

# Rural Municipality of Shellbrook No. 493

July 5th, 2023

## REGULAR MEETING

**MINUTES** of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday July 5th 2023 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

**PRESENT:**

Reeve	-Doug Oleksyn
Division 1	- Cliff Skauge
Division 3	- Christine Strube
Division 4	- Jay Ferster
Division 5	- Derwin Joelson
Division 6	- Ivan Ten Bos
Administrator	- Duane Storey

**ABSENT:** Division 2 - Phil Hamel

**DELEGATIONS:** 11:20a.m. Foreman Bill Aug update on municipal activities

**CALL TO ORDER:**

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

**209.07.23** **ADDITIONS TO AGENDA:**

**STRUBE:** That, the following items be added to the Agenda:

- Road Allowances
- Airport Road
- By-Election
- John Deere Grader Inspection
- RRIG Letter

**CARRIED UNANIMOUSLY.**

**210.07.23** **ADOPTION OF AGENDA:**

**SKAUGE:** That, the Agenda be adopted as amended.

**CARRIED.**

**211.07.23** **REGULAR MEETING COUNCIL MINUTES:**

**FERSTER:** That the minutes of the Regular Meeting of Council held on June 14th, 2023 be amended as follows:

- Motion 185.06.23 – Remove “add amount”.

**CARRIED UNANIMOUSLY.**

**212.07.23** **REGULAR MEETING COUNCIL MINUTES:**

**STRUBE:** That, the minutes of the Regular Meeting of Council held on June 14th, 2023 be approved as amended.

**CARRIED.**

**213.07.23** **STATEMENT OF FINANCIAL ACTIVITIES:**

**TEN BOS:** That, the Statement of Financial Activities for the month of June 2023 be approved as presented.

**CARRIED.**

**214.07.23** **BANK RECONCILIATION:**

**SKAUGE:** That, the bank reconciliation for the month of May 2023 be approved as presented.

**CARRIED.**

**215.07.23** **ACCOUNTS PAYABLE:**

**FERSTER:** That, the accounts payable dated July 3rd, 2023, as attached hereto and forming part of these Minutes, being regular cheque numbers 13514 to 13570 in the amount of \$124,553.88 and payroll cheque numbers 14520 to 14544 in the amount of \$58,981.50 be approved.

**CARRIED.**

**216.07.23** **ADMINISTRATORS REPORT:**

**SKAUGE:** That, the Administrators Report for the month of July 2023 be accepted as presented.

**CARRIED.**

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Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:40 a.m. to update Council on municipal operations.

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

**218.07.23** **JOELSON:** That, Council now reconvene this meeting at 12:56 p.m. **CARRIED.**

Delegation Foreman Bill Aug and Todd Lande left the meeting at 1:36 p.m.

### OLD BUSINESS:

**219.07.23** **ANDERSON GRAVEL:**  
**JOELSON:** That, the Anderson Gravel Agreement be approved for a term of 5 years at the rate of \$5.25 per yard. **CARRIED.**

**220.07.23** **BYLAW NO. 2023-07 PUBLIC ALLOWANCES:**  
**STRUBE:** That Bylaw No. 2023-07 be amended as follows:  
• (b) remove “enacted this” replaced with “this bylaw comes into effect”. **CARRIED.**

**221.07.23** **BYLAW NO. 2023-07 PUBLIC ALLOWANCES:**  
**JOELSON:** That Bylaw No. 2023-07, being a bylaw to compel the removal of dirt, stones, filth or rubbish from road allowances, public highways or any public place., be given first reading. **CARRIED.**

**222.07.23** **BYLAW NO. 2023-07 PUBLIC ALLOWANCES:**  
**FERSTER:** That Bylaw No. 2023-07, being a bylaw to compel the removal of dirt, stones, filth or rubbish from road allowances, public highways or any public place., be given second reading **CARRIED.**

**223.07.23** **BYLAW NO. 2023-07 PUBLIC ALLOWANCES:**  
**SKAUGE:** That Bylaw 2023-07, be given third reading at this meeting.

**UNANIMOUSLY CARRIED.**

**224.07.23** **BYLAW NO. 2023-07 PUBLIC ALLOWANCES:**  
**TEN BOS:** That Bylaw 2023-07 being a bylaw to compel the removal of dirt, stones, filth or rubbish from road allowances, public highways or any public place 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.**

**225.07.23** **HOLBEIN 693 DESIGN AND SPECIFICATION:**  
**JOELSON:** That, the Rural Integrated Roads for Growth Capital Project Funding Agreement be signed and that a further quotation to alter the specification be acquired from Associated Engineering (Sask.) Ltd. **CARRIED.**

**226.07.23** **MANAGEMENT COMMITTEE:**  
**SKAUGE:** That, the following appointments be made for the newly formed Management Committee:  
• Division 3 Councilor Strube  
• Division 4 Councilor Ferster  
• Deputy Reeve Joelson  
• Division 6 Councilor Ten Bos **CARRIED.**

Reeve Oleksyn declared a conflict of interest and left the meeting at 2:28 p.m.

Administrator Storey declared a conflict of interest and left the meeting at 2:28 p.m.

Deputy Reeve Joelson assumed the Chair.

**227.07.23** **GO IN CAMERA:**  
**FERSTER** That, the time being 2:30p.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 Code of Ethics complaint, the public gallery be vacated and those present for this closed session be Deputy Reeve Joelson and Councilor’s Skauge, Ferster, Strube and Ten Bos. **CARRIED.**

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- 228.07.23**      **RECONVENE:**  
**STRUBE:** That, the regular council meeting reconvene at 2:49 p.m. with all members of council and administration present. **CARRIED.**
- Reeve Doug Oleksyn returned to council chambers at 4:00 p.m.
- Administrator Duane Storey returned to council chambers at 4:00 p.m.
- 229.07.23**      **GULLICKSON CORRESPONDENCE:**  
**JOELSON:** That, the information provided in regards to the Gullickson correspondence be received and filed. **CARRIED.**
- Reeve Oleksyn assumed the Chair.
- 230.07.23**      **EXTRACTION FEES:**  
**SKAUGE:** That, the Westar Group of Companies be sent an invoice for extraction fees in regards to 25,000 yards of gravel sold to the Rural Municipality of Buckland No. 491. **CARRIED.**
- 231.07.23**      **COUNTRY RESIDENTIAL REZONING:**  
**SKAUGE:** That, the matter be referred back to Northbound Planning for Bylaw and Community Plan Amendment's. **CARRIED.**
- 232.07.23**      **NEW BUSINESS:**  
**BYLAW NO. 2023-05 EXEMPTIONS BYLAW:**  
**JOELSON:** That Bylaw No. 2023-05, being a bylaw to establish Municipal Assessment Exemptions for 2023, be given first reading. **CARRIED.**
- 233.07.23**      **BYLAW NO. 2023-05 EXEMPTIONS BYLAW:**  
**STRUBE:** That Bylaw 2023-05, being a bylaw to establish Municipal Assessment Exemptions for 2023, be given second reading. **CARRIED.**
- 234.07.23**      **BYLAW NO. 2023-05 EXEMPTIONS BYLAW:**  
**SKAUGE:** That Bylaw 2023-05, be given third reading at this meeting. **UNANIMOUSLY CARRIED.**
- 235.07.23**      **BYLAW NO. 2023-05 EXEMPTIONS BYLAW:**  
**FERSTER:** That Bylaw 2023-05 being a bylaw to establish Municipal Assessment Exemptions for 2023 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.**
- 236.07.23**      **2023 MUNICIPAL MILL RATES:**  
**FERSTER:** That the Council of the RM of Shellbrook No. 493 agrees that 2023 Mill Rate to be set at 6.7 mills;
- Municipal Mill Rate Factors – Commercial @ 240%.  
   Residential @145%.  
   Agricultural @120%.
- 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 4.5 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 mill rate be set at 5.1 mills with a lease fee of \$ 770.00.  
Further that the mill rates for education purposes for that portion of the municipality within the boundaries of the Sask Rivers School Division No. 119 shall be as follows:
- |                       |            |
|-----------------------|------------|
| Agricultural classes  | 1.42 mills |
| Residential classes   | 4.54 mills |
| Commercial/Industrial | 6.86 mills |

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Resource (Oil and gas, mines and pipelines)

9.88 mills

CARRIED.

**237.07.23** BYLAW NO. 2023-06 MILL RATE BYLAW:

**SKAUGE:** That Bylaw 2023-06, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2023, be given first reading.

CARRIED.

**238.07.23** BYLAW NO. 2023-06 MILL RATE BYLAW:

**FERSTER:** That Bylaw 2023-06, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2023, be given second reading.

CARRIED.

**239.07.23** BYLAW NO. 2023-06 MILL RATE BYLAW:

**STRUBE:** That Bylaw 2023-06, be given third reading at this meeting.

UNANIMOUSLY CARRIED.

**240.07.23** BYLAW NO. 2023-06 MILL RATE BYLAW:

**TEN BOS:** That Bylaw 2023-06 being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2023 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.

**241.07.23** PROPERTY DEVELOPMENT:

**STRUBE:** That, that the request by Triple S Transport to alter road allowance in front of their property east of SW-15-49-03-W3 be approved as long as proper drainage is achieved.

CARRIED.

**242.07.23** ORGANIZED HAMLET OF CRUTWELL:

**SKAUGE:** That, correspondence be sent to Dave Rondeau to contact Saskatchewan Environment or The Department of Highways in regards to the request for memorial signage.

CARRIED.

Deputy Reeve Joelson left the meeting at 2:55 p.m.

**243.07.23** BEAVER CONTROL LIST:

**FERSTER:** That, the request by Dave Rondeau to be added to the 2023 Beaver Control Listing be denied.

CARRIED.

**244.07.23** JOHN DEERE GRADER:

**STRUBE:** That, the request by Brandt Tractor to complete a warranty check on the 772G Grader be approved subject to Brandt absorbing the cost.

CARRIED.

**245.07.23** ROAD ALLOWANCE:

**SKAUGE:** That, discussions related to road allowances be postponed sine die.

CARRIED.

**246.07.23** AIRPORT ROAD IMPROVEMENTS:

**FERSTER:** That, the Engineering Services Roadway Improvement Proposal presented by Associated Engineering be approved and that the Tender process be postponed until 2024.

CARRIED.

**247.07.23** DIVISION 2 RESIGNATION:

**SKAUGE:** That, the resignation by Division 2 Councilor Phil Hamel received by email on July 5, 2023 be received and filed.

CARRIED.

**248.07.23** MUNICIPAL APPOINTMENTS:

**TEN BOS:** That, the follow Board and Committee appointments be approved:

- Nisbet Forest Skauge
- Fire Strube
- Sturgeon Lake Regional Park Ferster

CARRIED.

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**249.07.23** APPRECIATION GIFT:

**SKAUGE:** That, a gift valued at \$200.00 be provided for Phil Hamel be approved.

**LOST.**

**250.07.23** CORRESPONDENCE:

**FERSTER:** That, the following correspondence be received and filed.

- Mosquito Control dated June 23, 2023

**CARRIED.**

**251.07.23** ADJOURNMENT:

**FERSTER:** That, the meeting be adjourned at 4:06 p.m.

**CARRIED.**

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**REEVE DOUG OLEKSYN**

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**ADMINISTRATOR DUANE STOREY**