Rural Municipality of Clayton No. 333

Minutes of the Regular Council Meeting
March 21, 2024 - 09:00 AM
113 1 Ave. N., Hyas, SK
Zoom Meeting ID: 884 1307 1993

In Attendance:

Reeve Hal Griffith, Councillor Duane Hicks, Councillor Darin Jacquemart, Councillor Dean Serdachny, Councillor Ron Perepeluk, Councillor Dwight Rubletz, Councillor Lorne Ball, Administrator Tanya Papp

Call To Order

A quorum being present, Reeve Hal Griffith called the meeting to order at 9:00 a.m. Councillor Ron Perepeluk joined the council meeting through electronic means.

Addition to Agenda

THAT we accept the agenda as with the following additions:

- Job Duties of Council, Administrator and Foreman
- Heavy Hauls on Truck Route and through Danbury
- Flagging frost heaves

Conflict of Interest

Councillor Lorne Ball declared a conflict regarding the Swan Plain Grazing Board road closure request. Reeve Hal Griffith declared a conflict regarding Resolution No. 2024-00076, the Organized Hamlet of Swan Plain Board Policies. Councillor Duane Hicks declared a conflict regarding Resolution No. 2024-00083, the Dust Control Program.

Confirmation of Minutes

2024-00059 **Moved by:** Councillor Duane Hicks

THAT we approve the minutes of the February 14, 2024 meeting as circulated.

CARRIED

Reports of Administration and Committees

Delegation - Maintenance Workers

9:11 a.m. – Foreman Chad Killniak, Allan Boen and Jordan Marshall entered Council Chambers to present a verbal maintenance report.
10:05 a.m. – Foreman Chad Killniak, Allan Boen and Jordan Marshall departed Council Chambers.

AED Purchase

2024-00060 **Moved by:** Councillor Dean Serdachny

THAT we purchase two AED units from Zee Medical Service Co., in the amount of $1,699.98 each plus tax, for the Municipal Office and Shop.

CARRIED

Purchase of PDF Software

2024-00061 **Moved by:** Councillor Ron Perepeluk

THAT we authorize the purchase of Foxit PDF editing software for the computers in the municipal office.

CARRIED

Lunch for the Administration Staff

2024-00062 **Moved by:** Councillor Darin Jacquemart

THAT the Administrator is authorized to take the municipal office staff out for lunch.

CARRIED

Municipal Office Closure for Easter

2024-00063 **Moved by:** Councillor Ron Perepeluk

THAT the Municipal Office is closed on Monday, April 1, 2024 in lieu of the statutory holiday on Friday, March 29, 2024.

CARRIED

George Gordon First Nation

2024-00064 **Moved by:** Councillor Dwight Rubletz

THAT we invite George Gordon First Nation to an upcoming meeting to discuss the Prairie Trail.

CARRIED

Bank Reconciliation

2024-00065 **Moved by:** Councillor Lorne Ball

THAT the Bank Reconciliation for the months of January and February 2024 be acknowledged as circulated.

CARRIED

Credit Card Statements

2024-00066 **Moved by:** Councillor Dean Serdachny

THAT the Credit Card Statements for the months of February and March 2024 be acknowledged as circulated.

CARRIED

Financial Statements

2024-00067 **Moved by:** Councillor Duane Hicks

THAT we accept the Statement of Financial Activities for the month of February 2024 as presented.

CARRIED

List of Accounts for Approval

2024-00068 **Moved by:** Councillor Darin Jacquemart

THAT the circulated List of Accounts for Approval in the amount of $97,787.26, which includes cheque numbers 5404 to 5429, EFT numbers 3457 to 3480, other direct payments numbers 20240209 to 20240219 and 20240301 to 20240327 and automatic withdrawal payments numbers 202402-003 to 202402-004 and 202403-001 to 202403-002, be accepted and approved for payment.

CARRIED

Delegation - Emily Drotar from the Water Security Agency

10:40 a.m. – Emily Drotar entered Council Chambers to discuss the WSA Request for Assistance Regarding Drainage Works process and water drainage issues in the municipality.
11:40 a.m. – Emily Drotar departed Council Chambers.

Additional Bills

2024-00069 **Moved by:** Councillor Dwight Rubletz

THAT we pay the presented additional bills in the amount of $8,508.44 as per Accounts Payable Invoice Batch No. 2024-00052.

CARRIED

Approval of Reports

2024-00070 **Moved by:** Councillor Dean Serdachny

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

- ECMA - Councillor Lorne Ball, Administrator Tanya Papp
- Saskatchewan Public Safety Agency PDAP Training - Administrator Tanya Papp, Foreman Chad Killniak, Operator Andrew Gazdewich
- Organized Hamlet of Swan Plain Board Meeting - Reeve Hal Griffith, Administrator Tanya Papp
- SARM Annual Convention - Reeve Hal Griffith, Councillor Dean Serdachny, Councillor Ron Perepeluk, Councillor Lorne Ball, Administrator Tanya Papp
- Norquay Veterinarian Service Board - Councillor Lorne Ball
- PRWMA - Councillor Lorne Ball
- Norquay and District Fire Protection Association - Reeve Hal Griffith, Councillor Duane Hicks

CARRIED

Public Hearings

Delegations

Delegation - Gordon Friesen from the Swan Plain Grazing Inc. Board

1:20 p.m. – Gordon Friesen entered Council Chambers to discuss pasture fencing and the closure of Range Road 2025.
1:26 p.m. – Gordon Friesen departed Council Chambers.

Communications

Correspondence

2024-00071 **Moved by:** Councillor Ron Perepeluk

THAT the circulated correspondence be filed for future reference:

- **Joint Council Meeting –** Minutes from meeting on December 4, 2023
- **NEATPC** – Agenda & Minutes from 2023 AGM
- **Good Spirit School Division –** In Focus & From the Board
- **PRWMA –** Notification for Meeting March 18, 2024
- **ECMA Meeting** – Agenda Package
- **SGI** – Business Recognition Assessment
- **Agriculture in the Classroom** – Donation & Membership Request
- **RCMP** – CTSS District Commander Update
- **National Police Federation** – 2024 Pre-Budget Submission & Letter to Premier Moe
- **STARS –** Donation Request
- **PRWMA** – Meeting Package

CARRIED

Sturgis Curling Club Fundraiser Poker Derby

2024-00072 **Moved by:** Councillor Dean Serdachny

THAT the Rural Municipality of Clayton No. 333 gives permission to the Sturgis Curling Club to use municipal seasonal roads, road allowances and ditches for trails as well as crossing all-season roads for the Fundraiser Poker Derby.

The Curling Club must obtain liability insurance as the RM will not be held liable or responsible for any damages to property or person, while using Municipal roads during the poker derby. All applicable provincial regulations must be followed and permission must be acquired from private landowners during the fundraising event.

CARRIED

Letter from Kreklewich & Chambers

2024-00073 **Moved by:** Councillor Ron Perepeluk

THAT the Rural Municipality of Clayton No. 333 deny the refund request of $1,200.00 by Owner No. 1035 pursuant to Section 278 of *The Municipalities Act*:

"278(1) Notwithstanding The Limitations Act, an action or other proceeding for the return by a municipality of any money paid to the municipality, whether under protest or otherwise, as a result of a claim by the municipality, whether valid or invalid, for payment of taxes or tax arrears must be commenced within six months after the payment of the money to the municipality.
(2) If no action or other proceeding is commenced within the period mentioned in subsection (1), the payment made to the municipality is deemed to have been a voluntary payment."

In addition to this, Owner No. 1035 has never had a water and sewer account in Swan Plain therefore was not charged for water and sewer services. Council would like to note that when the initial request of a $1,800.00 refund was received, Owner No. 1035 was advised to contact the Organized Hamlet Board directly as the refund would be paid from the Organized Hamlet reserve account which requires an Organized Hamlet Board resolution.

In regards to the claim of the safety concerns resulting from the neighbor's crumbling foundation and eligibility to be on the Organized Hamlet Board, these claims have been put forth by Owner No. 1035 due to a personal vendetta against his neighbor.

CARRIED

Reeve and Councillors Forum

In Camera

2024-00074 **Moved by:** Councillor Dean Serdachny

THAT council proceed In Camera at 1:30 p.m. to discuss legal matters related to the Dyck Memorial Bridge pursuant Section 21 of *The Local Authority Freedom of Information and Protection of Privacy Act.*

CARRIED

Out of Camera

2024-00075 **Moved by:** Councillor Lorne Ball

THAT Council comes Out of Camera and the Regular Meeting of Council reconvenes at 1:38 p.m.

CARRIED

1:35 p.m. - Reeve Griffith turned the chair over to Deputy Reeve Jacquemart; Reeve Griffith departed Council Chambers.

Organized Hamlet Policies

2024-00076 **Moved by:** Councillor Lorne Ball

THAT the Administration Staff assist the Swan Plain Organized Hamlet Board with the amendments under *The Municipalities Regulations,* by typing up the required policies.

CARRIED

1:39 p.m. - Reeve Griffith returned to Council Chambers; Deputy Reeve Jacquemart turned the chair back to Reeve Griffith.

Unfinished Business

Water Security Agency Drainage Request for Assistance

2024-00077 **Moved by:** Councillor Dean Serdachny

THAT we invite Kelly Penner, WSA and ASWA to the next meeting to discuss drainage concerns.

CARRIED

Anti-Workplace Violence Policy

2024-00078 **Moved by:** Councillor Lorne Ball

THAT the Anti-Workplace Violence Policy be tabled until the April Meeting.

CARRIED

Public Conduct Policy

2024-00079 **Moved by:** Councillor Darin Jacquemart

THAT the Public Conduct Policy be tabled until the next council meeting.

CARRIED

SAMA Annual Meeting

2024-00080 **Moved by:** Councillor Dwight Rubletz

THAT the Administrator and Administrative Staff be authorized to attend the SAMA training session on April 9, 2024 and the SAMA Annual General Meeting on April 10, 2024 in Saskatoon, SK. The Municipality shall pay the applicable expenses.

CARRIED

New Business

April Meeting Date

2024-00081 **Moved by:** Councillor Lorne Ball

THAT the April Regular Meeting of Council be moved to April 17 2024 due to the SAMA AGM.

CARRIED

2:05 p.m. - Councillor Dean Serdachny departed the Council Meeting.

Dust Control Contractor

2024-00082 **Moved by:** Councillor Duane Hicks

THAT we hire 3-D Steaming to supply and haul dust control suppressant at a rate of $0.38 per litre for the 2024 season.

CARRIED

2:15 p.m. - Councillor Duane Hicks departed Council Chambers.

Dust Control Program

2024-00083 **Moved by:** Councillor Darin Jacquemart

THAT the 2024 Dust Control Program specifications shall be as follows:

- Administration will send out letters and forms via email or mail to previous customers of the Dust Control Program as well as to new applicants;
- The Property Owner shall be responsible to sign the Dust Control Contract of Understanding and to order the suppressant prior to the Dust Control Program deadline;
- Applicants/Property Owners will be invoiced for the dust control suppressant amounts applied, not ordered, as per the supplier's field sheets. Differences of plus or minus 10 feet between the ordered and applied amount will not be disputed and/or investigated;

- The Municipality shall pay for 50% of the dust control suppressant for residents located along:
    - The Dyck Memorial Road Alternate Truck Route; and
    - Gravel pit roads used for municipal purposes (Melvina Babiuk, Danny Turta, Wesley Matiece, Shawn Foster and Duane Hicks);
- The 2023 Dust Control arrears must be paid in full prior to the Dust Control Program application deadline or the applicant will not be eligible for Dust Control in 2024. All Dust Control Arrears shall be transferred to taxes prior to June 2024 as per Section 405 of *The Municipalities Act*; and
- The 2024 Dust Control Program application deadline date shall be set by the Administrator.

CARRIED

2:22 p.m. - Councillor Duane Hicks returned to Council Chambers.

Expression of Interest - HELP International's Proposed Free Tree/Tree Mulch/Drip Irrigation

2024-00084 **Moved by:** Councillor Lorne Ball

The Council of the Rural Municipality of Clayton No. 333 recognizes the central role trees play in wind and snow protection, carbon sequestration, oxygen production, and habitat development and is interested in our rural residents' participation in HELP International's proposed Free Tree/Tree Mulch/Drip Irrigation materials program under the federal government's Two Billion Tree Initiative.

Our region is considered semi-arid to arid by international rainfall standards. The addition of plastic mulch and drip irrigation would greatly heighten the success in establishing trees and lessen the maintenance burden on landowners. The use of plastic mulch film also eliminates the need for recurrent cultivation and eliminates the need for chemical weed control. Drip Irrigation for tree installations is as an important water conservation technology that helps preserve limited dugout and well water supplies for humans and livestock.

CARRIED

2:28 p.m. - Councillor Ron Perepeluk departed the Council Meeting.

ICIP Grant - Amended Agreement

2024-00085 **Moved by:** Councillor Duane Hicks

THAT the Reeve and Administrator are authorized to sign the Amended ICIP Grant Agreement for the CTP Grid Road 753 Bridge Project No. 50200021.

CARRIED

Proposed Subdivision Application - NE 36-35-03 W2

2024-00086 **Moved by:** Councillor Lorne Ball

THAT the Rural Municipality of Clayton No. 333 approve the proposed subdivision of NE 36-35-03-W2, as submitted under Community Planning File No. SUBD-002740-2024;

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 divisional councillor.

CARRIED

Purchase of Computer

2024-00087 **Moved by:** Councillor Dwight Rubletz

THAT we approve the purchase of a new laptop and User License from MuniSoft for the approximate price of $4,747.00 plus tax. We approve the purchase of dual monitors, wireless keyboard and mouse set as well as the cables or USB hubs required for set-up.

CARRIED

Sandy Beach Community Club Liquor Permit

2024-00088 **Moved by:** Councillor Duane Hicks

THAT we approve the community liquor permit for the Sandy Beach Community Club Annual Ball Tournament scheduled to be held on June 22, 2024 contingent to the club following the Saskatchewan Liquor and Gaming Authority guidelines.

CARRIED

Spring Road Restrictions

2024-00089 **Moved by:** Councillor Darin Jacquemart

THAT the Rural Municipality of Clayton No. 333 be included in the Ministry of Highways and Infrastructure Spring Road Restrictions Orders for the 2024 year. OSS can operate without road restriction permits during the 2024 road ban season. Kam-Crete can operate within the municipal boundaries specific to RM of Clayton business only.

CARRIED

Heavy Hauls on Truck Route and through Danbury

2024-00090 **Moved by:** Councillor Dwight Rubletz

THAT the municipal office sends letters to Nutrien, Prairie Soil Services, Weyerhaeuser and Taiga Tech to provide information about Municipal Overweight Permits, Spring Road Restrictions and to notify the businesses that their contractors and customers should be hauling on the closest suitable route to a primary highway or road.

CARRIED

Ministry of Highways and Infrastructure Gravel Surface Contract No. 2481C

2024-00091 **Moved by:** Councillor Duane Hicks

THAT we sign the Gravel Surface Maintenance Control Section: 8-10 Contract No. 2381C with the Ministry of Highways and Infrastructure for the period of April 1, 2024 to March 31, 2025.

CARRIED

Public Forum

Adjournment

2024-00092 **Moved by:** Councillor Darin Jacquemart

THAT we adjourn this meeting at 3:33 p.m.

CARRIED

[redacted]
Reeve

[redacted]
Administrator

Initials : [redacted]