

Minutes of the Special Meeting of the Council of the Rural Municipality of Orkney No. 244 Held Thursday the 21st Day of November, 2024 held at 137 George Avenue, R.M. of Orkney No. 244, Sk.

Present:

Reeve Randy Trost
Councillor Division 1 Joseph Zarowny
Councillor Division 2 Trevor Protz
Councillor Division 3 Kristine Procyshen
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

Call to Order:

A quorum being present, Reeve, Randy Trost called the meeting to order, at 7:59 a.m.

- 354/24 **Trost:** That Council acknowledges receipt of the Returning Officers Statement of Results from the November 13, 2024 Election and that all Oaths of Office and Public Disclosure Statements have been received by the Administrator and Council has received the Council Procedures Bylaw and Code of Ethics Bylaw, Part VII of *The Municipalities Act* and updated Council Members Handbook.

Carried.

Declarations of Conflict of Interest:

Kristine Procyshen, Division 3 Councilor, declared a conflict of interest at this meeting, in regards to any gravel discussion on property that herself or her husband Lyle Procyshen own; therefore, should Council discuss, she will leave Council chambers, she will not participate in any discussions and she will abstain from voting.

Jack Maksymiw, Division 4 Councilor, declared a conflict of interest at this meeting, in regards to the invoice received from Mak's Construction, as the invoice is from the company that he owns: therefore, he will leave Council chambers, he will not participate in any discussions and he will abstain from voting.

Minutes:

- 355/24 **Maksymiw:** That the Minutes of the Regular Meeting of Council held on October 10, 2024 be approved as presented.

Carried.

In-Camera:

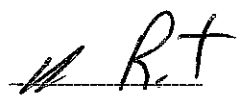
- 356/24 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 8:06 a.m. to discuss legal matters and future capital planning.

Carried.

Council asked Bridgette Rushkewich, Administrator and Kevin Zamonsky, Public Works Manager to stay in Chambers.

MLT Aikins attended the in-camera session, via telephone, from 8:29 to 8:38 a.m. to discuss legal matters.

The Council Meeting reconvened into open session at 9:26 a.m.


Admin./Reeve

RM Gravel:

357/24 **Maksymiw:** That the Council approve the scope change for the stockpiling location to the gravel request for proposal for the removal and stockpiling of gravel on NE 06-28-05-W2 for an additional \$3.50 per yard with a mobilization and demobilization charge of \$37,500 and furthermore; that the Council directs the Public Works Manager to complete sieve analysis' at approximately every 50,000 yards of product; and furthermore, that Council approve the removal of up to 150,000 yards, pending product consistency, before additional Council consent is required.

Carried.

Land Requirement:

358/24 **Zarowny:** That, further to resolution 229/24, the Council approve changing the land requirement from the property described as SE 04-26-04-W2, LSD 2 and 7 being surface parcels 164655153 and 152199018, from an estimated 2.67 acres (estimated at 1,967 feet in length by 66 feet in width) to an estimated 12.14 acres (estimated at 2,449 feet in length by 249 feet in width) for the purposes of:

- realigning the roadway on Pleasant Avenue of Plan AD3245 and providing setback for the residences (55.50 feet required);
- obtaining a standard roadway easement with proper ditching and drainage (99 feet);
- providing a minimum 150-foot setback from the center of a municipal road (44.50 feet) and
- planting a shelter belt for the high-density residential area (50 feet);

therefore, Council approves the costs to have the additional area surveyed and appraised.

Carried.

Grader Operator Policy:

359/24 **Protz:** That the Council approve the amendment to the grader operator handbook policy for winter maintenance to add:
Winter Plowing shall be completed with snow wings being set level to the road top, so as to prevent ridging down road slopes. In spring immediately prior to and/or during spring melt, grader wings are to be set to the bare roads slopes to encourage road top drying and winter run-off, pending weather conditions.

Carried.

Public Works Training:

360/24 **Maksymiw:** That the Council approve sending the three full-time grader operators and the Public Works Manager for the Ground Force training snow plow webinar for an individual cost of \$247.00 plus applicable taxes.

Carried.

Bylaw No. 6/2015:

361/24 **Effa:** That the Council approve the Administrator to work on amendments to Bylaw No. 6/2015 to establish that there will be no lowering on culverts within RM rights-of-way to allow for privately owned land drainage and to establish specific guidelines as discussed.

Carried.

Willowbrook Garbage Bin:

362/24 **Procyshen:** That Council authorize Administration to look at pricing comparisons for smaller waste disposal bins for the bin located in Willowbrook, SK.

Carried.

Willowbrook Garbage Bin Usage:

363/24 **Procyshen:** That Council clarify that the waste disposal bin located in Willowbrook, SK are to be used by the Division 2 and Division 3 ratepayers.

Carried.


Admin./Reeve

Division 3 Tree Mulching:

- 364/24 **Procyshen:** That the Council approve the Division 3 Councilor using the 2024 allocated Division 3 Construction budget of \$30,000 to complete the proposed Division 3 tree mulching.

Carried.**Unfinished/New Business:**

Bylaws:

Bylaw No. 10/2024:

- 365/24 **Protz:** That Bylaw No. 10/2024, being a Bylaw known as the Administrative Bylaw be given a first reading at this meeting.

Carried.

- 366/24 **Kruger:** That Bylaw No. 10/2024, being a Bylaw known as the Administrative Bylaw be given a second reading at this meeting.

Carried.

- 367/24 **Procyshen:** That Bylaw No. 10/2024, being a Bylaw known as the Administrative Bylaw be given three readings at this meeting.

Defeated.*Bylaw ZB 19/2024:*

- 368/24 **Effa:** That Bylaw No. ZB 19/2024, a bylaw to amend Bylaw No. 4/2015, a bylaw known as the Zoning Bylaw be given a third reading at this meeting.

Carried.

Policies:

Council Remuneration:

- 369/24 **Maksymiw:** That the Council approve the Council Remuneration policy with no changes to the Council indemnity rates.

Carried Unanimously.

General Items:

Council Training:

- 370/24 **Effa:** That the Council approve closing the RM Office on December 5, 2024 from 1:00 to 4:00 p.m. to allow those interested being: Randy Trost, Reeve, Trevor Protz, Division 2 Councilor, Kristine Procyshen, Division 3 Councilor, Jack Maksymiw, Division 4 Councilor, Bridgette Rushkewich, Administrator, Kevin Zamonsky, Public Works Manager and Jennifer Maksymitz, Office Assistant, to take the Municipal Leadership and Development Programs Municipal Leaders Roles and Responsibilities offered at no cost at this time.


Carried.*Award Division 4 and Division 6 Bridge Replacement Tenders:*

- 371/24 **Kruger:** That the Council awards the Division 4, Township 275 bridge replacement and the Division 6, Jedburgh Grid bridge replacement tender to the lowest bidder being Minty's Moving for a price of \$1,359,100.

Carried.*Show Stoppers Snowmobile Club Route Permission:*

- 372/24 **Maksymiw:** That the Council approves of the Show Stoppers Snowmobile Club using the R.M. right-of-way, as per the agreement they presented, until March 31, 2025 with the condition that it is the snowmobile club's responsibility to ensure that they maintain liability insurance and that the *Trespassing Act* requirements are communicated to their members.

Carried.


Admin./Reeve

Tenders:

- 373/24 **Zarowny:** That the Council authorize Administration to post two-year tenders for the R.M.'s gravel hauling and fuel requirements with tenders to be in for the January and February 2025 Regular Meeting of Council.
- Carried Unanimously.**

SARM Fidelity Bond:

- 374/24 **Maksymiw:** 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 Unanimously.**

Trevor Protz, Division 2 Councilor requested a recorded vote for the resolution regarding Grain Millers Drive.

Grain Millers Drive:

- 375/24 **Protz:** That the Council authorize the Administrator to contact the Minister of Highways expressing the R.M. of Orkney No. 244 Councils' wish to commence with new negotiations regarding a potential mutual agreement for upgrades to Grain Millers Drive.

In Favour:

Randy Trost, Reeve,
Joseph Zarowny, Division 1 Councilor,
Trevor Protz, Division 2 Councilor,
Kristine Procyshen, Division 3 Councilor,
Jack Maksymiw, Division 4 Councilor,
Vern Effa, Division 5 Councilor and
Robert Kriger, Division 6 Councilor.

Carried Unanimously.

Municipal Revenue Sharing:

- 376/24 **Protz:** That the Council of the Rural Municipality of Orkney No. 244 confirms the municipality meets the following requirements to receive the Municipal Revenue Sharing grant:
- submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
 - The Municipality does not run a municipal drinking waterworks system;
 - is in good standing with respect to reporting the reporting and remittance of Educational Property taxes;
 - has adopted a Council Procedures Bylaw;
 - has adopted a Council and Employee Code of Conduct;
 - all members of Council have filed and annually updated their Public Disclosure Statements as required; and
 - that Council authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried Unanimously.

Boards, Committees, Delegates and Legal Appointments:

- 377/24 **Effa:** That the Council appoint the boards, committees, delegates and legal appointments to be effective from November 2024 to the November 2025 Council Meeting, or as otherwise indicated as per the attached list.

Carried.

RDARM Convention:

- 378/24 **Effa:** That Council approve of remaining a member of R.D.A.R.M. (Regina District Association of Rural Municipalities) thereby authorizing two rooms to be booked at the Atlas Hotel in Regina for the 2025 convention and a payment to be issued in the amount of \$310.00 for the 2025 membership fee and for lunches for the two-days of convention for the Administrator and Reeve.

Carried.


Admin./Reeve

ConX Mapping System Training:
 379/24 **Trost:** That the Council authorize administration to register the Council for January 24 at 1:30 p.m. for the free ConX online training.
Carried.

January 2025 Regular Meeting of Council:
 380/24 **Procyshen:** That the Regular Meeting of Council to be held on Thursday, January 16 commence at 4:00 p.m.
Defeated.

December 2024 Regular Meeting of Council:
 381/24 **Trost:** That the Thursday December 12, 2024 Regular Meeting of Council be changed to Thursday, December 19, 2024 commencing at 8:00 a.m.
Carried.

2025 Regular Council Meetings:
 382/24 **Effa:** That the 2025 Regular Council meetings are set to commence at 8:00 a.m. as follows:
 January: Thursday – January 16 (3rd Thursday),
 February: Thursday – February 11 (2nd Tuesday),
 March: Friday – March 7 (1st Thursday),
 April: Thursday – April 10 (2nd Thursday),
 May: Thursday – May 8 (2nd Thursday),
 June: Thursday – June 19 (3rd Thursday),
 July: Thursday – July 10 (2nd Thursday),
 August: Thursday – August 14 (2nd Thursday),
 September: Thursday – September 11 (2nd Thursday),
 October: Thursday – October 9 (2nd Thursday),
 November: Thursday – November 13 (2nd Thursday) and
 December: Thursday – December 11 (2nd Thursday).
Carried.

Purchase Mower:
 383/24 **Protz:** That the Council approve the purchase of the rear mounted Nova Disc 352 Pottinger mower for the purchase price of \$27,505.80 from Dionco Sales.
Defeated.

Complaint/Request Forms:
Request to Re-imburse Tax Enforcement Costs:
 384/24 **Zarowny:** That the Council supports the written notification provided by the R.M. of Orkney No. 244 on July 15, 2024 providing that all tax money was to be received by August 29, 2024.
Carried Unanimously.

In-Camera:
 385/24 **Trost:** That the Regular Meeting of Council be closed for an in-camera session at 1:22 p.m. to discuss employee matters.
Carried.

Council asked Bridgette Rushkewich, Administrator and Kevin Zamonsky, Public Works Manager to stay in Chambers.

The Council Meeting reconvened into open session at 1:26 p.m.


 Admin./Reeve

Request to Repair Fence:

- 386/24 **Effa:** That the Council authorize the Public Works Manager to repair, at the RM's cost, the damage to the one metal fence post for the owner of PT SE 14-26-04-W2, Block C, Plan 63Y09543.

Carried.

Complaint Regarding Grader Work:

- 387/24 **Protz:** That the Council acknowledge receipt of the complaint received regarding grader work done on the road west of section 4 and 9 26-05-W2 and that as the repairs have been completed the complaint be filed.

Carried.

Drainage Request NW 15-25-05-W2:

- 388/24 **Protz:** That the Council direct the land owners of NW 15-25-05-W2 to the Water Security Agency for a drainage application and work at their own expense, as the existing culvert works as an equalizer and is required to be an active culvert.

Carried.

*Employees:**Employee Holidays:*

- 389/24 **Effa:** That Council approves the following employee holidays:
J. Maksymitz – approve November 27 and 30,
P. Dobko – approve November 15 to 20,
D. Flundra – approve half day November 22 and November 29 and
K. Zamonsky – ratify October 30 to November 2.

Carried.

Jack Maksymiw, Division 4 Councilor left Council Chambers at 1:38 p.m.

Request for Payment: (Mak's Construction Ltd.):

- 390/24 **Effa:** That the Council approve paying invoice 3222 in the amount of \$2,362.50 to Mak's Construction Ltd. for the rental of his trailer, included in the List of Accounts as EFT 1484.

Carried Unanimously.

Jack Maksymiw returned to Council Chambers at 1:44 p.m.

Request for Payment (R. Sparling):

- 391/24 **Maksymiw:** That the Council acknowledge receipt of the request for payment of an additional \$600.00 from R. Sparling for storage of the municipal mower and that Council decline the payment as this additional fee was not previously agreed to and storage of the mower is included in the \$600.00 per grass cutting month for the contracted services in resolution 175/23 from May 11, 2023.

Carried Unanimously.

Administrative Reports:*List of Accounts For Approval:*

- 390/24 **Effa:** the Council approve the list of accounts as presented and attached hereto:
EFT numbers 1465 – 1496: \$319,899.86,
INT numbers 932 – 946: \$134,860.79,
Cheque numbers 11583 – 11616: \$82,089.91 and
Payroll totaling: \$54,422.26.

Carried Unanimously.

Monthly Financial Statements:

- 391/24 **Maksymiw:** That the Statement of Financial Activities, Bank Reconciliation and the Credit Card Statement for the month of October, 2024 be accepted as presented and filed.

Carried.


Admin./Reeve

Willowbrook Water Report:

392/24 **Effa:** That the Willowbrook Water Daily Reports and Environmental Analysis for the month of October, 2024 be accepted as presented and filed.

Carried.

Correspondence: *all correspondence sent via email*

393/24 **Kruger:** That the following correspondence having been read now be filed
APAS (Agricultural Producers of Saskatchewan): Update Letter,
FCM: Newsletter and Updates,
Hudson Bay Route Association: Meeting Update,
RCMP: Monthly Report and Annual Update,
SARM (Saskatchewan Association of Rural Municipalities): Newsletter and Updates,
School Bus Routes and
Water Security Agency – Approved Drainage Works NE 29-25-06-W2 and NW, SE and SW 24-26-06-W2

Carried.


Adjourn:

394/24 **Trost:** That this Special Meeting of Council adjourn at 1:58 p.m.

Carried.



Reeve, Randy Trost



Administrator, Bridgette Rushkewich


Admin./Reeve