

R.M. of Shellbrook No. 493
Meeting Minutes
Regular Meeting December 3, 2024 - 08:30 AM

MINUTES of a Regular meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Tuesday, December 3rd, 2024 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

PRESENT:

- | | |
|--------------------------|----------------------|
| Reeve | - Christine Strube |
| Division 1 Councillor | - Tasha Cyr |
| Division 2 Councillor | - Levi Moore |
| Division 3 Councillor | - Kevin Bruce |
| Division 4 Councillor | - Jay Ferster |
| Division 5 Councillor | - Kris Moe 9:08 a.m. |
| Division 6 Councillor | - Ivan Ten Bos |
| Administrator | - Duane Storey |
| Administrative Assistant | - Alicia Ten Bos |

Call to Order

Reeve Strube called the meeting to order at 8:30 a.m.

Jared Stephenson, Northbound Planning joined the meeting by video conference at 8:31 a.m.

Lloyd Thomas entered Council Chambers at 8:31 a.m.

Public Hearing

Moved By: Div 2 Councillor Levi Moore

Public Hearing

Reeve Strube declared this Hearing open at 8:31 a.m.

Public Attendance:

- Lloyd Thomas

Minutes of a Public Hearing held in the Municipal Council Chambers on December 3, 2024 to hear presentations on Bylaw 2024-09, a Bylaw of The R.M. of Shellbrook No. 493 to amend Bylaw No. 08-1981 known as The Zoning Bylaw.

Jared Stephenson discussed the proposed amendment.

Lloyd Thomas enquired if the Bylaw Amendment would affect parcel density.

Division 2 Councillor Moore declared the Public Hearing closed on this matter at 9:11 a.m.

Jared Stephenson, Northbound Planning, Country Residential Zoning was excused from the meeting at 9:11 a.m.

Resolution No:
429.12.24

Bylaw 2024-09 Existing Non-Conforming
Moved By: Div 4 Councillor Jay Ferster

That, Bylaw No. 2024-09 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 second reading.

CARRIED

Resolution No:
430.12.24

Bylaw 2024-09 Existing Non-Conforming
Moved By: Div 6 Councillor Ivan Ten Bos

That, Bylaw No. 2024-09 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 read a third time. Further this Bylaw be now adopted, sealed and signed by Reeve and Administrator.

CARRIED

Delegations

RCMP Staff Sargent Shannon Haggarty 9:30a.m.

Nathan Wiebe, Brandt Tractor 10:30a.m.

Resolution No:
431.12.24

Amend Agenda

Moved By: Div 3 Councillor Kevin Bruce

That, the following items be added to the Agenda:

- Move Anderson Drive matter until after the In-Camera session

CARRIED

Resolution No:
432.12.24

Adoption of Agenda

Moved By: Div 2 Councillor Levi Moore

That, the Agenda be adopted as amended.

CARRIED

Declaration of Conflict of Interest

Division 4 Councillor Jay Ferster declared a conflict of Interest in regards to the Anderson Drive matter.

Resolution No:
433.12.24

Approval of Minutes for the Regular Meeting of Council November 6th, 2024 as presented.

Moved By: Div 6 Councillor Ivan Ten Bos

That, the minutes of the Regular Meeting of Council held on November 6, 2024 be approved as presented.

CARRIED

Resolution No:
434.12.24

Approval of Minutes for the Special Meeting of Council November 18, 2024 as presented.

Moved By: Div 2 Councillor Levi Moore

That, the minutes of the Special Meeting of Council held on November 18, 2024 be approved as presented.

CARRIED

Resolution No:
435.12.24

Approval of the Statement of Financial Activities for the month of November 2024 as presented

Moved By: Div 4 Councillor Jay Ferster

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

CARRIED

RCMP Staff Sargent Shannon Haggarty entered the Council Chambers at 9:45a.m.

Staff Sargent Shannon Haggarty was excused from Council Chambers 10:01 a.m.

Resolution No:
436.12.24

Bank Reconciliation for the month of October 2024.

Moved By: Div 6 Councillor Ivan Ten Bos

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

CARRIED

Resolution No:
437.12.24

Payment of Accounts
Moved By: Div 2 Councillor Levi Moore

That, the List of Accounts for Approval dated December 2, 2024, as attached hereto and forming part of these Minutes, being regular cheque numbers 14464 -14517 in the amount of \$124,366.65 and Electronic Fund Transfers in the amount of \$ 77,514.98 and payroll cheque numbers 14927-14952 in the amount of \$ 49,474.80 be approved.

CARRIED

Resolution No:
438.12.24

Administrators Report
Moved By: Div 4 Councillor Jay Ferster

That, the Administrators Report for the month December 2024 be accepted as presented.

CARRIED

Resolution No:
439.12.24

Northbound Planning Client Conference 2024
Moved By: Div 4 Councillor Jay Ferster

That, the request for the following to attend the Northbound Planning Client Conference 2024 held in Aberdeen on December 12, 2024 be approved:

- Administrator Storey
- Administrative Assistant Ten Bos

CARRIED

Resolution No:
440.12.24

RM of Shellbrook No. 493 Recycle Project
Moved By: Div 6 Councillor Ivan Ten Bos

That, the Rural Municipality of Shellbrook No. 493 Recycle Program be discontinued.

CARRIED

Resolution No:
441.12.24

Council Oral Reports.
Moved By: Div 6 Councillor Ivan Ten Bos

That, the Council Oral Reports for the month December 2024 be accepted as presented.

CARRIED

Nathan Wiebe and Derwin Joelson Brandt Tractor entered the Council Chambers at 10:45 a.m.

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

Nathan Wiebe and Derwin Joelson Brandt Tractor were excused from the Council Chambers at 11:10 a.m.

Resolution No:
442.12.24

Committee Reports
Moved By: Div 4 Councillor Jay Ferster

That, the Committee Reports for the month December 2024 be accepted as presented.

CARRIED

Old Business

Resolution No:
443.12.24

Governance Training
Moved By: Div 4 Councillor Jay Ferster

That, the following correspondence be received and filed:

- Governance Training

CARRIED

Resolution No:
444.12.24

Brandt Re-Life Program
Moved By: Div 1 Councillor Tasha Cyr

That, the following correspondence be received and filed:

- Brandt Re-Life Program

CARRIED

Resolution No:
445.12.24

Sturgeon Lake/ Strube Fire
Moved By: Div 6 Councillor Ivan Ten Bos

That the invoice in regards to the SE-25-51-02-W3 fire be reversed.

DEFEATED

Resolution No:
446.12.24

Sturgeon Lake/ Strube Fire
Moved By: Div 4 Councillor Jay Ferster

That the information in regards to the SE-25-51-02-W3 fire be postponed to the December Special Meeting of Council.

CARRIED

Resolution No:
447.12.24

Recess for Lunch
Moved By: Div 4 Councillor Jay Ferster

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

CARRIED

Resolution No:
448.12.24

Reconvene
Moved By: Div 2 Councillor Levi Moore

That, Council now reconvene this meeting at 12:37 p.m.

CARRIED

Delegation Foreman Todd Lande left the meeting at 1:20 p.m.

New Business

Resolution No:
449.12.24

Decorby Request
Moved By: Div 1 Councillor Tasha Cyr

That, the proposal presented for NE-19-51-03-W3 be approved excluding the road allowance and that all costs being absorbed by the land owner.

CARRIED

Resolution No:
450.12.24

Christmas Gift
Moved By: Div 5 Councillor Kris Moe

That, \$100 Co-op gift cards be given to all employees as a Christmas Gift.

CARRIED

Resolution No:
451.12.24

Municipal Office Christmas Office Hours
Moved By: Div 4 Councillor Jay Ferster

That, the Municipal Office hours be as follows over Christmas:

- December 24th 7:30am-12pm
- Closed December 25th-26th
- December 31st 7:30am- 3pm

That, any 2024 payments be accepted up to 4 p.m. on January 2nd 2025 without penalty.

CARRIED

Resolution No:
452.12.24

Administrators Holidays

Moved By: Div 4 Councillor Jay Ferster

That, the request from Administrator Duane Storey to carry 5 days of Holidays from 2024 to 2025 be approved, carried days must be used by March 31, 2025.

CARRIED

Resolution No:
453.12.24

Minimum Donation Policy

Moved By: Div 1 Councillor Tasha Cyr

That Administration create a Minimum Donation Policy in regards to donations for The Sturgeon Lake Regional Park.

CARRIED

Resolution No:
454.12.24

NW ¼ Section 14-50-01-W3M

Moved By: Div 2 Councillor Levi Moore

That, the Council of the RM of Shellbrook No. 493 agrees to approve the proposed subdivision application for subdivision NW ¼ SEC-14-50-01-W3 Parcel A, and will forward a response to the Community Planning Branch, Ministry of Government Relations as follows;

1. No: there are no land uses in the vicinity that would be incompatible with the intended use of the proposed site.
2. No: there are no facilities that could be affected by the proposed development.
3. No: there are no other requirements of the applicant.

CARRIED

Resolution No:
455.12.24

Hamlet of Crutwell Town Meeting

Moved By: Div 3 Councillor Kevin Bruce

That, the following correspondence be received and filed:

- Organized Hamlet of Crutwell Town Meeting

CARRIED

Resolution No:
456.12.24

2025 Benefit Renewal

Moved By: Div 6 Councillor Ivan Ten Bos

That, That Rural Municipality of Shellbrook No.493 seasonal employees be insured for a projected years salary for the 2025 Benefit Renewal Insurance.

CARRIED

Resolution No:
457.12.24

NCTPC Workshop

Moved By: Div 1 Councillor Tasha Cyr

That, the information provided in regards to the North Central Transportation Planning Committee workshop being held in Birch Hills in February 2025 be postponed to the December Special Meeting of Council.

CARRIED

Council Inquiries

Resolution No:
458.12.24

November 2024 Council Inquiries

Moved By: Div 2 Councillor Levi Moore

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

- Anderson and Nelson RV parks inquiries
- Land north of Anderson Subdivision.
- Round Lake Maintenance.

CARRIED

Correspondence

Councillor Cyr was excused from the meeting at 2:21 p.m.

Resolution No:
459.12.24

Triod Supply Response

Moved By: Div 6 Councillor Ivan Ten Bos

That, the following correspondence be received and filed.

- Triod Supply -dated November 4, 2024.

CARRIED

Resolution No:
460.12.24

In- Camera

Moved By: Div 4 Councillor Jay Ferster

That, the time being 2:30 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 Strube, Councillor Moe, Councillor Cyr, Councillor Bruce, Councillor Ferster, Councillor Moore and Councillor Ten Bos.

CARRIED

Administrator Storey and Administrative Assistant Ten Bos were excused from the meeting at 2:31 p.m.

Administrator Storey returned to the meeting at 4:36 p.m.

Resolution No:
461.12.24

Reconvene

Moved By: Div 4 Councillor Jay Ferster

That, the regular Council meeting reconvene at 4:37 p.m. with all members of Council and Administration present.

CARRIED

Resolution No:
462.12.24

Full Time Employment

Moved By: Div 4 Councillor Jay Ferster

That, Kirkland Lande be promoted to Full-time employment, with the expectation that he acquires his 1A drivers license.

CARRIED

Motions

Councillor Jay Ferster declared a Conflict of Interest and was excused from the meeting at 4:39 p.m.

Resolution No:
463.12.24

Seasonal Employment

Moved By: Div 2 Councillor Levi Moore

That, Darrel Lens be brought in to interview for seasonal employment.

CARRIED

Resolution No:
464.12.24

Covid Policy

Moved By: Div 2 Councillor Levi Moore

That, the Rural Municipality of Shellbrook No. 493 Employee Covid Policy be repealed.

CARRIED

Resolution No:
465.12.24

Anderson Drive

Moved By: Div 5 Councillor Kris Moe

That, Administration send a written proposal to the Anderson family in regards to possible solutions for the Anderson Drive matter.

CARRIED

Resolution No:
466.12.24

Adjournment

Moved By: Div 5 Councillor Kris Moe

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

CARRIED

REEVE CHRISTINE STRUBE

ADMINISTRATOR DUANE STOREY