

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 Tuesday, January 21, 2025.

Present were Reeve-Don Skoretz, Acting Administrator-Nicole Morrison, Mentor-Diane Jamieson and the following Councilors:, Division 1 – Terry Zavislak, Division 2 – Myron Kopec, Division 3 – Eugene Prychak, Division 4 – Chris Walker.

Regrets – Division 5 - Brian Brodziak
Division 6 - Brent Pelechaty

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

001/2025 **MINUTES**

KOPEC That the minutes of the December 19, 2024 Council Meeting be adopted as presented with an amendment to motion 217/2024 to state: with the exception of snow clearing of yards on the designated winter grader route.

Carried

002/2025 **FINANCIAL**

PRYCHAK That the Statement of Financial Activities for December 2024 be accepted as presented.

Carried

003/2025 **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 #19058 to #19100 inclusive and other payments totaling \$351,866.09.

Carried

Curtis Sliva met with council from 9:00 a.m. to 9:22 a.m. to report on shop activities.

CATTLE AT LARGE

Darren Dietz met with council from 10:09 a.m. to 10:18 a.m. to discuss cattle at large issues. Darren Dietz advises he will complete fencing work as soon as possible.

REPORTS

Reeve and Division reports were verbally presented.

004/2025 **CUSTOM WORK RATES**

ZAVISLAK That motion 217/2024 be amended to read that 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

005/2025 **LYLE TRAKALO HAY LOSS DUE TO MOWING**

WALKER That the RM of Buchanan No. 304 issue Lyle Trakalo a \$100.00 cheque as payment for 2 bales at \$50.00 per bale to compensate for loss due to a 2024 mowing incident.

Carried

006/2025 **CURTIS SLIVA RETURN TO WORK**

KOPEC That the return to work date for Curtis Sliva from layoff be January 6, 2025 with a maximum of 120 working hours per month until further notice.

Carried

ZONING BYLAW AND OFFICIAL COMMUNITY PLAN

Diane Jamieson advised that Ashley Beaton has stated she will have the final copy of the Official Community Plan submitted to the RM office sometime in February for Council's final review.

AK
NM

BOND & SECURITIES:

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

007/2025 SKORETZ "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

008/2025 **SASK LOTTERY GRANT ALLOCATIONS**

KOPEC 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

009/2025 **COUNCIL SUPERVISION/INDEMNITY/BENEFITS – POLICY 2024-07**

PRYCHAK That Policy 2024-07 be amended for the RM of Buchanan No. 304 to pay 100% of the annual SARM EDH benefits premium and that Council Members must submit all claims for reimbursement of expenses as necessary and not later than 60 days after the event.

Carried

A review of mileage and meal reimbursement rates was conducted and no changes will be made at this time.

010/2025 **COUNCIL INDEMNITY PAYMENTS**

ZAVISLAK That Council indemnity payments and expenses be processed through Paymate Payroll Program effective January 1, 2025 and that indemnity submissions be submitted within 30 days of the previous month end.

Carried

011/2025 **ADVERTISING FOR SEASONAL EMPLOYEES**

KOPEC That an add be placed on SaskJobs, SARM Classifieds and in the Canora Courier for a full-time seasonal Maintenance Utility Operator for the 2025 season, with application submissions closing on February 19, 2025.

Carried

012/2025 **RMAA MEMBERSHIP(S)**

WALKER That the RM of Buchanan No. 304 pay the 2025 RMAA membership fees as follows: \$425.00 RMAA membership for Diane Jamieson and the \$175.00 RMAA associate membership fee for Nicole Morrison.

Carried

013/2025 **TAX ENFORCEMENT – APPLY FOR TITLE**

ZAVISLAK That the RM of Buchanan No. 304 proceed with tax enforcement and apply for title to the following lands as a result of outstanding tax arrears:

- NE 24-31-05 W2
- S 1/2 NW 18-31-06 W2
- SW 20-31-06 W2
- Lots 1-2 Block 01 Plan AJ3984
- Lot 10 Block 01 Plan AY2883
- Lot 19 Block 01 Plan AJ3984
- Lot 20 Block 01 Plan AJ3984
- Lot 1-2 Block 02 Plan AJ3984
- Lot 5 Block 02 Plan AK638

Carried

M.K.
NR

SARM ANNUAL CONVENTION MARCH 11 – 13, 2025

Terry Zavislak, Don Skoretz, Brent Pelechaty, Brian Brodziak and Nicole Morrison will be attending the SARM Convention in Saskatoon from March 11 – 13, 2024. Don Skoretz and Myron Kopec will be voting delegates. Lunches will be added to the registrations for each person as submitted.

014/2025 MICROSOFT DOMAIN AND EMAILS

PRYCHAK: That the RM of Buchanan No. 304 have Munisoft set up a Microsoft domain and Emails to replace the Sasktel emails with a set up cost of \$240.00 and an annual cost of approximately \$130.00 thereafter.

Carried

015/2025 RENOVATION DEPOSIT

SKORETZ That the RM of Buchanan No. 304 accept the \$56,387.08 quote provided by Dave Wood for renovations to the RM Office and approve payment of a \$25,000.00 deposit to cover the purchase of renovation materials.

Carried

016/2025 MUNISOFT TRAINING SEMINARS

ZAVISLAK That Nicole Morrison register to attend the Accounts Receivable and Paymate Webinars at a cost of \$119.00 plus tax for each seminar through Munisoft with registration to take place on convenient dates.

Carried

017/2025 POLICY 2024-13 WORKING ALONE

PRYCHAK That Policy 2024-13 Working alone be approved as circulated.

Carried

018/2025 TAX ABATEMENT ON ROLL 35 200 (SE 20-31-04 W2)

ZAVISLAK That all outstanding school and municipal taxes be abated on Roll 35 200 located at SE 20-31-04-W2 in the amount of \$3,007.49 as follows:

Municipal Arrears \$1,815.65 plus interest of \$18.16 = 1,833.81

School Arrears \$1,162.06 plus interest = 1,173.68 .

The abatement is a result of the property being vacant for many years and further that a 293 exemption to be applied effective January 1, 2025 to exempt the vacant building from further taxation.

Carried

019/2025 CANADA COMMUNITY BUILDING FUND:

KOPEC That the R.M. of Buchanan No. 304 authorize the administrator to submit an Infrastructure Investment Plan to utilize funds from the Canada Community Building Fund for office renovations in the amount of \$100,000.00.

Carried

020/2025 DESIGNATION TO ACT IN ABSENCE OF ADMINISTRATOR

KOPEC That Nicole Shewchuk, Administrator from the RM of Good Lake be asked to act as the designated person to act in the absence of the RM of Buchanan administrator and further that she be provided with an office key to be used in the event of an emergency.

Carried

021/2025 OFFICE KEY

ZAVISLAK That Reeve, Don Skoretz be provided with a key to the RM of Buchanan Municipal Office for use in the event of an emergency.

Carried

022/2025 **RESCIND SEAN WILSON'S APPOINTMENT WITH RESPECT TO LEGAL**
ZAVISLAK That Reeve Don Skoretz and Deputy Reeve Myron Kopec represent the
R.M. of Buchanan No. 304 in Human Rights Commission and OH&S matters related to File
NO.21-22-049 and File No. 21-22-071.

Carried

023/2025 **CORRESPONDENCE**
WALKER That the correspondence as listed be acknowledged and filed:
a) WCB 2025 Experience Rating
b) Municipal Hail Insurance 2024 business written and indemnity paid

Carried

NEXT MEETING

The next meeting is scheduled for Friday, February 21, 2025 at 8:30 a.m.

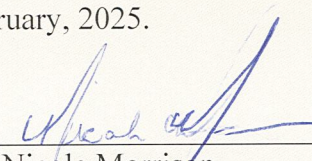
024/2025 **ADJOURNMENT**
SKORETZ That the meeting be adjourned at 2:00 p.m.

Carried

Minutes approved this 21st day of February, 2025.



Myron Kopec
Deputy Reeve



Nicole Morrison
Acting Administrator