

Rural Municipality of Shellbrook No. 493
FEBRUARY 3rd, 2021
REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, February 3rd, 2021 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

PRESENT:

| | |
|---------------|-----------------------------|
| Reeve | - Doug Oleksyn |
| Division 1 | - Cliff Skauge (Conference) |
| Division 2 | - Phil Hamel (Conference) |
| Division 3 | - Christine Strube |
| Division 4 | - Jay Ferster - |
| Division 5 | - Derwin Joelson |
| Division 6 | - Ron Herzog (Conference) |
| Administrator | - Duane Storey |

DELEGATIONS:

10:00 am Tianna Bonin, Holbein Hamlet Board.
11:30 am Foreman Bill Aug, update on municipal operations.

034.02.21 **CALL TO ORDER:**
Reeve Oleksyn called the meeting to order at 8:30 A.M.

CARRIED.

035.02.21 **ADDITIONS TO AGENDA:**
STRUBE: That the following items be added to the Agenda:

- Skid Steer
- Bursary/Scholarship
- Wapiti Library Grant
- Holbein Permit
- Grid 788 tender
- RMAA

CARRIED UNANIMOUSLY.

036.02.21 **ADOPTION OF AGENDA:**
SKAUGE: That the Council of the RM of Shellbrook No. 493 adopt the Agenda as amended.

CARRIED.

037.02.21 **REGULAR COUNCIL MINUTES:**
SKAUGE: That the minutes of the Regular Meeting of Council on January 13, 2021 be amended as follows:

- Motion 004.01.21 – Strike 21st, replace with 2nd.
- Motion 031.01.21 – Strike JOELSON, replace with FERSTER.

CARRIED UNANIMOUSLY.

038.02.21 **REGULAR COUNCIL MINUTES:**
JOELSON: That the minutes of the Regular Meeting of Council on January 13, 2021 be approved as amended.

CARRIED.

039.02.21 **STATEMENT OF FINANCIAL ACTIVITIES:**
FERSTER: That the Statement of Financial Activities for the month of January, 2021 be approved as presented.

CARRIED.

040.02.21 **ACCOUNTS PAYABLE:**
STRUBE: That the accounts payable dated February 2nd, 2021, as attached hereto and forming part of these Minutes, being regular cheque numbers 11907 to 11961 in the amount of \$306,807.06 and payroll cheque numbers 13862 to 13877 in the amount of \$34,181.54 be approved.

CARRIED.

041.02.21 **BANK RECONCILIATION:**
JOELSON: That the bank reconciliation for the month of December 2020 be approved as presented.

CARRIED.

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COUNCIL ORAL REPORTS:

- 042.02.21** **RURAL MUNICIPALITY 493 VEHICLES:**
JOELSON: That decals identifying the RM of Shellbrook 493 be put on outside maintenance vehicles.
CARRIED.
- 043.02.21** **SAFE RESTART FUNDING**
SKAUGE: That allotments of the Safe Restart funding be made available to the Organized Hamlets of Holbein and Crutwell based on 2016 census population as follows:
- Holbein \$6,501.85
 - Crutwell \$3,400.05
- Adhering to motion **014.01.21** that any requests by Organized Hamlets for funding from the Safe Restart Fund received by the RM of Shellbrook 493, meet the criteria of the program and be approved by Council.
CARRIED.
- Foreman Bill Aug entered the Council Chambers at 11:30 a.m. to update Council on Municipal Operations.
- 044.02.21** **OLD BUSINESS:**
HOLBEIN EAST TRAIL:
SKAUGE: That approval be given to administration to go ahead with the survey and appraisal of the Holbein East Trail.
CARRIED.
- 045.02.21** **HOLBEIN EAST TRAIL:**
SKAUGE: That maintenance of the Holbein East Trail be discontinued until the land has been purchased and becomes property of the municipality and is designated a road by the RM of Shellbrook 493. Further that any discussion in relation to this matter be discontinued until the purchase is finalized.
CARRIED.
- 046.02.21** **ROAD HAUL AGREEMENT HIGHWAYS:**
SKAUGE: That Road Maintenance Agreement No. H20118-RMA-01 with Ministry of Highways and Infrastructure in regards to the Heavy Haul Road be approved pending clarification of a few municipal concerns.
CARRIED.
- SKAUGE: That Council now recesses this meeting for lunch at 12:00pm.
CARRIED.
- JOELSON: That Council now reconvenes this meeting at 12:35pm.
CARRIED.
- 047.02.21** **BYLAW NO. 01/2021 TO PREVENT AND CONTROL CLUBROOT DISEASE OF CRUCIFIERS:**
SKAUGE: That Bylaw 01/2021, being a Bylaw to Prevent and Control Clubroot Disease within the municipality, be given first reading.
CARRIED.
- 048.02.21** **BYLAW NO. 01/2021 TO PREVENT AND CONTROL CLUBROOT DISEASE OF CRUCIFIERS:**
JOELSON: That Bylaw 01/2021, being a Bylaw to Prevent and Control Clubroot Disease within the municipality, be given second reading.
CARRIED.
- 049.02.21** **CLUBROOT BYLAW NO. 01/2021:**
STRUBE: That adoption of Bylaw No.01/2021 being a Bylaw to Prevent and Control Clubroot Disease within the municipality be published in local paper and on RM of Shellbrook 493 website informing ratepayers of the proposed Bylaw.
CARRIED.
- 050.02.21** **ADMINISTRATOR CONTRACT 2021:**
FERSTER: That the three-year contract for the position of Administrator with the Rural Municipality of Shellbrook 493 offered to Duane Storey be approved effective January 1st 2021.
CARRIED.
- 051.02.21** **OLD SHOP FIRE RETARDENT PAINT:**
FERSTER: After consultation with Brent Trombley Vice President Inspection & Technical Services with Commercial Sandblasting & Painting, that the Administrator inform Hubel Insulating that the municipality requests the fire-retardant paint applied to the old shop be brought to the standard that meets all specifications and requirements.
CARRIED.

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NEW BUSINESS:

052.02.21 RMAA MEMBERSHIP FEE:

STRUBE: That membership fee with the Rural Municipal Administrators of Saskatchewan of \$400 be approved for Administrator Duane Storey.

CARRIED.

053.02.21 COLLABRIA CREDIT CARD AUTHORIZATION:

JOELSON: That the following be appointed to have authorization in regards to the Collabria credit card:

- Administrator Duane Storey
- Assistant Administrator Val Thompson
- Reeve Doug Oleksyn
- Deputy Reeve Derwin Joelson

And that a card be issued to Administrator Duane Storey.

CARRIED.

054.02.21 CTP REDESIGNATION APPEAL 2021:

JOELSON: That the municipality will appeal redesignation under the Clearing the Path Program administered by the Saskatchewan Association of Rural Municipalities, regarding the heavy haul route from Highway #3 West of Section 18 Township 49 Range 02 continuing through the White Star Road where it exits the municipality North of Section 12 Township 50 Range 03.

CARRIED.

055.02 .21 NEW COMPUTER QUOTE:

JOELSON: That the quote 19-Jan-21 from Munisoft for a new computer be approved for \$3,503 plus shipping and taxes.

CARRIED.

056.02.21 SASK LOTTERIES GRANT 2021-2022:

SKAUGE: That the allocation of the 2021-2022 Sask Lotteries grant be approved as follows:

| | |
|--|-----------------|
| Crutwell Recreation | \$682.85 |
| Shellbrook Senior Curling Club | \$682.85 |
| Shellbrook Elementary | \$682.85 |
| Shellbrook Parks Board (playground) | \$682.85 |
| Shellbrook Parks Board (swimming pool) | \$682.85 |
| Shellbrook Skating Arena | \$400.00 |
| Shellbrook Public Library | \$800.00 |
| Shellbrook Senior Association | \$682.85 |
| Shellbrook Skating Club | \$682.85 |
| Sturgeon Lake Regional Park | \$682.85 |
| WP Sandin Outdoor ED | \$682.85 |
| Wild Rose Public School | \$682.85 |
| Lake Country Wildlife Federation | \$341.40 |
| Lake Country Target Shooting Club | \$341.40 |
| Shellbrook Silver Fins | \$682.85 |
| Shellbrook Rangers Fastball | <u>\$682.85</u> |

for a total of \$10,077.00.

CARRIED.

057.02.21 RETIREMENT POLICY:

SKAUGE: That a policy be adopted that requires the municipality be given a minimum of three months' notice of any employee's intention to retire, to accommodate for proper staff planning.

CARRIED.

058.02.21 PARWU STEERING COMMITTEE:

FERSTER: That the following be appointed as representatives for the Rural Municipality of Shellbrook 493 on the Prince Albert Rural Water Utility Water Treatment Plant and Shellbrook Extension Steering Committee:

- Div 3 Councilor Christine Strube
- Div 1 Councilor Cliff Skauge
- Div 2 Councilor Phil Hamel

CARRIED.

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- 059.02.21** PARWU STEERING COMMITTEE CHAIR:
SKAUGE: That Shellbrook Town Councilor Brent Miller be approved as Chair for the Prince Albert Rural Water Utility Water Treatment Plant and Shellbrook Extension Steering Committee, and that the Authority Guidelines be approved as presented.
CARRIED.
- 060.02.21** LETTER OF SUPPORT:
JOELSON: That the request by Phillip Parr and Peter Burns for requesting a letter of support from the municipality in regards to designating Lower Hudson House site located in SW-21-48-02-W3 as a Provincial Heritage Property be approved.
CARRIED.
- 061.02.21** BEAVER CONTROL PROGRAM LISTING:
FERSTER: That the following be approved for Beaver Bounty 2021 Grant:
Daniel Hannigan Travis Curran Charles Schlitter
Harvey Gosselin Dallas Morrison Terry Herzog
Calvin Harris
And that the following be contacted to confirm if they still wish to be on the list:
Ralph Harris Wade Gilbertson Brett Morrison

Beaver tail limit per applicant is 25/applicant/year. Beaver bounty to be paid at \$30.00/tail.
CARRIED.
- 062.02.21** SASK POWER 20312064:
JOELSON: That Sask Power construction project 20312064 be approved as presented.
CARRIED.
- 063.02.21** BURSARY/SCHOLARSHIP PROPOSALS:
SKAUGE: That both proposals presented to Council regarding scholarships and bursaries be referred to budget.
CARRIED.
- 064.02.21** WAPITI REGIONAL LIBRARY GRANT:
HERZOG: That information presented in regards to 2021 Wapiti Regional Library Grant be received and filed.
CARRIED.
- 065.02.21** GRID 788 TENDER PACKAGE:
HERZOG: That the first option identified as Grid #788 Road Improvements Clay Capping Project as presented by Patrick Murphy of Associated Engineering be selected to go to tender.
CARRIED.
- 065.02.21** HOLBEIN SEWAGE PERMIT TO OPERATE:
SKAUGE: That information presented as Permit # 00051139-03-00 presented by Water Security Agency be received and filed.
CARRIED
- 066.02.21** CORRESPONDENCE:
JOELSON: That the following correspondence be received and filed:
a. SHA Update
b. 2021 WCB
CARRIED.
- 067.02.21** ADJOURNMENT:
FERSTER: That the meeting be adjourned at 3:26 p.m.
CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY