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**MINUTES OF A SPECIAL MEETING OF COUNCIL
OF THE RURAL MUNICIPALITY OF REFord NO. 379
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN
WEDNESDAY, DECEMBER 20, 2023**

PRESENT

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

ABSENT

Councillor(s)	
Division No. Two	Jason Delainey

CALL TO ORDER

A quorum being present, Reeve Miller called the meeting to order at 9:10 a.m.

CONFLICT OF INTEREST DECLARATION

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

- None Declared.

ACCOUNTS / FINANCIAL STATEMENT

465/22-23 - ACCOUNTS

MOVED BY ULSIFER

THAT, the following List of Accounts be approved for payment and that the list annexed hereto and forms a part of these minutes:

1. The list of cheques numbered 16887 to 16894 totalling \$18,823.70;
2. The list of electronic payments numbered 1184 to 1187 totalling \$19,319.19;

for a total of \$38,142.89.

Carried.

PERSONNEL

466/22-23 - MUNICIPAL ORGANIZATION CHART

MOVED BY HUBER

BE IT RESOLVED, Council adopt the proposed organization chart, a copy of which is hereto attached as Exhibit "A", which shall be implemented immediately;

FURTHER RESOLVED, that any necessary amendments or modifications to the organization chart may be made in the future with the approval of the Council.

Carried.

INFRASTRUCTURE

467/22-23 – MINISTRY OF HIGHWAYS

MOVED BY GLACKIN

THAT Council approves payment in the amount of \$14,985.00 to the Ministry of Highways for the resurfacing of Grid 657.

Carried.

468/22-23 – GRAVEL SUPPLY – J. ALEXANDER TRUCKING LTD.

MOVED BY SITLER

WHEREAS J. Alexander Trucking Ltd. has offered to supply (7,000 – 8,000) cubic yards of gravel at a rate of \$19.50 per cubic yard; and

WHEREAS the total estimate of the gravel purchase is estimated to be \$136,500.00 to \$156,000.00;

BE IT RESOLVED Council authorizes the purchase of (7,000 – 8,000) cubic yards of gravel from J. Alexander Trucking Ltd. at a rate of \$19.50 per cubic yard;

BE IT FURTHER RESOLVED, that Foreman Duane Westgard is authorized to negotiate terms of purchase and oversee the delivery of the gravel;

BE IT FURTHER RESOLVED, that CAO Fendelet is authorized to finalize the terms of purchase, execute any required contracts or agreements.

Carried.

469/22-23 – LIABILITY COVERAGE - VEHICLES

MOVED BY ULSIFER

THAT the municipal pickup trucks 1997 GMC SL3500 and 2013 Ford F250 XLT Super Cab each be insured with a \$2M liability coverage through Saskatchewan Government Insurance (SGI).

Carried.

470/22-23 – COMPUTER EQUIPMENT / SOFTWARE

MOVED BY HUBER

THAT agenda item Computer Equipment / Software be tabled to the next regular meeting of Council.

Carried.

PERSONNEL

471/22-23 – IN-CAMERA SESSION

MOVED BY HUBER

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 9:20 a.m.

Carried.

Present: Reeve Miller; **Councillors:** Huber, Ulsifer, Johnson, Glackin, Sittler; CAO Fendelet; Laurie Thompson.

9:21 a.m. – Laurie Thompson exited chambers.

9:22 a.m. – Jenson Stromberg CPA (Auditors) joined via conference call.

9:38 a.m. – Jenson Stromberg CPA (Auditors) exited conference call.

9:45 a.m. – Municipal Solicitor, McKercher McKercher LLP joined via virtual meeting.

11:00 a.m. – Municipal Solicitor, McKercher McKercher LLP exited virtual meeting.

11:08 a.m. Councillor Delainey joined via conference call.

11:37 a.m. – Councillor Delainey exited conference call.

472/22-23 – RESUME OPEN SESSION

MOVED BY HUBER

THAT Council move out of a closed session into public meeting, the time being 12:38 p.m.

Carried.

OTHER BUSINESS

473/22-23 – AGENDA ITEM ADDITION - CORRESPONDENCE

MOVED BY HUBER

THAT Council approve an item addition of Correspondence to the agenda:

7. OTHER BUSINESS

b. New Business

v. Correspondence

- Duane Westgard – Email dated December 20, 2023.

Carried.

PERSONNEL

474/22-23 – VACATION REQUEST – D. WESTGARD

MOVED BY MILLER

WHEREAS Foreman, Duane Westgard has not accumulated sufficient vacation leave; and

WHEREAS Foreman, Duane Westgard has taken vacation leave without prior approval from Council;

That Council approve the requested vacation of Duane Westgard for December 15, 18, 19, and 20, 2023 without pay.

Carried.

Reeve Miller requested a recorded vote.

For: Reeve Miller; Councillors: Huber, Ulsifer, Johnson, Glackin, Sittler.

Against: None.

475/22-23 – VACATION REQUEST – D. WESTGARD

MOVED BY MILLER

That Council approve the requested vacation of Duane Westgard for December 21, 22, 27, 28, and 29, 2023.

Unanimously Defeated.

Reeve Miller requested a recorded vote.

For: None.

Against: Reeve Miller; Councillors: Huber, Ulsifer, Johnson, Glackin, Sittler.

Reeve Miller requested a recorded vote.

476/22-23 – VACATION REQUEST – D. WESTGARD

MOVED BY MILLER

That Council approve the requested vacation of Duane Westgard for January 2, 3, 4, and 5, 2024

Unanimously Defeated.

Reeve Miller requested a recorded vote.

For: None.

Against: Reeve Miller; Councillors: Huber, Ulsifer, Johnson, Glackin, Sittler.

477/22-23 - VACATION REQUEST - T. GLESSING

MOVED BY MILLER

That Council approve the requested vacation of Terry Glessing for December 27, 28, and 29, 2023.

Unanimously Carried.

Reeve Miller requested a recorded vote.

For: Reeve Miller; Councillors: Huber, Ulsifer, Johnson, Glackin, Sittler.

Against: None.

OTHER BUSINESS

478/22-23 - 2022 AUDITED FINANCIAL STATEMENTS

MOVED BY SITTLER

THAT Council approve the 2022 audited Financial Statements as presented by the Municipal Auditors, Jenson Stromberg, CPA;

FURTHER, that Council authorize Reeve Miller and CAO Fendelet to sign the financial statement letters.

Carried.

479/22-23 - THE MUNICIPALITIES ACT

MOVED BY HUBER

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

Carried.

480/22-23 - LIST OF APPOINTMENTS - 2024

MOVED BY SITTLER

THAT the Council make appointments for a one-year term as outlined in the 2024 List of Appointments hereto attached as Exhibit "B" to these minutes.

Carried.

481/22-23 - BOARD OF REVISION - 2024

MOVED BY HUBER

THAT Council appoint Western Municipal Consulting Ltd. to manage the Board of Revision 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 Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreneiere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Mareen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberley Speers, Nick Coroliuck, 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.

482/22-23 - BOARD OF REVISION SECRETARY - 2024

MOVED BY ULSIFER

THAT Council appoint Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revision 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.

464/22-23 ADJOURN.

MOVED BY SITTLER

THAT this meeting adjourn at 3:12 p.m.

Carried.



Reeve Todd Miller



CAO Valerie Fendele