

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, September 10, 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 8:38 a.m. with the following members in attendance:

Division 1: Darren Cowie

Division 3: Larry Stasiuk

Division 4: VACANT

Division 5: Natalie Sullivan

Division 6: Trevor Martin

Division 7: Sara Wilke

Division 2 council member Dave Chudyk was absent.

The following staff members were in attendance:

Acting Administrator: Lisa Ensor

AGENDA

2024-289

TREVOR MARTIN – The agenda was reviewed by council and will be used as a guideline for this meeting and that we approve the following changes:

Additions: Safety Meeting Minutes – August 8, 2024 and September 9, 2024
Waterworks Quality Assurance/Quality Control Policy
Weed Order

Deletions:

2024 Tax Assessment Roll Confirmation

Report Addition:

North West Municipalities Association (NWMA)

Correspondence Addition:

Kindersley RCMP Invitation to Grand Opening

CARRIED UNANIMOUSLY

8:38 a.m. – Gordan Chiliak attended the meeting to discuss his development permit application.

8:47 a.m. – Gord Chiliak left the boardroom.

MINUTES

2024-290

NATALIE SULLIVAN – That we approve the minutes from the regular meeting of council held on August 13, 2024.

CARRIED

REPORTS

- 2024-291** **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)
Kindersley & District Plains Museum
RoaData Reports July 2024

CARRIED

ADMINISTRATOR'S HOURS

- 2024-292** **SARA WILKE** – That the Administrators Hours for August 2024 be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

- 2024-293** **SARA WILKE** – That the statement of financial activities and bank reconciliations for August 2024 be approved as presented.

CARRIED

9:17 a.m. – Sara Wilke left the boardroom.

9:17 a.m. – Garry Hyland attended the meeting to discuss signs that are knocked down, marking them for replacement, end of season items, equipment storage, grading, gravelling of roads, new pump for wells, and tractor adapter plate.

9:35 a.m. – Garry Hyland left the boardroom.

FOREMAN'S REPORT

- 2024-294** **TREVOR MARTIN** – That the Foreman's Report for August 2024 be acknowledged as received and filed.

CARRIED

ALSASK WATERWORKS REPORTS

- 2024-295** **SARA WILKE** – That the Alsask Waterworks Report for August be tabled to the next meeting of council to allow the Administrator to REVIEW the free chlorine levels stated in the laboratory reports.

CARRIED

END OF MAINTENANCE SEASON LETTERS

2024-296 **LARRY STASIUK** – That we send all seasonal operations staff end of season letters on September 27, 2024, noting that the official layoff date for seasonal employees is October 11, 2024 with employment possibly continuing past October 11, 2024 if weather is favorable and work is available.

CARRIED

CORRESPONDENCE

2024-297 **DARREN COWIE** – That we acknowledge receipt of the following correspondence and file for future reference:

SHA Analytical

Alsask water samples analysis printed below:

Date	Free Chlorine	Total Chlorine	Turbidity
06-Aug-2024	0.64	0.90	0.17
07-Aug-2024	0.87	1.03	0.12 (Regular)
07-Aug-2024	0.20	0.43	0.14
07-Aug-2024	0.84	1.08	0.11
20-Aug-2024	0.12	0.14	0.18 (Regular)

(acceptable results: Free Chlorine >.1, Total Chlorine >.50, Turbidity <.3)

Alsask Pool

30-July-2024 Total Coliform E. Coli No Detectable orgs

14-Aug-2024 Total Coliform E. Coli No Detectable orgs

(Sask Guidelines No orgs/100 ml)

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – August 6, 2024

Rural Dart – August 13, 2024

Rural Dart – August 20, 2024

Rural Dart – August 6, 2024

Rural Sheaf – August 2024

Municipalities Today – August 2024

News Release – August 13, 2024

News Release – August 20, 2024

Agricultural Producers Association of Saskatchewan (APAS)

Update – July 25, 2024

Update – August 8, 2024

Update – August 29, 2024

Kindersley RCMP

Invitation to Grand Opening

CARRIED

SAFETY MEETING MINUTES

2024-298 DARREN COWIE – That the Safety meeting minutes for August 8, 2024 and September 9, 2024 be acknowledged as received and filed for future reference.

CARRIED

AUDIOMETRIC TESTING

2024-299 DARREN COWIE – That we contract West Central Safety to provide audiometric testing as required for any staff exposed to noise 85dBA or greater.

CARRIED

DRILLING LICENSES

2024-300 LARRY STASIUK – That the following drilling licenses be acknowledged as approved by council:
Teine Energy Ltd.
SW ¼ 13-7-30-27-W3 File No. 24-26136
NW ¼ 13-7-30-27-W3 File No. 24-26137
NW ¼ 14-7-30-27-W3 File No. 24-26138

CARRIED

BYLAW 2024-04 – PRAIRIE WINDS EMERGENCY PLANNING DISTRICT BYLAW

2024-301 DARREN COWIE – That Bylaw 2024-04 known as the Prairie Winds Emergency Planning District Bylaw be given a first reading.

CARRIED

2024-302 LARRY STASIUK – That Bylaw 2024-04 be given a second reading.

CARRIED

2024-303 TREVOR MARTIN – That the third reading of Bylaw 2024-04 be permitted at this meeting.

UNANIMOUSLY CARRIED

2024-304 JAMES LOKEN – That Bylaw 2024-04 known as the Prairie Winds Emergency Planning District Bylaw be given a third reading and be adopted.

CARRIED

**BYLAW 2024-05 – A BYLAW TO ESTABLISH AND MAINTAIN A MUNICIPAL
EMERGENCY MEASURES ORGANIZATION**

2024-305 **NATALIE SULLIVAN** – That Bylaw 2024-05 A Bylaw to Establish and Maintain a Municipal Emergency Measures Organization be given a first reading.

CARRIED

2024-306 **TREVOR MARTIN** – That Bylaw 2024-05 be given a second reading.

CARRIED

2024-307 **DARREN COWIE** – That the third reading of Bylaw 2024-05 be permitted at this meeting.

UNANIMOUSLY CARRIED

2024-308 **JAMES LOKEN** – That Bylaw 2024-05 A Bylaw to Establish and Maintain a Municipal Emergency Measures Organization be given a third reading and be adopted.

CARRIED

HIGHWAY CLEANUP COMMITTEE TERMS OF REFERENCE

2024-309 **NATALIE SULLIVAN** – That the Highway Cleanup Committee Terms of Reference attached hereto and forming part of these minutes be approved.

CARRIED

CANCEL TAXES LEVIED IN ERROR

2024-310 **LARRY STASIUK** – That we cancel the following taxes levied in error:
Roll/

Legal Land Description	Municipal Tax	Education Tax	Total Abatement
1166 000			
Lot 12-13 Block 1 Plan G68	\$1,373.04	\$171.43	\$1,544.47
1235 000			
Lot 3-4 Block 6 Plan G286	\$6.60	\$1.82	\$8.42
1268 000			
Lot 13-14 Block 8 Plan G454	\$13.20	\$3.63	\$16.83

CARRIED

WEED ORDER

2024-311 **LARRY STASIUK** – That we instruct the municipality's weed inspector Larry Dyck to issue an order under *The Weed Control Act* for the following lands:

SE 14-28-29W3

CARRIED

2024 MUNICIPAL ELECTION - ADVANCE POLL

2024-312 **TREVOR MARTIN** – That we schedule an advance poll for the 2024 election to be held in the municipal office in Marengo located at 20 1st Avenue North from 9:00 a.m. to 4:00 p.m. on ~~Thursday~~ October 29th, 2024, if required.

CARRIED

IN-CAMERA

2024-313 **JAMES LOKEN** – That we enter an in-camera session at 9:50 a.m. to discuss confidential Human Resources matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.

CARRIED

OUT OF CAMERA

2024-314 **TREVOR MARTIN**– That we conclude the in-camera session at 10:00 a.m. and that the regular meeting of council resume.

CARRIED

RECESS

2024-315 **NATALIE SULLIVAN** – That we recess the regular meeting of council at 10:00 a.m. for a public hearing to hear comments on proposed Discretionary Use Permit for Lots 7-10 Block 12 G454 Alsask.

CARRIED

RESUME MEETING

2024-316 **JAMES LOKEN** – That the regular council meeting resume at 10:10 a.m.

CARRIED

DISCRETIONARY USE APPLICATION – PLACEMENT OF MOBILE STORAGE CONTAINERS

2024-317 **TREVOR MARTIN** – That having followed the Discretionary Use Public Notice procedures outlined in Bylaw 2017-08, and noting that all comments written and verbal were received and discussed at the Public Hearing held on September 10th 2024, that we approve the discretionary use development permit application made by Gordan Chiliak for two storage containers to be placed on lots 7-10 Block 12 G454 Alsask.

CARRIED

2024 GRAVEL SUPPLY AND STOCKPILE

2024-318 **LARRY STASIUK** – That we advertise for tender the supply and stockpile of a minimum 10,000 yards of 5/8" gravel, delivered to Marengo by early 2025. Tenders to close November 7, 2024 at 4:00 p.m.

CARRIED

SHOP COMMITTEE MEETING

2024-319 **TREVOR MARTIN** – That we schedule a Shop Committee Meeting to be held on October 8, 2024, following the regular meeting of council.
CARRIED

WATERWORKS QUALITY ASSURANCE/QUALITY CONTROL POLICY

2024-320 **LARRY STASIUK** – That the Waterworks Quality Assurance/Quality Control Policy attached hereto and forming part of these minutes be approved.
CARRIED

10:30 a.m. – Sara Wilke returned to the boardroom.

10:39 a.m. – Jason St. Germain attended the boardroom to present the Alsask WTP Upgrades Memorandum.

11:25 a.m. – Jason St. Germain left the boardroom.

ALSASK WTP UPGRADE PROJECT

2024-321 **TREVOR MARTIN** – That we allow Associated Engineering to complete analysis and testing of any existing wells and potential sites for a new well for the Alsask WTP.
CARRIED

ACCOUNTS

2024-322 **TREVOR MARTIN** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 14236 to 14271 in the amount of \$83,523.83 and EFT cheque numbers 990878 to 990901 in the amount of \$51,592.35 be approved for payment.
CARRIED

ADJOURN

2024-323 **SARA WILKE** – That this meeting now adjourn at 11:52 a.m.
CARRIED


Reeve


Administrator

October 8, 2024 – 8:00 a.m. - Regular meeting of council

Rural Municipality of Milton No. 292
List of Accounts for Approval
Batch: 2024-00083 to 2024-00089

Date Printed
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Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
14236	2024-08-13	Loken, James				
		Indemnity'24-08		Councillor Indemnity & Mileage	254.80	254.80
14237	2024-08-13	Cowie, Darren				
		Indemnity'24-08		Councillor Indemnity & Mileage	264.80	
		AR Inv.2024-000		EHD Additional Premiums Due	-111.51	153.29
14238	2024-08-13	Chudyk, David				
		Indemnity'24-08		Council Indemnity & Mileage	374.00	374.00
14239	2024-08-13	Sullivan, Natalie				
		Indemnity'24-08		Councillor Indemnity & Mileage	272.40	272.40
14240	2024-08-27	628514 Saskatchewan Ltd.				
		3053		Spreading Gravel - Grid & 317 July	14,201.07	14,201.07
14241	2024-08-27	Associated Engineering (Sask)				
		463112		Alsask WTP Raw Waterline	12,652.50	12,652.50
14242	2024-08-27	Jarvis, Kristi				
		RefundSwimFees		Refund Swim Fees	247.50	247.50
14243	2024-08-27	McDougall Gauley LLP				
		723180		Legal - Employee Matters	3,929.97	3,929.97
14244	2024-09-10	102053541 Saskatchewan Ltd.				
		WTP 2024-07		Alsask WTP Operator	546.00	
		WTP 2024-08		Alsask WTP Operator	955.50	1,501.50
14245	2024-09-10	Aaron Electric				
		1411		Jeffries Well Repair	515.27	515.27
14246	2024-09-10	Air Liquide				
		77780071		Cylinder Refills	26.49	26.49
14247	2024-09-10	B & T Mears Enterprises Inc.				
		1498		Tire - Schulte Mower	221.70	221.70
14248	2024-09-10	Clow, Tracy				
		2024-09-01		Janitorial Services Sep	535.00	535.00
14249	2024-09-10	Ensor, Lisa				
		UofR Tuition Ju		Local Government Authority course	768.75	768.75
14250	2024-09-10	Enviroway Detergent Man Inc				
		IN076709		WTP Chemicals	382.56	382.56
14251	2024-09-10	G.D. Extermination Ltd				
		31139		Pest Control Supplies	133.20	133.20
14252	2024-09-10	Hayworth Mechanical & Oilfield				
		010210		Scraper - Tire repair on site July	1,454.25	
		010211		6140 Tractors-tires on site July	7,985.25	9,439.50
14253	2024-09-10	Hill Acme Machine Ltd				
		150412		Shop Supply	35.62	35.62
14254	2024-09-10	Information Services Corp				
		Stmt31Aug2024		Registrations & Transfer Fees	180.00	180.00
14255	2024-09-10	John Deere Financial				
		3231972		Repair Mowers	586.22	586.22
14256	2024-09-10	1302322 Alberta Ltd.				
		205448		Safety Mtg & Admin	566.48	566.48
14257	2024-09-10	Kindersley Bearing (2008) Ltd.				
		001-078403		Repairs	198.34	198.34
14258	2024-09-10	Loraas Disposal North Ltd.				
		0000558931		Waste & Recycling-Shop&Alsask	2,339.23	2,339.23

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COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
14259	2024-09-10	Marsollier Petroleum Ltd. 438326	Oil	249.26	249.26
14260	2024-09-10	Napa Auto Parts 352-046583	Shop Supplies	37.92	37.92
14261	2024-09-10	NB Aquifer Distribution Ltd. S100534595.001	Pump, motor & connections	6,039.86	6,039.86
14262	2024-09-10	Olsen, Kim Refund Swim Fee	Refund swim fees	48.50	48.50
14263	2024-09-10	Materi, Payten 2024-07 2024-08	PCO Contract July PCO Contract Aug	235.60 426.76	662.36
14264	2024-09-10	Rawhide Supplements Ltd. 24481	Dust Control- Multiple sites	10,163.28	10,163.28
14265	2024-09-10	RM of Kindersley No. 290 HospitalPavingD	Hospital Paving Donation	10,000.00	10,000.00
14266	2024-09-10	SARM SARM820670 SARM820893	Office Supplies Office Supplies	138.81 60.73	199.54
14267	2024-09-10	SGI 367IZR_2024	2004 International Renewal	1,123.20	1,123.20
14268	2024-09-10	Saskatchewan Health Authority 3483476 3484939 3486003	Alsask Water Sample Alsask Water Sample Alsask Water Sample	23.00 23.00 23.00	69.00
14269	2024-09-10	Saskatchewan Research Council SRC-002331	Other Water Samples - Alsask	135.45	135.45
14270	2024-09-10	Village of Marengo PO 645 647 648	Postage Postage Postage	8.07 603.06 8.05	619.18
14271	2024-09-10	WellTraxx Ltd. 10970 11028	Software Subscription Renewal Software Subscription Renewal	3,885.00 775.89	4,660.89
Total Computer Cheque:					83,523.83

Total Bank1: 83,523.83

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Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990878	2024-08-13	Martin, Trevor				
		Indemnity'24-08		Councillor Indemnity & Mileage	425.42	425.42
990879	2024-08-12	SaskEnergy				
		AWTP 2024-07		Alsask Water Treatment Plant	49.88	49.88
990880	2024-08-12	SaskEnergy				
		RMSHop 2024-07		RM Shop	56.05	56.05
990881	2024-08-12	SaskEnergy				
		Office 2024-07		Municipal Office	57.07	57.07
990882	2024-08-12	SaskEnergy				
		Pool2024-07		Alsask Pool	814.22	814.22
990883	2024-08-12	SaskPower				
		SE01Well2024-04		SE01-30-29W3 Well 09Apr-16Jul2	140.87	140.87
990884	2024-08-14	SaskPower				
		AShop 2024-07		Alsask RM Shop	47.12	47.12
990885	2024-08-14	SaskPower				
		SW32Well2024-07		Community Well SW32-29-27-3	65.53	65.53
990886	2024-08-14	SaskPower				
		RMSHop 2024-07		RM Shop	113.70	113.70
990887	2024-08-14	SaskPower				
		Office 2024-07		Municipal Office	272.71	272.71
990888	2024-08-14	SaskPower				
		SprPH 2024-07		Alsask Springs Pump House	310.79	310.79
990889	2024-08-14	SaskPower				
		AWTP 2024-07		Alsask Water Treatment Plant	417.55	417.55
990890	2024-08-14	SaskPower				
		Pool 2024-07		Alsask Swimming Pool	758.92	758.92
990891	2024-08-14	SaskPower				
		ASL 2024-07		Alsask Street Lights	535.36	535.36
990892	2024-08-16	Payroll - Scotia EFT				
		JohnsonVPP24-17		Wages, 03 - 16 Aug 2024	261.13	
		MillerEPP24-17		Wages, 03 - 16 Aug 2024	610.05	
		MundtAPP2024-17		Wages, 03 - 16 Aug 2024	481.47	
		MundtOPP2024-17		Wages, 03 - 16 Aug 2024	1,260.68	
		WinterS PP24-17		Wages, 03 - 16 Aug 2024	22.45	
		HylandG PP24-17		Salary, 03 - 16 Aug 2024	2,226.62	
		KleinC PP24-17		Wages, 03 - 16 Aug 2024	2,416.65	
		LokenC PP24-17		Wages, 03 - 16 Aug 2024	1,732.12	
		WiebeGPP24-17		Wages, 03 - 16 Aug 2024	1,993.43	
		WiebeCPP24-17		Wages, 03 - 16 Aug 2024	2,592.18	13,596.78
990893	2024-08-16	Payroll - Scotia EFT				
		MundtJPP2024-17		Wages, 03 - 16 Aug 2024	2,139.30	2,139.30
990894	2024-08-30	Payroll - Scotia EFT				

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			HylandG PP24-18	Salary, 17 - 30 Aug 2024	2,236.54	
			KINCH-W PP24-18	Wages, 17 - 30 Aug 2024	241.32	
			KleinC PP24-18	Wages, 17 - 30 Aug 2024	2,338.25	
			LokenC PP24-18	Wages, 17 - 30 Aug 2024	1,467.89	
			MillerEPP24-18	Wages, 17 - 30 Aug 2024	108.70	
			MundtAPP2024-18	Wages, 17 - 30 Aug 2024	416.48	
			MundtJPP2024-18	Wages, 17 - 30 Aug 2024	1,378.73	
			MundtOPP2024-18	Wages, 17 - 30 Aug 2024	967.96	
			WiebeGPP24-18	Wages, 17 - 30 Aug 2024	2,072.93	
			WiebeCPP24-18	Wages, 17 - 30 Aug 2024	2,523.66	
			WinterS PP24-18	Wages, 17 - 30 Aug 2024	503.43	14,255.89
990895	2024-09-04	SaskTel				
		ALPool2024-08		Pool Phone	137.82	137.82
990896	2024-09-06	MEPP				
		Remit2024-08		Remittance - Aug	9,845.84	9,845.84
990897	2024-09-06	ScotiaBank Visa				
		Stmt 2024-08		TS Expenses	1,623.87	1,623.87
990898	2024-09-06	Minister of Finance				
		Remit 2024-08		EPT Remittance - Monthly	5,354.66	5,354.66
990899	2024-09-06	SaskTel				
		AWTP 2024-08		Alsask Water Plant	60.74	60.74
990900	2024-09-06	SaskTel				
		ASpr 2024-08		Alsask Springs Phone	204.71	204.71
990901	2024-09-06	SaskTel				
		Office 2024-08		Municipal Office Phones	307.55	307.55
Total Computer Cheque:						51,592.35

Total EFT: 51,592.35
Grand Total: 135,116.18

Certified Correct This September 10, 2024

Reeve

Administrator