



- The minutes of a Regular Meeting of the R.M. of Terrell No.101 held on Wednesday, March 20, 2024, at the R.M. of Terrell No. 101 Office.
- Order Reeve Darrell Howe called the meeting to order at 9:30 a.m.
- Present Councillor Division 1: Les Schick Councillor Division 2: Dale Petersen
 Councillor Division 3: Robert Finlay Councillor Division 4: Ryan Machmer
 Councillor Division 5: Laverne Messner Councillor Division 6: Chris Hawkins
Reeve: Darrell Howe Administrator: Kimberly Sippola
- Guest Invited guest, Sue Petula, Manager for the Coteau Range Manor, was present to discuss infrastructure funding for the manor.
- 1 Minutes SCHICK: that we adopt the minutes of the February 14, 2024, Regular Meeting, of the R.M. of Terrell No. 101 as presented.
 Carried Unanimously.
- 2 Bills & Accts PETERSEN: that we authorize and approve of paying bills and accounts on behalf of the municipality via cheques 1884- 1897 totalling \$43,630.45 and, that a listing of the cheques issued be appended to the minutes of this meeting.
 Carried Unanimously.
- 3 Statement FINLAY: that we acknowledge receipt of the February 2024 financial statements.
 Carried Unanimously.
- Guest Invited guest, Chris Webb, Maintenance applicant for this RM, was present for a job interview.
- 4 Road Maintenance MACHMER: that the R.M. of Terrell No. 101, enter into an agreement with the R.M. of Elmsthorpe No. 100, for the purpose of maintaining roadways in each respective municipality, as follows:
 a. The R.M. of Terrell No. 101 shall maintain 1.5 miles of roadway described as
 i. West of SW 30-10-24-W2;
 ii. West of NW 30-10-24-W2; and
 iii. West of SW 31-10-24-W2, excluding snow removal and gravel placement.
 b. The R.M. of Elmsthorpe No. 100 shall maintain 1 mile of roadway described as
 i. South of SW 13-10-25-W2; and
 ii. South of SE 13-10-25-W2, excluding gravel placement.
 Carried Unanimously.
- 5 Policy MESSNER: that we amend the RM of Terrell No. 101 Policy Manual, by adding to Section 27. CUSTOM WORK, clause 9, which reads as follows:
 "The R.M. of Terrell No. 101 will not do custom towing."
 Carried Unanimously.
- 6 Gravel HAWKINS: that the R.M. of Terrell No. 101, tender 6000 yards of gravel, to be removed from the SE 10-12-27-W2, by December 1, 2024. Tenders must be received in the RM Office, no later than May 7, 2024 and may include pricing for all or part of the 6000 yards.
 Carried Unanimously.
- 7 Remuneration SCHICK: that we adopt the Rate and Remuneration Schedule as amended, to reflect a council indemnity increase from \$225 to \$250 per meeting, effective January 1, 2024. A copy of the schedule is to be attached to these minutes.
 Carried Unanimously.
- Lunch HOWE: that we recess for lunch and resume the meeting in 45 minutes.
 (The meeting reconvened on time.)





- 8 Construction PETERSEN: that we accept the tender from Nekurak Construction Ltd, in the amount of \$69,800.00, plus taxes, to replace the culvert located at NE 31-12-25-W2. Carried Unanimously.
- 9 Table FINLAY: that we table further discussion, in regard to a capital donation, to the Ross Payant Nursing Home. Carried Unanimously.
- 10 Ag in Classroom MACHMER: that the RM of Terrell purchase a 2024 membership for Agriculture in the Classroom for \$600. Carried Unanimously.
- 11 Salary MESSNER: that we set the Administrator's, Kimberly Sippola, salary and employment conditions, as of April 1, 2024 to March 31, 2026, as follows:
- a. Administrator's salary is set at \$82,000.00 per annum.
 - b. Workhours will be: Monday-Thursday 8:00a.m. to 4:00p.m. with every Friday off.
 - c. Holiday pay is to be paid on above at the rate of ((6/52 x \$82,000), to be retained and paid when annual holidays are taken.
 - d. The Reeve is to be contacted by the Administrator about office being closed for days off or to work extra days to complete the work.
 - e. Travel allowance will be paid, at the same rate as set out in the Rate and Remuneration Schedule, for necessary municipal travel, including bank deposits.
 - f. R.M. will provide to the Administrator short-term disability insurance coverage, long-term disability insurance and health and dental benefits.
 - g. The R.M. will pay 100% of the Administrator's membership to the Rural Municipal Administrators Association.
- Carried Unanimously.
- 12 Wages HAWKINS: that effective April 1, 2024, James Sippola shall receive a raise to \$30.00 per hour, plus the RM will pay his annual water utility invoice. And Brett Strange shall receive a raise to \$36 per hour, plus use of a municipal vehicle for travel. Carried Unanimously.
- 13 Employee SCHICK: that we hire Chris Webb to perform duties of Seasonal Outside Maintenance Operator, for the 2024 season. Wages will start at \$26/hour commencing April 1, 2024. Carried Unanimously.
- 14 Dust Control PETERSEN: that we have Fort Distributors Ltd. complete our dust control requirements for the 2024 season. Carried Unanimously.
- Guest Invited guest Elaine Scheller was present to discuss road traffic.
- Left Councillor Messner left the meeting at 2:30 pm.
- 15 Janitorial PETERSEN: that we increase the monthly payment for janitorial service to \$150/month. Carried Unanimously.
- 16 Warranty FINLAY: that the RM purchase an extended warranty for the Fendt tractor. An additional 60 months or 5000 hours, with \$500 deductible for \$25,639.00. Carried.
- 17 Start MACHMER: that we have James Sippola return to work on March 25, 2024. Carried Unanimously.



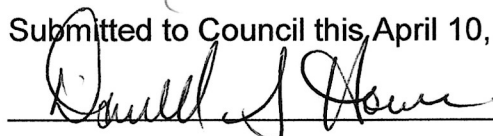


- 18 Capital HOWE: that we provide the Missouri Coteau Range Manor with an Infrastructure grant of \$5000 per year for five years, starting in 2024.
Carried.
- 19 2023 Financials SCHICK: that we acknowledge receipt of the preliminary draft of the 2023, Audited Financial Statements and note everything appears in order.
Carried Unanimously.
- 20 Letters PETERSEN: that we observe receipt of the following correspondence and direct the Administrator to file it accordingly:
- a. S.A.R.M.
 - a. Rural Dart February & March
 - b. Weed Inspector/Land Management Workshop
 - c. Deifenbaker Water Project Update
 - d. Saskatchewan Desperate for Health Care Support
 - e. More Municipal Leadership Training
 - b. Saskatchewan Parks and Recreation - Newsletter
 - c. Western Region Data Lens – Statistics Canada
 - d. Heritage Saskatchewan – Newsletter.
 - e. Tourism Saskatchewan – Industry Update Newsletter
 - f. Saskatchewan Association of Watersheds –
 - a. February Newsletter
 - b. March Newsletter
 - g. APAS –
 - a. February 8 Update
 - b. February 15 Update
 - c. February 22 Update
 - d. February 29 Update
 - e. March 7 Update
 - h. Fort Distributors Dust Control Quote
 - i. RMAA – Spring Election Workshop
 - j. RM of Excel No. 71 – Letter to Oro Lake Board about park status
 - k. Ministry of Highways – (Order 26-34)
 - l. GWP Rodent Products – Rozol Price Increase
 - m. RCMP
 - a. February Newsletter
 - b. Planning meeting – March 27
 - n. Nick's Service – Tractor Extended Warranty
 - o. SAMA Annual Meeting April 10, 2024, Saskatoon
 - p. Bayard Board Minutes March 5
 - q. Coteau Range Manor
 - a. February Financials
 - b. Benefits Package Proposal
 - c. Capital Expenditure List
 - r. Culvert Tenders
 - a. Strange Trucking
 - b. Nekurak Construction
 - s. Spring Valley water reports:
 - a. Prov Labs report no positive bacteria test for February 2024
 - b. Water consumption for February 2024: 7600 gallons
- Carried Unanimously.
- 21 Adjourn FINLAY: that we do now adjourn.
Carried Unanimously.



Administrator

Submitted to Council this April 10, 2024.



Reeve