

R.M. of Shellbrook No. 493

Meeting Minutes

Regular November 3, 2025 - 08:30 AM

MINUTES of a REGULAR meeting of Council of the Rural Municipality of Shellbrook No. 493 held on Wednesday, November 3, 2025 in the Municipal Office Council Chambers at 71 Main Street Shellbrook, Saskatchewan.

PRESENT:

Reeve	- Christine Strube
Division 3 Councillor	- Kevin Bruce
Division 4 Councillor	- Jay Ferster
Division 5 Councillor	- Kris Moe (8:58a.m.)
Division 6 Councillor	- Ivan tenBos
Administrator	- Duane Storey
Administrative Assistant	- Alicia tenBos

ABSENT:

Division 1 Councillor	- Tasha Cyr
Division 2 Councillor	- Levi Moore

Call to Order

Reeve Strube called the meeting to order at 8:32a.m.

Delegations

9:30a.m. Pest Control Officer Peter Ksyniuk

10:00a.m Jay Meyer, RFNOW Internet (by Zoom)

Declaration of Conflict of Interest

Division 4 Councillor Ferster declared a conflict of interest in regards to the Eagle Ridge Subdivision discussions.

Adoption of Agenda

Resolution No: 271.11.25

Moved By: Div 3 Councillor Bruce

That, the Agenda be adopted as presented.

CARRIED

Amend October 2025 Regular Minutes

Resolution No: 272.11.25

Moved By: Div 6 Councillor tenBos

That, the minutes of the Regular Meeting of Council held on October 8, 2025 be amended as Follows:

- Page 1 replace Division 3 with 4.
- Page 2 replace Division 3 with 4.

CARRIED

Approval of Minutes for the Regular Meeting of Council October 8, 2025 as amended.

Resolution No: 273.11.25

Moved By: Div 4 Councillor Ferster

That the minutes of the Regular Meeting of Council held on October 8, 2025, be approved as amended.

CARRIED

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

Resolution No: 274.11.25

Moved By: Div 6 Councillor tenBos

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

CARRIED

Bank Reconciliation for the month of September 2025.

Resolution No: 275.11.25

Moved By: Div 3 Councillor Bruce

That, the Bank Reconciliation for the month of September 2025 be accepted as presented.

CARRIED

Payment of Accounts

Resolution No: 276.11.25

Moved By: Div 4 Councillor Ferster

That, the List of Accounts for Approval dated October 31, 2025, as attached hereto and forming part of these Minutes, being regular cheque numbers 15116 -15152 in the amount of \$236,685.77. and electronic fund transfers in the amount of \$ 129,833.82 and payroll cheque numbers 16 - 45 in the amount of \$62,867.05 be approved.

CARRIED

Peter Kysniuk Pest Control Officer entered the Council Chambers at 9:40a.m. to update Council on 2025 operations.

Peter Kysniuk left the meeting at 10:04 a.m.

Jay Meyer RFNOW Internet joined the meeting by Zoom at 10:07a.m. to discuss installing fibre internet in the municipality.

Jay Meyer left the meeting at 10:24a.m.

Division 4 Councillor Ferster declared a conflict of interest and left the council chambers at 11:10a.m

Old Business

Eagle Ridge Subdivision

Resolution No: 277.11.25

Moved By: Div 5 Councillor Moe

That the proposal received in regards to Eagle Ridge Subdivision Road be accepted as follows:

- The municipality pay the Anderson Family \$11,000.00 in compensation for the road on east half of the subdivision
- The Anderson Family will pay all other associated costs involved with Subdivision/ Title transfers/ Zoning amendments as outlined in the Eagle Ridge Boundary and road corrections document provided by Northbound Planning Ltd.

CARRIED

Division 4 Councillor Ferster returned to council chambers at 11:30a.m.

Fire Bylaw 2025-07 3rd Reading

Resolution No: 278.11.25

Moved By: Div 6 Councillor tenBos

That, Bylaw 2025-07 being a Bylaw to Provide for Fire Prevention, Management and Control 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

Blasting Course

Resolution No: 279.11.25

Moved By: Div 3 Councillor Bruce

That, the correspondence in regards to the blasting course be received and filed:

CARRIED

November 3, 2025

New Business

Employee Christmas Gifts

Resolution No: 280.11.25

Moved By: Div 4 Councillor Ferster

That, \$100 Co-op gift cards be given to all employees as a Christmas Gift.

CARRIED

Town of Shellbrook Letter of Support

Resolution No: 281.11.25

Moved By: Div 5 Councillor Moe

That, the request by the Town of Shellbrook for a letter of support in regards to their Canada Housing Infrastructure fund grant application be approved.

CARRIED

2026 RIRG Application

Resolution No: 282.11.25

Moved By: Div 4 Councillor Ferster

That, two applications be submitted for the White Star Grid and Sugar Hill Road Upgrade to SARM in regards to the Rural Integrated Roads for Growth Program intake for 2026.

CARRIED

Land Use Permission Lakeland Snowmobile Club

Resolution No: 283.11.25

Moved By: Div 6 Councillor tenBos

That, the request by the Lakeland Snowmobile Club be postponed to the December Regular meeting of Council.

CARRIED

Tax Enforcement List 2025

Resolution No: 284.11.25

Moved By: Div 6 Councillor tenBos

That, in accordance with *Section 3 of the Tax Enforcement Act*, it be acknowledged the Administrator has presented to the Head of Council a list of Lands in Arrears dated October 30th, 2025 to be annexed to and form part of these minutes, and unless sooner paid will be advertised in the Shellbrook Chronicle.

CARRIED

Municipal Revenue Sharing Grant 2025

Resolution No: 285.11.25

Moved By: Div 3 Councillor Bruce

That, the Council of the Rural Municipality of Shellbrook No. 493 confirms that the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and

All members of council have filed and annually updated their Public Disclosure Statements, as required; and that we authorize the Administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED

RFNOW Internet

Resolution No: 286.11.25

Moved By: Div 3 Councillor Bruce

That, the request provided by RFNOW Internet be postponed to the December Regular meeting of Council.

CARRIED

Foreman Todd Lande entered the Council Chambers at 12:00p.m. to discuss municipal issues.

November 3, 2025

Administrators Report

Resolution No: 287.11.25

Moved By: Div 5 Councillor Moe

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

CARRIED

Council Oral Reports.

Resolution No: 288.11.25

Moved By: Div 6 Councillor tenBos

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

CARRIED

Division 5 Councillor Moe left the council chambers at 12:20p.m.

Foreman Todd Lande left the Council Chambers at 1:15p.m.

Correspondence

Resolution No: 289.11.25

Moved By: Div 4 Councillor Ferster

That, the following correspondence be received and filed:

- Plant Health Network Fall News letter - *dated October 20, 2025*
- Prince Albert Community Policing 3rd quarter Report - *dated Sept 30, 2025*
- Sask Rivers Board Highlights - *dated October 20, 2025*.

CARRIED

In Camera

Resolution No: 290.11.25

Moved By: Div 4 Councillor Ferster

That, the time being 1:40p.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 Bruce, Councillor Ferster, Councillor tenBos, Administrator Storey, Administrative Assistant tenBos.

CARRIED

Administrator Storey and Administrative Assistant tenBos were excused from the meeting at 1:43p.m. Administrator Storey returned to the meeting at 1:52p.m

Reconvene

Resolution No: 291.11.25

Moved By: Div 6 Councillor tenBos

That, the regular Council meeting reconvene at 1:53p.m. with all members of Council and Administration present.

CARRIED

Adjournment

Resolution No: 292.11.25

Moved By: Div 3 Councillor Bruce

That, the meeting be adjourned at 1:54p.m.

CARRIED

REEVE CHRISTINE STRUBE

ADMINISTRATOR DUANE STOREY