

R.M. of Shellbrook No. 493
Meeting Minutes
December Year End December 23, 2025 - 08:00 AM

MINUTES of a Special meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Tuesday, December 23, 2024 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

PRESENT:

Reeve	- Christine Strube
Division 1 Councillor	- Tasha Cyr
Division 2 Councillor	- Levi Moore
Division 3 Councillor	- Kevin Bruce
Division 4 Councillor	- Jay Ferster
Division 6 Councillor	- Ivan tenBos
Administrator	- Duane Storey
Administrative Assistant	- Alicia tenBos

ABSENT:

Division 5 Councillor	- Kris Moe
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Meeting Called to Order

Reeve Strube called the meeting to order at 8:13 a.m.

Adoption of Agenda

Resolution No: 317.12.25

Moved By: Div 4 Councillor Ferster

That, the Agenda be adopted as presented.

CARRIED

Bank Reconciliation for the month of November 2025.

Resolution No: 318.12.25

Moved By: Div 3 Councillor Bruce

That, the bank reconciliation for the month of November 2025 be accepted as presented.

CARRIED

Payment of Accounts

Resolution No: 319.12.25

Moved By: Div 1 Councillor Cyr

That, the List of Accounts for Approval dated December 22, 2025, as attached hereto and forming part of these Minutes, being regular cheque numbers 15191 -15229 in the amount of \$121,831.07. and electronic fund transfers in the amount of \$ 22,003.61.

CARRIED

Appointments for 2026

Resolution No: 320.12.25

Moved By: Div 6 Councillor tenBos

- | | | |
|----|------------------------------|--|
| a. | Administrator | Duane Storey |
| b. | Auditor – | Sensus Chartered Professional Accountants |
| c. | Building Inspector - | CCASK – Construction Code Authority |
| d. | Development Officer- | Administrator |
| e. | Development Appeals Board - | Western Municipal Consulting Ltd |
| f. | Fire Guardians | Councillor of each Division |
| g. | Pest Control Officer – | Peter Kysiniuk |
| h. | Pound Keepers – | Councillor of each Division appoints as required |
| i. | Weed Inspector – | Councillor of each Division |
| j. | Property Maintenance Appeals | Western Municipal Consulting Ltd |
| k. | District 32 ADD Board | Reeve Strube |

CARRIED

Council Committees 2026

Resolution No: 321.12.25

Moved By: Div 6 Councillor tenBos

That, the RM of Shellbrook No. 493 appoints the following Council Committees and Appointments for 2026 as follows:

COUNCIL COMMITTEES FOR 2026

- | | | |
|----|------------------------------|---|
| a. | Finance and Administration – | Reeve, Deputy Reeve |
| b. | Fire – | Moore, Cyr |
| c. | Gravel and Roads – | Ferster, Bruce, tenBos and the Div Councillor |
| d. | Machinery – | Bruce, Ferster, Ten Bos |
| e. | Recreation – | Ferster, Cyr |
| f. | Road Ban – | Deputy Reeve, Ten Bos |
| G. | Roads | Ten Bos, Bruce, Ferster and Div Councillor |
| H. | Management/ Human Resources | Cyr, Ferster |

CARRIED

Council Board Appointments 2026

Resolution No: 322.12.25

Moved By: Div 1 Councillor Cyr

That, the RM of Shellbrook No. 493 appoints the following Council Board Appointments for 2026 as follows

- | | | |
|----|---|----------------------------------|
| a. | Local Library – | Moore |
| b. | Nisbet Forest – | Cyr |
| c. | OH, and S – | Moore, Ferster, Todd Lande |
| d. | Parkland Physician – Recruitment amp; Retention | Moore |
| | | |
| e. | Sturgeon Lake Regional Park | |
| | i. Chairperson RM Appointed- | Gord Roberts |
| | ii. Secretary – | Melanie Neufeld |
| | iii. Council Appointed- | Reeve, Cyr, Bruce, Ferster |
| | | |
| f. | Board Elected – | Dave Middlebrook, Steve Schmidt. |
| | | Scott Hahn |
| g. | Wapiti Regional Library – | Moore |
| h. | Rural Crime Watch | Moore, Ferster, |
| | | |
| k | Hospital Board | Moe |
| | | |
| i. | Town Recreation Board | Reeve, Deputy Reeve, Cyr |

CARRIED

Municipal Board of Appeal 2026

Resolution No: 323.12.25

Moved By: Div 4 Councillor Ferster

That, pursuant to Subsection 365(1)(a) of The Municipalities Act, the RM OF SHELLBROOK NO. 493 appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeal: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

Secretary to the Municipal Board of Appeal

Resolution No: 324.12.25

Moved By: Div 1 Councillor Cyr

That, the RM OF SHELLBROOK NO. 493 appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Municipal Board of Appeal for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

Custom Rates

Resolution No: 325.12.25

Moved By: Div 6 Councillor tenBos

- a. Backhoe - \$145.00 per hour
- b. Cat - \$300.00 per hour
- c. Grader - \$250.00 per hour- 1- hour minimum \$400 outside RM
- d. Grave digging within RM \$700.00 dig only
\$900.00 dig and close
- e. Gravel delivered with RM trucks \$450.00 per 10-yard load of crushed gravel plus \$160 if outside specified timeline outlined in Gravel Policy.
\$650.00 per 20-yard load of crushed gravel plus \$190 if outside specified timeline outlined in Gravel Policy.
- f. Loader - \$250.00 per hour
- g. Motor Scraper \$300.00 per hour in Municipality
\$400.00 per hour outside of Municipality
- h. Pit run delivered \$410.00 per 10-yard load
\$520.00 per 20-yard load
- l. Skid steer \$150.00 per Hour
- J. Tandem gravel truck - \$160.00 per hour- \$190.00 with pup
- K. Track hoe - \$250.00 per hour
- L. Tractor and mower - \$150.00 per hour
- M. 1 ton and sander \$110.00 per hour- 1-hour minimum
- N. Snow Plow & Sander \$210.00 per hour

CARRIED

Council Renumeration

Resolution No: 326.12.25

Moved By: Div 1 Councillor Cyr

That, the Council Remuneration and Mileage rates be approved as follows effective Jan 1, 2026:

- 1. Per Diem Mileage \$0.70 per KM.
- 2. Per Diem Council Meetings \$300.00 for Regular Meeting and \$37.50 per Hour for Special Meetings and Supervision
- 3. Per Diem Committee Meetings \$37.50 per hour

CARRIED

Employee Wages 2026

Resolution No: 327.12.25

Moved By: Div 6 Councillor Bruce

That, the Employee Wage increases for 2026 be as recommended by the Human Resources Committee.

CARRIED

2026 Meeting Dates

Resolution No: 328.12.25

Moved By: Div 3 Councillor Bruce

January	Wednesday	7/2026
February	Wednesday	4/2026
March	Wednesday	4/2026
April	Wednesday	8/2026
May	Wednesday	6/2026
June	Wednesday	3/2026
July	Wednesday	8/2026
August	Wednesday	5/2026
September	Wednesday	2/2026
October	Wednesday	7/2026
November	Wednesday	4/2026
December	Wednesday	2/2026
December Year End	Monday	21/2026

CARRIED

Adjournment

Resolution No: 329.12.25

Moved By: Div 1 Councillor Cyr

That, the meeting be adjourned at 9:25a.m.

CARRIED

REEVE Christine Strube

ADMINISTRATOR Duane Storey