

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

Minutes of the regular meeting of the council of the Rural Municipality of Milton No. 292 held on Tuesday October 18<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 8:03 a.m. with the following members in attendance:

**Division 1:** Darren Cowie

**Division 4:** Murray Cowie

**Division 5:** Natalie Sullivan

**Division 6:** Jordan Sonmor

**Division 7:** Sara Wilke

Division 2 council member Peter Applin was absent.

Division 3 council member Larry Stasiuk was absent.

The following staff members were in attendance:

**Administrator:** Robin Busby

### **AGENDA**

**2022-292**

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

#### *Agenda Additions*

Access Communications - Invoice for cable cut during water repair

Meeting with Ministry of Highways - Highway 317 concerns

Request for Exemption for well lease against road allowance –  
12-19-30-27W3

**CARRIED  
UNANIMOUSLY**

### **MINUTES**

**2022-293**

**MURRAY COWIE** – That the minutes from the regular meeting of council held on September 14<sup>th</sup>, 2022 be approved as circulated.

**CARRIED**

**8:30 a.m. to 9:12 a.m.** – Garry Hyland attended the meeting to discuss used culverts, mower repairs, quote for mower and sidearm, pumps at wells, Alsask WTP boiler inspection and maintenance, road construction, weed order, culvert markers, and shop renovations.

**SALE OF USED CULVERT POLICY**

**2022-294**     **DARREN COWIE** – That we set a policy that used culverts will be made available to purchase to ratepayers at a rate of 50% less than the last municipal purchase price of the same size culvert.

**CARRIED**

**REPORTS**

**2022-295**     **JORDAN SONMOR** – That the following board reports be filed:  
Division Reports  
Kindersley & District Plains Museum  
Highway 317 Project Committee  
Saskatchewan Area Transportation Committee - 2022 Conference  
Foreman Report - September 2022  
Alsask Water Treatment Plant Report - September 2022

**CARRIED**

**ADMINISTRATOR'S REPORT**

**2022-296**     **DARREN COWIE** – That the Administrator's report dated October 18, 2022 be filed.

**CARRIED**

**FINANCIAL REPORTS**

**2022-297**     **NATALIE SULLIVAN** – That the statement of financial activities and bank reconciliations for September 2022 be approved as presented.

**CARRIED**

**CORRESPONDENCE**

**2022-298**     **MURRAY 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>
22-Sep-2022	0.11	0.32	0.37(Regular)
05-Oct-2022	0.67	1.02	0.34(Regular)

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

05-Oct-2022 SE 01-30-29W3

Total Coliform >100 orgs/100mL Sask guidelines – No orgs/100mL

Total E. Coli >100 orgs/100mL Sask guidelines – No orgs/100mL

12-Oct-2022 SE 01-30-29W3

Total Coliform >100 orgs/100mL Sask guidelines – No orgs/100mL

Total E. Coli No orgs/100mL Sask guidelines – No orgs/100mL

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – September 13, 2022

Weekly Policy Bulletin – September 27, 2022

Weekly Policy Bulletin – October 4, 2022

Weekly Policy Bulletin – October 11, 2022

Rural Sheaf – September 2022

PHO Newsletter – Fall 2022

Ministry of Government Relations

September 2022 Municipalities Today

Royal Canadian Mounted Police (RCMP) – Kindersley Detachment

2nd Quarter Policing Report

Canadian Civil Defence Museum and Archives

Thank you for abatement of taxes

**CARRIED**

**IN-CAMERA**

**2022-299**

**DARREN COWIE** – That we enter an in-camera session at 9:29 a.m. to discuss confidential legal matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.

**CARRIED**

**9:30 a.m. to 9:37 a.m.** – Scott Wickenden from McDougall Gauley LLP attended the meeting to discuss legal matters.

**OUT OF CAMERA**

**2022-300**

**SARA WILKE** – That we conclude the in-camera session at 9:40 a.m. and that the regular meeting of council resume.

**CARRIED**

**FILE 21-22-373**

**2022-301**

**DARREN COWIE** – That as section 344 of *The Municipalities Act* states that no action shall be brought against a municipality after the expiration of one year that we do not agree to enter into any further agreement regarding this file.

**CARRIED**

**WINTER EMPLOYMENT**

**2022-302**     **MURRAY COWIE** – That we authorize Cornelius Wiebe to work through the 2022-2023 winter season for the municipality; Mr. Wiebe is authorized to work four days a week, 8 hours a day.

**CARRIED**

**AMENDED SNOW ROUTE PRIORITY MAP**

**2022-303**     **JORDAN SONMOR** – That we approve the amended snow priority map presented by the Administrator and that the approved map be attached to the snow removal policy passed by council on January 18<sup>th</sup>, 2018.

**CARRIED**

**2021-2022 COMMUNITY GRANT PAYMENTS**

**2022-304**     **SARA WILKE** – That we approve payment to the following groups for the 2021-2022 Community Grant Program:

*Marengo Community Club* - \$2,500 toward new light bulbs, taps and eavestrough

*Marengo Cemetery Club* - \$2,000 toward cemetery restoration and maintenance

*Royal Canadian Legion Flaxcombe Branch No. 98* - \$2,500 toward storage shed, back deck and railing, picnic table and sidewalk

**CARRIED**

*10:13 a.m. – Natalie Sullivan and Sara Wilke declared a conflict of interest as the upcoming agenda item is in regards to an application made by the Marengo Community Club, of which Ms. Sullivan is the chair, and the Alsask Community Club, of which Ms. Wilke is a member. Natalie Sullivan and Sara Wilke left the boardroom.*

**2022-2023 COMMUNITY GRANT PROGRAM**

The following applications were received for the 2022-2023 Community Grant Program:

Community Group	Description of Project	Amount Requested	Comment
Alsask Community Club	- Boiler Service	\$2,500	
Marengo Community Club	- Kitchen & Bar Upgrades, replace countertops (stainless steel) and taps in kitchen and bar area	\$2,500	

Marengo Cemetery Club	- Groundskeeper - May to October - Cut down/mulch caragana hedges - Lifting gravestones - Repair broken gravestones - Purchase remembrance bench	\$2,500	
Alsask Drop Inn Center	- Upgrade existing boiler by adding reservoir for injection of glycol	\$2,500	
Westcliffe School Community Council	- Buddy Bench for children to sit when they feel lonely. Other children will notice and include them.	\$1,752.69	

2022-305

**DARREN COWIE** – That we approve payment to the following groups for the 2022-2023 Community Grant Program:

*Alsask Community Club* - \$2,500.00 towards boiler service at the Alsask Rec Centre

*Marengo Community Club* - \$2,500.00 towards kitchen and bar upgrades at the Marengo Community Hall.

*Alsask Drop In Center* - \$2,500.00 towards the upgrade of their boiler.

*Westcliffe School Community Council* – \$1752.69 towards the purchase of a buddy bench for the Westcliffe Composite School.

**CARRIED**

10:25 a.m – Natalie Sullivan and Sara Wilke returned to the boardroom.

## **2022 TAX ENFORCEMENT LIST**

2022-306

**SARA WILKE** – That we acknowledge the presentation of the list of land in arrears to the head of council and that we advertise the Tax Enforcement List in Your West Central Voice newspaper deleting from the advertisement any properties that owe less than 1/2 of the previous year's levy.

**CARRIED**

**FINANCIAL SERVICES**

**2022-307 JORDAN SONMOR** – That we enter into an agreement with ScotiaBank to continue with the current rate of the ScotiaBank base rate minus 1% for all of the municipality's accounts.

**CARRIED**

**ENABLING ACCESSIBILITY FUNDS GRANT**

**2022-308 SARA WILKE** – That we apply to the Enabling Accessibility Fund (EAF) grant for the following with the total municipal portion not to exceed \$15,000:  
Installation of a new accessible exterior door at the Marengo Municipal Office complete with button access;  
Installation of a new accessible interior door at the Marengo Municipal Office complete with button access;  
Installation of a cement ramp to the accessible exterior door at the Marengo Municipal Office;  
And that the Rural Municipality of Milton No. 292 agrees to pay a portion of the municipal funding portion as per the Joint Administration Agreement for capital purchases.

**CARRIED**

**ELECTION OFFICIAL REMUNERATION**

**2022-309 DARREN COWIE** – That we pay any required election official for the upcoming 2022 election not currently employed by the municipality \$22.00 per hour and mileage of \$0.80 per kilometre and that any election official currently employed by the municipality receive an additional \$200.00 on top of their 8 hour wage/salary for the election day.

**CARRIED**

**SASKATCHEWAN ASSESSMENT MANAGEMENT AGENCY**

**2022-310 NATALIE SULLIVAN** – That we acknowledge the confirmed 2022 taxable assessment of \$168,228,440.

**CARRIED**

**SARM 2022 MID-TERM CONVENTION**

**2022-311 SARA WILKE** – That James Loken and Murray Cowie be appointed as our voting delegates for the 2022 SARM Mid-Term Convention to be held in Saskatoon on November 16<sup>th</sup> to 17<sup>th</sup>, 2022.

**CARRIED**

**OUTSTANDING CUSTOM WORK**

**2022-312**     **SARA WILKE** – That we instruct the Administrator to transfer the outstanding \$304.50 in custom work fees on account CNR001 to roll 1981 000.

**CARRIED**

**OFFER TO PURCHASE**

**2022-313**     **SARA WILKE** – That we acknowledge the offer received from Curtis D. Hart for Lot 8 Block 8 Plan G454, Lot 10-11 Block 8 Plan G454 and instruct the Administrator to inform Mr. Hart that the properties are available for purchase as per the Sale of Alsask Residential Property Policy.

**CARRIED**

**ACCESS COMMUNICATIONS INVOICE**

**2022-314**     **DARREN COWIE** – That we pay invoice IN000092949 received from Access Communciations in the amount of \$4,814.75 for the Access Communciations cable line cut during Alsask water line repair on March 12<sup>th</sup>, 2022.

**CARRIED**

**EXEMPTION TO LEASE EDGE REQUIREMENT**

**2022-315**     **NATALIE SULLIVAN** – That we permit Teine Energy Ltd. to establish a temporary workspace within 150 feet from the centre of the road to execute the capital program on the proposed lease located at 12-19-30-27W3.

**CARRIED**

**ACCOUNTS**

**2022-316**     **JORDAN SONMOR** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 13197 to 13241 in the amount of 287,114.63 and EFT cheque numbers 990244 to 990273 in the amount of \$867,420.94 be approved for payment.

**CARRIED**

**ADJOURN**

**2022-317**

**SARA WILKE** – That this meeting now adjourn at 11:59 a.m.

**CARRIED**

[REDACTED]

Reeve

[REDACTED]

Administrator

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**November 21<sup>st</sup>, 2022 – 8:00 a.m. - Regular meeting of council**



Date Printed  
2022-10-14 3:52 PM

**Rural Municipality of Milton No. 292**  
**List of Accounts for Approval**  
Batch: 2022-00097 to 2022-00104

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Bank Code - Bank1 - Main Demand

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
13197	2022-09-14	Plato, Elfriede				
		2022TxOverPmt		Refund of Tax Overpayment (Discr	125.43	125.43
13198	2022-09-14	Schmalzbauer Acres Ltd				
		CrpDmgSW292927W		Highway 317 2021 Crop Damage	3,362.19	3,362.19
13199	2022-09-26	628514 Saskatchewan Ltd.				
		2834-01		Spreading Gravel on Grid Roads	7,132.86	7,132.86
13200	2022-09-26	Canadian Civil Defence Museum Assoc.				
		2022TxOverpmt		Refund payment of abated propert	541.78	541.78
13201	2022-09-26	Faubert Contracting Ltd				
		5301		Repair Water Main break	2,630.70	2,630.70
13202	2022-09-26	Hutterian Brethren Church				
		2022TxOverPmt		Refund of Tax Overpayment	491.68	491.68
13203	2022-09-26	Mann Environmental				
		W430		Alsask Sewer Main Cleaning from .	6,782.00	6,782.00
13204	2022-10-13	Bradley Directories				
		100794		Joint Map Purchases	364.50	364.50
13205	2022-10-13	Fountain Tire (Oyen) Ltd				
		0651042698		Tire Repair	186.67	186.67
13206	2022-10-13	John Deere Financial				
		2878215		Repairs	2,086.26	
		2878225		Repairs	339.58	2,425.84
13207	2022-10-13	RM of Antelope Park No. 322				
		2022-00036		Admin Salaries & Benefits - Septer	19,943.45	19,943.45
13208	2022-10-13	ScotiaBank VISA				
		Stmt 2022-09		Admin Expenses	413.35	413.35
13209	2022-10-18	102053541 Saskatchewan Ltd.				
		WTP 2022-09		Alsask WTP Operator	840.00	840.00
13210	2022-10-18	Aaron Electric				
		1360		Electrical O/H door Marengo shop	176.93	176.93
13211	2022-10-18	Air Liquide				
		74929776		Cylinder Refills	20.98	20.98
13212	2022-10-18	Airmaster Sales Ltd.				
		59948		Safety Signs for Road Construction	1,655.90	1,655.90
13213	2022-10-18	Aquifer Distribution Ltd.				
		S100203737.001		WTP Calibration Kit	468.24	468.24
13214	2022-10-18	B & T Mears Enterprises Inc.				
		887		Schulte Mower	306.02	306.02
13215	2022-10-18	BeePLUS Workplace Solutions				
		329328		Office Supplies	47.71	
		329327		Office Supplies	278.32	326.03
13216	2022-10-18	Big Sky Steel Fabricators Ltd.				
		69107		Cut & Supply square tube	559.44	559.44
13217	2022-10-18	Clow, Tracy				
		Contract2022-10		Joint Janitorial Contract	515.00	515.00
13218	2022-10-18	Dyck, Larry				
		5158		Weed Inspection	329.07	329.07
13219	2022-10-18	G.D. Extermination Ltd				
		20801		Pest Control Supplies - Joint	4,489.95	4,489.95

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
13220	2022-10-18	Information Services Corp			
		Stmt30Sep2022	Registrations & Transfer Fees	15.00	15.00
13221	2022-10-18	Kindersley Bearing (2008) Ltd.			
		001-053099	Transmission Filter	341.49	341.49
13222	2022-10-18	Kindersley & District Co-op			
		349157	Cardlock Fuel - Monthly Stmt	17,528.69	17,528.69
13223	2022-10-18	LM By-Law Enforcement			
		74	Enforcement Services - Septembe	856.80	856.80
13224	2022-10-18	Loraas Environmental Services			
		0000491290-01	Waste & Recycling-Shop&Alsask	2,149.65	2,149.65
13225	2022-10-18	McDougall Gauley LLP			
		680452	Legal - Employee Matters	2,670.30	2,670.30
13226	2022-10-18	Murlin Electronics			
		282118	Install Antenna for Shop Internet	1,116.01	1,116.01
13227	2022-10-18	Napa Auto Parts			
		352-956298	Amber/Blue Light	834.23	
		352-953474	Break Away System & Light Bar	532.55	1,366.78
13228	2022-10-18	The Royal Canadian Legion			
		2022 Book	Military Service Recognition Book	260.00	260.00
13229	2022-10-18	RM of Chesterfield No. 261			
		2022-00153	Pest Control Contract - Sept	477.25	
		2022-00163	Pest Control Contract	765.89	1,243.14
13230	2022-10-18	SARM			
		SARM811025	Office Supplies	10.42	
		SARM811216	Office Supplies	172.81	
		BEN122648	2022 LTD Premium Credit - S. Joh	-56.29	
		SARM811173	Office Supplies	12.40	
		SARM811410	Office Supplies	57.70	
		SARM811287	Office Supplies	73.56	
		SARM811070	Office Supplies	193.36	
		SARM811354	Office Supplies	195.56	
		SARM811313	Finning Filters	819.20	
		SARM811445	Office Supplies	59.26	1,537.98
13231	2022-10-18	Saskatchewan Health Authority			
		3417926	Alsask Water Sample	23.00	
		3418936	Alsask Water Sample	23.00	46.00
13232	2022-10-18	Speedy Glass			
		8774-378321	2015 Dodge Truck Window	670.15	670.15
13233	2022-10-18	Success Office Systems			
		INV360631	Copier Contract - July - Sept 2022	435.45	435.45
13234	2022-10-18	Sunset Grain & Oil Inc.			
		2022TxOverPmt	Refund of 2022 Tax Overpayment	105.88	105.88
13235	2022-10-18	UFA			
		303601200983	Exchange Boots for sale price	-57.75	
		303602125694	Alsask Old WTP parts	7.96	
		303601121378	Safety Boots for Shop	288.74	238.95
13236	2022-10-18	Village of Marengo PO			
		463	Postage	32.59	
		458	Postage	22.72	
		461	Postage	32.59	

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**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			462	Postage	32.59	
			October 4, 2022	Postage	12.87	
			Postage 2022-09	Postage	567.14	
			459	Postage	32.59	
			September20,202	Postage	8.56	
			October 11, 202	Postage	21.63	
			456	Postage	79.26	
			455	Postage	23.44	865.98
13237	2022-10-18	Zee Medical Service Co.				
		192968		Safety Clothing	245.14	245.14
13238	2022-10-18	Loken, James				
		Indemnity'22-10		Councillor Indemnity & Mileage	254.80	254.80
13239	2022-10-18	Cowie, Darren				
		Indemnity'22-10		Councillor Indemnity & Mileage	508.46	508.46
13240	2022-10-18	Applin, Peter				
		Indemnity'22-10		Councillor Indemnity & Mileage	159.30	159.30
13241	2022-10-18	Sullivan, Natalie				
		Indemnity'22-10		Councillor Indemnity & Mileage	410.67	410.67

Total Bank1: 87,114.63

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Bank Code - EFT - Paid Electronically

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990244	2022-09-12	SaskEnergy				
		OldWTP 2022-08		Old Water Plant - Alsask	50.22	50.22
990245	2022-09-12	SaskEnergy				
		RMSShop 2022-08		RM Shop	46.55	46.55
990246	2022-09-12	SaskEnergy				
		Office 2022-08		Municipal Office	50.23	50.23
990247	2022-09-12	SaskEnergy				
		AWTP 2022-08		Alsask Water Treatment Plant	82.35	82.35
990248	2022-09-12	SaskEnergy				
		AFH/Pool2022-08		Alsask Pool and Fire Hall	657.81	657.81
990249	2022-09-13	SaskPower				
		AShop 2022-08		Alsask RM Shop	46.40	46.40
990250	2022-09-14	SaskPower				
		SW32Well2022-08		Community Well SW32-29-27-3	41.99	41.99
990251	2022-09-14	SaskPower				
		OldWTP 2022-08		Old Water Plant	72.93	72.93
990252	2022-09-14	SaskPower				
		Office 2022-08		Municipal Office	221.12	221.12
990253	2022-09-14	SaskPower				
		SprPH 2022-08		Alsask Springs Pump House	342.75	342.75
990254	2022-09-14	SaskPower				
		AWTP 2022-08		Alsask Water Treatment Plant	400.54	400.54
990255	2022-09-14	SaskPower				
		ASL 2022-08		Alsask Street Lights	508.93	508.93
990256	2022-09-14	SaskPower				
		APool 2022-08		Alsask Swimming Pool	698.78	698.78
990257	2022-09-16	Payroll - Scotia EFT				
		WiebeCPP22-19		Wages, 03 - 16 Sep 2022	2,197.10	
		SonmorGPP22-19		S/T Disability, 03 - 16 Sep 2022	1,683.20	
		PakulakEPP22-19		Wages, 03 - 16 Sep 2022	1,500.20	
		LokenC PP22-19		Wages, 03 - 16 Sep 2022	1,762.73	
		KleinC PP22-19		Wages, 03 - 16 Sep 2022	2,086.77	
		HylandG PP22-19		Salary, 03 - 16 Sep 2022	2,003.03	11,233.03
990258	2022-09-29	Payroll - Scotia EFT				
		WiebeCPP22-20		Wages, 17 - 30 Sep 2022	2,382.60	
		SonmorGPP22-20		S/T Disability, 17 - 30 Sep 2022	1,683.20	
		PakulakEPP22-20		Wages, 17 - 30 Sep 2022	1,696.11	
		KleinC PP22-S20		Wages, 17 - 30 Sep 2022	150.00	
		KleinC PP22-20		Wages, 17 - 30 Sep 2022	2,143.53	
		HylandG PP22-20		Salary, 17 - 30 Sep 2022	2,003.03	
		LokenC PP22-20		Wages, 17 - 30 Sep 2022	1,677.82	11,736.29
990259	2022-10-03	SaskPower				
		JSprInv2022-10		Jeffries Spring 08 Jun - 12 Sep 2022	176.16	176.16
990260	2022-10-05	MEPP				
		RemitPP22-19		Remittance to 16 September 2022	3,300.26	
		RemitPP22-20		Remittance 17 - 30 Sept. 2022	3,436.04	
		RemitPP22-18		Remittance to 02 September 2022	3,706.76	10,443.06
990261	2022-10-05	SaskTel				

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		ALPool2022-09	Pool Phone	88.47	88.47
990262	2022-10-05	SMHI			
		Remit Corr22-09	Remittance - Monthly	117,819.90	117,819.90
990263	2022-10-06	Receiver General for Canada			
		RP0002_2022-09	Remittance RP0002 - September	340.96	340.96
990264	2022-10-06	Receiver General for Canada			
		RP0001_2022-09	Remittance RP0001 - Sep	19,516.24	19,516.24
990265	2022-10-07	Minister of Finance			
		Remit 2022-09	EPT Remittance - Monthly	680,024.63	680,024.63
990266	2022-10-07	SaskTel			
		AWTP 2022-09	Alsask Water Plant	60.55	60.55
990267	2022-10-07	SaskTel			
		ASpr 2022-09	Alsask Springs Phone	204.71	204.71
990268	2022-10-07	SaskTel			
		Office 2022-09	Municipal Office Phones	306.79	306.79
990269	2022-10-13	Miscellaneous C/C Vendor			
		Issued to: Jodi Apps			
		JAppsRefund	Refund of EFT paid in error	150.00	150.00
990270	2022-10-14	Payroll - Scotia EFT			
		WiebeCPP22-21	Wages,01 - 14 October 2022	2,396.40	
		SonmorGPP22-21	S/T Disability, 01 - 14 October 202	1,683.20	
		PakulakEPP22-21	Wages, 01 - 14 October 2022	1,308.10	
		LokenC PP22-21	Wages, 01 - 14 October 2022	1,417.70	
		HylandG PP22-21	Salary, 01 - 14 October 2022	2,249.50	
		KleinC PP22-21	Wages, 01 - 14 October 2022	1,976.77	
		KleinC PP22S21	Wages, 01 - 14 October 2022	150.00	11,181.67
990271	2022-10-18	Cowie, Murray			
		Indemnity'22-10	Councillor Indemnity & Mileage	452.40	452.40
990272	2022-10-18	Sonmor, Jordan			
		Indemnity'22-10	Councillor Indemnity & Mileage	227.94	227.94
990273	2022-10-18	Wilke, Sara			
		Indemnity'22-10	Council Indemnity & Mileage	237.54	237.54

Total EFT: 867,420.94