

**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE RURAL MUNICIPALITY OF REFORD NO. 379
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN
THURSDAY, JANUARY 11, 2024**

PRESENT

Reeve	Todd Miller
Councillors	
Division No. One	Becky Huber
Division No. Two	Jason Delainey
Division No. Three	Lyle Ulsifer
Division No. Four	Evan Johnson
Division No. Five	Daryl Glackin
Division No. Six	Brett Sittler
CAO	Valerie Fendelet
Foreman	Duane Westgard

CALL TO ORDER

A quorum being present, Reeve Miller called the meeting to order at 9:00 a.m.

CONFLICT OF INTEREST DECLARATION

Reeve Miller asked for any conflict-of-interest declaration with regard to listed agenda items.

- None declared.

MINUTES

001/23-24 – REGULAR MEETING MINUTES

MOVED BY ULSIFER

THAT Council adopt the minutes of the Regular Meeting held on December 7th, 2023 as amended:

447/22-23 – MAINTENANCE REPORT

Acting be stricken.

Carried.

002/23-24 – SPECIAL MEETING MINUTES

MOVED BY HUBER

That Council adopt the minutes of the Special Meeting held on December 20th, as circulated.

Carried.

003/23-24 – BANK RECONCILIATION: FIRE CAPITAL ACCOUNT

MOVED BY SITTLER

THAT Council accepts the Bank Reconciliation for the Fire Capital Account for the Year, 2023 as presented.

Carried.

004/23-24 – BANK RECONCILIATION: SAVINGS ACCOUNT

MOVED BY JOHNSON

THAT Council accept the Bank Reconciliation for the Savings Account for the Year, 2023 as presented.

Carried.

Council reviewed and discussed preliminary operating budget.



005 /23-24 - GRADER TIRE PURCHASE

MOVED BY ULSIFER

THAT the RM purchase four (4) tires for the 2013 Volvo G970 Motor Grader and four (4) tires for the 2018 John Deere 872GP Grader from Fab-All Welding Ltd. for approximately \$28,000.00 taxes inclusive.

Carried.

10:45 a.m. Reeve Miller recessed meeting.

10:55 a.m. Reeve Miller reconvened meeting.

Councillor Huber exited council chambers.

PERSONNEL

006/23-24 - IN-CAMERA SESSION

MOVED BY SITTLER

THAT Council move into a closed session to discuss audit, legal, and personnel matters pursuant to *The Municipalities Act*, clause 120(2)(a), and Parts III and IV of the *Local Authority Freedom of Information and Privacy Act*, the time being 11:04 a.m.

Carried.

Present: Reeve Miller; Councillors: Ulsifer, Johnson, Glackin, Sittler; CAO Fendelet.

11:04 a.m. Foreman Duane Westgard exited council chambers.

12:07 p.m. Foreman Duane Westgard entered council chambers.

007/23-24 - RESUME OPEN SESSION

MOVED BY JOHNSON

THAT Council move out of a closed session into public meeting, the time being 1:34 p.m.

Carried.

008/23-24 - RESCIND RESOLUTION #468/22-23

MOVED BY MILLER

THAT Council rescind Resolution # 468/22-23 Gravel Supply – J. Alexander Trucking Ltd.

Carried.

009/23-24 - GRAVEL PURCHASE

MOVED BY DELAINEY

BE IT RESOLVED Council authorizes the purchase of 2,600 cubic yards of Type 33 and 2600 cubic yards of Type 106 gravel from J. Alexander Trucking Ltd. not to exceed a total \$150,000 for these purchases;

BE IT FURTHER RESOLVED Council authorizes CAO Fendelet and Foreman Duane Westgard to negotiate the terms of purchase and oversee the delivery of the gravel;

BE IT FURTHER RESOLVED, that CAO Fendelet is authorized to execute any required contracts or agreements on behalf of the RM.

Carried.

010/23-24 - MAINTENANCE REPORT

MOVED BY GLACKIN

THAT Council accepts the Maintenance Report by the Foreman; and

THAT the report be filed in the municipal records.

Carried.

011/23-24 – ADMINISTRATION REPORT

MOVED BY GLACKIN

THAT Council accept the Administration Report as given by the CAO.

Carried.

INFRASTRUCTURE

012/23-24 – COMPUTER SOFTWARE PURCHASE

MOVED BY ULSIFER

THAT the RM purchase an Accounts Receivable software program from Munisoft for a cost of \$2,500.00 plus applicable taxes.

Carried.

013/23-24 – TABLE THE MUNICIPALITIES ACT

MOVED BY DELAINEY

THAT agenda item *The Municipalities Act* be tabled to the next regular meeting of Council.

Carried.

OTHER BUSINESS

014/23-24 – STRAY ANIMALS

MOVED BY DELAINEY

That Council appoint Valerie Fendelet as the Administrator for the purposes of *The Stray Animals Act*.

Carried.

015/23-24 – POUND KEEPER

MOVED BY ULSIFER

That Council appoint the finder of any stray animal as the pound keeper at the time of finding the animal(s) and that the regulations under *The Stray Animals Act* be followed.

Carried.

016/23-24 – DEPUTY REEVE

MOVED BY MILLER

That Council appoint Evan Johnson as the Deputy Reeve for the RM of Reford No. 379 for 2024.

Carried.

017/23-24 – DEVELOPMENT APPEALS BOARD

MOVED BY DELAINEY

THAT Council appoint Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh;

FURTHER, that the Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair from among their numbers.

Carried.

018/23-24 – DEVELOPMENT APPEALS BOARD SECRETARY - 2024

MOVED BY GLACKIN

THAT Council appoint Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. Should Claudette McGuire be 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.

019/23-24 – MUNICIPAL BOARD OF APPEAL

MOVED BY JOHNSON

THAT Council appoint Western Municipal Consulting Ltd. to manage the Municipal Board of Appeals process for the term January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeals: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh;

FURTHER, that the Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair from among their numbers.

Carried.

020/23-24 – MUNICIPAL BOARD OF APPEALS SECRETARY - 2024

MOVED BY DELAINEY

THAT Council appoint Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Municipal Board of Appeals for the term January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. Should Marlene Hassard be 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.

021/23-24 – FIRE FIGHTING APPOINTMENTS

MOVED BY MILLER

THAT each Councillor be appointed as a fire ranger for their own division;

FURTHER that Council authorizes the volunteer fire fighters of the Wilkie District Fire Association to fight fires in the municipality on behalf of the R.M. of Reford No. 379 as per the following list for coverage under our SARM Liability Insurance:

Wilkie: Fire Chief Randy Elder, Deputy Fire Chief Craig Sittler, Steve Elder, Jeff Ens, Dylan Gillespie, Mark Karstens, Banden Kotzer, Matthew Schaber, Kris Slind, Greg Stewart, Jim Williams, Blair Winterhalt, Ryan Babchuk, Greg Brooks, Vitto Rizzuto, Cameron Bantle, Andrew Risling.

Carried.

022/23-24 – LOCAL ASSISTANT DELEGATIONS

MOVED BY GLACKIN

THAT, in accordance with section 14 of *The Fire Safety Act*, Council appoints Fire Chief Randy Elder as the Local Assistant for the municipality for 2024.

Carried.

023/23-24 – FIDELITY BOND - 2024

MOVED BY ULSIFER

THAT Council acknowledges presentation of Fidelity Bond in compliance with subsection 113(3) of *The Municipalities Act*.

Carried.

024/23-24 – MUNICIPAL REVENUE SHARING GRANT DECLARATION

MOVED BY MILLER

THAT Council of the Rural Municipality of Reford No. 379 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- submission of the 2022 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 Disclosures Statements, as required; and

FURTHER, that Council authorizes CAO Fendelet to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried.

025/23-24 – WORKERS’ COMPENSATION BOARD COVERAGE - 2024

MOVED BY SITTLER

THAT the Saskatchewan Workers’ Compensation Board coverage amount of \$40,382.00 be set for all elected officials and appointed officials for 2024.

Carried.

026/23-24 – SASKATCHEWAN LOTTERIES GRANT ALLOCATION

MOVED BY SITTLER

THAT the RM allocates \$970.00 (122 population x \$7.95/person) to the Town of Wilkie and an amount of \$795.00 (100 population x \$7.95/person) to the Village of Landis for application under the Saskatchewan Lotteries Community Grant Program.

Carried.

027/23-24 – REMUNERATION / MILEAGE

MOVED BY ULSIFER

THAT Council remuneration and mileage rate for municipal business remain the same at the 2023 rates:

- \$200/day – Council/Committee Meetings, Supervision Public Works
- \$100.00 ½ day – Meetings (4 hours or less_
- \$25.00/hour – Indemnity and Supervision
- \$275/day – Convention/Seminars
- \$0.60/KM Travel

Carried.

028/23-24 – CORRESPONDENCE

MOVED BY SITTLER

THAT the following correspondence be filed in the municipal record:

- Town of Wilkie – Saskatchewan Lotteries Grant
- SMHI – 2023 Hail Claims.

Carried.

ACCOUNTS / FINANCIAL STATEMENT
029/23-24 – ACCOUNTS FOR PAYMENT
MOVED BY SITTLER

THAT Council approve the following List of Accounts for payment hereto forming part of these minutes:

1. The list of cheques numbered 16887 to 16934 totalling \$119,190.26;
2. The list of electronic payments numbered 1184 to 1195 totalling \$82,982.17;
3. The list of Payroll payments for the period ending December 31st, 2023 totalling \$34,513.96;

for a total of \$236,686.39.

Carried.

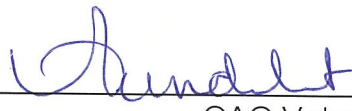
030/23-24 ADJOURN
MOVED BY SITTLER

THAT this meeting adjourn at 2:20 p.m.

Carried.



Reeve Todd Miller



CAO Valerie Fendeleit