

Rural Municipality of Clayton No. 333

Minutes of the Regular Council Meeting

January 15, 2025 - 09:00 AM

113 1 Ave. N., Hyas, SK

In Attendance:

Reeve Hal Griffith, Division 1 Councillor Duane Hicks, Division 2 Councillor Darin Jacquemart,
Division 4 Councillor Ron Perepeluk, Division 5 Councillor Dwight Rubletz,
Division 6 Councillor Lorne Ball, Administrator Tanya Papp

Absent:

Division 3 Councillor Dean Serdachny

Call To Order

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

Additions to Agenda

2025-00001

Moved by: Councillor Duane Hicks

THAT we accept the agenda as presented.

CARRIED

Delegation - David Bodnarek from W.C. Consulting and Duane Karcha

9:02 a.m. - David Bodnarek from W.C. Consulting and Duane Karcha entered Council Chambers to provide a presentation on a gravel source located at NE 14-35-05 W2.

9:35 a.m. - David Bodnarek and Duane Karcha departed Council Chambers.

Delegation - Murry Hunter from Kam-Crete Ltd.

9:44 a.m. - Murry Hunter from Kam-Crete Ltd. entered Council Chambers to discuss 2024 Gravel Hauling and Crushing and to provide a letter of closure.

10:05 a.m. - Murry Hunter from Kam-Crete Ltd. departed Council Chambers.

Conflict of Interest

Councillor Lorne Ball declared a conflict regarding Resolution No. 2025-00012, Sabrina Chernyk's Employee and Wage review.

Confirmation of Minutes

2025-00002

Moved by: Councillor Ron Perepeluk

THAT we approve the minutes of the December 11, 2024 Regular Meeting of Council meeting as presented.

CARRIED

Reports of Administration and Committees

Employee Reviews

11:21 a.m. - Councillor Lorne Ball departed Council Chambers.

11:25 a.m. - Councillor Lorne Ball returned to Council Chambers.

Delegation - Chad Killniak

11:31 a.m. - Chad Killniak entered Council Chambers to provide a verbal maintenance report and for an Employee Review.

Employee Review - Chad Killniak

2025-00003

Moved by: Councillor Lorne Ball

THAT we raise Chad Killniak's rate of pay to \$89,440.00 per year, paid retroactively to the first pay period of January 2025.

CARRIED

12:05 p.m. - Chad Killniak departed Council Chambers.

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2025-00004	Bank Reconciliation Moved by: Councillor Ron Perepeluk THAT the Bank Reconciliation for the month of December 2024 be acknowledged as presented. CARRIED
2025-00005	Credit Card Statements Moved by: Councillor Duane Hicks THAT the Credit Card Statements dated December 7, 2024 and January 7, 2025 be acknowledged as presented. CARRIED
2025-00006	Financial Statements Moved by: Councillor Darin Jacquemart THAT we accept the Statement of Financial Activities for the month of December 2024 as presented. CARRIED
2025-00007	List of Accounts for Approval Moved by: Councillor Dwight Rubletz THAT the List of Accounts for Approval in the amount of \$450,128.93, be accepted and approved for payment as presented: • Cheque payment numbers 5636 to 5660; • EFT payment numbers 3671 to 3703; • Credit card payment numbers 20241208 to 20241222 and 20250101 to 20240103; • Online banking payment numbers 20241211 to 20241228 and 20250101 to 20250105; • Automatic withdrawal payments numbers 202412-003 and 202501-001 to 202501-002; and • Proposed payments totaling \$93,882.32. CARRIED
2025-00008	Delegation - Andrew Gazdewich 12:46 p.m. - Andrew Gazdewich entered Council Chambers for an Employee Review. Employee Review - Andrew Gazdewich Moved by: Councillor Lorne Ball THAT we raise Andrew Gazdewich's rate of pay to \$83,200.00 per year, paid retroactively to the first pay period of January 2025. CARRIED 12:54 p.m. - Andrew Gazdewich departed Council Chambers. Delegations Delegation - Grant Lacaille from Brandt Tractor Ltd. 12:54 p.m. - Grant Lacaille from Brandt Tractor Ltd. entered Council Chambers to discussion warranty extension for graders and backhoe purchases. 12:58 p.m. - Foreman Chad Killniak entered Council Chambers. 1:11 p.m. - Foreman Chad Killniak departed Council Chambers. 1:26 p.m. - Grant Lacaille departed Council Chambers.

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- 2025-00009 **Powertrain Warranty Extension for the JD 2020 770G Grader**
Moved by: Councillor Lorne Ball
- THAT we proceed with the Deere Powertrain Warranty Extension for the 2020 JD 770G Grader at a cost of \$25,220.00, plus applicable taxes.
- CARRIED**
- Delegation - Allan Boen**
- 1:32 p.m. - Allan Boen entered Council Chambers for an Employee Review.
- 2025-00010 **Employee Review - Allan Boen**
Moved by: Councillor Darin Jacquemart
- THAT we raise Allan Boen's rate of pay to \$36.00 per hour, paid retroactively to the first pay period of January 2025.
- CARRIED**
- 1:42 p.m. - Allan Boen departed Council Chambers.
- 2025-00011 **Additional Bills**
Moved by: Councillor Duane Hicks
- THAT we pay the presented additional bills in the amount of \$19,174.00 as per Accounts Payable Invoice Batch No. 2025-00009 and 2025-00011.
- CARRIED**
- 1:51 p.m. - Councillor Lorne Ball departed Council Chambers.
- Delegation - Sabrina Chernyk**
- 1:51 p.m. - Sabrina Chernyk entered Council Chambers for an Employee Review.
- 2025-00012 **Employee Review - Sabrina Chernyk**
Moved by: Councillor Darin Jacquemart
- THAT we raise Sabrina Chernyk's rate of pay to \$34.00 per hour, paid retroactively to the first pay period of January 2025.
- CARRIED**
- 1:55 p.m. - Sabrina Chernyk departed Council Chambers.
- 1:56 p.m. - Councillor Lorne Ball returned to Council Chambers.
- Delegation - Jordan Marshall**
- 2:00 p.m. - Jordan Marshall entered Council Chambers for an Employee Review.
- 2025-00013 **Employee Review - Jordan Marshall**
Moved by: Councillor Dwight Rubletz
- THAT we raise Jordan Marshall's rate of pay to \$34.00 per hour, paid retroactively to the first pay period of January 2025.
- CARRIED**
- 2:03 p.m. - Jordan Marshall departed Council Chambers.
- 2025-00014 **Approval of Reports**
Moved by: Councillor Duane Hicks
- THAT the Administrator, Maintenance and the following Committee reports be accepted as verbally presented:
- Councillor Lorne Ball - NEATPC
- CARRIED**

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Public Hearings

Communications

Correspondence

2025-00015

Moved by: Councillor Lorne Ball

THAT the circulated correspondence be filed for future reference:

- **SARM** - Legislative Review Update on Municipal Governance
- **SARM** - 2025 SARM Annual Convention & Trade Show
- **NEATPC** - January 14, 2025 Meeting Agenda
- **i-Hunter** - 2024 Annual Report
- **SARM** - 2025 SARM Elections
- **Miller Agencies** - Change of Ownership to Long Lake Insurance
- **The Health Foundation** - Canora Charity Golf Classic Planning Meeting on January 21, 2025
- **Sergeant Derek Friesen Canora RCMP** - Availability for Council Meetings
- **SMHI** - 2024 Yearly Claim Letter
- **Village of Hyas** - Reminder Regarding Non-Potable Water
- **Plant Health Technical Advisor Katey Makohoniuk** - Plant Health Network Winter 2024 Newsletter, Upcoming Webinars and Workshops
- **Saskatchewan Assessment Management Agency** - A Look Ahead to 2025 Publication
- **SMHI** - 2024 Payment of RM Remuneration
- **Ministry of Highways** - Pilot to Increase Weight on Highway No. 49
- **CN** - CN Snow Removal Winter Plan
- **Ministry of Agriculture** - Consultation for the Proposed Amendments to *The Weed Control Act*
- **Suncrest College** - December 12, 2024 Meeting Minutes for the Central Prairie Development Alliance

CARRIED

Reeve and Councillors Forum

Gravel

Kam-Crete Hold Back

2025-00016

Moved by: Councillor Darin Jacquemart

THAT we approve to release the remaining Kam-Crete Ltd. hold back in the amount of \$7,977.67 for 2024 crushing and hauling.

CARRIED

Gravel Fees

2025-00017

Moved by: Councillor Ron Perepeluk

THAT we accept the gravel discrepancy explanation provided by Kam-Crete Ltd. and approve to pay gravel fees to Dale Griffith for the remaining amount of gravel crushed in the Griffith Gravel Pit in 2024 as per Kam-Crete Ltd. Invoice No. 5860.

CARRIED

Gravel Crushing

2025-00018

Moved by: Councillor Duane Hicks

THAT as per the terms set out in Tender No. RM333-2023-004, we extend our gravel crushing contract with Kam-Crete, to crush 20,000 to 30,000 cubic yards of gravel at the Hicks' Gravel Pit and 20,000 to 30,000 cubic yards of gravel at Dale's Pit in 2025 at the rates discussed, and as time permits or until such time as Kam-Crete Ltd. is no longer operational.

CARRIED

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- 2025-00019 **Gravel Tenders**
Moved by: Councillor Dwight Rubletz
- THAT we acknowledge the Kam-Crete Ltd. letter of closure submitted by Murry Hunter and prepare separate crushing and hauling tender documents to be reviewed at the next council meeting.
- CARRIED**
- 2025-00020 **Reclamation of Sand and Gravel Leases**
Moved by: Councillor Duane Hicks
- THAT we acknowledge the letter from the Ministry of Agriculture dated November 12, 2024, regarding reclamation of Sand and Gravel Lease Disposition No. 400996 and 376950.
- CARRIED**
- 2025-00021 **Unfinished Business**
Employees Reviews
Employee Review - Lise Carpentier
Moved by: Councillor Ron Perepeluk
- THAT Lise Carpentier's rate of pay remains at \$32.00 per hour.
- CARRIED**
- 2:29 p.m. - Administrator Tanya Papp was asked to leave Council Chambers to discuss an Administrative Performance review.
- 2:52 p.m. - Administrator Tanya Papp returned to Council Chambers.
- 2025-00022 **Employee Review - Tanya Papp**
Moved by: Councillor Dwight Rubletz
- THAT we raise Tanya Papp's rate of pay to \$41.00 per hour, paid retroactively to the first pay period of January 2025.
- CARRIED**
- 2025-00023 **RMAA Application for a Rural Class A Certificate**
Moved by: Councillor Lorne Ball
- THAT we approve to pay the required application fees to The Rural Municipal Administrators Association for Administrator Tanya Papp to obtain her Class A Certificate.
- CARRIED**
- 2025-00024 **Delegation - Jazmyn Papp**
3:12 p.m. - Jazmyn Papp entered Council Chambers for an Employee Review. Administrator Tanya Papp was asked to leave Council Chambers.
3:17 p.m. – Administrator Tanya Papp returned to Council Chambers.
- Employee Review – Jazmyn Papp**
Moved by: Councillor Ron Perepeluk
- THAT Jazmyn Papp's wage is increased to \$23.00 per hour, paid retroactively to the first pay period of January 2025.
- CARRIED**
- 3:17 p.m. – Jazmyn Papp departed Council Chambers.

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- 2025-00025 **WCB Coverage for Elected Officials**
Moved by: Councillor Ron Perepeluk
- THAT in accordance with Section 4 of *The Workers Compensation Act*, positional personal coverage for each elected official shall be set at the minimum amount of \$42,235.00 for the year 2025.
- CARRIED**
- 2025-00026 **Legal Discussion for the DMR Bridge**
- In Camera**
Moved by: Councillor Dwight Rubletz
- THAT council proceed In Camera at 3:22 p.m. to discuss legal matters regarding 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 comes Out of Camera and the Regular Meeting of Council reconvenes at 3:32 p.m.
- 2025-00027 **Legal Committee**
Moved by: Councillor Darin Jacquemart
- THAT the legal committee for the DMR Bridge will consist of Reeve Hal Griffith, Division 3 Councillor Dean Serdachny and Administrator Tanya Papp with an alternate committee member being any other available council member.
- CARRIED**
- 2025-00028 **Legal Discussion**
- In Camera**
Moved by: Councillor Duane Hicks
- THAT council proceed In Camera at 3:35 p.m. to discuss legal matters pursuant to Section 21 of *The Local Authority Freedom of Information and Protection of Privacy Act*.
- CARRIED**
- Out of Camera**
- Council comes Out of Camera and the Regular Meeting of Council reconvenes at 3:43 p.m.
- 2025-00029 **New Business**
- Cancellation Requests for Ministry of Agriculture Leased Lands (SAF)**
Moved by: Councillor Ron Perepeluk
- THAT we send the cancellation requests to the Ministry of Agriculture Lands Branch for the leased lands that are in arrears.
- CARRIED**
- 2025-00030 **Fees and Rates for 2025**
Moved by: Councillor Darin Jacquemart
- THAT the 2025 fees and rates be set as per Schedule "A" which shall be attached to and form part of these minutes.
- CARRIED**

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- 2025-00031 **Fidelity Bond**
Moved by: Councillor Dwight Rubletz
- THAT we acknowledge that the Administrator has presented the fidelity bond to Council.
- CARRIED**
-
- 2025-00032 **Insurance Renewals - SARM**
Moved by: Councillor Ron Perepeluk
- THAT we renew and approve to pay the SARM Liability Self-Insurance Plan Policy in the amount of \$2,903.83 and the SARM Excess Liability Insurance Policy in the amount of \$3,200.14 for the following coverage amounts:
- Liability Insurance - \$3 million;
 - Excess Liability Insurance - \$7 million; and
 - Errors & Omissions \$2.5 million.
- CARRIED**
-
- 2025-00033 **Extension of Time**
Moved by: Councillor Lorne Ball
- THAT we extend our meeting past 4:00 p.m.
- CARRIED UNANIMOUSLY**
-
- 2025-00034 **Municipal Revenue Sharing Declaration**
Moved by: Councillor Duane Hicks
- 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 2023 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.
- THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
- CARRIED**
-
- 2025-00035 **Notice of Planned Procurement**
Moved by: Councillor Darin Jacquemart
- THAT the Rural Municipality of Clayton No. 333 intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM), between January 1, 2025 and December 31, 2025.
- FURTHERMORE THAT we post our intention to participate in SARM's buying group on the SaskTenders website annually.
- CARRIED**
-
- 2025-00036 **Stamp Purchase**
Moved by: Councillor Dwight Rubletz
- THAT we authorize the purchase of 20 rolls of stamps for 2025 year in the amount of \$2,079.00 including tax.
- CARRIED**

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2025-00037 **Sask Lotteries Community Grant Program**
Moved by: Councillor Lorne Ball

THAT the RM population for the Sask Lotteries Community Grant be divided as follows:

- Sturgis & District Recreation Board - 63
- Village of Hyas - 76
- Norquay Recreation Board - 278
- Stenen Recreation Board - 107
- Sandy Beach Community Club - 107

If any of the boards do not apply, then the share shall be split between the remaining parties in ratio.

CARRIED

2025-00038 **2025 RMAA Spring Workshop**
Moved by: Councillor Ron Perepeluk

THAT the Administration Staff are authorized to attend the 2025 RMAA Spring Workshop to be held in Melville, SK on March 26, 2025 or in Wadena, SK on March 27, 2025.

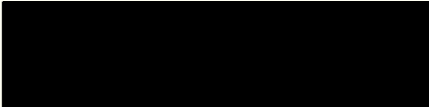
CARRIED

Public Forum

2025-00039 **Adjournment**
Moved by: Councillor Darin Jacquemart

THAT we adjourn this meeting at 4:12 p.m.

CARRIED


Reeve


Administrator

Schedule "A"	
Fees & Rates	
Resolution No.: 2025-00030	
Meeting Date: January 15, 2025	
General Government Services	
Sale of Items	
Photocopying & Printing	\$0.25 per page
Minutes - Yearly Subscriptions	\$120.00 per year
Minutes - Copy	\$10.00 per copy
Faxing (Send/Receive)	\$1.00 per page
Municipal & Homestead Maps	\$15.00 each
Municipal & Homestead Maps - Mailed Out	\$15.00 each plus postage
Fees	
NSF Fees	\$20.00 plus bank charge back fee (each NSF)
Tax Enforcement	\$20.00 admin fee plus actual cost (i.e.: title, advertising, etc.)
Municipal Overweight Transportation Permits	
Annual Permit	\$200.00 per vehicle or fleet per year
Single Trip Permit	\$50.00 per vehicle per trip
Spring Road Restriction Permit	\$50.00 per vehicle per trip during road restriction periods
Transportation Services	
Signs	At cost to ratepayers (if available)
Culvert & Couplers	At cost to ratepayers (if available)
Custom Work	Not offered
Gravel Sales	Not offered
Environmental Health & Wellness Services	
Pest Control Products	No charge - only available to ratepayers