



AGENDA FOR THE FIRST REGULAR MEETING OF THE RURAL MUNICIPALITY OF
ABERDEEN NO. 373 COUNCIL TO BE HELD THE 15th DAY OF NOVEMBER, 2022
IN THE RURAL MUNICIPAL OFFICE, 101 INDUSTRIAL DRIVE, ABERDEEN, SK

1. 8:00 am- Call to Order
2. 8:05 am- Oath of Office
3. 8:07am - Approval of Agenda
4. 8:08 am – Conflict of Interest
5. 8:10 am - Minutes
 - 5.1. Minutes of the Regular Meeting- October 13th, 2022
 - 5.2. Minutes of the Public Hearing-October 13th, 2022
 - 5.3. Safety Meeting Minutes October 17th, 2022
 - 5.4. Safety Meeting Minutes October 24th, 2022
 - 5.5. Safety Meeting Minutes October 31st, 2022
 - 5.6. Safety Meeting Minutes November 14th, 2022
6. 8:20 am - Discussion Arising from the Minutes
7. 8:30 am - Financial Reports - Oct 2022
 - 7.1. Statement of Financial Activities
 - 7.2. Bank Reconciliation
 - 7.3. Payroll Summary
 - 7.4. Mastercard Purchases
 - 7.5. List of Accounts for Payment
8. 9:00 am - Road Foreman Report
9. 9:30 am - Council Reports
10. 10:00 am - Planning & Development
 - 10.1. Llewelyn Holdings Ltd.- Subdivision Request- **Public Hearing 10:00 am**
 - 10.2. Hiebert Second Approach Request
11. 10:30 am – Delegate- None
12. 10:30 am - Administrators Report
13. 11:00 am - Unfinished Business
 - 13.1. Waldner Road
 - 13.2. Hall Generator
 - 13.3. Outdoor Bulletin Boards
 - 13.4. Easement Agreement for 101125756 Saskatchewan Ltd.

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14. 11:30 am – New Business

- 14.1. Employee Layoffs
- 14.2. Employee Reviews
- 14.3. SaskPower Line approval SE 06-39-02-3
- 14.4. Transfer Station Disposal Contract
- 14.5. 2022-Auditor Appointment
- 14.6. Donation for the Poppy Fund
- 14.7. Deputy Reeve Appointment
- 14.8. Shop Door Quotes
- 14.9. Administrator's holidays
- 14.10. Playground donation Request
- 14.11. Porta Potty purchase
- 14.12. Eyewash Station Quotes
- 14.13. SGI Commercial Auto Pak Renewal
- 14.14. Fire & First Responders Christmas Party
- 14.15. 2023 Appeals Board Appointment

15. 1:30 pm- Correspondence

- 15.1. SARM -Midterm Convention/ Midterm Resolutions/ Midterm Agenda/ Liability Insurance Renewals/ Property Self Insurance Program/ SARM /RMAA salary Schedule
- 15.2. Stars Presentation- 2021-2022 Year in Review/ 2021-2022 Mission Record
- 15.3. Potash Distributions
- 15.4. CCBF -2021 Expenditures Report/ Expenditures Summary
- 15.5. CN Snow Removal Letter
- 15.6. CNPS Winter Safety Letter
- 15.7. Munisoft Equipment Maintenance Agreement
- 15.8. Elected Officials Meeting Minutes
- 15.9. RCMP Occurrence stats Oct- Dec 2021
- 15.10. RCMP Occurrence Stats July-Sept 2022
- 15.11. Highway 5 Construction Update
- 15.12. Highway 5 Stake holders Meeting Invite
- 15.13. Dance Sponsorship letter
- 15.14. Prairie Steel- Joe Clavelle Retirement Announcement
- 15.15. Telmatik
- 15.16. WSA Nitrogen Management Workshop
- 15.17. Nelson Granite Bronze
- 15.18. PHO Newsletter Fall 2022
- 15.19. SGI Insurance Claim Offer
- 15.20. ADD Board Levy

16. 2:00 pm - Adjournment

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MINUTES OF THE RURAL MUNICIPALITY OF ABERDEEN NO. 373 FIRST
MEETING OF COUNCIL HELD ON THE 15TH DAY OF NOVEMBER, 2022 IN THE RURAL
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Call to Order The meeting was called to order at 8:02 a.m. by Reeve Martin Bettker
Present were: Administrator Bridgette Shwytky and the following members:

Division No. 1 – Graham White 8:25am Division No. 2 – Mark Schaffel
Division No. 3 – Kevin Kirk Division No. 4 – Real Hamoline
Division No. 5 - Paul Martens Division No. 6 – Jim Korpan

Foreman: Darryl Klassen

Conflict of Interest:

- None Declared

267/22 Agenda **Schaffel:** BE IT RESOLVED that the agenda for the November 15th, 2022
First Regular Meeting of Council be accepted as presented.

Carried Unanimously

268/22 Minutes Regular **Kirk:** BE IT RESOLVED that the minutes of the regular meeting of
council held on October 13th, 2022 and be adopted as presented;

BE IT FURTHER RESOLVED that the notes of the Safety Meetings held on
October 17th, 24th, & 31st, 2022 and November 14th, 2022 be accepted for
information.

Carried Unanimously

269/22 Finance Activities **Korpan:** BE IT RESOLVED that the statements of Finance Activities for
the month of October 2022 be accepted as presented;

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

Carried Unanimously

270/22 Payroll Summary **Martens:** BE IT RESOLVED that council approve the Payroll Summary
for the month of October 2022.

Carried Unanimously

271/22 Mastercard Purchases **Kirk:** BE IT RESOLVED that the RM Mastercard purchases from the
Foreman and Administrator for the month of October, 2022 be approved.

Carried Unanimously

Councillor White arrived at the meeting at 8:25am

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**272/22 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

**273/22 Foreman
Report**

White: BE IT RESOLVED that the council accept the September 2022 Foreman's report as submitted by Foreman Darryl Klassen.

Carried Unanimously

Committee Reports

Reeve Martin Bettker

- Parks & Rec- \$12,000 from Town and RM divided up per child. \$86/child for all the user groups./ will be submitted a request for an additional \$100,000 on their budget for a new park in Town.
- Concerns from Ratepayers- Communication issues/Boundary Change didn't happen/Public Reserve money/Stopped streaming meetings
- There is a lot of misinformation circulating among the ratepayers.
- Upset Div 2 snow wasn't cleared day of election.

Councilor Graham White Division #1

- Roads are in good shape
- Attended South Firehall Mtg beginning of Nov. Blucher doesn't have civic addressing done, difficult to locate a place./ Fire Chief /First Responders attended Council mtg in Blucher to request they complete civic addressing/Good turnout for fire dept/Needing new equipment- approx. \$100,00 split between Blucher/Aberdeen/ Response boundaries are being changed south of highway 5.

Councilor Mark Schaffel Division #2

- Question about Crop Damage by renter
- Ratepayer concerns- questions about turning lane requirements/want meetings streamed/ lots of kids in the South developments are playing hockey on saskatoon teams
- Aberdeen Fire- No changes to Chief and Deputy/running good/ Thermostat still needs changing in Engine 2/Replacing 2 fire suits- planning to replace a couple suits per year/ April 1st planned for steak night fundraiser at the hall/Requesting a grain bin rescue machine grant from Nutrien
- Roads- Washboard on Drews Road and Bergheim Development off of Highway
- Upset main roads and Div 2 not cleared day of Election.

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Councilor Kevin Kirk Division #3

- Cemetery- Grass was seeded- Thank you
- Mulching- Edenburg needed- Will talk to Jann Zdunick for permission
- Remembrance day- Ceremony at the Hall. approx 50 people attended- want to expand the cenotaph to include more recent wars.
- Budget suggestions- look for 2nd hand tractor for extra work/ SB90 turned out really nice, should think about doing a couple miles every year.
- Hiebert request for second approach

Councilor Real Hamoline Division #4

- Roads looked good
- Questions from ratepayers about the mowing and why it was so late this year
- Mrs Shwytky is a widow and should be receiving snow clearing for free
- Should send letter to city about not mowing portion of Highway 41
- Buring house as training- Owner of the house to make a donation
- Kruger pipeline- Disagreement regarding fence affected by the installation
- Service trucks at auction at Ritchie Bros Grand Prairie Sale
- Donna Harpower- Will look into the Summer Student Grant
- Sign on the Shop needs replacing

Councilor Paul Martens Division #5

- Mulching- Hows it going in the division?
- ADD Board-Had Zoom meeting- renewed contract and wages for secretary and PCOs/ ADD Board pays \$110/meeting to members that attend/Increased mileage for PCOs to \$0.70/km
- Kruger pipeline- Windrow needs mulching, otherwise left in nice condition
- Mowing looked good.

Councilor Jim Korpan Division #6

- Mowing was completed
- Should we hire another employee?
- Ivan did a nice job on snow clearing
- Mulching- bluff of trees at corner of Fishcreek Road and Smuts Road- Needs permission from the owners/ South of Randy and Sharlene's yard on road allowance
- Snow clearing on highway 41 north of Aberdeen to Wakaw hasn't been great. Should send a letter to Department of Highways.

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The regular meeting of Council was adjourned to hold a public hearing at 10:00 am.

The regular meeting of Council resumed at 10:03 am.

Planning and Development

- Llewelyn Holdings Ltd- Subdivision Request
- Hiebert Second Approach Request

274/22 Subdivision Llewelyn **White:** BE IT RESOLVED that the subdivision request submitted by Llewelyn Holdings Ltd. to subdivide 6.42 acres from the SE ¼ Section of 01-37-02-W3 be approved pursuant to Section 6.3.2(1) of Bylaw 2007-05 known as the Zoning Bylaw and Section 5.3(8) of the Bylaw 2007-04 known the Basic Planning Statement (Official Community Plan) subject to the approval of the Ministry of Government Relations-Community Planning Branch;

BE IT FURTHER RESOLVED: that the subdivision shall be subject to the execution of a Servicing Agreement and payment of the following fees:

Infrastructure Reserve Fee: \$10,000

Fire Reserve Fee: \$1,000

Recreation Reserve Fee: \$500

Cash in Lieu of Dedication: exempt

Carried Unanimously

275/22 Hiebert Approach **Kirk:** BE IT RESOLVED that the council approves the request submitted by Vernon Heibert to have a second approach installed on the NW 03-38-03-W3 for field access.

BE IT FURTHER RESOLVED that the applicant will be responsible for the cost of the approach.

Carried Unanimously

276/22 Admin Report **Korpan:** BE IT RESOLVED that the Administrators report be accepted as presented.

Carried Unanimously

277/22 Outdoor Bulletin Boards **White:** BE IT RESOLVED that the council approves the purchase and installation of 8 bulletin boards to be installed beside the Canada Post Community Mailboxes at a maximum cost of \$5,000 plus taxes.

Carried Unanimously

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278/22 Easement 101125756 Sask Ltd. **Martens:** BE IT RESOLVED that the council authorize the Reeve and the Administrator to sign the easement agreement with 101125756 Saskatchewan Ltd. for the installation of a water line in the road right-of-way north of sections 11 and 12 – 40-03-W3M.

Carried Unanimously

279/22 Employee Layoff **Schaffel:** BE IT RESOLVED that the following employees be given layoff notices for the following dates:
William Gibb: Dec 2nd, 2022
Kevin Conrad: Dec 2nd, 2022

BE IT FURTHER RESOLVED that the layoff will be moved at the discretion of the Road Foreman and the Road Committee.

Carried Unanimously

280/22 Employee Reviews **Schaffel:** BE IT RESOLVED that the employee committee meet with all the staff on November 30, 2022 to complete the annual year end employee reviews.

Carried Unanimously

281/22 SaskPower Install **Hamoline:** BE IT RESOLVED that council approves the request from SaskPower to install service to SE 06-39-02-W3 for SaskPower project number SA13SK0400013812.

Carried Unanimously

282/22 Transfer Station Service **White:** BE IT RESOLVED that the RM renew its contract with GFL Environmental to provide the disposal of waste and recycling at the Aberdeen Transfer Station

BE IT FURTHER RESOLVED that the Chief Administrative Officer be authorized to sign the contract.

Carried Unanimously

283/22 Auditor 2022 **Kirk:** BE IT RESOLVED that the council appoint Jensen Stromberg as the Municipal Auditor for the 2022 Audit.

Carried Unanimously

284/22 Poppy Fund Donation **Kirk:** BE IT RESOLVED that the council provide a donation of \$50.00 to the Poppy Fund.

Carried Unanimously.

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**285/22 Deputy
Reeve**

White: BE IT RESOLVED that council appoints Kevin Kirk as the Deputy
Reeve for 2023.

Carried Unanimously

**286/22 Shop
Doors**

Hamoline: BE IT RESOLVED that the council approves the purchase of
three (3) shop doors from Creative Door for the RM shop for a total cost of
\$23,600.82

Carried Unanimously

Break for Lunch from 12:05pm to 1:05pm. Foreman Darryl Klassen left the meeting at 1:05 pm

**287/22 Admin
Holidays**

Martens: BE IT RESOLVED that the Administrator's holidays be approved for
November 24,25,28 & 29, and December 21,22,23,27, & 28, 2022.

Carried Unanimously

**288/22 Porta
Potties**

White: BE IT RESOLVED that council approves the purchase of 2 porta potties
from Koenders for a cost of \$1,450.00 + taxes each.

Carried Unanimously

**289/22 SGI
Auto Pak**

Schaffel: BE IT RESOLVED that the RM approve the renewal of SGI
Commercial Auto Pak Policy T31066227-8

Carried Unanimously

**290/22 Fire/
1st Resp
Christmas**

Kirk: BE IT RESOLVED that the RM agrees to pay \$1,000 towards the
Christmas Party for the Fire Department and First Responders.

Carried Unanimously

**291/22 Board of
Revisions**

White: BE IT RESOLVED that the RM appoints Western Municipal Consulting
Ltd. to manage the Board of Revision process for the term of January 1, 2023
through to December 31st, 2023; remuneration as set out in the Western Municipal
Consulting Ltd. fee schedule, with the following to serve as Members of the Board
of Revision: Tim Lafreniere, Mike Waschuk , Gordon Parkinson, Dave
Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew
Demmans.

BE IT FURTHER RESOLVED that 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 Unanimously

 MB

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**292/22 Board of
Revision
Secretary**

Korpan: BE IT RESOLVED that the RM appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk 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 Unanimously

**293/22 Board of
Revisions**

Martens: BE IT RESOLVED that the RM appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2023 through to December 31st, 2023; remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stu Hayward, and Stew Demmans.

BE IT FURTHER RESOLVED that 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 Unanimously

**294/22 Develop
Appeals
Secretary**

Hamoline: BE IT RESOLVED that the RM appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2023, through to December 31, 2023; 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 Unanimously

295/22 Corr.

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

- SARM-Midterm Convention/ Midterm Resolutions/ Midterm Agenda/ Liability Insurance Renewals/ Property Self Insurance Program/ SARM /RMAA salary Schedule
- Stars Presentation- 2021-2022 Year in Review/ 2021-2022 Mission Record
- Potash Distributions

 MB

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- CCBF -2021 Expenditures Report/ Expenditures Summary
- CN Snow Removal Letter
- CNPS Winter Safety Letter
- Munisoft Equipment Maintenance Agreement
- Elected Officials Meeting Minutes
- RCMP Occurrence stats Oct- Dec 2021
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- Highway 5 Construction Update
- Highway 5 Stake holders Meeting Invite
- Dance Sponsorship letter
- Prairie Steel- Joe Clavelle Retirement Announcement
- Telmatik
- WSA Nitrogen Management Workshop
- Nelson Granite Bronze
- PHO Newsletter Fall 2022
- SGI Insurance Claim Offer
- ADD Board Levy

Carried Unanimously

**296/22 Move In
Camera**

Schaffel: BE IT RESOLVED that council of the RM of Aberdeen No 373 go In Camera at 1:43pm per section 120(2)(a) of the Municipalities Act and 23.1 of the Local Authority Freedom of Information and Protection of Privacy Act.

Carried Unanimously

**297/22 Move out
Of Camera**

Schaffel: BE IT RESOLVED that council of the RM of Aberdeen No 373 move out of Camera at 2:35 pm.

Carried Unanimously

**298/22 Scraper
Operator**

White: BE IT RESOLVED that the RM advertise for a scraper operator for the 2023 season, wages to be determined based on experience.


Carried Unanimously

266/22 Adjourn

Schaffel: BE IT RESOLVED that the meeting now be adjourned at 2:39 p.m.

Carried Unanimously


Reeve


Administrator