Rural Municipality of Chesterfield No. 261
Meeting Minutes
Regular Meeting of Council March 21, 2024 - 01:00 PM

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held March 21, 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
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: 2024-03-01

Moved By: Alan Busby
Seconded By: Leah Cooper

That the minutes from the meeting held on February 13, 2024, be approved as circulated.

CARRIED

EMPRESS COMMUNITY HALL – PAYMENT

Resolution No: 2024-03-02

Moved By: Alan Busby
Seconded By: Leah Cooper

That the municipality approves the 1st installment of $10,000 to be paid to the Empress & District Fine Arts, Cultural, and Leisure Society as the Empress Community Hall renovation project has commenced.

CARRIED

[redacted] [redacted]

Reeve Administrator

CORRESPONDENCE

Resolution No: 2024-03-03

Moved By: Brent Watts
Seconded By: David Booker

That the municipality acknowledge receipt of the following correspondence and file for future reference: Nuisance Grounds Report February 2024, AG Health and Safety Network, Village of Empress invite to celebrate 110 years, SGI Business Recognition 2024, SAW (Saskatchewan Association of Watersheds) March Newsletter.

CARRIED

FINANCIALS

Resolution No: 2024-03-04

Moved By: Alan Busby
Seconded By: David Booker

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

CARRIED

PAYMENT OF ACCOUNTS

Resolution No: 2024-03-05

Moved By: Brent Watts
Seconded By: Clinton Hoffman

That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

Accounts for approval as follows: Chx 3457 – 3483 - $76,655.33
Online Banking – 2024-0033 – 2024-0047 - $85,470.21
Payroll 030 – 031 - $3,454.70
Payroll 032 – 038 - $14,543.53
Payroll 039 – 040 - $3,454.70
Payroll 041 – 047 - $14,263.64
Payroll 048 – 049 - $3,454.70
Payroll 050 – 056 - $14,227.91

CARRIED

[redacted] [redacted]

Reeve Administrator

COMMITTEE REPORTS

Resolution No: 2024-03-06

Moved By: David Booker
Seconded By: Clinton Hoffman

That the following reports be filed for future reference: SARM (Saskatchewan Association of Rural Municipalities) Convention Report, Report on WSP Engineering for grant applications, medical arts report, Landfill report, Administrators Report - Munitraxx Program, Report on Chain Link Fence NW 14-26-25-3 will not be returned to the municipality as it was discarded by Rite-Way Fencing Inc.

CARRIED

MUNITRAXX PROGRAM

Resolution No: 2024-03-07

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

That the Municipality invite Robin Busby Customer Account Manager for Welltraxx to attend our next regular meeting of council to discuss the software program called Munitraxx.

CARRIED

1:25 p.m. - 1:45 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting.

2:00 p.m. - 2:15 p.m. Eatonia Community Hall Board - Darcy Scott and Kevin Stevens attended the RM Council Meeting to discuss the Eatonia Hall Roof Repairs.

TAX ENFORCEMENT - ADVERTISE TAX ARREARS – 2023

Resolution No: 2024-03-08

Moved By: David Booker
Seconded By: Alan Busby

That the Municipality advertise the Tax Arrears List presented to council excluding lands with existing registered tax liens and tax arrears that do not exceed one half of the immediately preceding year's tax levy with respect to the land in Your West Central Voice newspaper, attached hereto and forming part of these minutes.

CARRIED

CHBB - (CLOSE HAUTA BERTOIA BLANCHETTE) ENGAGEMENT LETTER

Resolution No: 2024-03-09

Moved By: Leah Cooper
Seconded By: Doug Bredy

That the Municipality accept and sign the engagement letter from Close Hauta Bertoia Blanchette to audit the financial statement of the RM of Chesterfield No. 261 as of February 16, 2024.

CARRIED

[redacted] [redacted]

Reeve Administrator

PEST CONTROL OFFICER - SEMINAR IN JUNE

Resolution No: 2024-03-10

Moved By: Doug Bredy
Seconded By: Leah Cooper

That the municipality approves Gordon Roesch and Landon Czeck Schaeffer the RM's pest control officers to attend the Pest Control Officer seminar in June 2024 in Regina SK.

CARRIED

NUISANCE GROUNDS ANNUAL REPORT 2023

Resolution No: 2024-03-11

Moved By: Duane Cridland
Seconded By: David Booker

That the municipality acknowledges and approves the Nuisance Grounds Annual Report for 2023.

CARRIED

WEST CENTRAL EARLY CHILDHOOD INTERVENTION PROGRAM – DONATION

Resolution No: 2024-03-12

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

That the municipality donate $200 to West Central Early Childhood Intervention Program.

DEFEATED

OFFICE ROOF

Resolution No: 2024-03-13

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

That the municipality write a demand letter to United Roofing requesting labour to be reimbursed to the municipality for improper installation along with proof of pictures.

CARRIED

[redacted] [redacted]

Reeve Administrator

FINANCING – SCRAPER

Resolution No: 2024-03-14

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

That application be made to the Local Government Committee for permission to borrow the sum of $1,000,962.00, in 2024 repayable over 5 years, for the purpose of purchase of a 627-11 Scraper; AND that the amount of the said debt shall be payable in equal monthly installments of principal and interest in the years 2024 to 2029 inclusive, with interest at a fixed rate of 6.99%.

CARRIED

TEMPORARY APPROACH REQUEST - PLAINS MIDSTREAM

Resolution No: 2024-03-15

Moved By: Alan Busby
Seconded By: Duane Cridland

That the municipality approve Plains Midstream Canada ULC to construct a temporary approach within NE 24-25-27-3

CARRIED

EATONIA COMMUNITY HALL

Resolution No: 2024-03-16

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

That the municipality has tabled the Eatonia Community Hall donation until the next regular meeting of council.

CARRIED

RM LOGO

Resolution No: 2024-03-17

Moved By: Leah Cooper
Seconded By: David Booker

That the municipality place an ad in the Eatonia Newsletter asking the public to submit creative ideas for a new logo, all ages welcome.

CARRIED

[redacted] [redacted]

Reeve Administrator

Division 1 Councillor Brent Watts left the meeting at 3:00 p.m. and did not return.

ADJOURNMENT

Resolution No: 2024-03-18

Moved By: Doug Bredy

That this meeting now adjourn at 3:15 p.m.

NEXT REGULAR MEETING April 9, 2024 at 9:00 a.m.

CARRIED

[redacted] [redacted]

Reeve Administrator

Accounts for Approval

CHEQUE NUMBER	VENDOR	DATE	AMOUNT
3457	4 Hire Welding Ltd.	March 21, 2024	$ 149.76
3458	Acklands-Grainger Inc.	March 21, 2024	$ 91.57
3459	Brandt Tractor Ltd.	March 21, 2024	$ 398.20
3460	Finning Canada Division	March 21, 2024	$ 983.17
3461	Eatonia Oasis Living	March 21, 2024	$ 11,100.00
3462	GD Extermination	March 21, 2024	$ 9,108.66
3463	Glenn Tech Enterprises	March 21, 2024	$ 1,829.69
3464	Hill Acme Machine Ltd.	March 21, 2024	$ 227.02
3465	Information Services Corp.	March 21, 2024	$ 15.00
3466	1302322 Alberta Ltd.	March 21, 2024	$ 2,665.24
3467	Kindersley Bearing Ltd.	March 21, 2024	$ 289.52
3468	Leader Electric Ltd.	March 21, 2024	$ 2,256.97
3469	Donna Lothammer	March 21, 2024	$ 300.00
3470	Kindersley Mainline Motors	March 21, 2024	$ 270.84
3471	Mid Plains Diesel Ltd.	March 21, 2024	$ 59.12
3472	Petty Cash	March 21, 2024	$ 59.95
3473	Prairie Oasis Drinking Water	March 21, 2024	$ 30.00
3474	Receiver General for Canada	March 21, 2024	$ 323.82
3475	Redhead Equipment Ltd.	March 21, 2024	$ 260.56
3476	Refine Design Detail Inc.	March 21, 2024	$ 1,924.22
3477	RMAA	March 21, 2024	$ 50.00
3478	SeBo Enterprises Ltd.	March 21, 2024	$ 335.62
3479	SGI Auto Fund Division	March 21, 2024	$ 1,018.26
3480	CSN Sonic	March 21, 2024	$ 8,925.00
3481	Tosha Kozicki	March 21, 2024	$ 558.08
3482	Wheatland Aggregates	March 21, 2024	$ 33,306.00
3483	Xerox	March 21, 2024	$ 119.06
		Total for Cheque:	**$76,655.33**

Accounts for Approval

ONLINE BANKING	VENDOR	DATE	AMOUNT
2023-0033	Burner Guys Ltd.	February 29, 2024	$ 1,283.10
2023-0034	Canada Revenue Agency	February 29, 2024	$ 18,852.86
2023-0035	MEPP	February 29 2024	$ 10,107.84
2023-0036	Sask Tel/Mobility	February 29, 2024	$ 36.08
2023-0037	Saskatchewan Finance	February 29, 2024	$ 19,885.49
2024-0038	Collabria	March 21, 2024	$ 1,028.49
2024-0039	GFL Environmental SFS	March 21, 2024	$ 191.18
2024-0040	Johnston's Grain Ltd.	March 21, 2024	$ 7,360.00
2024-0041	Kindersley & Dist Coop	March 21, 2024	$ 19,600.06
2024-0042	SK Assoc Rural Municipalities	March 21, 2024	$ 128.76
2024-0043	Sask Tel/Mobility	March 21, 2024	$ 1,833.38
2024-0044	Somerville Farms (2014) Ltd	March 21, 2024	$ 40.76
2024-0045	Sask Power/Energy	March 21, 2024	$ 3,948.26
2024-0046	Town of Eatonia	March 21, 2024	$ 546.53
2024-0047	Triways Disposal Services	March 21, 2024	$ 627.42
		Total for EFT's:	**$ 85,470.21**

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Reeve Administrator

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
030	Tosha Kozicki	February 16, 2024	$ 2,282.39
031	Colette O'Connor	February 16, 2024	$ 1,172.31
		Total for AP	**$ 3,454.70**

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
032	Shane Stusrud	February 16, 2024	$ 2,420.20
033	David Jones	February 16, 2024	$ 2,028.89
034	Gordon Roesch	February 16, 2024	$ 1,913.81
035	Landon Czeck-Schaeffer	February 16, 2024	$ 2,034.85
036	Michael Reynolds	February 16, 2024	$ 2,034.85
037	Jim Schmold	February 16, 2024	$ 2,078.81
038	Dean Aldridge	February 16, 2024	$ 2,032.12
		Total for AP	**$ 14,543.53**

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
039	Tosha Kozicki	March 1, 2024	$ 2,282.39
040	Colette O'Connor	March 1, 2024	$ 1,172.31
		Total for AP	**$ 3,454.70**

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
041	Shane Stusrud	March 1, 2024	$ 2,420.20
042	David Jones	March 1, 2024	$ 2,028.89
043	Gordon Roesch	March 1, 2024	$ 1,856.02
044	Landon Czeck Schaeffer	March 1, 2024	$ 2,034.85
045	Michael Reynolds	March 1, 2024	$ 2,034.85
046	Jim Schmold	March 1, 2024	$ 1,856.71
047	Dean Aldridge	March 1, 2024	$ 2,032.12
		Total for AP	**$ 14,263.64**

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
048	Tosha Kozicki	March 15, 2024	$ 2,282.39
049	Colette O'Connor	March 15,2024	$ 1,172.31
		Total for AP	**$ 3,454.70**

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
050	Shane Stusrud	March 15, 2024	$ 2,420.20
051	David Jones	March 15, 2024	$ 2,028.89
052	Gordon Roesch	March 15, 2024	$ 1,923.43
053	Landon Czeck Schaeffer	March 15, 2024	$ 2,034.85
054	Michael Reynolds	March 15, 2024	$ 2,034.85
055	Jim Schmold	March 15, 2024	$ 1,753.57
056	Dean Aldridge	March 15, 2024	$ 2,032.12
		Total for AP	**$ 14,227.91**

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Reeve Administrator

List of Lands in Arrears

Rural Municipality of Chesterfield No. 261

Province of Saskatchewan

List of lands with arrears as of March 21st, 2024
(Section 3(1) of *The Tax Enforcement Act*)

DESCRIPTION OF PROPERTY

ASSESSMENT NUMBER	PART OF SECTION	SEC.	TWP	RGE	MER.	TITLE NUMBER	EXT.	TOTAL ARREARS
002209100-01	NE	09	27	25	3	137493850		$451.38
002209300-01	SE	09	27	25	3	137493849		$443.80
001722100-02	NE	22	26	25	3	142671348		$9,525.83
001722100-03	NE	22	26	25	3	142671348		$1,877.96
000914200-01	NW	14	24	27	3	138155407		$845.74
000914400-01	SW	14	24	27	3	138155711		$882.43
000915300-01	SE	15	24	27	3	138155902		$919.25
001722100-01	NE	22	26	25	3	142671348		$353.83
001722200-01	PT NW	22	26	25	3	138155924		$214.66
001722300-01	SE	22	26	25	3	138155395		$481.10
001831200-01	NW	31	26	26	3	138156060		$862.95
001927200-01	NW	27	26	27	3	138155272		$913.49
001927400-01	SW	27	26	27	3	138155362		$867.20
001936300-01	SE	36	26	27	3	138155834		$837.98
001936400-01	SW	36	26	27	3	138155878	1	$866.90
00182203-01	PT NW	12	26	26	3	148486797		$490.55
002401300-01	SE	01	27	27	3	1348591121		$818.16
002401400-01	SW	01	27	27	3	134859099		$692.74

(SEAL)

Submitted to the head of the council
this 21st day of March, 2024.

[redacted]

Administrator