

RURAL MUNICIPALITY OF MILTON NO. 292

Minutes of the regular meeting of the council of the Rural Municipality of Milton No. 292 held on Monday February 12th, 2024 in the municipal council chambers located at 20 1st Avenue North in Marengo, Saskatchewan.

CALL TO ORDER

Reeve James Loken called the meeting to order at 8:03 a.m. with the following members in attendance:

Division 1: Darren Cowie

Division 2: Dave Chudyk

Division 3: Larry Stasiuk

Division 4: Murray Cowie

Division 5: Natalie Sullivan

~~**Division 6:** Trevor Martin~~

Division 7: Sara Wilke

ABSENT

VE

The following staff members were in attendance:

Assistant Administrator: Candace Rea

Assistant: Lisa Ensor

The agenda was reviewed by council and will be used as a guideline for this meeting.

MINUTES

2024-042

JAMES LOKEN – That approval of the minutes from the regular meeting of council held on January 24, 2024 be tabled to the next meeting.

CARRIED

REPORTS

2024-043

DARREN COWIE – That the following board reports be acknowledged as received and be filed:

Division Reports

Kindersley Vet Board

Kindersley Medical Arts

Kindersley Health and Wellness Foundation Inc.

Kindersley Library Board

West Central Municipal Government Committee (WCMGC)

North West Municipalities Association (NWMA) January 17, 2024

Kindersley & District Plains Museum

Highway 317 2023 Maintenance Review

RoadData Reports

Municipal Load Report – January 2024

Cut-through Utilization Report – January 2024

Lease Activity Report – January 2024

Joint Administration Board Meeting-January 30, 2024

CARRIED

JE

8:31 a.m. to 8:40 a.m. - Garry Hyland attended the meeting to review the foreman's report, provide updates on the work on the ram plow, plowing snow, grading roads, upcoming appointments with John Deere, and staff training.

FOREMAN'S REPORT

2024-044 **DARREN COWIE** – That the Foreman's report dated February 12th, 2024 be acknowledged as received and filed.

CARRIED

ALSASK WATER REPORTS

2024-045 **NATALIE SULLIVAN** – That the Alsask Waterworks Report for January 2024 and the Water Security Agency Inspection Report dated February 1, 2024 be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2024-046 **SARA WILKE** – That the statement of financial activities and bank reconciliations for January 2024 be approved as presented.

CARRIED

CORRESPONDENCE

2024-047 **LARRY STASIUK** – That we acknowledge receipt of the following correspondence and file for future reference:

SRC Analytical

<u>Date</u>	<u>Free Chlorine</u>	<u>Total Chlorine</u>	<u>Turbidity</u>
23-Jan-2024	0.40	.58	0.29 (Regular)

(acceptable results: Free Chlorine >.1, Turbidity <.30, Total Chlorine any amount)

22-Jan-2024 – SE 01-30-29W3 No detectable coliform or E. Coli

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – January 30, 2024

Rural Dart – February 6, 2024

Rural Sheaf – January 2024

News Release – February 7, 2024

Plant Health Network Newsletter – Winter 2023

Agricultural Producers Association of Saskatchewan (APAS)

Update – January 25, 2024

Update – February 1, 2024

Kindersley RCMP

Request for Feedback



Ministry of Government Relations
February 2024

CARRIED

HUDSON BAY ROUTE ASSOCIATION

2024-048 **DARREN COWIE** – That we acknowledge receipt of the membership request for 2024 from the Hudson Bay Route Association.

CARRIED

DRILLING LICENSE

2024-049 **LARRY STASIUK** – That the following drilling license be acknowledged as approved by council:

Teine Energy Ltd.
01-13-30-28W3 File No. 23-26247

CARRIED

NOTICE OF CONVERSION-TEINE ENERGY 16-32-31-27W3

2024-050 **LARRY STASIUK** – That we acknowledge receipt of the public notice received from Teine Energy Ltd. for the conversion of 111/16-32-31-27W3 from oil producer to water injector project SK PJ 70167, with no objections.

CARRIED

ACTING ADMINISTRATOR

2024-051 **DARREN COWIE** - That we acknowledge the hiring of Lisa Ensor effective March 1st, 2024 for the position of Administrator in an acting capacity for the RM of Milton No. 292, the RM of Antelope Park No. 322, and the Village of Marengo upon acceptance of the offer of employment letter and the following terms:

\$72,500 salary per year;
Four weeks holidays (20 working days);
A probationary period of 13 weeks from start date.

CARRIED

TEMPORARY ASSISTANT POSITION

2024-052 **DAVE CHUDYK** – That we agree to hire a temporary assistant, up to five days a week, wage within the recommended range for that position.

CARRIED

ADVERTISEMENT OF OFFICE ASSISTANT POSITION

2024-053 **SARA WILKE** – That we agree to advertise for a full-time office Assistant; up to 2 applications to be accepted until February 20, 2024, wage within the recommended range for that position

CARRIED

ASSISTANT POSITION

2024-054 **NATALIE SULLIVAN** – That we agree that the Joint Administration Board conduct the interviews for the Assistant position and that we agree that the Board will be making a decision on the Assistant for all three municipalities, wage within the recommended range for that position.

CARRIED

AMEND RESOLUTION 2024-028 (2024 APPOINTMENTS)

2024-055 **LARRY STASIUK** – Amend resolution 2024-028 by removing Robin Busby as of January 31, 2024 and adding Lisa Ensor effective March 1, 2024; with the exception of EMO Coordinator by removing Robin Busby as of January 31, 2024 and adding Candace Rea effective January 20, 2024.

CARRIED

APPOINTMENT OF BYLAW ENFORCEMENT AND PEACE OFFICER-SARA WILKE

2024-056 **MURRAY COWIE** – That the Council of the RM of Milton No. 292 appoints Sara Wilke as Bylaw Officer within the Rural Municipality of Milton No. 292 pursuant to section 373 of *The Municipalities Act* for the purposes of bylaw enforcement and shall be considered a Peace Officer for the purposes of bylaw enforcement under *The Summary Offences Procedures Act, 1990* appointment term to be from March 1, 2024 to December 31, 2024.

CARRIED

PEST CONTROL OFFICER

2024-057 **DARREN COWIE** – That we advertise for the position of Pest Control Contractor.

CARRIED

WEED INSPECTOR CONTRACT

2024-058 **SARA WILKE** – That we enter into a contract with Larry Dyck for weed inspection services and that we agree to pay Mr. Dyck for any visits to the RM of Milton No. 292 for weed inspection services at a rate of \$60.00 per hour plus .70 cents per kilometer based on \$1.00 per liter fuel cost-surcharge applies.

CARRIED

Handwritten signature and initials, possibly 'LL' and 'LE', located in the bottom right corner of the page.

WEED INSPECTOR

2024-059 **JAMES LOKEN** – That we appoint Larry Dyck as the municipality's weed inspector from January 30th, 2024 to December 31st, 2024.
CARRIED

HIGHWAY 317 CROP DAMAGE PAYMENTS

2024-060 **DAVE CHUDYK** – That the following crop damage payments for the Highway 317 Project be approved following the recommendation from the Ministry of Highways:
SW 5-30-27-W3 (2.83 Acres) for the 2021 crop
2.83 acres of Canola @ \$1080/acre = \$3056.40
NW 32-29-27-W3 (0.286 Acres 2020) for the 2020 crop.
0.286 acres of Peas @ \$900/acre = \$257.40
NW 32-29-27-W3 (3.557 Acres 2021) for the 2021 crop.
3.557 acres of Canola @ \$1080/acre = \$3841.56
A total payment of \$7,155.36
CARRIED

IN CAMERA

2024-061 **SARA WILKE** – That we enter an in-camera session at 9:42 a.m. to discuss confidential legal matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.
CARRIED

9:42 a.m. – Candace Rea left the boardroom.

OUT OF CAMERA

2024-062 **LARRY STASIUK** – That we conclude the in-camera session at 9:43 a.m. and that the regular meeting of council resume.
CARRIED

INVOICE FOR FIRE SERVICES

2024-063 **DARREN COWIE** – That we pay the invoice received from the Rural Municipality of Kindersley No. 290 for fire services received on December 16, 2023 at the SE 21-30-28W3 in the amount of \$50,764.00 and invoice the landowner for this amount.
CARRIED

2024 SPRING ROAD BANS

2024-064 **LARRY STASIUK** – That we opt out of the Ministry of Highways 2024 spring road ban program.
CARRIED

2024 GRAVEL SPREADING

2024-065 LARRY STASIUK – That we contract 628514 Saskatchewan Ltd. to load, haul, and spread approximately 10,000 cubic yards of gravel throughout the municipality at a estimated cost of \$57,500 plus a 15% fuel surcharge when the price of fuel exceeds \$2.00/liter.

CARRIED

SASKATCHEWAN WORKERS COMPENSATION - 2024 COVERAGE FOR COUNCIL

2024-066 LARRY STASIUK - That the municipal council for the Rural Municipality of Milton No. 292 be insured through Saskatchewan Workers Compensation at the minimum rate of \$40,382.00

CARRIED

SARM ANNUAL CONVENTION - REGINA

2024-067 NATALIE SULLIVAN - That James Loken and Trevor Martin be appointed as our voting delegates for the SARM Annual Convention to be held in Regina on March 13th to 15th, 2023.

CARRIED

SARM CONVENTION – LISA ENSOR

2024-068 SARA WILKE - That Lisa Ensor attend the SARM Annual Convention to be held in Regina on March 13th to 15th, 2024.

CARRIED

SASKATCHEWAN MUNICIPAL HAIL INSURANCE (SMHI) - ANNUAL MEETING - REGINA

2024-069 JAMES LOKEN – That Dave Chudyk be appointed as our voting delegate for the SMHI Annual Meeting to be held in Regina on March 13th, 2024.

CARRIED

ALSASK SWIMMING POOL 2024 SEASON

2024-070 SARA WILKE – That we table the discussion for next meeting, with the Administrator to prepare options and a financial review from the previous 3 years.

CARRIED

10:15 a.m. – Candace Rea returned the boardroom.

JL
LE

HOUSEHOLD GARBAGE COLLECTION AND RECYCLING RATES

2024-071 SARA WILKE – That the following household garbage and recycling rates remain unchanged for 2024:
Household garbage: \$15.50 per month per household
Recycling service: \$10.50 per month per household
Fuel surcharge \$4.00 per month per household

CARRIED

ICIP GRANT-WATER SYSTEM CHANGE OF SCOPE/MANAGER

2024-072 JAMES LOKEN – That we table the discussion of the change of scope to next meeting of council.

CARRIED

IN-CAMERA

2024-073 JAMES LOKEN – That we enter an in-camera session at 10:26 a.m. to discuss confidential human resource matters pursuant to Section 120 subsection 2(a) of *The Municipalities Act*.

CARRIED

10:26 a.m. Lisa Ensor left the boardroom.

10:47 a.m. Lisa Ensor returned to the boardroom.

OUT OF CAMERA

2024-074 MURRAY COWIE – That we conclude the in-camera session at 10:47 a.m. and that the regular meeting of council resume.

CARRIED

10:47 a.m. Darren Cowie and Larry Stasiuk left the boardroom and never returned.

ACCOUNTS

2024-075 DAVE CHUDYK – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 13940 to 13980 in the amount of \$92,329.90 and EFT cheque numbers 990703 to 990713 in the amount of \$17,209.50 be approved for payment.

CARRIED

ADJOURN

2024-076

DAVE CHUDYK – That this meeting now adjourn at 11:08 a.m.

CARRIED



Reeve



Administrator

March 11th, 2024 – 8:00 a.m. - Regular meeting of council

Rural Municipality of Milton No. 292
List of Accounts for Approval
 Batch: 2024-00014 to 2024-00023

Date Printed
 2024-02-09 10:02 AM

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
13940	2024-01-24	Russell Q. Gregory Prof. Corp. 8037	Legal Services - Griffon Taxes	25,709.23	25,709.23
13941	2024-01-29	Enviroway Detergent Man Inc IN073281	WTP Chemicals	425.25	425.25
13942	2024-01-29	Konica Minolta 9009746942	Copier Contract	208.05	208.05
13943	2024-01-30	VOID - Need to Remove c/o			
13944	2024-02-12	102053541 Saskatchewan Ltd. WTP 2024-01	Alsask WTP Operator	751.80	751.80
13945	2024-02-12	3-Way Sales & Service Ltd 212545	New Radio	659.34	659.34
13946	2024-02-12	Air Liquide 76919391	Cylinder Refills	24.09	24.09
13947	2024-02-12	Alsask Lioness Club 23-24 SK Lotter	2023-24 SK Lotteries Community (217.00	217.00
13948	2024-02-12	Bea Bank Beef 4-H Club Donation 2024	Donation 2024	100.00	
		SK Lotto2023-24	Sask Lotteries Grant 2023-2024	217.00	317.00
13949	2024-02-12	Clow, Tracy 2024-02	Janitorial Services Feb	535.00	535.00
13950	2024-02-12	Eatonia Oasis Living Donation 2024	Donation	5,000.00	5,000.00
13951	2024-02-12	Ensor, Lisa MiscRec23&24Jan NotaryPublicFee	Administrator Farewell Notary Public Fee	158.82 200.00	358.82
13952	2024-02-12	Heritage Manor Auxiliary Donation 2024	Annual Donation	1,000.00	1,000.00
13953	2024-02-12	John Deere Financial 3115664 3111598	2014 JD 6140 Clutch repair Air Filter	1,428.03 97.10	1,525.13
13954	2024-02-12	Kerrobot & District Ag Society Donation 2024	Annual Donation	100.00	100.00
13955	2024-02-12	Kindersley Bearing (2008) Ltd. 001-069718	Filter, Reclean	114.57	114.57
13956	2024-02-12	Kindersley & Dist. Plains Museum Donation 2024	Annual Donation	500.00	500.00
13957	2024-02-12	Kindersley Dist Music Festival Donation 2024	Festival Donation 2024	100.00	100.00
13958	2024-02-12	Loraas Disposal North Ltd. 0000554966	Waste & Recycling-Shop&Alsask	2,694.58	2,694.58
13959	2024-02-12	McDougall Gauley LLP 713150	Legal - Employee Matters	1,554.42	1,554.42
13960	2024-02-12	MuniSoft 2023/24-05567	Assessment Processing Webinar	120.99	120.99
13961	2024-02-12	Pattison Agriculture WO #436682	2014 JD Tractor GreenLight Inspe	9,399.96	9,399.96
13962	2024-02-12	Royal Cdn Legion-Flaxcombe Br. Donation 2024	Annual Donation	500.00	500.00

Rural Municipality of Milton No. 292
List of Accounts for Approval
Batch: 2024-00014 to 2024-00023

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
13963	2024-02-12	RM of Antelope Park No. 322			
		2023-00061 & 63	Accrual Share of Joint Admin Expenses 4tr	-37.86	
		2024-00004	Admin Salaries & Benefits - Jan	16,386.25	16,348.39
13964	2024-02-12	Ronald McDonald House			
		Donation 2024	Annual Donation	1,000.00	1,000.00
13965	2024-02-12	SAMA			
		2024644	Municipal Assessment 2024	13,854.00	13,854.00
13966	2024-02-12	SARM			
		SARM817697	Office Supplies	85.05	
		SARM817776	Office Supplies	1,167.63	
		SARM817792	Office Supplies	1,218.00	
		SARM817839	Office Supplies	4.98	
		BEN129348	2024 Premiums for Benefit Adj	-715.09	
		CT24-107	Cyber Security Training - Office Str	78.75	
		SARM818012	Metal Rings Dog Tags 29Jan24	26.62	1,865.94
13967	2024-02-12	SARM			
		STARS 2024	STARS Donation 2024	1,500.00	1,500.00
13968	2024-02-12	ScotiaBank VISA			
		Stmt 2024-01	Admin Expenses	141.13	141.13
13969	2024-02-12	SGI			
		276KCC 2024	2015 Dodge 2500 CrewCab 4WD	1,479.92	1,479.92
13970	2024-02-12	Saskatchewan Health Authority			
		2194038	Water Sample - Sonmor Well	23.00	
		3461021	Alsask Water Sample	23.00	
		3462013	Alsask Water Sample	23.00	69.00
13971	2024-02-12	Trevello Travel Group Inc.			
		RobinFarewell	Farewell Gift - Robin Busby	1,125.00	1,125.00
13972	2024-02-12	Village of Marengo PO			
		587	Postage	11.63	
		Postage 2024-01	Postage	233.88	
		591	Postage	17.77	
		594	Postage - Water Samples	8.05	271.33
13973	2024-02-12	West Central Crisis &			
		Donation 2024	Annual Donation	500.00	500.00
13974	2024-02-12	West Central Early Childhood			
		Donation 2024	Donation 2024	500.00	500.00
13975	2024-02-12	Westcliffe Composite School			
		Donation 2024	Donation to Awards Night 2024	100.00	100.00
13976	2024-02-12	Loken, James			
		Indemnity'24-02	Councillor Indemnity & Mileage	553.83	553.83
13977	2024-02-12	Cowie, Darren			
		Indemnity'24-02	Councillor Indemnity & Mileage	376.13	376.13
13978	2024-02-12	Chudyk, David			
		Indemnity'24-02	Council Indemnity & Mileage	285.20	285.20
13979	2024-02-12	Stasiuk, Larry			
		Indemnity'24-02	Councillor Indemnity & Mileage	272.40	272.40
13980	2024-02-12	Sullivan, Natalie			
		Indemnity'24-02	Councillor Indemnity & Mileage	272.40	272.40
				Total Computer Cheque:	92,329.90

Rural Municipality of Milton No. 292
List of Accounts for Approval
 Batch: 2024-00014 to 2024-00023

Date Printed
 2024-02-09 10:02 AM

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990703	2024-02-05	Payroll - Scotia EFT HylandG PP24-03	Salary, 20 Jan - 02 Feb 2024	2,266.62	
		LokenC PP24-03	Wages, 20 Jan - 02 Feb 2024	1,362.20	
		WiebeCPP24-03	Wages, 20 Jan - 02 Feb 2024	2,177.07	5,805.89
990704	2024-02-05	SaskTel ALPool2024-01	Pool Phone	62.41	62.41
990705	2024-02-06	SaskTel AWTP 2024-01	Alsask Water Plant	60.69	60.69
990706	2024-02-06	SaskTel ASpr 2024-01	Alsask Springs Phone	204.71	204.71
990707	2024-02-06	SaskTel Office 2024-01	Municipal Office Phones	417.26	417.26
990708	2024-02-09	MEPP Remit2024-01	Remittance Jan	4,118.02	4,118.02
990709	2024-02-09	Minister of Finance Remit 2024-01	EPT Remittance - Monthly	374.81	374.81
990710	2024-02-09	Receiver General for Canada RP0002_2024-01	Remittance RP0002 - Jan	49.80	49.80
990711	2024-02-09	Receiver General for Canada RP0001_2024-01	Remittance RP0001 - Jan	5,604.15	5,604.15
990712	2024-02-12	Cowie, Murray Indemnity'24-02	Councillor Indemnity & Mileage	272.40	272.40
990713	2024-02-12	Wilke, Sara Indemnity'24-02	Council Indemnity & Mileage	239.36	239.36
				Total EFT:	<u>17,209.50</u>

Grand Total: 109,539.40

J. L. [Signature]