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**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE RURAL MUNICIPALITY OF REFORD NO. 379
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN
THURSDAY, DECEMBER 12, 2024**

PRESENT

Reeve	Justin Huber
Councillors	
Division No. Two	Jason Delainey
Division No. Three	Todd Miller
Division No. Four	Evan Johnson
Division No. Five	Daryl Glackin
Division No. Six	Brett Sittler
CAO	Valerie Fendelet

Absent: Division No. One Becky Huber

DELEGATION Alana Gunsch - North Saskatchewan River Basin Council (NSRBC)
Dwaine Kopp - Pest Control Officer

CALL TO ORDER

A quorum being present, Reeve Huber called the meeting to order at 9:03 a.m.

CONFLICT OF INTEREST DECLARATION

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

- None declared.

9:05 a.m. Alana Gunsch, NSRBC, joined council meeting via electronic communication.

9:20 a.m. Alana Gunsch, NSRBC, exited the council meeting.

9:30 a.m. Dwaine Kopp, Pest Control Officer, entered Council Chambers.

9:35 a.m. Dwaine Kopp, Pest Control Officer, exited Council Chambers.

MINUTES

319/23-24 - REGULAR MEETING MINUTES

MOVED BY SITTLER

BE IT RESOLVED Council adopt the minutes of the Regular Meeting held on November 7th, 2024, as circulated.

Carried.

320/23-24 - FIRST MEETING OF COUNCIL MINUTES

MOVED BY MILLER

BE IT RESOLVED Council adopt the minutes of the First Meeting of Council held on November 29th, 2024, as circulated.

Carried.

ACCOUNTS / FINANCIAL STATEMENT

321/23-24 - ACCOUNTS FOR PAYMENT

MOVED BY DELAINEY

BE IT RESOLVED Council acknowledge and approve the List of Accounts for payment,

1. cheques numbered 17206 to 17233 in the amount of \$77,361.45.
2. electronic payments numbered 1279 to 1288 totalling \$55,429.76.

Carried.

322/23-24 – FINANCIAL STATEMENT

MOVED BY JOHNSON

BE IT RESOLVED Council accepts the Statement of Financial Position for the month of November, 2024, as presented.

Carried.

323/23-24 – BANK RECONCILIATION

MOVED BY SITTLER

BE IT RESOLVED Council accepts the November 30, 2024 Bank Reconciliations as presented.

Carried.

PERSONNEL

324/23-24 – ADMINISTRATION REPORT

MOVED BY JOHNSON

BE IT RESOLVED Council accept the Administration Report as presented by CAO Fendelet.

Carried.

325/23-24 – FULL-TIME MAINTENACE POSITION

MOVED BY GLACKIN

BE IT RESOLVED Council acknowledge Brent Zinn accepted the full-time maintenance position effective November 3rd, 2024.

Carried.

326/23-24 – FOREMAN POSITION

MOVED BY DELAINEY

BE IT RESOLVED Council acknowledge Laurie Thompson accepted the Maintenance Foreman position effective November 7th, 2024.

Carried.

INFRASTRUCTURE

327/23-24 – CIVIC ADDRESS REGISTRY PROJECT APPLICATION

MOVED BY MILLER

BE IT RESOLVED Council approve Administration to make application for the Civic Address Registry (CAR) Signage Incentive Project to provide assistance with the cost of road name and civic address signage.

Carried.

328/23-24 – WRITE-OFF RIDGE MULCHER

MOVED BY GLACKIN

BE IT RESOLVED Council approves the write-off of the TD2000 Ridge Mulcher from the municipal tangible capital asset list and financial records, effective in 2024.

Carried.

11:02 a.m. Laurie Thompson, Foreman, entered Council Chambers

329/23-24 – MAINTENANCE REPORT

MOVED BY MILLER

BE IT RESOLVED Council accept the Maintenance Report as presented by Foreman, Laurie Thompson.

Carried.

JH

330/23-24 – GRAVEL PURCHASE

MOVED BY MILLER

BE IT RESOLVED Council authorizes the Administrator to purchase 3500 yds of traffic gravel at \$19.00/yd³ from Ryan Mann.

Carried.

OTHER BUSINESS

331/23-24 – BYLAW 13/2024 – FIRST READING

MOVED BY JOHNSON

BE IT RESOLVED Bylaw No. 13/2024, being a Repeal Bylaw of the Rural Municipality of Reford No. 379 be introduced and read a first time.

Carried.

12:10 p.m. Reeve Huber recessed meeting for lunch.

12:41 p.m. Reeve Huber reconvened meeting.

332/23-24 – IN-CAMERA SESSION

MOVED BY MILLER

BE IT RESOLVED Council move into a closed session to receive advice from officials and discuss legal 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 1:03 p.m.

Carried.

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

1:03 p.m. SARM Legal entered Council meeting via video conference.

1:50 p.m. SARM Legal exited Council meeting.

1:52 p.m. Heath Williamson, Cardinal Energy, entered Council chambers.

2:45 p.m. Todd Miller, Division 3 Councillor, exited Council Chambers.

3:00 p.m. Heath Williamson, Cardinal Energy, exited Council Chambers.

3:00 p.m. Laurie Thompson, Foreman, exited Council Chambers

333/23-24 – RESUME OPEN SESSION

MOVED BY SITTLER

BE IT RESOLVED Council move out of a closed session into public meeting, the time being 3:20 p.m.

Carried.

334/23-24 – TRANSGAS AGREEMENT

MOVED BY DELAINEY

BE IT RESOLVED Council authorizes Reeve Huber and CAO Fendelet to execute the Right-of-Way and Easement Agreement, Temporary Work Space and Temporary Access Road Agreement, and Consent/Prepaid Release for SE 05-30-19 W3M with TransGas Limited.

Carried.

335/23-24 – LAND LEASE AGREEMENTS

MOVED BY JOHNSON

BE IT RESOLVED the Land Lease Agreements for SE 05-39-19-W3M and NW 12-38-19-W3M topic be tabled to the January 16, 2025 Regular Council Meeting.

Carried.

336/23-24 – PEST CONTROL OFFICER AGREEMENT

MOVED BY HUBER, J

BE IT RESOLVED Council authorizes CAO Fendelet to sign the Pest Control Officer Agreement with Dwaine Kopp effective January 1, 2025.

Carried.

337/23-24 – BOARD OF REVISION - 2025

MOVED BY GLACKIN

BE IT RESOLVED pursuant to Subsection 220(1) of *The Municipalities Act*, Council appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term January 1, 2025, through to December 31, 2025; 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, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberley Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh;

BE IT FURTHER RESOLVED, 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.

338/23-24 – BOARD OF REVISION SECRETARY - 2025

MOVED BY JOHNSON

BE IT RESOLVED pursuant to Subsection 221(1) of *The Municipalities Act*, Council appoints Kara Lindal with Western Municipal Consulting Ltd. (WMC) as Secretary to the Board of Revision for the term January 1, 2025, through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.

339/23-24 – DEVELOPMENT APPEALS BOARD - 2025

MOVED BY DELAINEY

BE IT RESOLVED pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, Council appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term January 1, 2025, through to December 31, 2025; 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, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh;

BE IT FURTHER RESOLVED, 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.

JA

340/23-24 – DEVELOPMENT APPEALS BOARD SECRETARY - 2025

MOVED BY SITTLER

BE IT RESOLVED pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, Council appoints Claudette McGuire with Western Municipal Consulting Ltd. (WMC) as Secretary to the Development Appeals Board for the term January 1, 2025, through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.

341/23-24 – MUNICIPAL BOARD OF APPEAL - 2025

MOVED BY GLACKIN

BE IT RESOLVED pursuant to Subsection 365(1)(a) of *The Municipalities Act*, Council appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeals process for the term January 1, 2025, through to December 31, 2025; 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, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh;

BE IT FURTHER RESOLVED, 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.

342/23-24 – MUNICIPAL BOARD OF APPEAL SECRETARY - 2025

MOVED BY JOHNSON

BE IT RESOLVED Council appoint Kara Lindal with Western Municipal Consulting Ltd. (WMC) as Secretary to the Municipal Board of Appeals for the term January 1, 2025, through to December 31, 2025; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.


Carried.

343/23-24 - ADJOURN


MOVED BY SITTLER

BE IT RESOLVED this meeting adjourn, time being 3:44 p.m.

Carried.



Reeve Justin Huber



CAO Valerie Fendele