

Rural Municipality of Shellbrook No. 493

July 3, 2024

REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, July 3rd, 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	- Alicia TenBos

DELEGATIONS:

- 11:40 a.m. Foreman Bill Aug update on municipal activities.**
- 11:30 a.m. Elizabeth and Cory Rowden, municipal water concerns.**
- 1:00p.m. Kendra Ulmer, Agricultural Health and Safety Network**

CALL TO ORDER:

Reeve Oleksyn called the meeting to order at 8:31 a.m.

226.07.24

ADDITION TO AGENDA:

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

- Country Residential
- Sturgeon Lake First Nation
- Capital, I Quote – Gravel Reclaimer
- Holbein Hamlet Board Letter

CARRIED UNANIMOUSLY.

227.07.24

ADOPTION OF AGENDA:

SKAUGE: That, the Agenda be adopted as amended.

CARRIED.

CONFLICT OF INTEREST DECLARATION:

228.07.24

REGULAR MEETING COUNCIL MINUTES:

TENBOS: That the minutes of the Regular Meeting of Council held on June 5th, 2024 be approved as presented.

CARRIED.

229.07.24

SPECIAL MEETING COUNCIL MINUTES:

STRUBE: That the minutes of the Special Meeting of Council held on June 19th, 2024 be approved as presented.

CARRIED.

230.07.24

STATEMENT OF FINANCIAL ACTIVITIES:

SKAUGE: That, the Statement of Financial Activities for the month of June 2024 be accepted as presented.

CARRIED.

231.07.24

BANK RECONCILIATION:

SKAUGE: That, the bank reconciliation for the month of May 2024 be accepted as presented.

CARRIED.

232.07.24

ACCOUNTS PAYABLE:

FERSTER: That, the List of Accounts for Approval dated July 3rd, 2024, as attached hereto and forming part of these Minutes, being regular cheque numbers 14170 to 14230 in the amount of \$452,994.45 and payroll cheque numbers 14792 to 14820 in the amount of \$60,169.08 be approved.

CARRIED.

233.07.24

ADMINISTRATORS REPORT:

TENBOS: That, the Administrators Report for the month July 2024 be accepted as presented.

CARRIED.

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COUNCIL ORAL REPORTS

234.07.24 PRICE SEWAGE SERVICE LETTER:

STRUBE: That, a letter be sent to Price Sewage Service in regards to Road Bans.

CARRIED.

235.07.24 STURGEON LAKE REGIONAL PARK BOARD APPOINTMENTS:

STRUBE: That, the following have been appointed to the Sturgeon Lake Regional Park Board for a Two-Year term:

- Steve Schmidt
- Scott Hahn
- Dave Middlebrook

CARRIED.

236.07.24 ALL-NET MEETING SOFTWARE:

FERSTER: That, Administration be given approval to purchase All-Net Meeting software at a cost of \$7,000 for 2024 and annual fees as follows:

- 2025 \$4,240
- 2026 \$4,494
- 2027 \$4,763

CARRIED.

237.07.24 RECYCLE PROGRAM REQUEST FOR PROPOSAL:

SKAUGE: That, the Rural Municipality of Shellbrook No. 493 send out a Request for Proposals for Recycling Services for a Three-year term.

CARRIED.

Delegation Deputy Foreman Todd Lande entered the Council Chambers at 11:09 a.m. to update Council on municipal operations.

Delegation Elizabeth and Cory Rowden entered the meeting at 11:39 a.m. to discuss water concerns.

Delegation Elizabeth and Cory Rowden left the meeting the at 11:56 a.m.

238.07.24 GARBAGE IN DITCH:

SKAUGE: That, Council agrees to pay half of T J Disposal Invoice 31299 in the amount of \$53.50 for garbage that was collected from ditch.

CARRIED.

239.07.24 FLOODING CONCERNS:

SKAUGE: That, Cory and Elizabeth Rowden be encouraged to contact the Water Security Agency with their flooding concerns.

CARRIED.

240.07.24 **SKAUGE:** That, Council now recess this meeting for lunch at 12:06 p.m.

CARRIED.

241.07.24 **SKAUGE:** That, Council now reconvene this meeting at 12:47 p.m.

CARRIED.

Delegation Deputy Foreman Todd Lande left the meeting at 1:17 p.m.

Delegation Kendra Ulmer entered the meeting at 1:20 p.m. to update Council on Agriculture Health and Safety Network initiative's and programing.

Delegation Kendra Ulmer left the meeting at 1:55 p.m.

OLD BUSINESS:

242.07.24 2024 MUNICIPAL BUDGET:

STRUBE: That, the 2024 Rural Municipality No. 493 Budget in the amount \$3,820,170 be adopted as presented by the Administrator.

CARRIED.

243.07.24 NE-21-50-03-W3 TENDER:

SKAUGE: That, that the proposal received for purchase of parcel Blk/Par A-plan 101587710 Ext 12 NE-21-50-03-W3, be denied.

CARRIED.

244.07.24 NE-14-52-03-W3 RENTAL TENDER:

FERSTER: That, that the proposal received for rental of NE-14-52-03-W3 Ext 24, be denied.

CARRIED.

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- 245.07.24** **WORKPLACE VIOLENCE POLICY:**
SKAUGE: That, the Workplace Violence Policy 2024-02 be amended as presented.
CARRIED.
- 246.07.24** **COUNTRY RESIDENTIAL ZONING:**
STRUBE: That, the information provided in regards to Country Residential Zoning be received and filed, and that a Special Meeting of Council be held on August 13th, 2024 at 7:00 p.m. at the Shellbrook Seniors Center.
CARRIED.
- 247.07.24** **NEW BUSINESS:**
SHIPPING CONTAINER:
SKAUGE: That, the request by the Town of Shellbrook to place a Shipping Container at the Municipal Office in Shellbrook be approved.
CARRIED.
- 248.07.24** **BYLAW NO. 2024-07 EXEMPTIONS BYLAW:**
STRUBE: That Bylaw No. 2024-07, being a bylaw to establish Municipal Assessment Exemptions for 2024, be given first reading.
CARRIED.
- 249.07.24** **BYLAW NO. 2024-07 EXEMPTIONS BYLAW:**
SKAUGE: That Bylaw 2024-07, being a bylaw to establish Municipal Assessment Exemptions for 2024, be given second reading.
CARRIED.
- 250.07.24** **BYLAW NO. 2024-07 EXEMPTIONS BYLAW:**
JOELSON: That Bylaw 2024-07, be given third reading at this meeting.
UNANIMOUSLY CARRIED.
- 251.07.24** **BYLAW NO. 2024-07 EXEMPTIONS BYLAW:**
TENBOS: That Bylaw 2024-07 being a bylaw to establish Municipal Assessment Exemptions for 2024 as annexed hereto and forming a part of these minutes be read a third time. Further this Bylaw be now adopted, sealed and signed by Reeve and Administrator.
CARRIED.
- 252.07.24** **2024 MUNICIPAL MILL RATES:**
SKAUGE: That the Council of the RM of Shellbrook No. 493 agrees that 2024 Mill Rate to be set at 6.9 mills;
Municipal Mill Rate Factors – Commercial @ 240%.
 Residential @145%.
 Agricultural @120%.
A minimum tax of \$100.00 on land and a minimum tax of \$ 100.00 on improvements to all property classes and the library mill rate shall be set at .13 mills.
Further that the Hamlet of Crutwell adopts a 3.8 mill rate with a minimum tax of \$ 300.00 on land and a minimum tax of \$ 400.00 on improvements.
Further that the Hamlet of Holbein adopts a 4.5 mill rate with a minimum tax of \$ 50.00 on land and a minimum tax of \$ 350.00 on improvements: a minimum tax of \$ 50.00 on extra lots and a mill rate factor of 200% for Commercial property.
Further that Sturgeon Lake Regional Park mill rate be set at 6.1 mills with a lease fee of \$ 1000.00.
And, that \$100,000 allocated for future Capital Projects be cut, and that 1 Full-time Outside Employee position be eliminated
LOST.
- 253.07.24** **2024 MUNICIPAL MILL RATES:**
STRUBE: That the Council of the RM of Shellbrook No. 493 agrees that 2024 Mill Rate to be set at 7.2 mills;
Municipal Mill Rate Factors – Commercial @ 240%.
 Residential @145%.
 Agricultural @120%.
A minimum tax of \$100.00 on land and a minimum tax of \$ 100.00 on improvements to all property classes and the library mill rate shall be set at .13 mills.
Further that the Hamlet of Crutwell adopts a 3.8 mill rate with a minimum tax of \$ 300.00 on land and a minimum tax of \$ 400.00 on improvements.
Further that the Hamlet of Holbein adopts a 4.5 mill rate with a minimum tax of \$ 50.00 on land and a minimum tax of \$ 350.00 on improvements: a minimum tax of \$ 50.00 on extra lots and a mill rate factor of 200% for Commercial property.
Further that Sturgeon Lake Regional Park mill rate be set at 6.1 mills with a lease fee of \$ 1000.00.

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CARRIED.

254.07.24 BYLAW NO. 2024-08 MILL RATE BYLAW:

JOELSON: That Bylaw 2024-08, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2024, be given first reading.

CARRIED.

255.07.24 BYLAW NO. 2024-08 MILL RATE BYLAW:

FERSTER: That Bylaw 2024-08, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2024, be given Second reading.

CARRIED.

256.07.24 BYLAW NO. 2024-08 MILL RATE BYLAW:

STRUBE: That Bylaw 2024-08, be given third reading at this meeting.

UNANIMOUSLY CARRIED.

257.07.24 BYLAW NO. 2024-08 MILL RATE BYLAW:

TENBOS: That Bylaw 2024-08 being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2024 as annexed hereto and forming a part of these minutes be read a third time. Further this Bylaw be now adopted, sealed and signed by Reeve and Administrator.

CARRIED.

258.07.24 SASKATCHEWAN FEDERATION OF POLICE OFFICERS:

SKAUGE: That, the information received by the Saskatchewan Federation of Police Officers dated June 20th, 2024 be received and filed.

CARRIED.

259.07.24 RETIREMENT GIFT:

FERSTER: That, the retirement gift for Foreman Bill Aug in the amount of \$687.59 be approved.

CARRIED.

260.07.24 STURGEON LAKE FIRST NATION:

JOELSON: That, in response to the letter received from the Ministry of Government Relations dated June 24th, 2024, that The Rural Municipality of Shellbrook No. 493 have no plans or issues with the existing road allowances on NE & NW-35-51-01-W3.

CARRIED.

261.07.24 CAPITAL I GRAVEL RECLAIMER:

FERSTER: That, the information provided by Capital I Industries dated June 28th, 2024 be postponed to the January 2025 Regular Meeting of Council.

CARRIED.

COUNCIL INQUIRIES:

262.07.24 COUNCIL INQUIRIES JUNE:

SKAUGE: That, the following inquiries be presented for response by Administration:

- Has Holbein Board correspondence been received regarding property maintenance? Yes, it is included in the July 3, 2024 Correspondence.
- Was there any correspondence received from Buddy Eikland? Yes, it is included in the July 3, 2024 Correspondence.
- Are there any Legal Documents that are signed by just the Administrator? Most All documents that come identify if The Reeve needs to authorize. All contracts are approved by Resolution of Council.
ATAP Contract for Holbein Lagoon
Infrastructure Investment Plans to CCFB

CARRIED.

CORRESPONDENCE:

263.07.24 MCKENZIE EIKLAND REQUEST:

SKAUGE: That, the request to be added to the Beaver Control Program provided by McKenzie Eikland dated May 17th, 2024 be postponed for future consideration.

CARRIED.

264.07.24 CORRESPONDENCE:

JOELSON: That, the following correspondence be received and filed:

- Holbein Board Letter- dated May 27th, 2024
- North Central Transportation Planning Committee Org Minutes – Dated June 21st, 2024
- North Central Transportation Planning Committee Reg Executive Minutes– Dated June 21st, 2024
- Pest Control Officer 2024 – Dated June 24th, 2024
- Sask information and Privacy Commissioner Annual Report 2023-2024– Dated June 25th, 2024

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CARRIED.

265.07.24 GO IN CAMERA:

STRUBE That, the time being 4:14 p.m., Council close a portion of this meeting to the public to go in camera under the authority of Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*, for strategic planning, the public gallery be vacated and those present for this closed session be Reeve Oleksyn and Councilor's Skauge, TenBos, Joelson, Ferster and Strube.

CARRIED.

Administrator Storey left the Council Chambers at 4:15 p.m.
Administrative Assistant TenBos left the Council Chambers at 4:15 p.m.

Administrator Storey returned to Council Chambers at 4:36 p.m.

266.07.24 RECONVENE:

FERSTER: That, the regular Council meeting reconvene at 4:38 p.m. with all members of Council and Administration present.

CARRIED.

267.07.24 ADJOURNMENT:

TENBOS: That, the meeting be adjourned at 4:47 p.m.

CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY