

Rural Municipality of Chesterfield No. 261**Meeting Minutes****Regular Meeting of Council November 14, 2023 - 01:00 PM**

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held November 14, 2023, in the municipal council chambers located at 205 Main Street Eatonia Saskatchewan.

ATTENDANCE

Council members in attendance were:

Reeve: Bill Thomson

Division 1: Brent Watts - Absent

Division 2: Leah Cooper

Division 3: David Booker

Division 4: Alan Busby

Division 5: Clinton Hoffman

Division 6: Duane Cridland

Division 8: Doug Bredy - Absent

The Following Staff Members were in attendance:

Administrator: Tosha Kozicki

DISCLOSURE STATEMENTS

Disclosure Statements were completed by members of council and filed except Division 1 Councillor and Division 8 Councillor who will fill out later as they were not in attendance.

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: 2023-11-01

Moved By: Alan Busby

Seconded By: David Booker

That the minutes from the meeting held on October 10, 2023, be approved as per
corrections.
circulated.

CARRIED

Reeve

Administrator

CORRESPONDENCE

Resolution No: 2023-11-02

Moved By: David Booker

Seconded By: Duane Cridland

That the municipality acknowledge receipt of the following correspondence and file for future reference: Nuisance Grounds Report October, 2023, WCMGC (West Central Municipal Government Committee) Minutes Oct. 26, 2023, RCMP Report July - Sept. 2023, Gravel Pile Volume as of October 19, 2023 before Crushing, LTA (Leader Trust Advisory) Committee Minutes October 23, 2023, Plant Health Network Newsletter Update, APAS (Agricultural Producers Association of Saskatchewan) Renewal Letter 2023, APAS Agenda for AGM, Community Engagement Committee Meeting (SHA) Minutes, Landfill report ESA (Environmental Site Assessment) Pinter & Associates.

CARRIED

FINANCIALS

Resolution No: 2023-11-03

Moved By: Clinton Hoffman

Seconded By: Leah Cooper

That the statement of revenues and expenses and bank reconciliation for October 2023 be approved as presented.

CARRIED

PAYMENT OF ACCOUNTS

Resolution No: 2023-11-04

Moved By: Alan Busby

Seconded By: David Booker

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

Accounts for approval as follows: Chx 3351 - 3376 - \$311,279.23

Online Banking 2023-0164 - 2023-0180 - \$270,808.58

Payroll 259 - 260 - \$3,677.77

Payroll 261 - 270 - \$20,649.67

Payroll 271 - 272 - \$3,677.77

Payroll 273 - 282 - \$24,115.88

Payroll 283 - 284 - \$3,677.77

Payroll 285 - 292 - \$18,546.45

CARRIED

1:30 p.m. - 2:00 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting.

2:00 p.m. - 2:20 p.m. EOL (Eatonia Oasis Living) Board Member Del Price attended the RM Council Meeting.

REPORTS**Resolution No: 2023-11-05****Moved By:** Clinton Hoffman**Seconded By:** Alan Busby

That the following reports be filed for future reference: Medical Arts Report, Landfill Committee Report, Gravel Crushing Report, SARM (Saskatchewan Association of Rural Municipalities) Midterm Convention Report, Administrator's Report, CEN Fire Association Report.

CARRIED**EQUIPMENT - FROST AUGER****Resolution No: 2023-11-06****Moved By:** Alan Busby**Seconded By:** David Booker

That the municipality purchase a 6" hex Rock bit 7169665 for \$1,851.17 with the round to hex adapter 6662874 for \$415.52 for a total amount of \$2,266.69 plus applicable taxes from Bobcat.

CARRIED**UTILITY WORKER RETROACTIVE PAY - DUSTIN LEE - \$2****Resolution No: 2023-11-07****Moved By:** David Booker**Seconded By:** Alan Busby

That the municipality approves retroactive pay to Dustin Lee in the amount of \$1,644 minus deductions as his probationary period of 3 months has surpassed and his wage was increased by \$2 from \$25 per hour to \$27 per hour as of July 4, 2023.

CARRIED**DONATION - SANTA'S SHOP - EOL \$100****Resolution No: 2023-11-08****Moved By:** Leah Cooper**Seconded By:** Alan Busby

That the municipality donate \$100 to the 2023 Eatonia Oasis Santa's Shop Program, to help raise funds for Eatonia Oasis Living Care Home.

CARRIED

EATONIA DISTRICT RECREATION BOARD DONTATION**Resolution No:** 2023-11-09**Moved By:** David Booker**Seconded By:** W.R. (Bill) Thomson

That the municipality acknowledges the letter from Eatonia & District Recreation Board requesting sponsorships and donations.

CARRIED**DONATION - LAPORTE HALL****Resolution No:** 2023-11-10**Moved By:** Alan Busby**Seconded By:** Leah Cooper

That the municipality acknowledges the letter from Laporte Community Hall Board Requesting donations.

CARRIED**BYLAW NO. 3-2023 - A BYLAW RESPECTING BUILDINGS - FIRST READING****Resolution No:** 2023-11-11**Moved By:** Alan Busby**Seconded By:** David Booker

That Bylaw No. 3-2023 A Bylaw Respecting Buildings be introduced and read a first time.

CARRIED**BYLAW NO. 3-2023 - A BYLAW RESPECTING BUILDINGS - SECOND READING****Resolution No:** 2023-11-12**Moved By:** Leah Cooper**Seconded By:** Duane Cridland

That Bylaw No. 3-2023 A bylaw Respecting Buildings be read a second time.

CARRIED

BYLAW NO. 3-2023 - A BYLAW RESPECTING BUILDINGS - ALLOW FOR THIRD READING**Resolution No:** 2023-11-13**Moved By:** Clinton Hoffman**Seconded By:** W.R. (Bill) Thomson

That Bylaw No. 3-2023 A Bylaw Respecting Buildings be given three readings at this meeting.

CARRIED UNANIMOUSLY**BYLAW NO. 3-2023 - A BYLAW RESPECTING BUILDINGS - THIRD READING****Resolution No:** 2023-11-14**Moved By:** Alan Busby**Seconded By:** Leah Cooper

That Bylaw No. 3-2023 A Bylaw Respecting Buildings be read a third time and the Municipalities officers sign and seal the Bylaw.

CARRIED**BYLAW NO. 4-2023 - A BYLAW TO ESTABLISH FEES FOR BUILDING PERMIT SERVICES - FIRST READING****Resolution No:** 2023-11-15**Moved By:** W.R. (Bill) Thomson**Seconded By:** Duane Cridland

That Bylaw No. 4-2023 A Bylaw To Establish Fees For Building Permit Services be introduced and read a first time.

CARRIED**BYLAW NO. 4-2023 - A BYLAW TO ESTABLISH FEES FOR BUILDING PERMIT SERVICES - SECOND READING****Resolution No:** 2023-11-16**Moved By:** Clinton Hoffman**Seconded By:** Leah Cooper

That Bylaw No. 4-2023 A Bylaw To Establish Fees For Building Permit Services be read a second time.

CARRIED

**BYLAW NO. 4-2023 - A BYLAW TO ESTABLISH FEES FOR BUILDING PERMIT SERVICES -
ALLOW FOR THIRD READING**

Resolution No: 2023-11-17

Moved By: David Booker

Seconded By: W.R. (Bill) Thomson

That Bylaw No. 4-2023 A Bylaw To Establish Fees For Building Permit Services be given three readings at this meeting.

CARRIED UNANIMOUSLY

**BYLAW NO. 4-2023 - A BYLAW TO ESTABLISH FEES FOR BUILDING PERMIT SERVICES -
THIRD READING**

Resolution No: 2023-11-18

Moved By: Alan Busby

Seconded By: Clinton Hoffman

That Bylaw No.4-2023 A Bylaw To Establish Fees For Building Permit Services be read a third time and the Municipalities officers sign and seal the Bylaw.

CARRIED

**PROPOSAL FOR EMERGENCY PLANNING - PRAIRIE WINDS EMERGENCY PLANNING
DISTRICT - TSS GRANT**

Resolution No: 2023-11-19

Moved By: W.R. (Bill) Thomson

Seconded By: Leah Cooper

That the municipality approves the proposal for Emergency Response Plan & Training from Bolt From The Blue Management subject to the other municipalities approvals that are part of the Prairie Winds Emergency Planning District.

CARRIED

MUNICIPAL REVENUE SHARING GRANT - 2023-2024 - ELIGIBILITY REQUIREMENTS**Resolution No: 2023-11-20****Moved By:** Leah Cooper**Seconded By:** Duane Cridland

The Council of the Rural Municipality of Chesterfield No. 261 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant. They are as follows: Submission of the Audited Annual Financial Statement to the ministry; Submission of the Public Reporting on Municipal Waterworks to the Ministry (if applicable) the municipality does not run a Municipal Waterworks System; In Good Standing with respect to the reporting and remittance of Education Property Taxes; Adoption of a Council Procedure Bylaw; Adoption of an Employee Code of Conduct; and All Members of Council have filed and annually updated their Disclosure Statements, as required and we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED**SARM PSIP (PROPERTY SELF INSURANCE PROGRAM) PRE – RENEWAL****Resolution No: 2023-11-21****Moved By:** W.R. (Bill) Thomson**Seconded By:** Leah Cooper

That the municipality approves the PSIP (Property Self Insurance Program) Pre - Renewal for January 1, 2024, to January 1, 2025.

CARRIED**BOSSSES XMAS PARTY - CHAMBER OF COMMERCE****Resolution No: 2023-11-22****Moved By:** Alan Busby**Seconded By:** David Booker

That the municipality purchase tickets for the Bosses Christmas Party put on by Eatonia Chambers of Commerce, Dec. 2, 2023, in the amount of \$840.00 (14X\$60) for staff members who wish to attend the event. The municipality will also donate a table of 8 in the amount of \$480.00 to Eatonia Oasis Living Staff to attend the event.

CARRIED**ADJOURNMENT****Resolution No: 2023-11-23****Moved By:** Leah Cooper

That this meeting now adjourn at 4:14 p.m.

NEXT REGULAR MEETING December 12, 2023 at 1:00 p.m.

CARRIED

Reeve

Administrator

Accounts for Approval

CHEQUE NUMBER	VENDOR	DATE	AMOUNT
3351	U.M.A.S.S.	October 23 , 2023	\$ 105.00
3352	3-Way Sales & Service Ltd.	November 14, 2023	\$ 111.20
3353	4 Hire Welding Ltd.	November 14, 2023	\$ 127.15
3354	Bee-J's Stationers Inc.	November 14, 2023	\$ 43.28
3355	Brandt Tractor Ltd.	November 14, 2023	\$ 2,307.55
3356	CEN Fire Protection Assoc.	November 14, 2023	\$ 3,254.67
3357	Kindersley & Dist. Coop	November 14, 2023	\$ 1,400.00
3358	Larry Dyck	November 14, 2023	\$ 1,905.75
3359	Eatonia Lions Club	November 14, 2023	\$ 1,000.00
3360	Eatonia Oasis Living	November 14, 2023	\$ 41,500.00
3361	Feiffer's Tire Ltd	November 14, 2023	\$ 109.49
3362	GD Extermination	November 14, 2023	\$ 2,406.48
3363	Information Services Corp.	November 14, 2023	\$ 260.00
3364	Pattison Ag Limited	November 14, 2023	\$ 15,808.00
3365	Kindersley Bearing (2008) Ltd.	November 14, 2023	\$ 167.90
3366	Donna Lothammer	November 14, 2023	\$ 150.00
3367	Holly Odland(Santa's Hut)	November 14, 2023	\$ 100.00
3368	Petty Cash	November 14, 2023	\$ 99.90
3369	Prairie Oasis Drinking Water	November 14, 2023	\$ 50.00
3370	Rhodes Sales & Services	November 14, 2023	\$ 19,781.31
3371	SeBo Enterprises Ltd.	November 14, 2023	\$ 1,707.44
3372	SGL Auto Fund Division	November 14, 2023	\$ 3,782.68
3373	Tisto Maki	November 14, 2023	\$ 200.00
3374	Wheatland Aggregates Ltd.	November 14, 2023	\$ 210,262.50
3375	Warner Ind Swift Current Ltd.	November 14, 2023	\$ 783.16
3376	Xerox Canada Ltd.	November 14, 2023	\$ 108.90

Total for Cheque: \$311,279.23

Accounts for Approval

ONLINE BANKING	VENDOR	DATE	AMOUNT
2023-0164	Burner Guys Ltd.	October 31, 2023	\$ 1,325.36
2023-0165	Canada Revenue Agency	October 31, 2023	\$ 18,753.30
2023-0166	Larry Dyck	October 31, 2023	\$ 6,410.25
2023-0167	MEPP	October 31, 2023	\$ 13,561.94
2023-0168	SK Tel/Mobility	October 31, 2023	\$ 36.08
2023-0169	Sask Mun. Hail Insurance	October 31, 2023	\$ 174,661.95
2023-0170	Sask Finance	October 31, 2023	\$ 38,521.22
2023-0171	Sask Worker's Compensation	October 31, 2023	\$ 12.19
2023-0172	Collabria	November 14, 2023	\$ 2,765.15
2023-0173	GFL Environmental SFS Inc.	November 14, 2023	\$ 168.13
2023-0174	John Deer Financial	November 14, 2023	\$ 5,731.33
2023-0175	Kindersley & District Coop	November 14, 2023	\$ 1,284.83
2023-0176	Sask Tel/Mobility	November 14, 2023	\$ 415.93
2023-0177	Somerville Farms (2014) Ltd	November 14, 2023	\$ 741.34
2023-0178	Sask Power/Energy	November 14, 2023	\$ 731.56
2023-0179	Town of Eatonia	November 14, 2023	\$ 2,666.80
2023-0180	Triways Disposal Services	November 14, 2023	\$ 639.64

Total for EFT's: \$ 270,808.58

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
259	Tosha Kozicki	October 13, 2023	\$ 2,520.34
260	Colette O'Connor	October 13, 2023	\$ 1,157.43
	Total for AP		\$ 3,677.77

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
261	Shane Stusrud	October 13, 2023	\$ 2,712.04
262	David Jones	October 13, 2023	\$ 2,090.46
263	Gordon Roesch	October 13, 2023	\$ 2,120.30
264	Landon Czeck Schaeffer	October 13, 2023	\$ 2,073.24
265	Michael Reynolds	October 13, 2023	\$ 2,096.59
266	Tisto Maki	October 13, 2023	\$ 1,651.31
267	Jim Schmold	October 13, 2023	\$ 2,408.33
268	Stewart St. John	October 13, 2023	\$ 1,876.18
269	Dean Aldridge	October 13, 2023	\$ 1,997.53
270	Dustin Lee	October 13, 2023	\$ 1,623.69
	Total for AP		\$ 20,649.67

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
271	Tosha Kozicki	October 27, 2023	\$ 2,520.34
272	Colette O'Connor	October 27, 2023	\$ 1,157.43
	Total for AP		\$ 3,677.77

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
273	Shane Stusrud	October 27, 2023	\$ 2,712.04
274	David Jones	October 27, 2023	\$ 2,232.25
275	Gordon Roesch	October 27, 2023	\$ 3,304.08
276	Landon Czeck Schaeffer	October 27, 2023	\$ 2,694.34
277	Michael Reynolds	October 27, 2023	\$ 2,250.85
278	Tisto Maki	October 27, 2023	\$ 1,688.02
279	Jim Schmold	October 27, 2023	\$ 2,860.27
280	Stewart St. John	October 27, 2023	\$ 2,364.08
281	Dean Aldridge	October 27, 2023	\$ 2,151.79
282	Dustin Lee	October 27, 2023	\$ 1,858.16
	Total for AP		\$ 24,115.88

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
283	Tosha Kozicki	November 10, 2023	\$ 2,520.34
284	Colette O'Connor	November 10, 2023	\$ 1,157.43
Total for AP			\$ 3,677.77

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
285	Shane Stusrud	November 10, 2023	\$ 2,712.04
286	David Jones	November 10, 2023	\$ 2,258.10
287	Gordon Roesch	November 10, 2023	\$ 2,540.02
288	Landon Czeck Schaeffer	November 10, 2023	\$ 2,671.26
289	Michael Reynolds	November 10, 2023	\$ 2,264.80
290	Jim Schmold	November 10, 2023	\$ 2,249.53
291	Dean Aldridge	November 10, 2023	\$ 2,165.74
292	Dustin Lee	November 10, 2023	\$ 1,684.96
Total for AP			\$ 18,546.45


Reeve


Administrator