

**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 9, 2024, at 9:00 a.m. MST.

Call to Order

Reeve Glenn Goodfellow called the meeting to order at 9:04 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
Deputy Chief Administrative Officer: Kathleen McGladdery
Public Works Coordinator: Karrie Blackbeard
Foreman: Darnell Zweifel

Agenda

82/2024 CHIP CHIBRI

That the agenda be approved with the following additions:

- Draft Financial Statement
- Bob Gregoire-Lot in Baldwinton

Motion Carried.

Declaration of Interest

None

Minutes

83/2024 BERNADETTE POPPLETON

That the minutes of the April 4, 2024 meeting be adopted as circulated.

Motion Carried.

Financial Activities

84/2024 DARREN TYLER

That the Statement of Financial Activities and the Bank Reconciliation for the month of April 2024 be approved as presented.

Motion Carried.

List of Accounts for Approval

85/2024 TANNIS CHIBRI

That the list of accounts be approved and authorized for payment and a list of cheques numbered 9826-9873 inclusive, payroll direct deposit 3155-3192 inclusive and online payments 10872608-10872617, 202404202, 202404203, 202404RP0001, 202404RP0002, April 2024 totaling \$215,705.18 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.

Farm & Food Care Membership

86/2024 DARREN TYLER

That the Council of the Rural Municipality of Hillsdale No. 440 purchase a \$1,000.00 affiliate membership in the Farm & Food Care Saskatchewan organization to promote food literacy tied to farming in our province.

Motion Carried.

4-H Club Sponsorships

87/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 support the Saskatchewan 4-H Foundation with a \$250.00 donation and the Manitou Lake Multiple 4-H Club by sponsoring a Class in Show at a cost of \$250.00 for their May 27, 2024 Achievement Day.

Motion Carried.

Beaver Control

88/2024 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 authorizes Jaxon Chant to hunt beavers deemed as pests within the municipality.

Motion Carried.

Violence in the Workplace Policy

89/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 approves the Violence in the Workplace Policy as attached in these minutes as Schedule 'D'.

Motion Carried.

SMHI Hail Withdrawal

90/2024 BERNADETTE POPPLETON

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

- SW 01-43-24 W3M
- NW 02-43-24 W3M
- SW 02-43-24 W3M
- SE 08-44-25 W3M
- NE 21-44-43 W3M

Motion Carried.

SARM Division 6 Meeting

91/2024 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 authorizes the Reeve, Council and Staff to attend the Saskatchewan Association of Rural Municipalities Division 6 meeting on Monday, June 10, 2024 in North Battleford, SK.

Motion Carried.

**BAYTEX ENERGY LTD (LM1784 - Revised)
NOTICE OF PIPELINE
BAYTEX PIPELINE r/w WITHIN SE 17-46-23 W3M**

92/2024 TANNIS CHIBRI

That we acknowledge the notice of pipeline from Baytex Energy Ltd. in SE 17-46-23 W3M and that we approve with the following stipulations: -
-that the pipeline be bored and buried a minimum depth of 2.5 meters below the bottom of the ditch where it crosses or is located within the road allowance and right of way.
-any structures, machinery or other objects shall not be placed within one hundred and fifty feet from the centerline of the road allowance.

Motion Carried.

Signage Approval-Peiffer

93/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 approve the signage request from Jared Peiffer and Jenelle Murphy to purchase 2, Slow Watch for Children signs and posts at an initial cost of \$250.00 plus GST to be installed by Municipal personnel. An annual fee of \$25.00 per sign will be invoiced for yearly maintenance.

Motion Carried.

2024 Cemetery Maintenance

94/2024 CHIP CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 contract Robert and Lynn Knoll to provide cemetery maintenance in the Municipality at a rate of \$200.00 per mowing for the Hillcrest Carruthers and Carruthers Catholic cemetery and \$225.00 per mowing for Baldwinton and East Manitou Woodlawn cemeteries for 2024.

Motion Carried.

Collections Recovery

95/2024 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 contract Gregory Law Office to perform collection recovery on the outstanding tax balance for Galaxy Energy Ltd.

Motion Carried.

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

Council reconvened from lunch at 12:44 p.m.

Canada Summer Jobs

96/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 opt out of the Canada Summer Jobs program and that we do not hire a summer student to provide seasonal maintenance in 2024.

Motion Carried.

2023 Audited Financial Statement

97/2024 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 accept the 2023 Audited Financial Statement as presented by the firm Hold Raiche Oberg.

Motion Carried.

Land Sale

98/2024 CHIP CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 accept the land tender from Bob Gregoire to purchase 84.03 acres located on the South Half of 17-44-23 W3M at a cost of \$102,888.00.

Motion Carried.

Sale of Lots in Unorganized Hamlets

99/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 will not sell lots within the Unorganized Hamlets of Baldwinton and Carruthers due to the lack of available services.

Motion Carried.

Adopt 2024 Budget

100/2024 DARREN TYLER

That the Council of the Rural Municipality of Hillsdale No. 440 adopt the Operating and Capital Budget for 2024 and set the mill rate at 8.05 mills for 2024.

Motion Carried.

Bylaw 3/2024 – First Reading

101/2024 BERNADETTE POPPLETON

That Bylaw 3/2024 being a bylaw to provide for mill rate factors 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 3/2024 – Second Reading

102/2024 CHIP CHIBRI

That Bylaw 3/2024 being a bylaw to provide for mill rate factors 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 3/2024 – Third Reading Approval

103/2024 TANNIS CHIBRI

That Bylaw 3/2024 being a bylaw to provide for mill rate factors in the Rural Municipality of Hillsdale No.440 be given three readings at this meeting.

Motion Carried.
Unanimously.


initial help

Bylaw 3/2024 – Third Reading

104/2024 FLOYD WHITNEY

That Bylaw 3/2024 being a bylaw to provide for mill rate factors 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.

Correspondence

SARM	Re: Gopher Control Program
Lilydale Historical Society	Re: Financial Statement
Lakeland Library Region Board	Re: AGM
Maidstone Waseca & Dis Fire Board	Re: Financial Statement
SARM	Re: Beaver Control Program
RCMP	Re: April 1-7, 2024 Report
RCMP	Re: April 8-14, 2024 Report
RCMP	Re: April 15-21, 2024 Report
RCMP	Re: April 22-28, 2024 Report
Farm & Food Care Saskatchewan	Re: Membership
Saskatchewan 4-H Foundation	Re: Spring Highlights
SARM	Re: Division 6 Vacancy
Jaxon Chant	Re: Beaver Control
Manitou Lake Multiple 4-H Club	Re: Sponsorship

Urgent Additions to Agenda

105/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 add the following urgent additions to the agenda:

- Saskatchewan Marshals Service
- Big Manitou Lake Regional Park

Motion Carried.
Unanimously.

NPF-Call to Action

106/2024 TREVOR MCCREA

That the Council of the Rural Municipality of Hillsdale No. 440 support the National Police Federation by signing a joint stakeholder Call to Action expressing concern over the creation of the Saskatchewan Marshals Service.

Motion Carried.

Big Manitou Lake Regional Park Contribution

107/2024 TANNIS CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 contribute \$4,000.00 towards drilling a new well in the Big Manitou Regional Park.

Motion Carried.

Delegations

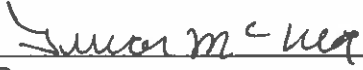
- Mike Wurtz and Martin Wurtz, Hillsvale Colony
Ryan Sutherland and Wesley Van Bergen, MNP

Adjourn


108/2024 TREVOR MCCREA

That this meeting adjourns at 3:15 p.m.

Motion Carried.



Reeve



Chief Administrative Officer

Schedule 'A' Agenda

REGULAR MEETING AGENDA
Thursday, May 9, 2024



CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

April 4, 2024 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

SARM	Re: Gopher Control Program
Lilydale Historical Society	Re: Financial Statement
Lakeland Library Region Board	Re: AGM
Maidstone Waseca & Dis Fire Board	Re: Financial Statement
SARM	Re: Beaver Control Program
RCMP	Re: April 1-7, 2024 Report
RCMP	Re: April 8-14, 2024 Report
RCMP	Re: April 15-21, 2024 Report
RCMP	Re: April 22-28, 2024 Report
Farm & Food Care Saskatchewan	Re: Membership
Saskatchewan 4-H Foundation	Re: Spring Highlights
SARM	Re: Division 6 Vacancy
Jaxon Chant	Re: Beaver Control
Manitou Lake Multiple 4-H Club	Re: Sponsorship

OTHER BUSINESS

- 1] Policy Review
- 2] 2024 Budget – Capital, Operating, ETR
- 3] Bylaw 3/2024-Mill Rate Factors
- 4] Land Tender Opening 10:00 a.m.
- 5] Development/Demolition Permits 2024-04 & 2024-05
- 6] SMHI Hail Withdraw
- 7] Oilfield Approval
- 8] SARM Division 6 Meeting
- 9] WCB-Injury Claim
- 10] Discretionary Signage Application
- 11] Cemetery Maintenance Tender Opening
- 12] Seasonal Maintenance-Student Employment

13]

14]

15]

IN CAMERA

DELEGATIONS

1] Hillsvale Colony – Mike Wurtz and Martin Wurtz 10:00 am

2]

ADJOURNMENT

Schedule 'B' Accounts

DD#3155-DD#3192	70,501.57
9826 Keri Bratkowski	312.50
9827 Howard Erb's Trucking Ltd	10,852.80
9828 Municipal Employees Pension	9,088.64
9829 Dustin Zweifel	4,884.60
9830 Battlefords Regional News Optimist	303.19
9831 beePlus Workplace Solutions	62.55
9832 Janet Hollingshead-Leslie	415.50
9833 Keri Bratkowski	1,200.00
9834 CCASK Construction Code Authority	1,575.32
9835 Crystal Glass Ltd.	689.85
9836 Cut Knife & District Fire Association	8,260.00
9837 Information Services Corporation	345.00
9838 Robert Knoll	1,264.50
9839 Lash Enterprises	76.36
9840 Lilydale Creek Enterprises	6,216.00
9841 Linde Canada Ltd. C3199	232.99
9842 Lloydminster Co-operative Ltd.	1,734.77
9843 Midway Distributors Ltd.	141.69
9844 Minister of Finance	30.00
9845 M.R. Website Development	410.03
9846 Munisoft	484.73
9847 Northwind Radio Ltd.	691.96
9848 Rack Petroleum Ltd.	15,182.81
9849 Rhinehart Tire Ltd.	2,623.65
9850 EM of Eye Hill No. 382	1,500.00
9851 RM of Eldon No. 471	1,645.89
9852 Rutherford Agencies Ltd.	3,570.08
9853 SARM	499.50
9854 Sask Baseball Hall of Fame & Museum	50.00
9855 SGI	3,406.82
9856 Triod Supply 2011 Ltd.	135.54
9857 Vercomm Wireless	367.50
9858 Village of Neilburg	234.00
9859 Western Litho Printers	320.99
9860 WYWRA	2,762.27
9861 Xerox Canada Ltd.	809.53
9862 Tracey Zweifel	150.00
9863 Brandt Tractor Saskatoon Branch	1,794.88
9864 Lloydminster Co-operative ltd.	1,516.70
9865 Meridian Source	370.13
9866 Shirley Rogers	9,534.58
9867 Xerox Canada Ltd.	125.82
9868 Tracey Zweifel	180.00
9869 Big Manitou Regional Park	4,000.00
9870 Void	0.00
9871 Manitou Lake Multiple 4-H Club	250.00
9872 Saskatchewan 4-H Foundation	250.00
9873 Farm & Food Care SK	1,050.00
202404RP0001 Receiver General	17,835.31
202404RP002 Receiver General	17,763.48
April 2024 Xerox Canada Ltd.	797.22
202404202 Minister of Finance	339.09
202402203 Minister of Finance	198.52
10872608 Collabria	4,583.28
10872609 Sask Energy	536.90
10872610 Sask Energy	188.31
10872611 Sask Power	61.81
10872612 Sask Power	271.77
10872613 Sask Power	495.08
10872614 Sask Power	46.60
10872615 Sask Power	45.71

10872616	Sask Tel	72.10
10872617	Sask Tel	364.76



Schedule 'C' Public Works Report

April was dry

Vince's Road Construction

- Brushing was completed before April 15, Construction to begin end of May beginning of June

Shop Concrete Pads

- Began pouring cement today and will be completed next week

Degelman Blades for sale

Truck Tender for June meeting

Fencing

- Freemont Transfer Station

Crack Sealing

- DC Asphalt Repair
- ACP

Dust Control

- Greenview Recycling Pilot Project
- MC30
- DL 10 - 70%

Gravelling

- Gravel map is being made up, does anyone has a particular spot that needs gravel

Carruthers

- Trespasser has moved across the street

Incident Report

- SaskTel Phone issue

Staff

- Dustin started back April 1 – went seeding, will return when completed
- Wyatt starts April 8 - went seeding, will return when completed
- We attended 'Dig Breakfast', was pretty good this year

Emergency Management

- Fire Ban was placed April 15 and removed May 6, 2024
- Registered for Bordering on Disaster conference in September

Newsletter Ideas

- Road Safety, how spinning at intersections is costly
- Sask Lander
- Mail from RM is important
- Signs, expensive to replace

Schedule 'D' Workplace Violence Policy & Prevention Plan**Workplace Violence Policy & Prevention Plan****1. POLICY STATEMENT**

The Rural Municipality of Hillsdale No. 440 is committed to minimizing and eliminating the risk of workplace violence.

Whether committed by co-workers, managers or third parties, violent incidents are unsafe, unhealthy and unacceptable. These incidents are known to affect workplace morale, absenteeism and staff turnover.

The Rural Municipality of Hillsdale No. 440 is dedicated to a safety culture and will provide employees with workplace violence training and take appropriate corrective action respecting any employee who subjects another worker to violence. Violence in the workplace may be grounds for disciplinary action up to and including termination of employment for cause.

This policy was created following consultation with the RM of Hillsdale No. 440 Occupational Health and Safety Committee.

2. APPLICATION

The Rural Municipality of Hillsdale No. 440 violence policy applies to all persons involved in the operation of the Rural Municipality of Hillsdale and prohibits violence by any employee of the municipality, including supervisors and Council members, as well as by any person doing business with or for the Rural Municipality of Hillsdale No. 440.

Workplace violence is not limited to incidents which only transpire in a place of work. It may occur off-site at a business-related function like convention or trade show or social events related to work. Threatening telephone calls, texts, or e-mails received at home are also considered workplace violence.

If the alleged perpetrator of violence is a Council member, please refer to the Rural Municipality of Hillsdale Code of Ethics Bylaw for the procedure to be followed and available sanctions.

3. DEFINITIONS

"Violence" is defined in section 3-26(1) of The Occupational Health and Safety Regulations, 2020, as:

Violence means the attempted, threatened or actual conduct of a person that causes or is likely to cause injury, and includes any threatening statement or behaviour that gives a worker reasonable cause to believe that the worker is at risk of injury.

"The Complainant" is the person who makes the complaint.

"The Respondent" is the person who has allegedly committed violence.

"Worksite" means a location where a worker is or is likely to carry out their responsibilities of employment. This includes work-related settings such as work-related conferences, travel, municipality sponsored social events and any vehicle or mobile equipment used by a worker in the course of their employment.

4. VIOLENCE RISK ASSESSMENT

The Rural Municipality of Hillsdale No. 440 has conducted a risk assessment in preparation of this policy that considered the following potentials risks:

- Situations where employees interact with members of the public;
- Integrity of site security, equipment, and lighting;
- Effectiveness of emergency procedures;
- Procedures used in cash handling; and
- Procedures for releasing contact phone numbers, names, and addresses of employees only to authorized individuals.

A workplace violence risk assessment of the above factors must be performed as often as necessary to protect workers and to provide a safe working environment.

When completed, the results of the risk assessment must be provided to the Occupational Health and Safety Committee. This reporting requirement also applies to any repeated risk assessments performed to assess and prevent workplace violence incidents.

The Occupational Health and Safety Committee shall review the risk assessment and approve the safeguards or control.

5. VIOLENCE RISK REDUCTION

The Rural Municipality of Hillsdale No. 440 will further take the following actions to minimize or eliminate the risk of violence in the workplace:

- Ensuring employees have access to appropriate personal protective equipment;
- Reviewing and updating emergency procedures, site security, and applicable administrative processes;
- Upgrading site security equipment when required;
- Arranging for sufficient staff levels to carry out the work safely;
- Training and education so that employees understand the risks and the controls which must be followed for preventing exposure and responding to workplace violence; and

The Rural Municipality of Hillsdale No. 440 recognizes that the following positions are at increased risk of being exposed to a violent situation:

1. Administration Staff;
2. Grader and Seasonal Operators;
3. Transfer Station Attendants

The Rural Municipality of Hillsdale No. 440 further recognizes that there is an increased risk that a violent situation may occur at the following worksites:

1. Municipal Office;
2. RM Shop;
3. RM Shed and Fuel Tanks at Baldwinton;
4. RM Roads and land;
5. RM Gravel Pit; and
6. Freemont Transfer Station

If an employee is at an increased risk of being subject to violence in the workplace, The Rural Municipality of Hillsdale No. 440 will inform employees of the nature and extent of the risk from potential violence in writing, except if the disclosure is prohibited by law. The Rural Municipality of Hillsdale No. 440 will disclose any information in its possession related to the risk of violence from persons who have a history of violent behavior and whom employees are likely to encounter in the course of their work.

6. REPORTING WORKPLACE VIOLENCE

The Rural Municipality of Hillsdale No. 440 encourages all employees to report any incidents of workplace violence immediately so that complaints can be quickly investigated.

If an employee believes they have been exposed to violence in the workplace, they should tell any supervisor with whom they feel comfortable or contact the Chief Administrative Officer as soon as possible. If the Chief Administrative Officer is the accused offender, then the written report may be submitted to the Council of the Rural Municipality of Hillsdale No. 440. Employees may be asked to provide a written complaint describing the circumstances in detail, including but not limited to, the names of the individuals involved, the names of any witnesses, the date, time, and location of the incident.

The Rural Municipality of Hillsdale No. 440 will not retaliate against employees for filing a complaint and will not permit retaliation by management employees or co-workers.

Furthermore, no action will be taken against an employee who has made a complaint in good faith which is found to be unsubstantiated. However, a complainant may be subject to disciplinary action where it is proven that the complaint is fraudulent or malicious.

7. INVESTIGATION

Following the reporting of the incident by the employee, an investigation will be undertaken. The Rural Municipality of Hillsdale or their designate will investigate.

The Rural Municipality of Hillsdale No. 440 will document incidents of alleged violence, the investigation, and its outcome, which may include documenting who is involved, potential witnesses, and any other related documents.

In the event of an allegation of violence, the Rural Municipality of Hillsdale No. 440 has full discretion to take whatever temporary interim measures that it deems appropriate to ensure the workplace remains a safe and productive environment and/or helps to facilitate an investigation into said violence including, but not limited to, removing an individual from the workplace.

8. CONFIDENTIALITY

The Rural Municipality of Hillsdale No. 440 will not disclose the name of a complainant or the respondent or the circumstances related to the complaint to any person except where disclosure is necessary for the purposes of investigating the complaint or taking corrective action with respect to the complaint, or as required by law.

In order to protect the safety of the complainant and other staff, the Rural Municipality of Hillsdale may place an employee on administrative leave if it is deemed necessary to protect employee safety.

9. INVESTIGATION OUTCOMES & REMEDIES

If it is determined that workplace violence has occurred, appropriate and effective remedial action will be taken. Any necessary action may also be taken to deter any future incidents.

The Rural Municipality of Hillsdale No. 440 will advise the parties of the results of the investigation.

10. MEDICAL ASSISTANCE

In the event that an employee, as a result of a work-related violence, experiences injury or adverse symptoms, the employee is encouraged to consult the worker's physician for treatment or referral for post incident counselling. If an employee consults their physician for treatment or receives counselling that is related to the workplace violence, the Rural Municipality of Hillsdale shall credit the worker's attendance as time at work and ensure that the worker loses no pay or other benefits as a result of the workplace violence.

11. TRAINING

The Rural Municipality of Hillsdale No. 440 is committed to providing a training program for employees that includes:

- the means to recognize potentially violent situations;
- procedures, work practices, administrative arrangements and engineering controls that have been developed to minimize or eliminate the risk to workers;
- the appropriate responses of workers to incidents of violence, including how to obtain assistance; and
- procedures for reporting violent incidents.

12. ACCESS TO POLICY & POLICY REVIEW

Copies of the policy statement and prevention plan will be made readily available to employees.

This policy shall be reviewed, and revised, if necessary, every three years or whenever there is a change in circumstances that may affect worker health and safety.

**THE RURAL MUNICIPALITY OF HILLSDALE NO. 440
WORKPLACE VIOLENCE POLICY & PREVENTION PLAN**

ACKNOWLEDGMENT & AGREEMENT – EMPLOYEE

I, _____, an employee of the Rural Municipality of Hillsdale No. 440 acknowledge that I have been provided with a copy of the Rural Municipality of Hillsdale No. 440 Workplace Violence Policy & Prevention Plan (the "Policy") and have read and understood it and acknowledge that I will abide by the Policy. I understand that if I violate the rules set forth by this Policy, I may face disciplinary action up to and including termination of employment.

Date _____

Employee Signature _____

**RURAL MUNICIPALITY OF HILLSDALE NO. 440
WORKPLACE VIOLENCE POLICY & PREVENTION PLAN**

ACKNOWLEDGMENT & AGREEMENT – COUNCIL MEMBER

I, _____, a Council member of the Rural Municipality of Hillsdale No. 440 acknowledge that I have been provided with a copy of the Rural Municipality of Hillsdale No. 440 Workplace Violence Policy & Prevention Plan (the "Policy") and have read and understood it and acknowledge that I will abide by the Policy. I understand that if I violate the rules set forth by this Policy, I may face disciplinary action or sanctions.

Date _____

Council Member Signature _____

Rural Municipality of Hillsdale No. 440

BYLAW 3/2024

A BYLAW TO PROVIDE FOR MILL RATE FACTORS

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

1. The following mill rate factors shall be applied to the uniform mill rate levied against all taxable property for municipal purposes:

Agriculture	1.0000
Residential	1.2500
Commercial	7.5000

2. Bylaw 3/2023 is hereby repealed.



Susan McLeod
 Reeve

Janet Hollingshead-Leslie
 Chief Administrative Officer

R.M. of Hillsdale
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

	Current	Year To Date	Budget	Variance	%
REVENUES					
TAXATION					
Penalties on Tax Arrears					
410-400-210 - Penalty on Mun Taxes Arrears - Proper	5,613.77	23,571.37		23,571.37	
	5,613.77	23,571.37	0.00	23,571.37	0.00
TOTAL TAXATION:	5,613.77	23,571.37	0.00	23,571.37	0.00
FEES AND CHARGES					
Custom Work					
420-100-110 - F&C - Custom Work - Snow Removal	1,620.00	2,400.00		2,400.00	
420-100-150 - F&C - Custom Work - Payroll Admin	52,945.72	196,602.60		196,602.60	
	54,565.72	199,002.60	0.00	199,002.60	0.00
Sale of Supplies and Gravel					
420-200-300 - F&C - Sale of Supplies - Maps	140.00	240.00		240.00	
	140.00	240.00	0.00	240.00	0.00
Rentals					
420-300-130 - F&C - Rentals - Oil Well Surface		13,300.00		13,300.00	
420-300-140 - F&C - Rentals - AG Lease		11,025.00		11,025.00	
	0.00	24,325.00	0.00	24,325.00	0.00
Policing and Fire Fees					
420-400-330 - F&C - EMO		724.46		724.46	
	0.00	724.46	0.00	724.46	0.00
Licenses and Permits					
420-700-100 - F&C - Licenses - Oil/Gas		1,350.00		1,350.00	
420-710-100 - F&C - Permits - Overweight	1,250.00	7,150.00		7,150.00	
420-710-110 - F&C - Permits - Development	100.00	200.00		200.00	
420-710-120 - F&C - Permits - Building	1,500.30	1,500.30		1,500.30	
	2,850.30	10,200.30	0.00	10,200.30	0.00
Other					
420-800-100 - F&C - Tax Certificate		320.00		320.00	
420-800-200 - F&C - General Office Services Provide		1,975.90		1,975.90	
420-800-220 - F&C - Appeal Fees	200.00	200.00		200.00	
420-850-110 - F&C - Landfill Fees	146.66	524.13		524.13	
420-850-120 - F&C - Waste Collection Fees	6.67	180.95		180.95	
	353.33	3,200.98	0.00	3,200.98	0.00
TOTAL FEES AND CHARGES:	57,909.35	237,693.34	0.00	237,693.34	0.00
MAINTENANCE AND DEVELOPMENT CHARGES					
Road Maintenance and Restoration Agreements					
430-100-100 - M&D - Road Maintenance Fees	7,064.00	7,064.00		7,064.00	
	7,064.00	7,064.00	0.00	7,064.00	0.00
TOTAL MAINTENANCE AND DEVELOPMENT	7,064.00	7,064.00	0.00	7,064.00	0.00
CONDITIONAL GRANTS					
Federal					
450-240-100 - Conditional - Federal - CCB Communit		17,751.30		17,751.30	
	0.00	17,751.30	0.00	17,751.30	0.00
Local					
450-410-100 - Conditional - Local - Pest Control-PRE		2,127.61		2,127.61	
	0.00	2,127.61	0.00	2,127.61	0.00
TOTAL CONDITIONAL GRANTS:	0.00	19,878.91	0.00	19,878.91	0.00
VESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	37,102.39	162,261.61		162,261.61	
	37,102.39	162,261.61	0.00	162,261.61	0.00
TOTAL INVESTMENT INCOME AND COMMIS	37,102.39	162,261.61	0.00	162,261.61	0.00
OTHER REVENUES					
Other Revenue					
480-160-100 - Other Revenue - Miscellaneous		500.00		500.00	

R.M. of Hillsdale
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
	0.00	500.00	0.00	500.00	0.00
TOTAL OTHER REVENUES:	0.00	500.00	0.00	500.00	0.00
TOTAL REVENUES:	<u>107,689.51</u>	<u>450,969.23</u>	<u>0.00</u>	<u>450,969.23</u>	<u>0.00</u>

R.M. of Hillsdale
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-110 - GG - Council - Indemnity	1,750.00	6,500.00		(6,500.00)	
510-110-140 - GG - Council - Indemnity Committee	250.00	1,375.00		(1,375.00)	
510-110-150 - GG - Council - Indemnity Convention	750.00	750.00		(750.00)	
510-110-230 - GG - Salaries - Administrator	9,880.51	40,022.03		(40,022.03)	
510-110-330 - GG - Salaries - Assistant	19,986.48	72,374.99		(72,374.99)	
	32,616.99	121,022.02	0.00	(121,022.02)	0.00
Benefits					
510-120-110 - GG - Benefits - Council	164.81	17,975.53		(17,975.53)	
510-130-230 - GG - Benefits - Administrator	1,544.42	13,615.54		(13,615.54)	
510-140-330 - GG - Benefits - Assistant	3,187.71	29,281.81		(29,281.81)	
	4,896.94	60,872.88	0.00	(60,872.88)	0.00
	37,513.93	181,894.90	0.00	(181,894.90)	0.00
Professional/Contract Services					
510-200-110 - GG - Cont - Legal	164.30	328.60		(328.60)	
510-200-130 - GG - Cont - Audit/Accounting	156.54	156.54		(156.54)	
510-200-150 - GG - Cont - Assessment - SAMA		15,942.00		(15,942.00)	
510-200-170 - GG - Cont - Advertising	352.50	352.50		(352.50)	
510-200-200 - GG - Cont - Mapping		604.20		(604.20)	
510-210-120 - GG - Council - Meeting - Travel	192.75	717.75		(717.75)	
510-210-125 - GG - Council - Meeting - Meals	138.38	471.91		(471.91)	
510-210-140 - GG - Council - Committee - Travel	70.50	483.00		(483.00)	
510-210-150 - GG - Council - Convention - Travel	750.00	750.00		(750.00)	
510-210-170 - GG - Admin - Training, Travel & Meals	1,245.53	2,243.29		(2,243.29)	
510-220-100 - GG - Cont - Office Caretaking	312.50	1,225.00		(1,225.00)	
510-230-100 - GG - Cont - Insurance - General & Bor		8,991.11		(8,991.11)	
510-240-100 - GG - Cont - Memberships & Subscripti		20,449.68		(20,449.68)	
510-250-100 - GG - Cont - Communications	29.68	29.68		(29.68)	
510-260-100 - GG - Cont - Tax Enforcement/Collectio		450.00		(450.00)	
510-280-130 - GG - Cont - Computer Support/EMA		10,688.04		(10,688.04)	
510-280-150 - GG - Cont - Public Relations	25.00	1,828.48		(1,828.48)	
	3,437.68	65,711.78	0.00	(65,711.78)	0.00
Utilities					
510-300-110 - GG - Utility - Heat	227.44	648.88		(648.88)	
510-300-120 - GG - Utility - Power	671.26	1,562.82		(1,562.82)	
510-300-130 - GG - Utility - Water	117.00	343.95		(343.95)	
510-300-140 - GG - Utility - Telephone	326.57	979.88		(979.88)	
	1,342.27	3,535.53	0.00	(3,535.53)	0.00
Maintenance, Material and Supplies					
510-400-110 - GG - Maint - Postage		23.20		(23.20)	
510-410-140 - GG - Maint - Office Supplies	8,148.13	11,818.88		(11,818.88)	
510-420-100 - GG - Maint - Janitor Supplies	18.32	127.89		(127.89)	
510-490-100 - GG - Maint - Office Repairs & Maint.		165.33		(165.33)	
	8,166.45	12,135.30	0.00	(12,135.30)	0.00
Grants and Contributions					
510-500-110 - GG - Grants and Contributions		250.00		(250.00)	
	0.00	250.00	0.00	(250.00)	0.00
TOTAL GENERAL GOVERNMENT SERVICES	50,460.33	263,527.51	0.00	(263,527.51)	0.00
PROTECTIVE SERVICES					
FIRE PROTECTION					
Professional/Contractual Services					
525-210-100 - PS - Fire - EMS Contract - 911		1,056.00		(1,056.00)	
525-210-110 - PS - Fire - Contracted Services	9,640.13	9,640.13		(9,640.13)	
525-250-100 - PS - Fire - Training, Travel, Meals	485.71	485.71		(485.71)	
	10,125.84	11,181.84	0.00	(11,181.84)	0.00
TOTAL FIRE PROTECTION:	10,125.84	11,181.84	0.00	(11,181.84)	0.00
TOTAL PROTECTIVE SERVICES:	10,125.84	11,181.84	0.00	(11,181.84)	0.00

R.M. of Hillsdale
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

	Current	Year To Date	Budget	Variance	%
TRANSPORTATION SERVICES					
MAINTENANCE					
Wages & Benefits					
Wages					
530-110-110 - TS - Maint - Council - Indemnity	875.00	3,500.00		(3,500.00)	
530-110-130 - TS - Maint - Salaries - Labourers	17,337.32	51,517.65		(51,517.65)	
530-110-150 - TS - Maint - Salaries - Seasonal	3,628.00	3,628.00		(3,628.00)	
	21,840.32	58,645.65	0.00	(58,645.65)	0.00
Benefits					
530-130-130 - TS - Maint - Benefits - Labourers	2,874.19	18,176.73		(18,176.73)	
530-150-150 - TS - Maint - Benefits - Seasonal	605.74	605.74		(605.74)	
	3,479.93	18,782.47	0.00	(18,782.47)	0.00
	25,320.25	77,428.12	0.00	(77,428.12)	0.00
Professional/Contractual Services					
530-210-120 - TS - Maint - Cont - Maint by Contract	15,220.60	58,512.91		(58,512.91)	
530-210-140 - TS - Maint - Contract - Grading	1,484.00	2,226.00		(2,226.00)	
530-240-100 - TS - Maint - Advertising	45.00	370.00		(370.00)	
530-250-110 - TS - Maint - Council - Travel	66.00	66.00		(66.00)	
530-260-100 - TS - Maint - Insurance/Vehicle Reg.		10,044.85		(10,044.85)	
530-260-111 - TS - Maint - Ins - SP2800 Bros Packer		16.15		(16.15)	
530-260-112 - TS - Maint - Ins - Pull-type Wobbly		25.10		(25.10)	
530-260-125 - TS - Maint - Ins - 2009 Highboy Trailer		17.64		(17.64)	
530-260-134 - TS - Maint - Ins - Neilburg Fuel Tank		46.66		(46.66)	
530-260-139 - TS - Maint - Ins - 2007 Kenworth		809.92		(809.92)	
530-260-140 - TS - Maint - Ins - 2013 Ford F250		713.16		(713.16)	
530-260-142 - TS - Maint - Ins - 2012 CAT Dozer Blac		48.42		(48.42)	
530-260-143 - TS - Maint - Ins - Cap I Sod Mulcher		92.41		(92.41)	
530-260-144 - TS - Maint - Ins - 2014 Handy Hitch		36.71		(36.71)	
530-260-145 - TS - Maint - Ins - JD 6150R Tractor		436.68		(436.68)	
530-260-146 - TS - Maint - Ins - 2018 Degelman Mow		(11.66)		11.66	
530-260-147 - TS - Maint - Ins - JD 624K Loader		589.07		(589.07)	
530-260-148 - TS - Maint - Ins - Midland Pony Pup		424.97		(424.97)	
530-260-150 - TS - Maint - Ins - 2015 Rock Picker		84.85		(84.85)	
530-260-152 - TS - Maint - Ins - 2015 Handy Hitch		41.54		(41.54)	
530-260-154 - TS - Maint - Ins - 1995 GMC WaterTru		173.89		(173.89)	
530-260-155 - TS - Maint - Ins - JD 6155R Tractor		623.05		(623.05)	
530-260-157 - TS - Maint - Ins - 2018 Ford F150		591.94		(591.94)	
530-260-160 - TS - Maint - Ins - 2018 JD 872G #4		1,297.57		(1,297.57)	
530-260-161 - TS - Maint - Ins - 2014 Flat DeckTrailer		260.89		(260.89)	
530-260-162 - TS - Maint - Ins - Cap I Gr Mt Packer		14.61		(14.61)	
530-260-163 - TS - Maint - Ins - 2019 Ford F150	2,388.29	5,566.78		(5,566.78)	
530-260-164 - TS - Maint - Ins - 2019 JD 872G #5		1,389.46		(1,389.46)	
530-260-166 - TS - Maint - Ins - 2020 Rhino Mower		(11.66)		11.66	
530-260-167 - TS - Maint - Ins - 2020 410L Backhoe		510.56		(510.56)	
530-260-168 - TS - Maint - Ins - Sprayer Skit Unit		69.01		(69.01)	
530-260-170 - TS - Maint - Ins - Reclaimer		81.93		(81.93)	
530-260-171 - TS - Maint - Ins - Truck Scale		299.17		(299.17)	
530-260-172 - TS - Maint - Ins - 2022 JD 872G #6		1,609.98		(1,609.98)	
530-260-173 - TS - Maint - Ins - 2023 JD 872G #7		1,825.56		(1,825.56)	
530-260-174 - TS - Maint - Ins - Schulte Mower #1		129.51		(129.51)	
530-260-175 - TS - Maint - Ins - Schulte Mower #2 Fo		147.55		(147.55)	
530-270-130 - TS - Maint - Garbage Disposal		73.06		(73.06)	
530-290-101 - TS - Maint - Cont. Repairs - Building		937.83		(937.83)	
	19,203.89	90,182.07	0.00	(90,182.07)	0.00
Utilities					
530-300-110 - TS - Maint - Utility - Heat	949.93	2,696.99		(2,696.99)	
530-300-120 - TS - Maint - Utility - Power	641.07	1,495.82		(1,495.82)	
530-300-130 - TS - Maint - Utility - Water	117.00	358.05		(358.05)	
530-300-140 - TS - Maint - Utility - Telephone	418.85	1,655.72		(1,655.72)	
530-310-100 - TS - Maint - Utility - Street Lights	58.92	176.73		(176.73)	
	2,185.77	6,383.31	0.00	(6,383.31)	0.00
Maintenance, Materials & Supplies					
530-410-100 - TS - Maint - Shop Supply & Small Tool	584.09	2,095.29		(2,095.29)	
530-420-100 - TS - Vehicle/Equip. Repair/Parts/Tools	26.98	561.24		(561.24)	
530-420-112 - TS - Maint - Repair - Pull-type Wobbly	184.33	184.33		(184.33)	
530-420-139 - TS - Maint - Repair - 2007 Kenworth	2,062.70	2,100.54		(2,100.54)	
530-420-140 - TS - Maint - Repair - 2013 Ford F250		1,474.16		(1,474.16)	

R.M. of Hillsdale

Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

Report Date
05-08-2024 10:59 AM

	Current	Year To Date	Budget	Variance	%
530-420-144 - TS - Maint - Repair - 2014 Handy Hitch		2,218.97		(2,218.97)	
530-420-145 - TS - Maint - Repair - JD 6150R Tractor		48.86		(48.86)	
530-420-147 - TS - Maint - Repair - JD 624K Loader		59.70		(59.70)	
530-420-148 - TS - Maint - Repair - Midland Pony Pup	494.08	494.08		(494.08)	
530-420-154 - TS - Maint - Repair - 1995 Water Truck		175.63		(175.63)	
530-420-155 - TS - Maint - Repair - JD 6155R Tractor		307.03		(307.03)	
530-420-157 - TS - Maint - Repair - 2018 JD 872G #4	1,221.26	1,988.49		(1,988.49)	
530-420-158 - TS - Maint - Repair - 2018 Ford F150		311.52		(311.52)	
530-420-159 - TS - Maint - Repair - 2014 FlatDkTraile	331.80	331.80		(331.80)	
530-420-160 - TS - Maint - Repair - 2019 Ford F150		37.84		(37.84)	
530-420-161 - TS - Maint - Repair - 2019 JD 872G #5	5,046.22	6,130.39		(6,130.39)	
530-420-162 - TS - Maint - Repair - 2014 Ford F350		37.84		(37.84)	
530-420-164 - TS - Maint - Repair - 2020 410 Backho	2,844.73	2,882.57		(2,882.57)	
530-420-167 - TS - Maint - Repair - 2022 JD 872G #6	1,023.30	1,946.11		(1,946.11)	
530-420-168 - TS - Maint - Repair - 2023 JD 872G #7	229.07	1,042.89		(1,042.89)	
530-425-111 - TS - Maint - Diesel	8,102.69	24,595.17		(24,595.17)	
530-425-112 - TS - Maint - Gasoline	106.81	136.89		(136.89)	
530-425-113 - TS - Maint - Oil	1,364.68	4,122.51		(4,122.51)	
530-425-115 - TS - Maint - Gas - 2013 Ford F250		538.10		(538.10)	
530-425-119 - TS - Maint - Gas - 2018 Ford F150	274.40	880.69		(880.69)	
530-425-120 - TS - Maint - Gas - 2019 Ford F150	545.87	1,268.52		(1,268.52)	
530-425-121 - TS - Maint - Gas - 2014 Ford F350		281.08		(281.08)	
530-440-100 - TS - Maint - Gravel/Sand		191.00		(191.00)	
	24,443.01	56,443.24	0.00	(56,443.24)	0.00
TOTAL MAINTENANCE:	71,152.92	230,436.74	0.00	(230,436.74)	0.00
	71,152.92	230,436.74	0.00	(230,436.74)	0.00
TOTAL TRANSPORTATION SERVICES:	71,152.92	230,436.74	0.00	(230,436.74)	0.00
ENVIRONMENTAL SERVICES					
Wages and Benefits					
540-110-110 - EH&W - Salaries	49,090.86	182,354.13		(182,354.13)	
540-120-110 - EH&W - WCB & Other Benefits	3,854.87	14,248.45		(14,248.45)	
	52,945.73	196,602.58	0.00	(196,602.58)	0.00
Professional/Contractual Services					
540-200-110 - EH&W - Cont. - Waste Collection/Disp	1,300.00	4,000.00		(4,000.00)	
540-200-120 - EH&W - Cont. - Waste Management		1,312.14		(1,312.14)	
540-210-100 - EH&W - Cont. - Pest Control		338.75		(338.75)	
540-240-100 - EH&W - Cont. - Insurance		372.33		(372.33)	
	1,300.00	6,023.22	0.00	(6,023.22)	0.00
Utilities					
540-300-120 - EH&W - Utility - Power	215.22	738.30		(738.30)	
	215.22	738.30	0.00	(738.30)	0.00
Maintenance, Materials and Supplies					
540-410-100 - EH&W - Maint. - Building & Site		195.57		(195.57)	
540-420-100 - EH&W - Maint. - Pest Control Supplies		2,423.16		(2,423.16)	
	0.00	2,618.73	0.00	(2,618.73)	0.00
TOTAL ENVIRONMENTAL SERVICES:	54,460.95	205,982.83	0.00	(205,982.83)	0.00
RECREATION AND CULTURAL SERVICES					
Professional/Contractual Services					
570-290-100 - R&C - Cont. - Library Requisition		6,937.92		(6,937.92)	
	0.00	6,937.92	0.00	(6,937.92)	0.00
TOTAL RECREATION AND CULTURAL SERV	0.00	6,937.92	0.00	(6,937.92)	0.00
TOTAL EXPENDITURES:	186,200.04	718,066.84	0.00	(718,066.84)	0.00
CHANGE IN NET-FINANCIAL ASSETS	(78,510.53)	(267,097.61)	0.00	(267,097.61)	0.00
Change in Non-Financial Assets	520,564.05	686,947.66		686,947.66	
CHANGE IN NET ASSETS	(599,074.58)	(954,045.27)	0.00	(954,045.27)	0.00
CHANGE IN SURPLUS	(599,074.58)	(954,045.27)	0.00	(954,045.27)	0.00

R.M. of Hillsdale
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2024

	Current	Year To Date	Budget	Variance	%
ACCOUNT BALANCES					
	Current	Year to Date	Balance		
Cash and Investments					
110-110-120 - Cash - Bank - Cr Un	(917,124.74)	(1,554,568.88)	6,117,802.82		
110-110-125 - Cash - Bank - CAFT	8.47	35.92	78.56		
110-110-140 - Cash - Bank - RM iSave	67.82	273.04	55,230.83		
110-110-165 - Cash - Bank - POS	336.38	697.88	5,352.72		
110-120-101 - Investment Term Due Nov 10, 2025			2,000,000.00		
Total Cash and Investments:	(916,712.07)	(1,553,562.04)	8,178,464.93		
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current	(262.83)	(451.52)	(1,154.03)		
110-200-110 - Municipal - Tax Receivable - Arrears	3,631.82	(15,036.03)	294,254.54		
110-200-900 - Municipal - Allow. for Uncollected			(185,247.08)		
Total Municipal Taxes Receivable:	3,368.99	(15,487.55)	107,853.43		
Other Receivables					
110-300-120 - Due From Local Government		(89,951.91)			
110-300-125 - Due From Local Government-Building			41,742.85		
110-310-100 - Accrued Interest	9,016.39	36,366.12	52,037.35		
110-320-100 - Accounts Receivable	47,587.51	(61,102.81)	244,145.70		
110-320-111 - Accounts Receivable - WYWRA MMS\		(1,454.46)	158.93		
110-340-100 - GST Receivable - 100% Rebate	4,832.27	18,248.30	28,425.14		
110-350-100 - GST Receivable	22,609.74	(13,681.85)	23,906.63		
Total Other Receivables:	84,045.91	(111,576.61)	390,416.60		

Certified correct and in accordance with the records

Presented to council on

May 9, 2024
(Date)


Reeve


Chief Administrative Officer

Rural Municipality of Hillsdale No. 440
Bank Reconciliation for April 2024

	General Acct	CAFT	POS	RM iSave
BALANCE FORWARD				
ADD: Deposits (Book)	7,034,927.56	70.09	5,016.34	55,163.01
Interest Earned	18,421.26	8.47	315.00	67.82
	27,988.33		21.38	
Transfer from General	70,501.57			
	46,409.59			
LESS: Cheques				
Payroll DD #3155-3192	70,501.57	70,501.57		
CH# 9801-9829	849,921.42			
202403203 April 2024,				
10802095-10802105	43,111.34			
202404RP0001,202404RP0002				
Transfer to CAFT				
	<u>963,534.33</u>	<u>78.56</u>	<u>5,352.72</u>	<u>55,230.83</u>
	<u>6,117,802.82</u>			
BANK BALANCE STATEMENT	6,173,578.83	78.56	5,037.72	55,230.83
PLUS: Outstanding Deposits			315.00	
LESS: Outstanding Cheques				
9630 9534.58				
9803 1554.00				
9828 9088.64				
202404RP001 17835.31				
202404RP001 17763.48				
	<u>55,776.01</u>	<u>78.56</u>	<u>5,352.72</u>	<u>55,230.83</u>
	<u>6,117,802.82</u>			

