

Rural Municipality of Shellbrook No. 493  
July 7th, 2021  
REGULAR MEETING

**MINUTES** of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, July 7th, 2021 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

<b><u>PRESENT:</u></b>	Reeve	- Doug Oleksyn
	Division 1	- Cliff Skauge
	Division 2	- Phil Hamel
	Division 3	- Christine Strube
	Division 4	- Jay Ferster
	Division 5	- Derwin Joelson
	Division 6	- Ron Herzog (conference)
	Administrator	- Duane Storey

**DELEGATIONS:**

**10:00a.m. Caroline Anderson, Barry Ahenakew and Brenda Anderson discuss Auto Sales NW-19-49-01-W3 zoning.**

**11:30a.m. Foreman Bill Aug, update on municipal operations.**

- 208.07.21**    **CALL TO ORDER:**  
Reeve Oleksyn called the meeting to order at 8:26a.m.  
**CARRIED.**
- 209.07.21**    **ADDITIONS TO AGENDA:**  
**SKAUGE:** That, the following items be added to the agenda:
- Hiring Gerry Stewart
  - SaskPower Holbein Easement
  - Request for Proposal for Recycling Program
- CARRIED UNANIMOUSLY.**
- 210.07.21**    **ADOPTION OF AGENDA:**  
**STRUBE:** That, the July 7<sup>th</sup>, 2021, agenda be adopted as amended.  
**CARRIED.**
- 211.07.21**    **REGULAR COUNCIL MINUTES:**  
**SKAUGE:** That, the minutes of the Regular Meeting of Council on June 9th, 2021 be amended as follows:
- Motion 200.06.21 – Wednesday July 14, 2021 with Tuesday July 13, 2021.
- CARRIED UNANIMOUSLY.**
- 212.07.21**    **REGULAR COUNCIL MINUTES:**  
**HAMEL:** That, the minutes of the Regular Meeting of Council held on June 9th, 2021 be approved as amended.  
**CARRIED.**
- 213.07.21**    **STATEMENT OF FINANCIAL ACTIVITIES:**  
**JOELSON:** That, the Statement of Financial Activities for the month June, 2021 be accepted as presented.  
**CARRIED.**
- 214.07.21**    **LIST OF ACCOUNTS:**  
**FERSTER:** That, the List of Accounts dated June 2nd, 2021, as attached hereto and forming part of these Minutes, being regular cheque numbers 12181 to 12235 in the amount of \$146,053.42 and payroll cheque numbers 13960 to 13986 in the amount of \$51,620.13 be approved for payment.  
**CARRIED.**
- 215.07.21**    **BANK RECONCILIATION:**  
**SKAUGE:** That, the reconciled bank statement for the month of May 2021 be approved as presented.  
**CARRIED.**

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### COUNCIL ORAL REPORTS:

216.07.21

#### REMOVE CARCASS:

**JOELSON:** That, ratepayer NW-22-48-03-W3 be notified by Administrator to remove carcass of deceased animal from adjacent to grid road.

**CARRIED.**

Delegation Caroline Anderson accompanied by Brenda Anderson and Barry Ahenakew entered the Council Chambers at 10:05a.m. to have discussions in regards to Auto Sales business and zoning on NW-19-49-01-W3.

Delegation Caroline Anderson accompanied by Brenda Anderson and Barry Ahenakew left the meeting at 10:30a.m.

217.07.21

#### RE-ZONING APPLICATION NW-22-48-03-W3:

**SKAUGE:** That, Ahenakew Auto Sales make application for re-zoning on NW-22-48-03-W3 in order to carry on business operations from this location.

**CARRIED.**

218.07.21

#### GREENBOND:

**STRUBE:** That, Policy 2019-06 be amended to add GreenBond recycled vegetable-based oil as a reimbursable dust control product.

**CARRIED.**

Delegation Foreman Bill Aug entered the Council Chambers at 11:25a.m. to update Council on Municipal Operations.

Councilor Ron Herzog left the Council Chambers at 12:15p.m

**SKAUGE:** That, Council now recess this meeting for lunch at 12:15p.m.

**CARRIED.**

**JOELSON:** That, Council now reconvene this meeting at 12:46p.m.

**CARRIED.**

Delegation Foreman Bill Aug left the meeting at 1:32p.m.

219.07.21

#### OIL SURFACE 693 WEIGHT RESTRICTION:

**SKAUGE:** That, oil surface 693 north of Holbein weight restriction be set at 10 tonnes for the summer.

**LOST.**

220.07.21

#### HIRE MOWER OPERATOR:

**SKAUGE:** That, Gerry Stewart be hired as seasonal Mower Operator at \$24.00/hr. effective July 7<sup>th</sup> 2021.

**CARRIED.**

221.07.21

#### DISPERSAL OF UNUSED EQUIPMENT:

**FERSTER:** That, unused municipal equipment including Small Sander, 2005 GMC ½ ton, John Deere 401B Broom Tractor, Lowbed Tires be sent to auction.

**CARRIED.**

222.07.21

#### EXTRA SHOULDER MOW:

**SKAUGE:** That, extra shoulder mow be completed on Oil Surface 693, White Star Road and Briarlea Road in 2021 at the foreman's discretion.

**CARRIED.**

223.07.21

#### OBSTRUCTED VIEW:

**SKAUGE:** That, ratepayer located at the corner of the White Star Road and SE-15-50-01-W3 be sent a letter instructing to keep vehicles clear of road and road allowance as to not obstruct view of the stop sign or the intersection.

**CARRIED.**

#### OLD BUSINESS:

224.07.21

#### CROPPED ROAD ALLOWANCES:

**STRUBE:** That, information on the municipalities policies on cropped road allowances be included in the newsletter that will be sent out with 2021 Tax Notices.

**CARRIED.**

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- 225.07.21** SE-19-49-01-W3 SUBDIVISION:  
**SKAUGE:** That, approval be given for subdivision of SE-19-49-01-W3 providing that applicant pay all associated costs.  
**CARRIED.**
- 226.07.21** AIRPORT ROAD REPAIR ENGINEER AND DESIGN:  
**HAMEL:** That, the engineering and design specifications to repair failures on Airport Road section west of 27-49-03-W3 be received and forwarded to Foreman Bill Aug for completion.  
**CARRIED.**
- 227.07.21** 2021 MUNICIPAL BUDGET:  
**SKAUGE:** That, the 2021 Budget in the amount \$3,138,126.35 be adopted as presented by the Administrator.  
**CARRIED.**
- 228.07.21** 2021 FIVE-YEAR CAPITAL PLAN:  
**SKAUGE:** That, the discussions in regards to the 5-Year Capital Plan be referred to the August 11<sup>th</sup> meeting.  
**CARRIED.**
- 229.06.21** BYLAW 2021-03 PRINCE ALBERT REGIONAL WATER BYLAW:  
**SKAUGE:** That, Bylaw No. 2021-03, a bylaw to establish a Public Utility be passed and given first reading.  
**CARRIED.**
- 230.07.21** BYLAW 2021-03 PRINCE ALBERT REGIONAL WATER BYLAW:  
**FERSTER:** That, Bylaw No. 2021-03, a bylaw to establish a Public Utility be given second reading.  
**CARRIED.**
- 231.07.21** BYLAW 2021-03 PRINCE ALBERT REGIONAL WATER BYLAW:  
**HAMEL:** That, Bylaw No. 2021-03, a bylaw to establish a Public Utility be given a third reading at this meeting.  
**UNANIMOUSLY CARRIED.**
- 232.07.21** BYLAW 2021-03 PRINCE ALBERT REGIONAL WATER BYLAW:  
**SKAUGE:** That, Bylaw No. 2021-03, a bylaw to establish a Public Utility 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.**
- Councilor Christine Strube left the Council Chambers at 3:14p.m
- 233.07.21** HARRASMENT:  
**HAMEL:** That, Kelly Deck be banned from entering the Municipal Office located at 71 Main Street Shellbrook, Saskatchewan and the RM of Shellbrook Municipal Shop located at 702 2<sup>nd</sup> Avenue East in Shellbrook Saskatchewan. Mr. Deck will also abstain from communicating with any of the RM employee's, any correspondence he may need can be with Reeve Doug Oleksyn, Administrator Duane Storey or Division 6 Councilor Ron Herzog.  
**CARRIED.**
- Councilor Christine Strube re-entered the Council Chambers at 3:20p.m
- Deputy Reeve Derwin Joelson left the Council Chambers at 3:30p.m
- NEW BUSINESS:
- 234.07.21** MARION AQUATICS:  
**SKAUGE:** That, information provided requesting financial support to keep Marion Aquatics Pool in Prince Albert Saskatchewan open be received and filed.  
**CARRIED.**
- 235.07.21** SE-17-49-03-W3 Ext 23 ROAD ALLOWANCE:  
**HAMEL:** That, discussions in regards to SE-17-49-03-W3 Ext 23 Road Allowance be postponed to the August 11<sup>th</sup> Regular Meeting of Council.  
**CARRIED.**

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**236.07.21**     **2021 MUNICIPAL MILL RATES:**

**FERSTER:** That the Council of the RM of Shellbrook No. 493 agrees that 2021 Mill Rate to be set at 6.5 mills;

Municipal Mill Rate Factors – Commercial @ 200%.

Residential @125%.

Agricultural @88%.

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 3.5 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 set mill rate of 5.1 mills with a lease fee of \$ 650.00.

Further that the mill rates for education purposes for that portion of the municipality within the boundaries of the Sask Rivers School Division shall be as follows:

Agricultural classes	1.36 mills
Residential classes	4.46 mills
Commercial/Industrial	6.75 mills
Resource (Oil and gas, mines and pipelines)	9.79 mills

**CARRIED.**

**237.07.21**     **BYLAW NO. 04/2021 MILL RATE BYLAW:**

**SKAUGE:** That Bylaw 04/2021, being a Bylaw to establish mill rates and mill rate factors for 2021, be given first reading.

**CARRIED.**

**238.07.21**     **BYLAW NO. 04/2021 MILL RATE BYLAW:**

**HAMEL:** That Bylaw 04/2021, being a Bylaw to establish mill rates and mill rate factors for 2021, be given second reading.

**CARRIED.**

**239.07.21**     **BYLAW NO. 04/2021 MILL RATE BYLAW:**

**STRUBE:** That Bylaw 04/2021, be given a third reading at this meeting.

**UNANIMOUSLY CARRIED.**

**240.07.21**     **BYLAW NO. 04/2021 MILL RATE BYLAW:**

**HELM:** That Bylaw 04/2021 being a Bylaw to establish mill rates and mill rate factors for 2021 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.**

**241.07.21**     **BYLAW NO. 05/2021 EXEMPTIONS BYLAW:**

**HAMEL:** That Bylaw No. 05/2021, being a bylaw to establish Municipal Assessments Exemptions for 2021, be given first reading.

**CARRIED.**

**242.07.21**     **BYLAW NO. 05/2021 EXEMPTIONS BYLAW:**

**HAMEL:** That Bylaw 05/2021, being a bylaw to establish Municipal Assessments Exemptions for 2021, be given second reading.

**CARRIED.**

**243.07.21**     **BYLAW NO. 05/2021 EXEMPTIONS BYLAW:**

**STRUBE:** That Bylaw 05/2021, be given a third reading at this meeting.

**UNANIMOUSLY CARRIED.**

**244.07.21**     **BYLAW NO. 05/2021 EXEMPTIONS BYLAW:**

**HELM:** That Bylaw 05/2021 being a bylaw to establish Municipal Assessments Exemptions for 2021 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.**

**245.07.21**     **SKID STEER CUSTOM RATES:**

**HAMEL:** That, custom rates be set as follows for the Kubota Skid Steer:

- \$90 per hour inside the RM.
- \$100 per hour plus mileage outside the RM.

**CARRIED.**

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**246.07.21**    **EMPLOYEE AND SUBCONTRACTOR HANDBOOK:**

**HAMEL:** That, the information provided by Alex Taylor Health and Safety Consultant be received and filed.

**CARRIED.**

**247.07.21**    **REQUEST FOR PROPOSAL RECYCLING:**

**SKAUGE:** That, the Request for Proposal for Recycling be sent out and the deadline be set for Friday July 16<sup>th</sup> 2021 at 4:00p.m.

**CARRIED.**

**248.07.21**    **SASKPOWER HOLBEIN EASEMENT:**

**SKAUGE:** That, the easement required by Saskpower to install pedestals on lots 7-11, Block 4 in the Organized Hamlet of Holbein be approved.

**CARRIED.**

**249.07.21**    **GO IN CAMERA:**

**SKAUGE:** That, the time being 4:05p.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*, to discuss Strategic Planning issues, the public gallery be vacated and those present for this closed session be Reeve Doug Oleksyn and Councilor's Cliff Skauge, Phil Hamel, Christine Strube, and Jay Ferster.

**CARRIED.**

**250.07.21**    **GO OUT OF CAMERA:**

**STRUBE:** That, the time being 4:20p.m., Council go out of camera and invite the public and Administrator Duane Storey back into the Council Meeting.

**CARRIED.**

**251.07.21**    **CORRESPONDENCE:**

**FERSTER:** That, the correspondence having been read now be filed and that a list of the correspondence having been read be added to and form part of these minutes.

- 2021 Rat Board
- Office of the Saskatchewan Information and Privacy Commissioner 2020-21 Annual Report

**CARRIED.**

**252.07.21**    **ADJOURNMENT:**

**HAMEL:** That, this meeting be adjourned at 4:30p.m.

**CARRIED.**

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**REEVE DOUG OLEKSYN**

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**ADMINISTRATOR DUANE STOREY**