

Minutes of the Regular Meeting of the Council of the Rural Municipality of Orkney No. 244 Held Friday the 19th Day of January, 2023 held at 137 George Avenue, Collacott Subdivision, R.M. of Orkney No. 244

Present:

Reeve Randy Trost
Councillor Division 1 Mathew Charney (Matt)
Councillor Division 2 Trevor Protz (Deputy Reeve)
Councillor Division 3 Ronald Mehling
Councillor Division 4 Jack Maksymiw
Councillor Division 5 Vern Effa

Administrator Bridgette MacDonald
Assistant Admin. Jamie Decker
Public Works Manager Kevin Zamonsky

Absent:

Councillor Division 6 Robert Kriger

Call to Order:

A quorum being present, Reeve, Randy Trost, called the meeting to order, at 8:06 a.m.

Jack Maksymiw, Division 4 Councillor, declared a conflict of interest as his company, Maks Construction Ltd., was contracted for work and is receiving funds from the R.M. of Orkney No. 244 for the completion of work performed therefore he will leave Council chambers prior to any discussion, he will not participate in any part of the discussions and he will be abstaining from voting.

Minutes:

1/23 **Mehling:** That the Minutes of the Regular Meeting of Council held on Thursday, December 15, 2022 be approved as presented. **Carried.**

Amendment to Resolution

2/23 **Effa:** That resolution 449/22 be amended to move the Springside Fire Protection and Rescue boundary to be located one mile south of highway 52, being the south side of township road 255, between Range Road 2070 to Range Road 2055 to take effect under the 2023 agreement at no additional cost to the R.M. **Carried.**

Delegations:

8:14-8:35: Wurth Canada Ltd.- Larry Weinheimer -- Shop Inventories

In-Camera:

3/23 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 8:35 a.m. to discuss future capital/long range planning and legal. **Carried.**

8:35 – 8:52: T & H Trucking Ltd.

4/23 **Trost:** That the Regular Meeting of Council reconvene at 8:59 a.m. to discuss legal matters. **Carried.**

Delegations:

9:00-9:32: WSP (via Zoom)- Division 1 Drainage Preliminary Discussion

In-Camera:

5/23 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 9:56 a.m. to discuss legal matters. **Carried.**

6/23 **Trost:** That the Regular Meeting of Council reconvene at 10:00 a.m. **Carried.**


Admin./Reeve

Unfinished/New Business:

Policies:

Credit Card:

7/23 **Protz:** That the Credit Card Policy is approved as presented and filed. **Carried.**

Office Fee Schedule:

8/23 **Protz:** That the Office Fee Schedule policy is amended as presented and filed. **Carried.**

Prepayments:

9/23 **Effa:** That Council repeals its previous prepayments policy. **Carried.**

*Development:**Application to Rezone – PT NE 20-25-04-W2*

10/23 **Charney:** That the Council approve the application to rezone PT NE 20-25-04-W2, from Agricultural to Mobile Home Park. **Defeated.**

Annual Appointment Amendment:

11/23 **Mehling:** That resolution 398/22 be amended by removing Assiniboine Area Aquifers Advisory Committee annual appointment, Division 4 Councillor Jack Maksymiw. **Carried.**

Application for Drainage:

11/23 **Mehling:** That the Council defers the drainage application received from the Water Security Agency for 13-26-06-W2 to allow further time for review. **Carried.**

Request for Assistance:

12/23 **Effa:** That further to resolution 330/22, Council advises the water ways have been cleared around the NE 1-27-06-W2 and the culverts that were installed at this location were engineered at the time of placement and movement of those culverts may involve further engineering as the Water Security Agency does not dictate culvert capacities or installation specifics. **Carried.**

SARM Fidelity Bond:

13/23 **Charney:** That the Fidelity Bond provided through the Saskatchewan Association of Rural Municipalities be renewed at the maximum coverage amounts for both the Fidelity Bond and the Money and Securities coverage. **Carried.**

In-Camera:

14/23 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 10:44 a.m. to discuss employee matters. **Carried.**

15/23 **Trost:** That the Regular Meeting of Council reconvene at 10:54 a.m. **Carried.**

SARM Convention:

16/23 **Maksymiw:** That the Council approves of the two grader operators taking the work truck to attend the 2023 Saskatchewan Association of Rural Municipalities Annual Convention and Trade Show for one day in March, pending weather conditions, and that Administration complete a revised policy. **Carried.**


Admin./Reeve

2022 Culvert Inventory:

17/23 **Maksymiw:** That the Council adjust the 2022 culvert inventory as follows:

D(mm)	L(m)	Adjustment	Total Cost (\$)
200	6	-2 culverts	-407.04
300	4	+1 culvert	164.09
300	6	-1 culvert	-164.09
450	4	+1 culvert	374.48
450	6	-1 culvert	-374.48
500	4	-2 culverts	-272.80
500	6	+4 culverts	937.44
600	4	-1 culvert	-250.58
600	5	+2 culverts	501.16
600	8	-2 culverts	-1086.46
750	3	-2 culverts	-575.40
800	6	-1 culvert	-814.27

and that the culvert sign out system be re-instated.

Carried.

Addition to Taxes:

17/23 **Trost:** That the Council authorize the outstanding Utility amount to be added to the following property as arrears of taxes:

<u>Legal</u>	<u>Amount</u>
PT NW 22-27-04-W2 Parcel A, Plan 101675909	\$451.39

Carried.

Adjust Interest Charges:

18/23 **Trost:** That Council approves the following interest charge to be removed due to a clerical error:

Roll 1561.100 Municipal (33.34) and Good Spirit School (20.75)

Carried.

Re-Imburse Expense:

19/23 **Effa:** That the request received from G. Zulyniak for the replacement of his windshield for the total amount of \$382.84 is approved only due to a fault in the equipment cameras not working thereby no clarification could be provided on the incident.

Carried.

Purchase of Merchandise:

20/23 **Protz:** That the Council agrees to purchase, in accordance with the pricing presented by The Source Embroidery, one hat and two of either a golf shirt or sweater, or a combination of the two, for each Councilor and employee of the RM, with those individuals having the ability to purchase additional at their own costs, with a few extras to purchase for keeping at the RM Office to review public interest in purchasing and that Administration is to set a policy for future purchasing.

Carried.

Asset Management Training:

21/23 **Protz:** That further to resolution 432/22 that Robert Sperling and Jack Maksymiw be authorized to proceed with taking the Asset Management Training through or subsidized through FCM.

Carried.

Administration Training:

22/23 **Charney:** That the Administrator and Assistant Administrator are authorized to attend the Rural Municipal Administrators Association training held in Melville, SK. on March 29, 2023.

Carried.

Purchase Snow Blower:

23/23 **Mehling:** That the Council approves purchasing a 2022 Everest snow blower from Rosenort Motors for the total cost of \$21,560.00 with TLM Hot Shot Services Ltd with payment for the purchase being authorized at this meeting.

Carried.


Admin./Reeve

- Request for Tax Abatement:*
24/23 **Protz:** That Vitality Veterinary Services be invited to the February 9 Regular Meeting of Council to further discuss his request for a tax abatement.
Carried.
- Employee Holiday Requests:*
25/23 **Protz:** That the following employee holidays are approved:
Ratify: K. Zamonsky January 19 (half day) and
J. Decker January 17 and 27, 2023.
Carried.
- Employee Leave of Employment and Wage Changes:*
26/23 **Maksymiw:** That Council ratify the following employee changes:
B. Bailey employment ending on January 9, 2023,
R. Lebo commencing employment effective January 2, 2023 at an hourly rate of \$28.00 effective for hours paid January 14, 2023 pay period, and
R. Sperling hourly rate of \$30.00 effective for hours paid January 14, 2023 pay period.
Carried.
- Jack Maksymiw, Division 4 Councilor, declared a conflict of interest as his company, Maks Construction Ltd., is receiving funds from the R.M. of Orkney No. 244 for the completion of work performed therefore he will leave Council chambers prior to any discussion, he will not participate in any part of the discussions and he will be abstaining from voting.
- Administrative Reports**
List of Accounts for Approval:
27/23 **Effa:** That the Council approve the list of accounts as presented and attached hereto:
EFT numbers 885 – 917 (includes re-issued payment#859) \$669,931.11
INT numbers 748 – 756 \$240,176.01,
Cheque numbers 11068-11087 \$14,753.03 and
Payroll totaling \$33,086.08.
Carried.
- Additional Payment:*
28/23 **Mehling:** That Council approves of adding to the List of Accounts a payment being issued to D. Hackman for his water treatment responsibilities at the Willowbrook water plant for the month of December 2022 (\$1,627.50 cheque 11088)
Carried.
- Reverse Stale Dated Cheque:*
29/23 **Trost:** That the Administrator is authorized to reverse the stale dated cheque number 10685 in the amount of \$6.44.
Carried.
- WCB Council Coverage:*
30/23 **Charney:** That the Council maintain the maximum Workers Compensation Board coverage for the 2023 year being \$96,945.
Carried.
- Canada Community Building Fund:*
31/23 **Charney:** That Council authorize the Administrator to send in an Infrastructure Investment Plan to the Canada Community Building Fund for the drainage plan for Pleasant Heights.
Carried.
- Saskatchewan Lotteries Community Grant Program:*
32/23 **Effa:** That the Council authorizes the Administrative staff to apply for the Sask. Lotteries Trust Fund 2024 Community Grant Program and furthermore; that the R.M. of Orkney No. 244 allocates the population amounts as follows:
509 population to the Village of Ebenezer, 712 population to the Town of Springside, and
654 population to Willowbrook.
Carried.


Admin./Reeve

- Amendment to Guaranteed Investment Certificate Renewals (G.I.C. 's):*
- 33/23 **Effa:** That resolution 336/22 be amended to reflect that the financial institution renewed the G.I.C. maturing in September in to two separate one-year non-redeemable G.I.C.'s, split equally, instead of the balance being renewed into a one-year non-redeemable G.I.C. and the G.I.C. that matured in November was not renewed, instead of being renewed into a one-year non-redeemable G.I.C.
- Carried.**
- Guaranteed Investment Certificate Renewals (G.I.C. 's):*
- 34/23 **Protz:** That the Council authorize the \$138,017.32, from the matured G.I.C. held at the Bank of Nova Scotia to be re-invested into a one-year non-redeemable G.I.C. at the Cornerstone Credit Union, thereby authorizing Randy Trost, Reeve, and Bridgette MacDonald, Administrator to sign any required documents.
- Carried.**
- Record Retention and Disposal:*
- 35/23 **Maksymiw:** That the Council acknowledges the list of Disposal of Records for Accounting Record and the Disposal of Records for Repealed Bylaws as received from the Administrator and that they be filed.
- Carried.**
- Financial Reports:*
- 36/23 **Effa:** That the Statement of Financial Activities for the month of December 2022 be accepted as presented and filed.
- Carried.**
- Adjustment of Liabilities:*
- 37/23 **Charney:** That the Council amend the future landfill liability from \$35,000 to \$817,500 to be inline with the estimated actual costs, effective 2022, and that the payroll liability be transferred to a potential future liability for shared construction costs for York Lake road, should an agreement be able to be reached, effective 2023.
- Carried.**
- Transfer to Reserves:*
- 36/23 **Trost:** That the Council authorize one million dollars from the Chequing account held at the Cornerstone Credit Union to be transferred into a one-year redeemable G.I.C. for future capital expenditures.
- Carried.**
- 37/23 **Protz:** That the payment of \$57,937.50 received from the Canada Community Building Fund be transferred from the chequing account to the Gas Tax savings account held with the Cornerstone Credit Union.
- Carried.**
- Authorized Employees:*
- 38/23 **Charney:** That Council authorize the Assistant Administrator, Jamie Decker, to be listed as authorized personnel in the CAFT processing system.
- Carried.**
- Willowbrook Water Report:*
- 39/22 **Mehling:** That the Willowbrook Water Daily Reports and Environmental Analysis for the month of December be accepted as presented and filed.
- Carried.**


Admin./Reeve

Correspondence:

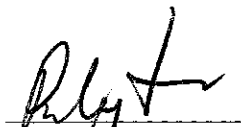
40/23 **Charney:** That the following correspondence having been read now be filed:
Bylaw Enforcement Report (emailed),
CN: Snow Removal Operations for Railway Crossings (emailed),
East Central Transportation: 2023 Update (emailed),
RCMP: Monthly Report (emailed),
Ministry of Government Relations: Councils' Role/Board of Revisions (emailed),
SARM: Service Fees and Membership Information & Respect in the Workplace (emailed),
SGEU: Merger Survey Summary,
SMHI: Summary of Premium Written and Loss for Province and RM.

Carried.

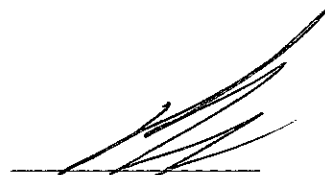
Adjourn:

41/23 **Trost:** That this Regular Meeting of Council adjourn at 12:11 p.m.

Carried.



Reeve, Randy Trost



Administrator, Bridgette MacDonald



Admin./Reeve