

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 January 8th, 2020 in the municipal council chambers located at 20 1st Avenue North in Marengo, Saskatchewan.

CALL TO ORDER

Reeve David Bond called the meeting to order at 8:32 a.m. with the following members in attendance:

- Division 1:** Adrian Boisvert
- Division 2:** James Loken
- Division 3:** Garry Warrington
- Division 4:** Murray Cowie
- Division 5:** Larry Stasiuk
- Division 6:** Jordan Sonmor

Division 7 council member Sara Wilke was absent.

The following staff members were in attendance:

Administrator: Robin Busby

Agenda was reviewed by council to be used as a guideline for the meeting.

MINUTES

2020-001 **ADRIAN BOISVERT** – That the minutes from the regular meeting of council held on December 11th, 2019 be approved as amended.
CARRIED

2020-002 **JAMES LOKEN** – That the minutes from the special meeting of council held on December 19th, 2019 be approved as amended.
CARRIED

HIGHWAY 317 PROJECT COMMITTEE

2020-003 **ADRIAN BOISVERT** – That the following Highway 317 Project Committee minutes attached hereto and forming part of these minutes be approved:
December 12th, 2019 Committee Meeting
December 19th, 2019 Committee Meeting
CARRIED

BOARD REPORTS

2020-004 **ADRIAN BOISVERT** – That the following board reports be filed:
Division Reports
CARRIED

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JOINT ADMINISTRATION

2020-005

GARRY WARRINGTON – That the following salary increases and purchases for the municipal office, and other items be approved effective January 1st, 2020:

Increase Lisa Ensor's wage from \$18.00 per hour to \$18.55 per hour;

Increase Trina Mears' wage from \$24.75 per hour to \$25.50 per hour;

Increase Candace Dueck's salary from \$54,000 per year to \$55,620 per year;

Increase Robin Busby's salary from \$102,827 per year to \$107,600 per year;

Increase Tracy Clow's janitorial contract from \$5,760.00 to \$5,940.00 per year;

Repair the furnace chimney on the municipal office building;

Purchase a NAMS.Plus Subscription in the amount of \$640.00 plus taxes in 2020;

Instruct the Administrator to investigate accessibility options for the municipal office and provide a recommendation to the municipal councils before the Joint Administration meeting in 2020;

Authorize Candace Dueck and Trina Mears to attend the 2020 Munisoft Conference in Regina from September 15th to 17th, 2020 at an estimated cost of \$2,390.00;

That the following percentages for municipal building maintenance, building expenses, and administration capital purchases and software be implemented on January 1st, 2020:

Rural Municipality of Antelope Park No. 322 47%

Rural Municipality of Milton No. 292 47%

Village of Marengo 6%

CARRIED

JOINT ADMINISTRATION AGREEMENT

2020-006

ADRIAN BOISVERT – That we ratify the Joint Administration Agreement attached hereto and forming part of these minutes and append it to Bylaw 2/2009.

CARRIED

INCOME AND EXPENSE STATEMENT

2020-007

ADRIAN BOIVERT – That the statement of income and expense for December be approved as presented.

CARRIED

8:53 a.m. to 9:00 a.m. – Nathan Adams from Close Hauta Bertoia Blanchette attended the meeting to present the tenders received for the sale of Pt. NW 04-28-28W3.

SALE OF LAND BY PUBLIC TENDER

2020-008 LARRY STASIUK – That after review and deliberation of all tenders received, that we accept the tender received from Cory Loken in the amount of \$50,000 for the sale of Pt. NW 04-28-28W3 with the following conditions:

- All land and improvements are sold “as-is”;
- An agreement for sale and transfer will be prepared in the name of the purchaser;
- The purchase has 30 days from the effective date of the agreement for sale to provide the balance in cash and complete the purchase;
- Deposit will be forfeited if agreement for sale is not finalized;
- Transfer of title to the purchaser will be completed once the payment is received in full;
- All fees to register the title with Information Services Corporation are the responsibility of the purchaser.

CARRIED

9:00 a.m. to 9:08 a.m. – Gerald Sonmor attended the meeting to discuss grader repairs, Jeffries Springs repairs, gravel hauling, Highway 317 gravel, grading of roads, and safety inspection on gravel truck.

CORRESPONDENCE

2020-009 JORDAN SONMOR – That we acknowledge receipt of the following correspondence and file for future reference:

SRC Analytical

Alsask water samples analysis all printed below:

Date	Free Chlorine	Total Chlorine	Turbidity
17-Dec-2019	0.10	0.24	0.31

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

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – December 10th, 2019

Weekly Policy Bulletin – December 17th, 2019

Weekly Policy Bulletin – December 31st, 2019

SARM Annual Convention – Resolution Deadline – January 24th, 2020

SARM Elections

2020 Membership Fees

Ministry of Government Relations

December 2019 Municipalities Today

Investing in Canada Infrastructure Program

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Heritage Manor Auxiliary
Christmas Newsletter 2019

Saskatchewan Health Authority (SHA)
SHA 2nd Anniversary

West Central Municipal Government Committee (WCMGC)
Invoice and 2019 Review

Saskatchewan Municipal Hail Insurance (SMHI)
2019 Summary

South Saskatchewan River Watershed Stewards (SSRWS)
Regional Meeting January 16th, 2020 – Eatonia 10:00 a.m. to 3:00 p.m.

CARRIED

PRAIRIE WEST PLANNING DISTRICT – DISTRICT PLAN

2020-010 **LARRY STASIUK** – That we acknowledge receipt of the approval of Bylaw 2016-08, the Prairie West District Plan for the Prairie West Planning District dated December 16th, 2019.

CARRIED

PERMIT TO OPERATE SEWAGE WORKS

2020-011 **MURRAY COWIE** – That we acknowledge the receipt of the permit to Operate a Sewage Works for Alsask and that this permit comes into effect April 1st, 2020 and will expire March 31st, 2025.

CARRIED

9:21 a.m. to 10:04 a.m. – Duane Haave, General Manager of the Agricultural Producers Association of Saskatchewan (APAS) attended the meeting to discuss what initiatives APAS has been working on in 2019 and what they will be working on in 2020.

AGRICULTURAL PRODUCERS ASSOCIATION OF SASKATCHEWAN (APAS)
2020 MEMBERSHIP

2020-012 **JAMES LOKEN** – That we pay the 2020 membership fees to the Agricultural Producers Association of Saskatchewan (APAS) in the amount of \$9,226.26.

CARRIED

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TABLE ITEM – WEST CENTRAL ABILITIES PROPOSED BUILDING PROJECT

2020-013 **LARRY STASIUK** – That we table discussion of the West Central Abilities proposed building project until the February 2020 meeting of council.

CARRIED

HUDSON BAY ROUTE ASSOCIATION

2020-014 **GARRY WARRINGTON** – That we acknowledge receipt of the 2020 membership request from the Hudson Bay Route Association and that we decline the request.

CARRIED

LEMSFORD FERRY REGIONAL PARK

2020-015 **LARRY STASIUK** – That we write a letter to the Lemsford Ferry Regional Park Advisory Committee to inform the Committee that the Rural Municipality of Milton No. 292 will not be a governing body of the Lemsford Ferry Regional Park.

CARRIED

ALLOWANCE FOR UNCOLLECTED TAXES

2020-016 **ADRIAN BOISVERT** – That we make the following changes for the allowance of uncollectible amounts:

Account 1136 decrease from \$7,122.07 to \$4,357.36

Account 1138 increase from \$500.00 to \$109,954.76

Account 1436 decrease from \$206,345.76 to \$174,178.21

CARRIED

10:35 a.m. – Council member Adrian Boisvert declared a conflict of interest as the next item on the agenda is in regards to the cultivated land for lease by tenders and Mr. Boisvert is the president of one of the companies that submitted a tender.

10:35 a.m. – Adrian Boisvert remained in the board room as a ratepayer to observe the tender opening.

10:43 a.m. – Adrian Boisvert left the board room.

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CULTIVATED LAND LEASE TENDERS

The following tenders were received for the following parcels of cultivated land:

NE 04-28-27W3

D & L Boisvert Farms Ltd. - \$6,500.00

SE 04-28-27W3

D & L Boisvert Farms Ltd. - \$4,500.00

SE 09-28-27W3

D & L Boisvert Farms Ltd. - \$7,950.00

NW 10-28-27W3

A. Boisvert Farms Ltd. - \$7,150.00

SW 10-28-27W3

A. Boisvert Farms Ltd. - \$3,900.00

NE 30-28-28W3

Wayne Keith Warrington - \$200.00

NW 21-30-28W3

Greg Ward - \$1,000.00 (condition of his tender being accepted for the SW 21-30-28W3)

Gerald Sonmor - \$2,050.00

SW 21-30-28W3

Greg Ward - \$3,975.00

Gerald Sonmor - \$7,450.00

Pt. NE 10-28-29W3

Saskalta Farms Ltd. - \$3,000.00

SE 10-30-27W3

Fred Sullivan - \$4,800.00

2020-017

LARRY STASIUK – That after the opening of all of the tenders received for the following parcels of land that the tender amounts listed below be accepted; each successful tender applicant must sign a 5 year lease with the municipality.

<u>Land Description</u>	<u>Awarded To</u>	<u>Accepted Tender</u>
NE 04-28-27W3	D & L Boisvert Farms. Ltd.	\$6,500.00
SE 04-28-27W3	D & L Boisvert Farms. Ltd.	\$4,500.00
SE 09-28-27W3	D & L Boisvert Farms. Ltd.	\$7,950.00
NW 10-28-27W3	A. Boisvert Farms Ltd.	\$7,150.00
SW 10-28-27W3	A. Boisvert Farms Ltd.	\$3,900.00
NE 30-28-28W3	Wayne Keith Warrington	\$ 200.00
NW 21-30-28W3	Gerald Sonmor	\$2,050.00
SW 21-30-28W3	Gerald Sonmor	\$7,450.00
Pt. NE 10-28-29W3	Saskalta Farms Ltd.	\$3,000.00
SE 10-30-27W3	Fred G. Sullivan	\$4,800.00
		CARRIED

10:48 a.m. – Adrian Boisvert returned to the board room.

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SASKPOWER UNDERGROUND SERVICE – NW 20-29-28W3

2020-018 **JAMES LOKEN** – That we approve the installation of underground service to the TransGas facility located at NW 20-29-28W3.
CARRIED

PURCHASE OF MOWER AND SIDEARM

2020-019 **LARRY STASIUK** – That we purchase a 2020 Schulte XH1500 Mower and a 2018 Schulte FLX-1510 from Pattison Agriculture in Kindersley for the following amounts

2020 Schulte XH1500 Mower	\$32,566.96
2018 Schulte FLX-1510 Sidearm	\$19,252.95
Tire Fees	\$ 50.00
<i>Subtotal</i>	<i>\$51,869.91</i>
Less trade in of 2012 Degelman SA 1820	(10,825.00)
Total less trade-in	\$41,044.91
GST	\$ 2,052.25
PST	\$ 2,462.69
Total	\$45,559.85

CARRIED

11:32 a.m. - Reeve David Bond declared a conflict of interest as the next item on the agenda is in regards to an approach that enters Highway 7 and that this approach is off a private road located within the NW 20-28-28W3 owned by David Bond.

11:32 a.m. - David Bond vacated the chair

11:32 a.m. – Deputy Reeve James Loken assumed the duties of the chair.

11:32 a.m. - David Bond remained in the board room to address council as a delegate.

11:32 a.m. to 11:36 a.m. – David Bond attended the meeting to discuss the removal of the approach from the roadway located within the NW 20-28-28W3. This approach goes onto Highway 7. Mr. Bond clarified that he is looking to have the Ministry of Highways and Infrastructure or the municipality to only remove the approach.

11:38 p.m. David Bond returned to the board room and assumed duties of the chair.

RB

TABLE ITEM - DEVELOPMENT PERMITS

2020-020 **JAMES LOKEN** – That we table the discussion of development permits until the February 2020 meeting of council.

CARRIED

RECESS FOR LUNCH

2020-021 **JAMES LOKEN** – That we recess for lunch at 12:05 p.m.

CARRIED

Reeve David Bond called the meeting back to order at 12:30 p.m.

TABLE ITEM – BOARD OF REVISION AND DEVELOPMENT APPEAL BOARD

2020-022 **JAMES LOKEN** – That we table the discussion of board of revision and development appeal board until the February 2020 meeting of council.

CARRIED

PEST CONTROL OFFICER AND WEED INSPECTOR

2020-023 **JAMES LOKEN** – That we appoint Gordon Roesch as the municipality's Pest Control Officer and Weed Inspector and that we agree to pay the R.M. of Chesterfield No. 261 \$24.56 per hour for services and \$0.64/km for mileage.

CARRIED

FIDELITY BOND

2020-024 **MURRAY COWIE** – That the administration fidelity bond, in the amount of \$25,000, issued by SARM and renewed annually, be noted in the minutes as having been examined at the first meeting of 2020.

CARRIED

2020 DONATIONS

2020-025 **LARRY STASIUK** – That the following donations be approved for 2020:

- \$100.00 – Westcliffe Composite School Awards
- \$100.00 – Kindersley and District Music Festival
- \$200.00 – Kerrobert & District Ag. Society
- \$200.00 – Bea Bank Beef 4-H Club
- \$500.00 – Royal Canadian Legion Flaxcombe
- \$500.00 – Kindersley and District Plains Museum
- \$500.00 – West Central Crisis and Family Support Centre
- \$1,000.00 – Heritage Manor Auxiliary

JB
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\$1,000.00 – Ronald McDonald House
\$1,000.00 – STARS (donation made through SARM)
\$5,000.00 – Eatonias Oasis Living Inc.

CARRIED

SPRING RATEPAYER'S MEETING

2020-026 **MURRAY COWIE** – That we hold a spring ratepayer's meeting & open house on April 8th, 2020 at the Marengo Community Hall.

CARRIED

2020 CUSTOM WORK RATES

2020-027 **JORDAN SONMOR** – That the municipal custom work (machine & operator) rates for 2020 are as follows:

Machine	Hourly Rate - Ratepayer	Hourly Rate - Non-Ratepayer
Grader	\$140.00	\$210.00
Mowing	\$145.00	\$190.00
Scraper	\$300.00	\$400.00
Tractor	\$130.00	\$155.00
Sod Mulcher	\$175.00 (Councillor & Foreman discretion)	
Gravel Truck	\$105.00 (Alsask and Marengo Cemetery free)	
Grass Seeder	\$75.00/day (rental of equipment only)	
Shop Plug-in	\$20.00 per day	
Backhoe	Not rented	
Alsask Tractor	Not rented	

CARRIED

SASKATCHEWAN LOTTERIES COMMUNITY GRANT PROGRAM

2020-028 **JAMES LOKEN** – That we apply to Saskatchewan Lotteries for the Saskatchewan Lotteries Community Grant Program for 2021 in the amount of \$6.35 per capita.

CARRIED

2020 WATERWORKS SYSTEM ASSESSMENT

2020-029 **JAMES LOKEN** – That we publish a Request for Quotations for the completion of the 2020 Alsask Waterworks System Assessment on SaskTenders; deadline for submissions to be February 11th, 2020 at 4:00 p.m. CST.

CARRIED

*Rescinded
January 8, 2020
RB
RB*

*RB
RB*

INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP)

2020-030

JORDAN SONMOR – That we complete and support the application for the Investing in Canada Infrastructure Program (ICIP) under the Green Infrastructure Stream and that the municipality apply for the complete replacement of the Alsask water treatment plant; and council agrees to meet legislated standards, to meet the terms and conditions of the ICIP program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the construction cost, to fund ongoing operation and maintenance costs, and to follow any mitigation measures as required by *The Canadian Environmental Assessment Act* and *The Environmental Assessment Act (Saskatchewan)*.

CARRIED

Rescinded
March 27th, 2020
LB DB

ICIP DETAILED COST ESTIMATE – REQUEST FOR QUOTATIONS

2020-031

JAMES LOKEN – That we instruct the Administrator to initiate Request for Quotations from at least three engineering firms and that based on the quotations received that the Administrator select the lowest quotation and engage that firm to complete a detailed cost estimate in order to facilitate the completion of the ICIP grant application.

CARRIED

TABLE ITEM – ALSASK UTILITY RATE REVIEW

2020-032

JAMES LOKEN – That we table the discussion of the Alsask utility rates until the February 2020 meeting of council.

CARRIED

PARCEL S PLAN 10221046

2020-033

ADRIAN BOISVERT – That the municipality continue with the process of transferring the title of Parcel S Plan 10221046 as per resolution 2019-408.

CARRIED

BYLAW 2020-01 – WASTE COLLECTION AND DISPOSAL BYLAW

2020-034

GARRY WARRINGTON – That Bylaw 2020-01, a bylaw for the collection and disposal of household waste within the limits of Division 7 be given first reading.

CARRIED

2020-035

JAMES LOKEN – That Bylaw 2020-01 be given second reading.

CARRIED

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2020-036 **MURRAY COWIE** – That the third reading of Bylaw 2020-01 be permitted at this meeting.

**CARRIED
UNANIMOUSLY**

2020-037 **JORDAN SONMOR** – That Bylaw 2020-01, a bylaw for the collection and disposal of household waste be given third reading and be adopted.

CARRIED

INSURANCE CLAIM PAYMENT – OCTOBER 17TH, 2017 WINDSTORM

2020-038 **GARRY WARRINGTON** – That we accept the claim payment from the SARM Property Self Insurance Program in the amount of \$38,112.99 for the damaged incurred during the wind storm of October 17th, 2017.

CARRIED

2:08 p.m. – Adrian Boisvert left the board room and did not return.

ACCOUNTS


2020-039 **MURRAY COWIE** – That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

CARRIED

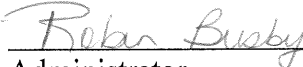
ADJOURN

2020-040 **GARRY WARRINGTON** – That this meeting now adjourn at 2:21 p.m.

CARRIED



Reeve



Administrator

Wednesday February 12th, 2020 - 8:30 a.m. - Regular meeting of council

*BT
RB*

List of Accounts for Approval

As of 08/01/2020

Batch: 2019-00108 to 2020-00003

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: Bank1 - Main Demand					
Computer Cheques:					
11624	19/12/2019	Clow, Tracy December 2019	Janitorial Contract- Nov 2019	480.00	480.00
11625	08/01/2020	102023541 Saskatchewan Ltd. Dec 2019 WTP	Alsask WTP Operator	997.50	997.50
11626	08/01/2020	Air Liquide 70915485	Cylinder Refills	19.61	19.61
11627	08/01/2020	B & T Mears Enterprises Inc. 136	Tire Repair	22.20	22.20
11628	08/01/2020	Canadian National Railway 9500206457	Sewerline crossing lease agrmt	945.00	945.00
11629	08/01/2020	Canadian Public Safety 0010423	Dispatching Services 2020	365.76	365.76
11630	08/01/2020	Clow, Tracy January 2020	Janitorial Contract- Jan 2020	495.00	495.00
11631	08/01/2020	Enviroway Detergent Man Inc IN042321 CN006361	WTP Chemicals Chemical Drum Return	267.75 78.75-	189.00
11632	08/01/2020	Half Diamond R Electric Ltd. 1096	Install LED lighting @ Pool	5,328.00	5,328.00
11633	08/01/2020	Information Services Corp Stmnt31Dec2019	Registrations & Transfer Fees	24.00	24.00
11634	08/01/2020	Jamac Publishing Ltd 28946 28945 28944	Ag Lease Tender Ad Sale of Ag Land by Tender Ad Seasonal Grader Operator Ad	452.03 452.03 150.68	1,054.74
11635	08/01/2020	Kindersley & District Health & 2020 Donation	Annual Donation	25,000.00	25,000.00
11636	08/01/2020	Kindersley Dist Music Festival 2020 Donation	Bronze Sponsor of Festival	100.00	100.00
11637	08/01/2020	MEPP NovOverPmt WiebePP21-23 PP25E13Dec2019 WiebePP24-26 PP26E27Dec2019	Over Remittance - Wiebe Deduct Remit 5 Oct - 15 Nov 2019 Remittance 30 Nov -13 Dec 2019 Remit 16 Nov - 27 Dec 2019 Remittance 14 - 27 Dec 2019	1,682.00- 1,605.54 1,429.02 1,605.54 609.96	3,568.06
11638	08/01/2020	Miller Thomson 3412378	West Central Bylaw Prosecution	49.95	49.95
11639	08/01/2020	MuniSoft 2019/20-04614 2019/20-04613 2019/20-03872 2019/20-03255	2020 Conference Registration 2020 Conference Registration Equipment Maintenance Software Maintenance	624.75 624.75 216.45 7,734.48	9,200.43

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Report Date
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Rural Municipality of Milton No. 292
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
11640	08/01/2020	Redhead Equipment X38982	G976 Grader S/N31013 Crank Arm	2,350.79	2,350.79
11641	08/01/2020	RM of Antelope Park No. 322 2019-00046Adm	Dec Admin Salaries & Benefits	11,292.34	11,292.34
11642	08/01/2020	R.M.A.A. of Saskatchewan 2020 R Busby	2020 Membership - R Busby	455.00	455.00
11643	08/01/2020	SARM 52133281 52234581 PRINT19902 PSIP20292-0 LIA20292 BON200292 MEM2020292 EXC200292 BEN108077 18267	Office Supplies Office Supplies - Wipes Offence and Violation Books Property & Equipment Insurance Liability Coverage Fidelity Bond 2020 SARM Membership Fee Excess Liability 2020 Premiums for Benefit Plan Consult-Tax Enforcement/Tender	231.47 7.38 82.14 16,145.78 1,651.27 132.50 2,656.64 978.38 33,820.54 55.50	55,761.60
11644	08/01/2020	ScotiaBank VISA Stmnt 30Dec2019	HelloFax & Shovel	161.66	161.66
11645	08/01/2020	SEPA 00323	2020 SEPA Membership	75.00	75.00
11646	08/01/2020	SGI 215GBB 2020	2005 F250 SuperCab 4WD	1,380.28	1,380.28
11647	08/01/2020	Saskatchewan Health Authority 3340550 3341337	Alsask Water Sample Alsask Water Sample	23.00 23.00	46.00
11648	08/01/2020	Success Office Systems INV267351	Copier Contract	286.32	286.32
11649	08/01/2020	U.M.A.S.S. 2020 Busby, R.	2020 Membership - R Busby	210.00	210.00
11650	08/01/2020	Village of Marengo PO 03 Dec 2019 16 Dec 2019 313 Dec 2019 314 315	Alsask Water Samples Alsask Water Samples Postage - Alsask Registered Dec 2019 Office Postage- Joint Postage - Alsask Registered AlsaskMailout - License Pets	8.74 8.74 11.08 383.03 11.08 14.81	437.48
11651	08/01/2020	Waste Management Corporation 1029031-0269-1	Garbage Bins - Shop & Alsask	2,113.83	2,113.83
11652	08/01/2020	West Central Municipal 15-2020	2020 Membership	119.70	119.70
11653	08/01/2020	Wheatland Regional Library 4102	Library Levy First Half 2020	1,024.10	1,024.10
11654	08/01/2020	Wood Environment & C26424132	Hwy 317 Surveying & Consulting	34,114.13	34,114.13

RB

Report Date
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Rural Municipality of Milton No. 292
List of Accounts for Approval
As of 08/01/2020
Batch: 2019-00108 to 2020-00003

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
11655	08/01/2020	Bond, David Meetings2020-01	Reeve Indemnity & Mileage	436.78	436.78
11656	08/01/2020	Cowie, Murray Meetings2020-01	Councillor Indemnity & Mileage	353.00	353.00
11657	08/01/2020	Stasiuk, Larry Meetings2020-01	Councillor Indemnity & Mileage	402.94	402.94
				Total for Bank1:	158,860.20

RB

Report Date
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Rural Municipality of Milton No. 292
List of Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: EFT - Electronic Fund Transfer					
Computer Cheques:					
90430	09/12/2019	SaskTel AWTP22Nov2019	Alsask Water Plant	59.19	59.19
90431	09/12/2019	SaskTel ASpr22Nov2019	Alsask Springs Phone	199.27	199.27
90432	09/12/2019	SaskTel Office22Nov2019	Municipal Office Phones	284.49	284.49
90433	11/12/2019	ScotiaBank - Line of Credit Principle201912	Line of Credit Principle Pmt	8,333.34	8,333.34
90434	13/12/2019	Payroll - Scotia EFT HylandG PP1925 KleinC PP1925 LokenC PP1925 SonmorG PP1925 WiebeC PP1925	Wages, 30 Nov - 13 Dec 2019 Wages, 30 Nov - 13Dec 2019 Wages, 30 Nov - 13 Dec 2019 Wages, 30 Nov - 13 Dec 2019 S/T Disability, 30 Nov - 13 Dec	1,251.02 1,053.03 1,296.10 2,224.29 1,545.59	7,370.03
90435	13/12/2019	SaskPower AShop 20Nov2019	Alsask RM Shop	89.42	89.42
90436	13/12/2019	SaskEnergy AShop 20Nov2019	Alsask Shop	40.43	40.43
90437	13/12/2019	SaskEnergy OldWTP 20Nov19	Old Water Plant - Alsask	145.42	145.42
90438	13/12/2019	SaskEnergy RMShop20Nov2019	RM Shop	168.37	168.37
90439	13/12/2019	SaskEnergy Office20Nov2019	Municipal Office	180.07	180.07
90440	13/12/2019	SaskEnergy AFH/Pool20Nov19	Alsask Pool and Fire Hall	188.31	188.31
90441	13/12/2019	SaskEnergy AWTP20Nov2019	Alsask Water Treatment Plant	346.81	346.81
90442	16/12/2019	SaskPower Office 20Nov19	Municipal Office	80.85	80.85
90443	16/12/2019	SaskPower SW32Well20Nov19	Community Well SW32-29-27-3	90.81	90.81
90444	16/12/2019	SaskPower OldWTP20Nov19	Old Water Plant	203.02	203.02
90445	16/12/2019	SaskPower RMShop20Nov19	RM Shop	245.07	245.07
90446	16/12/2019	SaskPower AWTP 20Nov2019	Alsask Water Treatment Plant	410.65	410.65
90447	16/12/2019	SaskPower SprPH20Nov2019	Alsask Springs Pump House	439.98	439.98
90448	16/12/2019	SaskPower			

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Report Date
08/01/2020 12:44 PM

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		ASL 20Nov2019	Alsask Street Lights	504.93	504.93
90449	16/12/2019	SaskPower APool 20Nov2019	Alsask Swimming Pool	554.67	554.67
90450	23/12/2019	ScotiaBank - Line of Credit Interest 201912	Line of Credit Interest Pmt	565.84	565.84
90451	27/12/2019	Payroll - Scotia EFT WiebeC PP1926	S/T Disability, 14-27 Dec 2019	1,545.59	1,545.59
90452	27/12/2019	Payroll - Scotia EFT LokenC PP1926 SonmorG PP1926	Wages, 14 - 27 December 2019 Wages, 14 - 27 December 2019	1,119.31 1,424.06	2,543.37
90453	30/12/2019	SaskTel Cells 16Dec2019	Cell Phones	90.08	90.08
90454	30/12/2019	SaskPower JSpr10Dec2019	Jeffries Spring Sep - Dec 2019	167.90	167.90
90455	03/01/2020	SaskTel ALPool19Dec2019	Pool Phone and Internet	67.01	67.01
90456	07/01/2020	Minister of Finance Dec 2019	EPT Remittance - Monthly	11,681.72	11,681.72
90457	07/01/2020	Receiver General for Canada RP0002 201912	Remittance RP0002 - Dec 2019	244.32	244.32
90458	07/01/2020	Receiver General for Canada RP0001 201912	Remittance RP0001 - Dec 2019	3,242.05	3,242.05
90459	07/01/2020	SMHI Dec 2019	Remittance - December 2019	26,928.55	26,928.55
90460	08/01/2020	Boisvert, Adrian Meetings2020-01	Council Indemnity & Mileage	755.94	755.94
90461	08/01/2020	Loken, James Meetings2020-01	Councillor Indemnity & Mileage	406.31	406.31
90462	08/01/2020	Warrington, Garry Meetings2020-01	Councillor Indemnity & Mileage	463.31	463.31
90463	08/01/2020	Sonmor, Jordan Meetings2020-01	Councillor Indemnity & Mileage	320.38	320.38
				Total for EFT:	68,957.50

DS
RB

**.RURAL MUNICIPALITY OF MILTON NO. 292
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322
HIGHWAY 317 PROJECT COMMITTEE
TUESDAY DECEMBER 12TH, 2019**

Minutes of a meeting of Highway 317 Project Committee for the R.M. of Antelope Park No. 322, R.M. of Milton No. 292, held on Thursday December 12th, 2019 in the municipal council chambers located at 20 1st Avenue North in the municipal council chambers, Marengo, Saskatchewan.

CALL TO ORDER

Chairperson David Bond called the meeting to order at 1:02 p.m. with the following in attendance:

David Bond	Reeve, R.M of Milton No. 292
Adrian Boisvert	Council member, R.M. of Milton No. 292
James Loken	Council member, R.M. of Milton No. 292
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322
Barry Noble	Council member, R.M. of Antelope Park No. 322
Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292

Clinton Barr, council member, R.M. of Antelope Park No. 322 was absent.

AGENDA

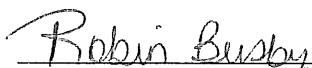
2019-043 JAMES LOKEN – That the agenda be adopted as circulated.
CARRIED

MINUTES

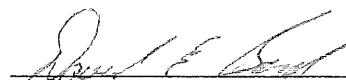
2019-044 GORDON DOMMETT – That the minutes of the meeting held on December 10th, 2019 be approved as circulated.
CARRIED

ADJOURN

2019-045 JAMES LOKEN – That this meeting now adjourn at 2:31 p.m.
CARRIED



Robin Busby - Administrator



David Bond - Chairperson

**.RURAL MUNICIPALITY OF MILTON NO. 292
& RURAL MUNICIPALITY OF ANTELOPE PARK NO. 322
HIGHWAY 317 PROJECT COMMITTEE
WEDNESDAY DECEMBER 18TH, 2019**

Minutes of a meeting of Highway 317 Project Committee for the R.M. of Antelope Park No. 322,
R.M. of Milton No. 292, held on Wednesday December 18th, 2019 in the municipal council
chambers located at 20 1st Avenue North in the municipal council chambers, Marengo,
Saskatchewan.

CALL TO ORDER

Chairperson Gordon Dommett called the meeting to order at 6:04 p.m. with the following in attendance:

David Bond	Reeve, R.M of Milton No. 292
Adrian Boisvert	Council member, R.M. of Milton No. 292
Gordon Dommett	Reeve, R.M. of Antelope Park No. 322
Clinton Barr	Council member, R.M. of Antelope Park No. 322
Robin Busby	Administrator, RM of Antelope Park No. 322 and RM of Milton No. 292

1 guest attended the meeting.

AGENDA

2019-046 ADRIAN BOISVERT – That the agenda be adopted as circulated.
CARRIED

MINUTES

2019-047 DAVID BOND – That the minutes of the meeting held on December 12th, 2019 be approved as circulated.
CARRIED

GRAVEL TENDER

2019-048 CLINTON BARR – That after review of the tenders received, that we recommend that the councils of the R.M. of Milton No. 292 and the R.M. of Antelope Park No. 322 award the tender to JDL Underground Ltd. for the supply and stockpile of 17,500 of the Type 103 gravel (Bid Items 1 and 4) and 24,150 cubic metres of Type 106 gravel (Bid Items 2 and 3); total amount of the tender award for Bid Items 1-4 and 7 in the amount of \$2,043,850.00 the municipalities exercise the conditions in Provision 1300.3 of the Standard Specifications Manual provided by the Ministry of Highways and Infrastructure, allowing for the reduction of the final quantities within 20% on the Type 106 gravel and the mobilization bid item based on the information received from the contractor.

CARRIED

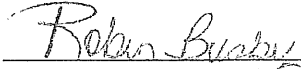
MD
LB

ADJOURN

2019-049

ADRIAN BOISVERT – That this meeting now adjourn at 6:41 p.m.

CARRIED



Robin Busby - Administrator



Gordon Dommett - Chairperson

MEMORANDUM OF AGREEMENT MADE IN TRIPLICATE, 19th day of December, 2019:

B E T W E E N:

The Rural Municipality of Milton No. 292
and
The Rural Municipality of Antelope Park No. 322
Saskatchewan Rural Municipalities
and
The Village of Marengo
Saskatchewan Urban Municipality

The councils of the rural municipalities and the urban municipality (the municipalities) agree as follows:

1. The councils of the municipalities comprise a Joint Administration Board to oversee the operation of this agreement;

JOINT COSTS

2. The municipalities agree to share administrative costs, including salaries and benefits, administrative convention and travel costs, office utilities, telephone, postage, stationery, miscellaneous office costs, and office equipment costs, on the following basis:

Rural Municipality of Milton No. 292	35.5%
Rural Municipality of Milton No. 292 (Alsask Division 7)	23.0 %
Rural Municipality of Antelope Park No. 322	35.5%
Village of Marengo	6.0%

3. The rural municipalities agree to make all expenditures in connection with providing the joint office and agree to present an accounting of expenditures annually or as otherwise required; the urban municipality agrees to reimburse the rural municipalities, and the rural municipalities agree to equalize their expenditure, by the end of each fiscal year;

4. The municipalities agree to share building maintenance, building expenses municipal building capital purchases and municipal software on the following basis:

Rural Municipality of Milton No. 292	47.0%
Rural Municipality of Antelope Park No. 322	47.0%
Village of Marengo	6.0%

PERSONNEL POLICY

5. Statutory duties as well as those assigned by the municipalities are the responsibility of the administrator who is appointed by each municipality to the position; supervision of the office and delegation of tasks are the responsibilities of the administrator.
6. Full time annual administrative employees are required to report for work 40 hours per week and may work a maximum of 8 hours per day;
7. The Administrator who is required to attend evening meetings or committee meetings of Rural Municipal Councils is entitled to 12 days off per year; evening village council meetings are classified as ordinary duties and no equivalent time off is allowed

Continued.....

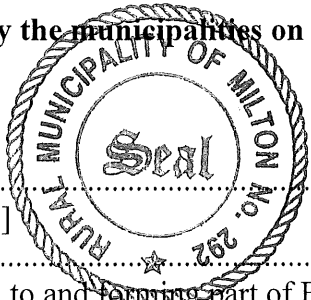
8. Assistant Administrative and casual administrative employees who are required to attend evening committee or council meetings are entitled to equivalent paid time off work;
9. Administrative employees annual holidays are granted as follows 1-9 years – 3 weeks, 10 years – 4 weeks, 15 years – 5 weeks, 20 years – 6 weeks, the years being portable from one municipality to another;
10. Annual salaried administrative employees may bank or accumulate a maximum of 10 days holidays over year end, but must be used by March 31st of that same year;
11. Annual salaried administrative hourly paid employees are entitled to 1.5 paid medical days per month, with a maximum of 18 days in any 12-month period; there is no provision for *banking* of unused medical days.
12. The municipalities adopt an ongoing policy authorizing the administrator to attend conventions and seminars as part of the duties of office, as required by the Urban and Rural Municipal Administrators' Associations of Saskatchewan; hotel room costs, meals, registration fees, and mileage allowance at rate to be determined at the annual joint meeting for the following year;
13. The administrator's annual professional association membership fees will be paid by the employers;
14. The Rural Municipalities shall insure employees under the SARM short-term disability benefits plan (which pays 80% of insured earnings after 7 continuous days of illness or disability) and under the mandatory SARM group life insurance plan, premiums for such insurance shall be paid by the municipalities;
15. The Rural Municipalities shall insure employees who are obliged as members of the Rural Municipal Administrators Association of Saskatchewan (or who may otherwise choose to be insured) to maintain group insurance under the SARM long-term disability benefits plan; premiums for such insurance shall be paid by the municipalities according to SARM's policies, and be reimbursed to the municipalities by the employees;
16. Health and Dental and Group Life Insurance coverage offered to other municipal employees shall also be offered to administrative employees, with the employer paying part of premiums on the same basis as is provided to other municipal employees;
17. Administrative employees be granted five – eight hour paid days for bereavement due to the death of immediate family, paid days off to be taken within the period commencing one week before and ending one week after the funeral; the definition of "immediate family" as taken from the *The Labour Standards Act* is as follows:
"Immediate family means a spouse, parent, grandparent, child, brother or sister of an employee or of a spouse."

COMMITTEE ADMINISTRATION


- 18. Meetings of the Joint Administration Board shall be held as required, with one annual meeting each December to be held on any date as may be selected; advance notice shall be provided to members.
- 19. Voting at Joint Administration meetings shall be by 3 voting delegates from each R.M. Council and 1 voting delegate for the Village Council.
- 20. The terms of the agreement shall be open to negotiation at the annual meeting, and new or revised agreements may be substituted from time to time; each municipality must individually ratify new agreements and append them to their bylaws, by resolutions adopted at municipal council meetings.
- 21. Dissolution of the agreement, due to a member wishing to withdraw, or due to a majority of members wishing to expel a member, requires twelve months advance notice.
- 22. This agreement replaces previous agreements (January, 1996 inter-municipal agreement, as amended in 1997, 2000, 2003, 2006, 2009, 2011, 2012, 2016, 2018) and continues.

Agreed by the municipalities on the dates shown:

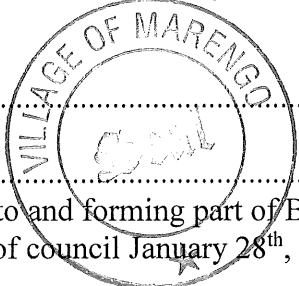
Rural Municipality of Milton No. 292

[SEAL]  Reeve
David E. Sand
 Administrator
Robin Busby
 Appended to and forming part of Bylaw 2/2009, by
 resolution of council January 8th, 2020

Rural Municipality of Antelope Park No. 322

[SEAL]  Reeve
Lauren Bennett
 Administrator
Robin Busby
 Appended to and forming part of Bylaw 1-2009, by
 resolution of council January 21st, 2020

Village of Marengo

[SEAL]  Mayor
[Signature]
 Administrator
Robin Busby
 Appended to and forming part of Bylaw 2009-03, by
 resolution of council January 28th, 2020

Rural Municipality of Milton No. 292
Agenda – Wednesday January 8th, 2020

8:45 a.m. - Gerald Sonmor

9:00 a.m. - Nathan Adams - Close Hauta Bertoia Blanchette

9:30 a.m. - Agricultural Producers Association of Saskatchewan (APAS)

Duane Haave - General Manger

Jeremy Welter - Director - Division 6

1. Call to Order
2. Review of Agenda
3. Minutes
 - December 11th, 2019 Regular Meeting of Council
 - December 19th, 2019 Special Meeting of Council
4. Reports
 - Division Reports
 - Agricultural Producers Association of Saskatchewan (APAS)
 - Kindersley Vet Board
 - Kindersley Medical Arts
 - Wheatland Regional Library Board
 - Kindersley Library Board
 - West Central Municipal Government Committee (WCMGC)
 - Kindersley & District Plains Museum
 - Highway 317 Committee (copy)
 - December 12th, 2019 Committee Meeting
 - December 18th, 2019 Committee Meeting
 - Joint Administration Committee Meeting - December 19th, 2019
5. Administrators Reports - Financial Report - Income and Expense for December (copy)
6. Correspondence (page 3)
7. Acknowledge endorsement of Bylaw 2016-08 - Prairie West Planning District
8. Acknowledge receipt of Permit to Operate Sewage Works
9. West Central Abilities - Proposed Building Project
10. Hudson Bay Route Association - 2020 Membership Request
11. Lemsford Ferry Regional Park - tabled from December 11th, 2019 meeting of council
12. Uncollectible accounts receivable and taxes - tabled from December 11th, 2019 meeting of council
13. Sale of Land by Public Tender - Pt. NW 04-28-28W3 (screen)
14. Land for Lease by Tender (screen)
15. SaskPower - Request for Underground Service - NW 20-29-28W3 (screen)
16. Quote for 2020 Schulte X1500 mower and 2018 Schulte sidearm (copy)
17. 2020 Road Construction (screen)
18. Seeding, cultivating and spraying of municipal right of ways
19. Approach from NW 20-28-28W3 onto Highway 7
20. ~~Highway 317 – right of way purchase amount~~ (deletion after agenda deadline)

21. *SARM - Schedule of Loss and Cash Settlement - October 17th, 2017 Wind Storm (screen)
(addition after agenda deadline)*
22. Development Permit Policy and Development Permit application forms (copy)
23. Outstanding oil and gas arrears - progress on distress warrants
24. Board of Revision
25. Development Appeals Board
26. Appoint Pest Control Officer & Weed Inspector
27. Review and approval of fidelity bond
28. 2020 Donations (screen)
29. Spring Ratepayer's Meeting - April 8th, 2020 7:00 p.m.
30. Custom Work Rates (screen)
31. Saskatchewan Lotteries Grant
32. 2020 SARM Annual Convention - March 9th - 12th, 2020
33. Alsask Agenda Items
 - *Waterworks System Assessment - required in 2020 (addition after agenda
deadline)*
 - Investing In Canada Infrastructure Program (ICIP)
 - Alsask Utility Rates (screen)
 - Parcel S Plan 102210466 - Response from owners regarding extension of
agreement
 - Bylaw 2020-01 Waste Collection and Disposal (copy)
34. Other
 -
 -
35. Accounts
36. Adjourn

RM of Milton Correspondence January 8th, 2020

SRC Analytical

- Alsask water samples analysis all printed below:

<u>Date</u>	<u>Free Chlorine</u>	<u>Total Chlorine</u>	<u>Turbidity</u>
17-Dec-2019	0.10	0.24	0.31

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

Saskatchewan Association of Rural Municipalities (SARM)

- Weekly Policy Bulletin - December 10th, 2019
- Weekly Policy Bulletin - December 17th, 2019
- Weekly Policy Bulletin - December 31st, 2019
- SARM Annual Convention - Resolution Deadline - January 24th, 2020
- SARM Elections
- 2020 Membership Fees

Ministry of Government Relations

- December 2019 Municipalities Today (copy)
- Investing in Canada Infrastructure Program

Heritage Manor Auxiliary

- Christmas Newsletter 2019

West Central Municipal Government Committee (WCMGC)

- *Invoice and 2019 Review (addition after agenda deadline)*

Saskatchewan Municipal Hail Insurance Association (SMHI)

- *2019 Summary (addition after agenda deadline)*

South Saskatchewan River Watershed Stewards (SSRWS)

Regional Meeting January 16th, 2020 - Eatonia - 10:00 a.m. to 3:00 p.m. (addition after agenda deadline)