

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE  
R.M. OF KELVINGTON NO. 366 HELD AT THE R.M. OFFICE ON  
THURSDAY THE 8TH DAY OF DECEMBER, 2022.**

Reeve - Maurice Patenaude  
Councillor Division 1 – Garth Lindgren  
Councillor Division 2 – Miller Hendren  
Councillor Division 3 – Richard Niezgoda  
Councillor Division 5 – Curtis Nerlien  
Councillor Division 6 – Cameron Nygren  
Administrator – Heather Elmy

**Call To Order**

The meeting was called to order by Reeve Patenaude at 9:00 am

**Res**  
2022-241

**Approve Minutes of Regular Meeting – November 14, 2022**  
**Moved By:** Garth Lindgren

That the minutes of the November 14, 2022, regular council meeting be approved.

**CARRIED**

**Res**  
2022-242

**Authorize Contractor - RM Shop Eavestroughs**  
**Moved By:** Miller Hendren

That we contract Eliason Holdings Inc., Kuroki, SK, to install eavestroughs on the new Kelvington RM shop as per the quote provided.

**CARRIED**

**Res**  
2022-243

**Purchasing of Snow Fence**  
**Moved By:** Richard Niezgoda

That we purchase 1000 ft of wooden snow fence from Peavey Mart.

**CARRIED**

**Res**  
2022-244

**Statement of Financial Activities - November 2022**  
**Moved By:** Curtis Nerlien

That the Statement of Financial Activities for the month of November, 2022, be adopted as presented.

**CARRIED**

**Res**  
2022-245

**Bank Reconciliation - November 2022**  
**Moved By:** Cameron Nygren

That the Bank Reconciliation for the month of November, 2022, be adopted as presented.

**CARRIED**

**Res**  
2022-246

**Credit Card Reconciliation**  
**Moved By:** Garth Lindgren

That the MasterCard Statement(s) for the following period(s) be approved:

- October 22, 2022 to November 21, 2022

**CARRIED**

Date: January 12, 2023    Reeve: \_\_\_\_\_    Admin: \_\_\_\_\_

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**Res**                      **Payment of Accounts (per attached list)**  
2022-247                 **Moved By:** Miller Hendren

That the following list of payments, as per the schedule attached hereto, be approved for payment:

- Cheque No. 7695 to 7715
- Credit Card No. 224 to 234
- Receiver General O-31112022
- SaskPower O-32112022
- SaskTel O-33112022
- SaskEnergy O-34112022
- Prairie North Coop O-36102022
- Greenland Waste O-37102022
- John Deere Financial O-39112022
- Ministry of Finance School Collections - Horizon O-41112022
- Ministry of Finance School Collections - NE O-42112022
- Municipal Employees Pension Plan O-43112022
- Sask Municipal Hail Insurance O-44112022
- Capital "I" Industries O-46112022

**CARRIED**

**Res**                      **Correspondence - Acknowledge Presentation**  
2022-248                 **Moved By:** Richard Niezgodá

That we acknowledge presentation of the correspondence as per the schedule attached hereto.

**CARRIED**

**Acknowledge**            **2022 By-Election Reeve Results - Review of Returning Officer's Declaration of Results**  
That we acknowledge the declaration of results of the 2022 Municipal By-Election for Reeve as provided by Returning Officer, Heather Elmy.

**Res**                      **Appointment of Signing Authority for the RM of Kelvington No. 366**  
2022-249                 **Moved By:** Curtis Nerlien

That we require the following changes to the signing authorities for the Rural Municipality of Kelvington No. 366 effective December 8, 2022:

- Add Maurice Patenaude to the signing authorities for the RM of Kelvington No. 366 as he has been elected as a member of the council for the RM of Kelvington No. 366.

**CARRIED**

**Res**                      **2023 Utility Worker Remuneration - Christopher Leech**  
2022-250                 **Moved By:** Cameron Nygren

That Utility Worker Christopher Leech will receive the following remuneration for 2023:

- That he be paid at the wage rate of \$ 26.00 per hour effective January 1, 2023;
- That we pay his 2023 SARM Benefits Plan premium;
- That we pay 100% of single enrollment premiums for his Extended Health and Dental Benefits; and
- That he be paid \$40.00 per month for use of a private cell phone for municipal business.

**CARRIED**

**Res**                      **2022 Utility Worker Remuneration - Elliott Laduke**  
2022-251                 **Moved By:** Garth Lindgren

That Utility Worker Elliott Laduke will receive the following remuneration for 2023:

- That he be paid at the wage rate of \$ 24.00 per hour effective January 1, 2023;
- That we pay his 2023 SARM Benefits Plan premium;
- That we pay 100% of single enrollment premiums for his Extended Health and Dental Benefits; and
- That he be paid \$40.00 per month for use of a private cell phone for municipal business.

**CARRIED**

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**Res**  
2022-252

**2023 Foreman Position & Remuneration – Hector Choquette**  
**Moved By:** Miller Hendren

That Hector Choquette be appointed as permanent Working Foreman effective January 1, 2023. As per the terms of this appointment, if either party chooses to rescind this appointment with reasonable notice to the other party, Hector will be reinstated to his previous position of Maintenance Operator and his hourly wage will be adjusted accordingly. All other terms of Hector's employment will remain the same.

AND

That Working Foreman Hector Choquette will receive the following remuneration for 2023:

- That he be paid at the wage rate of \$ 36.00 per hour effective January 1, 2023;
- That he be provided a guaranteed salary of 120 hours per month (plus vacation and stat pay) from January 1 to April 30 and November 1 to December 31, 2023;
- That we pay his 2023 SARM Benefits Plan premium;
- That he be paid \$40.00 per month for use of a private cell phone for municipal business.

**CARRIED**

**Res**  
2022-253

**2023 Maintenance Operator Remuneration – Neil Veilleux**  
**Moved By:** Richard Niezgod

That Maintenance Operator Neil Veilleux will receive the following remuneration for 2023:

- That he be paid at the wage rate of \$31.00 per hour effective January 1, 2023;
- That he be guaranteed 40 hours per week;
- That we pay his 2023 SARM Benefits Plan premium;
- That we pay 100% of single enrollment premiums for his Extended Health and Dental Benefits; and
- That he be paid \$40.00 per month for use of a private cell phone for municipal business.

**CARRIED**

Administrator Heather Elmy left the council chambers at 11:50 am during the review/discussion of 2023 Administrator Remuneration.

**Res**  
2022-254

**2023 Administrator Remuneration – Heather Elmy**  
**Moved By:** Curtis Nerlien

That:

- The salary paid to Heather Elmy, Administrator, be set at \$ 66,000 per annum for the year 2023;
- That we pay her 2023 SARM Benefits Plan;
- That we pay 100% of her Extended Health and Dental premiums for 2023;
- That we pay her 2023 R.M.A.A. membership fee;
- That she be paid \$40.00 per month for use of a private cell phone for municipal business; and
- That the Administrator's Agreement be amended accordingly.

**CARRIED**

Administrator Heather Elmy returned to the council chambers at 12:00 pm.

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**Res**  
2022-255

**2022-2023 Municipal Revenue Sharing Declaration of Eligibility**

**Moved By:** Cameron Nygren

The Council of the Rural Municipality of Kelvington No. 366, confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 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 Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED**

**Res**  
2022-256

**Transportation - Policy 400-40 Installation of Approaches**

**Moved By:** Garth Lindgren

That we adopt Policy 400-40, Installation of Approaches, as per the policy document attached hereto.

**CARRIED**

**Res**  
2022-257

**Annual Review - 2023 Committee Appointments**

**Moved By:** Miller Hendren

That R.M. of Kelvington appointments for 2023 be made according to the schedule attached hereto.

**CARRIED**

**Res**  
2022-258

**2023 Appointment of Board of Revision & Development Appeals Board**

**Moved By:** Richard Niezgoda

That we appoint Western Municipal Consulting Ltd. to act as our Board of Revision and Development Appeals Board effective January 1, 2023.

**CARRIED**

**Res**  
2022-259

**2022 Audit Documents - Authorize**

**Moved By:** Curtis Nerlien

That the following documents pertaining to our 2022 audit be approved:

- Janke LLP engagement letter dated December 5, 2022;
- Janke LLP Signing Authority Request; and
- Responses to Janke LLP's council questionnaire dated December 5, 2022, for purposes of the 2022 municipal audit.

**CARRIED**

**Res**  
2022-260

**2023 Membership Renewals**

**Moved By:** Cameron Nygren

That we authorize the renewal of the R.M. of Kelvington No. 366 memberships for 2023 with the following:

- Sask. Association of Rural Municipalities
- North East Area Transportation Planning Committee
- Agriculture Health and Safety Network
- Agriculture in the Classroom Sask. Inc.
- Federation of Canadian Municipalities
- Hudson Bay Route Association

**CARRIED**

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**Res**  
2022-261

**Fire Brigade - Designate Members as Appointed Officials 2023**  
**Moved By:** Garth Lindgren

That we designate the Kelvington & District Fire Fighting Association brigade members identified on the list attached to the minutes hereto, as appointed officials for 2023 under the SARM Disability Benefits Plan.

**CARRIED**

**Res**  
2022-262

**2023 Appointment of Pest Control Officers for the Purpose of Conducting Clubroot Surveys**  
**Moved By:** Miller Hendren

That we appoint the following Plant Health Officers as Pest Control Officers for Clubroot for the RM for the purpose of assisting the Saskatchewan Ministry of Agriculture, SaskCanola, Saskatchewan Crop Insurance and SARM with the 2023 intensive clubroot survey:

- Tayo Adegeye
- Joanne Kwasnicki
- Betty Johnson
- Katey Makohoniuk
- Chelsea Neuberger
- Colleen Fenning

**CARRIED**

**Res**  
2022-263

**Authorize Addition to Taxes - Outstanding 2022 Custom Work**  
**Moved By:** Richard Niezgod

That we authorize the addition of all outstanding 2022 custom work fees to the tax roll on December 31, 2022.

**CARRIED**

**Res**  
2022-264

**2023 Council Meeting Dates**  
**Moved By:** Curtis Nerlien

That we approve the 2023 Council Meeting dates as per the schedule attached hereto.

**CARRIED**

**Res**  
2022-265

**RM of Barrier Valley - Review of Annual Maintenance Agreement - W. 30 & 31-40-12-W2**  
**Moved By:** Cameron Nygren

That we continue our road maintenance agreement in 2023 with the RM of Barrier Valley No. 397 as per the following terms:

- RM of Barrier Valley No. 397 will provide annual road maintenance (grading, snow plowing and mowing) to the W. 30 & 31-40-12-W2 at the agreed upon terms and rates; and
- RM of Kelvington No. 366 will gravel the W. 30 & 31-40-12-W2 as part of the RM's regular gravelling schedule.

**CARRIED**

**Res**  
2022-266

**2023 Street Maintenance Agreement - Greenwater Lake Provincial Park**  
**Moved By:** Miller Hendren

That we enter into an agreement with the Greenwater Lake Provincial Park to provide street maintenance services for the year 2023 on the following streets at Greenwater Lake:

- Teale Drive
- Kehrig Road
- Francis Avenue
- Hummingbird Drive

**CARRIED**

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**Res**  
2022-267

**Donation Request – Kelvington Rec Arena’s 2022 Hockey Days**  
**Moved By:** Richard Niezgod

That we donate gift cards with a total value of \$100.00 to the Kelvington Rec Arena’s 2022 Hockey Days held December 2022.

**CARRIED**

**Res**  
2022-268

**Notice of Planned Procurement - Annual Declaration**  
**Moved By:** Curtis Nerlien

That we publish on SaskTenders a declaration of the RM's intent to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM) between January 2023 and December 2023.

**CARRIED**

**Res**  
2022-269

**Policy 200-60 - Beaver Bounty Policy - Revised**  
**Moved By:** Cameron Nygren

That the following policy revision be adopted as per the documents attached hereto:

- 200-60 Beaver Bounty Policy
  - Include Designation of Specific Problem Areas: That the following area be designated as a problem beaver area:
    - Sections 14, 15, 22, 23-40-11-W2
    - NW 11-40-11-W2
    - W. 13-39-12-W2

**CARRIED**

Councillor Lindgren declared a conflict of interest and left the council chambers and meeting at 2:15 pm during the review/discussion of Code of Ethics Complaint - Ref. No. ETHICS-2021-003 and abstained from voting on any related resolutions.

**Code of Ethics Complaint- Ref. No. ETHICS-2022-003**

**Res**  
2022-270

**In-Camera**  
**Moved By:** Miller Hendren

That this meeting move in-camera at 2:15 p.m. as per The Municipalities Act, Section 120 and The Local Authority Freedom of Information and Protection of Privacy Act, Section 16(1)(b). Parties present during in-camera session:

Reeve Maurice Patenaude  
Councillor Division 2 – Miller Hendren  
Councillor Division 3 - Richard Niezgod  
Councillor Division 5 - Curtis Nerlien  
Councillor Division 6 - Cameron Nygren  
Administrator – Heather Elmy

**CARRIED**

**Res**  
2022-271

**Close of In-Camera**  
**Moved By:** Richard Niezgod

That the in-camera session be closed at 2:30 p.m.

**CARRIED**

**Res**  
2022-272

**Rescind Resolution 2022-210 - Engage Services of Investigator for Code of Ethics Complaint Ref. No. ETHICS-2022- 003**  
**Moved By:** Curtis Nerlien

That we rescind Resolution 2022-210 (October 13, 2022) to engage the services of the SARM lawyers to investigate Code of Ethics Complaint Ref. No. Ethics-2022-003.

**CARRIED**

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**Res**  
2022-273

**Adjournment**  
**Moved By:** Cameron Nygren

That this meeting now adjourn at 2:35 p. m.

**CARRIED**

**Delegations:**

09:30 am Heather Ritchie, Hest Safety Consulting Ltd

01:00 am RCMP

Reeve: \_\_\_\_\_

Admin: \_\_\_\_\_

SEAL

Date: January 12, 2023    Reeve: \_\_\_\_\_    Admin: \_\_\_\_\_