

# Rural Municipality of Shellbrook No. 493

June 19, 2024

## SPECIAL MEETING

**MINUTES** of a Special meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, June 19th, 2024 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

**PRESENT:**

Reeve	-Doug Oleksyn
Division 1 Councilor	- Cliff Skauge
Division 2 Councilor	- Vacant
Division 3 Councilor	- Christine Strube
Division 4 Councilor	- Jay Ferster
Division 5 Councilor	- Derwin Joelson
Division 6 Councilor	- Ivan TenBos
Administrator	- Duane Storey
Administrative Assistant	- Alecia Ten Bos

**DELEGATIONS:** 9 :00 a.m. Jared Stephenson, Northbound Planning, Country Residential Zoning

**CALL TO ORDER:** Reeve Oleksyn called the meeting to order at 8:44a.m.

210.06.24

**ADDITION TO AGENDA:**

**JOELSON:** That, the following items be added to the Agenda:

- Chip Seal Holbein 693 Project
- 2023 Audited Financial Statements
- Gravel Discussions
- Road Bans

**CARRIED UNANIMOUSLY.**

211.06.24

**ADOPTION OF AGENDA:**

**SKAUGE:** That, the June 19, 2024 agenda be adopted as amended.

**CARRIED.**

Northbound Planning Delegation Jared Stephenson joined the meeting by video conferencing at 9:00 a.m. to discuss Country Residential Zoning.

Northbound Planning Delegation Jared Stephenson left the meeting at 11:00 a.m.

212.06.24

**COUNTRY RESIDENTIAL ZONING:**

**SKAUGE:** That, the following changes be provided to Northbound Planning to update the Zoning Bylaw and the Official Community Plan:

- Minimum parcel size in Country Residential Zoning be 10 acres.
- Maximum accessory building size be raised to 5000 sq./feet.

**CARRIED.**

213.06.24

**RESCIND MOTION:**

**STRUBE:** That, motion 090.01.24 *Bylaw No. 2024-01 A Bylaw of The RM of Shellbrook No. 493 To Amend Bylaw No. 2018-09 Known as The Official Community Plan* be rescinded.

**CARRIED.**

214.06.24

**BYLAW NO. 2024-05 A BYLAW OF THE RM OF SHELLBROOK NO. 493 TO AMEND BYLAW NO. 2018-09 KNOWN AS THE OFFICIAL COMMUNITY PLAN:**

**FERSTER:** That, Bylaw No. 2024-05 A Bylaw of The RM of Shellbrook No. 493 To Amend Bylaw No. 2018-09 Known as *The Official Community Plan* as annexed hereto and forming a part of these minutes, be given first reading incorporating revisions to:

- Change the maximum Country Residential parcel density from 32 to 16 parcels per quarter section as listed in 6.2, item 18.b.

**CARRIED.**

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- 215.06.24** **BYLAW NO. 2024-06 A BYLAW OF THE RM OF SHELLBROOK NO. 493 TO AMEND BYLAW NO. 8-1981 KNOWN AS THE ZONING BYLAW:**  
**FERSTER:** That, Bylaw No. 2024-06 A Bylaw of The RM of Shellbrook No. 493 To Amend Bylaw No. 08-1981 Known as *The Zoning Bylaw* as annexed hereto and forming a part of these minutes, be given first reading incorporating revisions to:
- Change the maximum density in 3.3.2(3) from 32 to 16 sites per quarter section within the CR Zoning District.
  - Change the minimum site area requirement for dwelling types listed in 3.3.1(1)(a) and (b) from 0.8 ha to 4.05 ha, and include a mechanism for a lesser site size where it is an established yard site or where natural physical circumstances make a 4.05 ha site unachievable.
  - Increase the maximum floor area for detached accessory buildings in the CR District listed in 3.3.1(4)(a) from 150m<sup>2</sup> to a combined maximum of all detached accessory buildings of 464.5 m<sup>2</sup> (5000 ft<sup>2</sup>) on a site.
  - Introduce appropriate definitions for Home Based Businesses and Ancillary Use
- CARRIED.**
- 216.06.24** **2023 AUDITED FINANCIAL STATEMENTS**  
**TEN BOS:** That, the Audited Financial Statements for the year ended December 31, 2023 for The Rural Municipality of Shellbrook No. 493 be accepted as presented.
- CARRIED.**
- 217.06.24** **GRAVEL DISCUSSIONS**  
**SKAUGE:** That, the Human Resources Committee develop a procedure for Grading and Graveling and present to the Foreman for further consideration and policy development.
- CARRIED.**
- 218.06.24** **JOELSON:** That, Council now recess this meeting for lunch at 12:21 p.m.
- CARRIED.**
- 219.06.24** **STRUBE:** That, Council now reconvene this meeting at 12:51 p.m.
- CARRIED.**
- 220.06.24** **2024 MUNICIPAL BOARD OF APPEAL APPOINTMENT:**  
**STRUBE:** That, the Rural Municipality of Shellbrook No. 493 appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal 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 Municipal Board of Appeal: 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, Stu Hayward, Pam Malach, Barry Clark, 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 that hearing from among their numbers.
- CARRIED.**
- 221.06.24** **2024 SECRETARY OF MUNICIPAL BOARD OF APPEAL APPOINTMENT:**  
**FERSTER:** That, the Rural Municipality of Shellbrook No. 493 appoints Kara Lindal with Western Municipal Consulting Ltd. as Municipal Board of Appeal for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kara Lindal 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.**

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**222.06.24**    **2024 MUNICIPAL BUDGET:**

**FERSTER:** That, discussions in regards to the 2024 Rural Municipality No. 493 Budget be postponed to the July 3<sup>rd</sup>, 2024 Regular Meeting of Council.

**CARRIED.**

**223.06.24**    **ROAD BAN ORDER:**

**SKAUGE:** That, the Rural Municipality of Shellbrook No. 493 rescind Road Ban Order 3 and implement Road Ban Order 4:

- We hereby order that no person shall operate a vehicle, the weight of which, with its load exceeds 75% of primary on any oil surfaced road in the Rural Municipality of Shellbrook No. 493 during the period of time set out below.
- We hereby order that no person shall operate a vehicle, the weight of which, with its load exceeds primary weight, upon any gravel road in the Rural Municipality of Shellbrook No. 493 during the period of time set out below.

And that, the weight restriction for the thin oil surfaces be raised from 6,000 lbs. to 10,000 lbs. in normal road ban season, Road Ban Order 4 will be effective June 19, 2024.

**CARRIED.**

Councilor Joelson declared a conflict of interest and was excused from the meeting at 1:36 p.m.

**224.06.24**    **ORGANIZED HAMLET CUSTOM WORK:**

**STRUBE:** That, the Organized Hamlets of Holbein and Crutwell be provided one free grading of Hamlet Roads and one free snowplow per year, any additional grading requested by the Hamlet Boards will be charged out at municipal custom work rates.

**CARRIED.**

**225.06.24**    **ORGANIZED HAMLET ADMINISTRATIVE FEES:**

**SKAUGE:** That, the administrative fee charged to the Organized Hamlets of Holbein and Crutwell in regards to the levy and collection of taxes be increased from 30% to 35%.

**CARRIED.**

Councilor Joelson returned to council chambers at 1:45 p.m.

**226.06.24**    **ADJOURNMENT:**

**STRUBE:** That, this meeting be adjourned at 2:05 p.m.

**CARRIED.**

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**REEVE DOUG OLEKSYN**

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**ADMINISTRATOR DUANE STOREY**