# Rural Municipality of Chesterfield No. 261
## Meeting Minutes
### Regular Meeting of Council February 13, 2024 - 01:00 PM

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held February 13, 2024, in the municipal council chambers located at 304 Main Street Eatonia Saskatchewan.

**ATTENDANCE**

Council members in attendance were:
Reeve: Bill Thomson
Division 1: Brent Watts
Division 2: Leah Cooper
Division 3: David Booker - Absent
Division 4: Alan Busby
Division 5: Clinton Hoffman
Division 6: Duane Cridland
Division 8: Doug Bredy

The Following Staff Members were in attendance:
Administrator: Tosha Kozicki

**CALL TO ORDER**

Reeve Bill Thomson Called the meeting to order at 1:00 p.m.

**AGENDA**

That the agenda presented for today's meeting has been reviewed by council and will be used as a guideline for this meeting.

**MINUTES**

**Resolution No:** 2024-02-01

**Moved By:** Doug Bredy
**Seconded By:** Duane Cridland

That the minutes from the meeting held on January 9, 2024, be approved as circulated.

**CARRIED**

**EMPRESS COMMUNITY HALL - DONATION REQUEST**

**Resolution No:** 2024-02-02

**Moved By:** W.R. (Bill) Thomson
**Seconded By:** Duane Cridland

That the municipality will contribute a total amount of $20,000 to be paid out as follows: $10,000 a year for a maximum of 2 years total to the Empress Community Hall Project to renovate. Payment will commence when confirmation has been received by the municipality that the renovation project has commenced.

**CARRIED**

**1:05 p.m. - 1:25 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting.**

[redacted] [redacted]

Reeve Administrator

**CHAIN LINK FENCE - NW 14-26-25-W3**

**Resolution No:** 2024-02-03

**Moved By:** Brent Watts
**Seconded By:** Doug Bredy

That the municipality write a letter to Bryan, Kenny and Sam Somerville addressing invoice number M09014 from Rite-Way Fencing Inc. that the RM has paid in full for the amount of $12,012.85 for the replacement and repair of the chain link fence located on NW 14-26-25-W3. The municipality requests that the 300 feet of mesh chain link fence that was taken down and the 10 (2 3/8") posts, as they were replaced with new material as stated on the invoice be returned to the RM as the municipality has an alternate location for the material to be used.

**CARRIED**

**CORRESPONDENCE**

**Resolution No:** 2024-02-04

**Moved By:** Clinton Hoffman
**Seconded By:** Brent Watts

That the municipality acknowledge receipt of the following correspondence and file for future reference: Nuisance Grounds Report January 2024, gravel pile measure from crushing, incinerator update Feb. 2024, Roof damage pictures from United Roofing, Farm Land Security Board Land Sales Feb. 2024, WCMGC (West Central Municipal Government Committee) membership, HBC (Hudson Bay Company) membership, Sask tip membership.

**CARRIED**

**FINANCIALS**

**Resolution No:** 2024-02-05

**Moved By:** Leah Cooper
**Seconded By:** Clinton Hoffman

That the statement of revenues and expenses and bank reconciliation for January 2024 be approved as presented.

**CARRIED**

[redacted] [redacted]

Reeve Administrator

**PAYMENT OF ACCOUNTS**

**Resolution No:** 2024-02-06

**Moved By:** Leah Cooper
**Seconded By:** Duane Cridland

That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.
Accounts for approval as follows: Chx 3429 - 3456 - $132,543.66
Online Banking - 2024-0013 - 2024-0032 - $97,905.43
Payroll 010 - 011 - $8,873.42
Payroll 012 - 013 - $3,454.70
Payroll 014 - 020 - $14,800.94
Payroll 021 - 022 - $3,454.70
Payroll 023 - 029 - $14,473.25

**CARRIED**

**COMMITTEE REPORTS**

**Resolution No:** 2024-02-07

**Moved By:** Brent Watts
**Seconded By:** Alan Busby

That the following reports be filed for future reference: CEN Fire Protection Association Report, Leader Trust Advisory Report, Administrator Report - SARM (Saskatchewan Association of Rural Municipalities), and mutual aid agreement.

**CARRIED**

**SUBDIVISION - SE 36-26-26-3**

**Resolution No:** 2024-02-08

**Moved By:** W.R. (Bill) Thomson
**Seconded By:** Alan Busby

That the municipality approve an application for subdivision SE 36-26-26-W3 Proposed Parcel A - Residential Principal Use, there is no servicing agreement requirements, it is an exciting yard site and the applicable confirmation to Municipal Affairs Be written stating approval fall under the municipality's zoning bylaw as follows:
6.3.2 Site Standards: Table 6-1 Subdivisions and Site Standards – Minimum site area non-farm residential .4 ha. That municipality is unaware of any incompatible land uses in the vicinity, has no facilities that could be affected by the subdivision as it an existing old yard site, and the municipal council has no objections to the proposed subdivision. The parcel size will be 9.13 ha.

**CARRIED**

[redacted] [redacted]

Reeve Administrator

**SUBDIVISION SE 01-27-28-3**

**Resolution No:** 2024-02-09

**Moved By:** Clinton Hoffman
**Seconded By:** Doug Bredy

That the Municipality approves an application to subdivide the parcel ties connecting Parcel 203752032 to Parcel 203752043 on SE 01-27-28-W3; there are no servicing agreement requirements and an applicable confirmation to Municipal Affairs be written stating that the approval falls under the municipality's zoning bylaw as follows:

6.3.2 Site standards: Table 6-1 Subdivisions and Site Standards – Minimum site area of 16 ha That municipality is unaware of any incompatible land uses in the vicinity, has no facilities that could be affected by the subdivision parcel tie removal, and the municipal council has no objections to the proposed subdivision.

**CARRIED**

**DESIGNATED WEED INSPECTOR CONTRACT - LARRY DYCK**

**Resolution No:** 2024-02-10

**Moved By:** Clinton Hoffman
**Seconded By:** Leah Cooper

That the municipality appoints Larry Dyck as our weed inspector and noxious weed inspector and sign the contract between Larry and the RM. That the RM will pay for a hotel room for the weed course in saskatoon on April 2, 2024, that Larry will be attending.

**CARRIED**

**JANITORIAL MONTHLY PAY INCREASE - $200 to $300 Donna Lothammer**

**Resolution No:** 2025-02-11

**Moved By:** W.R. (Bill) Thomson
**Seconded By:** Clinton Hoffman

That the municipality increase the Janitorial monthly amount from $200 per month to $300 per month based on 12 hours per month at $25 per hour.

**CARRIED**

[redacted] [redacted]

**APPOINT SMHI (SASKATCHEWAN MUNICIPAL HAIL INSURANCE) DELEGATE**

**Resolution No:** 2024-02-12

**Moved By:** Alan Busby
**Seconded By:** Doug Bredy

That the municipality appoint Division 1 Councillor Brent Watts as the SMHI (Saskatchewan Municipal Hail Insurance) delegate for the SARM (Saskatchewan Association of Rural Municipalities) 2024 Convention.

**CARRIED**

**TERM DEPOSIT – PCCU**

**Resolution No:** 2024-02-13

**Moved By:** Duane Cridland
**Seconded By:** Clinton Hoffman

That the municipality would like the two term deposits that are up for renewal on February 26, 2024, deposited into the future contingency account # 832450701582 in amount of $42,505.01 plus interest and $22,948.85 plus interest.

**CARRIED**

**FINANCING FOR SCRAPER**

**Resolution No:** 2024-02-14

**Moved By:** W.R. (Bill) Thomson
**Seconded By:** Duane Cridland

That the municipality investigate options for financing a scraper as we need to make an application to the Saskatchewan Municipal Board to borrow money when we have decided on an option. That the municipality ask our representative for PCCU (Prairie Centre Credit Union) to attend our next regular meeting of council.

**CARRIED**

**Division 1 Councillor Brent Watts left the meeting at 2:35 p.m. and did not return.**

**ADJOURNMENT**

**Resolution No:** 2024-02-15

**Moved By:** Clinton Hoffman

That this meeting now adjourn at 3:00 p.m..

NEXT REGULAR MEETING March 21, 2024 at 1:00 p.m.

**CARRIED**

[redacted] [redacted]

Reeve Administrator

**Accounts for Approval**

| CHEQUE NUMBER | VENDOR | DATE | AMOUNT |
|---|---|---|---|
| 3429 | Voided – wrong amount | January 31, 2024 | $ VOID |
| 3430 | 4 Hire Welding Ltd. | February 13, 2024 | $ 631.77 |
| 3431 | Acklands-Grainger Inc. | February 13, 2024 | $ 589.37 |
| 3432 | Big Country Waste Mngment | February 13, 2024 | $ 1,529.00 |
| 3433 | Brandt Tractor Ltd. | February 13, 2024 | $ 2,347.69 |
| 3434 | Eatonia Lions Club | February 13, 2024 | $ 1,000.00 |
| 3435 | Feiffer's Tire Ltd. | February 13, 2024 | $ 850.09 |
| 3436 | Prairie Oasis Fitness Club | February 13, 2024 | $ 350.00 |
| 3437 | Hudson Bay Route Assoc. | February 13, 2024 | $ 300.00 |
| 3438 | Information Services Corp. | February 13, 2024 | $ 15.00 |
| 3439 | 1302322 Alberta Ltd. | February 13, 2024 | $ 330.23 |
| 3440 | JTD Technology | February 13, 2024 | $ 237.54 |
| 3441 | Kindersley Bearing (2008) Ltd. | February 13, 2024 | $ 82.29 |
| 3442 | Donna Lothammer | February 13, 2024 | $ 300.00 |
| 3443 | Mid Plains Diesel Ltd. | February 13, 2024 | $ 52.13 |
| 3444 | Laporte Community Hall | February 13, 2024 | $ 170.00 |
| 3445 | Redhead Equipment Ltd. | February 13, 2024 | $ 1,560.62 |
| 3446 | Rhodes Sales & Service | February 13, 2024 | $ 852.48 |
| 3447 | SAMA | February 13, 2024 | $ 20,938.00 |
| 3448 | SeBo Enterprises Ltd. | February 13, 2024 | $ 507.33 |
| 3449 | SGI Autofund Division | February 13, 2024 | $ 4,347.20 |
| 3450 | Sasktip Inc. | February 13, 2024 | $ 100.00 |
| 3451 | Wheatland Aggregates Ltd. | February 13, 2024 | $93,450.00 |
| 3452 | Warner Ind. Swift Current Ltd. | February 13, 2024 | $ 1,069.40 |
| 3453 | West Central Municipal | February 13, 2024 | $ 188.55 |
| 3454 | Xerox Canada Ltd. | February 13, 2024 | $ 59.70 |
| 3455 | Your SouthWest Media Group | February 13, 2024 | $ 136.50 |
| 3456 | Airmaster | February 13, 2024 | $ 548.77 |
| | | **Total for Cheque:** | **$132,543.66** |

**Accounts for Approval**

| ONLINE BANKING | VENDOR | DATE | AMOUNT |
|---|---|---|---|
| 2023-0013 | Munisight Ltd. | January 31, 2024 | $ 3,178.03 |
| 2023-0014 | Ministry of Finance | January 31, 2024 | $ 2,972.28 |
| 2023-0015 | WSP E&I Canada Ltd. | January 31, 2024 | $ 1,008.60 |
| 2023-0016 | Burner Guys Ltd. | January 31, 2024 | $ 1,310.40 |
| 2023-0017 | Canada Revenue Agency | January 31, 2024 | $ 28,728.41 |
| 2024-0018 | MEPP | January 31, 2024 | $ 15,218.36 |
| 2024-0019 | Minister of Finance | January 31, 2024 | $ 320.42 |
| 2024-0020 | Sask Tel/Mobility | January 31, 2024 | $ 36.08 |
| 2024-0021 | Saskatchewan Finance | January 31, 2024 | $ 3,255.40 |
| 2024-0022 | Collabria | February 13, 2024 | $ 7,306.84 |
| 2024-0023 | GFL Environmental SFS Inc. | February 13, 2024 | $ 190.02 |
| 2024-0024 | Kindersley & Dist Coop | February 13, 2024 | $ 15,363.85 |
| 2024-0025 | Munisoft | February 13, 2024 | $ 12,546.05 |
| 2024-0026 | Sask Tel/Mobility | February 13, 2024 | $ 2,381.41 |
| 2024-0027 | Somerville Farms Ltd. | February 13, 2024 | $ 1,122.00 |
| 2024-0028 | Sask Power/Energy | February 13, 2024 | $ 2,186.87 |
| 2024-0029 | Tosha Kozicki | February 13, 2024 | $ 352.17 |
| 2024-0030 | Town of Eatonia | February 13, 2024 | $ 71.00 |
| 2024-0031 | Triways Disposal System | February 13, 2024 | $ 621.72 |
| 2024-0032 | Sask Tel/Moblity | February 13, 2024 | $ 2,116.93 |
| | | **Total for EFT's:** | **$ 97,905.43** |

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Reeve Administrator

## Accounts for Approval Payroll

| CHEQUE NUMBER | EMPLOYEE NAME | DATE | AMOUNT |
|---|---|---|---|
| 010 | Brent Watts | January 12, 2024 | $ 4,147.16 |
| 011 | Leah Cooper | January 12, 2024 | $ 4,726.26 |
| | | **Total for AP** | **$ 8,873.42** |

| CHEQUE NUMBER | EMPLOYEE NAME | DATE | AMOUNT |
|---|---|---|---|
| 012 | Tosha Kozicki | January 19, 2024 | $ 2,282.39 |
| 013 | Colette O'Connor | January 19, 2024 | $ 1,172.31 |
| | | **Total for AP** | **$ 3,454.70** |

## Accounts for Approval Payroll

| CHEQUE NUMBER | EMPLOYEE NAME | DATE | AMOUNT |
|---|---|---|---|
| 014 | Shane Stusrud | January 19, 2024 | $ 2,705.03 |
| 015 | David Jones | January 19, 2024 | $ 2,028.89 |
| 016 | Gordon Roesch | January 19, 2024 | $ 1,875.29 |
| 017 | Landon Czeck-Schaeffer | January 19, 2024 | $ 2,034.85 |
| 018 | Michael Reynolds | January 19, 2024 | $ 2,034.85 |
| 019 | Jim Schmold | January 19, 2024 | $ 2,089.91 |
| 020 | Dean Aldridge | January 19, 2024 | $ 2,032.12 |
| | | **Total for AP** | **$ 14,800.94** |

## Accounts for Approval Payroll

| CHEQUE NUMBER | EMPLOYEE NAME | DATE | AMOUNT |
|---|---|---|---|
| 021 | Tosha Kozicki | February 2, 2024 | $ 2,282.39 |
| 022 | Colette O'Connor | February 2, 2024 | $ 1,172.31 |
| | | **Total for AP** | **$ 3,454.70** |

## Accounts for Approval Payroll

| CHEQUE NUMBER | EMPLOYEE NAME | DATE | AMOUNT |
|---|---|---|---|
| 023 | Shane Stusrud | February 2, 2024 | $ 2,420.20 |
| 024 | David Jones | February 2, 2024 | $ 2,028.89 |
| 025 | Gordon Roesch | February 2, 2024 | $ 2,010.10 |
| 026 | Landon Czeck Schaeffer | February 2, 2024 | $ 2,034.85 |
| 027 | Michael Reynolds | February 2, 2024 | $ 2,034.85 |
| 028 | Jim Schmold | February 2, 2024 | $ 1,912.24 |
| 029 | Dean Aldridge | February 2, 2024 | $ 2,032.12 |
| | | **Total for AP** | **$ 14,473.25** |

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Reeve Administrator