

R.M. of Shellbrook No. 493
Meeting Minutes
Regular December 3, 2025 - 08:30AM

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, December 3, 2025 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 5 Councillor	- Kris Moe (9:00a.m.)
Division 6 Councillor	- Ivan tenBos
Administrator	- Duane Storey
Administrative Assistant	- Alicia tenBos

Call to Order

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

Additions to Agenda

Resolution No: 293.12.25

Moved By: Div 6 Councillor tenBos

That, the following items be added to the Agenda:

- Prince Albert Rural Water Utility Request

CARRIED

Adoption of Agenda

Resolution No: 294.12.25

Moved By: Div 3 Councillor Bruce

That, the Agenda be adopted as amended.

CARRIED

Delegations

Kathy Alexander - Hamlet Greenhouses

Drew Ferster- Rayside School Site

Declaration of Conflict of Interest

Approval of Minutes for the Regular Meeting of Council November 3rd, 2025 as presented.

Resolution No: 295.12.25

Moved By: Div 6 Councillor tenBos

That, the minutes of the Regular Meeting of Council held on November 3, 2025 be approved as presented.

CARRIED

Approval of the Statement of Financial Activities for the month of November 2025 as presented

Resolution No: 296.12.25

Moved By: Div 4 Councillor Ferster

That, the Statement of Financial Activities for the month of November, 2025 be accepted as presented.

CARRIED

Bank Reconciliation for the month of October 2025.

Resolution No: 297.12.25

Moved By: Div 3 Councillor Bruce

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

CARRIED

Payment of Accounts

Resolution No: 298.12.25

Moved By: Div 1 Councillor Cyr

That, the List of Accounts for Approval dated December 1, 2025, as attached hereto and forming part of these Minutes, being regular cheque numbers 15153 -15190 in the amount of \$188,943.10. and electronic fund transfers in the amount of \$ 79,740.99 and payroll cheque numbers 46 - 73 in the amount of \$47,163.96 be approved.

CARRIED

Old Business

Lakeland Treedodgers

Resolution No: 299.12.25

Moved By: Div 4 Councillor Ferster

That, the request by the Lakeland Snowmobile Club Inc to renew a 5 Year Land Use Permission Agreement be approved.

CARRIED

RFNOW Internet

Resolution No: 300.12.25

Moved By: Div 6 Councillor Ivan tenBos

That, the request by RFNOW Inc for an Installation Agreement to lay fibre optic cable in the municipality be postponed for further clarification.

CARRIED

Town and RM Recreation MOU

Resolution No: 301.12.25

Moved By: Div 1 Councillor Cyr

That, the Recreation Memorandum of Understanding provided by the Town of Shellbrook be accepted as presented.

CARRIED

Sturgeon Lake TLE Road Allowance

Resolution No: 302.12.25

Moved By: Div 4 Councillor Ferster

That, under further review the municipality would reconsider releasing the undeveloped road allowances on NW-07-51-01-W3.

CARRIED

Deer Ridge Gravel

Resolution No: 303.12.25

Moved By: Div 4 Councillor Ferster

That, the municipality explore potential lease agreements with adjacent landowners to the Deer Ridge pit for stockpiling gravel.

CARRIED

Kathy Alexander entered the Council Chambers at 10:00a.m. to discuss Bylaw 2025-05

Kathy Alexander left the meeting at 10:30a.m.

New Business

NCTPC Workshop

Resolution No: 304.12.25

Moved By: Div 5 Councillor Moe

That, the information provided in regards to North Central Transportation Planning Committee workshop held in Wakaw in February 2026 be received and filed. That, any council or staff that are interested in attending be approved.

CARRIED

Well Decommissioning Support

Resolution No: 305.12.25

Moved By: Div 4 Councillor Ferster

That, an application be submitted by the municipality to the Farm and Ranch Water Infrastructure Program on behalf of Kathy Herzog for funding of a decommissioned well.

CARRIED

2026 Christmas Hours

Resolution No: 306.12.25

Moved By: Div 6 Councillor tenBos

That, the Municipal Office hours be as follows over Christmas:

- December 24th 7:30a.m.-12p.m.
- Closed December 25th-26th
- December 31st 7:30a.m.- 12p.m.

That, any 2025 payments be accepted up to 4 p.m. on January 2nd 2026 without penalty.

CARRIED

Drew Ferster entered the Council Chambers at 10:53a.m. to discuss Rayside School Property

Drew Ferster left the meeting at 11:02a.m.

Request for Proposals

Resolution No: 307.12.25

Moved By: Div 6 Councillor tenBos

That, a request for proposals be sent out in regards to the sale of a 3.13 Acre Parcel NW-21-50-03-W3 Blk/Par A-Plan 101587710 Ext 12, ISC Parcel # 150026835, with a minimum bid to be accepted on this parcel be \$9,000.00.

CARRIED

SARM Fidelity Bond 2026

Resolution No: 308.12.25

Moved By: Div 4 Councillor Ferster

That 2026 Fidelity Bond Coverages be renewed as follows:

- Fidelity Bond Insurance \$100,000 coverage
- Money & Securities \$20,000 coverage

CARRIED

Division 5 Councillor Moe declared a conflict of interest and left the council chambers at 11:18a.m

Subdivision Parcel Untie

Resolution No: 309.12.25

Moved By: Div 2 Councillor Moore

That, the Council of the RM of Shellbrook No. 493 agrees to approve the proposed subdivision the parcel ties connecting Surface Parcel No. 135890264, 135890286, 165295097 and 202944292. NW SEC-16-49-03-W3, and will forward a response to the Community Planning Branch, Ministry of Government Relations as follows;

1. No: there are no land uses in the vicinity that would be incompatible with the intended use of the proposed site.

2. No: there are no facilities that could be affected by the proposed development.

3. Yes: There is a Municipal Reserve Requirement of .218 hectares. The Rural Municipality of Shellbrook No. 493 chooses the monetary settlement arranged in lieu of dedication in the amount of \$846.68.

CARRIED

Foreman Todd Lande entered the Council Chambers at 11:20a.m. to discuss municipal issues.

Division 5 Councillor Moe returned to council chambers at 11:21a.m.

December Year End Meeting

Resolution No: 310.12.25

Moved By: Div 4 Councillor Ferster

That, the December year end meeting be set for December 23, 2025 at 8:00a.m. at the Municipal Office Chambers.

CARRIED

Foreman Todd Lande left the Council Chambers at 11:45a.m.

Administrators Report

Resolution No: 311.12.25

Moved By: Div 4 Councillor Ferster

That, the Administrators Report for the month December 2025 be accepted as presented.

CARRIED

Division 1 Councillor Cyr left the council chambers at 12:28p.m.

Council Oral Reports.

Resolution No: 312.12.25

Moved By: Div 5 Councillor Moe

That, the Council Oral Reports for the month December 2025 be accepted as presented.

CARRIED

Correspondence

Resolution No: 313.12.25

Moved By: Div 4 Councillor Ferster

That, the following correspondence be received and filed:

- Plant Health Network Fall News letter - *dated November 20, 2025*
- Sask Government Winter Maintenance - *dated November 16, 2025*
- Business and Community Newsletter - *dated November 18, 2025*
- Sask Rivers Board Highlights - *dated November 24, 2025.*

CARRIED

In Camera

Resolution No: 314.12.25

Moved By: Div 4 Councillor Ferster

That, the time being 1:13p.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 Strube, Councillor Moore, Councillor Bruce, Councillor Ferster, Councillor Moe and Councillor tenBos.

CARRIED

Administrator Storey and Administrative Assistant tenBos were excused from the meeting at 1:13p.m. Administrator Storey returned to the meeting at 2:02p.m

Reconvene

Resolution No: 315.12.25

Moved By: Div 2 Councillor Moore

That, the regular Council meeting reconvene at 2:02p.m. with all members of Council and Administration present.

CARRIED

Adjournment

Resolution No: 316.12.25

Moved By: Div 2 Councillor Moore

That, the meeting be adjourned at 2:05p.m.

CARRIED

REEVE Christine Strube

ADMINISTRATOR Duane Storey