

The first meeting of the Council of the Rural Municipality of Heart's Hill No. 352, following the 2022 General Municipal Election, was held in the Municipal Office at 405 Grand Avenue, Luseland, Saskatchewan on Thursday, November 10, 2022.

**CALL to ORDER:**

Administrator Janelle Franko called the meeting of Council to order at 5:00 p.m.

**DECLARATION OF ELECTION RESULTS:**

Administrator Janelle Franko presented the Declaration of Results of the Municipal Election held on Wednesday, November 9, 2022, stating:

Councillor Division 2 - David Gette (Re-Elected)

Councillor Division 4 - Blaine Thrun (Elected by Acclamation)

Councillor Division 6- Herbert Reichert (Elected by Acclamation)

**COUNCIL MEMBER OATHS OF OFFICE AND PUBLIC NOTICE DECLARATIONS:**

Oaths of Office were taken by: Councillor Division 2 - David Gette

Councillor Division 4 - Blaine Thrun

Councillor Division 6 - Herbert Reichert

Councillor David Gette (Div. 2), Blaine Thrun (Div. 4) and Herbert Reichert (Div. 6) completed their first Public Disclosure Declarations since assuming their offices and filed them with the Administrator.

Reeve Gordon Stang and Councillors for all Divisions completed their Annual Public Disclosure Declarations and filed them with the Administrator.

**MEMBERS PRESENT:**

Reeve Gordon Stang and Councillors Keith Rumohr (Div. 1), David Gette (Div. 2), Terrance Kohlman (Div. 3), Blaine Thrun (Div. 4), Jerome Kohlman (Div. 5), Herbert Reichert (Div. 6), Administrator Janelle Franko, and Assistant Administrator Brenda Gintaut.

Reeve Gordon Stang assumed the Chair.

**197/22-NOTICE OF FIRST MEETING OF COUNCIL:**

Moved by T. Kohlman THAT Council acknowledge that Administrator Janelle Franko provided written notice to each Council member that the first meeting of Council would be held on Thursday, November 10, 2022, beginning at 5:00 p.m.

Carried.

**198/22-AGENDA:**

Moved by Thrun THAT Council accept the agenda as presented.

Carried.

**DECLARATION OF INTEREST: NONE**

**199/22-MINUTES:**

Moved by Reichert THAT Council approve the content of the Minutes of the Regular Meeting of Council held on October 6, 2022.

Carried.

**200/22-DELEGATIONS:**

Moved by Thrun THAT Council acknowledge the presence and verbal/written reports:

**5:15 p.m. Daniel Fisher, Road Maintenance Foreman, Arrived**

**5:34 p.m. Daniel Fisher, Departed**

Carried.

## COMMUNICATIONS:

### 201/22-COMMUNICATIONS:

Moved by Rumohr THAT the following items, having been presented, be filed or dealt with as indicated:

S.A.R.M.

Weekly Bulletins

Rural Sheaf

RockChain – Aggregate Services

2023 Industrial Update

S.A.M.A.

Enbridge Pipelines Inc.

Line 3 Decommissioning Complete

Sask. Trappers Association

Correspondence & Advertising

Carried.

## REPORTS OF ADMINISTRATION AND COMMITTEES:

### 202/22-STATEMENT OF FINANCIAL ACTIVITIES AND LIST OF ACCOUNTS FOR APPROVAL:

Moved by Thrun THAT Council accept the Statement of Financial Activities for the Month of October 2022 as presented by Administrator Janelle Franko, and List of Accounts for Approval comprising of cheques #7403 to and including #7439, and other payments 1-Man to 392223 totalling \$422,205.14, together with Paymate: Payroll Summary Report - Payroll 01- totalling - \$25,412.51 and Payroll Summary Report – Council 02 – totalling \$4,948.00, as attached for approval.

Carried.

### 203/22-VOID CHEQUES #7423 AND #7430:

Moved by Gette THAT Council acknowledge Administration voiding cheque #7423, as it was issued to the wrong vendor, and #7430, as there was a printing error.

Carried.

### 204/22-ADDITION TO JUNE 2022 MINUTES AS MOTION MISSED:

Moved by T. Kohlman THAT Administration be authorized to add Resolution 115.B/22 “Moved by Rumohr THAT Administration be authorized to transfer \$39,485.00 from the Municipality’s Equipment Reserve to the Chequing Account for costs incurred in the purchase of a 2022 Degelman RP6000 Rock Picker from Rocky Mountain Equipment, Kindersley, Sask.” to the June 9, 2022 meeting minutes as it was previously missed.

Carried.

### 205/22-REPORTS OF COMMITTEES:

Moved by J. Kohlman THAT Council accept the following written and verbal reports:

**Gravel Exploration:** G. Stang, D. Gette, H. Reichert & T. Kohlman

**Pioneer Haven:** K. Rumohr

**West Central Municipal Gov’t Committee:** K. Rumohr

**Luseland Fire Department:** B. Thrun & K. Rumohr

**Luseland Airport:** B. Thrun

**District 30 A.D.D. Board:** J. Kohlman

**Macklin Lake Regional Park:** T. Kohlman

**Villa Marie:** H. Reichert

**Macklin & District Medical Clinic:** H. Reichert

Carried.

## REEVE AND COUNCILLOR FORUM:

## UNFINISHED BUSINESS:

## NEW BUSINESS:

### 206/22-PURCHASE OF 160JOY-BR CATERPILLAR GRADER:

Moved by Rumohr THAT Council approve the purchase of a 2024 160JOY-BR Caterpillar Grader from Finning, North Battleford, Sask., at a cost of \$259,424.59 USD (including trade in of 2016 160M valued at \$217,858.00 USD), to be delivered and paid for in late 2023.

Carried.

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Reeve

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Administrator

**207/22-SASKPOWER UNDERGROUND ELECTRICAL CABLE REPAIR ON RNG. RD. 3285:**

Moved by Reichert THAT Council acknowledge SaskPower's request to repair an underground electrical cable on Rng. Rd. 3285, on the 66ft right-of-way, in the NE 19-36-28W3; and further, THAT Administration sign the acknowledgement letter stating the R.M. has no objections.

Carried.

**208/22-APPLICATION TO PURCHASE AGRICULTURAL LEASE LAND:**

Moved by Gette THAT Council have no objections to the landowner application for purchase of agricultural lease land SW 10-35-26W3 and Section 11-35-26W3; and further, THAT Administration be authorized to sign the application on behalf of the Rural Municipality stating the approval.

Carried.

**209/22-ROAD CONSOLIDATION AND RIGHT-OF-WAY TRANSFER SW 25-34-28W3:**

Moved by T. Kohlman THAT Council approve hiring Meridian Surveys, Kindersley, Sask., to consolidate Road Plan 82S06662 in SW 25-34-28W3, retaining the right of way on the north and south side of Twp Rd. 344 and transferring the curve back to the abutting landowner.

Carried.

**210/22-LAY OFF NOTICE DANIEL BAIER:**

Moved by Thrun THAT Council acknowledge that at the request of Foreman Daniel Fisher, on October 21, 2022, Administration prepared and mailed a lay-off notice to outside employee Daniel Baier, effective November 4, 2022, due to the slow down of work for the season.

Carried.

**211/22-TERMINATION OF CALVIN GIGGS:**

Moved by Thrun THAT Council authorize Administration to prepare and mail a letter of termination to Assistant Administrator Calvin Giggs, effective December 31, 2022, as the position is no longer required.

Carried.

**212/22-2023 SARM FIDELITY BOND:**

Moved by Reichert THAT for 2023, Council renew the SARM Fidelity Bond Self Insurance Policy with no changes being made from the previous year.

Carried.

**213/22-2023 SARM LIABILITY SELF INSURANCE PLAN:**

Moved by Reichert THAT for 2023, Council renew the standard \$3 Million Liability Self Insurance Plan with SARM.

Carried.

**214/22-2023 SARM EXCESS LIABILITY INSURANCE PLAN:**

Moved by Reichert THAT for 2023, Council renew the optional \$2 Million Excess Liability Insurance, along with the \$500,000 optional Excess Administrative Errors and Omissions Liability.

Carried.

**215/22-2023 SARM PROPERTY SELF INSURANCE PLAN:**

Moved by Reichert THAT for 2023 Council renew the SARM Property Self-Insurance Policy complete with the noted coverage changes.

Carried.

**216/22-2023 SARM BENEFITS:**

Moved by Reichert THAT for 2023, Council renew the SARM benefit package for employees and elected/appointed officials complete with the noted coverage changes.

Carried.

**217/22-2023 CEMETERY CUSTODIAN CONTRACT:**

Moved by Rumohr THAT the Cemetery Contract with Kellie Demers, dated March 4, 2019, for the care and maintenance of the Heart's Hill Cemetery be renewed with no changes for 2023.

Carried.

**218/22-2023 OFFICE JANITOR CONTRACT:**

Moved by Gette THAT the Office Janitor Contract with Brenda Gintaut, dated January 7, 2021, for the janitorial services for the R.M. of Heart's Hill No. 352 office at 405 Grand Avenue, Luseland, Sask., be renewed with no changes for 2023.

Carried.

**219/22-2023 CACTUS LAKE HALL JANITOR CONTRACT:**

Moved by T. Kohlman THAT the Cactus Lake Hall Janitorial Contract with Tamara Erker, dated September 30, 2021, for the janitorial services of the Cactus Lake Hall be renewed with no changes for 2023.

Carried.

**220/22-OFFICE SIDEWALK SNOW CLEARING:**

Moved by Reichert THAT Council acquire the services of Dennis Obrigewitch to keep the sidewalk clear on both sides of the Municipal office at 405 Grand Avenue, Luseland, Sask., during the 2022-23 winter season (November 2022 to April 2023) at a price of \$150 per month, depending upon severity, and with a signed receipt; and further, THAT Administration be authorized to pay Dennis Obrigewitch out of petty cash.

Carried.

**221/22-IN-CAMERA SESSION:**

Moved by J. Kohlman THAT pursuant to Bylaw No. 4/21, that Council go in-camera at 9:05 p.m. as per *The Municipalities Act* section 120(2)(a) and *The Local Authority Freedom of Information and Protection of Privacy Act* section 16(1)(a)&(b).

Carried.

**222/22-END IN-CAMERA SESSION:**

Moved by Reichert THAT Council end the in-camera session at 9:25 p.m..

Carried.

**All of Council, the Administrator, and Assistant Administrator were present for the closed portion of the meeting.**

**223/22-2023 HOURLY WORKERS WAGES:**

Moved by Rumohr THAT the 2023 wages for the Municipality's hourly employees be as follows:

- Daniel Baier                      \$37.10 per hour (6% increase);
- Daniel Fisher                    \$45.58 per hour (6% increase);
- Terrance Loerzel                \$34.45 per hour (6% increase);
- Ernest Scheck                  \$38.69 per hour (6% increase); and
- Brenda Gintaut                 \$32.00 per hour (\$3 increase);

Carried.

**224/22-2023 ADMINISTRATOR SALARY:**

Moved by Gette THAT the 2023 salary for Administrator Janelle Franko be set at \$85,000 (per annum); and further, THAT Council acknowledge she is entitled to 4 weeks of vacation (per annum).

Carried.

**225/22-2023 COUNCIL REGULAR MEETINGS:**

Moved by Rumohr THAT the regular meetings of Council for 2023 be held in the Municipal office at 405 Grand Avenue, Luseland, Sask., each month on the first Thursday following the first Monday commencing at 5:00 p.m. local time, with the exception of:

- January meeting moved to Thursday, January 12, at 5:00 p.m.;
- April meeting moved to Wednesday, April 5, at 5:00 p.m.; and
- November meeting moved to Thursday, November 2, at 5:00 p.m..

Carried.

**226/22-PUBLIC NOTICE ACKNOWLEDGEMENT:**

Moved by Rumohr THAT Council acknowledge the Public Notice, dated November 1, 2022, issued by the Administrator, pursuant to Bylaw 3/19 clause 3.1(j), concerning the setting of remuneration for members of Council and for members of Council Committees and other bodies established by Council for the year 2023 at this meeting; and further, that the Notice be attached to and form a part of these minutes.

Carried.

**227/22-2023 REMUNERATION/ALLOWANCES FOR COUNCIL:**

Moved by Rumohr THAT for the year 2023 the Indemnity, Travel and Meal Allowances for Council be as follows: Regular Council Meetings - \$250.00, Special Council Meetings in Lieu of a Regular Council Meeting - \$250.00, Special Council Meetings - \$200.00, Supervision of Works - \$200.00/day, Committee Meetings, including Convention Attendance - \$200.00/day (All per day allowances are based on an 8 hour day), Travel on Municipal Business - \$0.60/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper - \$23.00 or \$69.00/day.

Carried.

**228/22-2023 REMUNERATION/ALLOWANCES FOR EMPLOYEES AND OTHER COMMITTEE APPOINTEES:**

Moved by Rumohr THAT for the year 2023 the Indemnity, Travel and Meal Allowances for Employees and other Committee Appointees be as follows:

- Other Committee Appointees: Committee Meetings - \$200.00/day\*; and
  - Employees (Other than a Scheduled Working Day):
    - Delegated Duties - \$200.00/day\*;  
(\*Per day allowance is based on an 8 hour day)
  - Travel on Municipal Business - \$0.60/km and Meals on Municipal Business outside the Municipality - Breakfast - \$23.00, Dinner - \$23.00 and Supper \$23.00 or \$69.00/day.
- Carried.

**229/22-WESTERN MUNICIPAL CONSULTING CONTRACT:**

Moved by Rumohr THAT Council renew the February 10, 2021, contract with Western Municipal Consulting Ltd., Meota, Sask.; and further, THAT Council acknowledge the Notice of Change of Fees Addendum dated November 4, 2022, and it be attached to and form a part of these minutes.

Carried.

**230/22-2023 APPOINTMENT - BOARD OF REVISION, SECRETARY:**

Moved by Rumohr THAT Council appoint Courtney Joseph of Western Municipal Consulting Ltd., Meota, Sask., as this Municipality's Board of Revision Secretary for 2023; and further, THAT if Courtney Joseph 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.

**231/22-2023 APPOINTMENT - BOARD OF REVISION:**

Moved by Rumohr THAT Council appoint Western Municipal Consulting Ltd., Meota, Sask., to manage the Board of Revision for 2023, with the following serving 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.

Carried.

**232/22-2023 APPOINTMENT - AUDITOR:**

Moved by Rumohr THAT Holm Raiche Oberg Chartered Professional Accountants P.C. Ltd. of North Battleford, Sask., be appointed as the auditing firm of the Municipality for 2023.

Carried.

**233/22-2023 APPOINTMENT – SOLICITOR:**

Moved by Rumohr THAT Council appoint SARM Legal Services, Regina, Sask., as the solicitor for the Municipality for 2023.

Carried.

**234/22-FINANCIAL INSTITUTION:**

Moved by Rumohr THAT Council continue to conduct all of their 2023 banking business with the Luseland Credit Union Limited; and further, that the Municipality's signing officers for financial transactions be as follows:

- Administrative staff being any one of the following: Administrator Janelle Franko or Assistant Administrator Brenda Gintaut; and
- For the Municipality any one of the following: Reeve Gordon Stang or Deputy Reeve Blaine Thrun.

Carried.

**235/22-MUNICIPAL ELECTION POLLING PLACES:**

Moved by Rumohr THAT Council name the Cactus Lake Hall, situated on Parcel R, Block G607 in the Hamlet of Cactus Lake, as the Municipality's polling place for all Municipal elections in 2023.

Carried.

**236/22-STRAY ANIMALS ACT ADMINISTRATION:**

Moved by Rumohr THAT Council appoint the Administrator of the Municipality as the Administrator for the purposes of *The Stray Animals Act* and in their absence, the Assistant Administrator to assume the duties.

Carried.

**237/22-RIGHT-OF-WAY COMPENSATION:**

Moved by Gette THAT when any right-of-way is required to be purchased in 2023, that Council offer the landowner, through an Agreement for Sale, a sum of 1.8 times the assessed value per S.A.M.A. titled acre of that parcel of land affected.

Carried.

**238/22-LANDOWNER COMPENSATION:**

Moved by Gette THAT the following rates be established for landowner compensation relating to roadwork conducted by the Municipality in 2023:

- Powered and non-powered equipment - According to the current Saskatchewan Farm Machinery Custom and Rental Rate Guide;
- Snow plowing - \$175.00/hour, tractor and rotary plow;
- Sand – \$.75/Yd <sup>3</sup>;
- Clay – \$2.04/Yd <sup>3</sup>; and
- Rock – \$2.04/Yd <sup>3</sup>.

Carried.

**239/22-FUEL & GAS REQUIREMENTS:**

Moved by Gette THAT Council continue obtaining the Municipality’s fuel, oil and gas requirements from the Delta Co-operative Ltd., Unity, Sask. for 2023.

Carried.

**240/22-RENTAL RATES AND SALE OF SUPPLIES:**

Moved by T. Kohlman THAT Council approve the following rates for the rental of Municipal equipment and sale of supplies for 2023:

- Grader - \$155/Hr (plus GST & PST where applicable), minimum ½ hour;
- Terex Scraper - \$200.00/Hr (plus GST & PST where applicable), maximum 1 day per Ratepayer per year;
- Tractor & Mower - \$170.00/HR (plus GST & PST where applicable), minimum ½ hour;
- Cactus Lake Hall – Meetings \$50.00, Hall no Kitchen \$100.00/day, Hall with Kitchen \$125.00, No Stag/Stagette party rentals (All rates plus GST);
- Municipal Maps – RM & Homestead Maps - \$20.00/map, mailed \$25.00/map (GST & PST Included), Ratepayers – 1 free copy; 4 RM Map - \$25.00/map, mailed \$30.00/map (GST & PST Included);
- Bait Stations - \$16.65 (GST & PST Included).

Carried.

**241/22-MISCELLANEOUS APPOINTMENTS:**

Moved by Thrun THAT Council make the following miscellaneous appointments for 2023 or as indicated:

- |  |  |
|--|--|
| • Fire Chief – Luseland & District Fire Department         | Matthew Rumohr;  |
| • Fire Chief – Macklin Fire Department                     | Justin Bast;   |
| • Fire Chief – Major Fire Department                       | Duane Bazylnski;   |
| • Macklin Lake Regional Park Rep                           | Terrance Kohlman;  |
| • KLD Wellness Foundation Rep                              | Keith Rumohr;  |
| • Macklin & District Doctor Recruitment & Clinic Board Rep | Herbert Reichert;  |
| • Pioneer Haven Lodge Board                                | Keith Rumohr   |
| • Villa Marie / Golden Twilight Lodge Board Rep            | Herbert Reichert;  |
| • District 30 ADD Board Rep                                | Jerome Kohlman;  |
| • Luseland & District Fire Protection Board                | Blaine Thrun & Keith Rumohr;   |
| • Macklin & District Fire Protection Board Rep             | Blaine Thrun;  |
| • Major & District Fire Board Rep                          | Keith Rumohr & David Gette;  |
| • Luseland Regional Airport Board Rep                      | Blaine Thrun;  |
| • Northwest Heavy Oil                                      | Gordon Stang & Janelle Franko;   |
| • West Central Municipal Gov’t Committee Rep               | Keith Rumohr;  |
| • SMHIA Annual Meeting Delegate                            | Jerome Kohlman;  |
| • SMHI Crop Certification Officer                          | RM #352 Municipal Administrator  |
| • Pest Control Officer (PCO)                               | Dwaine Kopp;   |
| • Plant Health Officer’s & PCO’s for Clubroot              | Tayo Adegeye, Joanne Kwasnicki, Betty Johnson, Katey Makohoniuk, Chelsea Neuberger & Colleen Fennig; |
| • Weed Inspector   | Dwayne Kembel; and   |
| • Wheatland Regional Library Board Rep                     | Darlene Rumohr.  |

Carried.

**242/22-DEPUTY REEVE APPOINTMENT:**

Moved by J. Kohlman THAT Councillor Blaine Thrun remain as the Deputy Reeve for the Municipality, and until his successor is appointed or at the first meeting of Council in November 2023, whichever occurs first.

Carried.

**243/22-COUNCIL COMMITTEES:**

Moved by J. Kohlman THAT the following Council Committees and appointments be made:

- |  |   |
|--|---|
| • Finance Committee (Payment Vouchers) | Any two members of Council, except the signing officers;      |
| • Road Supervision Committee           | All Council Members;  |
| • Road Restriction Committee           | Gordon Stang, Terrance Kohlman & Blaine Thrun;                |
| • Gravel Committee                     | Gordon Stang, David Gette, Jerome Kohlman & Herbert Reichert; |
| • Local Emergency Planning Committee   | All Council Members;  |
| • Local Emergency Co-ordinator         | Gordon Stang;   |
| • Local Deputy Emergency Co-ordinator  | Blaine Thrun;   |
| • OH & Safety Council Committee        | Keith Rumohr & Herbert Reichert; and                          |
| • OH & Safety Representative           | Dan Fisher.   |

Carried.

**244/22-LUSELAND DEVELOPMENT COMMITTEE DONATION:**

Moved by Reichert THAT Council approve a donation of \$25.00 to the Luseland Community Development Committee to help offset costs of operating the community's website.

Carried.

**245/22-2022 CHRISTMAS PARTY:**

Moved by Rumohr THAT the Municipality's 2022 Christmas Party for Council and Staff, including spouses, be Bosses' Night Out Community Christmas Party in the Luseland Community Hall on December 3, 2022, at a price of \$40.00 per person; and further, that Council authorize Administration to purchase and donate an item or items, to a maximum purchase(s) of \$200.00, for the Silent Auction to be held in conjunction.

Carried.

**246/22-RMAA DIVISION 6 CURLING ENTRY AND DONATION:**

Moved by Gette THAT Council approve Administration registering a curling team for the RMAA Division 6 Curling Bonspiel to be held on February 3, 2023, in Unity, Sask., at a cost of \$150 (consisting of four Councillors or staff); and further, THAT Administration be authorized to purchase and donate \$100 in prizes.

Carried.

**247/22-INCREASE TO PETTY CASH:**

Moved by T. Kohlman THAT the Municipality's Petty Cash fund be increased by \$200, to a total of \$400.

Carried.

**248/22-PURCHASE OF TRACTOR:**

Moved by Thrun THAT Council authorize Administration transferring \$188,774.70 (\$178,095.00 plus \$10,679.70 PST) from the Municipality's Equipment Reserve to the Chequing Account for costs incurred in the purchase of a Kubota M7-172D-PS Tractor from Thompson Bearing & Farm Parts Inc., Luseland, Sask..

Carried.

**249/22-RIGHT-OF-WAY AGREEMENTS FOR SALE:**

Moved by J. Kohlman THAT Council approve the payment for right-of-way taken from abutting landowners for the purpose of registering a road widening on both sides of Twp. Rd. 364 located along N ½ 20-36-27W3 & S ½ 29-36-27W3; and further, that the list breaking down each parcel affected, acres taken, and the calculation of the amount of payment to each landowner be attached to and form a part of these minutes.

Carried.

**250/22-REVOLUTION OIL & GAS CORPORATION APPROVALS, DIVISION 5:**

Moved by J. Kohlman THAT Council approve the following projects:

- |                                |  |
|--------------------------------|--|
| SE 22-36-27W3                  | Revolution Oil & Gas Corp.: MLL#22-254<br>Utilize an Existing Approach/Wellbore; |
| SW 22-36-27W3                  | Revolution Oil & Gas Corp.: MLL#22-255<br>Utilize an Existing Approach/Wellbore. |
| SW 22-36-27W3 & N ½ 15-36-27W3 | Revolution Oil & Gas Corp.: MLL#22-256<br>Pipeline Right-Of-Way;                 |
- Carried.

**251/22-STRATHCONA RESOURCES LTD. APPROVALS, DIVISION 6:**

Moved by Reichert THAT Council approve the following projects:

- |                               |   |
|-------------------------------|---|
| NE 01-36-28W3 & NW 06-36-27W3 | Strathcona Resources Ltd.: E25074-E25075<br>Pipeline Right-of-Way;            |
| 01-36-28W3                    | Strathcona Resources Ltd.: E25076-E25077<br>Acknowledge Pipeline Right-Of-Way |
- Carried.

**252/22-ADJOURNMENT:**

Moved by Reichert THAT this meeting does now adjourn at 10:00 p.m. this day.

Carried.

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Reeve

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Administrator