

RM OF BUCKLAND NO. 491
99 River Street East, Prince Albert, SK, S6V 0A1
January 8th, 2024

REGULAR MEETING MINUTES

In Attendance

Division 1: Arthur Brandolino	Division 2: Jason Zalewski
Division 3: Regrets	Division 4: Melinda Lavoie
Division 5: Bob From	Division 6: Vacant
Reeve: Don Fyrk	Foreman: Sheldon Ross
Administrator: Cori Sarginson	Assistant Administrator: Emma Kirk

Reeve Fyrk called the meeting to order (9:03 am)

001-2024 **Agenda: LAVOIE** That the agenda be accepted as amended to include the following:

- Verbal Planning Updates

Carried

002-2024 **In-camera Session: ZALEWSKI** That the meeting move in-camera as per section 17 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss procedural matters. (9:04 am).

Carried

003-2024 **Suspend In-camera Session: BRANDOLINO** That the regular meeting resume (10:05 am).

Carried

004-2024 **Minutes: ZALEWSKI** That the minutes of the December 11th, 2023, Regular Meeting of Council be approved as presented.

Carried

005-2024 **Written Reports: BRANDOLINO** That the written reports of the Administrator, Foreman, Community Safety Officer, and BFR Fire Chief be accepted as presented.

Carried

006-2024 **Verbal Reports: ZALEWSKI** That verbal reports of the council be accepted as presented.

Carried

007-2024 **Correspondence: ZALEWSKI** That the correspondence as follows be received and filed:

- a) Flaman Group of Companies
- b) Municipal Hail Insurance
- c) Additional Municipal Hail Insurance
- d) Agricultural Producers Association of Saskatchewan
- e) Gervais concern
- f) SARM - 2024 Service Fees
- g) Crime Stoppers
- h) Fuel Lock
- i) Schulte
- j) Ranch Ehrlo

Carried

008-2024 **Tax Adjustments: FROM** That we cancel the 2023 municipal and school taxes for the following vacant crown lease land:

Roll	Legal Description	Municipal	School
4	SW 28-48-27 W2	172.39	47.72

Carried

009-2024 **2023 Year-End Bank Transfers: ZALEWSKI** That the following 2023 year-end bank transfers be authorized:

- \$35,757.50 from the Capital Fund Account to the Operating Account
- \$30,695.00 from the Operating Account to the CCBF Account
- \$21,355.00 from the Operating Account to the PR Account
- \$13,617.99 from the Operating Account to the GA Account

Carried

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- 010-2024 Administrator Vacation: BRANDOLINO** That Council acknowledges and agrees that Administrator Cori Sarginson has earned 20 vacation days for 2023 and agrees to carry over the remaining 66.54 unused hours into 2024.
Carried
- 011-2024 Director of Planning and Development Vacation: FROM** That Council acknowledges and agrees that Director of Planning and Development Jason Kaptein has earned 20 vacation days for 2023 and agrees to carry over the remaining 78.52 unused hours into 2024.
Carried
- 012-2024 Foreman Vacation: ZALEWSKI** That Council acknowledges and agrees that Foreman Sheldon Ross has earned 20 vacation days for 2023 and agrees to carry over the remaining 275 unused hours into 2024.
Carried
- 013-2024 Uncollectable Accounts Receivable Amounts: FROM** That Council authorizes the Administrator to write off two outstanding accounts receivable amounts, totalling \$520.00, being deemed uncollectable.
- 014-2024 SARM Membership: LAVOIE** That the 2024 Membership fees of \$4,932.77 plus GST be remitted to SARM.
Carried
- 015-2024 FCM Membership: BRANDOLINO** That we agree to renew our Federation of Canadian Municipalities membership for 2024 for the amount of \$983.17.
Carried
- 016-2024 Training: LAVOIE** That we authorize the Administrator to attend a series of six webinars presented by Matthewson & Co. January 9th through 11th, 2024 for a total cost of \$280.00
Carried
- 017-2024 RMAA Spring Workshop: ZALEWSKI** We authorize the Administrator and the Assistant Administrator to attend the 2024 RMAA Spring Workshop presenting Municipal Elections on April 4th, 2024, for a total cost of \$200.00.
Carried
- 018-2024 May Meeting Date: BRANDOLINO** That the regular meeting date for May 2024 be changed to Friday, May 10th, 2024, as it conflicts with the RMAA Conference.
Carried
- 019-2024 Second Reading of Bylaw 5 of 2023: FROM** That we give second reading to Bylaw 5 of 2023 being The Building Move Bylaw.
Carried
- 020-2024 Third Reading of Bylaw 5 of 2023: BRANDOLINO** That we give third and final reading to Bylaw 5 of 2023 being The Building Move Bylaw.
Carried
- 021-2024 Statement of Financial Position: ZALEWSKI** That the Statement of Financial Position and Bank Reconciliation for December be accepted as presented.
Carried
- 022-2024 Accounts: BRANDOLINO** That 2023 Cheques 14730 to 14757 in the amount of \$437,932.54 and 2024 Cheques 14758 to 14768 in the amount of \$147,357.74 and automatic withdrawals by Payworks Payroll dated December 12th, 2023 for \$40,100.59 and December 22nd, 2023 for \$30,727.01 be approved for payment.
Carried

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023-2024

Adjournment: FROM That this meeting is adjourned. (2:17 pm)

Carried

Administrator

Reeve