

R.M. of Shellbrook No. 493
Meeting Minutes
Regular January 8, 2025 - 08:30 AM

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, January 8, 2025 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

PRESENT:

- | | |
|--------------------------|------------------------|
| Reeve | - Christine Strube |
| Division 2 Councillor | - Levi Moore |
| Division 3 Councillor | - Kevin Bruce |
| Division 4 Councillor | - Jay Ferster |
| Division 5 Councillor | - Kris Moe (9:07 a.m.) |
| Division 6 Councillor | - Ivan TenBos |
| Administrator | - Duane Storey |
| Administrative Assistant | - Alicia TenBos |

ABSENT

- | | |
|-----------------------|-------------|
| Division 1 Councillor | - Tasha Cyr |
|-----------------------|-------------|

Call to Order

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

Delegations

Adoption of Agenda

Resolution No: 001.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the Agenda be adopted as presented.

CARRIED

Declaration of Conflict of Interest

Approval of Minutes for the Regular Meeting of Council December 3, 2024 as presented.

Resolution No: 002.01.25

Moved By: Div 2 Councillor Levi Moore

That, the minutes of the Regular Meeting of Council held on December 3, 2024 be approved as presented.

CARRIED

Amend December 18, 2024 Special Meeting Minutes

Resolution No: 003.01.25

Moved By: Div 3 Councillor Kevin Bruce

That, the December 18, 2024 Special Meeting Minutes be amended as follows:

- Add *Municipal Portion* to 478.12.24
- Remove Brush Clearing from 470.12.24

CARRIED

Approval of Minutes for the Special Meeting of Council December 18, 2024 as amended.

Resolution No: 004.01.25

Moved By: Div 6 Councillor Ivan Ten Bos

That, the minutes of the Special Meeting of Council held on December 18, 2024 be approved as amended.

CARRIED

Approval of the Statement of Financial Activities for the month of December 2024 as presented

Resolution No: 005.01.25

Moved By: Div 2 Councillor Levi Moore

That, the Statement of Financial Activities for the month of December 2024 be accepted as presented.

CARRIED

Bank Reconciliation for the month of November 2024.

Resolution No: 006.01.25

Moved By: Div 2 Councillor Levi Moore

That, the bank reconciliation for the month of November 2024 be accepted as presented.

CARRIED

Payment of Accounts

Resolution No: 007.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the List of Accounts for Approval dated January 3, 2025 as attached hereto and forming part of these Minutes, being regular cheque numbers 14551 -14597 in the amount of \$ 568, 591.92 and payroll cheque numbers 14953 -14984 in the amount of \$ 50,986.26 be approved.

CARRIED

Administrators Report

Resolution No: 008.01.25

Moved By: Div 2 Councillor Levi Moore

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

CARRIED

Old Business

5 Year Capital Plan

Resolution No: 009.01.25

Moved By: Div 3 Councillor Kevin Bruce

That, the information provided in regards to 5 Year Capital Plan be tabled to 2025 Budget discussions.

CARRIED

New Business

APAS

Resolution No: 010.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the information provided by the Agricultural Producers Association of Saskatchewan dated December 11, 2024 be postponed to the October 2025 Regular Meeting of Council for further consideration.

CARRIED

Sturgeon Lake Regional Park Store

Resolution No: 011.01.25

Moved By: Div 5 Councillor Kris Moe

That, the information provided in regards to Sturgeon Lake Regional Park Store be received and filed.

CARRIED

Bond

Resolution No: 012.01.25

Moved By: Div 5 Councillor Kris Moe

That, pursuant to Section 113(1) of *The Municipalities Act*, it be noted that the Administrator’s Bond was presented to the Reeve in the following amounts:

| <u>Coverage</u> | <u>Premium</u> | |
|--------------------|----------------|-----------|
| Fidelity Bond | \$ 100,000 | \$ 225.00 |
| Money & Securities | \$ 20,000 | \$ 210.00 |
| Registered Mail | \$ 50,000 | \$ 0 |

CARRIED

2025 Beaver Control Program Listing

Resolution No: 013.01.25

Moved By: Div 5 Councillor Kris Moe

That, a Policy be developed in regards to Beaver Control and brought back to the February Regular Meeting of Council for further discussion.

CARRIED

Council WCB

Resolution No: 014.01.25

Moved By: Div 3 Councillor Kevin Bruce

That, for the year 2025, the Reeve and each Councillor be insured under *The Saskatchewan Workers' Compensation Act* at the rate of \$42,235 per Council member.

CARRIED

Appoint Hospital Board Representative

Resolution No: 015.01.25

Moved By: Div 4 Councillor Jay Ferster

That, Division 5 Councillor Kris Moe be appointed as Rural Municipality No. 493 representative to the Shellbrook Hospital Board.

CARRIED

Gravel Policy

Resolution No: 016.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the information provided in regards to development of a Gravel Policy be postponed to the February 2025 Regular Meeting of Council.

CARRIED

2024 Financial Recap

Resolution No: 017.01.25

Moved By: Div 2 Councillor Levi Moore

That, the information provided in regards to 2024 Financial Recap be received and filed.

CARRIED

Shop Janitor

Resolution No: 018.01.25

Moved By: Div 2 Councillor Levi Moore

That, the request by the Shop Janitor for a monthly contract service increase of \$50 to \$350 monthly be approved and that all requested cleaning supplies be provided.

CARRIED

Recess for Lunch

Resolution No: 019.01.25

Moved By: Div 5 Councillor Kris Moe

That, Council now recess this meeting for lunch at 12:02 p.m.

CARRIED

Reconvene

Resolution No: 020.01.25

Moved By: Div 2 Councillor Levi Moore

That, the regular Council meeting reconvene at 12:30p.m.

CARRIED

Council Oral Reports.

Resolution No: 021.01.25

Moved By: Div 5 Councillor Kris Moe

That, the Council Oral Reports for the month of January 2025 be accepted.

CARRIED

Gravel Extraction Bylaw

Resolution No: 022.01.25

Moved By: Div 4 Councillor Jay Ferster

That, Westar Group of Companies be sent a letter in regards to Gravel Extraction Fees.

CARRIED

2015 John Deere 772G

Resolution No: 023.01.25

Moved By: Div 4 Councillor Jay Ferster

That, as per recommendation of the Equipment Committee that the purchase of a 2015 John Deere 772G Grader be approved at a cost of \$135,000.00 plus applicable taxes.

CARRIED

Plow Truck

Resolution No: 024.01.25

Moved By: Div 2 Councillor Levi Moore

That, Division 4 Councillor Ferster and Foreman Lande request to travel to Edmonton Alberta to look at possible Plow Truck additions be approved.

CARRIED

Correspondence

Resolution No: 025.01.25

Moved By: Div 3 Councillor Kevin Bruce

That, the following correspondence be received and filed:

- Sask Rivers Board Highlights -*dated December 18, 2024*
- Highways name change - *dated December 24, 2024*
- Best Practices Personal Email and Texts -*dated December 19, 2024*
- Minister Order Noxious Weeds -*dated December 12, 2024*
- Undeveloped Road Allowances - *dated December 9, 2024*
- Reduced Speed -*dated December 19, 2024*

CARRIED

In Camera

Resolution No: 026.01.25

Moved By: Div 2 Councillor Levi Moore

That, the time being 1:08 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 Human Resources issues, 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

Reconvene

Resolution No: 027.01.25

Moved By: Div 5 Councillor Kris Moe

That, the regular Council meeting reconvene at 1:38 p.m. with all members of Council and Administration present.

CARRIED

Foreman Todd Lande entered the Council Chambers at 1:39 p.m. to discuss municipal issues.

Foreman Todd Lande left the meeting at 2:00 p.m.

Motions

2025 Employee Wages

Resolution No: 028.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the Employee Wage increases for 2025 be as follows:

| | |
|--------------------------|------|
| Foreman | 3% |
| Assistant Foreman | 3% |
| Operator Level 1 | 2% |
| Assistant Administrator | 2.4% |
| Truck Driver | 1.8% |
| Operator Level 2 | 4.1% |
| Operator Level 3 | 3.6% |
| Mower Operator | 3.3% |
| Administrative Assistant | 7.5% |

CARRIED

Adjournment

Resolution No: 029.01.25

Moved By: Div 4 Councillor Jay Ferster

That, the meeting be adjourned at 2:06 p.m.

CARRIED

REEVE CHRISTINE STRUBE

ADMINISTRATOR DUANE STOREY