

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, April 11, 2025.

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 4 – Chris Walker joined meeting at 9:12 a.m., Division 5 - Brian Brodziak, Mentor – Diane Jamieson.

Absent: Division 6 - Brent Pelechaty,

The Reeve, Don Skoretz, called the meeting to order at 8:42 a.m.

058/2025 **MINUTES**
ZAVISLAK That the minutes of the March 24, 2025 Council Meeting be adopted as presented.
Carried

059/2025 **FINANCIAL**
KOPEC That the Statement of Financial Activities and Bank Reconciliation for March 2025 be accepted as presented.
Carried

060/2025 **LIST OF ACCOUNTS**
WALKER That the list of accounts as attached to and forming part of these minutes be approved for payment as presented by cheques numbered #19152 to #19173 inclusive and other payments totaling \$68,323.47.
Carried

Aaron Serhan met with council from 8:57 a.m. to 9:26 a.m. to report on shop activities.

Curtis Sliva met with council from 9:34 a.m. to 9:59 a.m. to report on shop activities.

061/2025 **PUBLIC MEETING**
PRYCHAK That the regular meeting of Council adjourn at 10:00 a.m. and reconvene after the public meeting
Carried

A public hearing was held at 10:00 a.m. – 10:05 a.m. on Friday, April 11, 2025 to hear any person or group who wanted to comment on the proposed Bylaws 2025-01 Official Community Plan Bylaw a Bylaw to establish policies, goals, and objectives for land use and development within the RM and Bylaw 2025-02 Zoning Bylaw a Bylaw to establish zoning districts, prescribe permitted and discretionary uses within each district, establish a process for issuing development permits, prescribe a process for appeals, and provide for Bylaw amendments. Council received no written submissions or delegations.

Public meeting was adjourned at 10:05 a.m. and the regular meeting resumed with all members present,

Nicole Morrison, Acting Administrator was excused and left the meeting at 11:32 a.m.

062/2025 **INCAMERA:**
BRODZIAK: That the meeting move in camera at 11:33 a.m.to discuss personnel matters.
Carried

Diane Jamieson, Mentor was excused and left the meeting at 11:45 a.m.

The meeting moved out of camera at 12:05 p.m. and the regular meeting resumed.

D.S.
NM

Nicole Morrison, Acting Administrator and Diane Jamieson, Mentor returned to the meeting at 12:05 p.m.

Councilor Division 5, Brian Brodziak, left the meeting at 12:05 p.m.

REPORTS

Reeve and Division reports were verbally presented.

063/2025 **BYLAW #2025-01 OFFICAL COMMUNITY PLAN**

SKORETZ That Bylaw 2025-01 Official Community Plan be read a second time.
Carried

064/2025 **BYLAW #2025-01 OFFICAL COMMUNITY PLAN**

ZAVISLAK That Bylaw 2025-01 Official Community Plan be read a third time and enacted pending approval from the Community Planning Branch.

Carried

065/2025 **BYLAW #2025-02 ZONING BYLAW**

KOPEC That Bylaw 2025-02 Zoning Bylaw be read a second time.

Carried

066/2025 **BYLAW #2025-02 ZONING BYLAW**

PRYCHCAK That Bylaw 2025-02 Zoning Bylaw be read a third time and enacted, pending approval from the Community Planning Branch.

Carried

067/2024 **BYLAW 2025-03 FEES BYLAW**

WALKER That Bylaw 2025-03 Fees Bylaw be read a second time.

Carried

068/2024 **BYLAW 2025-03 FEES BYLAW**

SKORETZ That Bylaw 2025-03 Fees Bylaw be read a third time and enacted pending approval of Bylaw 2025-01 Official Community Plan and Bylaw 2025-02 Zoning Bylaw.

Carried

HAMLET WATER TESTING

Terry Zavislak and Chris Walker advised that they have met with the hamlet members who are responsible for water testing and will continue to monitor procedures and compliance.

2025 BUDGET

The 2025 Budget will be finalized at the May 2025 Council Meeting.

MUNISOFT BANK RECONCILIATION EXTENSION

The Munisoft Bank Reconciliation Extension will be looked in to further at the November 2025 Regular Council Meeting.

COUNCIL PHOTOGRAPHS

A framed copy of the 8X10 photograph of council members, acting administrator and mentor be ordered for a cost of \$82.70.

069/2024 **VAULT REPAIR**

KOPEC That the quote for vault repairs provided by Blaze Locksmith and Security in the amount of \$691.09 be accepted as presented.

Carried

070/2024 **SHOP EMPLOYEE WAGE REVIEW**

WALKER: That the following wage rates be approved effective March 26, 2025:
Aaron Serhan \$35.35 per hour
Curtis Sliva \$33.21 per hour

Carried

071/2024 **ACTING ADMINISTRATOR WAGE REVIEW**

PRYCHAK That the salary of Acting Administrator, Nicole Morrison, be increased to \$63,000 per annum effective April 1, 2025.

Carried

072/2024 **OFFICE FURNITURE**

WALKER That the Staples quote for board room table and chairs be accepted as presented at a cost of \$8,881.23 pending confirmation being received of the table dimensions.

Carried

073/2024 **FURNACE AND DUCT CLEANING**

KOPEC That Dun-Rite Vac's quote in the amount of \$499.00 be accepted as presented for furnace and duct cleaning in the R.M. Office.

Carried

074/2024 **BUDDWIL 2025 GRAVEL RATES**

ZAVISLAK That Buddwill Enterprises Ltd.'s quote for 2025 gravel rates as follows be accepted as presented:

Mamormitz pit - \$5.50 per yard
Carlson pit - \$5.00 per yard
Rokey's pit - \$5.50 per yard
Load cost - \$1.75 per yard
Haul cost - \$0.49 per yard
Cat work - \$255.00 per hour

Carried

DOCTOR INCENTIVE COST SHARE AGREEMENT MEETING

Don Skoretz, Eugene Prychak and Myron Kopec will be attending the meeting regarding the Doctor Incentive Cost Share Agreement being held at the Town of Preeceville Office on April 14, 2025 at 7:00 p.m.

075/2025 **POLICY NO. 2025-01 ACCOUNTING AND RERPORTING TANGIBLE CAPITAL ASSETS**

PRYCHAK That Policy No. 2025-01 Accounting and Reporting Tangible Assets be approved as circulated.

Carried

076/2025 **CORRESPONDENCE**

KOPEC That the correspondence as listed be acknowledged and filed:

- a) 2025 EPT Mill Rates
- b) SAMA 2025 Revaluation Assessment Email
- c) Water Security Agency Letter
- d) RM of Connaught Email re: Meeting with Minister of Highways

Carried

NEXT MEETING

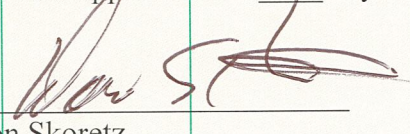
The next meeting is scheduled for Monday, May 5, 2025 at 8:30 a.m.

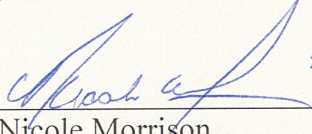
077/2025 **ADJOURNMENT**

SKORETZ That the meeting be adjourned at 1:23 p.m.

Carried

Minutes approved this ____ day of May, 2025.


Don Skoretz
Reeve


Nicole Morrison
Acting Administrator