

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE RURAL MUNICIPALITY OF REFORD NO. 379  
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN  
THURSDAY, NOVEMBER 2, 2023**

**PRESENT**

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

**CALL TO ORDER**

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

Councillor Huber entered chambers at 9:04 a.m.

**CONFLICT OF INTEREST DECLARATION**    **AMENDED BY RESOLUTION #435/22-23**

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

- Evan Johnson – Item # 7. Personnel c. Harassment i) [REDACTED]

**MINUTES**

**413/22-23 - REGULAR MEETING MINUTES**

**MOVED BY ULSIFER**

THAT the minutes of the Regular Meeting held on October 12<sup>th</sup>, 2023 be adopted as circulated.

Carried.

**414/22-23 - SPECIAL MEETING MINUTES**

**MOVED BY HUBER**

That the minutes of the Special Meeting held on October 17, 2023 be adopted as circulated.

Carried.

**415/22-23 - SPECIAL MEETING MINUTES**

**MOVED BY DELAINEY**

That the minutes of the Special Meeting held on October 18, 2023 be adopted as circulated.

Carried.

**416/22-23 - SPECIAL MEETING MINUTES**

**MOVED BY SITTLE**

That the minutes of the Special Meeting held on October 25, 2023 be adopted as circulated.

Carried.

**417/22-23 - AMENDMENT SEPTEMBER 14/23 MINUTES**

**MOVED BY HUBER**

That the September 14, 2023 Meeting Minutes be amended to reflect delegations in attendance to address Council as follows:

- Diane Glessing pertaining to employee pension payments and short-term disability amounts for Terry Glessing;
- Duane Westgard delivering written correspondence regarding actions of previous council members.

Carried.

**ACCOUNTS / FINANCIAL STATEMENT**

**418/22-23 - 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 for the Month of October, 2023:

1. The list of cheques numbered 16830 to 16842 totalling \$15,785.42;
2. The list of electronic payments numbered 1167 to 1173 totalling \$63,192.05;
3. The list of payroll payments for the period ending October 31<sup>st</sup>, 2023 totalling \$32,517.92;
4. For a total of \$111,495.39.

Carried.

**419/22-23 - TABLE GRANT PAYMENTS**

**MOVED BY HUBER**

That payment of the following Grants be tabled to the December regular meeting of council:

1. Cemetery, Recreation, and
2. Wilkie Fire Capital.

Carried.

**420/22-23 - STATEMENT OF FINANCIAL POSITION**

**MOVED BY SITTLER**

THAT we accept the Statement of Financial Position for the Month of October, 2023 as presented.

Carried.

**421/22-23 - SEASONAL LAY OFF**

**MOVED BY GLACKIN**

*Amended Resolution #451/22-23*

That the Council acknowledge the seasonal layoff of Bob Gibson effective November 17, 2023.

Carried.

**422/22-23 - ROAD SURVEY**

**MOVED BY JOHNSON**

That the Council authorize Acting Foreman, Darrell Halliday to contract Meridian Survey to survey approximately 1 mile of road on Township Road 392 between Range Road 3202 to 3203.

Carried.

**Council Recessed from 9:57 to 10:05 a.m.**

**423/22-23 - JD872P GRADER REPAIRS**

**MOVED BY MILLER**

That the Council authorize the rear-end repairs on the John Deere Grader 872P for approximately \$30,000.00.

Carried.

10:27 a.m. Councillor Glackin exited chambers.

10:30 a.m. Councillor Glackin entered chambers.

10:34 a.m. Councillor Delainey exited chambers.

10:36 a.m. Councillor Delainey entered chambers.

**PERSONNEL**

**424/22-23 - MAINTENANCE REPORT**

**MOVED BY HUBER**

THAT Council accepts the Maintenance Report as presented by the Acting Foreman; and

THAT the report be filed in the municipal records.

Carried.

**425/22-23 - ADMINISTRATION REPORT**

**MOVED BY SITTLER**

THAT Council accepts the verbal Administration Report as given by the CAO.

Carried.

**426/22-23 - IN-CAMERA SESSION**

**MOVED BY HUBER**

THAT Council move into a closed session to discuss legal and personnel matters pursuant to *The Municipalities Act*, clause 120(2)(a), and Part IV of the *Local Authority Freedom of Information and Privacy Act*, the time being 10:46 a.m.

Carried.

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

10:47 a.m. - Darrel Halliday exited chambers.

10:47 a.m. - Councillor Johnson exited chambers.

11:20 a.m. - Councillor Johnson entered chambers.

**427/22-23 - RESUME OPEN SESSION**

**MOVED BY JOHNSON**

THAT Council move out of a closed session into public meeting, the time being 12:07 p.m.

Carried.

**428/22-23 -VACATION - GLESSING, T.**

**MOVED BY GLACKIN**

That the Council approve the requested vacation of Terry Glessing as follows:

1. September 12, 2023;
2. October 3, 13, and 23, 2023.

Carried.

Reeve Miller requested a recorded vote.



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

**429/22-23 – VACATION – GLESSING, T.**  
**MOVED BY HUBER**

That the Council approve the requested vacation of Terry Glessing as follows:  
1. November 13, 14, and 15, 2023.

Carried.

Reeve Miller requested a recorded vote.  
For: Reeve Miller; Councillors: Huber, Delaine, Ulsifer, Glackin, Sittler.  
Abstain: Councillor Johnson.

**430/22-23 – RESCIND RESOLUTION #383/22-23**  
**MOVED BY ULSIFER**

That Resolution # 383/22-23 being a resolution authorizing the rental of a passenger vehicle to accommodate council, administration, foreman and acting foreman for a RM tour October 17, 2023 be rescinded at this meeting.

Carried.

Council review Code of Ethics Bylaw #2/2016 and signed receipt acknowledgement forms.

**431/22-23 – DEVELOPMENT PERMITS #001, 002, 003, & 004-2023**  
**MOVED BY DELAINEY**

That the Council acknowledge that permitted-use development applications were received to construct an approach, construction of a wellsite and access road for drilling a well for Petroleum and/or Natural Gas on:

- NW 7-38-19 W3M – Application # 001-2023,
- SE 6-38-19 W3M – Application # 002-2023,
- NE 31-37-19 W3M – Application # 003-2023,
- N ½ 6-38-19 W3M – Application # 004-2023; and

That Development Permits # 001-, 002, 003, and 004-2023 were issued subject to the following conditions:

1. The municipality's well drilling license fee is \$250.00 plus \$100.00 administration fee.
2. There will be an operational fee of \$6,000 charged on every oil and gas well drilling license issued.
3. No above-ground facilities, rock, dirt piles, etc. may be within 61 meters from centerline of road allowance or within 91 meters from the intersection of two or more roads.
4. No drilling within 61 meters from the center of developed road allowances.
5. Road approaches are to be constructed in accordance with Policy 1602 of the R.M. of Reford No. 379:
  - applications for approaches must be submitted in writing to the R.M. of Reford;
  - there must be an appropriate site distance;
  - the approach onto all developed roads must have a minimum 20 foot top and 3:1 slope;
  - a 450 mm – 500 mm diameter culvert must be installed on new approaches; and
  - an approach entering onto a gravel road must be graveled at the time of construction.
6. The municipality's approach approval fee is \$50.00 per well site location.

7. All vehicles must comply with Saskatchewan Highway's secondary weight regulations. Non-divisible loads exceeding secondary weight limits require a municipal overweight permit.
8. Speed limit on Municipal roads is 80 km per hour. Speed limit on overweight loads is 60 km per hour.
9. Approval of this application is and issue of a Permit does not absolve the applicant of obtaining other permits and approvals as may be required according to other Municipal, Provincial, and Federal Government legislation.
10. Landowner approval is required for any activity off the existing road allowance.
11. Development permits expire one (1) year from date of issue.

Carried.

**432/22-23 - MEDIA REQUEST**  
**MOVED BY HUBER**

THAT Council authorize the CAO to reply indicating Council's deferred response to the Unity-Wilkie Press Herald media request.

Carried.

**433/22-23 - GENERAL CORRESPONDENCE**  
**MOVED BY GLACKIN**

THAT the correspondence presented be filed in the municipal records.


Carried.

**434/22-23 ADJOURN.**  
**MOVED BY SITTLER**

THAT this meeting adjourn at 12:47 p.m.

Carried.

  
\_\_\_\_\_  
Reeve Todd Miller

  
\_\_\_\_\_  
CAO Valerie Fendelet