

RM OF BUCKLAND NO. 491
99 River Street East, Prince Albert, SK, S6V 0A1
November 13th, 2023

REGULAR MEETING MINUTES

In Attendance

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
Assistant Administrator: Emma Kirk

Reeve Fyrk called the meeting to order (9:02 am)

239-2023 **Agenda: ROMANCHUK** That the agenda be accepted as amended to include the following:

- Rescind Building Bylaw 4-2023 and replace same with Bylaw 12-2023
- PADPC Budget
- Fidelity Bond

Carried

240-2023 **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. (9:04 am).

Carried

241-2023 **Suspend In-camera Session: BRANDOLINO** That the regular meeting resume (9:20 am).

Carried

242-2023 **Minutes: ZALEWSKI** That the minutes of the October 10th, 2023 Regular Meeting of Council be approved as presented.

Carried

243-2023 **Special Meeting Minutes: BRANDOLINO** That the minutes of the November 1st, 2023 Special Meeting of Council be approved as presented.

Carried

244-2023 **Written Reports: ROMANCHUK** That the written reports of the Administrator, Foreman, Community Safety Officer, and BFR Fire Chief be accepted as presented.

Carried

Bill Hayes entered the meeting at 9:53 am

245-2023 **Verbal Reports: ZALEWSKI** That verbal reports of the council be accepted as presented.

Carried

246-2023 **Councillor Resignation: FYRK** That we accept with, deep regret, the resignation of Division 6 Councillor, Bill Hayes and extend our sincere thanks and gratitude for his 23 years of dedicated service to the Municipality.

Carried

247-2023 **Correspondence: HAYES** That the correspondence as follows be received and filed:

- a) Agriculture in the Classroom
- b) North Central Transportation Planning Committee Workshop
- c) Ranch Ehrlo Newsletter, November 2023
- d) SARM Excess Liability Insurance Informational letter

Carried

248-2023 **SARM Fidelity Bond: HAYES** 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 and Securities Coverage of \$20,000

Carried

249-2023 **Deputy Reeve Appointment: BRANDOLINO** That Jason Zalewski be appointed Deputy Reeve for the remainder of 2023.

Carried

257-2023 **Signing Authority: LAVOIE** That Reeve Donald Fyrk and Administrator Cori Sarginson, or if the Reeve is unavailable, then Deputy Reeve Jason Zalewski, and if the Administrator is unavailable, Assistant Administrator, Emma Kirk, shall sign all cheques and negotiable instruments on behalf of the municipality.

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250-2023 **Appointments and Committees: FROM** That municipal appointments and committees for 2024 be accepted as per the List of Appointments and Committees attached to and forming part of these minutes.

Carried

251-2023 **Regular Meeting Dates: BRANDOLINO** That regular meeting for the Council of the RM of Buckland No. 491 be held the second Monday of each month, commencing at 9:00 am in the Council Chambers of the Municipal Administration Building located at 99 River Street East in Prince Albert, unless otherwise resolved.

Carried

252-2023 **Regular Meeting Dates: ROMANCHUK** That the regular meeting dates for October and November 2024 be changed to the following dates due to conflicting statutory holidays.

- October 15, 2024
- November 12, 2024

Carried

253-2023 **Holiday Hours: ZALEWSKI** That we acknowledge the holiday hours for the Municipality be as follows:

- December 25: Closed
- December 26: Closed
- January 1: Closed

Carried

254-2023 **Staff Appreciation: ROMANCHUK** That 2023 Christmas bonuses of \$200.00 be paid to full-time employees, and \$100.00 be paid to seasonal employees.

Carried

255-2023 **Fuel Management Plan: ROMANCHUK** That we authorize the Administrator to sign the Fuel Management Plan proposed by SPSA on behalf of the Municipality.

Carried

258-2023 **Add to Taxes: HAYES** That as per Section 396(1)(d) of The Municipalities Act, we add the following outstanding invoices for fire suppression charges to municipal taxes on the following roll:

Roll: 1300 Outstanding Amount: \$8,500.00

Carried

256-2023 **Wages: ZALEWSKI** That a 4.5% cost of living increase is applied to all employees for 2024.

Carried

257-2023 **Extended Warranty: ROMANCHUK** That we agree to purchase an extended warranty package for the 2016 140M CAT Grader for the amount of \$18,952.00 plus applicable taxes.

Carried

258-2023 **Subdivision Application: BRANDOLINO** That the application to subdivide Parcel W, Plan 98PA11034, NE 35-49-25-W2M for the first phase of an industrial development be approved, subject to:

1. RM approval of a Comprehensive Development Review;
2. RM approval of the Servicing Agreement;
3. The Municipal Reserve being addressed.

Carried

257-2023 **First Reading of Bylaw 12 of 2023: ROMANCHUK** That we give first reading to Bylaw 12 of 2023 being The Building Bylaw.

Carried

258-2023 **Second Reading of Bylaw 12 of 2023: FROM** That we give second reading to Bylaw 12 of 2023 being The Building Bylaw.

Carried

259-2023 **Bylaw 12 of 2023: HAYES** That Bylaw No. 12 of 2023, The Building Bylaw, be given three readings at this meeting.

Carried Unanimously

260-2023 **Final Reading of Bylaw 12 of 2023: ZALEWSKI** That Bylaw 12 of 2023, The Building Bylaw, be read a third and final time and passed.

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259-2023 **PADPC 2024 Budget: FROM** That the budget for the Prince Albert District Planning Commission for the 2023 fiscal year be accepted as presented.

Carried

261-2023 **Statement of Financial Position: ZALEWSKI** That the Statement of Financial Position for October be accepted as presented.

Carried

262-2023 **Accounts: BRANDOLINO** That Cheques 14627 to 14670 in the amount of \$146,367.99 and automatic withdrawals by Payworks Payroll dated October 6th, 2023 for \$38,029.56 and October 17th, 2023 for \$43,697.01 and November 3rd, 2023 for 40,066.72 be approved for payment.

Carried

263-2023 **Adjournment: HAYES** That this meeting is adjourned. (2:12 pm)

Carried

Administrator

Reeve