



VILLAGE OF BETHUNE - MINUTES
REGULAR COUNCIL MEETING
Tuesday, December 5, 2023

Meeting held at the municipal office at 101 Railway Avenue and called to Order at 7:06 pm by Mayor Christopher Lloyd.

- Present: Mayor Christopher Lloyd, Councillors Elwood Huber, Brant McEachern, Doug Patience and Ashton Riche. Tammy Knuttila, CAO, also in attendance.
Conflicts of Interest: There were no conflicts of interest identified with any agenda items by any members of Council.
Adopt Agenda: 169-23 HUBER: That the agenda be adopted as presented. CARRIED
Minutes: 170-23 MCEACHERN: That the minutes of the Regular Council Meeting held on November 7, 2023 be approved. CARRIED
Request for Reimbursement: 171-23 PATIENCE: That the request of Brett Wagner for reimbursement of towing costs from Prairie Street in April, 2023 be denied. CARRIED
Accounts for Payment: 172-23 HUBER: That the List of Accounts for Approval attached hereto and forming part of these minutes, from cheque 7293 to 7325 (excluding 7324 for \$211.68), manual and EFT payments totalling \$66,088.54 and all EFT Payroll payments totalling \$3,074.57 be approved. CARRIED
Financial Reports: 173-23 MCEACHERN: That the Budget Variance Report, Balance Sheet, Bank Reconciliation and Tax Owing Report for the Month of November, 2023 be received. CARRIED
Tax Enforcement: 174-23 RICHE: That TAXervice be authorized under S22(1) of The Tax Enforcement Act on or after October 27, 2023 to commence proceedings to request title with respect to the following described lands: Roll 85, Roll 86, Roll 125. CARRIED
2024 Regular Meeting Schedule: 175-23 HUBER: That the following dates comprise the Regular Meeting Schedule for 2024: January 9, February 13, March 12, April 9, May 7, June 11, July 9, August 13, September 10, October 8, November 12, December 10. CARRIED

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**Municipal Revenue  
Sharing Declaration**

**176-23 MCEACHERN:**

The Council of the Village of Bethune confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator/CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED**

**Water Meter Reading  
Options**

**177-23 HUBER:**

That the Administration research options for water meter readings in the Village. **CARRIED**

**Receive Reports**

**178-23 RICHE:**

That the following Reports be received:

- a) Foreman's Report
- b) Water System Log
- c) Administration Report
- d) Development Report

**CARRIED**

**Council Procedures  
Bylaw 8-2023**

**179-23 MCEACHERN:**

That Bylaw No. 8-2023 being a bylaw to provide for the Council Procedures for Council Meetings for the Village of Bethune be now read a first time. **CARRIED**

**Bylaw 8-2023 Second  
Reading**

**180-23 RICHE:**

That Bylaw No. 8-2023 be now read a second time. **CARRIED**

**Bylaw 8-2023  
Three Readings at Meeting**

**181-23 PATIENCE:**

That Bylaw No. 8-2023 be considered for third reading.

**CARRIED UNANIMOUSLY**

**Bylaw 8-2023 Third Reading**

**182-23 HUBER:**

That Bylaw No. 8-2023 be now read a third time. **CARRIED**

**Lumsden Heritage Home  
Advocacy**

**183-23 HUBER:**

That the Municipality provide a letter of support to the Minister of Health and Addictions, Seniors and Rural and Remote Health for the Lumsden and District Heritage Home grant proposal. **CARRIED**



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**Palliser Regional Library**

**184-23 HUBER:**

That a contribution be made in conjunction with the RM of Dufferin No. 190 for payment of \$311.25 to the Palliser Regional Library for extra hours at the Bethune Branch. **CARRIED**

**SPWA 2024 Conference**

**185-23 PATIENCE:**

That the Foreman and Assistant Foreman be authorized to attend the Saskatchewan Public Works Association conference in Saskatoon on February 27 to 29, 2024. **CARRIED**

**Board of Revision Board**

**186-23 MCEACHERN:**

That the Village of Bethune appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024 through December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen.

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**

**Board of Revision Secretary**

**187-23 MCEACHERN:**

That the Village of Bethune appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024 through to December 31, 2024; 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**

**Development Appeals Board**

**188-23 MCEACHERN:**

That the Village of Bethune appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024 through December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark.

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**



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**Development Appeals  
Board - Secretary**

**189-23 MCEACHERN:**

That the Village of Bethune appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024 through to December 31, 2024; 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**

**Correspondence**

**190-23 PATIENCE:**

That the following correspondence be received:

**Action Items**

- a) Lumsden & District Heritage Home – Council Advocacy Request
- b) Palliser Regional Library – 2024 Funding Requirements
- c) SPWA – 2024 February Conference
- d) Western Municipal Consulting – 2024 Board of Revision
- e) Wagner Payment to TRK Towing
- f) 2023 Bethune Twinkle Tour and Trade Show Sponsorship

**Information Items**

- a) Lumsden & District Heritage Home – Oct. 11, 2023 Meeting Minutes
- b) Lumsden RCMP – Community Policing Report for October 2023
- c) Ministry of Parks, Culture and Sports – Summary Report Information
- d) Palliser Regional Library – News & Trustee Report – November 2023
- e) Statistics Canada – Data Lens – November 2023
- f) SUMA – Municipal Update – November 6, 2023
- g) SUMA – Municipal Update – November 20, 2023
- h) SUMA – Group Benefits Insurance Update – November 21, 2023
- i) SUMA – MuniCast – November 22, 2023
- j) SUMA – Membership Renewal – November 28, 2023
- k) SUMA – MuniCast – November 29, 2023
- l) Tourism Saskatchewan – Industry Update – November 8, 2023
- m) Tourism Saskatchewan – Industry Update – November 15, 2023
- n) Tourism Saskatchewan – Industry Update – November 22, 2023
- o) Tourism Saskatchewan – Industry Update – November 29, 2023
- p) WCB – 2024 Rates and Preliminary Rate Information Meeting

**CARRIED**

**Adjourn**

**191-23 PATIENCE:**

That this meeting now adjourn at 9:41 p.m.

**CARRIED**

  
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 Mayor – Christopher Lloyd

  
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 Chief Administrative Officer- Tammy Knuttila

**Next Regular Meeting – Tuesday, January 9, 2024 - 7:00 pm**