

RM OF FISH CREEK NO. 402
AGENDA
December 11th, 2023
9:00 am

1. Call to order
- { Adopt Agenda - Conflict of Interest
3. Minutes of Previous Meeting – November 13th, 2023 Regular Meeting
4. Business arising from Minutes:
5. Statement of Financial Activities – November 2023
6. Correspondence: 6.1 Wakaw RCMP- Stats report
6.2 The Rural Sheaf- November 2023
6.3 NCTPC Workshop on Governance, Decision Making and Risk
6.4 SARM Rural Darts
6.5 Gravel stock pile measure
6.6 Winter Weight Bulletin 2023-2024
6.7 Dashboard Productivity reports
6.8 Munisoft 2024 Community Project Initiative
- { Accounts Payable
8. Council Indemnity Payments
9. Delegations: 9.1- 9:30 am Melissa Pederson MN-S – Development in the RM of Fish Creek
10. Council Member/ CAO Report/ Foreman Report
10.1- 10:00 am Foreman Kohle report
11. New Business 11.1 Municipal Revenue Sharing Grant – Declaration of Eligibility for 2023-24
11.2 Payment of Year End Accounts
11.3 Board of Revision appointment
11.4 Appointment of Building Inspector
11.5 Beaver control program
11.6 Outstanding Accounts Receivable
11.7 Custom Work Rates
11.8 Tax enforcement
11.9 Final grader payment January 2024, would Council like to pay it out now?
11.10 Foreman Kohle holidays Jan 2 – 9th, 2024
11.11 Operator holiday hours
11.12 Holiday Office Hours
11.13 Benefits for employees
11.14 Credit card for Foreman Kohle
11.15 SARM Annual Convention March 12 – 15th, 2024 Who is attending?
11.16 Regular Council Meetings 2024 Jan 8, Feb 12, Mar 11, April 8, May 13,
June 10, July 8, Aug 12, Sept 9, Oct 14, Nov 11, Dec 9
11.17 In camera- personnel discussion
11.18 Bonus' for staff
11.19
12. Other Business
13. Adjournment: Next meeting is Tuesday January 8th, 2024 at 9:00 am
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December 11, 2023

A Regular Council Meeting of the Rural Municipality of Fish Creek
No. 402 was held on Monday, December 11, 2023 in Council Chambers
121 Main St. Wakaw, SK.

MEMBERS OF THE COUNCIL PRESENT:

Reeve: Ryan Sawitsky

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

Regrets: Corey Venne

CAO: Melissa Dieno

Reeve Ryan Sawitsky called the meeting to order at 9:05 a.m.

202/23

AGENDA * WEREZAK

THAT we accept the agenda as presented.
CARRIED.

203/23

MINUTES * DUTCHAK

THAT the November minutes be accepted as presented.
CARRIED.

204/23

FINANCIAL ACTIVITIES * YUZIK

THAT the November Financial Statement be accepted as presented.
CARRIED.

205/23

CORRESPONDANCE * SOSNOWSKI

THAT the following correspondence, having been circulated, be filed:

- 6.1 Wakaw RCMP- Stats report
 - 6.2 The Rural Sheaf- November 2023
 - 6.3 NCTPC Workshop on Governance, Decision Making and Risk
 - 6.4 SARM Rural Darts
 - 6.5 Gravel stock pile measure
 - 6.6 Winter Weight Bulletin 2023-2024
 - 6.7 Dashboard Productivity reports
 - 6.8 Munisoft 2024 Community Project Initiative
- CARRIED.*



R.S.

206/23 ACCOUNTS PAYABLE * WEREZAK

THAT the list of accounts for cheques# 10272 - 10298,
Electronic Other Payments # 245 - 269, CAFT Payroll - #'s 245 - 248 and 254 –
257 = \$15,563.73. Mastercard Charges – Electronic Payment # 250 = \$680.93.
Totalling \$104,996.06 be accepted as presented.
CARRIED.

207/23 COUNCIL INDEMNITY REPORT * ROSLINSKI

THAT we approve the Council Indemnity Report as presented, and issue payment
for same. Electronic Other Payment #'s 264 – 268 and cheque #'s 10288 - 10297
= \$2,422.71.
CARRIED.

*Delegates: 9:35 AM – 10:10 AM Metis Nation of Saskatchewan – Melissa Pederson and two
other representatives.

*Reports 10:15 AM – 12:00PM Foreman Kohle entered Council Chambers to give his report.

208/23 BREAK * ROSLINSKI

12:00 PM THAT we break for lunch.
CARRIED.

209/23 RECONVENE * DUTCHAK

12:40 PM THAT we reconvene the Council meeting.
CARRIED.

210/23 COUNCIL COMMITTEE REPORTS * ROSLINSKI

THAT Council committee reports, Foreman report and CAO report be accepted as
presented.
CARRIED.

211/23 REQUEST FOR TIME OFF * YUZIK

THAT we approve CAO Dieno's request for time off as follows: December 14,
15, 27, 28, and 29, 2023.
CARRIED.



R.S.

212/23 MUNICIPAL REVENUE SHARING DECLARATION * DUTCHAK

That the council of the RM of Fish Creek No. 402 confirm the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant: Submissions of the 2022 Audited Financial Statement to the Ministry of Government Relations;

Municipality is in good standing with respect to reporting and remittance of Education Property Taxes;

Adoption of Council Procedures Bylaw;

Adoption of Employee Code of Ethics and all members of council have filed and annually update their public disclosure statements as required, and that we authorize the administrator to sign the declaration of eligibility and submit it to the Ministry of Government Relations.

The Municipality does not run a municipal waterworks system.
CARRIED.

213/23 PAYMENT OF YEAR END ACCOUNTS * SOSNOWSKI

That council authorize the Reeve and CAO to pay all year end accounts as at December 31, 2023 and a list of the accounts paid be presented at the January 2024 meeting.
CARRIED.

214/23 BOARD OF REVISION * DUTCHAK

THAT the RM OF FISH CREEK NO. 402 appoints Western Municipal Consulting Ltd. to manage the **Board of Revision** process for the term of January 1, 2024 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of the hearing from among their numbers.
CARRIED.

215/23 SECRETARY FOR THE BOARD OF REVISION * DUTCHAK

THAT the RM OF FISH CREEK NO. 402 appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as **Secretary to the Board of Revision** for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.
CARRIED.



R.S.

216/23 BUILDING INSPECTOR * ROSLINSKI

THAT we appoint BUIDtech as the building inspector for the municipality for 2024.
CARRIED.

217/23 BEAVER CONTROL PROGRAM (CAP-BCP) 2024 * WEREZAK

That the RM of Fish Creek No. 402 agrees to participate in the 2023/2024 Beaver Control Program (CAP-BCP) administered by SARM AND THAT RM the of Fish Creek No. 402 pays \$30.00 per beaver tail upon tail verification by Foreman Kohle.
CARRIED.

218/23 OUTSTANDING ACCOUNTS * YUZIK

THAT the CAO be authorized to add to the Tax Roll on December 31, 2023 any amounts owing for custom work, gravel, well keys and/or fire charges.
CARRIED.

219/23 CUSTOM WORK RATES 2024 * DUTCHAK

THAT the custom work rates for 2024 remain the same as 2023.
TRACKHOE \$240.00/HOUR
GRADER/PATROL \$ 200.00/ HOUR
LOADER \$ 160.00/ HOUR
TRACTOR, MOWER \$ 200.00/ HOUR
BACKHOE \$150.00/HOUR
CAT \$ 220.00/ HOUR
SCRAPER (TS14) \$ 265.00/ HOUR
SEMI / LOW BOY TRAILER \$150.00/ HOUR
* MINIMUM CHARGE FOR ANY UNIT IS 15 MINUTES – RATES SUBJECT TO CHANGE WITHOUT NOTICE.
* NON-RATE PAYERS - 35% HIGHER
* MINIMUM CHARGE ONE HOUR FOR THE CAT & SCRAPER
* JOBS OVER 2 HOURS SHALL REQUIRE THE LANDOWNER TO INITIAL THE TIME SHEET ON A DAILY BASIS TO CONFIRM HOURS
* Winter Custom Work – must be paid for by June 30th
* Summer Custom Work – must be paid for by Dec 31st
* RM Policy – any unpaid custom work will result in no further custom work permitted until previous work paid.
CARRIED.

220/23 TAX ENFORCEMENT * SAWITSKY

THAT we appoint TAXervice for Tax Enforcement recovery for 2024.
CARRIED.


R.S.

221/23 FINAL GRADER PAYMENT * YUZIK

THAT the final grader payment be made as of Dec. 15th, 2023 in the amount of \$23,390.42 for the 2021 CAT 140 AWD grader.
CARRIED.

222/23 TAX ENFORCEMENT * SAWITSKY

THAT the 2 tax enforcement files that are with Parchomchuk Hunter Sherdahe be transferred to TAXservice.
CARRIED.

223/23 HOLIDAY REQUEST * DUTCHAK

THAT Foreman Kohle's holiday time of January 2 – 9, 2024 be approved.
CARRIED.

224/23 OUTSIDE EMPLOYEE HOLIDAY SHUT DOWN * ROSLINSKI

That the RM of Fish Creek No. 402 operators be on a holiday shut down from December 26 to January 1, 2024 inclusively with regular hours resuming January 2, 2024 and that in the event of a major snowfall operators will report for work.
CARRIED.

225/23 OFFICE HOURS * WEREZAK

THAT the Administration Office Hours for the holiday season be as follows;
December 22 – Closed at 12 PM
December 25th, 26th – Closed
December 29 – Closed at 3 PM
January 1 – Closed
CARRIED.

226/23 SEASONAL EMPLOYEE BENEFITS * SOSNOWSKI

THAT seasonal employees Blue Cross Health and Dental benefits continue through winter.
CARRIED.

227/23 FOREMAN CREDIT CARD * SOSNOWSKI

THAT CAO Dieno make application for Foreman Kohle's RM credit card.
CARRIED.

228/23 2024 COUNCIL MEETING DATES * DUTCHAK

THAT the Regular Council Meetings for 2024 be as follows; January 8, February 12, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 12, December 9.
CARRIED.



R.S.

229/23 CLOSED SESSION * YUZIK

1:38 PM THAT this meeting move to a closed session for personnel discussion.
CARRIED.

*1:39 PM CAO Dieno exited Council Chambers.

*2:18 PM CAO Dieno returned to Council Chambers.

230/23 OPEN SESSION * SOSNOWSKI

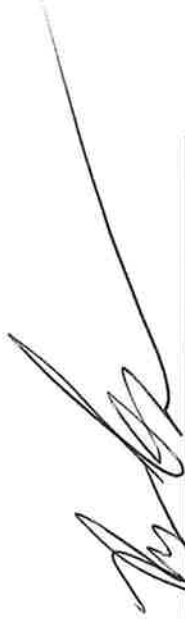
THAT this meeting resume as an open session.
CARRIED.

231/23 MISCELLANEOUS MILEAGE PAYMENT * DUTCHAK

THAT the RM employees receive a miscellaneous millage payment for 2023 for a combined total of \$2,200.00

232/23 ADJOURNMENT * ROSLINSKI

2:41 PM THAT this meeting be adjourned to meet again Monday, January 8th, 2024 at 9:00 am.
CARRIED.



Ryan Sawitsky, Reeve



Melissa Dieno, CAO