

**Minutes of the Regular Meeting of the Council of the Rural Municipality of Orkney No. 244 Held Thursday the 9<sup>th</sup> Day of November, 2023 held at 137 George Avenue, R.M. of Orkney No. 244**

**Present:**

Reeve	Randy Trost
Councillor Division 1	Mathew Charney (Matt)
Councillor Division 2	Trevor Protz
Councillor Division 3	Ronald Mehling
Councillor Division 4	Jack Maksymiw
Councillor Division 5	Vern Effa (Deputy Reeve)
Councillor Division 6	Robert Kriger
Administrator	Bridgette Rushkewich
Assistant Admin.	Jamie Decker
Public Works Manager	Kevin Zamonsky

Jack Maksymiw, Division 4 Councilor, 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.

**Call to Order:**

A quorum being present, Reeve, Randy Trost, called the meeting to order, at 12:58 p.m.

**Minutes:**

398/23 **Mehling:** That the Minutes of the Regular Meeting of Council held on Thursday, October 12, 2023 be approved as presented.

**Carried.**

*Amend Resolution 355/23:*

399/23 **Protz:** That resolution 355/23 be amended to reflect that \$217,874.84 was invested in a one-year non-redeemable G.I.C. held at the Cornerstone Credit Union (changing the numbers from \$217,737.90 to \$217,874.84).

**Carried.**

**Public Hearing(s):**

400/23 **Trost:** That the Council meeting be recessed to hold a public hearing for the Discretionary Use Applications of a second dwelling to be constructed on the NE 31-27-05-W2 and the SW 30-26-04-W2 at 1:10 p.m.

**Carried.**

*Discretionary Use Application NE 31-27-05-W2*

There was no person in attendance nor any written submissions received.

*Discretionary Use Application SW 30-26-04-W2*

There was no person in attendance nor any written submissions received.

**Trost:** That the public hearings for the discretionary use applications for a secondary residential dwelling to be constructed for the NE 31-27-05-W2 and the SW 30-26-04-W2 now close at 1:13 p.m.

401/23 **Trost:** That the Council meeting now reconvene at 1:14 p.m.

**Carried.**

**Unfinished/New Business:**

*Bylaws:*

*Bylaw No. 9/2023 Civic Addressing Bylaw*


402/23 **Protz:** That bylaw No. 9/2023, being a Bylaw known as the Civic Addressing Bylaw, be given a first reading as amended at this meeting.

**Carried.**

*Bylaw No. 11/2023 Fee Bylaw*

403/23 **Effa:** That bylaw No. 11/2023, being a Bylaw known as the Fee Bylaw be given a first reading as amended at this meeting.

**Carried.**

  
Admin./Reeve

*Division 1 Councilor, Matt Charney arrived at 3:09 p.m.*

*Policy Book:*

- 404/23 **Charney:** That the Council approve and adopt the R.M. of Orkney No. 244 Policy Book as presented approving the changes to the Approach, Employee Code of Conduct and Road Maintenance policies.

**Carried.**

*Development:*

*Servicing Agreement NE 21-25-04-W2:*

- 405/23 **Charney:** That the Council direct Administration to draft a development agreement for the construction of the all-weather grid road located east of NE 21-25-04-W2 to stipulate the following requirements:
- all costs shall be borne by the developer,
  - weight permits must be obtained to move agricultural equipment and associated machinery on Skilnick Road,
  - developer must construct a minimum of ninety (90) meters of all-weather grid road starting at the intersection and continuing south along NE 21-25-04-W2 with an acceptable turnaround constructed at the end of the road,
  - road must have a minimum road top width of six (6) meters,
  - ditch must be completed with a three to one (3 to 1) slope on both sides of the road with a ditch minimum bottom of 6.5 meters (to stay inline with the existing ditch to the north) and a back slope established by any existing sloughs,
  - an approach must be constructed in accordance with the approach policy,
  - no change in use of the existing land shall be approved until the completed road, ditch and approach has been approved by the RM,
  - road must be finished with ¾ inch road gravel and all materials (clay and gravel) to be used shall be tested and approved by the RM to meet industry standards, and
  - repairs and maintenance of the road shall be the developers' responsibility for a period of two (2) years.

**Carried.**

*Discretionary Use Application NE 31-27-05-W2:*

- 406/23 **Protz:** That the discretionary application to move in a secondary residential dwelling on NE 31-27-05-W2 is approved, with the condition that the water and waste system are approved by Public Health.

**Carried.**

*Discretionary Use Application SW 09-25-04-W2:*

- 407/23 **Protz:** That the discretionary application to construct a new residential dwelling, resulting in two residential dwellings being on SW 09-25-04-W2 is approved with the condition that the water and waste system are approved by Public Health.

**Carried.**

*Gravel Excavation Request for Proposals:*

- 408/23 **Protz:** That Council directs the conditions of the Water Security Agency permit be attached to the Request For Proposal to remove gravel and that the request be amended to include other options than just drag lining as well as the contractor being responsible for all locates.

**Carried.**

*Engineering Request for Proposal:*

- 409/23 **Effa:** That the Council accept the request for proposal as received from Resource Management International Inc. (RMI) for the engineering of the Jedburgh Grid and Township 275 bridge replacements.

**Carried.**

*Lease/Sell Municipal Reserve:*


- 410/23 **Maksymiw:** That the Council approve the request to lease or sell all or a portion of the municipal reserve MR1 Plan 101943031.

**Defeated.**

*Cost Share on R.M. of Wallace No. 243 Road:*

- 411/23 **Protz:** That the Council approves paying for half of the cost of the R.M. of Wallace No. 243 road in the amount of \$40,000 (plus applicable taxes).

**Defeated.**

  
Admin./Reeve

*2023/2024 Appointments:**Deputy Reeve:*

- 412/23 **Maksymiw:** That Vern Effa be appointed the Deputy Reeve for the remainder of the 2023 year until the Regular Council Meeting held in November of 2024; thereby, giving him all required signing authorities in the absence or unavailability of the Reeve.

Carried.

*Boards, Committees, Delegates and Legal Appointments:*

- 413/23 **Charney:** That the Council appoint the boards, committees, delegates and legal appointments to be effective from November 2023 to the November 2024 Council Meeting, or as otherwise indicated as per the attached list.

Carried.

**Complaints/Request Forms***Culvert SE 29-25-04-W2:*

- 414/23 **Effa:** That the Council acknowledges receipt of the request from D. Rhinas to investigate and complete some work to the culvert located east of SE 29-25-04-W2 at this time Council is requesting written confirmation from a legal representative that the legal issues have been settled and that work can be authorized.

Carried.

*Tax Abatement Request:*

- 415/23 **Effa:** That the request to abate the 2023 residential improvement municipal taxes being, \$887.68, or any previous tax amounts, for the land owner of SW 30-26-04-W2 is denied because the building was removed without a demolition permit and was done so approximately eight years ago with no appeal being filed in this regard.

Carried.

*Division 4 Councilor, Jack Maksymiw left Council Chambers at 5:02 p.m.**Administrator, Bridgette Rushkewich left the Council Meeting and Jamie Decker, Assistant Administrator took responsibilities for the remainder of the Council Meeting at 5:02 p.m.***Administrative Reports***List of Accounts for Approval:*

- 416/23 **Protz:** That the Council approve the list of accounts as presented and attached hereto:  
EFT numbers 1142 – 1167 \$108,529.22  
INT numbers 829 – 836 \$103,955.62  
Cheque numbers 11323 – 11336 \$23,628.12 and  
Payroll totaling \$33,672.13

Carried.

*Additional Payments:*

- 417/23 **Mehling:** That the Council approve of paying Mak's Construction Ltd., invoice 3162, in the total amount of \$5,550.00 for additional costs for the culvert installation located north of NE 30-27-04-W2 (issued EFT 1168).

Carried.

*Division 4 Councilor, Jack Maksymiw, returned to Council Chambers at 5:05 p.m.**Financial Reports:*

- 418/23 **Kruger:** That the Statement of Financial Activities for the month of October and the bank reconciliation for the month of October, 2023 be accepted as presented and filed.

Carried.

*Benefits Review:*

- 419/23 **Charney:** That Council approves of increasing the employee Dental Benefits to a level 5 and that the Health Benefits will remain at a level 3 to commence in the 2024 year.

Carried.


*SARM Fidelity Bond:*

- 420/23 **Mehling:** That the Council approve of remaining at the maximum limits for the SARM Fidelity Bond Self-Insurance Program for fidelity and money and securities coverage.

Carried.

  
Admin./Reeve

- 421/23 *Record Retention and Disposal:*  
**Kruger:** That the Council acknowledges the two lists of Disposal of Records for Accounting for Repealed Bylaws as received from the Administrator and that they be filed.  
**Carried.**
- 422/23 *Willowbrook Water Reports:*  
**Mehling:** That Council acknowledges receipt of the Willowbrook Water Daily Reports and Environmental Analysis for the month of October and that they be filed.  
**Carried.**
- 423/23 *Code of Ethics Complaint:*  
**Protz:** That the Council acknowledge the receipt of the Code of Ethics Complaint No. 1-2023.  
**Carried.**
- Reeve, Randy Trost declared a conflict of interest and left Council Chambers and Public Works Manager, Kevin Zamonsky left Council chambers at 5:17 p.m.*
- 424/23 **In-Camera:**  
**Charney:** That the Regular Meeting of Council be closed for an in-camera session at 5:17 p.m. to discuss the Code of Ethics Complaint No. 1-2023.  
**Carried.**
- Effa:** That the Regular Meeting of Council reconvene at 5:32 p.m.
- Reeve, Randy Trost and Public Works Manager, Kevin Zamonsky returned to Council chambers at 5:32 p.m.*
- 425/23 *Code of Ethics Committee:*  
**Charney:** That all Council members that are not involved in the Code of Ethics Complaint No. 1-2023 be appointed to the committee and that the matter with be discussed at the December Regular Meeting of Council.  
**Carried.**
- 426/23 **Employee Holiday Requests:**  
**Protz:** That the following employee holidays are ratified and approved as follows:  
Ratified: D. Fink – August 23 and K. Zamonsky – October 25  
Approved: B. Rushkewich – November 13, 28 and 29.  
**Carried.**
- 427/23 **Seasonal Lay-Offs:**  
**Effa:** That Council approves the seasonal lay-offs to be effective November 14, 2023 with an estimated call-back of March 15, 2024, confirming that the seasonal employees have been provided notice.  
**Carried.**
- 428/23 **Winter Hours:**  
**Charney:** That Council approves the Equipment Operator winter hours being affective November 20, 2023.  
**Carried.**

  
Admin./Reeve

**Correspondence:**

- 429/23 **Protz:** That the following correspondence having been read now be filed:  
APAS Updates (emailed),  
Bus Routes (emailed),  
C hristmas Supper/Invitation (emailed),  
CN Snow Removal and Safety Information (emailed),  
Evolution Training Agenda (emailed),  
RCMP Monthly Report (emailed),  
SARM – Monthly Update and Convention Resolutions (emailed) and  
Town of Springside – Springside Fire Rescue Update (emailed).


**Carried.**

**Adjourn:**

- 430/23 **Trost:** That this Regular Meeting of Council adjourn at 5:39 p.m.

**Carried.**

  
\_\_\_\_\_  
Reeve, Randy Trost

  
\_\_\_\_\_  
Administrator, Bridgette Rushkewich

  
\_\_\_\_\_  
Admin./Reeve