

Rural Municipality of Shellbrook No. 493
December 7th, 2022
REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, December 7th, 2022 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

<u>PRESENT:</u>	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	- Ivan Ten Bos
	Administrator	- Duane Storey

DELEGATIONS:

10:00a.m. Shannon Haggarty, Royal Canadian Mounted Police

10:30a.m. Mike Guitard and Justin Hirtle Ministry of Highways

11:00a.m. Mark Klaassen, Parkland Pool Committee

11:30a.m. Brandt Reps, Nathan Wiebe and Owen Solberg

11:40a.m. Foreman Bill Aug update on municipal activities

CALL TO ORDER:

Reeve Oleksyn called the meeting to order at 8:35a.m.

338.12.22

ADOPTION OF AGENDA:

JOELSON: That, the December 7th, 2022, agenda be adopted as presented.

CARRIED.

339.12.22

REGULAR COUNCIL MINUTES:

SKAUGE: That, the minutes of the Regular Meeting of Council held on November 2nd, 2022 be approved as presented.

CARRIED.

340.12.22

SPECIAL COUNCIL MINUTES:

STRUBE: That, the minutes of the Special Meeting of Council held on November 18th, 2022 be amended as follows:

- Addition of Oath of Office

CARRIED UNANIMOUSLY.

341.12.22

SPECIAL COUNCIL MINUTES:

FERSTER: That, the minutes of the Special Meeting of Council held on November 18th, 2022 be approved as amended.

CARRIED.

342.12.22

STATEMENT OF FINANCIAL ACTIVITIES:

SKAUGE: That, the Statement of Financial Activities for the month November, 2022 be accepted as presented.

CARRIED.

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343.12.22 **BANK RECONCILIATION:**

SKAUGE: That, the reconciled bank statement for the month of October 2022 be approved as presented.

CARRIED.

344.12.22 **LIST OF ACCOUNTS:**

STRUBE: That, the List of Accounts dated December 1st, 2022, as attached hereto and forming part of these Minutes, being regular cheque numbers 13118 to 13166 in the amount of \$308,716.59 and payroll cheque numbers 14372 to 14391 in the amount of \$44,435.63 be approved for payment.

CARRIED.

345.12.22 **ADMINISTRATORS REPORT:**

FERSTER: That, the Administrators Report for the month December, 2022 be accepted as presented.

CARRIED.

Delegation Shannon Haggarty, Royal Canadian Mounted Police entered the Council Chambers at 10:05a.m. to update on rural issues.

Delegation Shannon Haggarty, Royal Canadian Mounted Police left the Council Chambers at 10:24a.m.

Delegation Mike Guitard and Justin Hirtle, Ministry of Highways entered the Council Chambers at 10:25a.m. to discuss highway 240 permitting.

Delegation Mike Guitard and Justin Hirtle, Ministry of Highways left the Council Chambers at 11:10a.m.

Delegation Mark Klaassen, entered the Council Chambers at 11:10a.m. to discuss the Parkland Pool Project.

Delegation Mark Klaassen, left the Council Chambers at 11:25a.m.

Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:30a.m. to update Council on Municipal Operations.

Delegation Nathan Wiebe and Owen Solberg, Brandt Tractor entered the Council Chambers at 11:30a.m. to discuss equipment concerns.

Delegation Allen Bekolay, Brandt Tractor entered the Council Chambers at 12:00p.m. to discuss equipment concerns.

Delegation Nathan Wiebe and Owen Solberg, Brandt Tractor left the Council Chambers at 12:15p.m.

Delegation Allen Bekolay, Brandt Tractor left the Council Chambers at 1:05p.m.

Delegation Foreman Bill Aug and Todd Lande left the Council Chambers at 2:10p.m.

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OLD BUSINESS:

346.12.22

PARKLAND POOL PROJECT:

FERSTER: That, in compliance with *Section 9(b) of The Dedicated Lands Regulations 2009* that a donation be approved for the Parkland Pool Project in the amount of \$5000.00 from the Dedicated Lands Account.

CARRIED.

347.12.22

PROPERTY SELF INSURANCE PROGRAM:

JOELSON: That, the information provided in regards to the Property Self Insurance Program be received and filed.

CARRIED.

NEW BUSINESS:

348.12.22

MUNICIPAL REVENUE SHARING GRANT:

SKAUGE: 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 2021 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, the Administrator be authorized 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.

349.12.22

MUNICIPAL OFFICE CHRISTMAS HOURS 2022:

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

- December 23rd 8am-12pm
- Closed December 24th-27th
- December 30th 8am- 3pm
- Closed January 2nd

And that, any 2022 payments be accepted up to 4 p.m. on January 3rd 2023 without penalty.

CARRIED.

350.12.22

LIST OF LANDS IN ARREARS:

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FERSTER: 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 November 25th 2022 to be annexed to and form part of these minutes, and unless sooner paid will be advertised in the Shellbrook Chronicle.

CARRIED.

351.12.22

CHRISTMAS AD 2022:

TEN BOS: That, an advertisement be approved for the Christmas addition of the Shellbrook Chronicle at a cost of \$61.00.

CARRIED.

352.12.22

AUDITOR SELECTION 2022:

STRUBE: That the proposal for audit services for the period covering 2022-2025 as submitted by SENSUS Chartered Professional Accountants Ltd., Yorkton, SK., be accepted at the All-inclusive fee, for a total of \$50,259.90.

CARRIED.

353.12.22

CHRISTMAS GIFT:

JOELSON: That, \$100 Co-op gift cards be given to all employees.

CARRIED.

354.12.22

GO IN CAMERA:

HAMEL: That, the time being 2:34p.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 Human Resources issues, the public gallery be vacated and those present for this closed session be Reeve Doug Oleksyn, Deputy Reeve Derwin Joelson and Councilor's Cliff Skauge, Phil Hamel, Christine Strube, Jay Ferster and Ivan Ten Bos.

CARRIED.

355.12.22

GO OUT OF CAMERA:

STRUBE: That, the time being 3:25p.m., Council go out of in-camera and invite Administrator Duane Storey and the public back into the Council Meeting.

CARRIED.

356.12.22

ADMINISTRATORS HOLIDAYS

SKAUGE: That, the request from Administrator Duane Storey, to carry 5 days of Holidays from 2022 to 2023 be approved.

CARRIED.

357.12.22

CORRESPONDENCE:

STRUBE: That, the following Correspondence be received and filed:

- APAS AGM Invite Letter
- APAS AGM Agenda

CARRIED.

358.12.22

CORRESPONDENCE:

SKAUGE: That, the following Correspondence be received and filed:

- North Central Transportation Planning Committee Minutes
- Governance, Decision Making and Risk Management

CARRIED.

359.12.22

SARM CORRESPONDENCE:

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TEN BOS: That, the following SARM Correspondence be received and filed:

- Bill C-21

CARRIED.

360.12.22

ADJOURNMENT:

HAMEL: That, this meeting be adjourned at 3:45p.m.

CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY