

## **RURAL MUNICIPALITY OF MILTON NO. 292**

Minutes of the regular meeting of the council of the Rural Municipality of Milton No. 292 held on Wednesday February 9<sup>th</sup>, 2022 in the municipal council chambers located at 20 1<sup>st</sup> Avenue North in Marengo, Saskatchewan.

### **CALL TO ORDER**

Reeve James Loken called the meeting to order at 8:04 a.m. with the following members in attendance:

**Division 1:** Darren Cowie

**Division 3:** Larry Stasiuk

**Division 4:** Murray Cowie

**Division 5:** Natalie Sullivan

**Division 7:** Sara Wilke

Division 2 council member Peter Applin was absent.

Division 6 council member Jordan Sonmor was absent.

The following staff members were in attendance:

**Administrator:** Robin Busby

One guest was in attendance.

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

### **AMEND RESOLUTION 2021-372**

**2022-040 SARA WILKE** – That we amend resolution 2021-372 by changing "\$23,962.95" to "\$33,779.81"

**CARRIED**

### **AMEND RESOLUTION 2022-032**

**2022-041 NATALIE SULLIVAN** – That we amend resolution 2022-032 by changing "November 17, 2022" to "November 9, 2022"

**CARRIED**

### **MINUTES**

**2022-042 MURRAY COWIE** – That the minutes from the regular meeting of council held on January 12<sup>th</sup>, 2022 be approved as circulated.

**CARRIED**

*8:20 a.m. Larry Stasiuk entered the board room*

**FULL TIME HOURS**

**2022-043**     **LARRY STASIUK** – That Cory Loken and Cornelius Wiebe work for 5 days a week, 8 hours per day starting March 1<sup>st</sup>, 2022.

**CARRIED**

**BOARD REPORTS**

**2022-044**     **DARREN COWIE** – That the following board reports be filed:  
Division Reports  
Kindersley Library Board  
West Central Municipal Government Committee (WMCGC)  
Kindersley & District Plains Museum  
Highway 317 Project Committee  
Employee Committee Report  
Alsask Water Treatment Plant Report - January 2022  
Pest Control Officer Inspection Reports – January 2022

**CARRIED**

**IN CAMERA**

**2022-045**     **MURRAY COWIE** – That we enter an in-camera session at 8:26 a.m. to discuss confidential human resource matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.

**CARRIED**

*8:26 a.m. – One guest left the boardroom.*

*8:57 a.m. – One guest returned to the boardroom.*

**OUT OF CAMERA**

**2022-046**     **DARREN COWIE** – That we conclude the in-camera session at 8:57 a.m. and that the regular meeting of council resume.

**CARRIED**

**FOREMAN POSITION**

A recorded vote on resolution 2022-047 was requested by Larry Stasiuk.

**2022-047**     **SARA WILKE** – That we advertise for a full-time Municipal Foreman with duties to commence immediately.

James Loken - Opposed

Natalie Sullivan - Affirmative

Darren Cowie - Affirmative

Sara Wilke - Affirmative

Larry Stasiuk - Opposed

Murray Cowie - Affirmative

**CARRIED**

## **INCOME AND EXPENSE STATEMENT**

**2022-048**     **NATALIE SULLIVAN** – That the statement of income and expense for January 2022 be approved as presented.

**CARRIED**

## **CORRESPONDENCE**

**2022-049**     **DARREN COWIE** – That we acknowledge receipt of the following correspondence and file for future reference:

### SRC Analytical

Alsask water samples analysis all printed below:

<u>Date</u>	<u>Free Chlorine</u>	<u>Total Chlorine</u>	<u>Turbidity</u>
11-Jan-2022	0.50	0.72	0.43 (Regular)
25-Jan-2022	0.40	0.51	0.35 (Regular)

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

26-Jan-2022    SE 01-30-29W3 No E. Coli or Coliform detected

### Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – January 11, 2022

Weekly Policy Bulletin – January 18, 2022

Weekly Policy Bulletin – January 25, 2022

Weekly Policy Bulletin – February 1, 2022

Rural Sheaf – January 2022

Action: Need RM Input on Oil & Gas Tax Arrears & Writeoffs

Division 6 Plant Health Officer – 2021 Clubroot Distribution Map

### Ministry of Government Relations

January 2022 Municipalities Today

### Saskatchewan Assessment Management Agency

Notice of SAMA Annual Meeting

2022 Municipal Requisition

### Royal Canadian Mounted Police (RCMP) – Kindersley Detachment

Oct-Dec 2021 Policing Report

2022/2023 Community Consultation

### West Central Municipal Government Committee

2021 Summary

### District #24 4-H Council

Request for support – North West Regional 4-H Public Speaking

**CARRIED**

**HUDSON BAY ROUTE ASSOCIATION**

**2022-050**      **MURRAY COWIE** - That we acknowledge the receipt of the correspondence from the Hudson Bay Route Association regarding the municipality becoming a member and that we decline the request.

**CARRIED**

**SASKTIP**

**2022-051**      **LARRY STASIUK** – That we acknowledge the receipt of the correspondence from SaskTip regarding the municipality becoming a member and that we decline the request.

**CARRIED**

**PIPELINE CROSSINGS**

**2022-052**      **MURRAY COWIE** – That the following pipeline crossings be acknowledged as approved by the Development Officer:  
*Teine Energy Ltd.*  
NE 33-29-27W3 to S 1/2 02, S 1/2 03, SE 04-30-27 File No. 21-26292  
12-30-30-26W3 to 11-01-31-27W3 (affects NE & NW 25, NW & SW 36-30-27W3 File No. 21-26236

**CARRIED**

**RISER SITE & ACCESS ROAD CONSTRUCTION**

**2022-053**      **LARRY STASIUK** – That the following riser site and access road construction be acknowledged as approved by the Development Officer:  
*Teine Energy Ltd.*  
SW 12-30-27W3

**CARRIED**

**NOTICE OF INTENT TO SURRENDER**

**2022-054**      **LARRY STASIUK** – That we acknowledge receipt of the Notice of Intent to Surrender from Canadian Natural Resources Ltd. (CNRL) for the well site located at 01/02-13-028-28W3, License #97C169 and also acknowledge that CNRL has received an Acknowledgement of Reclamation from the Ministry of Energy and Resources and further acknowledge that the municipality will no longer be receiving surface lease payments for this location and that we authorize the Reeve and Administrator to sign the Release and Consent for this location.

**CARRIED**

**QUOTE FOR 72 INCH MOWER**

**2022-055**      **LARRY STASIUK** – That we obtain quotes for a 72 inch zero turn mower.

**CARRIED**

**MOBILE SOLAR SPEED SIGN**

**2022-056**     **SARA WILKE** – That we purchase a 12" Digital Sace Pace Evolution Solar Speed sign and a Radar Speed Sign Cruiser LT complete with installation and training from Fox Canada for a quoted cost of \$11,649.89 plus taxes and that we also purchase a Lexan protective cover in the amount of \$350.00 plus taxes.

**CARRIED**

**CONSIGNMENT SALE**

**2022-057**     **DARREN COWIE** – That the following equipment be auctioned at the West Central consignment sale to be held on April 2<sup>nd</sup>, 2022 in Eatonia  
1999 Black GMC 1500 truck  
Degelman Mower – serial number RC 1572 year unknown  
Sheepsfoot packer – year unknown – equipment to stay on site

**CARRIED**

**RIGHT OF WAY PURCHASE POLICY**

**2022-058**     **SARA WILKE** – That we establish a policy that when land is purchased for right of way from landowners that the payment be calculated at 2 times the current fair value assessment divided by the number of acres in the parcel according to current information available through Information Services Corporation.

**CARRIED**

**9:53 a.m.to 10:32 a.m.** - Gordon Molnar from Pillar Systems attended the meeting to discuss the draft asset management plan created for the municipality by Pillar Systems Inc.

**ADDITION TO AGENDA**

**2022-059**     **NATALIE SULLIVAN** – That we approve the following additions to this meeting's agenda:

Asset Management Policy  
Asset Management Strategy

**CARRIED**

**ASSET MANAGEMENT POLICY**

**2022-060**     **SARA WILKE** – That the asset management policy attached hereto and forming part of the minutes be adopted effective February 9<sup>th</sup>, 2022.

**CARRIED**

*10:32 a.m - Larry Stasiuk left the boardroom and did not return.*

**ASSET MANAGEMENT STRATEGY**

- 2022-061**     **SARA WILKE** – That the asset management strategy attached hereto and forming part of the minutes be adopted effective February 9<sup>th</sup>, 2022.  
**CARRIED**

**GRAVEL TESTING**

- 2022-062**     **MURRAY COWIE** – That we inform the RM of Kindersley No. 290 that the RM of Milton No. 292 will not be exercising their right to develop the deposits located within the west 1/2 26-29-27W3.  
**CARRIED**

**ASSET MANAGEMENT PLAN**

- 2022-063**     **DARREN COWIE** – That we acknowledge receipt of the draft Asset Management Plan for the municipality from Pillar Systems Inc.  
**CARRIED**

**2022 SPRING ROAD BANS**

- 2022-064**     **MURRAY COWIE** – That we opt out of the Ministry of Highways 2022 spring road ban program.  
**CARRIED**

**RESERVE ACCOUNT INVESTMENT OPTIONS**

- 2022-065**     **NATALIE SULLIVAN** – That we instruct the Administrator to investigate secured principal investments for the municipality's reserve funds for presentation at the March 9<sup>th</sup>, 2022 meeting of council.  
**CARRIED**

**APPOINTMENT OF BYLAW ENFORCEMENT OFFICER AND PEACE OFFICER**

- 2022-066**     **NATALIE SULLIVAN** – That the Council of the RM of Milton No. 292 appoints Luc Morin as a 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 January 1<sup>st</sup>, 2022 to December 31<sup>st</sup>, 2022..  
**CARRIED**

**SASKATCHEWAN WORKER'S COMPENSATION – 2022 INSURANCE FOR COUNCIL**

- 2022-067**     **DARREN COWIE** – That the municipal council for the Rural Municipality of Milton No. 292 be insured through Saskatchewan Workers Compensation at the minimum rate of \$38,422.00.  
**CARRIED**

**NORTHWEST MUNICIPALITIES ASSOCIATION**

**2022-068**     **DARREN COWIE** – That we purchase a membership in the North West Municipalities Association for 2022 in the amount of \$200.00 and that Sara Wilke be appointed as the municipality's representative.

**CARRIED**

**SARM ANNUAL CONVENTION – REGINA**

**2022-069**     **DARREN COWIE** – That James Loken be appointed as our voting delegates for the SARM Annual Convention to be held in Regina on March 15<sup>th</sup> to 17<sup>th</sup>, 2022.

**CARRIED**

**SMHI ANNUAL MEETING – REGINA**

**2022-070**     **MURRAY COWIE** – That James Loken be appointed as our voting delegate for the SMHI Annual Meeting to be held in Regina on March 15<sup>th</sup>, 2022.

**CARRIED**

*11:05 a.m. – Council member Sara Wilke declared a conflict of interest in regards to the lease at the Alsask Recreation Centre and left the board room.*

**ALSASK COMMUNITY CLUB LEASE**

**2022-071**     **DARREN COWIE** – That we lease the Alsask Recreation Centre on the former base in the former Village of Alsask to the Alsask Community Club for \$1.00 per month; terms of the lease agreement as follows:

- Lease agreement commences at 12:00 a.m. March 12<sup>th</sup>, 2022 and ends at 11:59 p.m. on March 11<sup>th</sup>, 2025;
- Lessee is responsible for all utility expenses for the duration of the lease;
- Lessee accepts the leased premises in "as-is" condition;
- Lessee signs the lease agreement.
- List of proposed improvements at the beginning of each year, and what was completed at the end of each year.

**CARRIED**

*11:06 a.m. – Sara Wilke returned to the boardroom.*

**ACCOUNTS**

**2022-072**     **DARREN COWIE** – That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

**CARRIED**

**ADJORN**

**2022-073**

**NATALIE SULLIVAN** – That this meeting now adjourn at 11:35 a.m.

**CARRIED**



Reeve



Administrator

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**Wednesday March 9<sup>th</sup>, 2022 – 8:00 a.m. - Regular meeting of council**





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## ASSET MANAGEMENT POLICY

Rural Municipality of Milton No. 292	Policy Name ASSET MANAGEMENT	Doc No	
		Version 1	Date 02/09/2022
Controller:	Approved by Council:	Review Date	
ADMINISTRATOR	February 9, 2022	February 2026	

### 1.0 Purpose

The purpose of this policy is to set guidelines for implementing consistent asset management processes throughout the Rural Municipality of Milton No. 292.

### 2.0 Scope

This policy applies to all the Rural Municipality of Milton No. 292 departments, officers, employees and contractors.

### 3.0 Objectives

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout the Rural Municipality of Milton No. 292 by training and development.
- Meeting any legislative and regulatory requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

- Having the systems, processes, and resource allocations in place for continued monitoring and management of an asset management program.

## **4.0 Policy**

### **4.1 Background**

Asset management practices impact directly on the core business of the Rural Municipality of Milton No. 292 and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving our Strategic Long Term Plan and Long Term Financial objectives.

Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound Asset Management practices enable sustainable service delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance.

### **4.2 Principles**

The Rural Municipality of Milton No. 292 sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. Ensuring that the Rural Municipality of Milton No. 292 capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. Meeting all relevant legislative and regulatory requirements;
3. Demonstrating transparent and responsible Asset Management processes that align with demonstrable best-practices;
4. Implementing sound Asset Management plans and strategies and providing sufficient financial resources to accomplish them by:
  - a. Asset Management plans will be completed for all major asset / service areas.
  - b. Expenditure projections from Asset Management Plans will be incorporated into the Rural Municipality of Milton No. 292 Long Term Financial Plan.
  - c. Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.
  - d. Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.
  - e. Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented.
  - f. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.

- g. Future service levels with associated delivery costs will be determined in consultation with the community.
- h. Ensuring necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;
- i. Creating a corporate culture where all employees play a part in overall care for the Rural Municipality of Milton No. 292 assets by providing necessary awareness, training and professional development; and
- j. Providing those we serve with services and levels of service for which they are willing and able to pay.
- k. An asset management database will be deployed and maintained with an annual review of condition assessments, level of service assessments, and capital renewal treatment programming in line with delivering level of service targets.

## 5.0 Related Documents

- Asset Management Strategy
- Asset Management Plans
- Official Community Plan
- Prairie West Planning District Plan
- Long Term Financial Plan

## 6.0 Responsibility

**Councillors** are responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Rural Municipality of Milton No. 292 asset management strategy and plans. The council is also responsible for ensuring that Rural Municipality of Milton No. 292 resources are appropriately allocated to ensure sustainable service delivery.

The **Administrator** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within the Rural Municipality of Milton No. 292.

## 7.0 Review Date

This policy has a life of 4 years at the discretion of the current council.

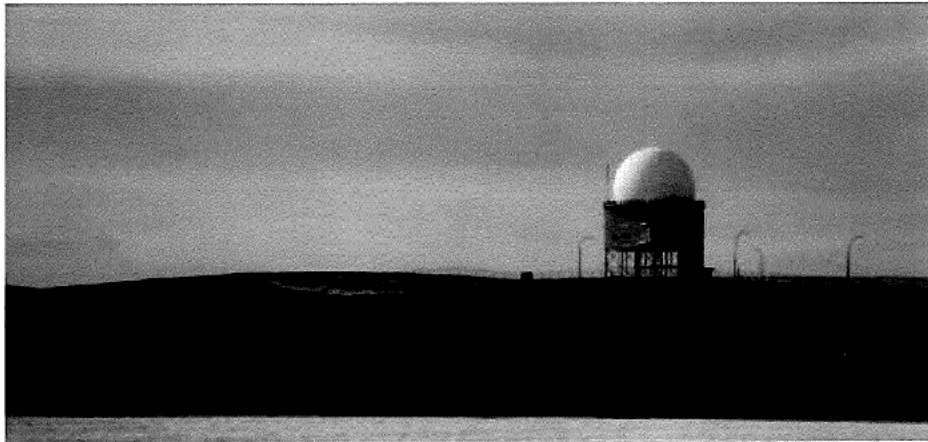
  
Reeve

  
Administrator

February 25, 2022  
Date



## **ASSET MANAGEMENT STRATEGY**



**Approved by Council – February 9<sup>th</sup>, 2022**  
**Review Date – February 2026**

## **EXECUTIVE SUMMARY**

**BACKGROUND** – The Asset Management Strategy provides an overview of asset management, its principles and expected benefits from adopting Asset Management.

**RISKS CRUCIAL TO COUNCIL'S OPERATIONS** – The overall purpose of the Asset Management strategy is to understand the cause, effect and likelihood of adverse events occurring, to manage such risks to an acceptable level and to provide an audit trail for the management of risks.

**ASSET MANAGEMENT CAPABILITY** – An Asset Management Strategy is a high level but very important document that guides the overall asset management activities within an organization. Being a strategy, it is meant to explore long-term issues and ensure the overall plan is limited to key “strategic” issues of the municipality.

**STRATEGY OUTLOOK** – As an Asset Management strategy should be a strategy for identifying and implementing a more cost – effective way of providing and maintaining Assets and a way to make the Rural Municipality of Milton No. 292 a better place to live.

**ASSET MANAGEMENT IMPLEMENTATION** – The Asset Management strategy is to be implemented after consultation between Council and administrative staff, ensuring that an appropriate level of service is provided for the ratepayers of the Rural Municipality of Milton No. 292.

## **INTRODUCTION**

The Rural Municipality of Milton No. 292 is already performing a form of asset management: we operate our assets, fix them when they break and try to plan for future maintenance needs. This, however, is a reactive approach to asset management rather than a proactive approach.

Asset Management helps bring together people and skills across the organization to solve service and infrastructure problems: engineers, planners, administration and elected officials.

The Government of Canada has provided the Gas Tax Fund as a means of helping communities with the infrastructure challenges that they face. They realize the infrastructure challenges that this nation faces. The Government of Saskatchewan has made it mandatory that municipalities in Saskatchewan adopt an Asset Management Policy and Strategy by June 30, 2018. Those municipalities who do not comply risk losing their Gas Tax funding.

The Rural Municipality of Milton No. 292 must first adopt an Asset Management Policy, and then develop an Asset Management Strategy. From these two documents, the Asset Management Plan is formed, and lastly the planning culminates in a Long-Term Financial Plan.

## **WHAT ASSETS DO WE HAVE?**

The Rural Municipality of Milton No. 292 has key asset networks such as:

- Transportation Network, including graveled roads, culverts and signs
- Water Network, including water treatment plant, water mains, water meters, community wells, truck fill water stations, and reservoir
- Sewer Network including sewer mains and lagoon
- Machinery and Equipment Assets
- Building Assets
- Land

Other assets and service areas of the RM include:

- Employees
- Technology equipment

## **COUNCIL'S ASSETS AND THEIR MANAGEMENT**

As our community has grown, there has been an increased demand for better roads and asset infrastructure. Balancing community expectations with the risk of aging infrastructure and potential service disruption along with limited funding available to municipalities requires us to be diligent in taking action to make our communities more sustainable and resilient. The RM of Milton No. 292 assets mainly include transportation services to all ratepayers in the municipality, and water and sewer services to ratepayers in the former Village of Alsask. These services are provided through our municipal roads, water and sewer infrastructure, machinery and equipment, and buildings. Grid surfaces are constructed and maintained to provide for travel and access to farm residences, farmland, acreages and oi/commercial developments. Projects are considered during the budget process with attention given to factors such as traffic counts and availability of conditional provincial grants. Water and sewer infrastructure repairs and maintenance are considered when the infrastructure is in need of repair or replacement. Machinery and equipment are updated from time to time based on factors including condition, remaining warranty and cost of replacement. Buildings are maintained and occasionally renewed with consideration to factors including capacity to accommodate existing employees and equipment, and safety of work environment as set by legislation (i.e. Occupational Health and Safety Regulations, 1996).

## **WHERE DO WE WANT TO BE? COUNCIL'S MISSION, GOALS & OBJECTIVES**

The RM of Milton No. 292's goal is to meet the defined level of service (as amended from time to time) in the most cost-effective manner for present and future ratepayers.

### Objectives are:

- To take a lifecycle approach to maintain the RM of Milton No. 292's assets to agreed levels of service at the lowest cost possible for each year of useful life.
- To manage the impact of growth through demand management and infrastructure investment
- To monitor performance by including technologies that may give the right answer to asset management concerns or even to compel change
- To identify, assess and appropriately control risks.
- To provide a linkage to a long-term financial plan which identifies required, affordable expenditures and outlining how it will be allocated.

## HOW ARE WE GOING TO DO IT? ASSET MANAGEMENT ACTIVITIES

### Year One (2019)

- Define Level of Service
- Develop an Asset Management Policy & Strategy
- Add the current condition & desired condition of assets to the Asset Register
- Begin developing individual Asset Management Plans per major class

### Year Two (2020)

- Develop risk framework
- Report on replacement costs for all assets
- Data collection relating to replacement and operations/maintenance
- Add to Improvement Plan within the Asset Management Plan as required
- Continue developing individual Asset Management Plans per major class

### Year Three to Five (2021 – 2023)

- Develop proposed replacement schedule
- Develop a long-term financial plan by linking the capital and operational plan
- Identify the funding gap between current and desired condition for completed asset classes

A review of the current condition of the assets must occur. In 2009, an inventory of the capital assets was undertaken. The next step is to expand on that by reviewing:

- Where it is? (inventory)
- What is it worth? (costs/replacement rates)
- What condition is it in and what is its remaining service life? (condition and capability analysis)
- What is the level of service expectation and what needs to be done? (capital and operating plans)
- When do we need to do it? (capital and operating plans)
- How much will it cost and what is the acceptable level of risk? (short and long term financial plan?) Does it need to be prioritized or managed?
- What is our funding shortfall? Current plan to fund that gap?
- What are the funded and unfunded needs over the next 10 years for the total infrastructure?

The Administrator, Assistant Administrator, Foreman, and Council will undertake this review.



## FINANCIAL SUMMARY

In order to deliver affordable services, we will need to ensure that we set aside sufficient funds to operate, maintain and replace our assets. Once we complete our development of an Asset Management Plan for all of our assets we will have a greater understanding of the gap between the current and desired conditions. We will then re-evaluate the level of service that we are able to provide. If we are unable to fill this gap we run the risk of running higher operating costs, negatively impacting the environment, potential threats to public health and safety as well as other social costs, lost economic potential and productivity and even higher capital costs in the future.

## MONITORING AND MANAGING THE ASSET MANAGEMENT PROGRAM

The asset inventory, condition assessment data, level of service results, and resulting 5-year maintenance and capital works program will be loaded into an MS Access Asset Management Database for the RM to continue to manage the asset management program moving forward. Based on the initial asset management assessments and analysis completed in 2021, the following are requirements for the RM Administrator to sustain and manage an asset management program moving forward:

- Continuously update the data within the Asset Management Database.
- Train and engage operations staff to provide condition assessments and updates to the Administrator to update the data and level of service results.
- On a periodic basis, seek the support of professional services to reanalyze the Long-Range Sustainability Plan and determine the corresponding Short-Range Maintenance and Capital Program in line with delivering the long-range level of service targets.

## CONCLUSION

The Asset Management Strategy is the template for the Asset Management Plan. All documents regarding Asset Management form part of our life cycle approach to Asset Management and should be reviewed and changed as needed. Our hope is that any decisions that are made with an understanding of service, risk, demand drivers and cost. This strategy will be reviewed and revised annually as we continue to gain a greater understanding the level of service we are able to deliver while identifying risks and evaluating our assets' conditions with the goal of doing a comprehensive review by June 2022.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Administrator

February 9, 2022  
\_\_\_\_\_  
Date

**Rural Municipality of Milton No. 292**  
**List of Accounts for Approval**  
Batch: 2022-00007 to 2022-00022

Bank Code - Bank1 - Main Demand

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
12832	1/18/22	Ensor, Lisa				
		Walmart6Mar2021		Office Furnace Filter	18.84	18.84
12833	1/18/22	John Deere Financial				
		2739755	Accrual	Air Filter	192.83	192.83
12834	1/18/22	Success Office Systems				
		INV335660	Accrual	Copier Contract - Oct-Dec 2021	395.54	395.54
12835	1/18/22	Caterpillar Financial Services				
		Payout Lease		2021 Cat 150-15AWD Grader	455,415.24	455,415.24
12836	1/18/22	Flocor Inc				
		6668533	Accrual	Alsask Water Repairs - Restock P	1,889.91	1,889.91
12837	1/24/22	102053541 Saskatchewan Ltd.				
		WTP 2021-12	Accrual	Alsask WTP Operator	735.00	735.00
12838	1/24/22	Acklands Grainger				
		9169459063		Oxygen Cylinder	70.36	70.36
12839	1/24/22	SARM				
		SARM807674		Office Supplies - 24 x 48 Table	275.45	
		SARM807563		Office Supplies - Labeller Tape	88.76	
		SARM807510		Office Supplies	527.85	
		SARM807588		Freight for Grader Oil	99.75	
		SARM807553		Grader Oil - Purchased from Finnir	1,074.81	
		SARM807685		Office Supplies - Glass Cleaner; R	20.70	2,087.32
12840	1/26/22	K & L Weisbrod Farms Ltd				
		Issued to: Sunny Ridge Farms Ltd				
		CrpDmgNE063027		Highway 317 Crop Damage NE 06	71.00	71.00
12841	2/08/22	102053541 Saskatchewan Ltd.				
		WTP 2022-01		Alsask WTP Operator	393.75	393.75
12842	2/08/22	Air Liquide				
		73935231		Cylinder Refills	21.68	21.68
12843	2/08/22	Bea Bank Beef 4-H Club				
		Donation 2022		Donation 2022	100.00	100.00
12844	2/08/22	Big Sky Steel Fabricators Ltd.				
		67705		Cut & Supply angle/flat iron	380.73	380.73
12845	2/08/22	Bumper to Bumper				
		239751		Wiper Blades for Trucks	130.76	130.76
12846	2/08/22	CAMA				
		CAMAMEM - 84		Joint CAMA Membership	315.00	315.00
12847	2/08/22	Clow, Tracy				
		Contract2022-02		Joint Janitorial Contract	515.00	515.00
12848	2/08/22	Eatonia Oasis Living				
		Donation 2022		Donation 2022	5,000.00	5,000.00
12849	2/08/22	Enviroway Detergent Man Inc				
		IN059516		WTP Chemicals	252.00	
		CN008497		WTP Chemicals	-78.75	173.25
12850	2/08/22	Heritage Manor Auxiliary				
		Donation 2022		Donation 2022	1,000.00	1,000.00
12851	2/08/22	1302322 Alberta Ltd.				
		202766		First Aid Training - Cory L. & N.Wie	388.50	388.50
12852	2/08/22	Kee Sheet Metal (2016) Ltd.				

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			20226-01	Service/Repair WTP Boiler	333.00	
			21339	Office Furnace Service Call	268.07	601.07
12853	2/08/22	Kerrobot & District Ag Society				
		Donation 2022		Donation 2022	100.00	100.00
12854	2/08/22	Kindersley Bearing (2008) Ltd.				
		001-043928		Shop Supplies	93.60	93.60
12855	2/08/22	Kindersley & District Co-op				
		332010		Cardlock Fuel - Monthly Stmt	2,467.34	
		2815 06Oct20-01		Portable Heater - WTP	38.84	2,506.18
12856	2/08/22	Kindersley & Dist. Plains Museum				
		Donation 2022		Donation 2022	500.00	500.00
12857	2/08/22	Kindersley Dist Music Festival				
		Donation 2022		Festival Donation 2022	100.00	100.00
12858	2/08/22	Kindersley Veterinary Service				
		2022-2023 Req		2021-22 Municipal Requisition	1,225.00	1,225.00
12859	2/08/22	Loraas Environmental Services				
		0000429021		Waste & Recycling-Shop & Alsask	2,071.01	2,071.01
12860	2/08/22	LUK Plumbing Heating & Electric				
		43091		WTP Parts	101.77	101.77
12861	2/08/22	Meridian Surveys Ltd				
		K39716		Road Registration-D Schmalzbaue	7,144.10	7,144.10
12862	2/08/22	Royal Cdn Legion-Flaxcombe Br.				
		Donation 2022		Donation 2022	500.00	500.00
12863	2/08/22	RM of Chesterfield No. 261				
		2022-00005		Pest Control Contract	760.64	
		2022-00015		Pest Control Contract	420.57	1,181.21
12864	2/08/22	RM of Antelope Park No. 322				
		2021-00055	<b>Accrual</b>	Jul-Dec Joint Expenses	-100.67	
		2022-00001		Admin Salaries & Benefits- Jan	13,711.50	
		2021-00058	<b>Accrual</b>	Jul-Dec Joint Expenses	832.17	14,443.00
12865	2/08/22	Ronald McDonald House				
		Donation 2022		Donation 2022	1,000.00	1,000.00
12866	2/08/22	SAMA				
		2022648		2022 Municipal - Assessment	12,663.00	12,663.00
12867	2/08/22	SARM				
		STARS 2022		STARS Donation 2022	1,500.00	1,500.00
12868	2/08/22	SARM				
		SARM807882		Office Supplies - Coffee	10.29	
		SARM807891		BILL to MARENGO - Ipad Case	97.89	
		CT22-039		Cyber Security Training - R Busby	26.25	134.43
12869	2/08/22	SEPA				
		00440		2022 SEPA Membership	75.00	75.00
12870	2/08/22	SGI				
		276KCC 2022		2015 Dodge 2500 CrewCab 4WD	1,380.28	1,380.28
12871	2/08/22	SHCA				
		25615		Membership 2022	446.25	446.25
12872	2/08/22	Saskatchewan Health Authority				
		3398826		Alsask Water Sample	23.00	
		3397899		Alsask Water Sample	23.00	46.00
12873	2/08/22	Trusted Truck & Trailer Ltd.				

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			20459	Gravel Truck Inspection	395.11	395.11
12874	2/08/22	Village of Marengo	003 Jan-Jun2022	RM Shop Water & Sewer	408.00	
			#34 Jan-Jun2022	Office Water, Sewer & Gbge	558.00	966.00
12875	2/08/22	Village of Marengo PO	Jan 26, 2022	Postage - Sonmor Well Sample	20.16	
			Jan 11, 2022	Postage	10.58	
			Postage 2022-01	Postage	338.27	
			410-01	Registered Letters	22.72	
			Feb 7, 2022	Postage	10.12	
			425	Postage	29.46	
			Jan 24, 2022	Postage - Bi-weekly Sample	10.08	441.39
12876	2/08/22	West Central Crisis &	Donation 2022	Donation 2022	500.00	500.00
12877	2/08/22	West Central Early Childhood	Donation 2022	Donation 2022	500.00	500.00
12878	2/08/22	Westcliffe Composite School	Donation 2022	Donation to Awards Night 2022	100.00	100.00
12879	2/08/22	Wood Environment &	C26425052-01	Hwy 317 Engineering Services	5,487.29	
			C26425052	<b>Accrual</b> Hwy 317 Engineering Services	2,025.29	7,512.58
12880	2/08/22	Loken, James	Indemnity'22-02	Councillor Indemnity & Mileage	253.90	253.90
12881	2/08/22	Cowie, Darren	Indemnity'22-02	Councillor Indemnity & Mileage	417.88	417.88
12882	2/08/22	Stasiuk, Larry	Indemnity'22-02	Councillor Indemnity & Mileage	268.20	268.20
12883	2/08/22	Sullivan, Natalie	Indemnity'22-02	Councillor Indemnity & Mileage	268.20	268.20
					Total Computer Cheque:	528,729.87

**ONLINE BANKING**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
7085102	1/10/22	Receiver General for Canada	RP0001 2021-12	Remittance RP0001 - Nov 2021	3,598.22	3,598.22
7085328	1/10/22	Receiver General for Canada	RP0002 2021-12	Remittance RP0002 - Dec 2021	606.78	606.78
7085513	1/10/22	Minister of Finance	Remit2021-12	EPT Remittance - Monthly	25,651.43	25,651.43
G15097091	1/07/22	SMHI	Remit 2021-12	Remittance - Monthly	6,360.00	6,360.00
G15105169	1/07/22	MEPP	Remit 2021-PP26	Remittance 11 - 24 Dec 2021	1,590.50	
			Remit 2021-PP25	Remittance 27 Nov - 10 Dec 2021	1,714.28	3,304.78
					Total Online Banking:	39,521.21

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Total Bank1: 568,251.08



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Bank Code - EFT - Paid Electronically

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990001	1/05/22	SaskTel				
		ALPool19DecRev		Pool Phone	-68.06	
		AL Pool 2021-12		Pool Phone	68.06	
		ALPool19Dec2021		Pool Phone	68.06	68.06
990002	1/06/22	SaskTel				
		AWTP 2021-12	Accrual	Alsask Water Plant	60.23	60.23
990003	1/06/22	SaskTel				
		ASpr 2021-12	Accrual	Alsask Springs Phone	204.71	204.71
990004	1/06/22	SaskTel				
		Office 2021-12	Accrual	Municipal Office Phones	305.51	305.51
990005	1/07/22	Payroll - Scotia EFT				
		LokenC PP22-01		Wages, 25Dec2021 - 07Jan2022	1,219.86	
		HylandG PP22-01		Dis. Benefits, 25Dec2021 - 07Jan2	1,320.23	
		WiebeCPP22-01		Wages, 25Dec2021 - 07Jan2022	1,696.95	
		SonmorGPP22-01		Dis. Benefits, 25Dec2021 - 07Jan2	1,683.20	5,920.24
990006	1/10/22	SaskEnergy				
		OldWTP 2021-12	Accrual	Old Water Plant - Alsask	163.05	163.05
990007	1/10/22	SaskEnergy				
		RMSHop 2021-12	Accrual	RM Shop	223.52	223.52
990008	1/10/22	SaskEnergy				
		Office 2021-12	Accrual	Municipal Office	242.79	242.79
990009	1/10/22	SaskEnergy				
		AFH/Pool2021-12	Accrual	Alsask Pool and Fire Hall	250.79	250.79
990010	1/10/22	SaskEnergy				
		AWTP 2021-12	Accrual	Alsask Water Treatment Plant	357.85	357.85
990011	1/12/22	Cowie, Murray				
		Indemnity'22-01		Councillor Indemnity & Mileage	268.20	268.20
990012	1/12/22	Sonmor, Jordan				
		Indemnity'22-01		Councillor Indemnity & Mileage	223.14	223.14
990013	1/12/22	Wilke, Sara				
		Indemnity'22-01		Council Indemnity & Mileage	230.94	230.94
990014	1/13/22	SaskPower				
		AShop 2021-13	Accrual	Alsask RM Shop	91.98	91.98
990015	1/14/22	SaskPower				
		SW32Well2021-12	Accrual	Community Well SW32-29-27-3	41.32	41.32
990016	1/14/22	SaskPower				
		APool 2021-12	Accrual	Alsask Swimming Pool	110.68	110.68
990017	1/14/22	SaskPower				
		OldWTP 2021-12	Accrual	Old Water Plant	213.68	213.68
990018	1/14/22	SaskPower				
		Office 2021-12	Accrual	Municipal Office	264.04	264.04
990019	1/14/22	SaskPower				
		AWTP 2021-12	Accrual	Alsask Water Treatment Plant	386.12	386.12
990020	1/14/22	SaskPower				
		SprPH 2021-12	Accrual	Alsask Springs Pump House	482.28	482.28
990021	1/14/22	SaskPower				
		ASL 2021-12	Accrual	Alsask Street Lights	489.22	489.22
990022	1/14/22	SaskPower				

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		RMSShop 2021-12	Accrual	RM Shop	640.40	640.40
990023	1/20/22	Minister of Finance				
		Acct#5550132	Accrual	PST on Out-of-Prov. Purchases 20	1,368.73	1,368.73
990024	1/21/22	Payroll - Scotia EFT				
		HylandG PP22-02		Dis. Benefits, 08 - 21 Jan 2022	1,320.23	
		LokenC PP22-02		Wages, 08 - 21 Jan 2022	1,162.70	
		WiebeCPP22-02		Wages, 08 - 21 Jan 2022	1,573.79	
		SonmorGPP22-02		Dis. Benefits, 08 - 21 Jan 2022	1,683.20	5,739.92
990025	1/31/22	SaskTel				
		CellBill2022-01		TS Cell Phone	91.11	91.11
990026	2/03/22	SaskTel				
		ALPool19Jan22		Pool Phone	68.06	68.06
990027	2/04/22	MEPP				
		Remit 2022-PP02		Remittance 08 - 21 Jan 2022	1,704.38	
		Remit 2022-PP01		Remittance 25 Dec 2021 - 07 Jan 2022	1,737.04	3,441.42
990028	2/04/22	Payroll - Scotia EFT				
		HylandG PP22-03		Dis. Benefits, 22 Jan-04 Feb 2022	1,320.23	
		LokenC PP22-03		Wages, 22 Jan-04 Feb 2022	1,254.18	
		SonmorGPP22-03		Dis. Benefits, 22 Jan-04 Feb 2022	1,683.20	
		WiebeCPP22-03		Wages, 22 Jan-04 Feb 2022	1,676.27	5,933.88
990029	2/04/22	SMHI				
		Remit 2022-01		Remittance - Monthly	391.15	391.15
990030	2/08/22	Minister of Finance				
		Remit2022-01		EPT Remittance - Monthly	656.89	656.89
990031	2/08/22	Receiver General for Canada				
		RP0002 2022-01		Remittance RP0002 - Jan 2022	101.98	101.98
990032	2/08/22	Receiver General for Canada				
		RP0001 2022-01		Remittance RP0001 - Jan 2022	5,602.86	5,602.86
990033	2/08/22	Cowie, Murray				
		Indemnity'22-02		Councillor Indemnity & Mileage	268.20	268.20
990034	2/08/22	Sonmor, Jordan				
		Indemnity'22-02		Councillor Indemnity & Mileage	315.96	
		Indemnity'22-04		Councillor Indemnity & Mileage	315.96	
		Indemnity'22-03		Rev Councillor Indemnity & Mileage	-315.96	315.96
990035	2/08/22	Wilke, Sara				
		Indemnity'22-02		Council Indemnity & Mileage	230.94	230.94
Total Computer Cheque:						35,449.85

Total EFT: 35,449.85

Grand Total: 603,700.93