Rural Municipality of Clayton No. 333

Minutes of the Regular Council Meeting
April 17, 2024 - 09:00 AM
113 1 Ave. N., Hyas, SK
Zoom Meeting ID: 824 3375 3087

In Attendance:

Reeve Hal Griffith, Division 3 Councillor Dean Serdachny, Division 4 Councillor Ron Perepeluk, Division 5 Councillor Dwight Rubletz, Division 6 Councillor Lorne Ball, Administrator Tanya Papp

Absent:

Division 1 Councillor Duane Hicks, Division 2 Councillor Darin Jacquemart

Call To Order

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

Delegation - Maintenance Workers

9:07 a.m. – Foreman Chad Killniak, Allan Boen, Sabrina Chernyk and Jordan Marshall entered Council Chambers to present a verbal maintenance report.

9:52 a.m. - Councillor Dean Serdachny departed Council Chambers.

9:57 - Councillor Dean Serdachny returned to Council Chambers.

10:17 a.m. – Foreman Chad Killniak, Allan Boen, Sabrina Chernyk and Jordan Marshall departed Council Chambers.

Addition to Agenda

THAT we accept the agenda with the following additions:

- Grid Road 753 CTP Bridge
- Access to Municipal Office for Emergencies
- Employee Relations Meeting

Conflict of Interest

Reeve Hal Griffith declared a conflict regarding the Letter from Kreklewich & Chambers, Resolution No. 2024-00105.

Confirmation of Minutes

2024-00093 **Moved by:** Councillor Dwight Rubletz

THAT we approve the minutes of the March 21, 2024 Regular Meeting of Council as presented.

CARRIED

Reports of Administration and Committees

Bank Reconciliation

2024-00094 **Moved by:** Councillor Lorne Ball

THAT the Bank Reconciliation for the month of March 2024 be acknowledged as presented.

CARRIED

Credit Card Statements

2024-00095 **Moved by:** Councillor Ron Perepeluk

THAT the Credit Card Statement dated April 7, 2024 be approved as presented.

CARRIED

Financial Statements

2024-00096 **Moved by:** Councillor Dean Serdachny

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

CARRIED

List of Accounts for Approval

2024-00097 **Moved by:** Councillor Dwight Rubletz

THAT the circulated List of Accounts for Approval in the amount of $100,546.36, which includes cheque numbers 5430 to 5446, EFT numbers 3481 to 3500, other direct payments numbers 20240328 to 20240333 and 20240401 to 20240412 and automatic withdrawal payments numbers 202403-003 and 202404-001 to 202404-002, be accepted and approved for payment.

CARRIED

Additional Bills

2024-00098 **Moved by:** Councillor Lorne Ball

THAT we pay the presented additional bills, in the amount of $31,023.10, as per Accounts Payable Invoice Batch No. 2024-00069.

CARRIED

Kam-Crete Ltd. Gravel Hauling Invoices No. 5671 to 5676

2024-00099 **Moved by:** Councillor Ron Perepeluk

THAT we approve to pay Kam-Crete Ltd. Invoices No. 5671 to 5676, less the standard 10% hold back, for gravelling to date.

CARRIED

Approval of Reports

2024-00100 **Moved by:** Councillor Dean Serdachny

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

- Fort Livingston CTP Road Meeting - Reeve Hal Griffith
- APAS - Councillor Lorne Ball
- RCMP Meeting Kamsack Detachment - Reeve Hal Griffith
- SAMA Annual General Meeting - Administrator Tanya Papp

CARRIED

Commissioner for Oaths

2024-00101 **Moved by:** Councillor Lorne Ball

THAT the Rural Municipality of Clayton No. 333 will pay the Commissioner for Oaths appointment fee of $100.00 per person for the municipal office staff.

CARRIED

Public Hearings

Delegations

Delegation - Kelly and Caleb Penner

1:06 p.m. - Kelly and Caleb Penner entered Council Chambers to discuss drainage concerns in Division 3 and Water Security Agency programs, permits and approvals.

2:00 p.m. - Kelly and Caleb Penner departed Council Chambers.

Communications

Correspondence

2024-00102 **Moved by:** Councillor Dwight Rubletz

THAT the circulated correspondence be filed for future reference:

- **Water Security Agency –** High Flow Advisory for the Yorkton Area
- **CN –** Notice of Annual Vegetation Management Program
- **SHA –** Closure of Dr Havai's Practice at the Preeceville Primary Health Care Center
- **SARM –** Resolution Response for 7-24A – Livestock Loss Due to Wolves Compensation
- **RIRG –** Clearing the Path Corridor Incremental Maintenance Funding Advisory
- **Canada Community-Building Fund –** Summary of the RM of Clayton's activity
- **SaskEnergy –** TransGas Limited – 2024 Rural Municipality Mitigation Payment
- **Ministry of Government Relations –** EPT Mill Rates for the 2024 taxation year
- **Municipal Hail Insurance –** Copy of Audited Consolidated Report for year ended December 31, 2023
- **WC Consulting** - Gravel Supply Letter

CARRIED

Joint Council Meeting in Sturgis

2024-00103 **Moved by:** Councillor Ron Perepeluk

THAT we send representation to the Joint Council Meeting to be held on June 3, 2024 at the Sturgis READ Club.

CARRIED

Reeve and Councillors Forum

In Camera

2024-00104 **Moved by:** Councillor Dean Serdachny

THAT council proceed In Camera at 12:58 p.m. to discuss legal matters related to the Dyck Memorial Road Bridge, pursuant to Section 21 of *The Local Authority Freedom of Information and Protection of Privacy Act.*

CARRIED

Out of Camera

Council moves Out of Camera and the Regular Meeting of Council reconvenes at 1:05 p.m.

Unfinished Business

Nomination for Chair

2024-00105 **Moved by:** Councillor Ron Perepeluk

THAT due to the absence of Deputy Reeve Jacquemart, Councillor Perepeluk nominates Councillor Ball to chair the meeting when the Reeve steps out due to a conflict of interest. Councillor Ball accepts the nomination.

CARRIED

2:03 p.m. - Reeve Griffith turned the chair over to Councillor Ball; Reeve Griffith departed Council Chambers.

Letter from Kreklewich & Chambers

2024-00106 **Moved by:** Councillor Dean Serdachny

THAT the attached letter be sent to Kreklewich & Chambers Law Office.

CARRIED

2:10 p.m. - Reeve Griffith returned to Council Chambers; Councillor Lorne Ball turned the chair back to Reeve Griffith.

Violence in the Workplace Policy

2024-00107 **Moved by:** Councillor Lorne Ball

THAT the Council of the Rural Municipality of Clayton No. 333 adopt the Violence in the Workplace Policy.

CARRIED

Public Conduct Policy

2024-00108 **Moved by:** Councillor Dwight Rubletz

THAT the Council of the Rural Municipality of Clayton No. 333 adopt the Public Code of Conduct Policy.

CARRIED

AED Purchase

2024-00109 **Moved by:** Councillor Lorne Ball

THAT due to a recent promotion from Zee Medical Service Company, we purchase two Zoll AED Plus units instead of the Philips OnSite AED for both the Municipal Shop and Office. The price difference will be $150.00 per unit plus tax.

CARRIED

New Business

2023 Audit

2024-00110 **Moved by:** Councillor Ron Perepeluk

THAT we acknowledge the 2023 Audit took place on March 26, 2024 and authorize the Reeve and Administrator to sign the Management's Responsibility Letter from the appointed municipal auditor, Baker Tilly SK LLP.

CARRIED

AWSA 2024 Well Decommissioning Campaign

2024-00111 **Moved by:** Councillor Ron Perepeluk

THAT the Rural Municipality of Clayton No. 333 will participate in the 2024 well decommissioning campaign administered by the Assiniboine Watershed Stewardship Association (AWSA). The RM shall act as the applicant on behalf of all respective landowners within the RM and shall be responsible for paying the contractor invoice ($2500 + tax), with the AWSA completing all necessary paperwork and submitting the rebate application to the Ministry of Ag's Farm and Ranch Water Infrastructure Program (FRWIP) in order to obtain the RM 90% reimbursement. The AWSA will reimburse the RM $100.00 per well. The RM will invoice the land owner the outstanding $300.00 per well.

CARRIED

Provincial Beaver Program

2024-00112 **Moved by:** Councillor Dean Serdachny

THAT the Rural Municipality of Clayton No. 333 participate in the 2024-25 provincial Beaver Control Program administered by SARM; FURTHERMORE, THAT we will pay $15.00 per tail to unlicensed trappers, $30.00 per tail for licensed trappers and we will not pay for river beaver.

CARRIED

Sale of Ministry of Agriculture Lease Land - NE & SW & NW 07-37-01 W2

2024-00113 **Moved by:** Councillor Ron Perepeluk

THAT Council has no interests in NE & SW & NW 07-37-01 W2, there is not an issue with access, the sale will not restrict access to other land therefore Council approves the sale of this land.

CARRIED

Joint Administrative Assistant Miranda Petryshyn

2024-00114 **Moved by:** Councillor Dwight Rubletz

THAT the Council of the Rural Municipality of Clayton No. 333 acknowledge Joint Administrative Assistant Miranda Petryshyn's resignation as of April 3, 2024.

CARRIED

Administrative Assistant

2024-00115 **Moved by:** Councillor Dean Serdachny

THAT we raise Administrative Assistant Jazmyn Papp's rate of pay to $20.00 per hour effective the next pay day.

CARRIED

Casual Administrative Assistant

2024-00116 **Moved by:** Councillor Lorne Ball

THAT we acknowledge the return of Lise Carpentier as a casual administrative assistant effective April 11, 2024.

CARRIED

Municipal Office Electrical Upgrade

2024-00117 **Moved by:** Councillor Dwight Rubletz

THAT we proceed with the electrical upgrade for the Municipal Office as per S-Elect Energy Ltd. Quote No. 1111. In addition, we add an electrical panel upgrade with additional outlets and lift the air conditioning unit up off of the ground due to flooding concerns.

CARRIED

Accounts Receivable Arrears

2024-00118 **Moved by:** Councillor Lorne Ball

THAT we table the presented uncollectable accounts receivables until a future meeting and look into a policy for account arrears.

CARRIED

Transfer Fire Call Charges to Tax Roll

2024-00119 **Moved by:** Councillor Dean Serdachny

THAT the unpaid Norquay and District Fire Protection Association fire call charges, in the amount of $7,350.00, be transferred from account receivable number RUD551 to tax roll number 1874 on May 1, 2024.

CARRIED

Dust Control Arrears

2024-00120 **Moved by:** Councillor Dwight Rubletz

THAT the dust control arrears, in the amount of $470.01, be transferred to tax roll number 1234 from account number MUS108 on May 30, 2024.

CARRIED

Organized Hamlet Meeting Policy

2024-00121 **Moved by:** Councillor Ron Perepeluk

THAT we table the Organized Hamlet Meeting Policy.

CARRIED

Budget Meeting

2024-00122 **Moved by:** Councillor Lorne Ball

THAT we table the budget to an upcoming meeting.

CARRIED

Public Forum

Adjournment

2024-00123 **Moved by:** Councillor Dwight Rubletz

THAT we adjourn this meeting at 2:35 p.m.

CARRIED

[redacted] [redacted]

Reeve Administrator