

**R.M. of Shellbrook No. 493**  
**Meeting Minutes**  
**Regular Meeting July 2, 2025 - 08:30 AM**

**MINUTES** of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, July 2, 2025 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

**PRESENT:**

Reeve	- Christine Strube
Division 4 Councillor	- Jay Ferster
Division 5 Councillor	- Kris Moe
Division 6 Councillor	- Ivan ten Bos
Administrator	- Duane Storey
Administrative Assistant	- Alicia ten Bos

**ABSENT:**

Division 1 Councillor	- Tasha Cyr
Division 2 Councillor	- Levi Moore
Division 3 Councillor	- Kevin Bruce

**Call to Order**

Reeve Strube called the meeting to order at 10:20 a.m.

**Delegations**

**Declaration of Conflict of Interest**

The following have declared a conflict of Interest:

- Division 4 Councillor Ferster in regards to the Eagle Ridge Subdivision matter.

**Additions to Agenda**

**Resolution No:** 154.07.25

**Moved By:** Div 6 Councillor Ivan ten Bos

That, the following items be added to the Agenda:

- Eagle Ridge Letter
- Canada Post

**CARRIED**

**Adoption of Agenda**

**Resolution No:** 155.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, the Agenda be adopted as amended.

**CARRIED**

**Approval of Minutes for the Regular Meeting of Council June 4, 2025 as presented.**

**Resolution No:** 156.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, the minutes of the Regular Meeting of Council held on June 4, 2025 be approved as presented.

**CARRIED**

**Approval of the Statement of Financial Activities for the month of June 2025 as presented**

**Resolution No:** 157.07.25

**Moved By:** Div 5 Councillor Kris Moe

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

**CARRIED**

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**Regular Meeting July 2, 2025 - 08:30 AM**

**Bank Reconciliation for the month of April 2025.**

**Resolution No:** 158.07.25

**Moved By:** Div 4 Councillor Jay Ferster

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

**CARRIED**

**Bank Reconciliation for the month of May 2025.**

**Resolution No:** 159.07.25

**Moved By:** Div 4 Councillor Jay Ferster

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

**CARRIED**

**Payment of Accounts**

**Resolution No:** 160.07.25

**Moved By:** Div 6 Councillor Ivan Ten Bos

That, the List of Accounts for Approval dated June 30, 2025, as attached hereto and forming part of these Minutes, being regular cheque numbers 14895 -14946 in the amount of \$145,435.09 and payroll cheque numbers 15093 -15123 in the amount of \$62,747.74 be approved.

**CARRIED**

**Old Business**

**Airport Road Tender**

**Resolution No:** 161.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That the Airport Road Stabilization Tender proposal presented by Green Earth Road Spraying in amount of \$48,796.00 plus applicable taxes, be accepted.

**CARRIED**

**Bylaw 2025-01 Fire Special Levy Bylaw**

**Resolution No:** 162.07.25

**Moved By:** Div 6 Councillor Ivan Ten Bos

That, Bylaw No.2025-01, being a bylaw to Authorize a Special Tax for Fire Protection Services as annexed hereto and forming a part of these minutes, be given second reading.

**CARRIED**

**Bylaw 2025-01 Fire Special Levy Bylaw**

**Resolution No:** 163.07.25

**Moved By:** Div 5 Councillor Kris Moe

That, Bylaw No. 2025-01 A Bylaw of The RM of Shellbrook No. 493 known as The Fire Special Levy Bylaw as annexed hereto and forming a part of these minutes, be read a third time. Further this Bylaw be now adopted, sealed and signed by Reeve and Administrator.

**CARRIED**

**2025 Municipal Budget**

**Resolution No:** 164.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, the 2025 Rural Municipality No. 493 Budget in the amount \$3,517,066 be adopted as presented by the Administrator.

**CARRIED**

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**2025 Municipal Mill Rates**

**Resolution No:** 165.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That the Council of the RM of Shellbrook No. 493 agrees that 2025 Mill Rate to be set at 5.6 mills;

Municipal Mill Rate Factors – Commercial @ 310%.

Residential @164%.

Agricultural @109%.

A minimum tax of \$100.00 on land and a minimum tax of \$ 100.00 on improvements to all property classes and the library mill rate shall be set at .13 mills.

A Special Fire Levy of \$50 on land for each taxable property shall be applied in Rural Municipality of Shellbrook.

Further that the Hamlet of Crutwell adopts a 3.8 mill rate with a minimum tax of \$ 300.00 on land and a minimum tax of \$ 400.00 on improvements.

Further that the Hamlet of Holbein adopts a 4.5 mill rate with a minimum tax of \$ 50.00 on land and a minimum tax of \$ 350.00 on improvements: a minimum tax of \$ 50.00 on extra lots and a mill rate factor of 200% for Commercial property.

Further that Sturgeon Lake Regional Park mill rate be set at 6.1 mills with a lease fee of \$ 1000.00.

Further that the mill rates for education purposes for that portion of the municipality within the boundaries of the Sask Rivers School Division No. 119 shall be as follows:

Agricultural classes	1.07 mills
Residential classes	4.27 mills
Commercial/Industrial	6.37 mills
Resource (Oil and gas, mines and pipelines)	7.49 mills

**CARRIED**

**Bylaw 2025-04 Mill Rate Bylaw**

**Resolution No:** 166.07.25

**Moved By:** Div 5 Councillor Kris Moe

That Bylaw 2025-04, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2025, be given first reading.

**CARRIED**

**Bylaw 2025-04 Mill Rate Bylaw**

**Resolution No:** 167.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That Bylaw 2025-04, being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2025, be given second reading.

**CARRIED**

**Bylaw 2025-04 Mill Rate Bylaw**

**Resolution No:** 168.07.25

**Moved By:** Div 6 Councillor Ivan Ten Bos

That Bylaw 2025-04, be given third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Bylaw 2025-04 Mill Rate Bylaw**

**Resolution No:** 169.07.25

**Moved By:** Div 5 Councillor Kris Moe

That Bylaw 2025-04 being a Bylaw to Establish Mill Rates and Mill Rate Factors for 2025 as annexed hereto and forming a part of these minutes be read a third time. Further this Bylaw be now adopted, sealed and signed by Reeve and Administrator.

**CARRIED**

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**Anderson Drive/ Eagle Ridge Subdivision**

**Resolution No:** 170.07.25

**Moved By:** Div 6 Councillor Ivan Ten Bos

That, the information provided in regards to the Eagle Ridge Subdivision dated July 2, 2025 be postponed to the August 2025 Regular Meeting of Council.

**CARRIED**

**Town of Shellbrook Recreation**

**Resolution No:** 171.07.25.

**Moved By:** Div 5 Councillor Kris Moe

That, the request by the Town of Shellbrook for financial support from the municipality in regards to operations of town recreational facilities for 2025 in the amount of \$50,000 be approved.

**CARRIED**

**Custom Works Policy Hamlets and Parks**

**Resolution No:** 172.07.25.

**Moved By:** Div 5 Councillor Kris Moe

That, Custom Works Policy Hamlets and Regional Parks 2025-03 be accepted as presented.

**CARRIED**

**New Business**

**Beaver Control Contract**

**Resolution No:** 173.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, the Beaver Control Contract with Paul Slemming for 2025 be approved as amended.

**CARRIED**

**OWL Meeting Labs**

**Resolution No:** 174.07.25.

**Moved By:** Div 4 Councillor Jay Ferster

That, the information provided in regards to OWL Meeting Labs be postponed to a later date.

**CARRIED**

**Crutwell AGM**

**Resolution No:** 175.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, the information provided in regards to the Hamlet of Crutwell Annual General Meeting be postponed to the August 2025 Regular Meeting of Council.

**CARRIED**

**Graduation Ad**

**Resolution No:** 176.07.25.

**Moved By:** Div 4 Councillor Jay Ferster

That, the request by the Shellbrook Chronicle to participate in the WP Sandin High School graduation edition ad at a cost of \$30.00 be approved.

**CARRIED**

**Administrators Report**

**Resolution No:** 177.07.25

**Moved By:** Div 5 Councillor Kris Moe

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

**CARRIED**

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**Council Oral Reports.**

**Resolution No:** 178.07.25.

**Moved By:** Div 4 Councillor Jay Ferster

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

**CARRIED**

**Gravel Reclaimer**

**Resolution No:** 179.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, as per the recommendation of the Equipment Committee that the purchase of a Lion 2530 Classic Gravel Reclaimer at a cost of \$21,100.00 from DionCo Sales be approved.

**CARRIED**

**Employee Performance Review**

**Resolution No:** 180.07.25

**Moved By:** Div 4 Councillor Jay Ferster

That, as per the recommendation of the Human Resources Committee that Kirkland Lande be given a wage increment retro-active to April 2025.

**CARRIED**

**Correspondence**

**Resolution No:** 181.07.25.

**Moved By:** Div 4 Councillor Jay Ferster

That, the following correspondence be received and filed:

- Sask Rivers Board Highlights
- North Central Transportation Planning Committee Minutes
- AG Matters
- 2025 Municipal Newsletter
- ATV Information

**CARRIED**

**Adjournment**

**Resolution No:** 182.07.25

**Moved By:** Div 5 Councillor Kris Moe

That, the meeting be adjourned at 2:30p.m.

**CARRIED**

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**REEVE CHRISTINE STRUBE**

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**ADMINISTRATOR DUANE STOREY**