

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 Thursday, December 19, 2024.

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 via telephone

Regrets – Chris Walker – Division 4

Delegate – Marvin Boyko

The Reeve, Don Skoretz called the meeting to order at 8:43 a.m.

OATHS OF AFFIRMATION – MEMBER OF COUNCIL

207/2024 **MINUTES**

ZAVISLAK That the minutes of the November 7, 2024 Council Meeting be adopted with the amendment to Motion #199/2024 to read Curtis Sliva will be laid off on December 20, 2024 with date of recall to be determined at a later date.

Carried

208/2024 **FINANCIAL**

KOPEC That the Statement of Financial Activities for November, 2024 be accepted as presented.

Carried

209/2024 **LIST OF ACCOUNTS**

BRODZIAK That the list of accounts as attached to and forming part of these minutes be approved for payment as presented by cheques numbered #19028 to #19057 inclusive and other payments totaling \$133,088.41.

Carried

Marvin Boyko met with Council from 9:52 a.m. to 10:11 a.m. to discuss culvert/dugout issues. He has requested written permission to run a suction line through a culvert near his property.

REPORTS

Reeve and Division reports were verbally presented.

210/2024 **IN CAMERA**

PRYCHAK That council go in camera at 10:55 a.m. to discuss a legal matter and Human Resource matter.

Carried

Council came out of camera and the regular meeting resumed at 11:43 a.m.

Reeve Skoretz left the meeting at 11:43 a.m.

211/2024 **MUNICIPAL ALLOTMENT AND EXPENSES AGREEMENTS FOR HAMLETS**

PRYCHAK That the Municipal Allotment and Expenses Agreements for the Hamlet of Amsterdam and the Hamlet of Tadmore be forwarded to the Hamlets for review and completion.

Carried

Reeve Skoretz returned to the meeting at 11:50 a.m.

CATTLE AT LARGE

There are ongoing issues of cattle escaping and going on the neighbor's field creating damage to the crops. The cattle owners have been spoken to and a letter will be provided to the cattle owners asking them to attend the January 2025 council meeting to discuss the concerns.

DS
Nm

212/2024 **MUNICIPAL REVENUE SHARING DECLARATION OF ELIGIBILITY**

BRODZIAK That the R.M. of Buchanan No.304 submit their Declaration of Eligibility for the Municipal Revenue Sharing Grant to the Ministry of Government Relations, having met the Eligibility Requirement of submitting the Audited Annual Financial Statement, being in good standing with reporting and remitting the Education Property Taxes, adopting a Council Procedures Bylaw and Employee Code of Conduct, all members of council having filed and annually updated their Public Disclosure Statements, while Public Reporting on Municipal Waterworks to the ministry is not applicable to this municipality.

Carried

213/2024 **ACKNOWLEDGMENT OF RM OF BUCHANAN ELECTION RESULTS**

KOPEC That the following municipal election results for the RM of Buchanan No. 304 are hereby acknowledged:
 Don Skoretz – Reeve by acclamation
 Terry Zavislak – Division 1 Councillor by acclamation
 Eugene Prychak – Division 3 Councillor by acclamation
 Brian Brodznik – Division 5 Councillor by acclamation

Carried

Council broke for lunch at 12:00 p.m.
 Meeting resumed at 12:30 p.m. with all members present.

214/2024 **2025 BOARD APPOINTMENTS**

KOPEC That the following appointments be approved for 2025:

- 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 Brodznik
- 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 – Councilors Brent Pelechaty, Terry Zavislak, and Brian Brodznik
- 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 Chris Walker
- Local Boards (1 member each) – Buchanan/Canora/Sturgis & Preeceville
- Community Wells Caretaker-Bylaw #3-91 – Curtis Sliva
- Canora Rural Public Utility Board (2 members) – Councilor Terry Zavislak and Reeve Don Skoretz
- Emergency Coordinator – Deb Olynyk
- 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

215/2024 **PROVINCIAL DISASTER ASSISTANCE PROGRAM EMERGENCY/DISATER TRAINING**

KOPEC That Nicole Morrison, Aaron Serhan and Deb Olynyk be registered to attend the Emergency/Disaster Training session being held in Yorkton on January 8, 2025.

Carried

216/2024 **2025 PROCUREMENT**

ZAVISLAK 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, 2025 and December 31, 2025. 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

Carried

217/2024 **CUSTOM WORK RATES**

PELECHATY That Policy 2024-02 Custom Work Rates be amended by changing the minimum rate to Non-Ratepayers to one hour with the exception of snow clearing of yards on the designated winter grader route.

Carried

218/2024 **HOLIDAY OFFICE HOURS**

PRYCHAK That the RM of Buchanan office be closed on December 24, 25 and 26, 2024 and close at 2:00 p.m. on December 31, 2024. The regular office hours of 8:00 a.m. to 4:00 p.m. will remain on December 27 and 30, 2024.

Carried

219/2024 **MUNISOFT EMAIL EXTENSION**

KOPEC That the RM of Buchanan purchase the Munisoft Email Extension for Tax Notices and Receipts at the cost of \$299.40 for Receipt Email Notices and \$599.40 for Tax Email Notices.

Carried

POLICY 2024-13 WORKING ALONE

That Draft Policy 2024-13 Working Alone be tabled for further discussion.

220/2024 **CONFIRMATION OF 2024 RATES FOR CONTRACT OFFICE WORKERS**

ZAVISLAK That the following hourly rates for 2024 administrative contract workers be approved as per motion 330/2023 :

Tania McLeod - \$26.50
Nicole Shewchuk - \$31.50
Diane Jamieson \$70.00

Carried

221/2024 **COUNCIL BENEFITS**

SKORETZ That notice be provided that Council benefits will be reviewed at the January 2025 Council meeting.

Carried

222/2024 **CORRESPONDENCE**

KOPEC

That the correspondence as listed be acknowledged and filed:

- a) Quarterly update from RCMP Combined Traffic Services
- b) Water Security Agency - 2024-25 Channel Clearing and Drainage Program
- c) 2025 Canada Summer Jobs Funding
- d) Parkland Regional Library – additional branch hours/librarian wages
- e) Parkland Regional Waste Management Authority – June 17, 2024 Minutes
- f) SAMA - 2025 Property Revaluation Percentages of Value
- g) Saskatchewan Workers Compensation Board – Exemption from Regulations
- h) Ministry of Government Relations – proposed amendments to *The Municipalities Act*
- i) Civic Address Registry – Signage Incentive Project
- j) Canora Rural Public Utility Board – Meeting Minutes – November 27, 2024
- k) Medical First Responders – request for donation
- l) Canora Leisure Services – request for funding
- m) Sustainable Canadian Agricultural Partnership – Confirmation of Funding
- n) 2025 Sama Assessment Information

Carried

NEXT MEETING

The next meeting is scheduled for Friday, January 17, 2025 at 8:30 a.m.

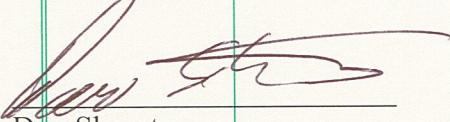
223/2024 **ADJOURNMENT**

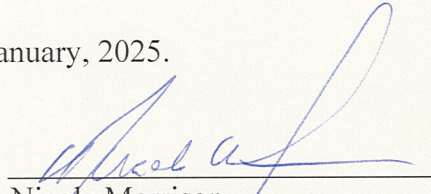
SKORETZ

That the meeting be adjourned at 2:03 p.m.

Carried

Minutes approved this _____ day of January, 2025.


Don Skoretz
Reeve


Nicole Morrison
Acting Administrator