

**RM OF BUCKLAND NO. 491**  
**99 River Street East, Prince Albert, SK, S6V 0A1**  
**January 10<sup>th</sup>, 2022**

**REGULAR MEETING MINUTES**

Councillors

Division 1 – Arthur Brandolino  
Division 3 – Orest Romanchuk  
Division 5 – Bob From  
Reeve – Don Fyrk  
Administrator – Cori Sarginson

Division 2 – Jason Zalewski  
Division 4 – Melinda Lavoie  
Division 6 – Bill Hayes  
Foreman - Sheldon Ross

*Reeve Fyrk called the meeting to order (9:00 am)*

- 257-2021**      **Agenda: HAYES** That the agenda be accepted as amended to include the following:
- APAS Membership
  - WCB Coverage Amounts
  - LTD Plan
  - OMNIGO Records Management
- Carried*
- 258-2021**      **In-camera Session: BRANDOLINO** That the meeting move in-camera as per section 17 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss human resource issues. (9:00 am).
- Carried*
- 259-2021**      **Suspend In-camera Session: ROMANCHUK** That we resume regular meeting (9:19 am).
- Carried*
- 260-2021**      **Minutes: HAYES** That the minutes of the December 13<sup>th</sup>, 2021 Regular Meeting of Council be approved as presented.
- Carried*
- 261-2021**      **Written Reports: ROMANCHUK** That the written reports of the Administrator, Foreman and Community Safety Officer be accepted as presented.
- Carried*
- 262-2021**      **Verbal Reports: HAYES** That verbal reports of the council be accepted as presented.
- Carried*
- 263-2021**      **Correspondence: ROMANCHUK** That the correspondence as follows be received and filed:
1. SARM Fees
  2. SARM Liability Self Insurance Information
  3. Saskatchewan Public Works Association
  4. RMAA Review
  5. Ministry of Highways Letter of Response
  6. North Central Waste Management Corp
  7. Sask Ag Health and Safety
  8. SARM Conference Information
  9. Judy Harwood Letter
  10. North Central Transportation Committee
- Carried*
- 264-2021**      **OMNIGO Records Management: HAYES** That we support the CSO officers request for the purchase of the OMNIGO Record Management System at a cost of \$7,068.00 USD and authorize the administrator to sign the quote for purchase.
- Carried*
- 265-2021**      **Gravel: LAVOIE** That we accept the proposal of Westar Ventures for the purchase of road gravel for the price of \$10.50/y3 for use in the 2022/2023 year.
- Carried*
- 266-2021**      **SARM Convention: BRANDOLINO** That we authorize Councillors Melinda Lavoie, Orest Romanchuk and Administrator, Cori Sarginson to attend the SARM convention to be held at the Queensberry Convention Center in Regina, March 15 to 19, 2022 with expenses paid as per RM Policy.
- 267-2021**      **Thickwood Hills Membership: HAYES** That we agree to pay the 2022 membership fee of \$200.00 to the Thickwood Hills Watershed Association.
- Carried*

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- 268-2021 SARM Membership: BRANDOLINO** That we agree to remit the 2022 membership fee of \$4,738.00 including GST to the Saskatchewan Association of Rural Municipalities.  
*Carried*
- 269-2021 RMAA Membership: HAYES** That we agree to pay the 2022 membership fee of \$425.00 to the Rural Municipal Administrators Association (RMAA) on behalf of the Administrator.  
*Carried*
- 270-2021 SARM Fidelity Bond: ROMANCHUK** That we agree to maintain the SARM Fidelity Bond coverage as follows:
- Fidelity Bond Coverage of \$100,000
  - Registered Mail Coverage of \$50,000
  - Money & Securities Coverage of \$20,000
- Carried*
- 271-2021 Long Term Disability Plan: LAVOIE** That eligible employees be covered under the 2022 SARM Long Term Disability Plan; the Municipality will submit the premium to SARM and collect the individual premiums from each employee through bi-weekly deductions as the LTD plan is an employee pay all plan.  
*Carried*
- 272-2021 WCB Coverage: LAVOIE** That each Council member covered at the minimum coverage of under Workers Compensation Board and that each employee is covered up to the maximum coverage amount of as per their individual wage. The rate set by WCB for 2022 is 1.23.  
*Carried*
- 273-2021 Cori Sarginson, Administrator Vacation: BRANDOLINO** That Council acknowledges and agrees that Administrator, Cori Sarginson, has earned 20 vacation days for 2021, and agrees to pay out the remaining 52 unused hours.  
*Carried*
- 274-2021 In-camera Session: ROMANCHUK** That the meeting move in-camera as per section 17 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss human resource issues (1:58 pm).  
*Carried*
- 275-2021 Suspend In-camera Session: HAYES** That we resume regular meeting (3:11 pm).  
*Carried*
- 276-2021 Wage Increase: LAVOIE** That for 2022 the salary grid be eliminated and a two percent increase be given for 2022, 2023, 2024, 2025.  
*Carried*
- 277-2021 Statement of Financial Position: BRANDOLINO** That the Statement of Financial Position and Bank Reconciliation for December be accepted as presented.  
*Carried*
- 278-2021 Accounts: HAYES** That 2021 cheques 13635 to 13660 in the amount of \$383,078.85 and 2022 cheques 13661 to 13677 in the amount of \$165,376.65 and automatic withdrawals by Payworks Payroll dated December 17<sup>th</sup>, 2021 for \$35,550.19, and December 31<sup>st</sup>, 2021 for \$26,208.10 be approved for payment.  
*Carried*
- 279-2021 Adjournment: HAYES** That this meeting is adjourned. (3:19 pm)  
*Carried*

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Administrator

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Reeve