

RM of Winslow
Meeting Minutes
Regular December 21, 2022 - 08:30 AM

Minutes of the regular meeting of the Council of the Rural Municipality of Winslow No. 319 held on Wednesday, December 21, 2022 at 8:30 am held at the Municipal Office on 135 2nd Avenue, Dodsland, Saskatchewan.

PRESENT: Reeve: Sheldon McLean Administrator: Regan MacDonald

Councillors:

Division No. 1: Braden Olson

Division No. 3: Travis Kennon

Division No. 4: Joel Seime

Division No. 5: Trevor Bacon via Zoom

ABSENT: Division No. 2: Scott Bradley
Division No. 6: Jason Neumeier

Res No: 1 **Call to order**
2022-291 **Moved By:** Sheldon McLean
Reeve called the meeting to order at 8:40 am.

CARRIED

Res No: 2 **Adoption of Minutes**
2022-292 **Moved By:** Braden Olson
That the minutes of the meeting held on November 14, 2022 be approved.

CARRIED

Res No: 3 **Statement of Financial Activity**
2022-293 **Moved By:** Travis Kennon
That the statement of financial activities for the month of November be accepted as presented.

CARRIED

Res No: 4 **List of Accounts**
2022-294 **Moved By:** Joel Seime
That the list of accounts Cheque #16131 to #16178 and Manual Payments #20221110 to #20221208 in the amount of \$185,751.04 be authorized and approved for payment.

CARRIED

TK RM

Res No:
2022-295

4.1

Ministry of Highway Partnership

Moved By: Trevor Bacon

That a payment for \$2,786,628.95 be authorized to the Ministry of Highways for the partnership agreement for Highway 31.

CARRIED

Res No:
2022-296

5

Correspondence

Moved By: Sheldon McLean

That the Correspondence, a list of which is attached hereto and forms a part of these minutes, has been reviewed by Council and may be filed accordingly.

CARRIED

6

Delegations

6.1

Joe Campbell and Al Stabblar at 9:30 am

7

New Business

Joe Campbell and Al Stabblar entered the chambers at 9:45 am until 11:45 pm.

Res No:
2022-297

7.1

Foreman Report

Moved By: Braden Olson

That the Foreman Report be accepted as presented by Joe Campbell.

CARRIED

Res No:
2022-298

7.2

Operation Manager Report

Moved By: Travis Kennon

That the Operation Manager Report be accepted as presented by Al Stabblar.

CARRIED

Res No:
2022-299

7.3

Pest Control Training

Moved By: Joel Seime

That it be acknowledged that Sheldon Mettlewsky has permission to take the Pesticide Applicator License in Kindersley on March 6-9, 2023 at a cost of \$829 with mileage and out of pocket expenses paid by the municipality while he is taking the course paid by the municipality.

CARRIED

TK
RM

Res No: 2022-300 **7.4 Solutions Consulting Services**
Moved By: Braden Olson

That the management staff coordinate a workshop facilitated by Solutions Consulting Services on time management for staff for January 2023 at a cost of \$60 per registrant plus mileage and accommodation.

CARRIED

*Amended Jan 11/23
Res 2023-11
RM*

Res No: 2022-301 **7.5 Gravel Crushing Tender**
Moved By: Trevor Bacon

That a call be made to ask for tenders by the February regular meeting to crush approximately 20,000 cubic yards of 7/8" gravel and 20,000 cubic yards of 1 1/4" gravel before spring road bans are removed in 2023.

CARRIED

Res No: 2022-302 **7.6 Policy for Right of Way Purchase**
Moved By: Sheldon McLean

That the policy for the purchase of right of way be set at \$3,000.00 per acre.

CARRIED

7.7 Transfer Station

Res No: 2022-303 **7.7.1 Transfer Station Hours**
Moved By: Braden Olson

That the hours of operation at the Municipal Transfer Station for 2023 be updated to:

Winter Hours (October 15 until April 1):

Wednesday 12:00 - 5:00 pm

Thursday 12:00 - 5:00 pm

Friday 12:00 - 5:00 pm

Summer Hours (April 1 - October 15)

Wednesday 12:00 - 5:00 pm

Thursday 12:00 - 6:00 pm

Friday 12:00 - 5:00 pm

Saturday 10:00 - 3:00 pm

** 2nd Saturday of each month in summer hours **

April 8, May 13, June 10, July 8, August 12, September 9, October 14

CARRIED

7.7.2 Transfer Station Operator

7.7.3 AKJ Services

Res No: 2022-304 **7.8 Dodsland/Plenty Clinic**
Moved By: Sheldon McLean

TK RM

The municipality provide the Dodsland/Plenty Clinic with an annual donation of \$25,000 paid monthly.

CARRIED

Councillor Kennon left the meeting at 12:00 pm.

Res No:
2022-305

7.9 RM Single Window Project
Moved By: Joel Seime

That council send a letter requesting clarification on reasoning and cost of the single window concept for oil and gas developments, shared at the mid term SARM convention, to Jim Reiter, the Minister Responsible for Energy and Resources.

CARRIED

Reeve McLean called a recess for lunch at 12:15 pm until 1:00 pm.

Res No:
2022-306

7.10 Municipal Revenue Sharing Grant Declaration
Moved By: Trevor Bacon

The Council of the Rural Municipality of Winslow No. 319 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing Grant.

CARRIED

Res No:
2022-307

7.11 Saskatchewan Federation of Police Officers
Moved By: Joel Seime

That the Municipality provide a donation in the amount of \$205.00 to the Saskatchewan Federation of Police Officers for their 15th Annual Crime Prevention Guide, focusing on "Elder Abuse Awareness".

DEFEATED

TK RM

- Res No:** 2022-308 **7.12** **Reserve Surplus Transfer**
Moved By: Braden Olson
- That Council authorize the Administrator to transfer the following reserve funds from the appropriated surplus savings to the operating chequing account in accordance with the 2022 Municipal Budget:
GG - M&E Reserve 310-100-060: \$14,600
TS - M&E Reserve 310-100-100 :\$400,000
TS - Gravel Reserve 310-110-200: \$150,000
TS - Road Infrastructure Reserve 310-100-200 \$2,275,000.
- CARRIED**
- Res No:** 2022-309 **7.13** **Term Deposit**
Moved By: Joel Seime
- That a term deposit in the amount of \$50,000 be set up for future costs at the Transfer Station.
- CARRIED**
- Res No:** 2022-310 **7.14** **Tax Abatement - Alternate Number 319-870225599**
Moved By: Sheldon McLean
- That all of the taxes owing be abated on alternate number 319-870225599, in accordance with section 274 of *The Municipalities Act*, due to the fact that they were assessed in error.
- CARRIED**
- Res No:** 2022-311 **7.15** **Welltraxx - 2022 Reclamation and Abandonment Activity Report**
Moved By: Trevor Bacon
- The council for the RM of Winslow No. 319 gives consent to Welltraxx to communicate with energy companies on behalf of the municipality to provide an update on abandonment plans for production facilities within the RM which would enable council to predict significant drops in assessment which would impact the budget.
- CARRIED**
- Res No:** 2022-312 **7.16** **Pioneer Haven Donation Request**
Moved By: Trevor Bacon
- That the municipality provide a donation to Pioneer Haven Co Inc in Kerrobert, Saskatchewan in the amount of \$2,500 to put towards their fundraising efforts to purchase a Generac back up generator system.
- CARRIED**

- Res No:** 2022-313 **7.17** **Kindersley & District Music Festival**
Moved By: Trevor Bacon
- That the municipality provide a donation of \$200 to the Kindersley & District Music Festival.
- CARRIED**
- 7.18** **Western Regional Landfill Inc.**
- Res No:** 2022-314 **7.19** **Board of Revision**
Moved By: Braden Olson
- That the municipality appoint Western Municipal Consulting Ltd. to manage the Board of Revision for 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans.
- CARRIED**
- Res No:** 2022-315 **7.20** **Board of Revision Secretary**
Moved By: Joel Seime
- That the municipality appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.
- CARRIED**
- 7.21** **Custom Work Added to Taxes**
- Res No:** 2022-316 **7.22** **Honorarium**
Moved By: Sheldon McLean
- That Rachel Deobald, the Administrator for the Rural Municipality of Mountain View No. 318, be paid an honorarium of \$500 for her work issuing permits for Highway 31 for 2022.
- CARRIED**
- 7.23** **Occupational Health & Safety Snow Removal Exemption Renewal**
- Res No:** 2022-317 **7.24** **Blanket Approach Agreement Request**
Moved By: Trevor Bacon
- That approval be given to sign the blanket agreement consent request from Enbridge Pipelines Inc on behalf of Enbridge Southern Lights to conduct maintenance digs in the RM of Winslow No. 319 under the following conditions:

TK pm

1. That all roads and right of ways are to be brought to their original condition upon the completion of the maintenance digs.
2. That all over weight permits and Road Maintenance Agreements are to be issued and obtained through Roadata.

CARRIED

Res No: 2022-318 **7.25** **Remuneration and Milage Rates**
Moved By: Sheldon McLean

That Council remuneration remain unchanged from 2022, at \$200 per meeting and convention days and that the mileage rate also remains unchanged from 2022 and be set at \$0.65 per kilometer necessarily travelled.

TABLED

Res No: 2022-319 **7.26** **Policy for Sick Days**
Moved By: Braden Olson

That Council approve the policy attached and forming part of these minutes which outlines a policy for sick leave for full time employees effective January 1, 2023.

CARRIED

Res No: 2022-320 **7.27** **In Camera**
Moved By: Sheldon McLean

That a motion be made that Council recess and continue *In-Camera* at 1:25 pm, as per clause 16(1)(d) of *The Local Authority Freedom of Information and Protection of Privacy Act* and 120(2)(a) of *The Municipalities Act*.

CARRIED

Res No: 2022-321 **7.28** **Out of Camera**
Moved By: Joel Seime

That the time being 1:35 pm, we move *Out of Camera* and reconvene the meeting of Council.

CARRIED

Council and the Administrator were present for the closed portion of the meeting.

Res No: 2022-322 **7.29** **Wages for 2023**
Moved By: Sheldon McLean

That Joe Campbell's salary be set at \$101,522.87 for 2023.

CARRIED

TK RM

Res No: 2022-323 **7.30** **Wages for 2023**
Moved By: Braden Olson
 That Al Stabblers salary be set at \$101,522.87 for 2023.
CARRIED

Res No: 2022-324 **7.31** **Wages for 2023**
Moved By: Trevor Bacon
 That Rod Hogan's wages be set at \$35.00 per hour for 2023.
CARRIED

Res No: 2022-325 **7.32** **Wages for 2023**
Moved By: Joel Seime
 That Sheldon Mettlowsky's wages be set at \$35.00 for 2023.
CARRIED

Res No: 2022-326 **7.33** **Wages for 2023**
Moved By: Braden Olson
 That Chad Abbott's wages be set at \$35.00 for 2023.
CARRIED

Res No: 2022-327 **7.34** **Wages for 2023**
Moved By: Trevor Bacon
 That Regan MacDonald's salary be set at \$106,657.36 for 2023.
CARRIED

Res No: 2022-328 **7.35** **Wages for 2023**
Moved By: Joel Seime
 That Donna Algner's salary be set at \$79,672.11 for 2023.
CARRIED

Res No: 2022-329 **7.36** **Wages for 2023**
Moved By: Sheldon McLean
 That seasonal employees hired for 2023 be paid an hourly wage of \$29.08.
CARRIED

8 **Miscellaneous**

8.1 **Reeve's Meeting in Rosetown**

9 **By-laws**

TK RM

Res No: 10
2022-330

Next Meeting
Moved By: Sheldon McLean

That the next meeting of Council be held on January 11, 2023.

CARRIED

Res No: 11
2022-331

Adjournment
Moved By: Sheldon McLean

That this meeting be adjourned at 2:00 pm.

CARRIED



Reeve



Administrator