Rural Municipality of Clayton No. 333

Meeting Minutes

Regular November 22, 2023 - 09:00 AM

113 1 Ave. N., Hyas, SK

In Attendance:

Deputy Reeve Jacquemart, Councillor Hicks, Councillor Serdachny, Councillor Perepeluk, Councillor Rubletz, Councillor Ball, Administrator Papp

Absent:

Reeve Griffith

Call To Order

A quorum being present, Deputy Reeve Darin Jacquemart called the meeting to order at 9:05 a.m.

Addition to Agenda

THAT we accept with the following additions:

- Hamm Hills Grading

Conflict of Interest

THAT no one declared a conflict of interest.

Confirmation of Minutes

2023-00226 **Moved by:** Councillor Lorne Ball

THAT we approve the minutes of the October 11, 2023 meeting as presented.

CARRIED

Reports of Administration and Committees

Delegation - Maintenance Workers

9:18 a.m. – Foreman Chad Killniak, Andrew Gazdewich, Sabrina Chernyk and Jordan Marshall entered Council Chambers to present a verbal maintenance report.
10:25 a.m. – Foreman Chad Killniak, Andrew Gazdewich, Sabrina Chernyk and Jordan Marshall departed Council Chambers.

Staff Training

2023-00227 **Moved by:** Councillor Dean Serdachny

THAT we authorize the municipal office staff to take the Munisoft new staff remote training at the quoted price of $1,540.00 plus applicable taxes.

CARRIED

Financial Statements

2023-00228 **Moved by:** Councillor Duane Hicks

THAT we accept the Statement of Financial Activities for the month of October 2023 as presented.

CARRIED

List of Accounts for Approval

2023-00229 **Moved by:** Councillor Dwight Rubletz

THAT the circulated List of Accounts for Approval in the amount of $317,302.74, which includes cheque numbers 5289 to 5316, EFT numbers 3352 to 3375 and other direct payments numbered 20231008 to 20231025 and 20231101 to 20231112, be accepted and approved for payment.

CARRIED

Additional Bills

2023-00230 **Moved by:** Councillor Duane Hicks

THAT we pay the presented additional bills in the amount of $6,021.25 as per Accounts Payable Invoice Batch No. 2023-00145.

CARRIED

Initials : [redacted]

Approval of Reports

2023-00231 **Moved by:** Councillor Ron Perepeluk

THAT the Administrator, Maintenance and the following Committee reports be accepted as verbally presented:

- SARM Midterm Convention - Councillor Lorne Ball, Administrator Tanya Papp
- Parkland Regional Library - Councillor Ron Perepeluk
- PRWMA - Councillor Lorne Ball
- Sturgis & District Rural Fire Co-operative - Councillor Lorne Ball

CARRIED

Public Hearings

Delegations

Delegation - Vitaly Golubev from Profile Products LLC (Sunterra Horticulture)

The delegation has been rescheduled for the December meeting.

Proposed Road Construction

2023-00232 **Moved by:** Councillor Ron Perepeluk

THAT we table this item until the December Meeting.

TABLED

Communications

Correspondence

2023-00233 **Moved by:** Councillor Duane Hicks

THAT the circulated correspondence be filed for future reference:

- **Ministry of Highways** - Winter Weight Bulletin 2023-2024
- **Parkland Reginal Waste Management Authority Inc.** – December 11, 2023 Meeting Package
- **APAS** – Annual General Meeting on December 5-6, 2023
- **Village of Endeavour** – Invitation to the Joint Council Meeting in Endeavour on December 4, 2023
- **HELP International** – Free Tree, Mulch & Irrigation Program and 2024 Shelterbelt Program
- **Canora RCMP Detachment** – RM of Clayton and Canora Detachment occurrence stats from April 1 to September 30, 2023
- **Ministry of Parks, Culture and Sport** – Heritage Building Workshops on December 13–14, 2023
- **Fire Underwriters Survey** – Bill C310 Petition
- **Parkland Music Festival Association Preeceville Branch** – Donation Request
- **Katey Makohoniuk** – Plant Health Network Newsletter Fall 2023
- **Parkland Valley Sport, Culture and Recreation District** – Member Registration Form and Information
- **Multicultural Council of Saskatchewan** – Municipal Proclamation Request for Saskatchewan Multicultural Week November 18-26, 2023
- **CN** – 2023 Snow Removal and Winter Safety Letter
- **Good Spirit School Division** – In Focus Report September/October, 2023
- **Parkland Regional Library** – October 28, 2023 Semi-Annual Meeting Agenda Package

CARRIED

Joint Council Meeting Invitation

2023-00234 **Moved by:** Councillor Ron Perepeluk

THAT we send representation to the Village of Endeavour Joint Council Meeting to be held on December 4, 2023 at the Pioneer Hotel.

CARRIED

Reeve and Councillors Forum

Proposed Commuter Parking Area at Junction Highway No. 49 & No. 9

2023-00235 **Moved by:** Councillor Lorne Ball

THAT we order a "No Parking on Road Allowance" sign for this area in order to increase local property owners' access to land.

CARRIED

Delegation - Corinne Lubiniecki from Community Futures Ventures

1:00 p.m. – Corinne Lubiniecki entered Council Chambers to provide a presentation on the Community Futures Program.
1:15 p.m. – Corinne Lubiniecki departed Council Chambers.

Gravel Exploration Permits

2023-00236 **Moved by:** Councillor Duane Hicks

THAT we apply to the Ministry of Agriculture for a new sand and gravel lease on NE 24-34-33 W1 and SE 24-34-33 W1.

CARRIED

Council Committee Appointments

2023-00237 **Moved by:** Councillor Dwight Rubletz

THAT the Council Committee Appointments remain the same in 2024 as they were in 2023 as per Schedule "A" which will be attached to and form part of these minutes.

CARRIED

Delegation - Pest Control Officer (PCO) Garrett Keyowski

1:36 p.m. - PCO Garrett Keyowski entered Council Chambers to discuss the municipal pest control program and 2024 PCO fees.
1:52 p.m. – PCO Garrett Keyowski departed Council Chambers.

Unfinished Business

SaskEnergy Work Order No. 357468 Revision No. 5

2023-00238 **Moved by:** Councillor Dwight Rubletz

THAT the Rural Municipality of Clayton No. 333 approve the proposed project as per SaskEnergy Work Order No. 357468 Revision No. 5.

CARRIED

Public Disclosure Statement

2023-00239 **Moved by:** Councillor Dean Serdachny

THAT in accordance with subsection 142(3) of *The Municipalities Act,* the Administrator has received and filed the Annual Declaration of Public Disclosure for Councillor Duane Hicks, Councillor Ron Perepeluk and Councillor Lorne Ball.

CARRIED

New Business

Fuel Tender No. RM333-2023-005

2023-00240 **Moved by:** Councillor Duane Hicks

THAT the Rural Municipality of Clayton No. 333 post a fuel tender on the SaskTenders website, for a three-year term beginning in 2024, to be opened at the December meeting.

CARRIED

Insurance Renewals - SARM

2023-00241 **Moved by:** Councillor Lorne Ball

THAT the Rural Municipality of Clayton No. 333 increase the 2024 SARM insurance coverage amounts as follows:

- Fidelity Bond Insurance - $200,000.00 coverage;
- Money & Securities Insurance - $10,000.00 coverage; and
- Excess Liability Insurance - $7,000,000.00 coverage.

CARRIED

Occupational Health and Safety Requirements

2023-00242 **Moved by:** Councillor Ron Perepeluk

THAT in accordance with Saskatchewan Occupational Health and Safety requirements, the administration staff are authorized to obtain their First Aid Course at the expense of the municipality and purchase a new Type 2 First Aid kit for the municipal office.

CARRIED

Christmas Party

2023-00243 **Moved by:** Councillor Dwight Rubletz

THAT we hold a RM Christmas Party for staff and council at the municipal shop on December 16, 2023.

CARRIED

Proposed Subdivision Application - SW 04-34-03 W2

2023-00244 **Moved by:** Councillor Dean Serdachny

THAT the Rural Municipality of Clayton No. 333 approve the proposed subdivision of SW 04-34-03 W2, as submitted under Community Planning File No. SUBD-002208-2023 (14237);

FURTHERMORE, we are not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed site, or any site conditions that make the land unsuitable for the intended use, or any facilities that may be affected by the proposed development. The owner will be responsible for all costs associated with building a new approach, if required, under the supervision and approval of the Ministry of Highways.

CARRIED

Proposed Subdivision Application - NE 24-34-04 W2

2023-00245 **Moved by:** Councillor Dean Serdachny

THAT the Rural Municipality of Clayton No. 333 approve the proposed subdivision of NE 24-34-04 W2 located in the Rural Municipality of Preeceville No. 334, as submitted under Community Planning File No. SUBD-002147-2023;

FURTHERMORE, we are not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed site, or any site conditions that make the land unsuitable for the intended use, or any facilities that may be affected by the proposed development.

CARRIED

Bylaw No. 2023-03 Building Bylaw

2023-00246 **Moved by:** Councillor Lorne Ball

THAT Bylaw No. 2023-03 being a Bylaw Respecting Buildings, be introduced and given the First Reading.

CARRIED

Bylaw No. 2023-03 Building Bylaw

2023-00247 **Moved by:** Councillor Ron Perepeluk

THAT Bylaw No. 2023-03 be given the Second Reading.

CARRIED

Bylaw No. 2023-03 Building Bylaw

2023-00248 **Moved by:** Councillor Dean Serdachny

THAT Bylaw No. 2023-03 be given all Three Readings at this meeting.

CARRIED UNANIMOUSLY

Bylaw No. 2023-03 Building Bylaw

2023-00249 **Moved by:** Councillor Duane Hicks

THAT Bylaw No. 2023-03, being a Bylaw Respecting Buildings, be given the Third Reading and be adopted, signed and sealed.

CARRIED

Clearing the Path (CTP) Declaration

2023-00250 **Moved by:** Councillor Dwight Rubletz

THAT the Reeve and Administrator be authorized to sign the CTP Statuary Declaration as provided by SARM stating that for the Fiscal Year beginning April 1, 2023 and ending March 31, 2024, the Municipality has maintained the Primary Weight Corridor noted in the Clearing the Path - Primary Weight Corridor Maintenance Agreement(s) and Amendment(s) to a level of maintenance that is suitable for the safe and efficient movement of all vehicles, including vehicles operating at primary weights, and all work or services provided are of a good quality and completed in a good and professional manner, in accordance with good and recognized standards, methods, practices and principles employed in the industry for similar work and in accordance with the terms of the Agreement and all applicable codes, laws and regulations.

CARRIED

Public Forum

Adjournment

2023-00251 **Moved by:** Councillor Lorne Ball

THAT we adjourn this meeting at 2:55 p.m.

CARRIED

[redacted]
Reeve

[redacted]
Administrator

Initials : [redacted]

Schedule A

2024 Council Committee Appointments		
Board	**Member**	**Alternate**
Assiniboine Watershed (AWSA)	Duane Hicks	Lorne Ball
Deputy Reeve	Darin Jacquemart	
Doctor Incentive/Recruitment	Lorne Ball	
ECMA	Duane Hicks, Tanya Papp	Lorne Ball
EMO Coordinator	Dean Serdachny	
Employee Relations Committee (2)	Hal Griffith, Ron Perepeluk	
Fire Board - Norquay (3)	Hal Griffith, Duane Hicks, Darin Jacquemart	
Fire Board - Sturgis	Lorne Ball	
Fire Chief - Norquay	Brice Dahlin	
Fire Chief - Sturgis	Brad Secundiak	
Hwy 49 East Chamber of Commerce	Darin Jacquemart	
Highway 9 Regional Potable Water Supply System	Darin Jacquemart	Duane Hicks
Hudson Bay Route Association	Darin Jacquemart	Ron Perepeluk
Municipal Auditor	Baker Tilly SK LLP	
Municipal Pound Keeper	Buck Dyck	
Municipal Solicitor	MLT Aikins	
Municipal Weed Inspector	Vacant as of December 2021	
Municipal Pest Control Officers for the Purposes of Clubroot	SARM Div 1 - Tayo Adegeye SARM Div 2 - Joanne Kwasnicki SARM Div 3 - Betty Johnson SARM Div 4 - Katey Makohoniuk SARM Div 5 - Chelsea Neuberger SARM Div 6 - Colleen Fennig	
NEATPC	Darin Jacquemart	Ron Perepeluk
Norquay Vet Clinic	Lorne Ball	
OCP/Zoning Bylaw Committee Council	Council & Administrator	
OH & S Committee	Hal Griffith	
Parkland Regional Library	Ron Perepeluk	
Parkland Waste Management	Dean Serdachny	Lorne Ball
Parkland Valley Sport, Culture and Recreation District	Dean Serdachny	
Pest Control Officer	Garrett Keyowski	
RCMP Community Consultive Group - Kamsack	Duane Hicks	
RCMP Community Consultive Group - Sturgis/Canora	Dean Serdachny	
Road Committee (2)	Darin Jacquemart, Duane Hicks	
Sturgis & District Mutual Aid	Dwight Rubletz	
Yorkton Regional Hospital/Health Foundation Committee	Dean Serdachny	

Updated November 22, 2023

[redacted]