Present: Reeve - Don Holowachuk

Councilors – Division 1 - Dallas Chornomitz

Division 3 - Collin Redman

Division 4 - Keith Galbraith

Division 6 - Brent Elmy

Administrator – Michael Rattray

Not in attendance was Allen Kreshewski

The meeting was called to order at 8:05 a.m. by Reeve Don Holowachuk.

**ADD AGENDA ITEMS**

273/22 Elmy - That the following items be added to the Agenda:

* New Business #15 – Discuss Cleaning up Trees from Ditches;
* New Business #16 – Approve SaskPower Quote;
* New Business #17 – Discuss Clinton Guy Custom work;
* New Business #18 – Pay Alberts Construction bills. **CARRIED.**

**AGENDA**

274/22 Holowachuk - That the Agenda be adopted as presented, subject to late changes.

**CARRIED.**

**MINUTES**

275/22 Galbraith - That the minutes of the August 10, 2022 Regular Meeting and the August 23, 2022 Special Meeting be approved as circulated. **CARRIED.**

**DELEGATION 8:20 – 8:45 A.M.**

The R.M.’s Foreman Aaron Serhan discussed the following with Council:

* Update on mowing;
* Discussed purchasing an LED light bar for John Deere Tractor;
* Discussed cleaning up trees in the RM’s right-of-way;
* Discussed hiring contractor to rip/rap culvert at Benson Ravine;
* Discussed 2022 gravelling program.

At 8:51 a.m. Councilor Chornomitz attended the meeting.

**DITCH MODIFICATIONS**

Councilor Elmy updated Council on the proposed ditch modifications on the north half of section 19-36-9-W2.

**GRADER TRAINING**

The Administrator updated Council on the grader training with Darrell Biccum.

**HAZEL DELL LAGOON**

Council discussed the Hazel Dell Lagoon Survey Plan and the possibility to agree to a lease or an easement with the current property owners. The Administrator will contact the Water Security Agency to find out if this would be satisfactory.

**EXTENSION OF TIME**

276/22 Galbraith - That the R.M. instruct the Administrator to write a letter to the Government of Saskatchewan, Municipal Infrastructure and Finance Department requesting an extension of time to complete the Schutte Lake Bridge Removal/Culvert Install project as per a recommendation from our engineer from WSA Canada and whereas that the completion date be extended to March 31, 2024. **CARRIED.**

**PDAP PROGRAM**

The Administrator updated Council on the recent PDAP meetings and the amount of people that attended.

**ROAD MAINTENANCE AGREEMENTS**

The Administrator updated Council on Road Maintenance Agreements that have been prepared and the money collected.

**FINANCIAL STATEMENT**

277/22 Galbraith - That the Statement of Financial Activities for the month of August, 2022 be approved as read. **CARRIED.**

**POLICY 2-2022**

278/22 Elmy - That the R.M. approve Policy #2-2022 - Division Boundary Review, with the objective to specify how the division boundaries within the municipality shall be reviewed. **CARRIED.**

**SASK LOTTERIES**

The Administrator updated Council on discussions he had with Sask Lotteries and the future population allocations in this municipality.

**CANCELLATION OF TAXES**

279/22 Elmy - That the R.M. approve the following cancellation of taxes as the R.M. of Hazel Dell No. 335 has now taken ownership and will be set up as Tax Title Property:

Estate of Darlene Burseth – SW 16-35-9-W2;

Municipal – 1,354.35;

Horizon School - $215.77;

Tax Enforcement Costs - $403.79;

Total to be cancelled - $1,973.91. **CARRIED.**

**RMAA DIVISION MEETING**

280/22 Galbraith - That the R.M. authorize Administrator Michael Rattray to attend an RMAA District Meeting in Kelvington, SK. on October 18, 2022. **CARRIED.**

**ADMINISTRATOR INTERNSHIP**

281/22 Chornomitz - That the R.M. authorize the Administrator to advertise for a candidate to train as the future Administrator by way of the Saskatchewan Rural Municipal Administrator Internship Program (MAIP). **CARRIED.**

**EASEMENTS**

282/22 Redman - That the R.M. approve the following easements regarding the culvert installation on Road #127W:

* NW 14-34-7-W2 – Louis Kennedy;
* SW 14-34-7-W2 – Metro/Violet Chornomitz;
* NE 15-34-7-W2 – Dallas/Tammy Chornomitz;
* SE 15-34-7-W2 – Cory/Frances Worobetz;
* NE 35-34-8-W2 – Brett/Krystal Spray. **CARRIED.**

**SARM MIDTERM CONVENTION**

The Administrator informed Council of the upcoming SARM Midterm Convention which will be held in Saskatoon, SK. on November 16th and 17th, 2022.

**MERLIN ALBERTS REQUESTS**

Council reviewed the following requests from Mr. Merlin Alberts:

* Would like to purchase the old mower and sidearm – These items will be auctioned off in the Spring of 2023;
* Is the R.M. wanting to hire someone to stockpile gravel in Okla – Council has not decided there plans for this.

**OFFICE STAFF REQUESTS**

Council reviewed a request from the office staff regarding trees that may need to be cut down and/or branches removed. Council decided not to do anything at this time.

**PURCHASE OFFICE EQUIPEMENT**

283/22 Galbraith - That the R.M. approve the purchase of a folding machine from Success Office Systems with the price being $1,300.00 plus applicable taxes.

**CARRIED.**

**OVERPAID INVOICE**

284/22 Holowachuk - That the R.M. approve a payment of $31.18 to Mr. Brent Elmy for the overpayment of an invoice for Road Maintenance Fees in which the Administrator made an error in calculating (Invoice #22-125). **CARRIED.**

**TREES ON ROAD ALLOWANCE**

A discussion was held regarding a request from Mrs. Vera Schutte to remove trees/overhanging trees that are within the R.M.’s right-of-way as she is wanting to move a house and she is saying there are trees that should be removed. Mrs. Eva Lazar left a message on the office phone saying she will not allow for any trees to be removed on there property. Councilor Galbraith believes that there is no need to remove trees as there is room to move the house. An easement will be drawn up to remove trees on a portion of the NW 10-37-7-W2.

**CRA REPRESENTATIVES**

285/22 Elmy - That the R.M. authorize the following representative changes to the R.M.’s online CRA accounts:

Add - Administrator Michael Rattray;

Remove - Randall Harriman (previous Reeve);

Add - Donald Holowachuk (current Reeve);

Add - Janke LLP (current Auditor).  **CARRIED.**

**LINTLAW FIRE ASSOCIATION**

286/22 Holowachuk - That the minutes of the July 11, 2022 Parkland Regional Waste Management Authority meeting be approved as presented. **CARRIED.**

**ROAD CONCERNS**

The Administrator informed Council that Mr. Lorne Burkatsky visited the office and had concerns regarding trees growing in the road allowance and holes in Road #138S. Councilor Chornomitz will look into this concern.

**SASKPOWER QUOTE**

287/22 Galbraith - That the R.M. approve the following quote from SaskPower:

* Bore in cable under road for the Schutte Lake Bridge Removal/Culvert Install on the NE 10-37-7-W2. **CARRIED.**

**CUSTOM WORK**

Council discussed the recent approach that was built by the R.M.’s grader for Mr. Clinton Guy on the NE 1-37-9-W2. Council decided that an invoice will be prepared and sent out to Mr. Guy.

**PAY INVOICES**

288/22 Redman - That the R.M. approve the payment of the following invoices from Alberts Construction Ltd.:

* Invoice #220906 - $1,270.95;
* Invoice #220960-1 - $5,891.33;
* Invoice #22169 - $416.25;
* Invoice #220906-0 - $799.20;
* Invoice #221690 – 749.25;
* Total to be paid - $28,832.26. **CARRIED.**

**APPROVAL OF PUBLIC WORKS**

289/22 Holowachuk - That the following public works be approved:

* Division 1 – Road 443S – R/R culvert (RM to do);
* Division 3 – Road 630W – Clean up trees in ditch;;
* Division 3 – Road 627W – Repair existing approach;
* Division 4 – Mulch trees in NW 10-37-7-W2. **CARRIED.**

At 12:05 p.m. Councillor Chornomitz left the meeting.

**ACCOUNT PAYMENTS**

290/22 Redman - That the current accounts, Cheque #’s 13742 to 13769 and twenty-six “Other Payments”, attached to and forming part of these minutes, be hereby approved for payment for a total of $373,898.90. **CARRIED.**

**ADMINISTRATOR’S REPORT**

291/22 Galbraith - That the R.M. approve the Administrator’s Report for August/September 2022 as presented to Council. **CARRIED.**

**CORRESPONDENCE**

292/22 Redman - That the R.M. acknowledge the correspondence has been reviewed and filed. **CARRIED.**

**NEXT MEETING**

- The next Regular Meeting is set for Wednesday, October 12th, 2022, starting at 8:00 a.m.

**ADJOURN**

293/22 Elmy - That this meeting be adjourned with the time being 12:44 p.m.

**CARRIED.**

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REEVE ADMINISTRATOR