Rural Municipality of Buchanan No. 304

Minutes of a regular meeting of the Council of the Rural Municipality of Buchanan No. 304, held at the R.M. of Buchanan office at 200 George Wilson Dr., Buchanan, SK on Saturday, March 9, 2024

Present were Reeve Don Skoretz, Acting Administrator Diane Jamieson, and the following Councilors: Division 1 – Terry Zavislak (departed at 4:12 p.m.), Division 2 – Myron Kopec, Division 3 – Sean Wilson (arrived at 1:40 pm), and Division 5 - Brian Brodziak.

Absent: Division 4 – Chris Walker and Division 6 - Brent Pelechaty

The Reeve, Don Skoretz called the meeting to order at 1:04 p.m.

032/2024 **MINUTES**
ZAVISLAK: That the minutes of the February 10, 2024 Council Meeting be adopted as presented

Carried

033/2024 **FINANCIAL**
KOPEC: That the Statement of Financial Activities for February 2024 be approved as presented.

Carried

034/2024 **ACCOUNTS**
WILSON: That the list of accounts as attached to and forming part of these minutes be approved for payment as presented by cheques numbered #18768 to #18793 inclusive and other payments totaling $71,736.60.

Carried

REPORTS
Reeve and Division reports were verbally presented.

035/2024 **HUDSON BAY ROUTE ASSOCIATION – 2024 MEMBERSHIP**
BRODZIAK: That the R.M. of Buchanan approve payment of the 2024 membership to the Hudson Bay Route Association in the amount of $300.00.

Carried

036/2024 **2024 APPOINTMENTS**
ZAVISLAK: That the following appointments be approved for 2024:

- Deputy-Reeve – Councilor Myron Kopec
- Fire Chief-Fire Prevention Act – Brad Secundiak
- Weed Inspector-Noxious Weeds Act – Vince Bailey and Hudson Bailey
- Pest Control Officer-Pest Control Act – Vince Bailey and Hudson Bailey
- Designated Officer-Bylaw Enforcement – Administrator
- Auditor – David Chorney (Prairie Strong)
- Solicitor – SARM Lawyer and MLT Aitkins
- Consulting Engineer – WSP

COMMITTEES

- Road Ban Committee – Councilor Chris Walker and Councilor Brian Brodziak
- Emergency Measures Organization – All Councilors and Administrator
- Gravel Search Committee – All Councilors
- Equipment Committee – All Councilors
- Harassment Prevention Committee – All Councilors and Administrator
- Policy Committee – Councilor Sean Wilson and Councilor Chris Walker
- Hiring Committee – Councilors Brent Pelechaty, Terry Zavislak, and Brian Brodziak
- HR Committee – Councilor Terry Zavislak and Councilor Myron Kopec

BOARD APPOINTMENTS

- Sturgis & District Fire Co-op Board (2 members) – Councilor Brent Pelechaty and Reeve Don Skoretz with any other Council member to act as an alternate.
- Sturgis & District Mutual Aid (1 member) – Deb Olynyk
- Good Spirit Lake Watershed Association Board (1 member) – Councilor Myron Kopec
- Assiniboine Watershed Stewardship Assoc. (1 member) – Reeve Don Skoretz
- Whitesand River Advisory Committee (1 member) – Reeve Don Skoretz
- Parkland Regional Library-Regional Board (1 member) – Councilor Sean Wilson
  -Local Boards (1 member each) – Buchanan/Canora/Sturgis & Preeceville
- Community Wells Caretaker-Bylaw #3-91 – Curtis Sliva
- Canora Rural Public Utility Bd (2 members) – Councilor Brent Pelechaty and Councilor Sean Wilson, Alternate: Reeve Don Skoretz
- Emergency Coordinator – Deb Olynyk
- Board of Revision Member – Vacant
- Board of Revision – ECMA Board of Revision
- Board of Revision/Secretary – E.C.M.A. – Lisa Peterson
- Parkland Regional Waste Management Authority – Councilor Brent Pelechaty, Alternate: Reeve Don Skoretz
- North East Area Transportation Planning Committee – Councilor Myron Kopec and Reeve Don Skoretz
- Hudson Bay Route Association – Councilor Brent Pelechaty and Councilor Brian Brodziak
- OH&S – Reeve Don Skoretz and Councilor Chris Walker
- Admin of Stray Animals Act – Administrator
- A.P.A.S. – Councilor Myron Kopec, Alternate: Reeve Don Skoretz
- E.C.M.A. – Administrator, Reeve Don Skoretz – Alternate: Councilor Myron Kopec
- SaskAlert – Deb Olynyk

Carried

037/2024 **SIGNING AUTHORITY**

SKORETZ: That the signing authority for the R.M. of Buchanan be updated to authorize the following to sign on behalf of the RM one signature of the Reeve, Don Skoretz or Deputy Reeve, Myron Kopec and one signature of the Acting Administrator Diane Jamieson or Assistant Administrator Nicole Shewchuk and that all other authorizations be rescinded.

Carried

038/2024 **BOND AND SECURITIES COVERAGE**

The Administrator presented the Reeve and Council with the municipal Fidelity Bond and Securities for 2024.

ZAVISLAK: That effective immediately, the R.M. of Buchanan increase the Fidelity Bond Coverage to $200,000 and Money and Securities Coverage to $25,000 at an annual cost of $325.00.

Carried

039/2024 **CANADA COMMUNITY BUILDING FUND (GAS TAX)**

WILSON: That the IIP #0708-001169 Upgrade Four Bridges be reported as complete and that IIP #2021-005262 Upgrade 1 km of Tiny Grid at W of NW 24-31-05-W2 and IIP #2021-005264 Upgrade Well Pumps and Accessories be cancelled as Council does not wish to proceed with these projects.

Carried

040/2024 **CANADA COMMUNITY BUILDING FUND (GAS TAX)**

KOPEC: That the R.M. of Buchanan submit an Infrastructure Investment Plan application to cover the costs of repairs to the bridge located at NW 19-32-04-W2 with cost estimates to be determined in the spring once an inspection has been completed.

Carried

041/2024 **CANADA COMMMUNITY BUILDING FUND (GAS TAX)**

BRODZIAK: That the R.M. of Buchanan submit an Infrastructure Investment Plan for road repairs with location and cost to be determined by Council as soon as possible.

Carried

D L.S.

042/2024 **BYLAW NO. 03-2024 TAX ENFORCEMENT FEE BYLAW**

SKORETZ: That Bylaw No. 03-2024 Tax Enforcement Fee Bylaw be introduced and read a first time.

Carried

ZAVISLAK: That Bylaw No. 03-2024 Tax Enforcement Fee Bylaw be read a second time.

Carried

KOPEC That Bylaw No. 03-2024 Tax Enforcement Fee Bylaw be given three readings at this meeting.

Carried Unanimously

WILSON: That Bylaw No. 03-2024 Tax Enforcement Fee Bylaw be read a third time and enacted.

Carried

043/2024 **BYLAW NO. 04-2024 MAIL IN BALLOT BYLAW**

BRODZIAK: That Bylaw No. 04-2024 Mail In Ballot Bylaw be introduced and read a first time.

Carried

044/2024 **BYLAW 05-2024 PUBLIC CONDUCT BYLAW**

SKORETZ: That Bylaw No. 05-2024 Public Conduct Bylaw be introduced and read a first time.

Carried

ZAVISLAK: That Bylaw No. 05-2024 Public Conduct Bylaw be read a second time.

Carried

KOPEC: That Bylaw No. 05-2024 Public Conduct Bylaw be given three readings at this meeting.

Carried Unanimously

WILSON: That Bylaw No. 05-2024 Public Conduct Bylaw be read a third time and enacted.

Carried

045/2024 **PROPOSED RESIDENTIAL SUB-DIVISION APPLICATION – SW ½ 13-31-05 W2**

BRODZIAK: That the R.M. of Buchanan approve the proposed residential subdivision application for SW ¼ 13-31-05 W2 based on the information provided and the sketch of the proposed sub-division and further that there will be no requirement for a servicing agreement for this sub-division.

Carried

046/2024 **SHOP – SPRING RECALL**

SKORETZ: That the tentative date of recall for Aaron Serhan, Foreman be approximately April 1, 2024 with actual date to depend upon weather and work required.

Carried

047/2024 **SHOP – SPRING RECALL**

BRODZIAK: That Foreman Aaron Serhan to be authorized to recall Justin Stefanowich in consultation with Reeve Don Skoretz with the actual date to depend on weather and work required.

Carried

048/2024 **2024-03 – FILES TO BE DESTROYED**

WILSON: That Council authorize the destruction of files as listed on 2024-03 pending the approval of the Provincial Archives Board.

Carried

049/2024 **POLICY 2024-05 NSF CHEQUES**

BRODZIAK: That Policy 2024-05 NSF Cheques be approved as circulated.

Carried

050/2024 **POLICY 2024-06 VIOLENCE IN THE WORKPLACE POLICY**

WILSON: That Policy 2024-06 Violence in the Workplace Policy be approved as circulated.

Carried

051/2024 **POLICY 2024-07 – COUNCIL INDEMNITY/SUPERIVISION/EXPENSES**

ZAVISLAK: That Policy 2024-07 Council Indemnity, Supervision and Expenses be approved as circulated.

Carried

052/2024 **COUNCIL INDEMNITY SUPERVISION AND MILEAGE REVIEW**

SKORETZ: That the Administrator be instructed to add a review of the Council Indemnity, Supervision and Mileage rates to the April 21, 2024 Council Meeting agenda and to provide public notice of Council's intention to review these rates.

Carried

053/2024 **EMPLOYEE BENEFITS**

ZAVISLAK: That motion 008/2024 be rescinded in its entirety as employees will pay for long term and short term benefit premiums.

Carried

054/2024 **EMPLOYEE BENEFITS**

SKORETZ: That the R.M. of Buchanan pay 100% of employee benefit premiums with the exception of Short Term and Long-Term Disability Premiums which will be the responsibility of each employee and will be deducted in equal amounts from each paycheque.

Carried

055/2024 **RM CREDIT CARD**

WILSON: That the R.M. of Buchanan authorize Reeve Don Skoretz to apply for a corporate credit card through Crossroads Credit Union to be used for R.M. business expenses and purchases.

Carried

056/2024 **CORRESPONDENCE**

KOPEC: That the correspondence as listed be acknowledged and filed:

a) Rural Crime Watch -
b) SAMA – Annual Meeting – April 10, 2024
c) SMHI – Annual General Meeting – March 13, 2024
d) SGI – Business Recognition assessment – effective May 1, 2024
e) The Agricultural Health and Safety Network – AGM – March 14, 2024

Carried

057/2024 **ADJOURNMENT**

SKORETZ: That the meeting be adjourned at 4:35 p.m.

Carried

NEXT MEETING

Sunday, April 21, 2024 at 1:00 p.m.

Minutes approved this 21 day of April 2024.

Don Skoretz
Reeve

Diane Jamieson
Acting Administrator