

R.M. of Shellbrook No. 493 Meeting Minutes

November 6, 2024 – Regular Meeting of Council - 08:30 AM

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, November 6, 2024 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

PRESENT:

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

Call to Order

Reeve Oleksyn called the meeting to order at 8:34 a.m.

Levi Moore entered the Council Chambers at 8:30a.m.

Delegations:

Anderson Drive lot owners 9:00a.m.
 Crutwell Hamlet Board 9:30 a.m.
 Holbein Hamlet Board 9:30 a.m.
 Trevor Anderson, Sturgeon Lake Subdivision 11:00a.m.

Declaration of Conflict of Interest

Division 1 Councillor Skauge declared a Conflict of Interest in regards to Anderson Drive matters.

Resolution No:
383.11.24

Additions to Agenda
Moved By: Division 3 Councillor Christine Strube

That, the following items be added to the Agenda:

- SARM RIRG
- Organized Hamlet of Holbein
- Remove Brandt Re-Life

Carried

Resolution No:
384.11.24

Adoption of Agenda
Moved By: Div 6 Councillor Ivan Ten Bos

That, the Agenda be adopted as amended.

Carried

Resolution No:
385.11.24

Amend Minutes
Moved By: Div 5 Councillor Derwin Joelson

That, the October 2nd, 2024 Regular Meeting Minutes be amended as follows:

- 363.10.24 add Deputy Returning, Officer remove Poll Clerk

Carried

Resolution No:
386.11.24

Approval of Minutes for the Regular Meeting of Council October 2nd, 2024 as amended.

Moved By: Div 1 Councillor Cliff Skauge

That the minutes of the Regular Meeting of Council held on October 2nd, 2024 be approved as amended.

Carried

Division 1 Councillor Skauge declared a conflict of Interest and took a seat in the audience at 9:00 a.m.

Anderson Drive Cabin Owners group arrived at 9:00a.m. to discuss road allowance issues.

Anderson Drive Cabin Owners were excused from the meeting at 9:45a.m.

Division 1 Councillor Skauge returned to the meeting at 9:45a.m.

Representatives from The Organized Hamlets of Holbein and Crutwell entered the Council Chambers at 9:46a.m., to discuss Hamlet concerns.

Kevin Bruce entered the Council Chambers at 10:00a.m.

Representatives from The Organized Hamlets of Holbein and Crutwell were excused from Council Chambers at 10:25a.m.

Foreman Todd Lande entered the Council Chambers at 11:00 a.m. to discuss municipal issues.

Division 1 Councillor Skauge declared a conflict of Interest and was excused from Council Chambers at 11:04 a.m.

Representatives from the Anderson family arrived at 11:04a.m. to discuss road allowance issues.

Representatives from the Anderson family left Council Chambers at 12:10 p.m.
Division 1 Councillor Skauge returned to the meeting at 12:11p.m.

Resolution No:
387.11.24

Approval of Minutes for the Special Meeting of Council October 9th, 2024 as presented.

Moved By: Div 4 Councillor Jay Ferster

That the minutes of the Special Meeting of Council held on October 9th, 2024 be approved as presented.

Carried

Resolution No:
388.11.24

Recess for Lunch

Moved By: Div 4 Councillor Jay Ferster

That, Council now recess this meeting for lunch at 12:11 p.m.

Carried

Resolution No:
389.11.24

Reconvene

Moved By: Division 3 Councillor Christine Strube

That, Council now reconvene this meeting at 12:39 p.m.

Foreman Todd Lande left the meeting at 1:35 p.m.

Resolution No: 390.11.24
Approval of the Statement of Financial Activities for the month of October 2024 as presented
Moved By: Div 4 Councillor Jay Ferster

That, the Statement of Financial Activities for the month of October 2024 be accepted as presented.

Carried

Resolution No: 391.11.24
Bank Reconciliation for the month of September 2024.
Moved By: Div 1 Councillor Cliff Skauge

That, the bank reconciliation for the month of September 2024 be accepted as presented.

Carried

Resolution No: 392.11.24
Payment of Accounts
Moved By: Div 6 Councillor Ivan Ten Bos

That, the List of Accounts for Approval dated November 1st, 2024, as attached hereto and forming part of these Minutes, being regular cheque numbers 14402-14463 in the amount of \$227,373.60 and payroll cheque numbers 14898-14926 in the amount of \$59,634.84 be approved.

Carried

Resolution No: 394.11.24
Administrators Report
Moved By: Div 4 Councillor Jay Ferster

That, the Administrators Report for the month of November 2024 be approved as presented.

Carried

Resolution No: 395.11.24
Council Oral Reports.
Moved By: Div 5 Councillor Derwin Joelson

That, the Reeve and Council Oral Reports for the month November 2024 be accepted as presented.

Resolution No: 396.11.24
Employee Clearance
Moved By: Div 1 Councillor Cliff Skauge

That, Foreman Lande be given authorization to advise employee that a doctor's note be required from an employee, acknowledging that he is fit for work.

Carried

Resolution No: 397.11.24
Bales in Ditch
Moved By: Division 3 Councillor Christine Strube

That, in accordance with Policy 2024-06 *Salvage of Hay*, that the Bales placed against grid road SE-09-50-03-W3 be removed.

Carried

Resolution No: 398.11.24
Reimburse Tipping Fee
Moved By: Division 3 Councillor Christine Strube

That, Division 1 Councillor Skauge be reimbursed half a tipping fee for cleaning garbage at Wild Rose Recycle bins and putting in his person bin.

Carried

Old Business

Resolution No:
399.11.24

Bylaw 2024-09 Existing Non-conforming
Moved By: Div 1 Councillor Cliff Skauge

That Bylaw No. 2024-09, being a Bylaw of the R.M of Shellbrook No.493 to Amend Bylaw No. 08-1981 Known as the Zoning Bylaw, be given first reading.

Carried

Resolution No:
400.11.24

Incident Command Training 200
Moved By: Div 5 Councillor Derwin Joelson

That, the following attend the Incident Command System 200 Training held in Canwood held December 10th and 11th 2024:

- Duane Storey
- Val Thompson
- Christine Strube

Carried

Resolution No:
401.11.24

Town Letter of Support
Moved By: Div 6 Councillor Ivan Ten Bos

That, a letter be written and in support of the Town of Shell brook's pursuit to lower the speed limit to 50km per hour on highway 3 passing through Shellbrook.

Carried

New Business

Division 1 Councillor declared a conflict of Interest and was excused from the meeting at 2:36p.m.

Resolution No:
402.11.24

Anderson Drive
Moved By: Division 3 Councillor Christine Strube

That, the information provided in regards to the Anderson Drive issue be postponed to the December Regular Meeting of Council.

Resolution No:
403.11.24

December Regular Meeting
Moved By: Division 3 Councillor Christine Strube

That, the December Regular Meeting of Council scheduled for December 4th, 2024 be moved to December 3rd, 2024. And that a Special Meeting of Council be set for November 18th, 2024.

Carried

Resolution No:
404.11.24

2025 Saskatchewan Assessment Management Agency 2025 Update
Moved By: Division 3 Councillor Christine Strube

That, the information provided in regards to the Saskatchewan Assessment Management Agency 2025 Update be received and filed.

Carried

Resolution No:
405.11.24

Administration Fee Motion
Moved By: Div 1 Councillor Cliff Skauge

That, Administration take over paying Municipal Office expenses, Shellbrook Volunteer Fire Department Revenues and Expense and that a 10% administration fee be charged to the Town of Shellbrook for these services.

Carried

Resolution No:
406.11.24

SARM Fidelity Bond 2025
Moved By: Div 1 Councillor Cliff Skauge

That 2025 Fidelity Bond Coverages be renewed as follows:

- Fidelity Bond Insurance \$100,000 coverage
- Registered Mail \$50,000 coverage
- Money & Securities \$20,000 coverage

Carried

Resolution No:
407.11.24

SARM Liability Self-Insurance Plan for 2025
Moved By: Div 1 Councillor Cliff Skauge

That, SARM Liability Self-Insurance coverages for 2025 be renewed at the same levels as 2024.

Carried

Resolution No:
408.11.24

List of Arrears 2024
Moved By: Division 3 Councillor Christine Strube

That, in accordance with *Section 3 of the Tax Enforcement Act*, it be acknowledged the Administrator has presented to the Head of Council a list of Lands in Arrears dated October 26th ,2024 to be annexed to and form part of these minutes, and unless sooner paid will be advertised in the Shellbrook Chronicle.

Carried

Resolution No:
409.11.24

Shellbrook Chronicle Advertising
Moved By: Division 3 Councillor Christine Strube

That, the information provided in regards to Shellbrook Chronicle Christmas Advertising be received and filed.

Carried

Resolution No:
410.11.24

Legion Wreath
Moved By: Div 4 Councillor Jay Ferster

That, the purchase of a Wreath be approved in the amount of \$55 and that Division 1 Councillor Skauge attend the Remembrance Day Ceremony on behalf of The Rural Municipality of Shellbrook No. 493.

**Resolut
ion No:
411.11.
24**

Municipal Revenue Sharing Grant 2024
Moved By: Div 6 Councillor Ivan Ten Bos

That, the Council of the Rural Municipality of Shellbrook No. 493 confirms that the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required.

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

Resolution No:
412.11.24

SARM RIRG 2025 Road Project Application
Moved By: Div 5 Councillor Kris Moe

That, an application be submitted for the Airport Road to SARM in regards to the Rural Integrated Roads for Growth Program intake for 2025.

Carried

Resolution No:
413.11.24

Organized Hamlets
Moved By: Div 1 Councillor Cliff Skauge

That the following Motions be rescinded:

- 166.05.24 - *Hamlet Reserves*
- 224.06.24 - *Organized Hamlets Custom Work*

Carried

Council Inquiries

Resolution No:
414.11.24

OCP Zoning Northbound
Moved By: Div 1 Councillor Cliff Skauge

That, the information provided in regards to the following Council Inquiries presented at the October 6th, 2024 Regular Meeting of Council be received and filed:

- Northbound Planning Country Residential Zoning accumulated costs.

Carried

Resolution No:
415.11.24

November Council Inquiries
Moved By: Div 1 Councillor Cliff Skauge

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

- I have been asking if the Anderson Drive Subdivision can have the 2 or 3 revenue generating multi-site campgrounds at that location and is it, as well as the Nelson Campground area, zoned for that purpose, and are they assessed accordingly. And have they been approved by Council?
- Is all the land north of Sturgeon Lake in the Anderson Drive area farmland, or is some of the land Crown Land? (this was answered, but show the answer by Councillor Joelson)
- Can the Round Lake area be scheduled for Assessment Maintenance in 2025?

Carried

Motions

Resolution No:
416.11.24

Correspondence
Moved By: Div 4 Councillor Jay Ferster

That, the following correspondence be received and filed:

- 3rd Quarter Community Policing Report dated October 15th, 2024.

Carried

Resolution No:
417.11.24

In Camera
Moved By: Div 5 Councillor Derwin Joelson

That, the time being 3:57 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, Councillor Joelson, Councillor Skauge, Councillor Strube, Councillor Ferster and Councillor Ten Bos.

Carried

Administrator Storey and Administrative Assistant Ten Bos were excused from the meeting at 3:58p.m.

Administrator Storey returned to the meeting at 4:25p.m.

Resolution No:
418.11.24

Reconvene
Moved By: Division 3 Councillor Christine Strube

That, the regular Council meeting reconvene at 4:26 p.m. with all members of Council and Administration present.

Carried

Resolution No:
419.11.24

Adjournment
Moved By: Division 3 Councillor Christine Strube

That, the meeting be adjourned at 4:28 p.m.

Carried

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY