

Rural Municipality of Shellbrook No. 493

JANUARY 10, 2024

REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, January 10, 2024 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

PRESENT:

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

DELEGATIONS: 10:00a.m. Michael Hoehne and Dwight Roy Lake Country Coop.
11:00a.m. Foreman Bill Aug update on municipal activities

CALL TO ORDER:

Reeve Oleksyn called the meeting to order at 8:37a.m.

001.01.24 **ADDITION TO AGENDA:**

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

- Excess Liability Insurance
- Town Office Letter
- Prakash Consulting Ltd. Letter
- Borrow Pit
- Rescind Resolution

CARRIED UNANIMOUSLY.

002.01.24 **ADOPTION OF AGENDA:**

SKAUGE: That, the Agenda be adopted as amended.

CARRIED.

003.01.24 **REGULAR COUNCIL MINUTES:**

STRUBE: That, the minutes of the Regular Meeting of Council on December 6th, 2023 be amended as follows:

- 396.12.23 – Add- APAS Update dated November 23rd, 2023
- 396.12.23 – Add -Sask Association of Watersheds Newsletter dated November 15th, 2023

CARRIED.

004.01.24 **REGULAR COUNCIL MINUTES:**

JOELSON: That, the minutes of the Regular Meeting of Council held on December 6th, 2023 be approved as amended.

CARRIED.

005.01.24 **SPECIAL COUNCIL MINUTES:**

SKAUGE: That, the minutes of the Special Meeting of Council held on December 20th, 2023 be amended as follows.

- 405.12.23 – Change Highway 55 to Highway **3** and **on entrances into Holbein.**
- 412.12.23 e. (i) – Add **RM Appointed** to Chairperson.
- 412.12.23 e. (iii) – Change Board Elected to **Council Appointed.**
- 412.12.23 g. – Add **Strube** to Rural Crime Watch.
- 417.12.23 – Add **Employee Wages 2024**
- 421.12.23 – Add **and that the 5-days must be used by March 31, 2024**

CARRIED.

006.01.24 **SPECIAL COUNCIL MINUTES:**

FERSTER: That, the minutes of the Special Meeting of Council held on December 20th, 2023 be approved as amended.

CARRIED.

007.01.24 **STATEMENT OF FINANCIAL ACTIVITIES:**

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

CARRIED.

Rural Municipality of Shellbrook No. 493

JANUARY 10, 2024

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008.01.24 **BANK RECONCILIATION:**
SKAUGE: That, the bank reconciliation for the month of November 2023 be approved as presented.

CARRIED.

009.01.24 **BANK RECONCILIATION:**
SKAUGE: That, the bank reconciliation for the month of December 2023 be approved as presented.

CARRIED.

010.01.24 **ACCOUNTS PAYABLE:**
JOELSON: That, the accounts payable dated January 3rd, 2024, as attached hereto and forming part of these Minutes, being regular cheque numbers 13862 to 13892 in the amount of \$177,440.87 and payroll cheque numbers 14659 to 14694 in the amount of \$54,157.17 be approved.

CARRIED.

011.01.24 **ADMINISTRATORS REPORT:**
JOELSON: That, the Administrators Report for the month January 2024 be accepted as presented.

CARRIED.

Councilor Skauge declared a conflict of interest and was excused from the meeting at 9:59 a.m.

Lake Country Coop Delegation Michael Hoehne and Dwight Roy entered the Council Chambers at 9:59 a.m. to discuss providing a quote for fuel.

Lake Country Coop Delegation left the meeting at 10:20 a.m.

Councilor Skauge re-entered the meeting at 10:21a.m.

Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:13 a.m. to update Council on municipal operations.

012.01.24 **STRUBE:** That, Council now recess this meeting for lunch at 12:23 p.m.

CARRIED.

013.01.24 **SKAUGE:** That, Council now reconvene this meeting at 1:04 p.m.

CARRIED.

Delegation Foreman Bill Aug and Todd Lande left the meeting at 1:35 p.m.

014.01.24 **GRADER TRAINING:**
JOELSON: That, Grader Training by Evolution Training and Consulting Ltd. be booked for outside employees for the summer of 2024.

CARRIED.

015.01.24 **NEW ¾ TON WORK TRUCK:**
JOELSON: That, Administration acquire 4 quotes for a new ¾ Ton work truck, Gasoline 4x4 and bring back to Council for consideration.

CARRIED.

016.01.24 **OLD BUSINESS:**
COUNTRY RESIDENTIAL:
STRUBE: That, Councilor Skauge and Administrator coordinate a conference call with Northbound Planning Ltd. and go over Country Residential re-zoning and report back to Council for consideration.

CARRIED.

017.01.24 **BRIDGE RESTRICTION SIGNS:**
TEN BOS: That, 3 Weight Restriction signs be order for Fitch's Bridge with 2 being placed on Highway 240 and one on the East side of the Bridge.

CARRIED.

018.01.24 **LAKELAND TRAILER BYLAW:**
STRUBE: That, further discussions in regards to Trailer Bylaws be postponed to the February Regular Meeting of Council as more information needs to be acquired.

CARRIED.

019.01.24 **CIVIC ADDRESSING:**
STRUBE: That, a cost analysis be acquired for the implementation of Range Road Signs in the Municipality.

CARRIED.

Rural Municipality of Shellbrook No. 493

JANUARY 10, 2024

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020.01.24 PROPERTY SELF INSURANCE PROGRAM:

STRUBE: That the Property Self Insurance List be approved as presented.

CARRIED.

021.01.24 GRAVEL EXTRACTION:

SKAUGE: That, a letter be sent to Westar Group of Companies from The Rural Municipality of Shellbrook No. 493 Lawyer in regards to Gravel Extraction on 36-48-03-W3.

CARRIED.

NEW BUSINESS:

022.01.24 UNCOLLECTABLE ACCOUNTS:

SKAUGE: That, the information in regards to unpaid accounts be received and filed, and that going forward that the Listing include an account ageing.

CARRIED.

023.01.24 2024 BEAVER CONTROL PROGRAM LISTING:

STRUBE: That, the following be approved for the 2024 Beaver Control Grant:

Brett Morrison	Travis Curran	Charles Schlitter
Harvey Gosselin	Dallas Morrison	Terry Herzog
Calvin Harris	Ralph Harris	Wayne Diehl

CARRIED.

024.01.24 DELEGATES TO ATTEND 2024 SARM CONVENTION:

JOELSON: That, the following delegates be approved to attend 2024 SARM Convention March 13-15th in Regina:

Reeve	-Doug Oleksyn
Division 3	- Christine Strube
Division 4	- Jay Ferster
Division 5	- Derwin Joelson
Administrator	- Duane Storey

CARRIED.

025.01.24 SASK LOTTERIES GRANT 2024-2025:

STRUBE: That the allocation of the 2024-2025 Sask Lotteries grant be approved as follows:

Shellbrook Senior Curling Club	\$579.81
Shellbrook Elementary	\$579.81
Shellbrook Parks Board (playground)	\$579.81
Shellbrook Parks Board (swimming pool)	\$579.81
Shellbrook Public Library	\$800.00
Shellbrook Senior Association	\$579.81
Shellbrook Skating Club	\$579.81
Sturgeon Lake Regional Park	\$579.81
WP Sandin School Skating	\$579.81
WP Sandin School Outdoor Program	\$579.81
Wild Rose Public School	\$579.81
Wild Rose Before & After School Program	\$579.81
Lake Country Wildlife Federation	\$579.81
Lake Country Target Shooting Club	\$579.81
Shellbrook Silver Fins	\$579.81
Shellbrook Minor Softball	\$579.85
Crutwell Recreation	<u>\$579.81</u>

for a total of \$10,077.00.

CARRIED.

026.01.24 5-YEAR CAPITAL PLAN:

SKAUGE: That, Further discussions in regards to 5-Year Capital Plan be postponed to the February Regular Meeting of Council, and that a copy of the 5-Year Capital Plan be forwarded to the Foreman.

CARRIED.

027.01.24 SASK PUBLIC SAFETY TRAINING:

STRUBE: That, Administrator Storey attend the Saskatchewan Public Safety Agency's Provincial Disaster Assistance Program training session in Saskatoon either January 29th or 30th, 2024.

CARRIED.

Rural Municipality of Shellbrook No. 493

JANUARY 10, 2024

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- 028.01.24** **RMAA SPRING WORKSHOP 2024:**
SKAUGE: That, Administrator Storey attend Rural Municipality Administrators Association workshop held in Prince Albert April 4th, 2024.
CARRIED.
- 029.01.24** **CUSTOM RATES FOR LAND RENTALS:**
SKAUGE: That, that information in regards to Custom Rates for Land Rentals be received and filed.
CARRIED.
- 030.01.24** **WAPATI REGIONAL LIBRARY:**
JOELSON: That, the first installment invoice for 2024 Library Grant in the amount of \$14,229.00 be approved. That, a letter be sent to the Wapiti Regional Library Board requesting that the semiannual meeting be rescheduled, by zoom if necessary.
CARRIED.
- 031.01.24** **COUNCIL INQUIRIES:**
COUNCIL INQUIRIES:
FERSTER: That, the following inquiries be presented for response by Administration:
 - Payable Accruals be set up in December before Year End Meeting.
 - Find out the difference between the Bio-Fuel and Regular Diesel.
 - Recording of Notes for Fire Committee Meeting
 - Fire Reporting Issues
 - Meeting and Agenda Software quotes
 - Sale of Rocks
 - Council Inquiries Checklist
 - Disability Insurance Salaries
 - SARM Resolution Application
 - External Appointment Letters for 2024
 - Unspent Capital Allocations transfer to reserves**CARRIED.**
- 032.01.24** **MOTION ADDITION TO AGENDA:**
SKAUGE: That, a Motion Section be added to the Agenda placed after Council Inquiries
CARRIED.
- 033.01.24** **SARM EXCESS LIABILITY 2024:**
SKAUGE: That, The Saskatchewan Association of Rural Municipalities Excess Liability Insurance Plan be approved as presented.
CARRIED.
- 034.01.24** **MUNICIPAL OFFICE RENOVATION:**
SKAUGE: That, The On-Site Review and Report quote received from Prakash Consulting Ltd. date January 9th, 2024 be received and filed.
CARRIED.
- 035.01.24** **SARM CORRESPONDENCE:**
FERSTER: That, the following SARM Correspondence be received and filed.
 - 2024 SARM Service Fees – Dated January 2nd, 2024.**CARRIED.**
- 036.01.24** **CORRESPONDENCE:**
SKAUGE: That, the following Correspondence be received and filed.
 - Conversations with Council – Dated January 5th, 2024.**CARRIED.**
- 037.01.24** **GO IN CAMERA:**
TEN BOS That, the time being 3:44 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.

Rural Municipality of Shellbrook No. 493
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Administrator Storey returned to Council Chambers at 4:43 p.m.

038.01.24 **RECONVENE:**

SKAUGE: That, the regular Council meeting reconvene at 4:44 p.m. with all members of Council and Administration present.

CARRIED.

039.01.24 **RESCIND MOTION:**

SKAUGE: That, motion 353.12.20 *Administrators Contract* be rescinded

CARRIED.

040.01.24 **ADJOURNMENT:**

FERSTER: That, the meeting be adjourned at 4:48 p.m.

CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY