

**Minutes of the First Meeting of the Council of the Rural Municipality of Willowdale No. 153**  
**Held Friday the 22<sup>nd</sup> day of November, 2024**  
**In the Municipal Transportation Services Shop #1001 Highway 9, Whitewood, Saskatchewan**

**Present:**

Reeve -	Lane Chesney
Councillor Division 1 -	Julie Johnson
Councillor Division 2 -	Les Beutler
Councillor Division 3 -	James Stratton
Councillor Division 4 -	Eva Davis
Councillor Division 5 -	Darryn Beutler
Councillor Division 6 -	Rick Lake
Administrator -	Chrissy Bodnarchuk

**Call to Order:**

A quorum being present, Reeve Lane Chesney called the meeting to order at 9:00 a.m.

**Oath of Office:**

Reeve Lane Chesney and Councillors Julie Johnson, James Stratton and Darryn Beutler subscribed to their Oath of Office as required by Section 94 of *The Municipalities Act*.

**Public Disclosure Statements:**

Reeve Lane Chesney and Councillors Julie Johnson, James Stratton and Darryn Beutler filed their Public Disclosure Statements as required by Section 142 of *The Municipalities Act*.

**Annual Public Disclosure Statements:**

Councillors Les Beutler, Eva Davis and Rick Lake filed their Annual Public Disclosure Statements as required by Section 142(3) of *The Municipalities Act*.

**Election Results:**

**238/24** **Lake:** That the Council for the R.M. of Willowdale No. 153 acknowledge the Declaration of Results as provided by the Returning Officer for the 2024 General Election. **Carried.**

**2024 First Meeting Report:**

**239/24** **Beutler, L:** That the 2024 First Meeting Report be accepted as presented. **Carried.**

**Delegation**

9:00 a.m. - Donna Beutler - Council Orientation.

**Minutes:**

**240/24** **Beutler, L:** That the minutes of the Regular Meeting of Council held October 11, 2024 be approved as presented. **Carried.**

**Financial Reports:**

**241/24** **Beutler, D:** That the Statement of Financial Activities, the Mastercard statement and the bank reconciliation for the month of October 2024 be accepted as presented. **Carried.**

**Accounts:**

**242/24** **Davis:** That the accounts in the amount of \$305,544.73 as indicated on the list attached hereto and forming part of these minutes be approved for payment. **Carried.**

**Correspondence:**

**243/24** **Johnson:** That the following correspondence having been read now be filed:

- a) Municipal Potash Tax Sharing Administration Board 2024 Final Distribution
- b) Southeast Transportation Planning Committee Executive Meeting Minutes
- c) The Royal Canadian Legion Saskatchewan Command Military Service Recognition Book

- |  |                                      |
|--|--------------------------------------|
| d) Ministry of Highways                                | Winter Weights Bulletin 2024-2025    |
| e) Regina District Association of Rural Municipalities | 2024 Financial Statement and Minutes |
| f) APAS  | Annual General Meeting Agenda        |
| g) Lower Souris Watershed Committee                    | November 2024 Newsletter             |

**Carried.****New Business:****Destruction of Records**

- 244/24 Lake:** That the Council for the R.M. of Willowdale No. 153 authorize Administrator to proceed with the destruction of records as presented by the Administrator in Schedule 1 dated November 22, 2024 as per the municipality's Destruction of Records Bylaw 2012-01.

**Carried.****Regular Meetings of Council**

- 245/24 Beutler, L:** That the regular meetings for the R.M. of Willowdale No. 153 be held the second Wednesday of each month commencing at 9:00 a.m. and further that the meetings be held at the Transportation Services Shop located at #1001 Highway 9, Whitewood, Saskatchewan.

**Carried.****Deputy Reeve**

- 246/24 Beutler, D:** That in accordance with Section 91(1) of *The Municipalities Act*, Rick Lake be appointed as Deputy Reeve for a one-year term effective November 22, 2024.

**Carried.****Mastercard**

- 247/24 Stratton:** That the Council for the R.M. of Willowdale No. 153 apply to increase Mastercard credit limit to \$20,000.00 with a card issued to Reeve Lane Chesney in the amount of \$4,000.00, a card issued to Administrator Christine (Chrissy) Bodnarchuk in the amount of \$10,000.00 and a card issued to Foreman Blaine Drake in the amount of \$6,000.00 and further that the card issued to Lawrence Sippola be cancelled.

**Carried.****Bank Signing Authority**

- 248/24 Stratton:** That the Administrator be authorized to update bank signing authority to reflect the change in Reeve by adding Lane Chesney and removing Lawrence Sippola as signer.

**Carried.****Council Remuneration Policy #200-04**

- 249/24 Beutler, D:** That the Council Remuneration Policy #200-04 be approved as presented with no changes.
- |                          |                              |
|--------------------------|------------------------------|
| Regular Council Meetings | \$250/Meeting                |
| Special Council Meetings | \$35/Hour up to 4 hours      |
|                          | Over 4 hours \$250.00        |
| Committee Meetings       | \$35/Hour                    |
| Convention               | \$200/Day                    |
| Workshops                | \$200/Day                    |
| Supervision              | \$35/Hour                    |
| Meals                    | \$50/Day                     |
| Mileage                  | \$0.60/KM                    |
| Accommodations           | Paid in Full by Municipality |
| Parking                  | Paid in Full by Municipality |
| Communication Allowance  | Council - \$25/Month         |
|                          | Reeve - \$75/Month           |

**Carried.****Custom Work Policy #300-02**

- 250/24 Lake:** That the Custom Work Policy #300-02 be approved as presented with no changes.
- |                                      |               |
|--------------------------------------|---------------|
| Grader – non-ratepayers              | \$200.00/hour |
| Grader – ratepayer                   | \$175.00/hour |
| Grader minimum charge (0-15 minutes) | \$50.00       |
| Mower                                | \$150.00/hour |
| Road Boss                            | \$125.00/hour |
| D6N Cat Dozer – non-ratepayer        | \$225.00/hour |
| D6N Cat Dozer – ratepayer            | \$200.00/hour |
| Hitachi Excavator – non-ratepayer    | \$225.00/hour |
| Hitachi Excavator – ratepayer        | \$200.00/hour |
| Semi-Tractor                         | \$150.00/hour |

Crushed Gravel	\$16.00/yard
Pit Run	\$5.00/yard
Aggregate Hauling	\$7.50/loaded mile
Packer Rental – regardless of use	\$100.00/day

**Carried.**2024-2025 Committees and Appointments

- 251/24 Beutler, D:** That the Council for the R.M. of Willowdale No. 153 approve the 2024-2025 committee appointments and non-council appointments as shown on Schedule A attached hereto and forming part of these minutes.

**Carried.**Whitewood Wiggles and Giggles Childcare Centre Inc.

- 252/24 Beutler, D:** That the Council for the R.M. of Willowdale No. 153 donate \$2,500.00 to Whitewood Wiggles and Giggles Childcare Centre Inc. for 2024 and further that \$2,500.00 be donated annually.

**Carried.**Amend Road Maintenance Agreement # 2024-03 – RESPEC Consulting Inc.

- 253/24 Beutler, L:** That Council for the R.M. of Willowdale No. 153 amend Resolution 204/24 by making it applicable to well site one with route per attached maps and dust control to be provided by water truck as needed by RESPEC Consulting Inc.

**Carried.**Road Maintenance Agreement # 2024-04 – RESPEC Consulting Inc.

- 254/24 Johnson:** That the Council for the R.M. of Willowdale No. 153 accept the road maintenance agreement with RESPEC Consulting Inc. dated September 11, 2024 for well site two.

**Carried.**Road Maintenance Agreement # 2024-05 – RESPEC Consulting Inc.

- 255/24 Stratton:** That the Council for the R.M. of Willowdale No. 153 accept the road maintenance agreement with RESPEC Consulting Inc. dated September 11, 2024 for well site three.

**Carried.**Road Maintenance Agreement # 2024-06 – RESPEC Consulting Inc.

- 256/24 Davis:** That the Council for the R.M. of Willowdale No. 153 accept the road maintenance agreement with RESPEC Consulting Inc. dated September 11, 2024 for well site four.

**Carried.**Road Maintenance Agreement # 2024-07 – RESPEC Consulting Inc.

- 257/24 Lake:** That the Council for the R.M. of Willowdale No. 153 accept the road maintenance agreement with RESPEC Consulting Inc. dated September 11, 2024 for well site five.

**Carried.**Esterhazy Super Sledders – Snowmobile Trail

- 258/24 Beutler, D:** That the Council for the R.M. of Willowdale No. 153 give approval to the Esterhazy Super Sledders for a snowmobile trail through the municipality as presented valid from November 22, 2024 to April 30, 2025 with the understanding that the snowmobiles be permitted on the right of way only, all litter shall be cleaned up and that the local farmers may use some trails during winter and further that the R.M. maintain the right to revoke this approval by providing written notice.

**Carried.**Whitewood & District Veterinary Services Board Sale and Final Disbursement

- 259/24 Beutler, L:** That the Council for the R.M. of Willowdale No. 153 ratify the sale of the Whitewood Veterinary Services Building and accept the final disbursement of funds being \$49,571.42 representing the R.M. of Willowdale's share in the board of 39.7% and further that the Whitewood & District Veterinary Services Board be dissolved.

**Carried.**2025 RMAA Division 1 Curling Bonspiel

- 260/24 Beutler, L:** That Administrator and Council be authorized to attend RMAA Division 1 Curling Bonspiel to be held on Friday January 24, 2025 with entry fee paid by municipality.

**Carried.**Regina District Association of Rural Municipalities 2025 Meeting

- 261/24 Beutler, L:** That the Administrator and Council be authorized to attend Regina and District Association of Rural Municipalities 2025 meeting to be held in Regina on January 9 & 10, 2025 in accordance with Policy #200-04 and Policy #200-06.

**Carried.**Lakeview Quarry Ventures Invoices

- 262/24** **Beutler, D:** That the R.M. of Willowdale No. 153 pay Lakeview Quarry Ventures \$50,000.00 advance payment on invoice #3919 with the balance to be paid upon confirmation of quantities from site survey completed by drone. **Carried.**
- Gravel Survey
- 263/24** **Beutler, L:** That the R.M. of Willowdale No. 153 hire Hemphill Project Management Ltd. to complete a gravel survey by drone of Circle T crushed gravel and reject piles and Percival stockpile. **Carried.**
- SARM Property Self Insurance
- 264/24** **Lake:** That the SARM Property Self Insurance Program be renewed as presented. **Carried.**
- SARM Liability Self Insurance Plan and Excess Liability
- 265/24** **Stratton:** That the SARM Liability Self Insurance Plan be renewed as presented and further that the excess liability be renewed at \$2,000,000 with no additional errors and omissions. **Carried.**
- Tax Title Property – Roll 1098
- 266/24** **Beutler, L:** That the R.M. of Willowdale No. 153 retain title to tender tax title property described as Block/Parcel B, Plan 101250504 and further that the Administrator be authorized to pay outstanding school liability. **Carried.**
- Conflict of Interest**  
Councillor Eva Davis declared a conflict of interest in the next item of business due to family involvement, therefore is leaving the Council Chambers, is not participating in any discussion and is abstaining from voting (12:42 p.m.).
- Subdivision Application – NW 16-16-02-W2 – File SUBD-003899-2024
- 267/24** **Beutler, L:** That the Council for the R.M. of Willowdale No. 153 recommends approval of the Application to Subdivide land on the NW 16-16-02-W2 as presented in the Ministry of Government Relations letter dated November 13, 2024. **Carried.**
- Councillor Eva Davis returned to the Council Chambers at 12:46 p.m.*
- Closed Session
- 268/24** **Lake:** That the meeting enter into closed session at 12:47 p.m. in accordance with Section 120(2)(a) of *The Municipalities Act* and Section 16 of *The Local Freedom of Information and Privacy Act* to discuss personnel. **Carried.**
- In attendance: Lane Chesney, Julie Johnson, Les Beutler, James Stratton, Eva Davis, Darryn Beutler, Rick Lake and Chrissy Bodnarchuk.
- Open Session
- 269/24** **Beutler, L:** That the meeting reconvene into regular session at 1:55 p.m. **Carried.**
- Steven Faelker – Layoff Notice
- 270/24** **Lake:** That the Council for the R.M. of Willowdale No. 153 ratify Equipment/Maintenance Operator Steven Faelker being laid off effective November 16, 2024. **Carried.**
- Third Party Investigation
- 271/24** **Chesney:** That the Administrator be authorized to hire an independent third-party consultant to investigate workplace. **Carried.**
- Work Orders
- 272/24** **Beutler, L:** That the following work orders be approved as presented:  
2-1 – Replace Culverts - ESE 36-16-2-W2      2-2 – Push Bush - Twp Rd 160 – NE & NW 33-15-2-W2 **Carried.**
- Council Indemnity

**273/24 Beutler, L:** That Council for the R.M. of Willowdale No. 153 accept the monthly council indemnity as presented and hereby approve payment with month end payroll cycle with the understanding that any miscalculations be documented on the indemnity sheets.

Chesney	\$ 1,648.00	Johnson	\$ 302.60	Beutler, L	\$ 539.50
Stratton	\$ 287.00	Davis	\$ 509.90	Beutler, D	\$ 285.80
Lake	\$ 417.00	Schellenberg	\$ 233.60		

**Carried.**

**Adjournment**

**274/24 Beutler, D:** That this meeting adjourn (3:29 p.m.).

**Carried.**

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Reeve

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Administrator

R.M. of Willowdale No. 153  
List of Accounts for Approval  
as of 11/22/2024  
Batch: 2024-00085 to 2024-00092

Cheques	Date	Vendor Name	Reference	Payment Amount
11297	11-Oct-24	Brandt Tractor Ltd.	September Statement	\$17,256.50
11298	11-Oct-24	Nick's Service Ltd.	2017 New Holland T7.210 Tractor	\$143,190.00
11299	11-Oct-24	Whitewood School	Playground Donation	\$2,500.00
EFT	25-Oct-24	Mark Briggs	Payroll	\$2,170.51
EFT	25-Oct-24	Blaine Drake	Payroll	\$4,104.10
EFT	25-Oct-24	Steve Faelker	Payroll	\$1,285.97
EFT	25-Oct-24	Cole Gawryluk	Payroll	\$2,118.42
EFT	25-Oct-24	Ricayla Gawryluk	Payroll	\$1,727.66
EFT	31-Oct-24	Chrissy Bodnarchuk	October Payroll	\$5,319.62
EFT	31-Oct-24	Leslie Beutler	October Council Indemnity	\$504.00
EFT	31-Oct-24	Lane Chesney	October Council Indemnity	\$647.93
EFT	31-Oct-24	Eva Davis	October Council Indemnity	\$438.45
EFT	31-Oct-24	Elizabeth Domsolai	October Council Indemnity	\$370.29
EFT	31-Oct-24	Rick Lake	October Council Indemnity	\$441.00
EFT	31-Oct-24	Rick Schellenberg	October Council Indemnity	\$449.80
EFT	31-Oct-24	Larry Sippola	October Council Indemnity	\$604.28
OL	31-Oct-24	MEPP	October Payable	\$6,515.82
OL	31-Oct-24	Receiver General	October Payable	\$11,159.83
OL	31-Oct-24	Sask Energy	October Payable	\$111.14
OL	31-Oct-24	Sask Power	October Payable	\$474.97
OL	31-Oct-24	Sask Tel	October Payable	\$344.63
OL	31-Oct-24	Minister of Finance	GSSD - October Payable	\$2,289.03
OL	31-Oct-24	Minister of Finance	PVSD - October Payable	\$14,168.84
OL	31-Oct-24	SMHI	October Payable	\$11,076.62
EFT	08-Nov-24	Mark Briggs	Payroll	\$1,552.07
EFT	08-Nov-24	Blaine Drake	Payroll	\$3,235.81
EFT	08-Nov-24	Steve Faelker	Payroll	\$1,839.73
EFT	08-Nov-24	Cole Gawryluk	Payroll	\$2,291.85
EFT	08-Nov-24	Ricayla Gawryluk	Payroll	\$1,682.89
EFT	22-Nov-24	Mark Briggs	Payroll	\$1,613.33
EFT	22-Nov-24	Blaine Drake	Payroll	\$3,149.98
EFT	22-Nov-24	Steve Faelker	Payroll	\$1,989.91
EFT	22-Nov-24	Cole Gawryluk	Payroll	\$2,272.63
EFT	22-Nov-24	Ricayla Gawryluk	Payroll	\$1,753.22
11300	22-Nov-24	Donna Beutler	2024 General Election	\$612.50
11301	22-Nov-24	Town of Esterhazy	Fire Call	\$3,822.00
11302	22-Nov-24	Farm & Family Tire Shop	Equipment Repairs	\$556.11
11303	22-Nov-24	Jean Green	October Caretaking	\$60.00
11304	22-Nov-24	Hopehill Hauling Ltd.	Custom Hauling	\$420.00
11305	22-Nov-24	Laurie's Construction 2007 Inc.	Shop Repairs	\$159.84
11306	24-Nov-24	Royal Canadian Legion	2024 Wreath Donation	\$25.00
11307	22-Nov-24	Napa Auto Parts	October Statement	\$549.17
11308	22-Nov-24	Petty Cash	2024 General Election	\$24.00
11309	22-Nov-24	Sharon Rodgers	2024 General Election	\$612.50
EFT	22-Nov-24	Borderland Coop	October Statement	\$24,421.93
EFT	22-Nov-24	DionCo Sales & Service Ltd.	October Statement	\$9,354.11

EFT	22-Nov-24	Flaman Sales Ltd.	October Statement	\$439.56
EFT	22-Nov-24	Flatlander Express Inc.	October Invoice	\$82.33
EFT	22-Nov-24	Frier's Ag	October Invoice	\$5,239.92
EFT	22-Nov-24	Grasslands News Group	October Statement	\$304.50
EFT	22-Nov-24	Loraas Disposal	October Invoice	\$62.65
EFT	22-Nov-24	Ricoh Canada Inc.	October Invoice	\$29.42
EFT	22-Nov-24	Rocky Mountain Equipment	October Statement	\$1,184.74
EFT	22-Nov-24	SARM	October Statement	\$418.26
EFT	22-Nov-24	Toshiba Tec Canada	November Invoice	\$145.05
EFT	22-Nov-24	Town of Whitewood	October Invoice	\$1,170.23
OL	22-Nov-24	Collabria Mastercard	October Statement	\$5,200.08

Total \$305,544.73

Certified correct this 22nd day of November, 2024

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Reeve

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Administrator

**R.M. of Willowdale No. 153**  
**2024-25 Board and Committee Appointments**  
**Schedule A**  
**November 22, 2024**

<b>OFFICE, COMMITTEE OR BOARD</b>	<b>APPOINTEE</b>	<b>TERM OF OFFICE</b>
Administrator, <i>The Animal Production Act</i>	Administrator	2024-25
Acting Administrator, <i>The Animal Production Act</i>	Reeve or Deputy Reeve	2024-25
Auditor	Prairie Strong Chartered Professional Accountants	2024-25
Building Official	MuniCode Services Ltd.: Clayton Meier – License #BOL332 Ryan Thiessen – License #BOL555 Shenah Cartier – License #BOL622 Clint Vargo – License #BOL798 Kelsey Rebryna – License # BOL818 Matthew Stepp – License #BOL807	2024-25
Pest Control Officer	Elizabeth Domoslai	2024-25
Pest Control Officer – Clubroot Survey	Yemi Adeyemo, Plant Health Officer – SARM Division 1	2024-25
Polling Stations	Divisions 1-6 and Reeve Municipal Office 711 Lalonde Street Whitewood, SK.	2024-25
Pound and Pound keeper	Whitewood Auction Services	2024-25
Returning Officer, <i>The Local Government Elections Act</i>	Administrator	2024-25
Solicitor	SARM Legal Department	2024-25
Weed Inspector	Elizabeth Domoslai	2024-25

<b>NON-COUNCIL BOARDS AND COMMISSIONS</b>	<b>APPOINTEE</b>	<b>TERM OF OFFICE</b>
Board of Revision	Western Municipal Consulting Ltd.	2024-25
Southeast Municipal Healthcare Corporation	Division 4 Councillor – Eva Davis Reeve – Lane Chesney	2024-25
Wapella Fire Department	Division 4 Councillor – Eva Davis Reeve – Lane Chesney	2024-25
Whitewood & District Fire Board	Division 4 Councillor - Eva Davis Reeve – Lane Chesney	2024-25
Whitewood & District Health Care and Health Care Capital Fund	Reeve – Lane Chesney	2024-25
Whitewood Library Board	Division 4 Councillor - Eva Davis Reeve – Lane Chesney Julie Merrett	2024-25