

Rural Municipality of Clayton No. 333

Meeting Minutes

Regular December 8, 2021 - 09:00 AM

113 1 Ave. N., Hyas, SK

In Attendance:

Reeve Griffith, Councillor Jacquemart, Councillor Serdachny,
Councillor Perepeluk, Councillor Rubletz, Councillor Ball, Administrator Papp

Absent:

Councillor Hicks

Call To Order

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

Addition to Agenda

THAT we accept the agenda with the following additions:

- Gas Tax Funding
- Holiday Hours
- Liability Forms for towing with the Grader

Conflict of Interest

THAT no one declared a Conflict of Interest.

Confirmation of Minutes

2021-00225 **Moved by:** Councillor Darin Jacquemart

THAT we approve the minutes of the November 10, 2021 meeting as circulated.

CARRIED

Gas Tax Funding

2021-00226 **Moved by:** Councillor Dwight Rubletz

THAT we submit an Infrastructure Investment Plan to the Ministry of Government Relations to use Gas Tax Funding for the Dyck Memorial Road Bridge Project.

CARRIED

Municipal Office Holiday Hours

2021-00227 **Moved by:** Councillor Ron Perepeluk

THAT during the holiday season, the municipal office shall be closed on December 27, December 31 and January 3. Regular office hours of Monday to Thursday from 9:00 a.m. to 4:00 p.m. shall resume on January 4, 2022.

CARRIED

Financial Statements

2021-00228 **Moved by:** Councillor Dean Serdachny

THAT we approve the Statement of Financial Activities for the month of November as circulated.

CARRIED

Maintenance Workers Report

9:43 a.m. - Chad Killniak, Andrew Gazdewich, Allan Boen and Jordan Marshall entered Council Chambers to present a verbal maintenance report.

10:15 a.m. - Andrew Gazdewich, Allan Boen and Jordan Marshall departed Council Chambers.

Employee Review - Chad Killniak

2021-00229 **Moved by:** Councillor Dwight Rubletz

THAT we raise Chad Killniak's rate of pay to \$80,000.00 per year effective January 1, 2022 as per the standard employment agreement.

CARRIED

10:31 a.m. - Chad Killniak departed Council Chambers

10:35 a.m. - Andrew Gazdewich entered Council Chambers

Initials:

Employee Review - Andrew Gazdewich
2021-00230 **Moved by:** Councillor Darin Jacquemart
THAT we raise Andrew Gazdewich's rate of pay to \$73,000.00 per year effective January 1, 2022 as per the standard employment agreement.
CARRIED

10:39 a.m. - Andrew Gazdewich departed Council Chambers
10:45 a.m. - Allan Boen entered Council Chambers

Employee Review - Allan Boen
2021-00231 **Moved by:** Councillor Ron Perepeluk
THAT we raise Allan Boen's rate of pay to \$31.50 per hour effective January 1, 2022 as per the standard employment agreement.
CARRIED

10:54 a.m. - Allan Boen departed Council Chambers

Employee Review - Sabrina Chernyk
2021-00232 **Moved by:** Councillor Dean Serdachny
THAT we raise Sabrina Chernyk's rate of pay to \$27.50 per hour effective January 1, 2022 as per the standard employment agreement.
CARRIED

11:00 a.m. - Jordan Marshall entered Council Chambers

Employee Review - Jordan Marshall
2021-00233 **Moved by:** Councillor Dwight Rubletz
THAT we raise Jordan Marshall's rate of pay to \$26.50 per hour effective January 1, 2022 as per the standard employment agreement.
CARRIED

11:08 a.m. - Jordan Marshall departed Council Chambers
11:10 a.m. - Administrator Tanya Papp was asked to leave Council Chambers
11:22 a.m. - Administrator Tanya Papp returned to Council Chambers

Employee Review - Tanya Papp
2021-00234 **Moved by:** Councillor Ron Perepeluk
THAT we raise Tanya Papp's rate of pay to \$33.00 per hour effective January 1, 2022.
CARRIED

11:35 a.m. – Assistant Administrator Lise Carpentier entered Council Chambers

Employee Review - Lise Carpentier
2021-00235 **Moved by:** Councillor Dean Serdachny
THAT we raise Lise Carpentier's rate of pay to \$27.00 per hour effective January 1, 2022.
CARRIED

11:42 a.m. – Assistant Administrator Lise Carpentier departed Council Chambers

List of Accounts for Approval
2021-00236 **Moved by:** Councillor Dwight Rubletz
THAT the circulated List of Accounts for Approval in the amount of \$98,787.39 which includes cheque numbers 4641 to 4660, EFT numbers 2789 to 2812 and other direct payments numbered 20211106 to 20211117 and 20211201 to 20211206, be accepted and approved for payment.
CARRIED

Additional Bills
2021-00237 **Moved by:** Councillor Darin Jacquemart
THAT we pay the presented additional bills in the amount of \$63,752.04 as per Accounts Payable Batch # 2021-00154.

CARRIED

Proceeds from the Sale of NE 18-34-02 W2
2021-00238 **Moved by:** Councillor Ron Perepeluk

THAT as per the Court of Queen's Bench Order, we issue a payment of \$199,652.83 split between parties as stated in Court File Number QB NO. 79 of 2017. This payment is in regards to the sale of TR# 227 which was Tax Title Property sold in 2016. Stale dated cheque number 2542 will be removed from the books and the applicable tax arrears paid as specified in the Court Order.

CARRIED

Councillor Dean Serdachny departed Council Chambers at 12:00 p.m.
Councillor Lorne Ball entered Council Chambers at 12:00 p.m.

Approval of Reports
2021-00239 **Moved by:** Councillor Dwight Rubletz

THAT the Administrator, Maintenance and Committee reports be accepted as presented.

CARRIED

Correspondence
2021-00240 **Moved by:** Councillor Lorne Ball

THAT the circulated correspondence be filed for future reference:

- APAS – Fall 2021 Update
- NEATPC – Approved August 10, 2021 Meeting Minutes
- Ministry of Agriculture – Clubroot Notification
- PRWMA - Notification of December 13, 2021 Regular Meeting
- Municipalities Today – Online edition
- Davey Resource Group - Truck & Driver Information
- SMHI - Yearly Claims Letter
- APAS - Notice of General Meeting

CARRIED

DMR Bridge Tender Contract
2021-00241 **Moved by:** Councillor Ron Perepeluk

THAT the Rural Municipality of Clayton No. 333 is authorized to, and will, enter into a contract with Harbuilt Construction Ltd. for the construction of the DMR Bridge in accordance with the tender bid submissions documents provided by Harbuilt Construction Ltd.

CARRIED

Special Meeting - December 16, 2021
2021-00242 **Moved by:** Councillor Darin Jacquemart

THAT we have a special meeting on December 16, 2021 at 1:00 p.m. regarding the DMR Bridge Project and Gravel Contracts.

CARRIED

Delegations

1:30 p.m. - Fire Chief Brad Secundiak

Fire Chief Brad Secundiak entered Council Chambers at 1:25 p.m. to discuss EMO plans, fire department calls and charges.

Fire Chief Brad Secundiak departed Council Chambers at 2:00 p.m.

Clearing the Path (CTP) Declaration
2021-00243 **Moved by:** Councillor Dwight Rubletz

THAT we authorize the Administrator and Reeve to sign the CTP declaration.

CARRIED

Insurance Renewals

2021-00244 **Moved by:** Councillor Lorne Ball

THAT we pay the property insurance policy premiums in the amount of \$9,612.08 as per the renewal quote provided by Miller Agencies. Policy revisions and amendments will be submitted to Miller Agencies as required. THAT we invite Darlene Miller to our next meeting to review our insurance policy and we obtain additional liability insurance through SARM for a total of \$5,000,000.00 of liability insurance coverage.

CARRIED

Bylaw 2021-03 Sturgis & District Mutual Aid

2021-00245 **Moved by:** Councillor Darin Jacquemart

THAT Bylaw No. 2021-03, being a Bylaw to Provide for Entering into an Agreement with the Sturgis & District Mutual Aid, be introduced and given the first reading.

CARRIED

Bylaw 2021-03 Sturgis & District Mutual Aid

2021-00246 **Moved by:** Councillor Dwight Rubletz

THAT Bylaw 2021-03, being a Bylaw to Provide for Entering into an Agreement with the Sturgis & District Mutual Aid, be given the second reading.

CARRIED

Bylaw 2021-03 Sturgis & District Mutual Aid

2021-00247 **Moved by:** Councillor Ron Perepeluk

THAT Bylaw 2021-03 be given all three readings at this meeting.

CARRIED UNANIMOUSLY

Bylaw 2021-03 Sturgis & District Mutual Aid

2021-00248 **Moved by:** Councillor Lorne Ball

THAT Bylaw 2021-03, being a Bylaw to Provide for Entering into an Agreement with the Sturgis & District Mutual Aid, be given the third reading and be adopted, signed and sealed.

CARRIED

Municipal Hail Levy

2021-00249 **Moved by:** Councillor Ron Perepeluk

THAT we pay out the outstanding Hail Levy to SMHI and move the arrears to municipal taxes on December 31, 2021.

CARRIED

Municipal Revenue Sharing Declaration

2021-00250 **Moved by:** Councillor Darin Jacquemart

THAT the Council of the Rural Municipality of Clayton No. 333 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement 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;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and
- The municipality does not run a Municipal Waterworks System.

FURTHERMORE, THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

Reserve Transfer

2021-00251 **Moved by:** Councillor Dwight Rubletz

THAT based on budgetary numbers, as of December 31, 2021 we transfer \$255,000.00 to reserves for future asset replacement.

CARRIED

Stamp Purchase

2021-00252 **Moved by:** Councillor Lorne Ball

THAT we authorize the purchase of 22 rolls of stamps in the amount of \$2,125.20 including tax for the 2022 year.

CARRIED

Proposed Subdivision Application - SW 16-34-02 W2

2021-00253 **Moved by:** Councillor Darin Jacquemart

THAT we approve the proposed subdivision of SW 16-34-02 W2, as submitted under Community Planning File No. R0918-21R, subject to the following conditions:

- All tax arrears shall be paid prior to subdivision approval, if applicable; and
- The owner will be responsible for all costs associated with building a new approach under the supervision and approval of the divisional councillor.

CARRIED

Snow Clearing Request - Village of Stenen

2021-00254 **Moved by:** Councillor Lorne Ball

THAT we are not equipped to provide snow removal services for Village of Stenen at this time as we have limited resources.

CARRIED

Trapping Request NE 30-36-01 W2 - Frank Kasper

2021-00255 **Moved by:** Councillor Ron Perepeluk

THAT we allow Frank Kasper to trap at the Swan Plain gravel pit quarter located at NE 30-36-01 W2 as per the submitted application.

CARRIED

Adjournment

2021-00256 **Moved by:** Councillor Darin Jacquemart

THAT we adjourn this meeting at 3:00 p.m.

CARRIED



Reeve



Administrator