

---

MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 9, 2024

---

Held in the Council Chambers of the RM of Mervin No. 499 at 211 Main Street, Turtleford, SK.

**PRESENT:**           Reeve Gerry Ritz  
                  Division 1 Councillor Jim Range – Virtual  
                  Division 2 Councillor Gordon Spencer  
                  Division 3 Councillor Rob Blais  
                  Division 4 Councillor Ken Hergott  
                  Division 5 Councillor Dave Krywchuk  
                  Division 6 Councillor Victor Hamm  
                  Chief Administrative Officer Shiloh Bronken  
                  Deputy Chief Administrative Officer Janessa Macnab

**DELEGATIONS:**   9:15 a.m.           Kerry Robertson, Municipal Foreman  
                          11:00 a.m.          Jeff Courtice  
                          1:00 p.m.          Paige Hundt, Municipal Planner  
                          3:00 p.m.          Jordan Starr, Community Safety Officer

**CALL TO ORDER:**   Reeve Gerry Ritz called the January 9, 2024 meeting to order at 9:00 a.m.

**AGENDA**

**0001 – 24   SPENCER**       That the January 9, 2024 Agenda be amended and accepted for reference.

**CARRIED**

**MINUTES**

**0002 – 24   BLAIS**           That the December 12, 2023 Regular Meeting Minutes be accepted.

**CARRIED**

Welcomed Kerry Robertson, Municipal Foreman to the January 9, 2024 Council Meeting at 9:06 a.m.

**TRANSFER SITE TEMPERATURE MONITORING QUOTE – BORDER CITY LOCKSMITHING & SECURITY**

**0003 – 24   HAMM**           That the quote as provided by Border City Locksmithing & Security for the Transfer Site 48-Month Interactive Bundle Alarm in the amount of \$310.80 for installation and monthly costs of \$45.95 for the first year and \$55.95 for remainder term be approved.



**CARRIED**

**CL XERION SERVICE QUOTE – TINGLEY’S HARVEST CENTRE**

**0004 – 24   HERGOTT**       That Quote #000187 as provided by Tingley’s Harvest Centre dated January 3, 2024 in the amount of \$11,524.07 be approved.

**DEFEATED**

Thanked Municipal Foreman Kerry Robertson for attending the January 9, 2024 Council Meeting at 9:43 a.m.

Initial:   
Reeve  
Initial:   
Administrator

---

MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 9, 2024

---

**2024 AGRICULTURAL PRODUCERS' ASSOCIATION OF SASKATCHEWAN (APAS) MEMBERSHIP**

**0005 – 24 KRYWCHUK** That the 2024 Membership to the Agricultural Producers' Association of Saskatchewan for the amount of \$16,896.27 be approved for payment.

**DEFEATED**

Chief Administrative Officer Shiloh Bronken requested to leave the January 9, 2024 Council Meeting at 9:53 a.m.

**IN-CAMERA CLOSED SESSION PURSUANT TO LAFOIP**

**0006 – 24 RANGE** That the RM of Mervin #499 Council recess the public meeting to move into an in-camera session as authorized by Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*, at 9:50 a.m.

**CARRIED**

**RESUME OPEN SESSION**

**0007 – 24 RANGE** That Council reconvene the January 9, 2024 Meeting at 10:05 a.m.

**CARRIED**

**CHIEF ADMINISTRATIVE OFFICER**

**0008 – 24 HERGOTT** That the RM of Mervin No. 499 Council hire Shiloh Bronken for the position of Chief Administrative Officer commencing January 8, 2024; furthermore, that the starting wage be Step 1 of Salary Grid 13.

**CARRIED**

**SIGNING AUTHORITY**

**0009 – 24 RITZ** That the signing authority for the RM of Mervin No. 499 General Account and Line of Credit be as follows:

- Two signatures: one of either the CAO, Shiloh Bronken or the Deputy CAO, Janessa Macnab and the second signature of either the Reeve, Gerry Ritz; the Deputy Reeve, Gordon Spencer; Councillor, Victor Hamm; or Administrative Co-Ordinator, Holly Gabruck (up to \$8,000.00).

**CARRIED**

Shiloh Bronken, Chief Administrative Officer requested to return at 10:05 a.m. to the Council Meeting.

**2024 INDEMNITY SCHEDULE – APPENDIX A**

**0010 – 24 BLAIS** That Appendix A - 2024 Council Indemnity with no increase be approved.

**CARRIED**

**2024 BOARD OF REVISION / DEVELOPMENT APPEALS BOARD, ELECTION OFFICIALS / NSRMHH, CEMETERY CARETAKERS SCHEDULE OF RATES – APPENDIX B**

**0011 – 24 HAMM** That Appendix B – 2024 Schedule of Rates be approved with a 4% increase.

**CARRIED**

**2024 RATE SCHEDULE – APPENDIX C**



**0012 – 24 SPENCER** That Appendix C – Rate Schedule be approved with one revision (1): Community Safety Officer – Hourly Rate.

**CARRIED**

**2024 COMMITTEE APPOINTMENTS**

**0013 – 24 KRYWCHUK** That the 2024 Council Appointments, with the addition of Lakeshore Committee – Ken Hergott, David Krywchuk, and CAO and Development Officer – Paige Hundt, be approved.

**CARRIED**

Initial:   
Reeve  
Initial:   
Administrator

---

MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 9, 2024

---

**HAMLET BOARDS – CHANGES TO LEGISLATIVE RESPONSIBILITIES**

**0014 – 24 HERGOTT** That an education session be scheduled with the Hamlet Boards and the RM of Mervin 499, with a request to the Ministry of Government Relations to be the facilitator.

**CARRIED**

**2024 SASKATCHEWAN LOTTERIES GRANT POPULATION ALLOCATION**

**0015 – 24 KRYWCHUK** That the RM of Mervin No. 499 Council allocation grant population for Recreation Boards as follows: Mervin – 545; Spruce Lake – 160; Turtleford – 926; Livelong – 160; Sunset View Beach – 1; Evergreen Turtle Lake – 1; Turtle Lake South Bay – 1; Kopps Kove – 1; Parkland Beach – 1; Pown Beach – 1; Horseshoe Bay – 1; Crystal Bay/Sunset Beach – 1; Evergreen Bright Sand – 1; and Mowery Beach – 1; Total – 1,801.

**CARRIED**

Welcomed Jeff Courtice to the January 9, 2024 Council Meeting at 11:00 a.m.

Thanked Jeff Courtice at 11:10 a.m. for attending the January 9, 2024 Council Meeting.

**HAMLET POLICIES**

**0016 – 24 SPENCER** That the Hamlet Policies as presented be adopted; furthermore, that the information be included in the Hamlet Handbooks and forwarded to each Hamlet.

**CARRIED**

**2024 SEASONAL SUMMER STUDENT GRANT**

**0017 – 24 HAMM** That the R.M. of Mervin applies on behalf of the Sunset View / South Bay Hamlets for 1 Seasonal Summer Student in addition to the 2 Public Works Seasonal Summer Students for 2024.

**CARRIED**

**SASKATCHEWAN PUBLIC SAFETY AGENCY PROVINCIAL DISASTER ASSISTANCE PROGRAM TRAINING**

**0018 – 24 SPENCER** That Ken Hergott, Dave Krywchuk, Paige Hundt, and Shiloh Bronken be registered for the SPSA PDAP Training in North Battleford, for January 24 or 25, 2024.

**CARRIED**

**OFFICE MAINTENANCE POLICY**

**0019 – 24 BLAIS** That the Office Maintenance Policy as revised, be adopted.

**CARRIED**

**WATER OPERATOR LOGS**

**0020 – 24 RANGE** That the December 2023 Water Operator Logs for Evergreen Acres, Livelong, and Spruce Lake be accepted as presented.

**CARRIED**

**BYLAW 2024-01 GRAVEL EXTRACTION**



**0021 – 24 BLAIS** That Bylaw 2024-01 – Gravel Extraction receives 1<sup>st</sup> Reading at the January 9, 2024 Council Meeting.

**CARRIED**

**BYLAW 2024-01 GRAVEL EXTRACTION**

**0022 – 24 SPENCER** That Bylaw 2024-01 – Gravel Extraction receives 2<sup>nd</sup> Reading at the January 9, 2024 Council Meeting.

**CARRIED**

Initial:   
Reeve  
Initial:   
Administrator

---

MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 9, 2024

---

**CONSIDERATION OF THREE READINGS OF BYLAW 2024-01 GRAVEL EXTRACTION**

0023 – 24 RANGE That the Reeve and Council approve the consideration for three readings of Bylaw 2024-01 at the January 9, 2024 Council Meeting.

**UNANIMOUSLY CARRIED**

**BYLAW 2024-01 GRAVEL EXTRACTION**

0024 – 24 HAMM That Bylaw 2024-01 – Gravel Extraction receives third reading with adoption at the January 9, 2024 Council Meeting.

**CARRIED**

**JANUARY 9, 2024 CORRESPONDENCE**

0025 – 24 KRYWCHUK That the correspondence as presented at the January 9, 2024 Council Meeting be acknowledged and filed.

**CARRIED**

**RECESS**

0026 – 24 HERGOTT That the January 9, 2024 Council Meeting recess for lunch at 12:06 p.m.

**CARRIED**

**RECONVENE JANUARY 9, 2024 COUNCIL MEETING**

0027 – 24 SPENCER That the January 9, 2024 Council Meeting reconvenes at 12:35 p.m.

**CARRIED**

Welcomed Paige Hundt, Municipal Planner to the January 9, 2024 Council Meeting at 12:36 p.m.

**PLANNING SERVICES – DECEMBER 2023 REPORT**

0028 – 24 BLAIS That the December 2023 Planning Services Report as presented by Paige Hundt, Municipal Planner be accepted with thanks.

**CARRIED**

**AMEND RESOLUTION 455-23 RIGHT OF WAY REQUEST**

0029 – 24 KRYWCHUK That Resolution 455-23 Right of Way Request be amended to reflect SW 24-51-21W3M, as follows "That the RM of Mervin #499 approve the Right of Way Request for SW 24-51-21W3M at a cost of \$1,300.00 per acre."

**CARRIED**

**NORTHBOUND PLANNING SERVICE AGREEMENT**

0030 – 24 SPENCER That the RM of Mervin #499 sign the Northbound Planning Service Agreement with revisions, as presented.

**CARRIED**

Thanked Municipal Planner Paige Hundt for attending the January 9, 2024 Council Meeting at 1:10 p.m.

**SGI MRM ANNUAL AGREEMENT**



0031 – 24 HERGOTT That the RM of Mervin #499 sign the SGI MRM Annual Agreement for 2024.

**CARRIED**

**DECEMBER 31, 2023 BANK RECONCILIATION**

0032 – 24 HERGOTT That the December 31, 2023 Bank Reconciliation as presented at the January 9, 2024 Council Meeting be accepted.

**CARRIED**

Initial:   
Reeve  
Initial:   
Administrator

---

MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 9, 2024

---

**STATEMENT OF FINANCIAL ACTIVITIES AS OF DECEMBER 31, 2023**

**0033 – 24 RANGE** That the Statement of Financial Activities as of December 31, 2023 be acknowledged at the January 9, 2024 Council Meeting.

**CARRIED**

Welcomed Jordan Starr, Community Safety Officer to the January 9, 2024 Council Meeting at 1:35 p.m.

Thanked Community Safety Officer Jordan Starr for attending the January 9, 2024 Council Meeting at 1:50 p.m.

**COMMUNITY SAFETY OFFICER REPORT – DECEMBER 2023**

**0034 – 24 HAMM** That the December 2023 Community Safety Officer Report as presented and submitted by Jordan Starr be accepted with thanks.

**CARRIED**

**ACCOUNTS FOR PAYMENT**

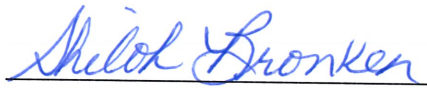
**0035 – 24 KRYWCHUK** That the Accounts for Payment on January 9, 2024 being cheques #25470 to #25536 (\$356,070.75) and 972-Man to 988-Man (\$406,966.28), totalling \$854,389.64 be approved.

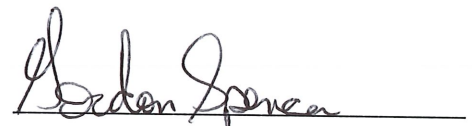
**CARRIED**



**ADJOURNMENT**

**0036 – 24 HERGOTT** That the January 9, 2024 Council Meeting be adjourned at 2:08 p.m.

**CARRIED**

  
CHIEF ADMINISTRATIVE OFFICER

  
REEVE

Initial:   
Reeve  
Initial:   
Administrator