Section 16(1)(d) of the Local Authority Freedom of Information and Protection of Privacy Act to discuss human resources.

Motion Carried.

Present: Reeve Goodfellow, Councillors: McCrea, Petovello, Poppleton, Whitney and Chibri, CAO Hollingshead, CAO in training McGladdery and PWC Blackbeard.



Meeting Reconvenes

231/2022 JERRY PETOVELLO

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

Motion Carried.

Chief Administrative Officer Salary

232/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 provide a salary of \$112,500.00 to Chief Administrative Officer Janet Hollingshead-Leslie plus benefits including Rural Municipality Administrator Association membership fees and holidays as outlined in the SARM Administrators Salary Schedule and six (6) earned days off for 2023.

Motion Carried.

Salary Schedule

233/2022 CHIP CHIBRI

That we adopt the changes to the salary schedule for 2023 presented in Schedule 'D' to these minutes.

Motion Carried.

Delegations

- Tom Wiggins, ACP Applied Products
- Kent McDonald, ACP Applied Products

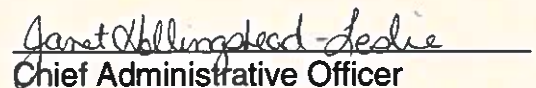
Adjourn

234/2022 JERRY PETOVELLO

That this meeting adjourns at 3:09 p.m.

Motion Carried.


Reeve


Chief Administrative Officer

REGULAR MEETING AGENDA

Thursday, November 3, 2022

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

October 6, 2022 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

STARS	Re: Year in Review
INDsider	Re: Virtual Information Sessions
Tyler Spence	Re: Lease Improvements
SARM	Re: 2022 Midterm Convention Resolutions

OTHER BUSINESS

- 1] Write-off Taxes-Kaisen Energy
- 2] Grazing Lease Fees
- 3] Recreation Board Grants
- 4] Cemetery Grants
- 5] Neilburg Fire Board Mill Rate
- 6] Manitou Fire & Rescue Grant
- 7] Employment Insurance Rebate
- 8] Seasonal Employee Benefits
- 9] Christmas Party
- 10] CTP Declaration
- 11] Municipal Office Holiday Hours
- 12] Salary Schedule
- 13] Carruthers Hillcrest Cemetery
- 14] Public Disclosure Annual Declaration
- 15] Tax Enforcement – 6-Month Notice
- 16] Neilburg Beach
- 17] Bylaw 10/2022 – Building Bylaw
- 18]
- 19]

20]

IN CAMERA –HUMAN RESOURCES

DELEGATIONS

- 1] Colleen Fenning PAg 10:00 a.m.
- 2] Tom Wiggins – ACP / Pavement Maintenance 1:00 p.m.

ADJOURNMENT

Schedule 'B' Accounts

DD#2633-DD#2642	31,049.65
DD#2643-DD#2648	3,721.23
9058 Keri Bratkowski	300.00
9059 Howard Erb's Trucking Ltd.	10,670.10
9060 Municipal Employees Pension Plan	8,888.76
9061 Receiver General for Canada	170.88
9062 Receiver General for Canada	16,481.92
9063 beePlus Workplace Solutions	299.62
9064 Danny Biondo	1,560.00
9065 Certified Laboratories	556.83
9066 Collabria	727.75
9067 H2Safety Services Inc.	1,102.50
9068 John Deere Financial Inc.	909.41
9069 Lloydminster Co-operative Ltd.	932.03
9070 Kathleen McGladdery	150.00
9071 Meridian Surveys Ltd.	7,369.95
9072 Ministry of Finance	572.65
9073 Ministry of Finance	115.50
9074 Munisoft	27.84
9075 The Battleford News-Optimist	156.98
9076 Pat Gibbons Ltd.	49.79
9077 Rack Petroleum Ltd.	15,485.21
9078 Sask Energy	87.16
9079 Sask Power	752.44
9080 Sask Tel	403.54
9081 Triod Supply 2011 Ltd.	1,721.22
9082 Western Litho Printers	270.87
9083 Xerox Canada Ltd.	1,165.41
9084 Tracey Zweifel	157.50
9085 Brandt Tractor Saskatoon Branch	8,760.10
9086 Cody Dillon	4,746.00
9087 Patrick & Lorena Doolittle	8,162.20
9088 Cory Ducherer	1,707.53
9089 Barry & Elaine Ducherer	3,406.85
9090 Elaine Eton	1,326.00
9091 Sterling Hall	4,251.08
9092 Evan Horvath	696.58
9093 Information Services Corporation	12.00
9094 John Deere Financial Inc.	4,069.69
9095 K&D Primetime Drilling	62,670.95
9096 Robert Dale Knoll	1,188.50
9097 Lilydale Creek Enterprises Ltd.	4,828.20
9098 Lloydminster Co-operative Ltd.	267.62
9099 Evan Loy	7,997.01
9100 McIntosh Garage & Auto Body Ltd.	14,865.33
9101 Neilburg Preschool Cooperative	50.00
9102 Nutbrown Brothers Trenching	84.00
9103 Lawrence Olsen	7,146.41
9104 Point Lake Developments	3,833.84
9105 Rhinehart Tire Ltd.	382.95
9106 Sask Tel	11,429.87
9107 The Royal Canadian Legion Saskatchewan	225.00
9108 Village of Neilburg	239.00
9109 Floyd Whitney	1,588.95
9110 WSP E&I Canada Ltd.	22,915.39
9111 Dustin Zweifel	45.00
9112 Baldwinton Community Hall	3,500.00
9113 Carruthers Cemetery Committee	400.00
9114 Cut Knife Recreation Board	23,320.05
9115 East Manitou Cemetery Committee	400.00
9116 Lilydale School Historical Society	425.00
9117 Maidstone Recreation Board	10,272.98
9118 Manitou Pioneers Museum	1,000.00

9119	Neilburg Cemetery Committee	200.00
9120	Neilburg Recreation Board	56,968.32
9121	Manitou Fire and Rescue	18,178.45
9122	Marsden-Neilburg Minor Hockey	1,600.00
9123	Neilburg Fire Board	58,419.02
202210	Minister of Finance	32,313.90
20221002	Minister of Finance	3,695.32



Schedule 'C' Public Works Report

October was mild with only one hope of rain, very dry, Yesterday, it snowed.

2022 Road Construction – 'Floyd's Road'

- Releases were received, bills were paid in full, recommend to pay holdback

Equipment

- 1,000 hour service done by Darnell on Backhoe
- 10,000 hour service done on 872 #2
- Dealing with tire issue on 872 #6

Fencing

- On new construction – not completed
- Ruberry's needs to be completed now, in spring it is too wet
- **request both be completed by November 14, 2022

Bridge Repairs

- PIER Solutions estimate letter

Twp Rd 453.18

- Not proceeding at this time as no agreement with landowner could be reached

Brushing List for Fall

- Majic Environmental started on November 1, 2022

Snow Trapping Agreements were mailed out

Bus Routes have been checked for 2022-23 season

Seasonal Staff

- Dustin did not return after harvest
- Bob and Justin's last day is November 4, 2022 until April 3, 2023

Club Root

- As Colleen could not attend. I spoke with her, yesterday. She was wanting to attend to discuss our RM and the data collection this year, as well as answer any questions.

Transfer Station

- There was an inspection completed on August 10, with some discrepancy. Upon clarification it was in regards to possible old landfill sites. Preliminary report states we are in compliance.

Maps

- A new printing of RM maps were made, we only have about 10 with the May Update, the new ones have October as a revision date, however, assessment stayed the same.

APAS

- New Executive Director, Dion Lawrence, our representative is positive about the change

H2Notify

- A new interface has started and once I have it figured out, we can have people sign up on their own through a link on the website.

ASIST

- Training in Thorhild, AB – Nov 21 specializing in the Planning Section
- Meeting in Cold Lake Nov 14 (as mentioned last month)

Schedule 'D' Salary Schedule

Karrie Blackbeard	\$ 2.00	increase to hourly wage
Tracey Zweifel	\$ 4,365.00	increase to salary
Kathleen McGladdery	\$ 7,980.00	increase to salary
Bob Dillion	\$ 0.94	increase to hourly wage
Justin O'Beime	\$ 2.29	increase to hourly wage
Ryan Scoular	\$ 2.31	increase to hourly wage
Howard Erb's Trucking Ltd.	\$ 3.00	increase to hourly wage