

Rural Municipality of Shellbrook No. 493
JANUARY 13, 2021
REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, January 13, 2021 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

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

<u>ABSENT</u>	Division 6	- Ron Herzog
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DELEGATIONS:

10:00 am Mike Zimmerman, Zulu Aggregates.

11:15 am Foreman Bill Aug, 11:30 a.m., update on Municipal Operations.

2:00 pm Amund Otterson/ Brent Miller Town of Shellbrook.

001.01.21 **CALL TO ORDER:**

Reeve Oleksyn called the meeting to order at 8:30 A.M.

CARRIED.

002.01.21 **ADDITION TO AGENDA:**

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

- Recycling
- Operations Vehicle
- Wapiti Library

CARRIED UNANIMOUSLY.

003.01.21 **ADOPTION OF AGENDA:**

SKAUGE: That the Council of the RM of Shellbrook No. 493 adopt the Agenda as amended.

CARRIED.

004.01.21 **REGULAR COUNCIL MINUTES:**

HAMEL: That the minutes of the Regular Meeting of Council of December 21st, 2020 be approved as presented.

CARRIED.

005.01.21 **SPECIAL COUNCIL MINUTES:**

SKAUGE: That the minutes of the Special Meeting of Council on December 21st, 2020 be amended as follows:

- Motion 345.12.20 – add: Identified as the Heavy Haul Road.

CARRIED UNANIMOUSLY.

006.01.21 **SPECIAL COUNCIL MINUTES:**

JOELSON: That the minutes of the Special Meeting of Council on December 21, 2020 be approved as amended.

CARRIED.

007.01.21 **STATEMENT OF FINANCIAL ACTIVITIES:**

JOELSON: That the Statement of Financial Activities for the month of December, 2020 be approved, as presented.

CARRIED.

008.01.21 **ACCOUNTS PAYABLE:**

STRUBE: That the accounts payable dated January 7th, 2021, as attached hereto and forming part of these Minutes, being regular cheque numbers 11875 to 11906 in the amount of \$202,856.32 and payroll cheque numbers 13826 to 13861 in the amount of \$54,116.89 be approved.

CARRIED.

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- 009.01.21** **BANK RECONCILIATION:**
SKAUGE: That the bank reconciliation for the month of December 2020 be approved. **CARRIED.**
- COUNCIL ORAL REPORTS:**
- 010.01.21** **OLD SHOP RENO:**
JOELSON: That a paint inspector be contacted to inspect the fire-retardant coating applied by Hubel Insulating in the old shop and verify that the coating meets all Safety and Industry requirements. **CARRIED.**
- 011.01.21** **ROAD HAUL AGREEMENT ZULU AGGREGATES:**
JOELSON: That administration to proceed with Zulu Aggregates application for a road haul agreement, contingent on Zulu Aggregates meeting all RM of Shellbrook 493 requirements. **CARRIED.**
- 012.01.21** **ACCRUE ASSET MANAGEMENT:**
SKAUGE: That the 2020 budget allocation of \$10,000 for Asset Management Plan, be accrued and carried to the 2021 fiscal year. **CARRIED.**
- 013.01.21** **ROAD NOT MAINTAINED SIGN:**
SKAUGE: That a ROAD NOT MAINTAINED USE AT OWN RISK sign be installed on NW-25-49-02-W3. **CARRIED.**
- 014.01.21** **SAFE RESTART FUNDING:**
SKAUGE: 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.**
- OLD BUSINESS:**
- 015.01.21** **HOLBEIN EAST TRAIL:**
SKAUGE: That discussions in regards to the Holbein East Trail be postponed until the February 3rd 2021 regular meeting of council. **CARRIED.**
- 016.01.21** **ROAD HAUL AGREEMENT HIGHWAYS**
SKAUGE: That Administration inform Ministry of Highways and Infrastructure that the rates outlined in the Road Maintenance Agreement No. H20118-RMA-01 will not be sufficient to cover maintenance costs in regards to the Heavy Haul Road. **CARRIED.**
- 017.01.21** **NO THROUGH ROAD SIGNS:**
SKAUGE: That a NO THROUGH ROAD sign be installed on SW-02-51-02-W3 heading east, and SW-01-51-02-W3. **CARRIED.**
- 018.01.21** **2021 APPOINTMENT OF PEST CONTROL OFFICERS FOR THE PURPOSE OF CLUBROOT:**
STRUBE: That the following Plant Health Officer's be appointed Pest Control Officer for the purpose of Clubroot for The Rural Municipality of Shellbrook 493 for 2021.
- Chelsea Neuberger Plant Health Officer – SARM Division 5
 - Katey Makohoniuk Plant Health Officer – SARM Division 1
 - Lynne Roszell Plant Health Officer – SARM Division 4
 - Joanne Kwasnicki Plant Health Officer – SARM Division 2
 - Betty Johnson Plant Health Officer – SARM Division 3
 - Colleen Fennig Plant Health Officer – SARM Division 6
- CARRIED.**
- 019.01.21** **ADMINISTRATOR CONTRACT 2021:**
SKAUGE: That discussions in regards to the Administrator's contract be postponed until the February 3rd 2021 regular meeting of council. **CARRIED.**
- NEW BUSINESS:**
- 020.01.21** **ROAD HAUL AGREEMENT RATES 2021:**
JOELSON: That discussions in regards to the 2021 RM of Shellbrook 493 road haul agreement rates be postponed until administrator can provide further information. **CARRIED.**

Foreman Bill Aug entered the Council Chambers at 11:15 a.m. to update Council of Municipal Operations.

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021.01.21 **BRODA QUOTE:**
SKAUGE: That the quote provided by Broda Group of Companies for tree mulching be received and filed.

CARRIED.

022.01.21 **COUNCIL 2021 RENUMERATION AND MILEAGE RATES:**
SKAUGE: That the 2021 Council Remuneration and Mileage rates remain unchanged from 2020 as follows:

1. Per Diem Mileage \$0.60 per KM.;
2. Per Diem Council Meetings \$225.00 for Regular Meeting and \$28.60 per Hour for Special Meetings and
3. Per Diem Committee Meetings \$28.60 per hour.

CARRIED.

023.01.21 **2021 REGULAR COUNCIL MEETING DATES:**
SKAUGE: That the Regular Monthly Council Meeting dates of the RM of Shellbrook No. 493 be set as follows, with all meetings commencing at 8:30 a.m.:

January	Wednesday	13/2021
February	Wednesday	3/2021
March	Wednesday	3/2021
April	Wednesday	7/2021
May	Wednesday	5/2021
June	Wednesday	9/2021
July	Wednesday	7/2021
August	Wednesday	11/2021
September	Wednesday	8/2021
October	Wednesday	6/2021
November	Wednesday	3/2021
December	Wednesday	8/2021

CARRIED.

024.01.21 **SARM EXCESS LIABILITY 2021:**
JOELSON: That the SARM Excess Liability in the amount of \$904.18 be renewed for 2021.

CARRIED.

025.01.21 **SARM LIABILITY SELF-INSURANCE PLAN 2021:**
STRUBE: That the SARM Liability Self-Insurance Plan in the amount of \$3,815.35 be renewed for 2021.

CARRIED.

026.01.21 **SARM PROPERTY SELF INSURANCE PROGRAM RENEW 2021:**
STRUBE: That the SARM Property Self-Insurance Schedule in the amount of \$10,221.68 be renewed for 2021.

CARRIED.

SKAUGE: That Council now recesses this meeting for lunch at 11:55am.

CARRIED.

JOELSON: That Council now reconvenes this meeting at 12:29pm.

CARRIED.

027.01.21 **FIDELITY BOND 2021:**
JOELSON: That the Fidelity Bond for 2021 be renewed as follows:
Fidelity - \$100,000.00 with a premium of \$225.00
Money & Securities - \$20,000.00 with a premium of \$210.00

CARRIED.

028.01.21 **RECYCLING:**
STRUBE: That discussions regarding recycling in the municipality be tabled until 2021 Budget meetings.

CARRIED.

029.01.21 **PURCHASE 2021 Chevrolet 2500:**
HAMEL: That a 2021 Chevrolet 2500 truck be purchased at a cost of \$45,381.96 from Shellbrook Chevrolet.

CARRIED.

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030.01.21 **SURPLUS EQUIPMENT:**

SKAUGE: That any surplus equipment not utilized by outside operations be put up for sale by tender.

CARRIED.

031.01.21 **TERMS OF REFERENCE FEASIBILITY STUDY:**

JOELSON: That \$6000 be put towards Steering Committee Feasibility study as referred to in the Terms of Reference document provided by the Town of Shellbrook in regards to the water project with Prince Albert Rural Water Utility.

Councilor Hamel requested a recorded vote:

For: Skauge, Ferster, Strube, Oleksyn

Against: Hamel, Joelson

CARRIED.

032.01.21 **MUNICIPAL REVENUE SHARING GRANT:**

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

- Submission of the 2019 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;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the administrator to send a letter to the Ministry of Government Relations acknowledging the municipality meets all eligibility requirements to receive the Municipal Revenue Sharing Grant.

CARRIED.

033.01.21 **ADJOURNMENT:**

STRUBE: That the meeting be adjourned at 3:42 p.m.

CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY