

MINUTES OF THE REGULAR MEETING OF COUNCIL OF
THE RURAL MUNICIPALITY OF KEYS NO. 303 HELD IN
THE R.M. of KEYS BUILDING AT
123 1st Ave E
CANORA, SASKATCHEWAN
DATED THURSDAY JANUARY 09, 2025

ATTENDANCE

Councillors:

Reeve:	Calvin Statchuk
Division One:	Mark Hofer
Division Two:	Dirk Van As
Division Three:	Ken Kalmakoff
Division Four:	Brad Knutson
Division Five:	Jordan Lindgren
Division Six:	Brad Hallick

Administrator: Twila Hadubiak
Assistant Administrator: Miranda Petryshyn

CALL TO ORDER

With a quorum being present, Reeve Calvin Statchuk called the meeting to order at 9:00 a.m.

MINUTES

2025-001 HOFER, MARK: THAT the Minutes of the regular meeting of council held on December 12, 2024 be approved as presented.

CARRIED

ACCOUNTS PAYABLE

2025-002 VAN AS, DIRK: THAT the 2024 Accounts Payable, including cheque number 18761 to cheque number 18808 plus EFT number 1058 to EFT number 1079, Other Payments 2024-0070 to 2024-0077 and Direct Payment 2024-0013, totaling \$458,108.38, be approved for payment.

CARRIED

2025-003 KALMAKOFF, KEN: THAT the January 2025 Accounts Payable, including cheque number 18809 to cheque number 18812, totaling \$67,244.54, be approved for payment.

CARRIED

FINANCES

2025-004 KNUTSON, BRAD: THAT the Statement of Receipts and Payments for the month of December be accepted as presented.

CARRIED

HISA

2025-005 LINDGREN, JORDAN: THAT the Administrator be authorized to transfer \$300,000.00 to the following accounts in the High Interest Saving Account through SARM:

- Capital/Equip \$100,000
- Bridge \$200,000

CARRIED

INDEMNITY RATES

2025-006 HALLICK, BRAD: THAT Indemnity Rates for 2025 be set as follows:

1. Indemnity rates for Council and Hamlet Board be set as follows:
 - a. Council Meeting \$240.00 per day;
 - b. Special Meeting minimum 4 hours
 - c. Committee Meeting \$30.00 per hour with a \$240.00 maximum (includes the time to get to the meetings);
 - d. Public Works \$30.00 per hour;

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- e. Plus Travel Rates.
- 2. Conventions rates for Council, Hamlet Board and all Employees be set as follows:
 - a. \$240.00 per day (including one travel day if required, excluding administration)
 - b. Plus Travel Rates;
 - c. Plus meal allowance of \$75.00 per day.
 - d. Plus Hotels. (If possible, administration will pay with the municipal Credit Card; if not possible, the actual amount will be reimbursed with receipts)
- 3. Travel Rates for Council, Hamlet Board and all Employees be set as follows:
 - a. Mileage \$0.75 per km; and
 - b. Travel \$0.10 per km.
- 4. The following restrictions shall be applied:
 - a. All Travel for materials, products, parts etc shall be restricted to a 45 km radius of the Municipality without prior approval by Council;
 - b. All Travel for public works activities shall be restricted to 5,000 km per year;
 - c. For meetings within the Municipality (including the towns and villages in close proximity), but if someone lives outside the 45 km radius of the Municipality, they shall not be paid travel from their residence. It shall be from their “property” within the Municipality;
 - d. Public Works is restricted to 24 hours per month without Council approval prior to the work being completed;
- 5. Indemnity Rates will be paid at the next meeting after they are submitted but must be paid out by December 31st.

CARRIED

DELEGATION

Katey Makohoniuk, the SARM Plant Health Technical Advisor (PHTA), attended the meeting to update council on the Invasive Plant Control Program through SARM, as well as to inform of upcoming changes to *The Weed Control Act*. She also advised council on how to control certain noxious weeds present in the municipality and offered to do a Weed ID Workshop with the operators to help them identify problem areas while they are out on the roads.

FIDELITY BOND

2025-007 STATCHUK, CALVIN: THAT the Fidelity Bond be accepted as presented.

CARRIED

RMAA

2025-008 HOFER, MARK: THAT the 2025 RMAA Membership Fee of \$425.00 be paid on behalf of the Administrator.

CARRIED

LUNCH

2025-009 STATCHUK, CALVIN: THAT we recess for Lunch. (12:00 p.m.)

CARRIED

With a quorum being present, Reeve Calvin Statchuk reconvened the Meeting at 1:00 p.m.

All members were present.

DELEGATION

Brad Tokaruk, Crystal Lake Hamlet Board member, attended the council meeting to discuss information on the hamlet boundary and further expansion of such. He also informed that the Hamlet Board would like to amend their road usage fees and asked that a letter be written to a lake resident who has their driveway going through public reserve land.

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ADMINISTRATOR

2025-010 VAN AS, DIRK: THAT the salary for Administrator Twila Hadubiak be increased to \$74,500.00 with 5 weeks holidays.

CARRIED

ASSISTANT ADMINISTRATOR

2025-011 KALMAKOFF, KEN: THAT the salary for Assistant Administrator Miranda Petryshyn be increased to \$43,500.00 with 3 weeks holidays.

CARRIED

COMMITTEE

2025-012 KNUTSON, BRAD: That the following Committee Reports be accepted as presented:

- Evolution Training Council Workshop
- PDAP Training

CARRIED

ADJOURNMENT

2025-013 STATCHUK, CALVIN: That this meeting be adjourned. (2:55 p.m.)

CARRIED

Reeve

Administrator