

RURAL MUNICIPALITY OF MILTON NO. 292

Minutes of the regular meeting of the council of the Rural Municipality of Milton No. 292 held on Monday May 8th, 2023 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 7:48 a.m. with the following members in attendance:

Division 1: Darren Cowie

Division 2: VACANT

Division 3: Larry Stasiuk

Division 4: Murray Cowie

Division 5: Natalie Sullivan

Division 6: Trevor Martin

Division 7: Sara Wilke

The following staff members were in attendance:

Administrator: Robin Busby

AGENDA

2023-157 **NATALIE SULLIVAN** – That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:

Agenda Additions:

Amend resolution 2023-155

Alsask Swimming Pool - 2024 Season

Transfer Funds from Reserve for Grader Purchase

2023 Budget Meeting

**CARRIED
UNANIMOUSLY**

7:49 a.m. – Trevor Martin entered the boardroom.

AMEND RESOLUTION 2023-155

2023-158 **DARREN COWIE**- That we amend resolution 2023-155 due to the pricing of the grader being reduced from the original price by changing the following:

Change \$563,000.00 to \$562,500.00

Change \$563,342.00 to \$562,842.00

Change \$28,167.10 to \$28,142.10

Change \$33,780.00 to \$33,750.00

Change \$625,289.10 to \$624,734.10

CARRIED



MINUTES

2023-159 **MURRAY COWIE** – That the minutes from the regular meeting of council held on April 17th, 2023 be approved as circulated.

2023-160 **TREVOR MARTIN** – That the minutes from the special meeting of council held on April 26th, 2023 be approved as amended.
CARRIED

WHATSAPP GROUP FOR WATER HAULING

2023-161 **TREVOR MARTIN** – That we instruct the Administrator to establish an RM of Milton Water Haulers group on WhatsApp to allow for quick access to water in an emergency, and that the Administrator contact residents and ratepayers in the area to encourage them to enroll.
CARRIED

IN-CAMERA

2023-162 **SARA WILKE** – That we enter an in-camera session at 7:58 a.m. to discuss confidential legal matters pursuant to Section 120 Subsection 2(a) of *The Municipalities Act*.
CARRIED

8:01 a.m. to 8:26 a.m. – Karyn Kowalski with McDougall Gauley LLP attended the meeting to discuss legal matters.

8:02 a.m. - Larry Stasiuk entered the boardroom.

OUT OF CAMERA

2023-163 **SARA WILKE** – That we conclude the in-camera session at 8:51 a.m. and that the regular meeting of council resume.
CARRIED

JUNE 8, 2023 MEDIATION SESSION

2023-164 **SARA WILKE** – That James Loken & Trevor Martin be authorized to represent the municipality at the mediation session for File 21-22-373 on June 8th, 2023.
CARRIED



FILE 21-22-373

2023-165

DARREN COWIE – That having discussed the information provided from the municipality’s solicitor on May 8th, 2023, that we authorize the municipality’s solicitor and the municipality’s representatives during the mediation session on June 8th, 2023 to settle up to the maximum amount agreed upon by council at this meeting.

CARRIED

9:01 a.m. to 9:25 a.m. - Garry Hyland attended the meeting to discuss grader delivery, spraying of road allowances, graveling of roads, grading of roads, approaches, equipment repairs, equipment maintenance, and starting up of water well pumps for the season.

9:26 a.m. - Larry Stasiuk left the boardroom and did not return.

FIRE BAN

2023-166

TREVOR MARTIN –That we lift the fire ban that was issued on May 4th, 2023 effective immediately.

CARRIED

REPORTS

2023-167

DARREN COWIE – That the following board reports be acknowledged as received and be filed:

Division Reports

Kindersley Medical Arts

Kindersley Library Board

West Central Municipal Government Committee (WCMGC)

Kindersley & District Plains Museum

CARRIED

RM SHOP CONSTRUCTION COMMITTEE

2023-168

NATALIE SULLIVAN – That the following RM Shop Construction Committee draft minutes, attached hereto and forming part of these minutes, be acknowledged as received:

2023-04-20 RM Shop Construction Committee Meeting

CARRIED

RM SHOP CONSTRUCTION LOCATION

2023-169

JAMES LOKEN – That we acknowledge our intent to build the new RM Shop within Parcel B Plan 101204750, the old ball diamond location located in the southeast corner of the Village of Marengo boundaries, noting that the council has committed to building the shop by 2028.

CARRIED



RM SHOP CONSTRUCTION DETAILS

- 2023-170** **MURRAY COWIE** – That we investigate the inclusion of the following in the new RM shop construction:
- Five working/storage bays
 - Optional wash bay
 - Shop office
 - Break room
 - Washrooms with showers
 - Storage and parts room
 - Mechanical room

CARRIED

RM SHOP CONSTRUCTION - SITE PLAN & BUILDING ESTIMATE

- 2023-171** **DARREN COWIE** – That we instruct the Administrator to contact three engineering firms to provide a quote for the following services:
- Drafting a site plan for the new RM shop construction within Parcel B Plan 101204750;
 - Provide a building estimate for the RM shop build;
 - Provide within the site plan, a location for a new administration office if council decides to build a new office in the future.

CARRIED

FOREMAN'S REPORT

- 2023-172** **TREVOR MARTIN** – That the Foreman's report dated May 5th, 2023 be acknowledged as received and filed.

CARRIED

ALSASK WATER TREATMENT PLANT REPORT

- 2023-173** **SARA WILKE**– That the Alsask Water Treatment Plant Report for April 2023 be acknowledged as received and filed.

CARRIED

INVOICE FOR ADDITIONAL COMPENSATION - HIGHWAY 317 PROJECT

- 2023-174** **MURRAY COWIE** – That we acknowledge receipt of the following invoices from Stasiuk Farms Ltd. for lands adjacent to the Highway 317 construction, and that we instruct the Administrator to write a letter to Stasiuk Farms Ltd. noting that the municipality will not be providing additional compensation with the Administrator to also advise the Ministry of Highways of the invoices received:
- Invoice 02 - NW 32-29-27W3 - \$29,053.75
 - Invoice 03 - SW 05-30-27W3 - \$20,833.00

CARRIED

ADMINISTRATOR'S REPORT

2023-175 NATALIE SULLIVAN– That the Administrator's report dated May 8th, 2023 be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2023-176 TREVOR MARTIN – That the statement of financial activities and bank reconciliations for April 2023 be approved as presented.

CARRIED

CORRESPONDENCE

2023-177 DARREN COWIE – That we acknowledge receipt of the following correspondence and file for future reference:

SRC Analytical

Alsask water samples analysis:

<u>Date</u>	<u>Free Chlorine</u>	<u>Total Chlorine</u>	<u>Turbidity</u>
18-Apr-2023	0.89	0.99	0.34 (Regular)
02-May-2023	0.13	0.37	0.29 (Other)
02-May-2023	0.13	0.37	0.29 (Other)
02-May-2023	0.11	0.34	0.31 (Other)
02-May-2023	0.11	0.34	0.31 (Other)
02-May-2023	0.11	0.34	0.31 (Regular)

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

Saskatchewan Association of Rural Municipalities (SARM)

Weekly Policy Bulletin – April 18, 2023

Weekly Policy Bulletin – April 25, 2023

Weekly Policy Bulletin – May 2, 2023

Rural Sheaf – April 2023

Division 6 Meeting – June 5, 2023 – North Battleford – Draft Agenda

Saskatchewan Assessment Management Agency (SAMA)

2022 Annual Report

Kindersley & District Music Festival

Thank you for your support

CARRIED

DRILLING LICENSES

2023-178 SARA WILKE – That the following drilling licenses be acknowledged as approved by the Development Officer:

Lycos Energy Inc.

12-32-30-28W3 File No. SC18487 (2 wells)

CARRIED



MARENGO SOUTH 2023 ROAD CONSTRUCTION

2023-179 **DARREN COWIE** – That we table further discussion regarding the Marengo South road construction until the June 2023 meeting of council.
CARRIED

2023 TRAFFIC COUNT PROGRAM

2023-180 **MURRAY COWIE** – That we approve the 2023 traffic count program as received from the Ministry of Highways.
CARRIED

HIGHWAY 317 CROP DAMAGE PAYMENTS

2023-181 **NATALIE SULLIVAN** – That the following crop damage payments for the Highway 317 Project be approved:

NE 19-30-27W3	\$1,331.00
SE 30-30-27W3	\$ 689.00
NE 31-30-27W3	\$1,648.00
SE 31-30-27W3	\$1,940.00
NW 32-30-27W3	\$1,034.00
NW 20-30-27W3	\$ 711.40
NW 29-30-27W3	\$3,920.64
NE 32-30-27W3	\$ 373.65
SW 32-30-27W3	\$1,526.32
SW 20-30-27W3	\$ 734.76

CARRIED

2023 DUST CONTROL

2023-182 **DARREN COWIE** – That we approve the extension of the dust control section from 200m up to 1000m along the east side of NE 28-30-28W3 with the residential occupant responsible for all costs.

CARRIED

10:06 a.m. – Council member Sara Wilke declared a conflict of interest in regards to the Community Grant Program. Ms. Wilke is a member of the Alsask Community Club, and the club frequently applies to the Community Grant Program.

10:06 a.m. – Sara Wilke left the boardroom.



COMMUNITY GRANT PROGRAM

2023-183 **TREVOR MARTIN** – That we instruct the Administrator to provide a draft of updated terms and conditions for the Community Grant program with consideration for a limit of 4 years for any project and that the draft terms and conditions be presented at the June 12th, 2023 meeting of council.

CARRIED

10:09 a.m. – Sara Wilke returned to the boardroom.

10:13 a.m. – Darren Cowie left the boardroom and did not return.

GUARANTEED INVESTMENT CERTIFICATE

2023-184 **SARA WILKE** – That we acknowledge that the \$100,000 14-month GIC that was established in May 2022 is due on May 29th, 2023 with the current value of the GIC being \$102,111.26 and that we re-invest the \$102,111.26 into an 18-month non-redeemable GIC.

CARRIED

SASKPOWER EASEMENT AGREEMENT

2023-185 **TREVOR MARTIN** – That the Reeve be authorized to enter into an agreement with SaskPower for a registered grant of easement on Parcel S Plan 10221046.

CARRIED

CONSOLIDATION OF LOTS - ALSASK - POLICY

2023-186 **TREVOR MARTIN** – That the Consolidation of Lots Policy - Alsask, attached hereto and forming part of these minutes be approved.

CARRIED

TRANSFER FROM RESERVE TO GENERAL OPERATING

2023-187 **TREVOR MARTIN** – That we transfer \$131,000 from account 3100 – Future Expenditure/Capital to the general operating account, and that the total funds be transferred from the municipality's reserve bank account 95968-****116 to the municipality's general operating bank account 95968-****614.

CARRIED

2023 BUDGET MEETING

2023-188 **SARA WILKE** – That we hold a special meeting of council on June 26, 2023 commencing at 8:00 a.m. to discuss and adopt the 2023 budget.
CARRIED

ACCOUNTS

2023-189 **TREVOR MARTIN** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 13525 to 13555 in the amount of \$661,442.73 and EFT cheque numbers 990444 to 990462 in the amount of \$27,864.29 be approved for payment.
CARRIED

ADJOURN

2023-190 **MURRAY COWIE** – That this meeting now adjourn at 10:45 a.m.
CARRIED



Reeve



Administrator

June 12th, 2023 – 8:00 a.m. - Regular meeting of council

**RURAL MUNICIPALITY OF MILTON NO. 292
RM SHOP CONSTRUCTION COMMITTEE MEETING
THURSDAY APRIL 20TH, 2023**

Minutes of a meeting of RM Shop Construction Committee established by the Rural Municipality of Milton No. 292, held on Thursday April 20th, 2023 in the Marengo Municipal Office located at 20 1st Avenue North in Marengo, Saskatchewan.

CALL TO ORDER

The meeting was called to order at 9:02 a.m. with the following in attendance:

James Loken	Reeve, RM of Milton No. 292
Darren Cowie	Council member, RM of Milton No. 292
Larry Stasiuk	Council member, RM of Milton No. 292
Trevor Martin	Council member, RM of Milton No. 292
Garry Hyland	Foreman, RM of Milton No. 292
Robin Busby	Administrator, RM of Milton No. 292

APPOINTMENTS

2023-001 LARRY STASIUK That James Loken be appointed Chairperson, and Darren Cowie be appointed Vice-Chairperson of the RM Shop Construction Committee.

CARRIED

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

BUILDING LOCATION

2023-002 TREVOR MARTIN – That we recommend to the RM of Milton No. 292 council that the new RM shop be constructed within Parcel B Plan 101204750, the old ball diamond location located in the south east corner of the Village of Marengo boundaries.

CARRIED

BUILDING DETAILS

2023-003 DARREN COWIE – That we recommend to the RM of Milton No. 292 council that the new RM shop construction include the following:

- 5 working/storage bays
- Optional wash bay
- Shop office
- Break room
- Washrooms with showers
- Storage and parts room
- Mechanical room

CARRIED



SITE PLAN

2023-004

JAMES LOKEN – That we recommend to the RM of Milton No. 292 council that an engineering firm be contracted to draft a site plan, and provide a building estimate for the shop build, and in the site plan include a location for a new administration office if council decides to build a new office in the future.

CARRIED

ADJOURN

2023-005

LARRY STASIUK – That this meeting now adjourn at 10:20 a.m.

CARRIED

Robin Busby - Administrator

James Loken – Chairperson

DRAFT



Box 70
Marengo, Saskatchewan
S0L 2K0

(306) 968-2922
(306) 912-8922 fax
rm292.rm322@sasktel.net

Consolidation of Lots- Alsask

Purpose

To establish when consolidation of two or more adjoining properties is permitted within Division 7 (former Village of Alsask)

Definitions

“Principal Building” is the primary building on the lot for residential or commercial use.

“Accessory Building” is a building subordinate to the principal building on the lot.

Application

1. Council will permit the consolidation of two or more lots that are side-by-side into one taxable parcel (assessment number) if they meet all of the following conditions:
 - a. Council approval is required;
 - b. Both lots must have the exact same names on the title with Information Services Corporation;
 - c. All of the property taxes must be paid in full, which includes any arrears owing and current year's taxes;
 - d. The lots must be surveyed/consolidated into one lot with Information Services Corporation. Tying of lots will not be approved;
 - e. Both lots must be in the same Zoning District as per the Zoning Bylaw;
 - f. And one of the following:
 - i. It must include a principal building with either a vacant lot or an accessory building such as a garage. Lots with a principal building on each lot cannot be combined; OR
 - ii. The principal building occupies more than one lot (i.e., the principal building is built so that it sits partially on two adjoining lots, such that the lots could only be sold separately if the principal building was moved off the lot.)
 - g. No adjustments to the current year's assessment or tax levy will be made.
 - h. Applications will be presented to Council on the Application to Consolidate form.
 - i. Payment in the amount of \$100.00 will accompany the request to consolidate, with the payment being refundable if the consolidation is not approved.

Resolution No. 2023-186

May 8th, 2023

Rural Municipality of Milton No. 292
List of Accounts for Approval (Condensed)
Batch: 2023-00036 to 2023-00039

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
13525	2023-04-28	102053541 Saskatchewan Ltd.				
		WTP 2023-03		Alsask WTP Operator	546.00	546.00
13526	2023-04-28	McIntosh Garage & Auto Body Inc.				
		21541		Contracted Snow Cat	7,245.00	7,245.00
13527	2023-04-28	Minister of Finance				
		C_Loken 2023		Pesticide Applicator Renewal - Lok	100.00	100.00
13528	2023-04-28	Sask Workers' Compensation Board				
		Stmt15Apr2023		2022 Adjust & 2023 1st Premium	2,490.31	
		Stmt21Apr2023		WCB 2022 Premiums Corrections	-152.07	
		Stmt24Apr2023		Balance after adjustment	133.40	2,471.64
13529	2023-04-28	ScotiaBank Visa				
		Stmt 2023-April		TS Expenses	46.00	46.00
13530	2023-04-28	Sonmor, Chris				
		Gopher16Apr		2023 Gopher Bounty	25.00	25.00
13531	2023-04-28	Village of Marengo PO				
		493		Postage - Water Sample	15.51	
		494		Postage	31.77	
		497		Postage - PDWA mailouts	15.89	63.17
13532	2023-05-08	AED Advantage Sales Ltd.				
		INV-26406		AED Pads for Pool & PO	459.80	459.80
13533	2023-05-08	Air Liquide				
		75789002		Cylinder Refills	23.31	23.31
13534	2023-05-08	B & T Mears Enterprises Inc.				
		1060		Tire Repair	22.20	22.20
13535	2023-05-08	Brandt Tractor Ltd.				
		JD 870 Grader		John Deere 870GP Motor Grader	624,734.10	624,734.10
13536	2023-05-08	Clow, Tracy				
		2023-05-01		Janitorial Services May	525.00	525.00
13537	2023-05-08	Hankewich Brooke				
		OvrpmtPrivate		Pay back Registration error	123.75	123.75
13538	2023-05-08	Information Services Corp				
		Stmt30Apr2023		Title Detail	48.00	48.00
13539	2023-05-08	1302322 Alberta Ltd.				
		203987		Fire Extinguisher Inspections	812.97	812.97
13540	2023-05-08	Kindersley Bearing (2008) Ltd.				
		001-059816		Shop supplies & Oil	340.64	
		001-060174		Shop supplies & Oil	33.69	
		001-060197		Assorted Filter	135.70	510.03
13541	2023-05-08	Kindersley Glass 2010 Ltd.				
		29396		Office - Eavestrough & Window Cl:	2,232.21	2,232.21
13542	2023-05-08	Konica Minolta				
		9009263094		Copier Contract	110.14	110.14
13543	2023-05-08	Loraas Disposal North Ltd.				
		242		Waste & Recycling-Shop&Alsask	2,238.22	2,238.22
13544	2023-05-08	Marsollier Petroleum Ltd.				
		399632		Tools	173.16	173.16
13545	2023-05-08	MuniSoft				
		2023/24-01148		MuniSoft Equipment	208.68	208.68
13546	2023-05-08	Murlin Electronics				

Rural Municipality of Milton No. 292
List of Accounts for Approval (Condensed)
Batch: 2023-00036 to 2023-00039

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			287183	Website Design 292-322-Mar	771.73	771.73
13547	2023-05-08	RM of Antelope Park No. 322				
			2023-00017CM	Joint Admin Expenses-Cells & Ins.	-116.06	
			2023-00019	Admin Salaries & Benefits - Apr	14,732.03	14,615.97
13548	2023-05-08	SARM				
			SARM813993	Office Supplies	297.44	
			SARM814080	Grader Oil & Parts	1,287.05	
			PSIP23292-4	Revised Building & Equipment Cov	86.10	1,670.59
13549	2023-05-08	SGI				
			718LAN 2023	Trailtech Trailer	242.94	242.94
13550	2023-05-08	Saskatchewan Health Authority				
			3430838	Alsask Water Sample	23.00	
			3431911	Alsask Water Sample	23.00	
			3432754	Alsask Water Sample	23.00	
			3432752	Alsask Water Sample	23.00	
			3432759	Alsask Water Sample	23.00	
			3432823	Alsask Water Sample	23.00	
			3432753	Alsask Water Sample	23.00	161.00
13551	2023-05-08	Village of Marengo PO				
			Postage 2023-04	Postage	289.80	
			498	Postage - Water sample	23.10	312.90
13552	2023-05-08	Loken, James				
			Indemnity'23-05	Councillor Indemnity & Mileage	327.82	327.82
13553	2023-05-08	Cowie, Darren				
			Indemnity'23-05	Councillor Indemnity & Mileage	337.82	
			Indemnity'05Adj	Councillor Indemnity & Mileage Re	-262.82	75.00
13554	2023-05-08	Sullivan, Natalie				
			Indemnity'23-05	Councillor Indemnity & Mileage	272.40	272.40
13555	2023-05-08	Martin, Trevor				
			Indemnity'23-05	Councillor Indemnity & Mileage	274.00	274.00
Total Computer Cheque:						661,442.73

Total Bank1: 661,442.73

Rural Municipality of Milton No. 292
List of Accounts for Approval (Condensed)
Batch: 2023-00036 to 2023-00039

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990444	2023-04-14	SaskEnergy AFH/Pool2023-03	Alsask Pool and Fire Hall	260.41	260.41
990445	2023-04-14	SaskEnergy Office 2023-03	Municipal Office	292.11	292.11
990446	2023-04-14	SaskEnergy RMShop 2023-03	RM Shop	308.88	308.88
990447	2023-04-14	SaskEnergy AWTP 2023-03	Alsask Water Treatment Plant	739.54	739.54
990448	2023-04-14	SaskPower OldWTP 2023-03	Old Water Plant	37.60	37.60
990449	2023-04-14	SaskPower SW32Well2023-03	Community Well SW32-29-27-3	38.90	38.90
990450	2023-04-14	SaskPower APool 2023-03	Alsask Swimming Pool	168.71	168.71
990451	2023-04-14	SaskPower Office 2023-03	Municipal Office	181.50	181.50
990452	2023-04-14	SaskPower RMShop 2023-03	RM Shop	197.62	197.62
990453	2023-04-14	SaskPower AWTP 2023-03	Alsask Water Treatment Plant	419.37	419.37
990454	2023-04-14	SaskPower ASL 2023-03	Alsask Street Lights	521.54	521.54
990455	2023-04-14	SaskPower SprPH 2023-03	Alsask Springs Pump House	581.95	581.95
990456	2023-04-28	Payroll - Scotia EFT HylandG PP23-09 KleinC PP23-09 LokenC PP23-09 PakulakEPP23-09 WiebeCPP23-09	Salary, 15 - 28 Apr 2023 Wages, 15 - 28 Apr 2023 Wages, 15 - 28 Apr 2023 Wages, 15 - 28 Apr 2023 Wages, 15 - 28 Apr 2023	1,980.78 1,926.80 1,530.62 1,050.91 2,321.81	8,810.92
990457	2023-05-03	MEPP RemitPP23-09 RemitPP23-08	Remittance 15 - 28 April 2023 Remittance 01 - 14 April 2023	3,197.52 2,177.78	5,375.30
990458	2023-05-04	Minister of Finance Remit 2023-04	EPT Remittance - Monthly	419.43	419.43
990459	2023-05-04	Receiver General for Canada RP0002_2023-04	Remittance RP0002 - Apr	57.55	57.55
990460	2023-05-04	Receiver General for Canada RP0001_2023-04	Remittance RP0001 - Apr	8,822.01	8,822.01
990461	2023-05-08	Cowie, Murray Indemnity'23-05	Councillor Indemnity & Mileage	392.40	392.40
990462	2023-05-08	Wilke, Sara Indemnity'23-05	Council Indemnity & Mileage	238.55	238.55
				Total EFT:	<u>27,864.29</u>

Grand Total: 689,307.02