

Minutes of the Regular Meeting of the Council of the Rural Municipality of Orkney No. 244 Held Thursday the 8th Day of February, 2024 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
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
Public Works Manager Kevin Zamonsky

Absent:

Assistant Admin. Jamie Decker

Call to Order:

A quorum being present, Reeve, Randy Trost called the meeting to order, at 7:57 a.m.

Declarations of Conflicts of Interest:

Jack Maksymiw, Division 4 Councillor, declared a conflict of interest as his company, Maks Construction Ltd., was contracted for the request for financial assistance in regards to channel clearing; 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.
Trevor Protz, Division 2 Councillor, declared a conflict of interest in regards to the request for a road to be constructed east of the NE 18-25-04-W2 as he owns the SE 18-25-04-W2 where the road would need to be constructed adjacent to; 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:

44/24 **Protz:** That the Minutes of the Regular Meeting of Council held on Thursday, January 18, 2024 be approved as presented.

Carried.

Delegations:

Town of Springside: D. Banks, Mayor and S. Spearman, Councillor, attended the meeting, in person, from 8:04 to 8:14 a.m. to discuss the Town of Springside rink, fire department and Saskatchewan Lotteries Grant population allocation.

In-Camera:

45/24 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 8:33 a.m. to discuss the Code of Ethics Complaint #1-2023, legal matters, future capital planning and employees.

Carried.

Randy Trost, Reeve, Bridgette Rushkewich, Administrator and Kevin Zamonsky, Public Works Manager left Council Chambers at 8:33 a.m.

Meghan Thomson, Office Assistant attended Council Chambers from 8:33 a.m. to 8:47 a.m. to discuss the Code of Ethics Complaint # 1-2023.

Randy Trost, Reeve, Bridgette Rushkewich, Administrator and Kevin Zamonsky returned to Council Chambers at 8:48 a.m. to discuss the legal concerns and future capital planning.

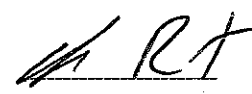
Bridgette Rushkewich, Administrator and Kevin Zamonsky, Public Works Manager left Council chambers at 9:41 a.m.

Meghan Thomson, Office Assistant attended Council Chambers from 9:41 to 10:44 a.m. to discuss employees.

Bridgette Rushkewich, Administrator, returned to Council Chambers at 10:44 a.m. for the remainder of the employee discussion.

The Council Meeting reconvened into open session at 10:55 a.m.

Kevin Zamonsky returned to Council Chambers at 10:59 a.m.


Admin./Reeve

Code of Ethics:

- 46/24 **Protz:** That the Council, as the appointed Code of Ethics Committee, contracts Yaya Wang; M. Admin Candidate, MCHR, CPHR, B.A., D. BAdmin, Cert. PR, to complete the investigation of the Code of Ethics Complaint #1-2023 filed against Randy Trost, Reeve with M. Thomson being the designated point of contact.

Carried.**Five-Year Capital Plan:**

- 47/24 **Charney:** That the Council adopts the Five-Year Capital Works Plan as presented, discussed and attached hereto with the notes of inclusion for the capital considerations for sixth year and that the document is subject to change.

Carried.**Employment Contract:**

- 48/24 **Effa:** That further to resolution 428/23, the Council approves entering into the Employment Contract as presented, discussed and amended with Bridgette Rushkewich authorizing the Reeve to sign the agreement and that the agreement is filed.

Carried.**Public Works Manager Wage:**

- 49/24 **Protz:** That resolution 428/23 be amended by striking out the four percent increase and replace it with an annual salary increase to \$85,000.00 to be effective January 1, 2024.

Carried.**Use of Work Truck:**

- 50/24 **Protz:** That Council direct that the Public Works Manager is required to drive the R.M. truck while performing municipal duties to ensure proper liability coverage is in place.

Carried.**Unfinished/New Business:****Policies:***Asset Management Policy and Strategy:*

- 51/24 **Effa:** That the Council adopts the Asset Management Policy and Strategy as presented and that it be filed.

Carried.**General Items:***Purchase Truck:*

- 52/24 **Maksymiw:** That the Council authorize the purchase of the 2006, 3500 GMC 4 x 4 Duramax Diesel from Arnold Mayrand Equipment Sales for the full purchase price of \$22,000.00 (taxes included).

Carried.*Human Resource Committee:*

- 53/24 **Charney:** That the Council establish a Human Resource Committee and appoint to the committee Randy Trost, Reeve, Jack Maksymiw, Division 4 Councillor, Bridgette Rushkewich, Administrator and Kevin Zamonsky, Public Works Manager to which will be responsible for: posting job advertisements, completing employment contract negotiations, reviewing resumes, hiring employees, completing employee evaluations, completing discipline writings, recommending wages, dismissing employees and any other matters brought forward and that the Policy Committee is to complete a formal policy.

Carried.*Finance Committee:*

- 54/24 **Mehling:** That the Council establish a Finance Committee and appoint the Randy Trost, Reeve, Trevor Protz, Division 2 Councillor, Bridgette Rushkewich, Administrator, and Kevin Zamonsky, Public Works Manager, to which the Committee will be responsible for: gathering estimates on projects for budget, reviewing the five-year capital plan, and looking at feasible options for Council review and that the Policy Committee to complete a Formal Policy.

Carried.

Mathew Charney, Division 1 Councillor, requested a recorded vote on all resolutions brought forward in regards to the Division Boundary Policy at this meeting.



Admin./Reeve

- Division Boundary Review Policy Amendment:*
 55/24 **Charney:** That the Council authorize amending the Division Boundary Review Policy by replacing the word in section 5.2 by removing the word “unanimously” reflecting that a resolution needs to be passed by a majority of Council but not unanimously.
- In Favour:
 Mathew Charney, Division 1 Councillor
- Against:
 Randy Trost, Reeve,
 Trevor Protz, Division 2 Councillor,
 Ron Mehling, Division 3 Councillor,
 Jack Maksymiw, Division 4 Councillor,
 Vern Effa, Division 5 Councillor and
 Robert Kriger, Division 6 Councillor.
- Defeated.**
- Division Boundary Review Report:*
 56/24 **Charney:** That the Council authorize a Division Boundary Report to be completed to establish a baseline of existing populations.
- In Favour:
 Mathew Charney, Division 1 Councillor
- Against:
 Randy Trost, Reeve,
 Trevor Protz, Division 2 Councillor,
 Ron Mehling, Division 3 Councillor,
 Jack Maksymiw, Division 4 Councillor,
 Vern Effa, Division 5 Councillor and
 Robert Kriger, Division 6 Councillor.
- Defeated.**
- RM of Good Lake Gravel Removal Request for Proposal:*
 57/24 **Maksymiw:** That the Council authorize the Gravel Removal Request for Proposal to be placed on Sask Tenders as presented and amended.
- Carried.**
- Proposed Resolution for Convention, Fines for Altering Roadways:*
 58/24 **Charney:** That the Council is in support of the proposed resolution, received from the R.M. of Emerald No. 277, to amend *The Municipalities Act* to allow municipalities to levy fines for altering roadways and having the ability to add the outstanding fines onto arrears of taxes.
- Carried.**
- SARM Annual Convention, Employee Attendance:*
 59/24 **Effa:** That the Council authorize the Office Assistant to stay overnight one night in Regina for her attendance at the SARM Annual Convention to be held in Regina, SK. and furthermore that the R.M. Office be allowed to close for two days.
- Carried.**
- Yorkton Chamber of Commerce:*
 60/24 **Protz:** That, at this time, as the continuing conversations and planning for the concerns of Grain Millers Drive with various applicable parties are in their initial stage, Council will delay establishing any meeting days with the Yorkton Chambers of Commerce until something more concrete may be established.
- Carried.**
- RM Annual Rate Payers Supper:*
 61/24 **Charney:** That notification of the Annual Rate Payers Appreciation is to be provided by being advertised in the local newspapers of: The Yorkton This Week and The Marketplace and on the local radio stations of: GX94 and The Rock.
- Carried.**


 Admin./Reeve

- Town of Springside Funding Support Request Sask Lotteries:*
- 62/24 **Mehling:** That the Council acknowledge that the Saskatchewan Lotteries Grant increased the municipalities population for the 2025 year by a population of eight (8) and authorize that the additional eight (8) population be allocated to the Town of Springside. **Carried.**
- Recess Meeting:*
- 63/24 **Trost:** That the Regular Meeting of Council be recessed at 12:50 p.m. **Carried.**
- Reconvene Meeting:*
- 64/24 **Trost:** That the Regular Meeting of Council be reconvened at 2:03 p.m. **Carried.**
- Town of Springside Funding Support Request Fire Department and Rink Roof:*
- 65/24 **Effa:** That the Council will continue discussions and considerations for the changes in funding support to the Springside Fire Department; therefore, the Council will not contribute in financial support to the town of Springside roof replacement project. **Carried.**
- Jack Maksymiw, Division 4 Councilor, left Council Chambers at 2:29 p.m.*
- Complaint/Request Forms:*
- Request for Funding Assistance for Channel Clearing, SW 28-26-06-W2:*
- 66/24 **Protz:** That Council authorize a payment of \$2,187.50, being one quarter of the total project cost, to Dwight Trost, to assist in the channel clearing that he had completed on the SW 28-26-06-W2. **Defeated.**
- Jack Maksymiw, Division 4 Councillor, returned to Council Chambers at 2:44 p.m.*
- Request to Abate a Portion of Municipal Taxes:*
- 67/24 **Trost:** That the Council abate \$83.76 of municipal taxes on Roll 249 000 as the payment was mailed December 8, 2023 but not received until January 17, 2024. **Carried.**
- Trevor Protz, Division 2 Councillor, left Council Chambers at 2:48 p.m.*
- Request to Construct a Road, E NE 18-25-04-W2:*
- 68/24 **Maksymiw:** That the Council direct the land owner of the NE 18-25-04-W2 that the RM does not pay for road construction; therefore, should the land owner wish to construct a minimum of one half mile of the north/south running road located east of the NE 18-25-04-W2 a development agreement would need to be completed that states that the land owner would be responsible for the costs of the road as per the direction and policies of Council, which may include but is not limited to: contracting an Engineer to design the road and a turn around point and all costs associated with the construction of the road as well as the maintenance of the road for a two year period, with the R.M. approving the design, construction, completion of the road and maintenance. **Carried.**
- Trevor Protz, Division 2 Councillor, returned to Council Chambers at 2:58 p.m.*
- Mathew Charney, Division 1 Councillor and Vern Effa, Division 5 Councillor, left Council Chambers at 2:59 p.m. for the duration of the Council Meeting.*
- Employees:*
- Employee Holidays:*
- 69/24 **Mehling:** That Council amend J. Decker taking February 28 instead of February 23 as a holiday day and that Council amend B. Rushkewich taking February 19 to the 21 and the 23 to February 16, 20, 21 and 29 as holidays, to provide attendance at Committee Meetings. **Carried.**


Admin./Reeve

Administrative Reports

List of Accounts for Approval:

70/24 **Protz:** That the Council approve the list of accounts as presented and attached hereto:
 EFT numbers 1232 – 1251: \$53,219.83,
 INT numbers 859 – 866: \$45,883.38,
 Cheque numbers 11381 – 11397: \$23,815.92 and
 Payroll totaling \$26,952.51.

Carried.

Additional Payment:

71/24 **Mehling:** That the Council authorize payment to be issued to the Office Assistant, M. Thomson, in the amount of \$941.60 (total payment) to refund the cost of the LG204 class for the Local Government Administration course with the University of Regina.

Carried.

Cost of Classes While on Leave:

72/24 **Protz:** That the Council agrees to cover the cost of any classes taken by the Office Assistant, M. Thomson, while on leave once she returns to her full-time position.

Carried.

Monthly Financial Statements:

73/24 **Mehling:** That the Statement of Financial Activities, Bank Reconciliation and the Credit Statement for the month of January, 2024 be accepted as presented and filed.

Carried.

Administrative Reports:

74/24 **Maksymiw:** That Council acknowledges receipt of the Administrative Report and that it be filed.

Carried.

Willowbrook Water Report:

75/24 **Kruger:** That the Willowbrook Water Daily Reports and Environmental Analysis for the month of January, 2024 be accepted as presented and filed.

Carried.

Correspondence: *all correspondence sent via email*

76/24 **Kruger:** That the following correspondence having been read now be filed:
 APAS (Agricultural Producers of Saskatchewan): Update Letter,
 Bylaw Enforcement Report,
 CN: Snow Removal Information
 East Central Transportation: Minutes from November 9 Meeting,
 Hudson Bay Route Association: Annual Report and Membership Information,
 Parkland Regional Library: Bylaw, Policies and Procedures Refresh and Feedback,
 RCMP: Monthly Report,
 Sask Power: Road Construction Information,
 Sasktel: Road Construction Information and
 SAW (Saskatchewan Association of Watershed): Annual Conference Information.

Carried.

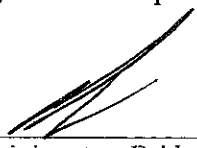
Adjourn:

77/24 **Trost:** That this Regular Meeting of Council adjourn at 3:07 p.m.


Carried.



 Reeve, Randy Trost



 Administrator, Bridgette Rushkewich


 Admin./Reeve