

# Rural Municipality of Clayton No. 333

## Minutes of the Regular Council Meeting

June 10, 2026 - 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 5 Councillor Dwight Rubletz, Division 6 Councillor Lorne Ball, Administrator Tanya Papp

### Absent:

Division 3 Councillor Dean Serdachny, Division 4 Councillor Ron Perepeluk

### **Call To Order**

A quorum being present, Reeve Hal Griffith called the meeting to order at 8:58 a.m.

### **Addition to Agenda**

2026-00146 **Moved by:** Councillor Duane Hicks

THAT we accept the agenda with the following additions:

- RFNow parking at the municipal shop.

**CARRIED**

### **Conflict of Interest**

No one declared a Conflict of Interest.

### **Confirmation of Minutes**

2026-00147 **Moved by:** Councillor Lorne Ball

THAT we approve the minutes of the May 6, 2026 Regular Meeting of Council as presented.

**CARRIED**

### **Reports of Administration and Committees**

#### **Administrator Report**

#### **Domain Based Email**

2026-00148 **Moved by:** Councillor Darin Jacquemart

THAT Council approves of the transition from the SaskTel email platform to a domain-based email through MuniSoft at the estimated cost of approximately \$320.00 plus yearly subscription fees to Microsoft.

**CARRIED**

#### **Delegation - Maintenance Workers**

9:35 a.m. – Foreman Chad Killniak, Andrew Gazdewich, Allan Boen, Sabrina Chernyk and Jordan Marshall entered Council Chambers to present a verbal maintenance report.

10:15 a.m. – Foreman Chad Killniak, Andrew Gazdewich, Allan Boen, Sabrina Chernyk and Jordan Marshall departed Council Chambers.

#### **Bank Reconciliation**

2026-00149 **Moved by:** Councillor Dwight Rubletz

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

**CARRIED**

#### **Credit Card Statements**

2026-00150 **Moved by:** Councillor Lorne Ball

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

**CARRIED**

#### **Financial Statements**

2026-00151 **Moved by:** Councillor Darin Jacquemart

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

**CARRIED**

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2026-00152 | <p><b>List of Accounts for Approval</b></p> <p><b>Moved by:</b> Councillor Dwight Rubletz</p> <p>THAT the List of Accounts for Approval in the amount of \$504,555.78, be accepted and approved for payment as presented:</p> <ul style="list-style-type: none"><li>• Cheque payment numbers 6033 to 6052,</li><li>• EFT payment numbers 4056 to 4077,</li><li>• Credit card payment numbers 20260505 to 20260506 and 20260601 to 20260610,</li><li>• Online banking payment numbers 20260505 to 20260519 and 20260601 to 20260609,</li><li>• Automatic withdrawal payments numbers 202605-004 and 202606-001.</li></ul> <p><b>CARRIED</b></p>                                                                                                                                                                                                                                                                 |
| 2026-00153 | <p><b>Additional Bills</b></p> <p><b>Moved by:</b> Councillor Lorne Ball</p> <p>THAT we pay the presented additional bills in the amount of \$11,705.79 as per Accounts Payable Batch No. 2026-00074.</p> <p><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|            | <p><b>Delegation - Vince Bailey from Raider Pest Control</b></p> <p>10:28 a.m. - Vince Bailey from Raider Pest Control entered Council Chambers to discuss the Municipality's Weed Management Plan and Pest Control Program.</p> <p>11:01 a.m. - Councillor Dwight Rubletz departed Council Chambers.</p> <p>11:05 a.m. - Councillor Dwight Rubletz entered Council Chambers.</p> <p>11:08 a.m. - Vince Bailey departed Council Chambers.</p> <p><b>Committee Reports</b></p> <p><b>NEATPC</b></p> <p><b>Moved by:</b> Councillor Duane Hicks</p> <p>THAT the Rural Municipality of Clayton No. 333 submits the following road infrastructure priorities to the NEATPC Steering Committee:</p> <ul style="list-style-type: none"><li>• Stenen access road (primary weight upgrade); and</li><li>• Highway No. 8 North between Swan Plain and Norquay (primary weight upgrade).</li></ul> <p><b>CARRIED</b></p> |
| 2026-00154 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|            | <p><b>Delegation - Kendale Friesen of Dennis Friesen Mowing</b></p> <p>11:28 a.m. - Kendale Friesen of Dennis Friesen Mowing joined the Council Meeting via telephone to discuss the 2026 mowing season and Service Level Agreement No. 2026-02.</p> <p>11:44 a.m. - Kendale Friesen departed the Council Meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 2026-00155 | <p><b>Approval of Reports</b></p> <p><b>Moved by:</b> Councillor Duane Hicks</p> <p>THAT the Administrator, Maintenance and the following Committee reports be accepted as verbally presented:</p> <ul style="list-style-type: none"><li>• NEATPC: Councillor Darin Jacquemart</li></ul> <p><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|            | <p><b>Public Hearings</b></p> <p><b>Delegations</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

**Communications**

**Correspondence**

2026-00156

**Moved by:** Councillor Darin Jacquemart

THAT the circulated correspondence be filed for future reference:

- Ministry of Agriculture: Crown Land Management Branch Organizational Update
- Assiniboine Watershed Stewardship Association: 2026 Annual General Meeting Package
- APAS: News Release – Call for Next Policy Framework; Summer District Meeting Registration
- Parkland Regional Waste Management Authority Inc.: June 22, 2026 Meeting Package; Recycling & Garbage Calendars
- Ministry of Government Relations: Building and Technical Standards Key Updates May #1 & # 2 2026; SPSA & Emergency Declarations
- Sturgis and District Rural Fire Cooperative: February, March, May 2026 Minutes and 2026 Budget
- Saskatchewan Crop Insurance Corporation: Spring Flooding Support
- Saskatchewan Safety Council: Saskatchewan Employee Fatigue and Lifestyle Study
- Saskatchewan Assessment Management Agency (SAMA): Annual Report & Meeting
- Plant Health Technical Advisor Katey Makohoniuk: PHN Spring 2026 Newsletter
- Community Futures Ventures: 2026 Annual General Meeting Package
- Parkland Regional Library: Online Voting for 2026 Annual General Meeting Motions
- SARM: For Release – Prioritize Flood Safety
- Water Security Agency: Above Normal Spring Runoff 2026
- Parkland Valley Sport, Culture and Recreation District - June 17, 2026 Annual General Meeting Package
- Office of Keith Jorgenson, Saskatoon Churchill-Wildwood MLA: SHA Service Disruption Petition
- North East Area Transportation Planning Committee (NEATPC): 2026 Annual General Meeting Presentation Information
- RFNow Inc.: Distribution Details – Phase 1

**CARRIED**

**Reeve and Councillors Forum**

**Unfinished Business**

**CTP Grid Road 753 Bridge**

2026-00157

**CTP Grid Road 753 Bridge Project - Progress Payment No. 5: Release of Holdback**

**Moved by:** Councillor Lorne Ball

WHEREAS the Rural Municipality of Clayton No. 333 has engaged Harbuilt Construction Management Ltd. for the construction and completion of the CTP Grid Road 753 Bridge Project, and a portion of contract funds is currently being retained as a holdback; and

WHEREAS specific contractual and statutory obligations must be satisfied prior to the final release of these funds;

NOW THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of Clayton No. 333 hereby authorizes the Reeve and Administrator to release the bridge project holdback funds in the amount of \$159,778.40 to Harbuilt Construction Management Ltd. after June 30, 2026, subject to the fulfillment of the following conditions:

1. Receipt of the Final Completion Certificate from Allnorth Consultants Ltd.;
2. Completion of the Statutory Waiting Period of at least forty (40) days after the Final Completion date indicated by the Final Completion Certificate;
3. Submission of a formal Statutory Declaration by Harbuilt Construction Management Ltd. declaring that all claims or accounts of indebtedness by reason of the Contract have been fully paid or satisfactorily secured; and
4. Receipt of official clearance under *The Workers' Compensation Act*.

**CARRIED**

Final Completion Certificate

2026-00158 **ICIP Grant Extension Project No. 50200021**  
**Moved by:** Councillor Dwight Rubletz

THAT the Council of the Rural Municipality of Clayton No. 333 accepts the email amendment to the Investing in Canada Infrastructure Program (ICIP) Ultimate Recipient Agreement for the CTP Grid Road 753 Bridge Replacement project, extending the Project Completion Date to March 31, 2027, and the Final Claim Date to June 30, 2027, to accommodate for seasonal deficiencies.

CARRIED

New Business

1:42 p.m. - Foreman Chad Killniak and Andrew Gazdewich entered Council Chambers to discuss the Maintenance Worker Position.

2026-00159 **Allan Boen Resignation**  
**Moved by:** Councillor Duane Hicks

THAT the Council of the Rural Municipality of Clayton No. 333 formally accepts the resignation of Allan Boen, effective June 26, 2026.

CARRIED

2026-00160 **Retirement BBQ**  
**Moved by:** Councillor Lorne Ball

THAT the Council of the Rural Municipality of Clayton No. 333 authorizes the Maintenance Department to host a retirement BBQ in honor of Allan Boen, to be held on his final day of employment for council members, staff and their families.

CARRIED

2026-00161 **Weed Management Plan**  
**Moved by:** Councillor Darin Jacquemart

THAT the Council of the Rural Municipality of Clayton No. 333 adopts the Weed Management Plan dated June 10, 2026, incorporating the amendments approved during this meeting.

CARRIED

2026-00162 **Mowing Program**  
**Service Level Agreement No. 2026-02**  
**Moved by:** Councillor Dwight Rubletz

THAT the Council of the RM of Clayton No. 333 authorizes the Reeve and Administrator to execute the one-year Service Level Agreement No. 2026-02, pursuant to the RM333-2026-002 Mowing RFP.

CARRIED

2026-00163 **Mowing Maps**  
**Moved by:** Councillor Lorne Ball

THAT the Council of the RM of Clayton No. 333 authorizes top cut mowing operations on all municipal roads, with the exception of those roads specifically excluded on the mowing maps.

CARRIED

2026-00164 **Mowing Concerns**  
**Moved by:** Councillor Duane Hicks

THAT Councillor Lorne Ball meet with Owner No. 261 to address outstanding mowing concerns, with the meeting to occur prior to the initiation of the top cut.

CARRIED

# Rural Municipality of Clayton No. 333

## Minutes of the Regular Council Meeting

June 10, 2026 - 09:00 AM

113 - 1 Ave. N., Hyas, SK

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- 2026-00165      **Lawncare Service - Request for New Rate**  
**Moved by:** Councillor Darin Jacquemart
- THAT Council approves a rate increase for Benjamin Bullock for lawn care services at the Municipal Office, from \$40.00 per cut to \$50.00 per cut, effective the 2026 calendar year.
- CARRIED**
- 2026-00166      **Road Maintenance Agreement No. 2026-01**  
**Moved by:** Councillor Duane Hicks
- THAT the Rural Municipality of Clayton No. 333 enter into a Road Maintenance Agreement No. 2026-01 with the Rural Municipality of Keys No. 303, for the purpose of hauling gravel from Buffalo Hump Pit.
- CARRIED**
- 2026-00167      **Transport Canada Rail Safety Letter of Non-Compliance File No. 15710787**  
**Moved by:** Councillor Dwight Rubletz
- THAT Council acknowledges that stop signs have been provided for CN Crossing Mile 46.74 (ID No. 12489) on 5-6-34-1 and Crossing Mile 60.27 (ID No. 12503) on 1-7-34-3, in accordance with Transport Canada recommendations.
- CARRIED**
- 2026-00168      **SMHI Withdrawal List 2026**  
**Moved by:** Councillor Darin Jacquemart
- THAT Council approve the list of applications for withdrawal of land from the Saskatchewan Municipal Hail Insurance program for 2026.
- CARRIED**
- 2026-00169      **SARM Treaty Land Entitlement (TLE) Trust Fund 2026**  
**Moved by:** Councillor Duane Hicks
- THAT Council acknowledges the SARM Treaty Land Entitlement (TLE) Trust Fund balance for the Rural Municipality of Clayton No. 333 as of December 31, 2025 is \$38,772.82 and authorizes maintaining the municipal TLE percentage factor at 40% for the 2026 fiscal year.
- CARRIED**
- 2026-00170      **2025 Audited Financial Statements**  
**Moved by:** Councillor Lorne Ball
- THAT the Council of the Rural Municipality of Clayton No. 333 approves the 2025 draft audited financial statements as submitted by Baker Tilly SK LLP.
- CARRIED**
- 2026-00171      **Extension of Time**  
**Moved by:** Councillor Darin Jacquemart
- THAT pursuant to Section 32 of Council Procedures Bylaw No. 2018-02, the Council of the Rural Municipality of Clayton No. 333 approves extending this council meeting past 4:00 p.m. by unanimous vote.
- CARRIED UNANIMOUSLY**
- 2026-00172      **2026 Budget**  
**Moved by:** Councillor Duane Hicks
- THAT the Council of the Rural Municipality of Clayton No. 333 tables the 2026 municipal budget until the upcoming special council meeting.
- CARRIED**

- 2026-00173

**Special Meeting**  
**Moved by:** Councillor Lorne Ball

THAT the Council of the Rural Municipality of Clayton No. 333 schedules a Special Council Meeting for June 16, 2026, commencing at 8:00 a.m., to discuss the 2026 municipal budget, the 2026 levy, matters regarding the Organized Hamlet of Swan Plain, the transfer of flex term funds, Office and Maintenance Department employment interviews, in-camera closed sessions, drainage concerns and delegation from Water Security Agency delegation.

CARRIED
- 2026-00174

**Road Mixing/Mulching**  
**Moved by:** Councillor Dwight Rubletz

THAT the Council of the Rural Municipality of Clayton No. 333 approves hiring Alberts Acres Ltd. to perform road mulching services on approximately 2 miles of Grid Road No. 650, at an estimated contract cost of \$75,000.00.

CARRIED
- 2026-00175

**July Council Meeting Date**  
**Moved by:** Councillor Dwight Rubletz

THAT the July 8, 2026 regular meeting of council be rescheduled to July 15, 2026.

CARRIED
- 2026-00176

**Municipal Office Closure**  
**Moved by:** Councillor Darin Jacquemart

THAT the Council of the Rural Municipality of Clayton No. 333 approves the closure of the Municipal Office on June 17, 2026, for a dedicated server installation, and from June 29 to June 30, 2026, inclusive, and on July 2, 2026, for staff bereavement leave.

CARRIED
- 2026-00177

**Public Forum**

**Adjournment**  
**Moved by:** Councillor Darin Jacquemart

THAT we adjourn this meeting at 4:48 p.m.

CARRIED

[Redacted Signature]

Reeve

[Redacted Signature]

Administrator