

Rural Municipality of Clayton No. 333

Minutes of the Regular Council Meeting

April 15, 2026 - 09:00 AM

113 - 1 Ave. N., Hvas, SK

Zoom Meeting ID: 819 2859 7811

In Attendance:

Reeve Hal Griffith, Division 1 Councillor Duane Hicks, Division 2 Councillor Darin Jacquemart, Division 3 Councillor Dean Serdachny, Division 4 Councillor Ron Perepeluk, Division 5 Councillor Dwight Rubletz, Division 6 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.

Delegation - Maintenance Workers

9:04 a.m. - Foreman Chad Killniak, Andrew Gazdewich and Jordan Marshall entered Council Chambers to present a verbal maintenance report.

9:14 a.m. - Councillor Dean Serdachny entered Council Chambers.

9:53 a.m. - Andrew Gazdewich and Jordan Marshall departed Council Chambers.

Delegation - Rod Serhan from Finning Cat

10:16 a.m. - Rod Serhan from Finning Cat entered Council Chambers to discuss grader purchasing options.

10:35 a.m. - Rod Serhan departed Council Chambers.

10:47 a.m. - Foreman Chad Killniak departed Council Chambers.

Addition to Agenda

2026-00092 **Moved by:** Councillor Dwight Rubletz

THAT we accept the agenda with the following additions:

- Building Permits
- Spring Road Restriction Permits

CARRIED

Conflict of Interest

Reeve Hal Griffith declared a conflict of interest regarding Resolution No. 2026-00108, Road Allowance Mulching - NE 12-37-01 W2 and Resolution No. 2026-00120, Probation Review - Office Assistant.

Confirmation of Minutes

2026-00093 **Moved by:** Councillor Duane Hicks

THAT we approve the minutes of the March 18, 2026 Regular Meeting of Council as presented.

CARRIED

Reports of Administration and Committees

Administrator Report

Dedicated Server Quote

2026-00094 **Moved by:** Councillor Dean Serdachny

THAT Council approve the purchase of a dedicated server for the Municipal Office through Munisoft at the quoted price of \$18,581.00 plus taxes, acknowledging that final pricing may be subject to adjustment due to tariffs and inventory supply issues.

CARRIED

Laptop Quotes

2026-00095 **Moved by:** Councillor Dean Serdachny

THAT Council approve the purchase of two laptops for the Municipal Office through Munisoft at the quoted price of \$1,828.00 per laptop plus set-up fees and taxes.

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2026-00096

Laptop for the Shop

Moved by: Councillor Lorne Ball

THAT Council approve the purchase of a laptop for the Municipal Shop with a budget of \$1,000.00.

CARRIED

Delegation - Grant Lacaille from Brandt Tractor Ltd.

11:04 a.m. - Grant Lacaille from Brandt Tractor Ltd. entered Council Chambers to discuss grader purchasing options.

11:06 a.m. - Foreman Chad Killniak entered Council Chambers.

11:30 a.m. - Grant Lacaille departed Council Chambers.

2026-00097

Grader Purchase

Moved by: Councillor Lorne Ball

THAT we purchase the 2026 John Deere 772P Grader from Brandt under the Canoe/Sourcwell program, with the 7-year 7,500 hour Powertrain Extended Warranty Coverage, for the purchase price of \$394,958.55 which includes a trade in allowance of \$200,000.00 for the 2020 John Deere 770G Grader and all applicable taxes.

CARRIED

2026-00098

Bank Reconciliation

Moved by: Councillor Ron Perepeluk

THAT the Bank Reconciliation for the month of March 2026 be acknowledged as presented.

CARRIED

2026-00099

Credit Card Statements

Moved by: Councillor Dean Serdachny

THAT the Credit Card Statement dated April 7, 2026 be acknowledged as presented.

CARRIED

12:56 p.m. - Councillor Dean Serdachny departed Council Chambers.

Delegation - Amanda Kozak from SARM

1:00 p.m. – Amanda Kozak from SARM joined the Council Meeting via Zoom to discuss Procurement and Purchasing Policies.

1:37 p.m. – Amanda Kozak departed the Council Meeting.

2026-00100

Tax Enforcement Report

Moved by: Councillor Dwight Rubletz

THAT the Tax Enforcement Report dated April 2026 be acknowledged as presented.

CARRIED

2026-00101

Financial Statements

Moved by: Councillor Ron Perepeluk

THAT we accept the Statement of Financial Activities for the month of March 2026 as presented.

CARRIED

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2026-00102 **List of Accounts for Approval**
Moved by: Councillor Duane Hicks

THAT the List of Accounts for Approval in the amount of \$687,495.63, be accepted and approved for payment as presented:

- Cheque payment numbers 5984 to 6007,
- EFT payment numbers 4012 to 4033,
- Credit card payment numbers 20260306 to 20260308 and 20260401 to 20260404,
- Online banking payment numbers 20260306 to 20260322 and 20260401 to 20260409 and,
- Automatic withdrawal payments numbers 202603-003 and 202604-001 to 202604-002.

CARRIED

2026-00103 **Additional Bills**
Moved by: Councillor Darin Jacquemart

THAT we approve to pay the presented additional bills in the amount of \$337,781.22 as per Accounts Payable Batch No. 2026-00043 and the April Council Indemnities in the amount of \$5,314.11 as per Accounts Payable Batch No. 2026-00046.

CARRIED

2026-00104 **Approval of Reports**
Moved by: Councillor Dwight Rubletz

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

- NEATPC: Councillor Lorne Ball
- PRWMA: Councillor Duane Hicks

CARRIED

2026-00105 **NEATPC Executive Working Committee Election**
Moved by: Councillor Ron Perepeluk

THAT the Council of the Rural Municipality of Clayton No. 333 hereby nominates Councillor Darin Jacquemart for the 4A Rural seat on the North East Area Transportation Planning Committee Executive Working Committee (EWC) for the upcoming term.

CARRIED

Public Hearings

Delegations

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Communications

Correspondence

2026-00106

Moved by: Councillor Darin Jacquemart

THAT the circulated correspondence be filed for future reference:

- Affinity Credit Union: Notice of Annual Meeting
- SaskEnergy - TransGas Limited: 2026 Rural Municipality Mitigation Payment
- SARM: CTP Funding Advisory 2026; News Release - Approval of Strychnine Registration; Crown Land Pasture Association Invasive Weed Program; Division 4 Director Quarterly Update
- Norquay and District Fire Protection Association: March 23, 2026 Meeting Minutes; 2026 Levy
- North East Area Transportation Planning Committee (NEATPC): 2026 AGM Package & Election
- RCMP CTSS (Combined Traffic Services Saskatchewan): SE District March 2026 Update
- CN: Notice of Annual Vegetation Management Program
- Ministry of Government Relations: Building and Technical Standards Key Updates March 2026; Municipal Planning Email; 2026-2027 Municipal Revenue Sharing Grant
- Parkland Regional Library: Call for Nominations
- Municipal Hail Insurance: 2025 Audited Consolidate Report; 2026 Trade Show Draw
- Village of Hyas: March 2026 Highlights Newsletter
- Sturgis Composite School: 2026 Graduation Scholarship Request

CARRIED

CTP Funding

2026-00107

Moved by: Councillor Ron Perepeluk

THAT we look into the CTP corridor funding appeal process.

CARRIED

Reeve and Councillors Forum

Road Allowance Mulching - NE 12-37-01 W2

2026-00108

Moved by: Councillor Ron Perepeluk

THAT we mulch the Road Allowance along the N1/2 07-37-01 W2

CARRIED

Unfinished Business

CTP Grid Road 753 Bridge

CTP Grid Road 753 Bridge Project - Girder Shipping Invoice No. PS-INV-3084930

2026-00109

Moved by: Councillor Duane Hicks

THAT, related to the CTP Grid Road 753 Bridge Project, we pay Invoice No. PS-INV-3084930 in the amount of \$112,080.70 to Knelsen Sand & Gravel Ltd., as per the SARM Municipal Bridge engineer's recommendations.

CARRIED

CTP Grid Road 753 Bridge Project - Progress Payment No. 4

2026-00110

Moved by: Councillor Darin Jacquemart

THAT, related to the CTP Grid Road 753 Bridge Project, we approve to pay progress payment No. 4 in the amount of \$311,078.61 to Harbuilt Construction Management Ltd., as per our owner engineer's recommendations.

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2026-00111

Mowing Request For Proposal No. RM333-2026-002

Moved by: Councillor Darin Jacquemart

THAT the Rural Municipality of Clayton No. 333 accept the proposal from Dennis Friesen for mowing services, at a rate of \$187.50 per hour, for a one-year term with an option for extension, in accordance with the terms of Mowing RFP No. RM333-2026-002.

CARRIED

2026-00112

Service Level Agreement No. 2026-02 Mowing

Moved by: Councillor Dwight Rubletz

THAT Service Level Agreement No. 2026-02 be sent to Denis Friesen for review with discussion to follow at future council meeting.

CARRIED

New Business

2026-00113

2025 Audit

Moved by: Councillor Lorne Ball

THAT Council acknowledge the 2025 Audit took place on March 30, 2026 and authorize the Reeve and Administrator to sign the Management's Responsibility Letter from the appointed municipal auditor, Baker Tilly SK LLP.

CARRIED

2026-00114

Proposed Subdivision Application - NE 22-35-01 W2

Moved by: Councillor Duane Hicks

THAT the Rural Municipality of Clayton No. 333 approve the proposed parcel tie removal of NE 22-35-01 W2 Ext 1 & Ext 2, as submitted under Community Planning File No. SUBD-006021-2026;

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

2026-00115

Dust Control

Dust Suppressant Contractor

Moved by: Councillor Ron Perepeluk

THAT the Rural Municipality of Clayton No. 333 contract 3-D Steaming Ltd. to supply and haul dust control suppressant at a rate of \$0.43 per litre for the 2026 season.

CARRIED

2026-00116

Dust Suppressant Policy

Moved by: Councillor Duane Hicks

THAT the Council of the Rural Municipality of Clayton No. 333 hereby approves and adopts TS300: Dust Suppressant Policy, including Schedule A: Designated Gravel Pit Roads and the updated Dust Control Contract of Understanding, effective immediately.

FURTHER THAT for the 2026 season, the price-per-litre rate shall be set at \$0.45 per litre for dust suppressant product.

AND BE IT FURTHER RESOLVED THAT the Administrator be instructed to advertise the updated program, distribute the new application packages to all regular and prospective applicants and set the 2026 application deadline.

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- 2026-00117

Dust Control Policy
Moved by: Councillor Darin Jacquemart

THAT the Council of the Rural Municipality of Clayton No. 333 repeal the Dust Control Policy adopted by Resolution 154/2011.

CARRIED
- 2026-00118

Dust Control Arrears
Moved by: Councillor Dwight Rubletz

The 2025 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 2026. All Dust Control arrears shall be transferred to taxes before May 28, 2026 pursuant to Section 405 of *The Municipalities Act*.

CARRIED
- 2026-00119

3:32 p.m. - Reeve Hal Griffith turned the chair over to Deputy Reeve Darin Jacquemart; Reeve Hal Griffith departed Council Chambers.

In-Camera
Moved by: Councillor Lorne Ball

THAT Council proceed In Camera at 3:35 a.m. to discuss employee relations matters pursuant to Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*.

CARRIED
- 2026-00120

Out of Camera

Council comes Out of Camera and the Regular Meeting of Council reconvenes at 3:41 p.m.

Probation Review - Office Assistant
Moved by: Councillor Darin Jacquemart

THAT Ruslana Ochitwa's probation period be extended by three months, contingent upon her availability to work in-office four days per week by the end of this month. A performance review will be conducted in June or July. Failure to meet this requirement will result in the immediate re-advertising of the position.

CARRIED
- 2026-00121

3:45 p.m. - Reeve Hal Griffith returned to Council Chambers; Deputy Reeve Darin Jacquemart turned the chair back to Reeve Hal Griffith.

Request to Rename a Segment of Range Road 2011
Moved by: Councillor Duane Hicks

THAT the Rural Municipality of Clayton No. 333 maintain the current road naming system as recommended by the Civic Addressing program therefore denying the request by Dean Nahachewsky to rename a segment of Range Road 2011 to "Nahachewsky RD".

CARRIED
- 2026-00122

Rural Municipality of St. Philips No. 301 Road Maintenance Agreement No. 8-2026
Moved by: Councillor Ron Perepeluk

THAT Rural Municipality of Clayton No. 333 enter into a Road Maintenance Agreement with the Rural Municipality of St. Philips No. 301, for the purpose of hauling gravel from the Pollon Acres Pit located in the RM of St. Philips, and the Reeve and Administrator are authorized to sign Road Maintenance Agreement No. 8-2026.

CARRIED



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2026-00123

Special Occasion Permit Application: Sandy Beach Community Club

Moved by: Councillor Dwight Rubletz

WHEREAS the Saskatchewan Liquor and Gaming Authority requires approval for all outdoor functions from the appropriate governing authority before a Special Occasion permit can be issued;

WHEREAS the Sandy Beach Community Club has applied to host an Annual Ball Tournament to be held at Sandy Beach on June 27, 2026 between 2:00 p.m. and 2:00 a.m.;

BE IT RESOLVED THAT the Rural Municipality of Clayton No. 333 approves of the sale and service of beverage alcohol at this outdoor event during the approved hours, subject to the club obtaining all necessary SLGA (Saskatchewan Liquor and Gaming Authority) permits.

CARRIED

2026-00124

Reschedule May 13, 2026 Council Meeting

Moved by: Councillor Darin Jacquemart

THAT the Regular Meeting of Council scheduled for May 13, 2026, be rescheduled to Wednesday, May 6, 2026, to accommodate the Administrator's attendance at the RMAA Annual Convention.

CARRIED

2026-00125

Spring Road Restriction Permits

Moved by: Councillor Lorne Ball

THAT we continue to issue Road Restriction Permits pursuant to our policy.

CARRIED

Public Forum

2026-00126

Adjournment

Moved by: Councillor Duane Hicks

THAT we adjourn this meeting at 3:52 p.m.

CARRIED

Reeve

Administrator