

RM OF FISH CREEK NO. 402

AGENDA

January 11th, 2022

9:00 am

1. Call to order
2. Adopt Agenda - Conflict of Interest
3. Minutes of Previous Meeting – December 7th, 2021 Regular Meeting
4. Old Business:
 - 4.1 Building/ Development Permit- Lingel
 - 4.2 Council meeting monthly schedule for 2022 discussion
5. Statement of Financial Activities – December 2021
6. Correspondence:
 - 6.1 SaskPower 2022 Proposed Road Construction Plans
 - 6.2 SARM- Weekly Policy Bulletin Dec 21st
 - 6.3 SARM The Rural Sheaf December 2021
 - 6.4 SARM Annual Convention and Trade Show
 - 6.5 Judy Harwood- Div. 5 Director seeking re-election
 - 6.6 SMHI Annual Claim letter
 - 6.7 SARM Nominations for the 2022 Lieutenant Governor's Award
7. Accounts Payable
8. Delegations:
 - 8.1 (9:30 am) - Hollie Remenda- Lakeview Pioneer Lodge report to council
9. Council Member Reports
10. CAO Report
11. Foreman Report: (10:30 am) Acting Foreman Mikey Read to attend.
12. New Business
 - 12.1 Reeve Kramchynski resignation effective Feb. 9th, 2021
 - 12.2 Purchase of commercial shredder and commercial folder
 - 12.3 Department of Highways snow removal issue
 - 12.4 MRS declaration submitted December 28th, 2021
 - 12.5 Taxervice- property tax recovery
 - 12.6 Harassment policy
 - 12.7 Western Municipal Consulting Ltd.- Board of revision and Development Appeal.
 - 12.8 School Bus Route AMENDED
 - 12.9 Snow Removal Policy review
 - 12.10 Foreman Job description review
 - 12.11 COVEY Leadership Program webinar
 - 12.12 Summer Student application deadline January 25th/22
 - 12.13 Ministry of Highways no longer require Road Haul Agreement
 - 12.14 Automated Funds Transfer for utilities, payroll deductions, etc.
 - 12.15 SARM annual convention March 15-17, 2022 in Regina.
 - 12.16 SARM 2022 Membership
 - 12.17 SARM 2022 Fidelity Bond Self Insurance
 - 12.18 SARM 2022 Liability Self Insurance
 - 12.19 SARM 2022 Excess Liability Insurance
 - 12.20 SARM 2022 Property Self Insurance
 - 12.21 Sask Lotteries – Rec Board Population Allocations
 - 12.22 Sask Workers Compensation Coverage Council minimum \$38,442
 - 12.23 Website Contract 2022 – Wakaw Recorder (Gilbert Maraboto) \$700.00
13. Other Business
14. Adjournment

January 11, 2022

A Regular Meeting of the Council of the Rural Municipality of Fish Creek No. 402 was held on January 11, 2022 at 121 Main St. Wakaw, SK.

MEMBERS OF THE COUNCIL PRESENT:

Reeve: Bob Kramchynski

Councillors: Lawrence Sosnowski, Terry Yuzik, Peter Roslinski, Chris Dutchak, Maurice Werezak

Regrets: Corey Venne

CAO: Melissa Dieno

The meeting was called to order by Reeve Bob Kramchynski at 9:07 am

1/22 AGENDA * SOSNOWSKI

That the agenda be accepted as presented. *CARRIED.*

2/22 MINUTES * YUZIK

That the Minutes of the previous meeting held on December 7, 2021 be approved as read. *CARRIED.*

3/22 APPROVE BUILDING & DEVELOPMENT PERMIT #05/21 * SOSNOWSKI

That Council approve Kyle Lingel's Building & Development Permit #05/21 pending approval from the Municipalities Building Inspector BUILDTech. *CARRIED.*

4/22 REGULAR COUNCIL MEETINGS * DUTCHAK

That Council set Regular Council meetings for the second Tuesday of each month. November – April 9:00 am start, May – October 8:00 am start as per Council Procedures Bylaw. *CARRIED.*

5/22 FINANCIAL ACTIVITIES * ROSLINSKI

That the statement of Financial Activities for the month of December, 2021 be approved as read. *CARRIED.*

6/22 CORRESPONDENCE * SOSNOWSKI

That the correspondence be dealt with and filed:

1. Sask Power 2022 Proposed Road Construction Plans
 2. SARM – Weekly Policy Bulletin December 21/2021
 3. SARM – The Rural Sheaf December 2021
 4. SARM Annual Convention and Trade Show
 5. Judy Harwood – Div 5 Director Seeking Re-election
 6. SMHI Annual Claim Letter
 7. SARM Nominations for the 2022 Lieutenant Governor's Award.
- CARRIED.*


B.K.

7/22 ACCOUNTS PAYABLE * YUZI

That the accounts totaling \$217,803.91 as attached to these minutes be approved for payment. *CARRIED.*

* Delegate – Hollie Remenda attended as Lakeview Pioneer Lodge Board Representative, entering chambers at 9:30 am, departing at 9:57 am.

8/22 CAO REPORT * YUZI

That the CAO Report be accepted as presented. *CARRIED.*

9/22 PURCHASE OF OFFICE EQUIPMENT * WEREZAK

That Council approve the purchase of an FD 300 Office Desktop Folder for \$1150.00 plus tax and the purchase of a Destroyer 2604 for \$1990.00 plus tax and that the RM of Fish Creek No. 402 will pay 40% of the total cost as per the Joint Administration Agreement. *CARRIED.*

10/22 SARM RESOLUTION * WEREZAK

That the RM of Fish Creek No. 402 submit a resolution to the SARM Resolution Committee for the Annual SARM Convention, regarding how the Department of Highways leaves snow at the opening of driveways along Provincial Highways. *CARRIED.*

11/22 SUBMISSION OF MUNICIPAL REVENUE SHARING DECLARATION * DUTCHAK

That Council acknowledge the submittal of the Municipal Revenue Sharing Declaration on December 28, 2021 by CAO Dieno. *CARRIED.*

* *Council recessed for lunch at 1:00 pm and reconvened at 1:30 pm*

12/22 APPOINTMENT OF WESTERN MUNICIPAL CONSULTING LTD * DUTCHAK

That Council appoint Western Municipal Consulting Ltd as the Board of Revision and the Development Appeals Board for 2022 consisting of the following board members: Stew Demmans, Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Davis Thompson, Stuart Hayward, Wayne Adams, Pam Malach, Cameron Duncan, Jeff Hutton, and Barry Clark. *CARRIED.*

13/22 FOREMAN JOB DESCRIPTION * ROSLINSKI

That the Foreman Job Description be amended to read as follows:

- 11.) Prioritize projects and daily work with CAO, and report monthly to Council.
- 17.) Direct Ratepayers to contact the RM Office
- 18.) Communicate employee issues to CAO in a timely manner.

CARRIED.


B.K

14/22 AUTHORIZATION FOR PRE-AUTHORIZED UTILITY PAYMENTS * WEREZAK

That the CAO be authorized to set up pre-authorized payments through Conexus Credit Union to Sask Energy, Sask Power and Sasktel. *CARRIED.*

15/22 2022 SARM ANNUAL CONVENTION * ROSLINSKI

That members of Council and CAO Dieno be authorized to attend the SARM Annual Convention in Regina March 14 – 17, 2022, and that the RM of Fish Creek will pay for meals, accommodation and mileage. *CARRIED.*

16/22 SARM 2022 MEMBERSHIP * YUZYK

That the RM of Fish Creek No. 402 authorize payment of the 2022 SARM Membership Fee. *CARRIED.*

17/22 SARM FIDELITY BOND SELF-INSURANCE * DUTCHAK

That the renewal of the SARM Fidelity Bond Self Insurance Plan for the policy period January 1, 2022 to January 1, 2023, which includes Fidelity Bond Coverage of \$25,000.00, Registered Mail Coverage of \$50,000.00 and Mail & Securities Coverage of \$5,000.00 be approved for payment. *CARRIED.*

18/22 SARM LIABILITY SELF INSURANCE * SOSNOWSKI

That the SARM Liability Self Insurance Plan for the period January 1, 2022 to January 1, 2023 which included Basic, Assessment, Population and Road Length/ Class Premiums, be approved for payment. *CARRIED.*

19/22 SARM EXCESS LIABILITY INSURANCE * ROSLINSKI

That the SARM Excess Liability Insurance Plan for the period January 1, 2022 to January 1, 2023 which includes \$1,000,000.00 Excess Liability Insurance and \$500,000.00 Errors and Omissions Insurance Coverages be approved for payment. *CARRIED.*

20/22 SARM PROPERTY SELF INSURANCE PLAN * DUTCHAK

That the SARM Property Self Insurance Plan for the period January 1, 2022 to January 1, 2023 which includes building, contents, municipal equipment, additional fire fighting expense reimbursement and equipment rental fee reimbursement, be authorized for payment. *CARRIED.*

21/22 RECREATION BOARDS – ALLOCATIONS * DUTCHAK

That the municipality allocate the following portions of its population for the Sask Lotteries Grant:

Wakaw Recreation Board	197 persons
Cudworth Recreation Board	112 persons
Alvena Recreation Board	36 persons

345 total – 2016 Census.

CARRIED.



B.K.

22/22 SASK WORKERS COMPENSATION COUNCIL COVERAGE * YUZIK

That 2022 Sask Workers Compensation coverage for members of Council be set at the minimum rate of \$38,442.00. *CARRIED.*

23/22 WEBSITE CONTRACT 2022 * ROSLINSKI

That Council approve the website contract with the Wakaw Recorder (Gilberto Maraboto) for 2022 at a cost of \$700.00. *CARRIED.*

24/22 PAYMENT OF RM OF HOODOO INVOICE * DUTCHAK

That the RM of Fish Creek No. 402 pay the RM of Hoodoo No. 402 for Invoice 2021-00812, which occurred November 8, 2021 in the Municipal Right of Way near SW 02-43-28 W2 in the amount of \$1000.00. *CARRIED.*

25/22 2022 ANNUAL AUDIT * YUZIK

That Council acknowledge the 2022 Annual Audit is booked for February 16, 2022 with Grant Thornton in the Municipal office. *CARRIED.*

26/22 ADJOURNMENT * DUTCHAK

That this meeting be adjourned at 2:10 pm to meet again Tuesday February 8, 2022 @ 9:00 am. *CARRIED.*



Bob Kramchynski, Reeve



Melissa Dieno, CAO