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 2023-227	Approve Minutes of Regular Meeting – November 16, 2023 Moved By: Garth Lindgren
	That the minutes of the November 16, 2023, regular council meeting be approved.
	CARRIED
Res 2023-228	File No. PROJECT-2023-004 - Kelvington Community Pasture/Cleanup of Brush Piles Moved By: Miller Hendren
	That the RM of Kelvington No. 366 will participate in a joint project with the Kelvington Community Pasture in 2024 to clean up the brush piles located on the RM road allowance at the SSE 28-38-10-W2; the cost of the work to be completed will be split 50:50 between the RM and the Kelvington Community Pasture; work to be completed will include:
	 removal of 1/2 mile of fence; pushing the brush piles into the pasture; and reinstalling the 1/2 mile of fence.
	CARRIED
Res 2023-229	Statement of Financial Activities - November 2023 Moved By: Richard Niezgoda
	That the Statement of Financial Activities for the month of November, 2023, be adopted as presented.
	CARRIED
	Councillor Nygren entered the meeting at 9:40 a.m.
Res 2023-230	Bank Reconciliation - November 2023 Moved By: Curtis Nerlien
	That the Bank Reconciliation for the month of November, 2023, be adopted as presented. CARRIED
Res 2023-231	Credit Card Reconciliation Moved By: Cameron Nygren
	That the MasterCard Statement(s) for the following period(s) be approved:
	• October 23, 2023 to November 21, 2023
	CARRIED
Res 2023-232	Payment of Accounts (per attached list) Moved By: Garth Lindgren
	That the following list of payments, as per the schedule attached hereto, be approved for payment:
	 Cheque No. 7918 to 7935 Credit Card No. 287 Payroll: Cheque No. EP000067 to EP0000071 Receiver General O-31-112023 SaskPower O-32-112023 SaskTel O-33-112023 SaskEnergy O-34-112023

Date: January 11, 2024 Reeve: ____

Admin: _____

	 Prairie North Coop O-36-102023/37-102023 Greenland Waste O-38-102023 John Deere Financial O-39-112023 Ministry of Finance - Horizon O-41-112023 Ministry of Finance - NE O-42-112023 Municipal Employees Pension Plan O-43-112023 Sask Municipal Hail O-44-112023 Council Indemnity: Lindgren, Garth O-1-112023 Nerlien, Curtis O-5-112023 Nygren, Cameron O-6-112023
Res	CARRIED Correspondence - Acknowledge Presentation
2023-233	Moved By: Miller Hendren That Council acknowledge presentation of the correspondence as per the schedule attached
	hereto.
	CARRIED
Res 2023-234	Safety Program - Update Moved By: Richard Niezgoda
	That the RM of Kelvington engage the services of Sixteen Safety Services Inc. to assist the RM with developing, implementing and maintaining a safety program for the RM at the agreed upon terms and rates.
	CARRIED
Res 2023-235	2024 Utility Worker Remuneration - Christopher Leech Moved By: Curtis Nerlien
	That Council approves the following remuneration for Utility Worker Christopher Leech effective January 1, 2024:
	 Wage rate of \$ 27.00 per hour; 2024 SARM Benefits Plan premium paid by the RM; 100% of single enrollment Extended Health and Dental Benefits premiums; and \$40.00 per month for use of a private cell phone for municipal business.
	CARRIED
Res 2023-236	2024 Utility Worker Remuneration - Elliott Laduke Moved By: Cameron Nygren
	That Council approves the following remuneration for Utility Worker Elliott Laduke effective January 1, 2024:
	 Wage rate of \$ 25.00 per hour; 2024 SARM Benefits Plan premium paid by the RM; 100% of single enrollment Extended Health and Dental Benefits premiums; and \$40.00 per month for use of a private cell phone for municipal business.
	CARRIED
Res	2024 Maintenance Operator Remuneration – Neil Veilleux
2023-237	That Council approves the following remuneration for Maintenance Worker Neil Veilleux effective January 1, 2024:
	 Wage rate of \$ 32.00 per hour; Guaranteed minimum of 40 hours per week, exclusive of statutory holidays and personal days taken; 2024 SARM Benefits Plan premium paid by the RM; 100% of single enrollment Extended Health and Dental Benefits premiums; and \$40.00 per month for use of a private cell phone for municipal business.

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Res 2023-238	2024 Foreman Remuneration – Hector Choquette Moved By: Miller Hendren
	That Council approves the following remuneration for Foreman Hector Choquette effective January 1, 2024:
	 Wage rate of \$ 37.00 per hour; Guaranteed salary of 130 hours per month (plus vacation and stat pay) from January 1 to April 30 and November 1 to December 31, 2024; 2024 SARM Benefits Plan premium paid by the RM; and \$40.00 per month for use of a private cell phone for municipal business.
	CARRIED
	Administrator Elmy left the meeting at 10:50 a.m. during the review/discussion of 2024 Administrator Remuneration.
	Administrator Elmy returned to the meeting at 11:00 a.m.
Res 2023-239	2024 Administrator Remuneration – Heather Elmy Moved By: Richard Niezgoda
	That Council approves the following remuneration for Administrator Heather Elmy effective January 1, 2024:
	 Salary be set at \$ 70,000.00 per annum for the year 2024; 2024 SARM Benefits Plan premium paid by the RM; 100% of single enrollment Extended Health and Dental Benefits premiums; 2024 R.M.A.A. membership fee; \$40.00 per month for use of a private cell phone for municipal business; and Administrator's Agreement be amended accordingly.
	CARRIED
Res 2023-240	2024 Committee Appointments - Annual Review Moved By: Curtis Nerlien
	That R.M. of Kelvington appointments for 2024 be made according to the schedule attached hereto.
	CARRIED
Res 2023-241	2024 Council Meeting Dates Moved By: Cameron Nygren
	That Council approve the 2024 Council Meeting dates as per the schedule attached hereto. CARRIED
Res 2023-242	2024 Membership Renewals Moved By: Garth Lindgren
	That Council authorize the renewal of the R.M. of Kelvington No. 366 memberships for 2024 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

Res 2023-243

2024 Appointment of Board of Revision - Western Municipal Consulting Moved By: Miller Hendren

That the RM OF KELVINGTON NO.366 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of 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 Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

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 of that hearing from among their numbers.

CARRIED

Res2024 Appointment of Board of Revision Secretary2023-244Moved By: Richard Niezgoda

That the RM OF KELVINGTON NO.366 appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Marlene Hassard is 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

Res 2024 Appointment of Development Appeals Board

2023-245 **Moved By:** Cameron Nygren

That the RM OF KELVINGTON NO.366 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of 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.

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 of that hearing from among their numbers.

CARRIED

Res 2023-246

2024 Appointment of Development Appeals Board Secretary Moved By: Garth Lindgren

That the RM OF KELVINGTON NO.366 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is 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

Date: January 11, 2024 Reeve: _

Res 2023-247	2024 Appointment of Pest Control Officer
	That Council appoint Dale Goodsman as the RM's Pest Control Officer for the period of January 1, 2024 to December 31, 2024.
	CARRIED
Res 2023-248	2024 Designation of Pest Control Official as Appointed Official
	That Council designate Pest Control Officer, Dale Goodsman, as an appointed official for 2024 under the SARM Disability Benefits Plan.
	CARRIED
Res 2023-249	Fire Brigade - Designate Members as Appointed Officials 2024 Moved By: Curtis Nerlien
	That the RM of Kelvington designate the Kelvington & District Fire Fighting Association brigade members identified on the list attached to the minutes hereto, as appointed officials for 2024 under the SARM Disability Benefits Plan.
	CARRIED
Res 2023-250	2024 Appointment of Bylaw Enforcement Officer Moved By: Cameron Nygren
	That the RM of Kelvington No. 366 appoint B & B Enforcement Services as the Bylaw Enforcement Officer for the Municipality effective for the period of January 1, 2024 to December 31, 2024.
	This appointment may be terminated by Council or by B & B Enforcement Services by giving the other party notice in writing specifying the date for such termination, which shall be not less than 30 days after the date of receipt of such notice.
	CARRIED
Res 2023-251	2024 Appointment of Assistant Development Officer Moved By: Garth Lindgren
	That the RM of Kelvington No. 366 appoints Chris Letendre as the Assistant Development Officer for the Municipality effective January 1, 2024 to December 31, 2024; duties of the Assistant Development Officer will include enforcement of Zoning Bylaw 22/98 and other duties as may be assigned by Council and/or the Development Officer.
	This appointment may be terminated by Council or by Chris Letendre giving the other party notice in writing specifying the date of such termination, which shall be not less than 30 days after the date of receipt of such notice.
	CARRIED
Res 2023-252	2024 Appointment of Building Official Moved By: Miller Hendren
	That the RM of Kelvington No. 366 appoint Chris Letendre, Building Official License Number BOL438, as the Building Official for the Municipality effective January 1, 2024 to December 31, 2024.
	This appointment may be terminated by Council or by Chris Letendre by giving the other party notice in writing specifying the date for such termination, which shall be not less than 30 days after the date of receipt of such notice.
	CARRIED

Res 2023-253	2024 Appointment of Pound Keeper Moved By: Richard Niezgoda
	That the RM of Kelvington No. 366 appoints B & B Enforcement Services to act as the Municipalities Pound Keeper effective January 1, 2024 to December 31, 2024. This appointment may be terminated by Council or by B & B Enforcement Services giving the other party notice in writing specifying the date for such termination, which shall be not less than 30 days after the date of receipt of such notice.
	CARRIED
Res 2023-254	2023 Audit - Appointment of Auditor and Authorization of Audit Documents Moved By: Curtis Nerlien
	That Council appoints Janke LLP as the Auditors for the RM of Kelvington No.366's 2023 Audit and authorizes the completion of the following 2023 audit documents:
	 Janke LLP engagement letter dated December 11, 2023; Janke LLP Signing Authority Request; Responses to Janke LLP's council questionnaire dated December 11, 2023, for purposes of the 2023 municipal audit; and Bank Confirmation for purposes of the 2023 municipal audit.
	CARRIED
Res 2023-255	2024 Notice of Planned Procurement - Annual Declaration Moved By: Cameron Nygren
	That the RM of Kelvington 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 2024 and December 2024.
	CARRIED
Res 2023-256	RM of Barrier Valley - Review of Annual Maintenance Agreement - W. 30 & 31-40-12- W2 Moved By: Garth Lindgren
	That the RM of Kelvington renew 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 2023-257	2024 Street Maintenance Agreement - Greenwater Lake Provincial Park Moved By: Miller Hendren
	That the RM of Kelvington enter into an agreement with the Greenwater Lake Provincial Park to provide street maintenance services for the year 2024 on the following streets at Greenwater Lake: • Teale Drive • Kehrig Road • Francis Avenue • Hummingbird Drive
	CARRIED
Res	Policy No. 400-3 - Machinery Rate Policy
2023-258	That Council approves revisions to Policy No. 400-3 Machinery Rate Policy attached to the minutes herein, that will become effective January 1, 2024.

CARRIED

Res 2023-259	Kelvington & District Fire Association - Agreement Moved By: Cameron Nygren
	That the RM of Kelvington No. 366 approves the revised Kelvington and District Fire Fighting Agreement which will become effective January 1, 2024, for a 5 year term. As per the terms of the revised agreement, the Town of Kelvington, RM of Kelvington No. 366 and the RM of Sasman No. 336 all agree to continue to associate with each other for the purpose to maintain and operate firefighting services and equipment for the protection of persons and property within their corporate boundaries.
	CARRIED
Res 2023-260	Kelvington Veterinary Service District Board - Vet Clinic Moved By: Garth Lindgren
	WHEREAS the Kelvington Veterinary Clinic building is owned by the Kelvington Veterinary Service District Board; member municipalities of the Board and percentage of ownership shares include the RM's of Hazel Dell No. 335 (14.29%), Kelvington No. 366 (21.43%), Lake View No. 337 (19.05%), Ponass Lake No. 367 (21.43%) and Sasman No. 336 (23.81%); and
	WHEREAS the Clinic is located on land owned by the RM of Kelvington (Blk S, Plan 65H01629, Ext 1) and does not have a separate title; and
	WHEREAS the Clinic is no longer operational, the Board is considering options to deal with the building including demolition of the building or the subdivision of the land and building away from the parcel and offering it for sale which would require the consent of the RM of Kelvington; and
	WHEREAS the Board has requested a decision from the RM of Kelvington as to whether the RM would consider allowing the subdivision of the Clinic and land;
	THEREFORE, the RM of Kelvington will inform the Kelvington Veterinary Service District Board that the RM will not consent to allow the land on which the Clinic is located to be subdivided away from the remainder of the parcel owned by the RM of Kelvington.
	CARRIED
Res 2023-261	New TLE Request - Fishing Lake Claim - GR File 722.37 Moved By: Miller Hendren
	That the RM of Kelvington No. 366 inform the Ministry of Highways & Infrastructure that with respect to the Fishing Lake First Nations Specific Claims Agreement, 2001, File No. GR File 722.37, Council makes the following related comments:
	 The road allowance at ESE. 9-40-11-W2/WSW 10-40-11-W2/WNW 03-40-11-W2 is Highway No. 38, therefore no road issues. The road allowance at SSW 03-40-11-W2 is an all weather road and the municipality has no plans to widen this road at this time. The road allowance at NNE 10-40-11-W2 is a seasonal road and the municipality has no plans to widen this road at this time. The road allowance at the ENE 10-40-11-W2 is currently undeveloped but is required for landowners to access their properties located to the east of the specified lands, therefore the municipality feels it is critical that the RM maintain ownership of this undeveloped road allowance.
	CARRIED
Res 2023-262	2024 RMAA Curling - Authorize Attendance Moved By: Richard Niezgoda
	That members of Council be authorized to attend the 2024 RMAA Curling Bonspiel being hosted by the RM's of Connaught & Bjorkdale in January, 2024.
	CARRIED
	Councillor Lindgren left the meeting at 1:30 p.m.

Date: January 11, 2024 Reeve: ____

Admin: _____

Reeve Patenaude and Councillors Niezgoda and Nygren declared conflict of interests and left the meeting at 1:36 p.m. during the review/discussion of Code of Ethics Complaint-Ref. No. ETHICS-2023-004/005 and abstained from voting on any related resolutions.

Deputy Reeve Hendren assumed the role of Chairperson of the meeting at this time.

Code of Ethics Complaint- Ref. No. ETHICS-2023-004/005

Res 2023-263	Closed Session Moved By: Curtis Nerlien
	That this meeting move into a closed session at 1:40 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 the closed session: Councillor Division 2 - Miller Hendren Councillor Division 5 - Curtis Nerlien
	CARRIED
	Administrator Elmy declared a conflict of interest and left the meeting at 1:42 p.m. during the review/discussion of Code of Ethics Complaint- Ref. No. ETHICS-2023-004/005.
Res 2023-264	Closed Session Concluded Moved By: Curtis Nerlien
	That the closed session concluded at 1:50 p.m.
	CARRIED
	Administrator Elmy returned to the meeting at 1:52 p.m.
Res 2023-265	Authorize Administrator to Contact SARM Legal Dept Regarding Code of Ethics Complaints - Ref. No. ETHICS-2023-004/005 Moved By: Curtis Nerlien
	That Council authorize the Administrator to contact the SARM Legal Department regarding Code of Ethics Complaints Ref. No. ETHICS-2023-004/005.
	CARRIED
Res	Culvert Replacement Complaint - File No. 2023-001
2023-266	That the RM of Kelvington No. 366 engage the services of Allnorth to complete a detailed design and construction drawings for the correct culvert capacity required at the SE 14-37-12-W2 at the agreed upon terms and rates.
	CARRIED
	Reeve Patenaude and Councillors Niezgoda and Nygren returned to the meeting at 1:55 p.m.
	Deputy Reeve Hendren resumed his position as Councillor at the table and Reeve Patenaude resumed the role of Chairperson of the meeting at this time.
	Councillor Lindgren was not present at the council meeting during the review/discussion of Code of Ethics Complaint - Ref. No. ETHICS-2022-003.

Date: January 11, 2024 Reeve: ____

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

Res 2023-267	Closed Session Moved By: Miller Hendren	
	That this meeting move into a closed session at 2:00 p.m. as per The Municipali Section 120 and The Local Authority Freedom of Information and Protection of Act, Section 16(1)(b). Parties present during the closed session: Reeve Maurice Patenaude Councillor Division 2 - Miller Hendren Councillor Division 3 - Richard Niezgoda Councillor Division 5 - Curtis Nerlien Councillor Division 6 - Cameron Nygren Administrator – Heather Elmy	
		CARRIED
Res 2023-268	Closed Session Concluded Moved By: Richard Niezgoda	
	That the closed session concluded at 2:10 p.m.	
		CARRIED
Res 2023-269	Adjournment Moved By: Curtis Nerlien	
	That this meeting now adjourn at 2:15 p.m.	
		CARRIED

Reeve: _____

Admin: _____

SEAL

Date: January 11, 2024 Reeve:

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Admin: