

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 March 9th, 2022 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: Peter Applin

Division 4: Murray Cowie

Division 5: Natalie Sullivan

Division 6: Jordan Sonmor

Division 3 council member Larry Stasiuk was absent.

Division 7 council member Sara Wilke was absent.

The following staff members were in attendance:

Administrator: Robin Busby

AGENDA

2022-074

DARREN COWIE – That the agenda to be used as a guideline for this meeting and that we approve the following changes to the agenda:

Additions

Municipal Foreman Position

Deletions

Drilling Licenses

Pipeline Crossings

Miscellaneous Resource Development Permits

**CARRIED
UNANIMOUSLY**

RESCIND RESOLUTION 2021-065

2022-075

PETE APPLIN – That we rescind the following resolution:

"That we accept the transfer of Lot 12 Block 8 Plan G454 to the municipality; current title holder must sign the required transfer agreement with the municipality and the Transfer Authorization agreement from Information Services Corporation.

**CARRIED"
CARRIED**

MINUTES

2022-076

NATALIE SULLIVAN – That the minutes from the regular meeting of council held on February 9th, 2022 be approved as circulated.

CARRIED

REPORTS

2022-077

MURRAY COWIE – That the following board reports be filed:

Division Reports

Kindersley Library Board

Kindersley & District Plains Museum

Highway 317 Project Committee

Employee Committee Report

Alsask Water Treatment Plant Report - February 2022

CARRIED

FINANCIAL REPORTS

2022-078

DARREN COWIE – That the statement of financial activities and bank reconciliations for February 2022 be approved as presented.

CARRIED

CORRESPONDENCE

2022-079

NATALIE SULLIVAN – 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>
08-Feb-2022	0.58	0.68	0.52 (Regular)
23-Feb-2022	0.86	1.06	0.50 (Regular)

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

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – February 8, 2022

Weekly Policy Bulletin – February 15, 2022

Weekly Policy Bulletin – February 22, 2022

Weekly Policy Bulletin – March 1, 2022

2022 Annual Convention Resolutions with Background

News Release – The end game for Saskatchewan wild boar

News Release - Looking for volunteers for Rural Crime Watch

News Release - SARM support for VIDO's effort on response to infectious disease

Ministry of Government Relations

February 2022 Municipalities Today

Saskatchewan Assessment Management Agency

2022 Annual Meeting Brochure and Registration

Kerrobert & District Agricultural Society

Request for Donation

Ronald McDonald House Charities

Thank you for your donation

CARRIED

KINDERSLEY LIBRARY BOARD

2022-080 JORDAN SONMOR – That we acknowledge receipt of the letter from the Kindersley Library Board and acknowledge the increase of the per capita levy from \$9.86 to \$10.10.

CARRIED

8:55 a.m. – Sue Johnson attended the meeting to discuss the 2022 Alsask Pool Season.

9:14 a.m. – Sue Johnson left the boardroom.

ALSASK SWIMMING POOL SEASON

2022-081 NATALIE SULLIVAN – That the Alsask Swimming Pool season be set from May 30th, 2022 to August 28th, 2022.

CARRIED

ALSASK SWIMMING POOL - 2022 FEES

2022-082 JORDAN SONMOR – That the Alsask Swimming Pool fees, attached hereto and forming part of the minutes be approved for 2022.

CARRIED

POOL REPAIRS

2022-083 PETE APPLIN – That we authorize Sue Johnson to contract the clearing of the shower drain in the women's change room and contract the replacement of the valve on the urinal in the Men's change room.

CARRIED

ADDITIONS TO CONSIGNMENT SALE LISTING

2022-084 JORDAN SONMOR - That the following equipment be added to the listing of items to be auctioned at the West Central consignment sale to be held on April 2nd, 2022 in Eatonia:
Wobble wheel packer

CARRIED

HIGHWAY 317 PHASE III CONTRACTING PARTY

2022-085 DARREN COWIE – That we agree that the Rural Municipality of Antelope Park No. 322 will act as the Contracting Party for the Highway 317 Phase III construction.

CARRIED

HAYING TENDER

2022-086 **PETE APPLIN** – That we table further discussion of a haying tender until the April 2022 meeting of council.

CARRIED

2022 ASSESSMENT ROLL ADVERTISING

2022-087 **DARREN COWIE** – That we publish the 2022 Assessment Roll on the municipality's website, post notices at the municipal office, Marengo and Alsask, and include a mail out in all postal boxes in Marengo and Alsask pursuant to section 217 of *The Municipalities Act*.

CARRIED

SICK DAY POLICY

2022-088 **NATALIE SULLIVAN** – That the sick day policy, attached hereto and forming part of these minutes be approved effective March 9th, 2022.

CARRIED

10:22 a.m. – Natalie Sullivan left the boardroom and did not return.

INVESTMENT OPTIONS

2022-089 **JORDAN SONMOR** – That we invest a total of \$300,000 from the municipality's reserve bank account into Guaranteed Investment Certificates (GIC) according to the following schedule with ScotiaBank Kindersley Branch and that we authorize the Administrator and Reeve to sign any required agreement with ScotiaBank:

\$100,000 – 14 month GIC
\$100,000 – 30 month GIC
\$100,000 – 60 month GIC

CARRIED

ASSET MANAGEMENT PLAN - FINAL

2022-090 **DARREN COWIE** – That we acknowledge receipt of the finalized Asset Management Plan for the municipality from Pillar Systems Inc. and approve the plan as presented.

CARRIED

WRITE OFF OUSTANDING INVOICE

2022-091 **MURRAY COWIE** – That we write off the following uncollectible account receivable invoices:

Invoice No.	Amount
2020-00078	\$2,205.72

CARRIED

NOTARY PUBLIC APPLICATION FOR ADMINISTRATOR

2022-092 **MURRAY COWIE** – That we agree to pay for Robin Busby's renewal fee for a notary public appointment in the amount of \$200.00; this fee to be paid through the joint administration arrangement with the Village of Marengo and the Rural Municipality of Antelope Park No. 322.

CARRIED

ALSASK WATER TREATMENT PLANT CONTRACT

2022-093 **JORDAN SONMOR** – That we enter into a contract for one year effective April 24th, 2022 with 102053541 Saskatchewan Ltd. to operate and maintain the Alsask water treatment plant, waterworks and sewage works in the amount of \$28.00 per hour with an additional \$100.00 per month paid for Mr. Chiliak's certification.

CARRIED

ACCOUNTS

2022-094 **DARREN COWIE** – That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

CARRIED

ADJORN

2022-095 **JAMES LOKEN** – That this meeting now adjourn at 11:12 a.m.

CARRIED



Reeve



Administrator

Wednesday April 13th, 2022 – 8:00 a.m. - Regular meeting of council

2022 Alsask Swimming Pool Fee Schedule

Program	Price	
Sea Turtle	\$88.00	
Level 1	\$88.00	
Level 2	\$88.00	
Level 3	\$93.50	
Level 4	\$93.50	
Level 5	\$100.00	
Level 6	\$100.00	
Level 7	\$100.00	
Level 8	\$100.00	
Level 9	\$100.00	
Level 10	\$100.00	
Mom & Tots	\$93.50	
Adult Lessons	\$115.50	
Private Lessons	\$49.50	
Semi-private Lesson	\$77.50/hour	2 families per session same level
Bronze Medallion	TBA	
Bronze Cross	TBA	
Passes	Price	
Single season pass	\$150.00	***shortened season rate***
Family season pass	\$200.00	***shortened season rate***
Drop-In	Price	
Public Swim - all ages	\$5.00	
Aqua Cise Drop In	\$5.00	
Pool Rentals	Price	
Private pool rental (under 15 occupants)	\$71.50/hour	
Private pool rental (15 occupants or more)	\$93.50/hour	
Inflatable rental	\$27.50/hour	

Fees are subject to change

Payment Options: Cash at office, cheque by mail or online payment by setting up the "RM of Milton No. 292 (SK) Taxes" as a Payee in your online banking using Account "SWIMMING" and email form to rm292.rm322@sasktel.net and note on it as paid online with the bank account holder's name.

Cheques may be mailed to:

R.M. of Milton No. 292
Box 70
Marengo, SK S0L 2K0



SICK DAY POLICY

PURPOSE

The purpose of this policy is to provide an outline for employee sick days.

POLICY

This policy applies to all employees except for Administration employees, which the Joint Administration Agreement will govern.

Sick days may be used for:

1. Personal Illness
2. Medical or Dental appointments

Full-Time Employees

Effective January 1st, 2022, twelve (12) paid sick days per annum will be available to permanent full-time employees. These sick days will act as credits and have no monetary value. No compensation will be provided at the end of the employee's tenure with the Municipality. Unused sick day credits may not be rolled over into the following year.

Seasonal Employees

Effective January 1st, 2022, seven (7) paid sick days per season will be available to seasonal employees. The season will run from April to November of each year. These sick days will act as credits and have no monetary value. No compensation will be provided at the end of the employee's tenure with the Municipality. Unused sick day credits may not be rolled over into the following year.

Reporting

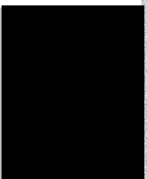
1. Employees requiring sick leave shall contact their immediate supervisor as soon as possible, indicating the reason for the absence.
2. After an absence of five (5) days, the employee may be required to provide a medical note.
3. All sick days must be recorded and tracked on each timesheet.
4. Any employee who fails to report an absence and is away from work for three (3) or more consecutive days without contacting their supervisor may be subject to disciplinary action, including termination for job abandonment.
5. Any employee found to be abusing the sick day policy in any manner may be subject to disciplinary action, up to and including termination.

Disability Approval

1. Any full-time employee with a sick leave that lasts over twelve (12) days must apply to SARM for Short Term Disability benefits.
2. Any seasonal employees enrolled in the SARM Benefits Program and have a sick leave over seven (7) days must apply to SARM for Short Term Disability.
3. If sick leave is due to a workplace injury, the injury must be immediately reported to the Saskatchewan Workers' Compensation Board and the employee's immediate supervisor.

Resolution No. 2022-088

Date: March 8th, 2022



Rural Municipality of Milton No. 292
List of Accounts for Approval

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k Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
12884	2022-02-15	ScotiaBank VISA			
		Stmt 2022-01	Admin Expenses	125.61	125.61
12885	2022-02-28	Enviroway Detergent Man Inc			
		IN060056	WTP Chemicals	564.90	564.90
12886	2022-02-28	RM of Antelope Park No. 322			
		2022-00004	Joint Admin Salaries & Benefits- F	13,909.34	13,909.34
12887	2022-02-28	Sask Workers' Compensation Board			
		Stmt08Feb2022	2021 Adjust & 2022 1st Premium	4,379.44	4,379.44
12888	2022-02-28	SGI			
		280KYT 2022	2009 Ford F350 SD Crewcab 4WC	1,252.02	1,252.02
12889	2022-03-09	102053541 Saskatchewan Ltd.			
		WTP 2022-02	Alsask WTP Operator	525.00	525.00
12890	2022-03-09	Air Liquide			
		74052491	Cylinder Refills	19.58	19.58
12891	2022-03-09	Clow, Tracy			
		Contract2022-03	Joint Janitorial Contract	515.00	515.00
12892	2022-03-09	Ensor, Lisa			
		ULine 64675516	Office Supplies	94.91	94.91
12893	2022-03-09	Goldsmith Farms Ltd.			
		ROW SE31-30-27	Hwy 317 ROW Purchase and Darr	3,306.77	
		ROW NE31-30-27	Hwy 317 ROW Purchase and Darr	3,134.91	
		ROW NW32-30-27	Hwy 317 ROW Purchase and Darr	5,378.68	11,820.36
12894	2022-03-09	1302322 Alberta Ltd.			
		202957	Global Gr Dist I & II - Cory L. & N.V	409.50	409.50
12895	2022-03-09	Kindersley Bearing (2008) Ltd.			
		001-043928-01	Small Equipment-Wastewater Hosi	136.93	
		001-044959	Shop Supplies	685.31	
		001-044956	Lincoln Stick Welder	1,568.55	2,390.79
12896	2022-03-09	Kindersley & District Co-op			
		333905	Cardlock Fuel - Monthly Stmt	2,919.56	2,919.56
12897	2022-03-09	Loken, Cory			
		HomeDepot26Feb	Electric Breaker for Welder Plug in	48.10	48.10
12898	2022-03-09	Loraas Environmental Services			
		0000438375	Waste & Recycling-Shop&Alsask	2,064.38	2,064.38
12899	2022-03-09	LUK Plumbing Heating&Electric			
		43347	Parts for Truck Fill Repairs	369.61	369.61
12900	2022-03-09	Pillar Systems Inc.			
		PS21001-02	Asset Management to 90%	34,996.50	34,996.50
12901	2022-03-09	Redhead Equipment			
		P28105	Oil	7.72	
		P26482	Repair parts	890.19	897.91
12902	2022-03-09	SARM			
		SARM808194	Office Supplies - Paper & Beverag	76.65	
		SARM808258	Office Supplies - Envelopes	23.29	
		SARM807951	Office Supplies - Coffee	27.32	
		SARM807952	Board Room Table	3,093.72	
		SARM808085	Office Supplies	19.73	
		SARM808123	Office Supplies - Paper	58.48	3,299.19

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
12903	2022-03-09	Schmalzbauer Farm Ltd.			
		ROW NW29-30-27	Hwy 317 ROW Purchase and Darr	3,313.14	
		ROW NE32-30-27	Hwy 317 ROW Purchase and Darr	1,012.08	
		ROW SW32-30-27	Hwy 317 ROW Purchase and Darr	3,306.78	7,632.00
12904	2022-03-09	ScotiaBank VISA			
		Stmt 2022-02	Kitchen Faucet Kit - Office	177.45	177.45
12905	2022-03-09	Saskatchewan Health Authority			
		3399749	Alsask Water Sample	23.00	
		3400881	Alsask Water Sample	23.00	46.00
12906	2022-03-09	Tappauf, Gary			
		ROW SW29-30-27	Hwy 317 ROW Purchase and Darr	2,008.25	2,008.25
12907	2022-03-09	Tappauf, Karl			
		ROW NE30-30-27	Hwy 317 ROW Purchase and Darr	3,313.14	3,313.14
12908	2022-03-09	Triod Supply			
		000-141019	Grader Blades	7,159.50	
		000-141147	Blade - Carbide Inserts	8,436.00	
		000-141219	Grader Blades	4,773.00	
		000-141136	Blade Bolts & Scraper Nuts	137.09	20,505.59
12909	2022-03-09	Village of Marengo PO			
		Feb 22, 2022	Postage - Water Sample	10.61	
		Postage 2022-02	Postage	206.19	216.80
12910	2022-03-09	Zee Medical Service Co.			
		187718	First Aid supplies - Restock kits	261.21	261.21
12911	2022-03-09	Loken, James			
		Indemnity'22-03	Councillor Indemnity & Mileage	392.00	392.00
12912	2022-03-09	Cowie, Darren			
		Indemnity'22-03	Councillor Indemnity & Mileage	417.88	417.88
12913	2022-03-09	Applin, Peter			
		Indemnity'22-02	Councillor Indemnity & Mileage	251.30	251.30
12914	2022-03-09	Stasiuk, Larry			
		Indemnity'22-03	Councillor Indemnity & Mileage	268.20	268.20
12915	2022-03-09	Sullivan, Natalie			
		Indemnity'22-03	Councillor Indemnity & Mileage	406.47	406.47
Total Computer Cheque:					116,497.99
Total Bank1:					116,497.99

Rural Municipality of Milton No. 292

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ik Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
990036	2022-02-08	SaskTel			
		AWTP 2022-01	Alsask Water Plant	60.23	60.23
990037	2022-02-08	SaskTel			
		ASpr 2022-01	Alsask Springs Phone	204.71	204.71
990038	2022-02-08	SaskTel			
		Office 2022-01	Municipal Office Phones	305.51	305.51
990039	2022-02-11	SaskEnergy			
		OldWTP 2022-01	Old Water Plant - Alsask	266.46	266.46
990040	2022-02-11	SaskEnergy			
		AFH/Pool2022-01	Alsask Pool and Fire Hall	325.33	325.33
990041	2022-02-11	SaskEnergy			
		RMSHop 2022-01	RM Shop	372.08	372.08
990042	2022-02-11	SaskEnergy			
		Office 2022-01	Municipal Office	393.77	393.77
990043	2022-02-11	SaskEnergy			
		AWTP 2022-01	Alsask Water Treatment Plant	444.43	444.43
990044	2022-02-11	SaskPower			
		SE01Well17Jan22	SE01-30-29W3 Com Well	128.55	128.55
990045	2022-02-14	SaskPower			
		SW32Well2022-01	Community Well SW32-29-27-3	43.56	43.56
990046	2022-02-14	SaskPower			
		AShop 2022-01	Alsask RM Shop	134.66	134.66
990047	2022-02-14	SaskPower			
		APool 2022-01	Alsask Swimming Pool	179.19	179.19
990048	2022-02-14	SaskPower			
		OldWTP 2022-01	Old Water Plant	256.39	256.39
990049	2022-02-14	SaskPower			
		Office 2022-01	Municipal Office	256.98	256.98
990050	2022-02-14	SaskPower			
		ASL 2022-01	Alsask Street Lights	508.93	508.93
990051	2022-02-14	SaskPower			
		AWTP 2022-01	Alsask Water Treatment Plant	529.21	529.21
990052	2022-02-14	SaskPower			
		RMSHop 2022-01	RM Shop	618.98	618.98
990053	2022-02-14	SaskPower			
		SprPH 2022-01	Alsask Springs Pump House	745.37	745.37
990054	2022-02-18	Payroll - Scotia EFT			
		WiebeCPP22-04	Wages, 05 - 18Feb2022	1,905.04	
		HylandG PP22-04	Dis. Benefits, 05 - 18Feb2022	1,050.78	
		SonmorGPP22-04	Dis. Benefits, 05 - 18Feb2022	1,683.20	
		LokenC PP22-04	Wages, 05 - 18Feb2022	1,281.72	5,920.74
990055	2022-03-02	Receiver General for Canada			
		RP0002 2022-02	Remittance RP0002 - Feb 2022	138.99	138.99
990056	2022-03-02	Receiver General for Canada			
		RP0001 2022-02	Remittance RP0001 - Feb 2022	5,797.81	5,797.81

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990057	2022-03-07	MEPP				
		Remit 2022-PP04		Remittance 05 - 18 Feb 2022	1,771.64	
		Remit 2022-PP03		Remittance 22 Jan - 04 Feb 2022	1,740.02	3,511.66
990058	2022-03-07	Minister of Finance				
		Remit2022-02		EPT Remittance - Monthly	516.34	516.34
990059	2022-03-07	SaskTel				
		CellBill2022-02		TS Cell Phone	91.11	91.11
990060	2022-03-04	Payroll - Scotia EFT				
		WiebeCPP22-05		Wages, 19 Feb - 04 Mar 2022	1,779.63	
		SonmorGPP22-05		Dis. Benefits, 19 Feb - 04 Mar 202	1,683.20	
		LokenC PP22-05		Wages, 19 Feb - 04 Mar 2022	1,151.24	4,614.07
990061	2022-03-09	Cowie, Murray				
		Indemnity'22-03		Councillor Indemnity & Mileage	333.20	333.20
					Total EFT:	26,698.26
					Grand Total:	<u>143,196.25</u>