

**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, April 7, 2022, at 9:00 a.m. MST.

**Call to Order**

Reeve Glenn Goodfellow called the meeting to order at 9:10 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: Absent  
Public Works Coordinator: Karrie Blackbeard

**Agenda**

79/2022 CHIP CHIBRI

That the agenda be approved as presented

Motion Carried.

**Declaration of Interest**

- Councillor Whitney declared a pecuniary interest in payment no. 8806

**Minutes**

80/2022 CHIP CHIBRI

That the minutes of the March 14, 2022 meeting be adopted as circulated.

Motion Carried.

**Special Meeting Minutes**

81/2022 BERNADETTE POPPLETON

That the minutes of the March 24, 2022 special meeting be adopted as circulated.

Motion Carried.

**Financial Activities**

82/2022 FLOYD WHITNEY

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

Motion Carried.

Councillor Whitney declared a pecuniary interest in payment no. 8806 and left the meeting at 9:42 a.m.

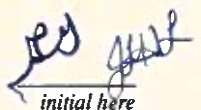
**Payment No. 8806**

83/2022 TREVOR MCCREA

That payment no. 8806 in the amount of \$200.00 to Devon Whitney be approved for payment.

Motion Carried.

Councillor Whitney returned to the meeting at 9:44 a.m.

  
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**Accounts**

84/2022 BERNADETTE POPPLETON

That the accounts be approved and authorized for payment and a list of cheques numbered 8769-8808 inclusive and payroll direct deposit 2524-2535 inclusive and online payments 202203, 9274816-9274826 totaling \$173,905.73 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**

- |  |                                |
|--|--------------------------------|
| North Central Transportation Planning  | Re: Annual General Meeting     |
| Saskatchewan Legislative Assembly      | Re: Critic for Municipalities  |
| GE Environmental Solutions             | Re: Geotextiles/Geogrids       |
| SARM                                   | Re: 2022-23 Provincial Budget  |
| Neilburg Fire Board                    | Re: Financial Statement        |
| Maidstone Waseca & District Fire Board | Re: Meeting Minutes            |
| Canadian Energy Pipeline Association   | Re: Underground Infrastructure |
| Sask Library Trustees Association      | Re: Special Meeting            |
| Northwest Municipalities Association   | Re: HR Workshop                |
| Azure Zajonz                           | Re: RM Road Signage            |
| Rodney Glenn Wiens, Div. 6 Rep         | Re: Obituary                   |
| Government of Saskatchewan             | Re: Education Property Tax     |
| Danny Biondo                           | Re: Beaver Program             |
| Pine Island Suites                     | Re: Financial Assistance       |
| Town of Cut Knife                      | Re: Invoice-Transfer Title     |

**Seasonal Employee Harold Durning**

85/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 acknowledge that Seasonal employee Harold Durning will not be returning to work for the Municipality and all benefits will cease as of April 1, 2022.

Motion Carried.

**Casual Employee Dustin Zweifel**

86/2022 TREVOR MCCREA

That Dustin Zweifel be hired as a casual employee for the Rural Municipality of Hillsdale No. 440 and be paid \$30.00 per hour.

Motion Carried.

**NWMA HR Workshop**

87/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 authorizes the Municipal Office located on 39 Gibbons Street in Neilburg, SK to be closed on Tuesday, April 26, 2022 to allow for Reeve Goodfellow, Councillor Poppleton, CAO Hollingshead-Leslie, CAO-in-Training McGladdery and Finance Officer Zweifel to attend the Northwest Municipalities Association Human Resources workshop in Paynton, SK.

Motion Carried.

  
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**Education Property Tax**

88/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 acknowledge the Education Property Tax Mill Rates for 2022-23 as follows:

- Agricultural 1.42
- Residential 4.54
- Commercial/Industrial 6.86
- Resource 9.88

Motion Carried.

**Payment to Town of Cut Knife**

89/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 agrees to pay Invoice no. 2020-00033 to the Town of Cut Knife for our portion of the fees associated with transferring the title of the Fire Hall lots with Information Services Corporation.

Motion Carried.

**Division 4 Resignation**

90/2022 BERNADETTE POPPELTON

That the Council of the Rural Municipality of Hillsdale No. 440 accept the resignation from Division 4 Councillor Vincent Murphy.

Motion Carried.

**Baldwinton Cemetery Groundskeeper**

91/2022 CHIP CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 advertise for a groundskeeper for the Baldwinton Cemetery for the 2022 season.

Motion Carried.

**Bylaw 3/2022 – First Reading**

92/2022 TREVOR MCCREA

That Bylaw 3/2022 being a bylaw to provide for a base tax in the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

**Bylaw 3/2022 – Second Reading**

93/2022 BERNADETTE POPPLETON

That Bylaw 3/2022 being a bylaw to provide for a base tax 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 3/2022 – Third Reading Approval**

94/2022 FLOYD WHITNEY

That Bylaw 3/2022 being a bylaw to provide for a base tax in the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.  
Unanimously.

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**Bylaw 3/2022 – Third Reading**

95/2022 CHIP CHIBRI

That Bylaw 3/2022 being a bylaw to provide for a base tax 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.

**Advertise List of Lands with Arrears**

96/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 advertise the list of lands with arrears amended by deleting the properties in which the amount of tax owing is less than one half of the previous year's levy.

Motion Carried.

**Kilometer Rate of Pay**

97/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 increase the rate of pay per kilometer travelled to \$0.75 effective January 1, 2022.

Motion Defeated.

Council broke for lunch at 12:03 p.m.

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

**Road Construction Tender**

98/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 accept the tender provided by K&D Prime Time Drilling Inc. for the reconstruction of 6.5 kilometers of Municipal road, Contract no. ST224401 located East 13, 24-45-25 W3M, North 24-45-25 W3M and North 19-45-24 W3M at a cost of \$655,175.00

Motion Carried.

**Kilometer Rate of Pay**

99/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 increase the rate of pay per kilometer travelled to \$0.75 effective April 1, 2022.

Motion Carried.

**2022 Budget**

100/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 approve the Operating and Capital Budget for 2022 and set the mill rate at 5.89 mills for 2022.

Motion Carried.

**Bylaw 4/2022 – First Reading**

101/2022 FLOYD WHITNEY

That Bylaw 4/2022 being a bylaw to provide for a base tax in the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

  
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**Bylaw 4/2022 – Second Reading**

102/2022 CHIP CHIBRI

That Bylaw 4/2022 being a bylaw to provide for a base tax 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 4/2022 – Third Reading Approval**

103/2022 BERNADETTE POPPLETON

That Bylaw 4/2022 being a bylaw to provide for a base tax in the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.  
Unanimously.

**Bylaw 4/2022 – Third Reading**

104/2022 TREVOR MCCREA

That Bylaw 4/2022 being a bylaw to provide for a base tax 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.

**Bylaw 5/2022 – First Reading**

105/2022 JERRY PETOVELLO

That Bylaw 5/2022 being a bylaw to establish property tax incentives and penalties in the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

**Bylaw 5/2022 – Second Reading**

106/2022 BERNADETTE POPPLETON

That Bylaw 5/2022 being a bylaw to establish property tax incentives and penalties in the Rural Municipality of Hillsdale No. 440 be given a second reading.

Motion Carried.

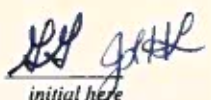
The Bylaw was read by the Chief Administrative Officer.

**Bylaw 5/2022 – Third Reading Approval**

107/2022 CHIP CHIBRI

That Bylaw 5/2022 being a bylaw to establish property tax incentives and penalties in the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.  
Unanimously.

  
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**Bylaw 5/2022 – Third Reading**

108/2022 FLOYD WHITNEY

That Bylaw 5/2022 being a bylaw to establish property tax incentives and penalties 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.

**Bylaw 6/2022 – First Reading**

109/2022 TREVOR MCCREA

That Bylaw 6/2022 being a bylaw to provide for entering into an agreement respecting fire protection services with Little Pine Indian Reserve No. 115 with the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

**Bylaw 6/2022 – Second Reading**

110/2022 JERRY PETOVELLO

That Bylaw 6/2022 being a bylaw to provide for entering into an agreement respecting fire protection services with Little Pine Indian Reserve No. 115 with the Rural Municipality of Hillsdale No. 440 be given a second reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

**Bylaw 6/2022 – Third Reading Approval**

111/2022 BERNADETTE POPPLETON

That Bylaw 6/2022 being a bylaw to provide for entering into an agreement respecting fire protection services with Little Pine Indian Reserve No. 115 with the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.  
Unanimously.

**Bylaw 6/2022 – Third Reading**

112/2022 CHIP CHIBRI

That Bylaw 6/2022 being a bylaw to provide for entering into an agreement respecting fire protection services with Little Pine Indian Reserve No. 115 with 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.

**Request for Proposal**

113/2022 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 send out a request for proposal for welding work required on the fence in the East Manitou Cemetery.

Motion Carried.

  
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**Delegations**

- Lawrence Olsen, APAS

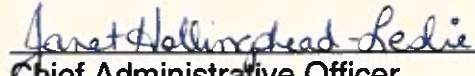
**Adjourn**

114/2022 JERRY PETOVELLO

That this meeting adjourns at 1:46 p.m.

Motion Carried.

  
Reeve

  
Chief Administrative Officer



## REGULAR MEETING AGENDA

### Thursday, April 7, 2022

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#### CALL TO ORDER

#### MEMBERS PRESENT

#### APPROVAL OF AGENDA

#### DECLARATION OF INTEREST

#### MINUTES

- March 14, 2022 Meeting
- March 24, 2022 Special Meeting of Council

#### STATEMENTS OF PREVIOUS MONTH

- Changes in Financial Position
- Bank Reconciliation

#### ACCOUNTS

#### PUBLIC WORKS REPORT

#### CORRESPONDENCE

North Central Transportation Planning	Re: Annual General Meeting
Saskatchewan Legislative Assembly	Re: Critic for Municipalities
GE Environmental Solutions	Re: Geotextiles/Geogrids
SARM	Re: 2022-23 Provincial Budget
Neilburg Fire Board	Re: Financial Statement
Maidstone Waseca & District Fire Board	Re: Meeting Minutes
Canadian Energy Pipeline Association	Re: Underground Infrastructure
<u>Sask Library Trustees Association</u>	Re: <u>Special Meeting</u>
Northwest Municipalities Association	Re: HR Workshop
Azure Zajonz	Re: RM Road Signage
Rodney Glenn Wiens, Div. 6 Rep	Re: Obituary
Government of Saskatchewan	Re: Education Property Tax
Danny Biondo	Re: Beaver Program
Pine Island Suites	Re: Financial Assistance
Town of Cut Knife	Re: Invoice-Transfer Title

#### OTHER BUSINESS

- 1] Road Construction Tender 11:00 a.m.
- 2] Division 4 Councillor Resignation
- 3] Baldwinton Cemetery Caretaker
- 4] HR Workshop
- 5] Bylaw 3/2022-Base Tax
- 6] Bylaw 4/2022-Base Tax
- 7] Bylaw 5/2022-Tax Incentives and Penalties
- 8] Bylaw 6/2022-Little Pine Fire Agreement
- 9] Unpaid Taxes Listing
- 10] 2022 Budget
- 11] Mileage Rate



12] East Manitou Cemetery Fence

13]

14]

**IN CAMERA**

**DELEGATIONS**

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

2] Lawrence Olsen, APAS 10:30 a.m.

**ADJOURNMENT**

**Schedule 'B' Accounts**

DD#2524-DD#2529	20,359.47
DD#2530-DD#2535	4,443.88
8769 Receiver General for Canada	17,071.22
8770 Receiver General for Canada	80.68
8771 Municipal Employees Pension Plan	5,547.86
8772 Keri Bratkowski	230.00
8773 Howard Erb's Trucking Ltd.	10,383.45
8774 Astec Safety Inc.	850.12
8775 beePlus Workplace Solutions	277.73
8776 Karrie Blackbeard	130.00
8777 City Locksmithing & Security	83.25
8778 Crystal Glass Ltd.	831.67
8779 Cut Knife & District Fire Association	7,000.00
8780 Eagle Ridge Electric	530.04
8781 Elaine Etson	1,428.00
8782 Information Services Corporation	36.00
8783 Lloydminster Co-operative Ltd.	2,046.38
8784 Meridian Surveys Ltd.	19,608.96
8785 Minister of Finance	120.75
8786 M.R. Website Development	31.08
8787 Northwest Municipalities Association	200.00
8788 Rack Petroleum Ltd.	16,687.09
8789 Receiver General for Canada	44.10
8790 SARM	328.93
8791 Saskatchewan Polytechnic	300.00
8792 SGI	2,628.08
8793 The Royal Canadian Legion Sask	205.00
8794 Village of Neilburg	234.00
8795 WYWRA	1,432.48
8796 Xerox Canada Ltd.	282.61
8797 ALH Contracting Ltd.	20,829.70
8798 Brandt Tractor Saskatoon Branch	2,289.31
8799 Lilydale Creek Enterprises Ltd.	666.00
8800 Lloydminster Co-operative Ltd.	12.20
8801 McIntosh Garage & Auto Body Ltd.	12,594.78
8802 McIntosh Garage & Auto Body Ltd.	6,097.88
8803 Ok Tire (Marsden)	669.20
8804 Pat Gibbons Ltd.	176.22
8805 SARM	70.00
8806 Devon Whitney	200.00
8807 Wood Environmental & Infrastructure	448.50
8808 Town of Cut Knife	242.34
202203 Minister of Finance	6,078.39
9274816 Collabria	6,395.31
9274817 Sask Energy	1005.67
9274818 Sask Energy	166.71
9274819 Sask Power	58.75
9274820 Sask Power	272.53
9274821 Sask Power	857.35
9274822 Sask Power	676.58
9274823 Sask Power	46.22
9274824 Sask Power	68.54
9274825 Sask Tel	204.75
9274826 Sask Tel	345.97

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

March began with lots of snow and ended with melting and sunshine. Water seems to be soaking into ground in most places. Culverts are being watched as water is starting to run in other places and not all culverts are staying open.

#### **2022 Road Construction**

- Right of Ways
- Tender
- Culvert

#### **Seasonal staff came back on Monday, April 4, 2022**

- Willy resigned
- Dustin filling in until seeding time

#### **Spraying Chemical**

- Information from Nutrien Ag

#### **Safety Training**

- Staff GD, TDG & First Aid are expiring
- Online training for GD and TDG has begun
- First Aid is to be scheduled

#### **Equipment**

- Grader Purchased, to be delivered June/July

#### **Brushing List for Fall**

- Waseca Grid just past Robinson Yard Site
- Waseca Grid just past Twp Rd 454, fence/willows causing drifts

#### **Snow Fence for winter 2022-23**

- Half mile west of Carruthers

Land line has been disconnected at shop.

#### **ASIST**

- April 26 & 27 Block II training in Lloydminster

#### **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



**Rural Municipality of Hillsdale No. 440**

**BYLAW 3/2022**

**A BYLAW TO PROVIDE FOR BASE TAX**

The Council for the Rural Municipality of Hillsdale No. 440 in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be known as the "Base Tax Bylaw".
2. A base tax shall apply to all improvements within the classifications of property included in the table below:  

Commercial Improvement \$1,800.00
3. Bylaw 3/2022 shall come into force on January 1, 2021
4. Bylaw 4/2021, passed on June 4, 2021, being a bylaw to provide for base tax, is hereby repealed.



*Glenn Goodfellow*  
Reeve

*Janet Hollingshead-Leslie*  
Chief Administrative Officer

**Rural Municipality of Hillsdale No. 440**

**BYLAW 4/2022**

**A BYLAW TO PROVIDE FOR BASE TAX**

The Council of the Rural Municipality of Hillsdale No. 440, in the Province of Saskatchewan, enacts as follows: -

- 1] This bylaw shall be known as the "Base Tax Bylaw".
- 2] A base tax shall apply to the classifications of property included in the table below:

Commercial Land	\$ 500.00
Commercial Improvement	\$1,800.00

- 3] Bylaw 3/2022 is hereby repealed.



*Glen Goodfellow*  
\_\_\_\_\_  
Reeve

*Janet Dellinghead Leslie*  
\_\_\_\_\_  
Chief Administrative Officer

RURAL MUNICIPALITY OF HILLSDALE NO. 440

BYLAW 5/2022

A BYLAW TO ESTABLISH PROPERTY TAX INCENTIVES AND PENALTIES

The Council of the Rural Municipality of Hillsdale No. 440, in the Province of Saskatchewan, enacts as follows:-

- 1] Due Date  
Property and other taxes imposed by the Rural Municipality of Hillsdale No. 440 are deemed to be imposed on the first day of January in each year and shall be due on December 31<sup>st</sup>.
- 2] Penalty on Arrears of Taxes
  - (a) Taxes which remain unpaid after the 31<sup>st</sup> day of December of the year in which they are levied shall be subject to a penalty.
  - (b) The method of calculating the penalty shall be
    - a simple rate of 2.0833% per month, added on the first day of each month
  - (c) The penalty charges are to be added to and shall form part of the tax roll.
- 3] Incentive Program – Prompt Payment
  - a) Discounts shall be allowed from the time of the notice of the levy is sent until November 30, to encourage prompt payment of the current year's taxes on property.
  - b) Payments of current taxes received:
    - i) from the time the notice of levy is sent until the end of July shall be eligible for a discount of 4% of the amount paid;
    - ii) during the month of August shall be eligible for a discount of 3.5% of the amount paid;
    - iii) during the month of September shall be eligible for a discount of 3.0% of the amount paid;
    - iv) during the month of October shall be eligible for a discount of 2.0% of the amount paid;
- 4] Incentive Program – Prepayments
  - a) From January 1 until May 31, discounts shall be allowed with respect to the prepayment of the current year's taxes on property.
  - b) The rate of discount relative to prepayment of taxes shall be 4%.
- 5] Coming Into Force  
This bylaw shall come into force on January 1, 2022.
- 6] Bylaw No. 5/2008 is hereby repealed.



*Glenn Goodfellow*  
Reeve

*Janet Abbinghead Leslie*  
Chief Administrative Officer



**Rural Municipality of Hillsdale No. 440**

**BYLAW 6/2022**

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT RESPECTING  
FIRE PROTECTION SERVICES WITH LITTLE PINE INDIAN RESERVE NO. 115**

The Council of the Rural Municipality of Hillsdale No. 440, in the Province of Saskatchewan, enacts as follows: -

- 1] The Rural Municipality of Hillsdale No. 440 is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw and identified as Exhibit "A" for the purpose stated in the agreement.
- 2] The Reeve and Chief Administrative Officer of the Rural Municipality of Hillsdale No.440 are hereby authorized to sign and execute the attached agreement identified as Exhibit "A"
- 3] Bylaw 4/2016 is hereby repealed.



*Blenn Goodfellow*  
Reeve

*Janet Dillinghead-Ledie*  
Chief Administrative Officer