

Rural Municipality of Shellbrook No. 493

March 6, 2024

REGULAR MEETING

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, March 6, 2024 in the Municipal Office Council Chambers at Shellbrook, Saskatchewan.

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

DELEGATIONS: 11:30 a.m. Foreman Bill Aug update on municipal activities.

CALL TO ORDER:

Reeve Oleksyn called the meeting to order at 8:33a.m.

084.03.24 **ADDITION TO AGENDA:**

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

- Low Bed Trailer Purchase

CARRIED UNANIMOUSLY.

085.03.24 **ADOPTION OF AGENDA:**

JOELSON: That, the Agenda be adopted as amended.

CARRIED.

CONFLICT OF INTEREST DECLARATION:

086.03.24 **REGULAR COUNCIL MINUTES:**

SKAUGE: That, the minutes of the Regular Meeting of Council held on February 7th, 2024 be approved as presented.

CARRIED.

087.03.24 **STATEMENT OF FINANCIAL ACTIVITIES:**

SKAUGE: That, the Statement of Financial Activities for the month of February 2024 be approved, as presented.

CARRIED.

088.03.24 **ACCOUNTS PAYABLE:**

STRUBE: That, the accounts payable dated March 1st, 2024, as attached hereto and forming part of these Minutes, being regular cheque numbers 13948 to 13989 in the amount of \$151,643.00 and payroll cheque numbers 14711 to 14726 in the amount of \$38,577.39 be approved.

CARRIED.

089.03.24 **ADMINISTRATORS REPORT:**

JOELSON: That, the Administrators Report for the month March 2024 be accepted as presented.

CARRIED.

OLD BUSINESS:

090.03.24 **BYLAW NO. 2024-01 A BYLAW OF THE RM OF SHELLBROOK NO. 493 TO AMEND BYLAW NO. 2018-09 KNOWN AS THE OFFICIAL COMMUNITY PLAN:**

JOELSON: That, Bylaw No. 2024-01 A Bylaw of The RM of Shellbrook No. 493 To Amend Bylaw No. 2018-09 Known as The Official Community Plan as annexed hereto and forming a part of these minutes, be given first reading.

CARRIED.

091.03.24 **BYLAW NO. 2024-03 A BYLAW RESPECTING PERMIT FEES FOR TRAILER PARKS, CAMPGROUNDS, RECREATION VEHICLE PARKS AND MOBILE HOME PARKS:**

STRUBE: That, Bylaw No. 2024-03 A Bylaw Respecting Permit Fees for Trailer Parks, Campgrounds, Recreation Vehicle Parks and Mobile Home Parks as annexed hereto and forming a part of these minutes, be given first reading.

CARRIED.

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- 092.03.24** **CIVIC ADDRESSING:**
SKAUGE: That, the information provided in regards to Civic Addressing be referred to 2024 Budget sessions.
CARRIED.
- 093.03.24** **OFFICE EMPLOYEE HOURS OF WORK POLICY:**
STRUBE: That, the Office Employee Hours of Work Policy 2024-001 be approved as presented.
CARRIED.
- 094.03.24** **OFFICE SOFTWARE QUOTE:**
STRUBE: That, the information provided in regards to the Office Software be postponed to 2024 Budget sessions.
CARRIED.
- 095.03.24** **SALT SHED:**
TEN BOS: That, discussion in regards to the Salt Shed be postponed until further costs be acquired.
CARRIED.
- 096.03.24** **HOLBEIN 693:**
SKAUGE: That, discussion in regards to the Holbein 693 be postponed to the April Regular Meeting of Council.
CARRIED.
- Delegation Foreman Bill Aug and Todd Lande entered the Council Chambers at 11:30 a.m. to update Council on municipal operations.
- Councilor Skauge declared a conflict of interest and was excused from the meeting at 11:46 a.m.
- Councilor Skauge re-entered the meeting at 11:50 a.m.
- 097.03.24** **STRUBE:** That, Council now recess this meeting for lunch at 12:04 p.m.
CARRIED.
- 098.03.24** **JOELSON:** That, Council now reconvene this meeting at 12:30 p.m.
CARRIED.
- Delegation Foreman Bill Aug and Todd Lande left the meeting at 12:50 p.m.
- Reeve Oleksyn was excused from the meeting at 12:50 p.m.
Deputy Reeve Joelson assumed the Chair.
Reeve Oleksyn returned to council chambers at 1:04 p.m.
Reeve Oleksyn assumed the Chair.
- 099.03.24** **NEW BUSINESS:**
2024 BUDGET MEETING DATES:
STRUBE: That, 2024 Budget Sessions dates be set as follows:
- Wednesday March 20th, 2024 at 8:30 a.m. at the Municipal Office Chambers.
 - Friday April 12th, 2024 at 8:30 a.m. at the Municipal Office Chambers.
- CARRIED.**
- 100.03.24** **SAMA ANNUAL GENERAL MEETING:**
JOELSON: That, the following attend the Saskatchewan Assessment Management Agency Annual General Meeting held in Saskatoon April 10th, 2023:
- Reeve Oleksyn
 - Division 3 Councilor Strube
 - Administrator Storey
- CARRIED.**
- 101.03.24** **NATIONAL POLICE FEDERATION:**
SKAUGE: That, the information provided in regards to The National Police Federation be received and filed.
CARRIED.

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- 102.03.24** **FIRE COMMITTEE MEETING:**
STRUBE: That, the information provided in regards to Fire Committee Meeting held February 20th, 2024 be accepted as presented.
CARRIED.
- 103.03.24** **TLE TRUST FUND:**
SKAUGE: That, the information provided in regards to the Treaty Land Entitlement Trust Fund be received and filed.
CARRIED.
- 104.03.24** **NORTH CENTRAL TRANSPORTATION PLANNING COMMITTEE:**
TEN BOS: That, the North Central Transportation Planning Committee membership fee for April 1st, 2024 to March 2025 in the amount of \$600.00 be approved.
CARRIED.
- 105.03.24** **MOTIONS:**
LOWBED TRAILER:
JOELSON: That, the purchase of a 1983 Craig Lowbed Trailer in the amount of \$32,000 plus applicable taxes be approved.
CARRIED.
- 106.03.24** **COUNCIL INQUIRIES:**
COUNCIL INQUIRIES:
SKAUGE: That, the information provided in regards to the following Council Inquiries presented at the February 7th, 2024 Regular Meeting of Council be received and filed:
- Could details of the Inquiry Resolution be forwarded to all members of Council so the process is understood?
 - Could the report updating the Procedure Bylaw to include the Inquiry Process be forwarded to Council for consideration at the March Council meeting?
 - Could the Procedure Bylaw be forwarded to Council for possible changes at the March Council meeting?
 - Can all SARM Correspondence, including the Rural Sheaf, and other emails be forwarded for consideration on the Council agenda?
 - Can all incoming correspondence directed or intended for Council received by mail, or email, or other means, be placed on the monthly Council agenda, or a separate "information Only" package on Council's iPad with the monthly agenda.
- CARRIED.**
- 107.03.24** **CORRESPONDENCE:**
STRUBE: That, the following Correspondence be received and filed.
- Northern Woods and Water - Dated February 20th, 2024.
 - Department of Highways Holbein Letter- Dated February 21st, 2024.
 - WSP Invite- Dated February 20th, 2024.
- CARRIED.**
- 108.03.24** **WEED INSPECTOR WORKSHOP:**
TEN BOS: That, the following attend the 2024 Weed Inspector & Land Manager Workshop held in Saskatoon April 2nd, 2024:
- Division 1 Councilor Skauge
 - Division 3 Councilor Strube
- CARRIED.**
- 109.03.24** **INCIDENT COMMAND SYSTEM 402:**
TEN BOS: That, the following attend the Incident Command System Training 402 to be held in Rosthern March 21st, 2024:
- Division 3 Councilor Strube
- CARRIED.**
- 110.03.24** **AG IN THE CLASSROOM:**
STRUBE: That, the information provided in regards to AG in the Classroom be referred to 2024 Budget sessions.
CARRIED.

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111.03.24

SARM CORRESPONDENCE:

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

- SARM Resolutions – Dated February 20th, 2024.
- SARM Elections – Dated February 20th, 2024.

CARRIED.

112.03.24

GO IN CAMERA:

SKAUGE That, the time being 2:33 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*, for 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 and Ten Bos.

CARRIED.

Administrator Storey left the Council Chambers at 2:33 p.m.
Administrator Storey returned to Council Chambers at 3:13 p.m.

113.03.24

RECONVENE:

STRUBE: That, the regular Council meeting reconvene at 3:13 p.m. with all members of Council and Administration present.

CARRIED.

Reeve Oleksyn was excused from the meeting at 3:14 p.m.
Deputy Reeve Joelson assumed the Chair.

114.05.24

ADJOURNMENT:

SKAUGE: That, the meeting be adjourned at 3:19 p.m.

CARRIED.

REEVE DOUG OLEKSYN

ADMINISTRATOR DUANE STOREY