

# 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 Friday, January 16, 2026.

Present were Reeve-Don Skoretz, Acting Administrator-Nicole Morrison and the following Councilors: Division 1 - Terry Zavislak, Division 2 - Myron Kopec, Division 3 – Eugene Prychak, Division 5 – Brian Brodziak, Division 6 - Brent Pelechaty.

Regrets: Division 4 – Chris Walker

The Reeve, Don Skoretz, called the meeting to order at 8:37 a.m.

001/2026	<b><u>MINUTES</u></b> ZAVISLAK presented.	That the minutes of the December 8, 2025 Council Meeting be adopted as Carried
002/2026	<b><u>MINUTES</u></b> KOPEC presented.	That the minutes of the December 22, 2025 Special Meeting be adopted as Carried
003/2026	<b><u>FINANCIAL</u></b> PRYCHAK	That the Statement of Financial Activities and Mastercard Statement for December 2025 be accepted as presented. The December 2025 Bank Reconciliation is deferred to the February 6, 2026 Council Meeting. Carried
004/2026	<b><u>LIST OF ACCOUNTS</u></b> BRODZIAK	That the list of accounts as attached to and forming part of these minutes be approved for payment as presented by cheques numbered #19397 to #19431 inclusive and other payments totaling \$304,871.91. Carried
005/2026	<b><u>REPORTS</u></b> Reeve and Division reports were verbally presented.	
005/2026	<b><u>MEETING AJOURNED TO CONDUCT SHOP EMPLOYEE INTERVIEWS</u></b> ZAVISLAK	That the meeting be adjourned at 10:00 a.m. to conduct interviews for shop employee position. Carried
006/2026	<b><u>2026 BOARD APPOINTMENTS</u></b> PELECHATY	That the following appointments be approved for 2026: <ul style="list-style-type: none"><li>- Deputy- Reeve – Councilor Myron Kopec</li><li>- Fire Chief-Fire Prevention Act – Brad Secundiak</li><li>- Weed Inspector-Noxious Weeds Act – Vince Bailey and Hudson Bailey</li><li>- Pest Control Officer-Pest Control Act – Vince Bailey and Hudson Bailey</li><li>- Designated Officer-Bylaw Enforcement – Administrator</li><li>- Auditor – David Chorney (Prairie Strong)</li><li>- Solicitor – SARM Lawyer and MLT Aitkins</li><li>- Consulting Engineer – WSP</li><li>- Building Inspector – Miles Hutching</li></ul>

Q5

pt

**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 – All Councilors
- Hiring Committee – All Councilor
- 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 and Councilor Eugene Prychak as alternate
- Whitesand River Advisory Committee (1 member) – Reeve Don Skoretz and alternate Councilor Eugene Prychak
- Parkland Regional Library-Regional Board (1 member) – Councilor Eugene Prychak with Chris Walker as alternate.
  - Local Boards (1 member each) – Buchanan/Canora/Sturgis & Preeceville
- Community Wells Caretaker-Bylaw #3-91 – Aaron Serhan
- Canora Rural Public Utility Board (2 members) – Councilor Terry Zavislak and Reeve Don Skoretz
- Emergency Coordinator – Deb Olynyk
- ECMA Board of Revision Member – Gladys Zavislak
- 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: Councilor Eugene Prychak
- 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 Animal Procurement Act – Administrator
- A.P.A.S. – Councilor Myron Kopec, Alternate: Reeve Don Skoretz
- E.C.M.A. – Administrator, Reeve Don Skoretz – Alternate: any Council member
- SaskAlert – Deb Olynyk

Carried

**007/2026 SURVEY SUBDIVISION OF NE 11-32-06 W2**

PRYCHAK That the Rural Municipality of Buchanan No. 304 contact a surveyor in regard to RM road on private property for a possible subdivision of NE 11-32-06 W2.

Carried

**JUSTIN DEVRIES DRAINAGE PROJECT E5-105795**

Tabled to future meeting to have further discussions.

**008/2026 LEON DUTCHAK FIRE INVOICE**

SKORETZ That the Rural Municipality of Buchanan No. 304 invoice Leon Dutchak for reimbursement of the invoice received from the Sturgis and District Fire Co-operative for the May 5, 2025 fire located on the SW 03-33-04 W2.

Carried

**2026 SAMA REINSPECTION**

Council reviewed the information received from SAMA with respect to the 2026 reinspection of the Municipality.

**009/2026 2026 PROCUREMENT**

PRYCHAK That the following Ad be placed on SaskTenders:



The RM of Buchanan No. 304 intends to participate in one or more procurements offered through Saskatchewan Association of Rural Municipalities (SARM), between January 1, 2026 and December 31, 2026. For further information and access to SARM's Request for Proposal (RFP) notices, please review the Government of Saskatchewan website at: [sasktenders.ca/content/public/search.aspx](http://sasktenders.ca/content/public/search.aspx)

Carried

**010/2026 SASK LOTTERY GRANT ALLOCATIONS**

ZAVISLAK That the Sask Lottery Grant municipal population of 330 be allocated for use as follows: 83 to the Buchanan & District Recreation Board, 83 to the Sturgis & District Recreation Board, 82 to the Preeceville & District Recreation Board and 82 to the Canora Recreation Board.

Carried

**011/2026 2026 RATES**

KOPEC That the custom rates remain the same for the 2026 year.

Carried

**INTEREST ON ACCOUNTS RECEIVABLES**

There will be no interest charged on outstanding invoices and if they remain unpaid at December 31<sup>st</sup> the outstanding amounts will be transferred to the tax roll.

**012/2026 RMAA MEMBERSHIP(S)**

KOPEC That the RM of Buchanan No. 304 pay the 2026 RMAA membership fees as follows: \$425.00 RMAA membership for Diane Jamieson and the \$225.00 RMAA associate membership fee for Nicole Morrison.

Carried

**SARM ANNUAL CONVENTION MARCH 10 – 12, 2026**

Terry Zavislak, Don Skoretz, Brent Pelechaty, Brian Brodziak and Nicole Morrison will be attending the SARM Convention in Saskatoon from March 10 – 12, 2026. Terry Zavislak and Myron Kopec will be voting delegates. Lunches will be added to the registrations for each person as submitted.

**BOND & SECURITIES:**

The Administrator presented the Reeve with the municipal Bond and Securities, Reeve Skoretz put the same before council.

**013/2026 PELECHATY**

“That the municipal Administrator’s Bond and Securities be accepted as stated on the individual certificate issued through the S.A.R.M. Fidelity Bond Self-Insurance Plan.”

Carried

**GRAVEL, MOWING AND FUEL TENDERS**

Discussions were held about whether the RM of Buchanan No. 304 will be tendering gravel, mowing and fuels services for the 2026 season.

**014/2026 RMAA CONVENTION**

PRYCHAK That Acting Administrator, Nicole Morrison, be registered to attend the RMAA Convention being held in Regina May 11 through 14, 2025 with registration, wages, meals and mileage covered.

Carried

**015/2026 RMAA SPRING MEETING**

BRODZIAK That Acting Administrator, Nicole Morrison, be authorized to attend the RMAA Spring Meeting in Kelvington on April 24<sup>th</sup>, 2026 with registration, wages and mileage covered.

Carried

016/2026 **CURTIS SLIVA CASUAL EMPLOYEE**

ZAVISLAK That Curtis Sliva be hired as casual equipment operator effective December 21, 2025 for the Rural Municipality of Buchanan No. 304 with no set hours or schedule.

Carried

**CULVERT INSTALLATION SOUTH CORNERS SW 13-32-06 W2 AND SE 14-32-06 W2**

Discussions were held about culverts being installed at the south corners of SW 13-32-06 W2 and SE 14-32-06 W2 will be further discussed and reviewed at a future meeting.

Reeve, Don Skoretz, left the meeting at 1:30 p.m. and Deputy Reeve, Myron Kopec took over chair of the meeting

**ROAD MAINTENANCE AGREEMENT WITH VILLAGE OF BUCHANAN**

Council reviewed the December 23, 2025 letter received from the Village of Buchanan requesting a Road Maintenance Agreement be entered into between the R.M. of Buchanan No. 304 and the Village of Buchanan. The matter was tabled to a future meeting of Council for further discussion.

017/2026 **COUNCIL REMUNERATION, BENEFITS AND EXPENSES**

BRODZIAK That notice be provided that Council remuneration, benefits and expenses will be reviewed at the February 2026 Council meeting.

Carried

018/2026 **CORRESPONDENCE**

PELECHATY That the correspondence as listed be acknowledged and filed:

- a) SMHI Letter
- b) Town of Canora Letter
- c) Municipal Hail Insurance 2025 provincial claims report
- d) APAS Letter
- e) SARM Letter
- f) Green Earth Email regarding dust control

Carried

Reeve, Don Skoretz returned to the meeting at 1:47 p.m.

**NEXT MEETING**

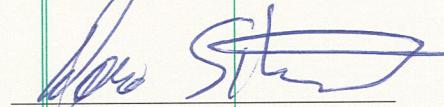
The next meeting is scheduled for Friday, February 6, 2026 at 8:30 a.m.

019/2026 **ADJOURNMENT**

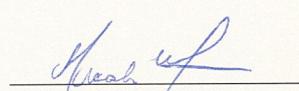
SKORETZ That the meeting be adjourned at 2:07 p.m.

Carried

Minutes approved this 6th day of February, 2026.



Don Skoretz  
Reeve



Nicole Morrison  
Acting Administrator