

**Rural Municipality of Shellbrook No. 493**  
**OCTOBER 4TH, 2023**  
**REGULAR MEETING**

**MINUTES** of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday October 4th 2023 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

<b><u>PRESENT:</u></b>	Reeve	-Doug Oleksyn
	Division 1	- Cliff Skauge
	Division 2	- Vacant
	Division 3	- Christine Strube
	Division 4	- Jay Ferster
	Division 5	- Derwin Joelson
	Division 6	- Ivan Ten Bos
	Administrator	- Duane Storey

**ABSENT:**

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

**CALL TO ORDER:**

Reeve Oleksyn called the meeting to order at 8:29 a.m.

**297.10.23** **ADDITIONS TO AGENDA:**

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

- Christmas Party
- Sturgeon Lake Gravel
- Anderson Gravel

**CARRIED UNANIMOUSLY.**

**298.10.23** **ADOPTION OF AGENDA:**

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

**CARRIED.**

**299.10.23** **REGULAR MEETING COUNCIL MINUTES:**

**SKAUGE:** That, the minutes of the Regular Meeting of Council held on September 6th, 2023 be approved as presented.

**CARRIED.**

**300.10.23** **STATEMENT OF FINANCIAL ACTIVITIES:**

**FERSTER:** That, the Statement of Financial Activities for the month of September 2023 be approved as presented.

**CARRIED.**

**301.10.23** **BANK RECONCILIATION:**

**STRUBE:** That, the Bank Reconciliation for the month of August 2023 be approved as presented.

**CARRIED.**

**302.10.23** **ACCOUNTS PAYABLE:**

**FERSTER:** That, the accounts payable dated October 2nd, 2023, as attached hereto and forming part of these Minutes, being regular cheque numbers 13674 to 13724 in the amount of \$285,345.66 and payroll cheque numbers 14590 to 14613 in the amount of \$49,810.82 be approved.

**CARRIED.**

**303.10.23** **MONTHLY PAYROLL ADVANCE:**

**STRUBE:** That, the monthly payroll advances for municipal employees be increased effective September 15, 2023.

**CARRIED.**

**304.10.23** **EMERGENCY MEASURES ORGANIZATION COORDINATOR RESIGNATION:**

**SKAUGE:** That, that the resignation letter dated October 1<sup>st</sup>, 2023 from coordinator Elna Fish be received and filed, and a letter of appreciation of service on behalf of the municipality be sent out.

**CARRIED.**

# Rural Municipality of Shellbrook No. 493

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- 305.10.23**     **GO IN CAMERA:**  
**SKAUGE** That, the time being 9:54 a.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, the public gallery be vacated and those present for this closed session be Reeve Oleksyn, Deputy Reeve Joelson and Councilor's Skauge, Strube, Ferster, Ten Bos and Administrator Storey.  
**CARRIED.**
- 306.10.23**     **RECONVENE:**  
**SKAUGE:** That, the regular Council meeting reconvene at 9:59 a.m. with all members of Council and Administration present.  
**CARRIED.**
- 307.10.23**     **EMERGENCY MEASURES ORGANIZATION COORDINATOR:**  
**STRUBE:** That, effective October 1<sup>st</sup>, 2023 administration be responsible for updating the Town and R.M. of Shellbrook Emergency Response Plan, and provide updates to Council twice a year.  
**CARRIED.**
- 308.10.23**     **VIKLUND ROAD ALLOWANCE:**  
**SKAUGE:** That, the Rural Municipality of Shellbrook No. 493 Legal Counsel be directed to proceed with exercising Court Order.  
**CARRIED.**
- 309.10.23**     **ADMINISTRATORS REPORT:**  
**JOELSON:** That, the Administrators Report for the month of October 2023 be accepted as presented  
**CARRIED.**
- 310.10.23**     **TOWN REQUEST:**  
**TEN BOS:** That, the Town of Shellbrook request to purchase the Volunteer Fire Department Emergency Service Vehicle be denied.  
**CARRIED.**
- 311.10.23**     **NOVEMBER REGULAR COUNCIL MEETING:**  
**STRUBE:** That, the November Regular Meeting of Council scheduled for November 8<sup>th</sup>, 2023 be moved to November 1<sup>st</sup>, 2023.  
**CARRIED.**
- 312.10.23**     **CULVERT APPROVAL:**  
**SKAUGE:** That, the request to install two culverts:  
  - West of NW-12-50-01-W3
  - SE-34-49-03-W3Be approved subject to Permit approvals from Trans Gas.  
**CARRIED.**
- 313.10.23**     **MUNICIPAL OFFICE:**  
**FERSTER:** That, a letter be sent to the Town of Shellbrook requesting discussion's in regards to the Rural Municipality expanding office space in The Municipal Office Building be expedited.  
**CARRIED.**
- Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:41 a.m. to update Council on municipal operations.
- 314.10.23**     **FERSTER:** That, Council now recess this meeting for lunch at 12:04 p.m.  
**CARRIED.**
- 315.10.23**     **STRUBE:** That, Council now reconvene this meeting at 12:45 p.m.  
**CARRIED.**
- Delegation Foreman Bill Aug and Todd Lande left the meeting at 2:06 p.m.
- 316.10.23**     **OLD BUSINESS:**  
**HOLBEIN 693:**  
**SKAUGE:** That, the discussions in regards Holbein 693 Project be postponed pending further consultation with Engineer.  
**CARRIED.**

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**NEW BUSINESS:**

- 317.10.23** **RM OF EDENWOLD**  
**JOELSON:** That, the information provided by the Rural Municipality of Edenwold No. 158 received September 18, 2023 be received and filed.  
**CARRIED.**
- 318.10.23** **ROLL # 1683 ABATEMENT:**  
**SKAUGE:** That, the following taxes be abated on Roll # 1683 for a house that is vacant.  
  - 100-Municipal \$1,215.78
  - 201- #119 Sask Rivers \$311.26
  - 303-Library \$8.92**CARRIED.**
- 319.10.23** **BYLAW NO. 2023-08 CRIMINAL RECORD CHECKS BYLAW:**  
**SKAUGE:** That Bylaw 2023-08, being a Bylaw to require Criminal Record Checks with nomination forms as annexed hereto and forming a part of these minutes, be given first reading.  
**CARRIED.**
- 320.10.23** **BYLAW NO. 2023-08 CRIMINAL RECORD CHECKS BYLAW:**  
**STRUBE:** That Bylaw 2023-08, being a Bylaw to require Criminal Record Checks with nomination forms, be given second reading.  
**CARRIED.**
- 321.10.23** **BYLAW NO. 2023-08 CRIMINAL RECORD CHECKS BYLAW:**  
**JOELSON:** That Bylaw 2023-08, being a Bylaw to require Criminal Record Checks with nomination forms be given a third reading at this meeting.  
**CARRIED UNANIMOUSLY.**
- 322.10.23** **BYLAW NO. 2023-08 CRIMINAL RECORD CHECKS BYLAW:**  
**TEN BOS:** That Bylaw 2023-08, being a Bylaw to require Criminal Record Checks with nomination forms 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.**
- 323.10.23** **NORTH BOUND PLANNING CONFERENCE**  
**JOELSON:** That, the request by Administrator Storey to attend The North Bound Planning Conference being held on November 21<sup>st</sup>, 2023 in North Battleford be approved.  
**CARRIED.**
- 324.10.23** **SARM MIDTERM CONVENTION**  
**STRUBE:** That, the information provided in regards to the 2023 Saskatchewan Association of Rural Municipalities Mid Term Convention be received and filed.  
**CARRIED.**
- 325.10.23** **2023 CHRISTMAS PARTY**  
**JOELSON:** That, discussions in regards to the 2023 Staff Christmas Party be postponed to the November Regular Meeting of Council.  
**CARRIED.**
- 326.10.23** **STURGEON LAKE FIRST NATION GRAVEL**  
**SKAUGE:** That, discussions in regards to the Sturgeon Lake First Nation Gravel Contract be postponed to the November Regular Meeting of Council.  
**CARRIED.**
- 327.10.23** **ANDERSON GRAVEL**  
**STRUBE:** That, the information provided in regards to Anderson Gravel be received and filed.  
**CARRIED.**
- 328.10.23** **COUNCIL INQUIRIES:**  
**DIVISION BOUNDARY POLICY**  
**TEN BOS:** That, the population by municipal division information provided in regards to the Division Boundary Policy Review be received and filed.  
**CARRIED.**
- 329.10.23** **MINISTRY OF ENVIROMENT LETTER**  
**SKAUGE:** That, the information provided in regards to the Ministry of Environment Letter in regards to the Holbein East Trail be received and filed.  
**CARRIED.**

Councilor Skauge declared a conflict of interest and was excused from the meeting at 2:36 p.m.

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**330.10.23**    **ROAD ALLOWANCE NW-24-02-49-W3**

**FERSTER:** That, discussions in regards to Road Allowance NW-24-02-49-W3 be postponed to the November Regular Meeting of Council.

**CARRIED.**

Councilor Skauge returned to council chambers at 2:45 p.m.

**331.10.23**    **REGIONAL EMERGENCY PLAN**

**JOELSON:** That, Council agrees to participate in the Emergency Management Project.

**CARRIED.**

**332.10.23**    **CORRESPONDENCE:**

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

- Lonely at the Top dated September, 2023
- EMO Report to Council dated September 27th, 2023

**CARRIED.**

**333.10.23**    **NORTH CENTRAL TRANSPORTATION PLANNING COMMITTEE MINUTES**

**SKAUGE:** That, discussions in regards to The North Central Transportation Planning Committee Minutes be postponed to the November Regular Meeting of Council.

**CARRIED.**

**334.10.23**    **COUNCIL INQUIRIES:**

**SKAUGE:** That, the following inquiries be presented for response by Administration

- Sturgeon Lake Regional Park Board
- Bridges
- AMP Brochure Report

**CARRIED.**

**335.10.23**    **GO IN CAMERA:**

**SKAUGE** That, the time being 3:14 p.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, the public gallery be vacated and those present for this closed session be Reeve Oleksyn, Deputy Reeve Joelson and Councilor's Skauge, Strube, Ferster, and Ten Bos.

**CARRIED.**

**336.10.23**    **RECONVENE:**

**STRUBE:** That, the regular Council meeting reconvene at 3:59 p.m. with all members of Council and Administration present.

**CARRIED.**

Administrator Storey returned to Council Chambers at 3:59 p.m.

**337.10.23**    **ADJOURNMENT:**

**FERSTER:** That, the meeting be adjourned at 4:00 p.m.

**CARRIED.**

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**REEVE DOUG OLEKSYN**

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**ADMINISTRATOR DUANE STOREY**