

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, December 8, 2022, at 9:00 a.m. MST.

**Oath of Office**

Councillors Tannis Chibri, Darren Tyler and Dale F. Chibri (Chip) subscribed the oath of office prior to the start of the meeting.

**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: Tannis Chibri  
Division 3 Councillor: Bernadette Poppleton  
Division 4 Councillor: Darren Tyler  
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

**Agenda**

**235/2022 CHIP CHIBRI**

That the agenda be approved with the following additions:

- Policy(s) Review
- RM Single Window Concept

Motion Carried.

**Declaration of Interest**

Councillor Whitney declared an interest in a payment.

**Minutes**

**236/2022 BERNADETTE POPPLETON**

That the minutes of the November 3, 2022 meeting be adopted as circulated.

Motion Carried.

**Financial Activities**

**237/2022 TREVOR MCCREA**

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

Motion Carried.

Councillor Whitney declared an interest and left the meeting at 10:37 a.m.

**Payment No. 9158**

**238/2022 BERNADETTE POPPLETON**

That payment no. 9158 in the amount of \$1,383.80 to Floyd Whitney be approved for payment.

Motion Carried.

Councillor Whitney returned to the meeting at 10:39 a.m.

**List of Accounts for Approval**

**239/2022 TANNIS CHIBRI**

That the list of accounts be approved and authorized for payment and a list of cheques numbered 9124-9159 inclusive, payroll direct deposit 2649-2663 inclusive and online payments 202211, 20221102, 9787223-9787233 totaling \$129,378.59 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**

- |   |                              |
|---|------------------------------|
| SARM  | Re: Bill C-21 Firearms       |
| Sask Public Safety Agency                   | Re: PECC                     |
| North Central Transportation Planning Comm. | Re: Minutes                  |
| SARM  | Re: Self Insurance Plan 2023 |
| The Agricultural Health & Safety Network    | Re: Workshop                 |
| APAS  | Re: Update Video             |
| Municipal Leadership Development Program    | Re: Modules                  |

Councillor Whitney declared an interest and left the meeting at 11:00 a.m. MST.

**Construction Fencing**

**240/2022 DARREN TYLER**

That the Council of the Rural Municipality of Hillsdale No. 440 contract Devin Whitney and Kyle Whitney to finish building the fence on Floyd's Construction project.

Motion Carried.

Councillor Whitney returned to the meeting at 11:06 a.m. MST

**Council Meeting Schedule**

**241/2022 FLOYD WHITNEY**

That the 2023 council meeting schedule for the Council of the Rural Municipality of Hillsdale No. 440 be as follows:

- Thursday, January 12, 2023
- Thursday, February 9, 2023
- Thursday, March 9, 2023
- Thursday, April 6, 2023
- Thursday, May 4, 2023
- Thursday, June 8, 2023
- Thursday, July 6, 2023
- Thursday, August 3, 2023
- Thursday, September 7, 2023
- Thursday, October 5, 2023
- Thursday, November 9, 2023
- Thursday, December 7, 2023

Motion Carried.

**Plant Health Officer**

**242/2022 TREVOR MCCREA**

That Coleen Fenning be appointed as representative Plant Health Officer for the Rural Municipality of Hillsdale No. 440.

Motion Carried.

**Lakeland Library Regional Board Representative**

243/2022 BERNADETTE POPPLETON

That Wendy Worman be appointed as the representative of the Rural Municipality of Hillsdale No. 440 to the Lakeland Library Regional Board for 2023.

Motion Carried.

**Weed Inspector**

244/2022 CHIP CHIBRI

That Justin O'Beirne be appointed as Weed Inspector for the Rural Municipality of Hillsdale No. 440 for 2023.

Motion Carried.

**Big Manitou Regional Park Representative**

245/2022 FLOYD WHITNEY

That Paul Rutherford be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Big Manitou Regional Park for 2023.

Motion Carried.

**NWMA Representative**

246/2022 CHIP CHIBRI

That Glenn Goodfellow be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Northwest Municipalities Association for 2023.

Motion Carried.

**Auditor Appointment**

247/2022 TREVOR MCCREA

That the firm Holm Raiche Oberg be appointed as auditor for the Rural Municipality of Hillsdale No. 440 for 2023.

Motion Carried.

Council broke for lunch at 12:01 p.m.

Council reconvened from lunch at 12:33 p.m.

**Cut Knife Fire Board Representative**

248/2022 CHIP CHIBRI

That Trevor McCrea be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Cut Knife and District Fire Association for 2023.

Motion Carried.

**Highway 40 Health Holdings Board**

249/2022 CHIP CHIBRI

That Bernadette Poppleton be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Highway 40 Health Holdings Board for 2023.

Motion Carried.

**Cemetery Managers**

250/2022 TREVOR MCCREA

That the following Cemetery Managers be appointed for 2023 as follows:

Ed Pedersen	Carruthers Cemeteries
Kim Putnam	Woodlawn East Manitou Cemetery

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

Motion Carried.

**Poundkeeper**

251/2022 FLOYD WHITNEY

That Northern Livestock Sales be appointed as Poundkeeper of the Rural Municipality of Hillsdale No. 440 for 2023.

Motion Carried.

**EMO**

252/2022 TREVOR MCCREA

That Karrie Blackbeard be appointed as the Emergency Management Organization Coordinator for 2023.

Motion Carried.

**Fire Chief(s)**

253/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 appoint Fire Chief(s) for 2023 for the following areas:

Cut Knife & District Rural Fire Area	Brett Robertson
Maidstone Waseca District Fire Area	Brent Olsen
Neilburg Fire Association	Dustin Weinkauf

Motion Carried.

**Maidstone Waseca and District Fire Board Representative**

254/2022 TREVOR McCrea

That Laurie Wakefield be appointed as representative of the Rural Municipality of Hillsdale No. 440 to the Maidstone Waseca and District Fire Board for 2023.

Motion Carried.

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**Council Committees**

**255/2022 BERNADETTE POPPELTON**

That the following committees be appointed for 2023:

**Finance** – Glenn Goodfellow, Tannis Chibri, Bernadette Poppleton and Chip Chibri (alternate)

**Bylaw 4/84** – Glenn Goodfellow and Bernadette Poppleton

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

**Road** – Glenn Goodfellow, Darren Tyler, Councillor for the Division where work is being performed and Trevor McCrea (alternate)

**Machinery** – Glenn Goodfellow, Darren Tyler, Chip Chibri, and Trevor McCrea

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

**Safety**-Tannis Chibri, Bernadette Poppleton, Justin O’Beirne and Karrie Blackbeard

Motion Carried.

**Tax Collections Policy**

**256/2022 TREVOR MCCREA**

That Policy No. 211 Tax Collections be amended to read as follows:

In order to accommodate ratepayers, the following forms of payment will be accepted: cash, cheque, post-dated cheques, e-transfer and credit cards. Receipts for payments received by e-transfer will be issued on the last day of the month. In order to receive an eligible discount or to avoid penalty, payments must be received in the office by the last day of the month.

The Municipality shall accept installment payments or prepayments on tax accounts when requested by the ratepayer.

The CAO is authorized to arrange payment schedules for any delinquent tax accounts.

Motion Carried.

**Overpayment Policy**

**257/2022 TREVOR MCCREA**

That Policy No. 211-2 Overpayments be amended as follows:

When overpayments are made in person, the overage can be returned as cash change or applied as a credit on account.

When overpayments are received via cheque or direct deposit, an overage of less than \$50.00 will be applied as a credit on account. Over payments exceeding \$50.00 will be refunded.

Motion Carried.



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**Snow Plow Policy**

258/2022 BERNADETTE POPPLETON

That Policy No. 408-22 Snow Plow Policy be amended as follows:

- The RM snow removal priority shall be as follows:
  - Bus routes and main roads
  - Other maintained roads
  - Yard sites

Any roads that are not normally maintained during the winter season may be opened at the discretion of the municipality. To gain access off of the right of way for corrals/cattle handling facilities and/or grain bags may be done through the municipal office. An unmaintained route may be opened once in the season at no charge. If requested to open again, this will be done at the discretion of the municipality and custom work rates will apply and be charged to the requesting RM ratepayer.

Motion Carried.

**Snow Plow-Yards Policy**

259/2022 BERNADETTE POPPLETON

That Policy No. 408-22.1 Snow Plow-Yards Policy be amended as follows:

As the owner of the property, Ratepayers will be required to purchase a snow removal sign from the municipal office. Prior to any snowplowing being done, an annual Snow Plow Custom Work agreement must be signed. The RM will determine whether the service can be provided without causing any damage to the property or RM equipment.

When snowplowing is desired, it is the responsibility of the ratepayer to place the sign at the end of the driveway and then remove when snow has been cleared. Any properties adjacent to the highway must inform the municipal office when requiring snow removal.

A fee of \$40.00 is required for up to a 15 minute plow from the right of way to the house. Additional request for plowing by the ratepayer will be chargeable at custom rates. Unpaid invoices in arrears of 60 days will be added to and form a part of the taxes on the Owner's property. The municipality may refuse services for delinquent accounts.

For renters within the boundaries of the municipality, an annual agreement signed by the owner, is required allowing the renter to purchase a snow plow sign. An additional annual agreement signed by the renter is required to cover any liability and to ensure the policy is understood. Should the renter not pay, the land owner will be responsible for any outstanding costs.

Priorities for snow removal shall be as follows:

- Bus routes and main roads
- Other maintained roads
- Yard sites

Council would like to remind ratepayers that plowing snow out of driveways onto municipal roads is not permitted. Children should be cautioned of the dangers of playing in or around snow piled adjacent to road ways.

Motion Carried.

  
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**Delegations**

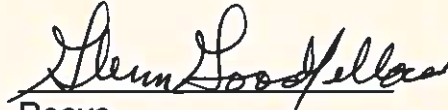
- None

**Adjourn**

260/2022 CHIP CHIBRI

That this meeting adjourns at 2:07 p.m.

Motion Carried.

  
Reeve

  
Chief Administrative Officer

## REGULAR MEETING AGENDA Thursday, December 8, 2022

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### CALL TO ORDER

### MEMBERS PRESENT

### APPROVAL OF AGENDA

### DECLARATION OF INTEREST

### MINUTES

November 3, 2022 Meeting

### STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position  
Bank Reconciliation

### ACCOUNTS

### PUBLIC WORKS REPORT

### CORRESPONDENCE

SARM	Re: Bill C-21 Firearms
Sask Public Safety Agency	Re: PECC
<u>North Central Transportation Planning Comm.</u>	<u>Re: Minutes</u>
SARM	Re: Self Insurance Plan 2023
The Agricultural Health & Safety Network	Re: Workshop
APAS	Re: Update Video
Municipal Leadership Development Program	Re: Modules

### OTHER BUSINESS

- 1] Development Permit-Sтивен Blenkin
- 2] Northwest Municipalities Association Survey
- 3] Council Meeting Schedule
- 4] Fencing Contractors
- 5] Carruthers Hillcrest Cemetery Fence
- 6] Committee and Board Appointments
- 7]
- 8]

### IN CAMERA

### DELEGATIONS

- 1]
- 2]

### ADJOURNMENT



**Schedule 'B' Accounts**

DD#2649-DD#2656	23,545.16
DD#2657-DD#2663	4,228.77
9124 Keri Bratkowski	230.00
9125 Howard Erb's Trucking Ltd.	8,663.55
9126 Municipal Employees Pension Plan	6,326.94
9127 Receiver General for Canada	9,843.56
9128 Receiver General for Canada	246.84
9129 Astec Safety Inc.	45.58
9130 beePlus Workplace Solutions	47.44
9131 Karrie Blackbeard	1,141.57
9132 Carruthers Hillcrest Cemetery	20.00
9133 Elaine Etson	1,428.00
9134 Information Services Corporation	36.00
9135 Lloydminster Co-operative Ltd.	1,620.57
9136 Kathleen McGladdery	400.25
9137 Meridian Source	1,979.28
9138 Meridian Surveys Ltd.	4,066.65
9139 Midway Distributors Ltd.	243.83
9140 Munisoft	228.90
9141 Neilburg Composite School	46.00
9142 Nutbrown Brothers Trenching	131.25
9143 Rack Petroleum Ltd.	13,777.78
9144 River Hill Farms	4,358.70
9145 Shred-it International ULC	395.44
9146 Village of Neilburg	234.00
9147 WYWRA	2,244.88
9148 Xerox Canada Ltd.	467.75
9149 Brandt Tractor Saskatoon Branch	10,373.04
9150 John Deere Financial Inc.	1,002.33
9151 Robert Dale Knoll	450.00
9152 Lilydale Creek Enterprises Ltd.	2,794.50
9153 McIntosh Garage & Auto Body Ltd.	627.38
9154 Neilburg Seniors Assoc. #148A	460.00
9155 Ed Pedersen	300.00
9156 Provincial Mediation Board	180.00
9157 Kim Putnam	300.00
9158 Floyd Whitney	1,383.80
9159 WSP E&I Canada Ltd.	9,431.43
202211 Minister of Finance	13,274.17
20221102 Minister of Finance	279.45
9787223 Collabria	481.81
9787224 Sask Energy	655.10
9787225 Sask Energy	43.58
9787226 Sask Power	60.20
9787227 Sask Power	228.64
9787228 Sask Power	447.60
9787229 Sask Power	422.06
9787230 Sask Power	39.92
9787231 Sask Power	39.75
9787232 Sask Tel	72.10
9787233 Sask Tel	330.04

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### Schedule 'C' Public Works Report

November brought us SNOW, but then it warmed up and a good portion melted. Then we got hit again on the 28<sup>th</sup>

#### 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 – not attained

#### Equipment

- Incident report

#### Snow Trapping

- Concern at South ½ 17-45-24 W3M
  - o Snow traps were taken out and smoothed

#### Brush Burning Complete

- Near school site on construction
- 440.14 & .15, Old Barn road
- *Note:* RM 471 issue with smoke and a control burn, our permits cover information required

Gravel pile have been surveyed for inventory

Environmental As-Built for Construction for review