

MINUTES OF THE RURAL MUNICIPALITY OF ABERDEEN NO. 373
MEETING OF COUNCIL HELD ON THE 12TH DAY OF MAY, 2022 IN THE RURAL
MUNICIPAL OFFICE, 101 INDUSTRIAL DRIVE IN ABERDEEN, SASKATCHEWAN

**Call to
Order**

The meeting was called to order at 8:12 a.m. by Reeve Martin Bettker
Present were: Administrator G. Craig Baird and the following members:

Division No. 1 – Graham White
Division No. 3 – Kevin Kirk
Division No. 5 - Paul Martens

Division No. 2 – Mark Schaffel
Division No. 4 – Real Hamoline
Division No. 6 – Absent

Foreman: Darryl Klassen
Assistant Administrator: Bridgette Shwytky

Conflict of Interest:

- **Councilor Hamoline noted that he had a conflict of Interest with Item 8.2 on the agenda.**
- **Reeve Bettker and Councilor White noted that they had a conflict of Interest with Item 12.10 on the agenda**

124/22 Agenda

SCHAFFEL: BE IT RESOLVED that the agenda for the May 12th, 2022 Regular Meeting of Council be accepted as presented.

Carried Unanimously

**125/22 Minutes
Regular
Meeting**

KIRK: BE IT RESOLVED that the minutes of the regular meeting of council held on April 14th, 2022 and the special meetings held on April 13th, 2022 and April 20th, 2022 be adopted as presented;

BE IT FURTHER RESOLVED that the notes of the Safety Meetings held on May 2nd, 2022, and May 9th, 2022 be accepted for information.

Carried Unanimously

Assistant Administrator Bridgette Shwytky presented the Financial Statements, List of Accounts, and payroll Summary for the month of April.

**126/22 Finance
Activities**

MARTENS: BE IT RESOLVED that the statements of Finance Activities for the month of April 2022 be accepted as presented;

BE IT FURTHER RESOLVED that the Bank Reconciliation for April 2022 be also accepted as presented.

Carried Unanimously

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127/22 Accounts for Payment **HAMOLINE:** BE IT RESOLVED that council approves the list of accounts for payment and they be attached and form part of these minutes.

Carried Unanimously

128/22 Payroll Summary **KIRK:** BE IT RESOLVED that council approve the Payroll Summary for the month of April 2022.

Carried Unanimously

129/22 Mastercard Purchases **SCHAFFEL:** BE IT RESOLVED that the RM Mastercard purchases from the Foreman and Administrator for the month of April, 2022 be approved.

Carried Unanimously

Councilor White arrived at the meeting at 8:50 am

130/22 Audited Financial Statements **WHITE:** BE IT RESOLVED that the 2021 Financial Statement and supporting Schedules with the Independent Auditors' Report be accepted as presented;

BE IT FURTHER RESOLVED that Council acknowledges the reading and acceptance of the management letter from Jensen Stromberg.

Carried Unanimously

Road Foreman Report

Employees

- Summer Student Update- Youth Canada Works Grant

Roadwork & Maintenance

- Spring Road Construction
- Old Trail West & Maple Ridge Road– Update
 - Easement Agreements
 - Great Plains College-Update

Equipment

- Ritchie Bros Contract for Clam Dump and Dodge 2500
- Ford Recalls

Vehicle Damage from road

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131/22 Foreman Report **SCHAFFEL:** BE IT RESOLVED that the council accept the April 2022 Foreman's report as submitted by Foreman Darryl Klassen.

Carried Unanimously

Councilor Hamoline declared a conflict of interest as a result of one of the Easement Agreements being for land owned by his company.

132/22 Easement Agreement **WHITE:** BE IT RESOLVED that the council for the RM of Aberdeen No. 373 authorizes the Reeve and Administrator to sign and execute all easement agreements for future road construction projects.

Carried Unanimously

Councilor Hamoline returned to the meeting

133/22 Ritchie Bros Sales Agreement **MARTENS:** BE IT RESOLVED that the council authorize the administrator to sign the sales agreement with Ritchies Bros Auctioneers for the sale of the 2007 Dodge Truck and the Arnes Clam Dump Trailer.

Carried Unanimously

134/22 Fuel Tank Purchase **HAMOLINE:** BE IT RESOLVED that the RM accept the quote from Millsap to buy the fuel tank & Fuel management system from Millsap for \$10,000.00 plus taxes.

Carried Unanimously

135/22 Vehicle Damage Claim **MARTENS:** BE IT RESOLVED that the RM will not reimburse Leland Beaulieu for damage to his Tire/Rim;

BE IT FURTHER RESOLVED that he be instructed to put in a claim through SGI.

Carried Unanimously

136/22 109 Bettker Tree Damage **SCHAFFEL:** BE IT RESOLVED that the RM have Grayson go to 109 Bettker Road and cut up the trees that were knocked down last winter when plowing snow.

Carried Unanimously

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Committee Reports

Reeve Martin Bettker

- Letter to Gun Club & Wildlife Federation/Speeding
- Parks & Rec- AGM/Needs new members/resheeting Skatepark/Replacing playground equipment
- Tough Port M&C mobile ambulance slide-in/Alternative to buying new First Responders Vehicle

Councilor Graham White Division #1

- Blucher/Aberdeen Fire Department
 - Concerns regarding firefighters
- Martin RD west extension- needs work
- East of Ritchie RD needs mulching

Councilor Mark Schaffel Division #2

- Did Road tours- Roads are in great shape
- 109 Bettker Rd-trees damaged from Custom Work
- Employee interview results

Councilor Kevin Kirk Division #3

- Reclaiming going good
- Need grass seed for cemetery
- Fence needed on Old Trail Road as per easement agreements
- Cleaned up trail through field used by Waldners
- Community Pasture- Needs update to Bylaws/Fence needs replacing costs \$8,000/mile / Member issues
- Mtg with Town council, Bonnie & Randy Doige , and Justin Regier about curling at the ARC

Councilor Real Hamoline Division #4

- Reclaiming looks good
- Back roads good- need reject gravel in spots
- Slow down sign requested north of Ryan Norman Yard
- Issues with new first responders. Send letter regarding RM Social Media Policy to all RM /Town Committees
- Lynchuk's controlled burn, smoke went towards houses
- Has rocks if RM needs

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Councilor Paul Martens Division #5

- Roads are dry/washboarded
- Happy with spring work to roads
- Transfer Station fence- needs repair and should be moved further back/obstructing snow and getting hit with snow clearing/ditch needs reshaping and can't with fence in the way.
- Foremen Truck-56,000km/Having issues, Trade in?
- NCTCP Meeting- was rushed/ should look at putting forward a name at next election/need new people on the board/ need verified RD count for CTP grant.
- Speed bump on hwy 41 should be dealt with this year.

Councilor Jim Korpan Division #6

- Absent-No report

Assistant Administrator Bridgette Shwytyk presented the Planning and Development and Administrator reports for the month of April.

Planning and Development

Nothing to report

Administrator's Report

- Dust Control – 2022
- RM Credit Card
- Ministry of Highways- Maintenance Contract for Grid 784
- Cherry Hills Legal
- Don McMorris- Effective Tax Rate Limits
- Tax Enforcement
- Employees
 - Employee Contracts
 - Office Assistant Hiring
 - Coffee Attendant Hiring
 - Municipal Essentials Online Workshops
 - Mid-Year Reviews
- Office Hours
- St Denis Cultural Club Grant Request
- H41WU Easement – Jansen
- Aberdeen Recreation Complex – Committee of Council/ Meeting Summary for Wednesday May 11th, 2022

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137/22 Admin **WHITE:** BE IT RESOLVED that the council authorize Bridgette Shwytky to
Mastercard apply for a Collabria Business Credit Card with a limit of \$12,000.00

BE IT FURTHER RESOLVED that she replace Craig Baird as the Authorized
Business Representative on the Collabria Account.

Carried Unanimously

138/22 Maintenance **SCHAFEEL:** BE IT RESOLVED that the council authorize the administrator to
Contracts sign the yearly contracts with the Ministry of Highways for the summer
Highways maintenance of Grid 784 and the mowing and snow ridging along highway 41

Carried Unanimously

139/22 Tax **WHITE:** BE IT RESOLVED that the council authorize the administrator to
Enforcement instruct our solicitor Kim Anderson to apply for title to the following parcels
under the tax enforcement Act and that the land values be set as determined by
SAMA;

Roll # 447 000- \$ 129,000

Roll # 448 000 - \$ 92,600

Roll # 449 000- \$ 345,700

Roll # 450 000 - \$ 293,500

Roll # 452 000- \$ 270,600

Roll # 1118 000-\$ 26,600

Carried Unanimously

140/22 Employment **SCHAFFEL:** BE IT RESOLVED that the council authorize the Reeve
Contract to sign the employment contract with Bridgette Shwytky for the position of
CAO Chief Administrative Officer.

Carried Unanimously

141/22 Tuition **WHITE:** BE IT RESOLVED that council authorize the Reeve and
Reimburse Administrator to sign the Tuition Reimbursement Contract with Leah Johnston.
Agreement

Carried Unanimously

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**142/22 Office
Assistant**

KIRK: BE IT RESOLVED that the RM hire Zoe Neudorf as the office assistant at a rate of \$18/hour, subject to a three-month probation period.;

BE IT FURTHER RESOLVED that the employee will be enrolled in the Municipal Employees Pension Plan and after the three-month probationary period, the employee will be registered on the benefits plan.

Carried Unanimously

**143/22 Coffee
Attendant**

MARTENS: BE IT RESOLVED that the RM hire Heather Chronik as the Coffee Attendant for the morning Seniors' coffee at a rate of \$16/hour, subject to a three-month probation period.;

BE IT FURTHER RESOLVED that the Town of Aberdeen will be invoiced for 50% of the wage expenses for the coffee attendant.

Carried Unanimously

Council Hamoline Left the meeting at 11:30am

**144/22 Southeast
College**

KIRK: BE IT RESOLVED that the administrator (Bridgette Shwytky) be enrolled in the Office Politics Workshop on July 19th & 20th, 2022 through the Southeast College;

BE IT FURTHER that the assistant (Leah Johnston) be enrolled in the Assertiveness and Self Confidence Workshop on June 14th & 15th, 2022 and the Conflict Resolution & Dealing with Difficult People Workshop on July 5th & 6th, 2022 through the Southeast College.

Carried Unanimously

**145/22 Employee
Reviews**

SCHAFFEL: BE IT RESOLVED that the RM of Aberdeen No. 373 employee committee meet with all staff on June 1st to complete the mid-year reviews starting at 4pm.

Carried Unanimously

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146/22 Office Hours **MARTENS:** BE IT RESOLVED that the office hours be changed to 9:00 am-5:00 pm, Monday to Friday/Closed on all Statutory Holidays;

BE IT FURTHER RESOLVED that the change will be effective Monday, May 16, 2022

Carried Unanimously

147/22 Rec Center Grants **KIRK:** BE IT RESOLVED that the RM of Aberdeen No. 373 give a grant of \$2,000 to the St Denis Cultural Club and \$1,000 to the Bergheim Recreation Center.

Carried Unanimously

Reeve Bettker and Councillor White declared a conflict of Interest on account of being members of the Water Utility Board. Reeve Bettker and Councilor White left their seats at the Council and remained in the chambers as observers. Deputy Reeve Kirk assumed the meeting Chair duties.

148/22 Hwy 41 Easement **SCHAFFEL:** BE IT RESOLVED that the council of the RM of Aberdeen No. 373 authorize the Deputy Reeve and Administrator to sign and execute the Easement Agreement with the Highway 41 Water Utility for the installation of a water line within municipal road allowance, specifically, within the road allowance of SE ¼ Section of 21-37-03-W3M, and the W ½ Section of the 15-37-03-W3M:

- 1) A minimum buried depth of 10 ft
- 2) A deposit of \$5,000.00 to ensure the ditch is returned to pre-installation form. Upon inspection and sign off of ditch conditions by the RM Foreman or Administrator, the deposit shall be returned.

Carried Unanimously

Reeve Bettker and Councilor White returned to the meeting as members of Council and Reeve Bettker resumed his role as the Chair of the meeting.

149/22 ARC Sale Committee **WHITE:** BE IT RESOLVED that Kevin Kirk and Martin Bettker be appointed on the committee to deal with the Aberdeen Recreation Complex.

Carried Unanimously

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150/22 Corr.

SCHAFFEL: BE IT RESOLVED that the following correspondence, as presented to council be filed.

- NCTPC /Annual General Meeting Presentation/ AGM Minutes June 30, 2022/ Minutes from March 1, 2022 Executives Meeting/ Financial Statements
- SARM/Clearing the Path/ Sale of Strychnine
- Ministry of Parks, Culture and Sports Heritage Workshops
- Wood Environment Legal Name Change
- Prairie Rivers Reconciliation Committee/ Meeting Invite/Agenda / April 26th, 2022 Meeting/ Minutes from March 22nd, 2022 Meeting
- Ombudsman 2021 Reports/ Promoting Fairness 2021 Annual Report/ Public Interest Disclosure Commissioner 2021 Annual Report
- ADD Board Levy
- RCMP Elected Officials Meeting
- SaskPower/ Wood Pole Inspections/ Wood Pole Inspections Information
- Highway 5 Construction Update
- Unifirst Price Increase
- RM of Corman Park- Fire Ban
- Plant Health Officer SARM Division 5 / Chelsea Neuberger PHO/ PHO Spring Newsletter/ Clubroot Bylaw Map
- Ministry Of Agriculture-Response to PHO Letter
- Sask Webinar on Full Producer Responsibility

Carried Unanimously

151/22 Adjourn

KIRK: BE IT RESOLVED that the meeting now be adjourned at 12:37 p.m.

Carried Unanimously


Reeve


Administrator