

**Rural Municipality of Shellbrook No. 493**  
**December 20th, 2023**  
**SPECIAL MEETING**

**MINUTES** of a Special meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, December 20, 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     |

**CALL TO ORDER:**

Reeve Oleksyn called the meeting to order at 8:33 A.M.

**400.12.23 DECEMBER 20<sup>th</sup>, 2023 SPECIAL MEETING AGENDA:**

**SKAUGE:** That, the Agenda of the Special Meeting of Council on December 20th, 2023 be amended as follows:

- Add; In-Camera.
- SARM LSIP
- SARM Excess Liability
- SARM PSIP
- Municipal Hail Statement
- AMHI Statement

**CARRIED UNANIMOUSLY.**

**401.12.23 ADOPTION OF AGENDA.**

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

**CARRIED.**

**402.12.22 ACCOUNTS PAYABLE:**

**STRUBE:** That, the accounts payable dated December 19th, 2023, as attached hereto and forming part of these minutes, being regular cheque numbers 13824 to 13861 in the amount of \$110,034.08 be approved.

**CARRIED**

**403.12.23 CONTROL FIRE BURN;**

**STRUBE:** That, the Control Fire Burn and Fire call information be posted on Rural Municipality of Shellbrook No. 493 Website and Tax Notice Newsletter.

**CARRIED.**

**404.12.23 SASK TENDERS NOTIFICATION;**

**JOELSON:** That, a notice be sent to Sask Tenders informing that The Rural Municipality of Shellbrook No. 493 will be using their services in 2024.

**CARRIED.**

**405.12.23 HOLBEIN TURNOFF;**

**SKAUGE:** That, a letter of request be sent to The Ministry of Highways requesting improved passing lanes entrances into Holbein and reducing the speed limit to 80km per hour on Highway 55 passing by Holbein.

**CARRIED.**

**406.12.23 OLD SHOP POWER LINE;**

**FERSTER:** That, a Sask Power be contacted to raise the power line at the Old Shop that runs between the Power Pole and the Old Shop.

**CARRIED.**

**407.12.23 PERFORMANCE REVIEWS;**

**SKAUGE** That, Performance Reviews be done on a yearly for all Rural Municipality of Shellbrook No. 493 employees.

**CARRIED.**

**408.12.23 MUNICIPAL OFFICE JANITOR;**

**STRUBE** That, a \$25 per month pay Increase to the Municipal Office Janitor for 2024 be approved, increasing the municipality's cost share to \$375 per month.

**CARRIED.**

**Rural Municipality of Shellbrook No. 493**  
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**NEW BUSINESS:**

**COUNCIL COMMITTEES/BOARD APPOINTMENTS FOR 2024.**

**409.12.23** **SKAUGE:** That, Reeve Oleksyn will serve as Ex Officio member on all Committees for 2024.

**CARRIED.**

**COUNCIL COMMITTEES/BOARD APPOINTMENTS FOR 2024.**

**410.12.23** **SKAUGE:** That, the RM of Shellbrook No. 493 appoints the following Council Committees and Appointments for 2024 as follows:

**COUNCIL COMMITTEES FOR 2024**

- |    |                            |   |
|----|----------------------------|---|
| a. | Finance & Administration – | Reeve, Deputy Reeve                         |
| b. | Fire –                     | Ferster, Strube                             |
| c. | Gravel & Clay –            | Ferster, Skauge and the Councilor concerned |
| d. | Machinery –                | Joelson, Ferster, Ten Bos                   |

**CARRIED.**

**COUNCIL COMMITTEES/BOARD APPOINTMENTS FOR 2024.**

**411.12.23** **STRUBE:** That, the RM of Shellbrook No. 493 appoints the following Council Committees and Appointments for 2024 as follows:

**COUNCIL COMMITTEES FOR 2024**

- |    |              |  |
|----|--------------|--|
| e. | Recreation – | Council as a whole                               |
| f. | Road Ban –   | Deputy Reeve, Ten Bos                            |
| G. | Roads        | Ten Bos, Strube, Ferster and Councilor concerned |
| H. | Management   | Ten Bos, Strube, Fester                          |

**CARRIED.**

**412.12.23** **JOELSON:** That, the RM of Shellbrook No. 493 appoints the following Council Committees and Appointments for 2024 as follows:

**BOARD APPOINTMENTS FOR 2024**

- |    |  |   |
|----|--|---|
| a. | Local Library –                              | Skauge  |
| b. | Nisbet Forest –                              | Skauge  |
| c. | OH & S –                                     | Joelson, Ferster, Todd Lande                        |
| d. | Parkland Physician – Recruitment & Retention | Reeve, Skauge                                       |
| e. | Sturgeon Lake Regional Park                  |   |
|    | i. Chairperson RM Appointed-                 | Gord Roberts  |
|    | ii. Secretary –                              | Melanie Neufeld                                     |
|    | iii. Council Appointed-                      | Reeve, Joelson, Strube, Ferster                     |
|    | iv. Board Elected –                          |   |
| f. | Wapiti Regional Library –                    | Dave Middlebrook, Steve Schmidt. Scott Hahn, Skauge |
| g. | Rural Crime Watch                            | Skauge, Ferster, Strube                             |
| h. | PARWU Board                                  | Reeve, Deputy Reeve, Skauge                         |

# Rural Municipality of Shellbrook No. 493

December 20th, 2023

## SPECIAL MEETING

CARRIED.

### 413.12.23 MUNICIPAL APPOINTMENTS 2024

**JOELSON:** That, the RM of Shellbrook No. 493 appoints the following Council Committees and Appointments for 2024 as follows:

#### APPOINTMENTS FOR 2024

|                                 |   |
|---------------------------------|---|
| a. Administrator                | Duane Storey                                    |
| b. Auditor –                    | Sensus Chartered<br>Professional Accountants    |
| c. Building Inspector -         | BuildTech Inspections                           |
| d. Board of Revision –          | Nor-Sask Board Services                         |
| e. Development Officer-         | Administrator                                   |
| e. Development Appeals Board -  | Nor-Sask Board Services                         |
| f. Fire Guardians –             | Councilor of each Division                      |
| g. Pest Control Officer –       | Vacant  |
| h. Pound Keepers –              | Councilor of each Division appoints as required |
| i. Weed Inspector –             | Councilor of each Division                      |
| j. Property Maintenance Appeals | Nor-Sask Board Services                         |
| l. District 32 ADD Board        | Councilor Strube                                |

CARRIED.

Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:24a.m. to update Council on Municipal Operations.

### 414.12.23 CUSTOM RATES FOR 2024.

**JOELSON:** That, the custom rates for 2024 be approved as follows:

|                                    |  |
|------------------------------------|--|
| a. Backhoe -                       | \$145.00 per hour  |
| b. Brush work payout -             | \$400.00 per ½ mile  |
| c. Cat -                           | \$250.00 per hour  |
| d. Gopher getter -                 | \$50.00 per day with a \$50.00 deposit (minimum charge \$10.00)  |
| e. Grader -                        | \$210.00 per hour- 1- hour minimum \$260 outside RM  |
| f. Grave digging within RM         | \$700.00 dig only<br>\$900.00 dig & close  |
| g. Gravel delivered with RM trucks | \$420.00 per 10-yard load of crushed gravel<br>\$620.00 per 20-yard load of crushed gravel<br>CN gravel not for Sale |
| h. Loader -                        | \$190.00 per hour  |
| i. Motor Scraper                   | \$250.00 per hour in Municipality<br>\$310.00 per hour outside of Municipality                                       |
| j. Pit run delivered               | \$380.00 per 10-yard load<br>\$490.00 per 20-yard load   |
| k. Skid steer                      | \$130.00 per Hour  |
| l. Tandem gravel truck -           | \$160.00 per hour- \$190.00 with pup   |
| m. Track hoe -                     | \$250.00 per hour  |
| n. Tractor & mower -               | \$150.00 per hour n  |
| o. Tree Planter -                  | \$20.00 per day with a \$50.00 deposit (minimum charge of \$10.00)   |
| P 1 ton and sander                 | \$110.00 per hour- 1-hour minimum  |
| Q Snow Plow & Sander               | \$210.00 per hour  |

CARRIED.

### 415.12.23 COW LAKE PROJECT:

**FERSTER:** That, Foreman Aug has the authority to choose an appropriate parcel of land for stockpiling product for the Cow Lake Road Construction Project.

CARRIED.

### 416.12.23 BUSH HOG MOWER:

**SKAUGE:** That, the purchase of a Bush Hog 5115 Mower from Triod Supply for the price of \$44,800.00 less the trade of 4815 Mower for the price of \$18,500.00 plus applicable taxes be approved.

CARRIED.

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**417.12.23** EMPLOYEE WAGES 2024:

**SKAUGE:** That, all information provided in regards to Employee Wages 2024 be postponed to the January 10<sup>th</sup>, 2024 Regular Meeting of Council.

**CARRIED.**

Delegation Foreman Bill Aug and Todd Lande left the meeting at 12:47p.m.

**418.12.23** 2024 REGULAR COUNCIL MEETING DATES:

**STRUBE:** That the Regular Monthly Council Meeting dates for 2024 be set as follows, with all meetings commencing at 8:30 a.m.:

|           |           |         |
|-----------|-----------|---------|
| January   | Wednesday | 10/2024 |
| February  | Wednesday | 7/2024  |
| March     | Wednesday | 6/2024  |
| April     | Wednesday | 3/2024  |
| May       | Wednesday | 8/2024  |
| June      | Wednesday | 5/2024  |
| July      | Wednesday | 3/2024  |
| August    | Wednesday | 7/2024  |
| September | Wednesday | 4/2024  |
| October   | Wednesday | 2/2024  |
| November  | Wednesday | 6/2024  |
| December  | Wednesday | 4/2024  |

**CARRIED.**

**419.12.23** 2023 GRAVEL:

**SKAUGE:** That, all information in regards to 2023 gravel be received and filed.

**CARRIED.**

**420.12.23** COVID-19 PERSONNEL POLICY:

**TEN BOS:** That, all information provided in regards to the Covid-19 Personnel Policy be received and filed.

**CARRIED.**

**421.12.23** ADMINISTRATORS HOLIDAYS

**SKAUGE:** That, the request from Administrator Storey, to carry 5 days of Holidays from 2023 to 2024 be approved, and that the 5-days must be used by March 31, 2024.

**CARRIED.**

CORRESPONDENCE:

**422.12.23** PROPERTY SELF INSURANCE PROGRAM:

**SKAUGE:** That, the information provided in regards to the Property Self Insurance Program be postponed to the January 2024 Regular Meeting of Council.

**CARRIED.**

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

- SARM Excess Liability Dated, December 19<sup>th</sup>, 2023
- SARM LSIP Dated, December 19<sup>th</sup>, 2023
- Municipal Hail Statement Dated, December 15<sup>th</sup>, 2023
- AMHI Statement Dated, December 18<sup>th</sup>, 2023

**CARRIED.**

**424.12.23** GO IN CAMERA:

**JOELSON** That, the time being 1:09 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 Personnel matters, 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.**

**425.12.23** RECONVENE:

**SKAUGE:** That, the regular Council meeting reconvene at 2:40 p.m. with all members of Council and Administration present.

**CARRIED.**

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Administrator Storey returned to Council Chambers at 2:39 p.m.

**ADJOURNMENT.**

**426.12.23** **STRUBE:** That the meeting be adjourned at 2:42 p.m.

**CARRIED.**

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Reeve Doug Oleksyn

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Administrator Duane Storey