

**Minutes of the Regular Meeting of the Council of the Rural Municipality of Orkney No. 244 Held  
Thursday the 13th Day of November, 2025 held at 137 George Avenue, R.M. of Orkney No. 244, Sk.**

**Present:**

Reeve	Randy Trost
Councillor Division 1	Vacant
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

**Call to Order:**

A quorum being present, Reeve, Randy Trost called the meeting to order, at 8:01 a.m.

**Conflict of Interest:**

Randy Trost, Reeve, declared a conflict of interest from the previous meeting, in regards to an in-camera session item, being: a code of ethics investigation and a conflict of interest regarding mowing done on his private property; therefore, he will leave Council chambers, he will not participate in any discussions, and he will abstain from voting.

Jack Maksymiw, Division 4 Councilor, declared a conflict of interest from the previous meeting, in regards to an in-camera session item being a code of ethics investigation; therefore, he will leave Council chambers, he will not participate in any discussions and he will abstain from voting.

Kristine Procyshen, Division 3 Councilor, declared a conflict of interest in regards to the previous meeting regarding a code of ethics; therefore, she will leave Council Chambers, she will not participate in any discussions and she will abstain from voting.

**Minutes:**

362/25

**Protz:** That the Minutes of the Regular Meeting of Council held on October 9, 2025 be approved as presented.

**Carried Unanimously.**

**Delegation:**

Water Security Agency, L. Urhyn P. Tech; attended Council Chambers from 8:04 to 8:38 a.m. discuss proposed culvert installation/drainage 16, 17 & 21 25-04-W2 and SE 08-25-06-W2 and illegal drainage.

E. Maystrowich spoke, with Councils permission, regarding drainage and provided some suggestions for Council.

L. McCallum spoke, with Councils permission, providing her personal comments.

**Gravel Approach and Portion of Internal Service Road:**

363/25

**Procyshen:** That the Council approves of the RM providing approximately fifty yards of road crushed gravel to the approach and portion of the internal service road located on PT NE 14-26-04-W2, Parcel A, Plan 82Y06685 to be completed before the year end this year.

**Carried.**

**Council Report:**

364/25

**Effa:** That Council acknowledge the written Councillor Report as received from Kristine Procyshen, Division 3 Councillor and as attached hereto.

**Carried Unanimously.**

**Request to Cancel Sale of Portion of Road: (PT NW 28-26-05-W2)**

365/25

**Effa:** That the Council acknowledges receiving the request, from the original applicant, to cancel the closing and selling a portion of unused road on PT NW 28-26-05-W2, as indicated in Bylaw No. 11/2025, and issue a refund for the purchase price as the applicant no long wishes to proceed.

**Carried Unanimously.**



R. T.  
Admin./Reeve

**Unfinished/New Business:****Bylaws:****Bylaw No. 15/2025, A Bylaw to Repeal Bylaws:**

366/25 **Protz:** That Bylaw No. 15/2025, being a Bylaw to Repeal Bylaws, be given a first reading at this meeting.

**Carried Unanimously.**

**Bylaw No. 15/2025, A Bylaw to Repeal Bylaws:**

367/25 **Kriger:** That Bylaw No. 15/2025, being a Bylaw to Repeal Bylaws, be given a second reading at this meeting.

**Carried Unanimously.**

**Bylaw No. 15/2025, A Bylaw to Repeal Bylaws:**

368/25 **Procyshen:** That Bylaw No. 15/2025, being a Bylaw to Repeal Bylaws, be given three readings at this meeting.

**Carried Unanimously.**

**Bylaw No. 15/2025, A Bylaw to Repeal Bylaws:**

369/25 **Maksymiw:** That Bylaw No. 15/2025, being a Bylaw to Repeal Bylaws, be given three readings and adopted at this meeting.

**Carried Unanimously.**

**Bylaw No. 2/2025: A Bylaw to Prohibit Leaving of Snow Ridges on Roads:**

370/25 **Effa:** That Bylaw No. 2/2025, A Bylaw to Prohibit the Leaving of Snow Ridges On Municipal Roads be given a first reading as amended.

**Carried Unanimously.**

**Request For Proposal Grader:**

371/25 **Effa:** That the Council approves of issuing a Request for Proposal to trade in the R.M. Cat grader and possible purchase of a new grader with proposals to be in for the January 2026 Regular Meeting.

**Carried Unanimously.**

**Drainage Proposal Section 16, 17 and 21-25-04-W2: (Nabe)**

372/25 **Maksymiw:** That the Council approves of L. Uhry, Water Security Agency, completing the proposed elevation requirements and resulting slopes for the proposed culvert and ditch work for 16, 17 and 21-25-04-W2 for Council review; and furthermore, Council directs the Administrator to complete line locates for the area as there are various utility lines existing, and furthermore; that it is acknowledged that if the project is to go ahead then permission will need to be obtained from the Yorkton Creek Watershed Association Board, from the York Lake Regional Park Board as well as all land owners.

**Carried Unanimously.**

**Live streaming/Recording Meetings:**

373/25 **Protz:** That the Council approves of completing an internal test trial of live streaming the Council meetings and furthermore; approves of purchasing the required equipment as discussed, working on amending the Council Procedure Bylaw and the Record Retention Bylaw in order to proceed with the option of live streaming the Regular Council Meetings.

**Carried.**

**Culvert Installations Sully Avenue: (City of Yorkton)**

374/25 **Effa:** That the Council acknowledges receipt of the concerns received from the City of Yorkton regarding the culvert installations completed by the R.M. on Sully Avenue and advises the City that the R.M. has completed additional work to the culverts including the placement of A-Base material on the outlets and intakes of the culverts and road top as well as trimming the culverts and areas around; and furthermore, that the RM is requesting that the City of Yorkton please review the sites again to clarify any additional work that may be requested.

**Carried.**



Admin./Reeve

**Culvert Installation Milton/Sully Avenue:**  
 375/25 **Trost:** That the Council acknowledges receipt of the concern regarding the culvert installations that were completed in Pleasant Heights and advises that the RM installed additional culverts on Sully Avenue to assist in alleviating the concern of water backing up from Milton Street to Sully Avenue; therefore, allowing the water to flow faster through Sully Avenue. **Carried.**

**R.M. Shop Lights: (Inside Repairs)**  
 376/25 **Procyshen:** That the Council approves of having LED lights installed in the high bay at the R.M. shop for a price of five hundred and forty dollars, plus applicable taxes, as per the quote received by RH Electric. **Carried Unanimously.**

**R.M. Shop Lights: (Additional Lighting Outside):**  
 377/25 **Protz:** That the Council approves of having the additional lighting installed at the R.M. shop for the quoted price of three thousand five hundred and fifty dollars, plus applicable taxes, as per the quote received by RH Electric. **Carried Unanimously.**

**Annual Appointments, Boards, Committees, Legal and Other Appointments:**  
 378/25 **Procyshen:** That the Council appoints the boards, committees, delegates and legal appointments, to be effective from November 2025 to the November 2026 Regular Council Meeting or as otherwise indicated, as per the listing presented, discussed and attached hereto; and furthermore; Council authorizes the issuance of any required retainers and or deposits for the annual appointments. **Carried.**

**Change Signing Authority:**  
 379/25 **Effa:** That, as the Division 3 Councilor, Kristine Procyshen, is appointed as the Deputy Reeve, that the Council approves of changing the signing authorities to reflect the change in appointment of the Deputy Reeve. **Carried Unanimously.**

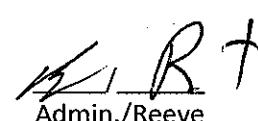
**RDARM: (Regina District Association of Rural Municipalities)**  
 380/25 **Protz:** That Council approve of remaining a member of R.D.A.R.M. (Regina District Association of Rural Municipalities) thereby authorizing three rooms to be booked in Regina for the 2026 convention and a payment to be issued in the amount of \$460.00 for the 2026 membership fee (\$250) and for lunches (\$210) for the two-days of convention. **Carried Unanimous.**

**Council Remuneration Policy:**  
 381/25 **Protz:** That the Council approves of keeping the Council Remuneration policy without any changes to the remuneration provided to Council. **Carried Unanimously.**

**Show Stoppers:**  
 382/25 **Effa:** 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, 2026 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 Unanimously.**

**Amend Resolution Council Photo's:**  
 383/25 **Effa:** That the Council approves of amending resolution 316 /25 be removing the words this year and replacing them with the words prior to June 2026; therefore, allowing the Council Photo's to be taken prior to June 30, 2026 instead of being completed prior to December 31, 2025, due to scheduling conflicts. **Carried Unanimously.**

**Amend Bylaw No. 08-2013:**  
 384/25 **Effa:** That the Council approves Administration to work on changes to Bylaw No. 08-2013, being A Bylaw to Regulate Mobile Homes, to allow to start charging an administration fee of no more than one hundred and fifty dollars for time spent invoicing, tracking, and collecting applicable fees. **Carried Unanimously**



Admin./Reeve

**Establish a Bylaw to Charge Interest on AR:**

385/25

**Procyshen:** That the Council approves Administration to work on a bylaw to establish interest on unpaid accounts receivable accounts after thirty days.

**Carried Unanimously**

**Adjust Outstanding Accounts Receivable:**

386/25

**Kriger:** That the Council approves of abating the following accounts receivable invoices, in lieu of pursuing the individuals legally.

AR Account #	\$ Amount
2164	1,125.46 and
2313	302.49.

**Carried Unanimously.**

**Add Outstanding Amounts As Tax Arrears:**

387/25

**Kriger:** That the Council approves that if the following outstanding amounts remain unpaid after November 30, 2025 then the Council authorizes the amounts to be added on to the tax cards as arrears:

AR Account #	Legal Land Description	\$ Amount
447	PT SW 04-27-04-W2, Parcel A	1,100.00 (custom work) and
53	SW 31-27-05-W2	1,107.67 (fire call).

**Carried Unanimously.**

**Municipal Revenue Sharing:**

389/25

**Effa:** 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 2025 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.**

**Measurement to be Completed:**

390/25

**Maksymiw:** That the Council approves of having SE 24-26-07-W2 either lidar or photogrammetry completed prior to the commencement of gravel extraction and after the completion of each year's gravel extraction and furthermore that a lidar or photogrammetry measurement be completed after crushing at NE 06-28-05-W2 to assist in accuracy of inventories.

**Carried Unanimously.**

**Gravel Removal Request For Proposal:**

391/25

**Procyshen:** That the Council approves of placing a Gravel Removal Request for Proposal for 20,000 yards for SE 24-26-07-W2 for the work to be completed in May 2026 year with tenders to be in for the January 22, 2026 Council Meeting and furthermore, that Randy Trost, Reeve, to determine the dig site and stockpile sites for the proposal.

**Carried Unanimously.**

**Gravel Pit Reclamation:**

392/25

**Protz:** That the Council approves the Administrator contacting the land owner for the leased pit SE 11-28-05-W2 to determine best approach to the gravel pit reclamation.

**Carried Unanimously.**

**Transfer to Future Capital:**

393/25

**Trost:** That the Council approves, in accordance with the five-year capital plan, to transfer to future capital expenditures, by transferring to the SARM (Saskatchewan Association of Rural Municipalities) HISA (High Interest Savings Account) one million dollars for the for the future Grain Millers Drive paving project.

**Carried.**



Admin./Reeve

**December Hours:**  
394/25 **Effa:** That the Council approves of the R.M. being closed from December 22 through to and including December 26 with each staff member receiving regular wages for two days and stat holiday pay for the three remaining days; and furthermore, that the R.M. will resume regular hours the following week (being closed for the statutory holiday on January 1, 2026); and furthermore, that the R.M. Office will be open to accept tax payments for the 2025 year until 4:00 p.m. on January 2, 2026 with all 2025 payments requiring to be received by the RM Office prior to 4:00 p.m. on January 2, 2026. **Carried Unanimously.**

**Tax Title Property Tenders:**  
395/25 **Effa:** That the Council approves of the Administrator contacting Yorkton Auction Center to establish fees and regulations for the possibility of tendering the applicable tax title properties in the special service area of Willowbrook. **Carried.**

**Bi-Election**  
396/25 **Kriger:** That the Council approves of holding the Division 1 Councilor bi-election on Wednesday February 4, 2026. **Carried Unanimously.**

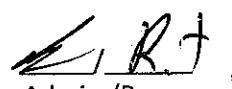
**2026 Regular Council Meeting Dates:**  
397/25 **Procyshen:** That the Council approves of the 2026 Regular Council meetings to commence at 8:00 a.m. as follows:  
January: Thursday – January 15th (3rd Thursday),  
February: Thursday – February 12 (2<sup>nd</sup> Thursday) or to be called by the Administrator depending on the requirement of a bi-election,  
March: Thursday – March 5th (1<sup>st</sup> Thursday),  
April: Friday – April 10 (2<sup>nd</sup> Friday),  
May: Thursday – May 7 (1<sup>st</sup> Thursday),  
June: Thursday – June 18 (3<sup>rd</sup> Thursday),  
July: Thursday – July 9 (2<sup>nd</sup> Thursday),  
August: Thursday – August 13 (2<sup>nd</sup> Thursday),  
September: Thursday – September 10 (2<sup>nd</sup> Thursday),  
October: Thursday – October 8 (2<sup>nd</sup> Thursday),  
November: to be called by the Administrator after the election and  
December: Thursday – December 10 (2<sup>nd</sup> Thursday). **Carried Unanimously.**

**Change December Regular Council Meeting:**  
398/25 **Procyshen:** That the December Regular Council Meeting be changed from Thursday, December 11, 2025 to Thursday, December 18, 2025. **Carried.**

**Administrative Reports:**  
**Public Disclosure Statements:**  
399/25 **Effa:** That the Council acknowledge that all 2025-2026 Public Disclosure Statements have been received by all active Council members. **Carried Unanimously.**

**List of Accounts For Approval:**  
400/25 **Protz:** That the Council approve the list of accounts as presented and attached hereto:  
EFT numbers 1840-1872 \$109,615.21,  
Cheque numbers 11790– 11804 \$11,915.12,  
INT numbers 25097 and 25107 \$118,637.78 and  
Payroll totaling: \$27,068.62. **Carried Unanimously.**

**Additional Payment:**  
401/25 **Effa:** That the Council approves payment being issued to T&H Trucking Inc. for gravel that was supplied for invoice 2442514 for the total amount of \$21,597.05 and that the payment be added to the List of Accounts for Approval (EFT 1873). **Carried.**

  
Admin./Reeve

402/25 **Protz:** That the Statement of Financial Activities, Bank Reconciliations and the Credit Card Statement for the month of October, 2025 be accepted as presented and filed. **Carried.**

403/25 **Administrative Report:**  
**Protz:** That the Council acknowledges receipt of the Administrative Report and acknowledges the provision of additional information including Part VIII of *The Municipalities Act*, MASH, Government Procurement thresholds for municipalities, 2026 and 2027 Gravel Extraction and Road Maintenance Rates and Asset Management importance to Canada Community-Building Fund Program. **Carried Unanimously.**

404/25 **Willowbrook Water Report:**  
**Protz:** That the Willowbrook Water Daily Reports and Environmental Analysis for the month of October 2025 be accepted as presented and filed. **Carried Unanimously.**

405/25 **SARM Lieutenant Governors Award:**  
**Effa:** That the Council approves of the Administrator completing the paperwork to nominate Robert Kriger, Division 6 Councilor, for the SARM (Saskatchewan Association of Rural Municipalities) Lieutenant Governors Award for his forty-four years of service as a rural municipal Councilor. **Carried.**

406/25 **SARM Service Awards:**  
**Procyshen:** That the Council approves on submitting SARM (Saskatchewan Association of Rural Municipalities) service awards for:  
Randy Trost, Reeve – over ten years on Council,  
Vern Effa, Division 5 Councilor – over ten years on Council and  
Robert Kriger, Division 6 Councilor – over forty years on Council. **Carried Unanimously.**

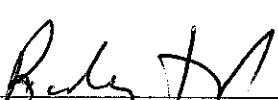
407/25 **Correspondence:** *all correspondence sent via email*  
**Effa:** That the following correspondence having been read now be filed  
APAS/FCM – Updates,  
Bus - Routes Maps,  
Bylaw Enforcement - Reports,  
PBI (Professional Building Inspectors) – Newsletter and General Information,  
RCMP - Monthly Newsletter,  
SARM -Newsletters and Plant Health Program Information and  
WSA (Water Security Agency) – Channel Clearing, Flood Hazard, Drainage Guide **Carried.**

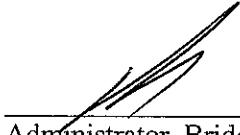
408/25 **In-Camera:**  
**Trost:** That the Regular Meeting of Council be closed for an in-camera session at 3:13 p.m. to discuss, future land requirements. **Carried.**

The Council Meeting reconvene into open session at 3:27 p.m.

409/25 **Municipal Land Requirement:**  
**Effa:** That the Council directs the Administrator to utilize the R.M.'s lawyer to correspond on municipal expropriation as was discussed. **Carried Unanimously.**

410/25 **Adjourn:**  
**Kriger:** That this Regular Meeting of Council adjourn at 3:28 p.m. **Carried.**

  
Reeve, Randy Trost

  
Administrator, Bridgette Rushkewich

  
Admin./Reeve