
MINUTES OF THE REGULAR COUNCIL MEETING OF JUNE 25, 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
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
Deputy Chief Administrative Officer Janessa Macnab
Chief Administrative Officer Shiloh Bronken

DELEGATIONS: 9:15 a.m. Kerry Robertson, Municipal Foreman
Taylor Roberts, Maintenance Supervisor
11:30 a.m. Jordan Starr, Community Safety Officer
1:00 p.m. Paige Hundt, Municipal Planner
1:30 p.m. Ben Clipperton, Northbound Planning

CALL TO ORDER: Reeve Gerry Ritz called the June 25, 2024 meeting to order at 8:59 a.m.

CONFLICT OF INTEREST DECLARATION: Division 6 Councillor declared a Conflict of Interest with Agenda Item 6) (a).

AGENDA

0529 – 24 BLAIS That the June 25, 2024 Agenda be accepted for reference.

CARRIED

MINUTES

0530 – 24 SPENCER That the June 11, 2024 Regular Council Meeting Minutes be approved as presented at the June 25, 2024 Council Meeting.

CARRIED

HAMLET OF SUNSET VIEW ACCESS ROAD

0531 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 requests Administration to complete the Municipal Boundary Alteration with the Rural Municipality of Parkdale No 498; furthermore, that the maintenance will be assumed as of July 1, 2024, for the following roadways:

- Approximately 1,205 meters of roadway, in a westerly direction off Grid 697 (the road through Section 05-53-18-W3), and
- Approximately 2,495 meters of roadway, in a northerly direction on the westerly portion of Sections 30 and 31-52-18-W3.

CARRIED

Welcomed Kerry Robertson, Municipal Foreman and Taylor Roberts, Maintenance Supervisor to the June 25, 2024 Council Meeting at 9:10 a.m.

Initial: 
Reeve

Initial: 
Administrator

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Division 6 Councillor Victor Hamm declared a Conflict of Interest with the following agenda item and abstained from voting.

FIRE GUARD ROAD

0532 – 24 RANGE That the Rural Municipality of Mervin No. 499 requests that road maintenance be completed on two and a half miles of roadway on Township Road 544, from Range Road 3190 to 3192A.

CARRIED

CARWASH – HOURS OF OPERATION

0533 – 24 HAMM That the Rural Municipality of Mervin No. 499 approves the revision of the Car Wash Hours of Operation to 9:00 a.m. to 9:00 p.m. effective July 1, 2024, due to additional Municipal cleaning and maintenance required.

CARRIED

IN-CAMERA CLOSED SESSION PURSUANT TO PART III OF LAFOIP

0534 – 24 SPENCER That the Rural Municipality of Mervin No. 499 recesses the June 25, 2024 public meeting to move into an "In-Camera" Closed Session as authorized by Part III of *The Local Authority Freedom of Information and Privacy Act* at 9:35 a.m.

CARRIED

RESUME OPEN SESSION

0535 – 24 SPENCER That the Rural Municipality of Mervin No. 499 resumes Open Session of the June 25, 2024 Council Meeting at 9:52 a.m.

CARRIED

Thanked Kerry Robertson, Municipal Foreman, and Taylar Roberts, Maintenance Supervisor, for attending the June 25, 2024 Council Meeting at 9:55 a.m.

MAINTENANCE SUPERVISOR PERMANENT POSITION

0536 – 24 SPENCER That the Rural Municipality of Mervin No. 499 appoints Taylor Roberts as the Permanent Maintenance Supervisor, continuing at Salary Grid 3, Step 8, effective June 25, 2024.

CARRIED

2024 SEASONAL MAINTENANCE PERSONNEL SALARY INCREASE

0537 – 24 BLAIS That the Rural Municipality of Mervin No. 499 approves the salary increases of the following 2024 Seasonal Maintenance Personnel effective July 1, 2024, prior to the conclusion of the three-month probation, at the June 25, 2024 Council Meeting:

- Richard Doom: Step 6 of Salary Grid 4;
- Andrew Collins: Step 3 of Salary Grid 2;
- David Lenko: Step 3 of Salary Grid 2; and
- Steven Schellenberg, Step 4 of Salary Grid 2.

CARRIED

1978 JOHN DEERE 401B TRACTOR – OFFER TO PURCHASE

0538 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 accepts the offer for the purchase of the 1978 John Deere 401B Tractor in the amount of \$250.00, as is – where is, as submitted by Taylar Roberts on June 19, 2024 at the June 25, 2024 Council Meeting.

CARRIED

Initial: 
Reeve
Initial: 
Administrator

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MUNICIPAL FOREMAN AND MAINTENANCE SUPERVISOR REPORT

0539 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 acknowledges and receives the Municipal Foreman and Maintenance Supervisor's report as presented at the June 25, 2024 Council Meeting.

CARRIED

LOT 22, BLOCK 4, PLAN Y727 SPRUCE LAKE – PROPERTY TENDER

0540 – 24 HAMM That the RM of Mervin No. 499 accept the Property Tender from Marcie Graham for Lot 22, Block 4, Plan Y727 in the amount of \$250.00 plus any applicable taxes and costs associated with the parcel sale and transfer, including but not limited to lien removal and registration of title.

CARRIED

ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION 2023 AUDITED FINANCIAL STATEMENT

0541 – 24 HERGOTT That the RM of Mervin No. 499 acknowledge and receive the 2023 Audited Financial Statement of the St. Walburg and District Fire and Rescue Association at the June 25, 2024 Council Meeting.

CARRIED

REQUEST FOR PROPOSALS – AUDIT SERVICES FOR 3-YEAR TERM

0542 – 24 HERGOTT That the RM of Mervin No. 499 request Administration to complete a Request for Proposal for Audit Services for a 3-Year Term, beginning with the 2024 Audited Financial Statements and a proposal deadline of 12:00 Noon September 5, 2024 at the June 25, 2024 Council Meeting.

CARRIED

COMPLAINT #1-2024 – INVESTIGATION COMMITTEE

0543 – 24 RANGE That the RM of Mervin No. 499 create a committee to investigate, report, and make recommendations based on the findings of Complaint #1-2024, to present to Council. Furthermore, that the Council appoints Division 3 Councillor Rob Blais, Deputy Chief Administrative Officer Janessa Macnab and Chief Administrative Officer Shiloh Bronken to the Investigation Committee at the June 25, 2024 Council Meeting.

CARRIED

ACCEPTABLE USE OF IT ASSETS POLICY

0544 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approve the Acceptable Use of IT Assets Policy as presented with Administrative proposed revisions at the June 25, 2024 Council Meeting.

CARRIED

CREDIT CARD POLICY

0545 – 24 SPENCER That the Rural Municipality of Mervin No. 499 approve the Credit Card Policy with the following revisions at the June 25, 2024 Council Meeting:

- Add to Section 4.1: Drugs; and
- Add to Section 8: Credit Card Statements are to be added to the Monthly Financial Reports section presented to Council.

CARRIED

Initial: 
Reeve

Initial: 
Administrator

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KOPPS KOVE RESERVE FUND - PLAYGROUND

- 0546 – 24 RANGE That the Rural Municipality of Mervin No. 499 requests Administration to create a reserve account for the Hamlet of Kopps Kove to receive donations and issue charitable receipts for the playground fundraising efforts at the June 25, 2024 Council Meeting.
- CARRIED**

HEALTHY BEACHES MONITORING PROGRAM

- 0547 – 24 RANGE That the Rural Municipality of Mervin No. 499 requests Administration to engage with the Healthy Beach Program that ensures safe water quality for users of public beaches to inquire about the participation of public beaches at Turtle Lake for 2024 at the June 25, 2024 Council Meeting.

CARRIED

Welcomed Jordan Starr, Community Safety Officer to the June 25, 2024 Council Meeting at 11:40 a.m.

GRID 795 SPEED SIGNAGE – DEPARTMENT OF HIGHWAYS

- 0548 – 24 HAMM That the Rural Municipality of Mervin No. 499 request Administration to complete an application to the Ministry of Highways for the installation of additional speed limit signs (x2) on Grid 795 between the Hamlets of Livelong and South Bay at the June 25, 2024 Council Meeting.

CARRIED

GRID 795 SPEED SIGNAGE

- 0549 – 24 BLAIS That the Rural Municipality of Mervin No. 499 approve the installation of two (2) additional speed limit signs on Grid 795 between the Hamlets of South Bay and Powm Beach (x2) at the June 25, 2024 Council Meeting.

CARRIED

PROTECTIVE SERVICES - LIDAR EQUIPMENT

- 0550 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves the purchase of LIDAR Equipment at the approximate cost of \$3,386.72, including applicable taxes and complete an application for a rebate through Saskatchewan Government Insurance, as recommended by the Community Services Officer at the June 25, 2024 Council Meeting.

CARRIED

PROTECTIVE SERVICES – BYLAW ENFORCEMENT OFFICER

- 0551 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 offers employment to Zach Bonaire as the Rural Municipality of Mervin No. 499 Bylaw Enforcement Officer and Weed Inspector, effective July 2, 2024 at the rate of \$24.00 per hour at the June 25, 2024 Council Meeting.

CARRIED

PROTECTIVE SERVICES – COMMUNITY SAFETY OFFICER SALARY

- 0552 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves the Step Increase for the Community Safety Officer to Salary Grid 14: Community Safety Officer – Level 2, Step 4 effective July 1, 2024 at the June 25, 2024 Council Meeting.

CARRIED

Thanked Jordan Starr, Community Safety Officer for attending the June 25, 2024 Council Meeting at 12:10 p.m.

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Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF JUNE 25, 2024

PROTECTIVE SERVICES REPORT

0553 – 24 SPENCER That the Rural Municipality of Mervin No. 499 accepts the Protective Services Report as presented by Jordan Starr at the June 25, 2024 Council Meeting.

CARRIED

RECESS OF THE JUNE 25, 2024 COUNCIL MEETING

0554 – 24 RANGE That the Rural Municipality of Mervin No. 499 recess the June 25, 2024 Council Meeting at 12:15 p.m.

CARRIED

RECONVENE THE JUNE 25, 2024 COUNCIL MEETING

0555 – 24 RANGE That the Rural Municipality of Mervin No. 499 reconvenes the June 25, 2024 Council Meeting at 1:00 p.m.

CARRIED

Welcomed Paige Hundt, Municipal Planner to the June 25, 2024 Council Meeting at 1:00 p.m.

PUBLIC HEARING AT 1:00 P.M. THE JUNE 25, 2024 COUNCIL MEETING

0556 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 convenes the Public Hearing at 1:00 p.m. at the June 25, 2024 Council Meeting.

CARRIED

CLOSE PUBLIC HEARING AT 1:00 P.M. THE JUNE 25, 2024 COUNCIL MEETING

0557 – 24 RANGE That the Rural Municipality of Mervin No. 499 concludes the Public Hearing at 1:20 p.m. at the June 25, 2024 Council Meeting.

CARRIED

DISCRETIONARY USE PERMIT #240022-084 – LOT 6, BLOCK 1, PLAN 102359426

0558 – 24 HAMM That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240022-084 for a temporary RV as a Principal Use at Lot 6, Block 1, Plan 102359426 at the June 25, 2024 Council Meeting.

CARRIED

DISCRETIONARY USE PERMIT #240026-026 – LOT 19, BLOCK 1, PLAN AF4248 LIVELONG

0559 – 24 BLAIS That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240026-026 for a temporary RV as a Principal Use at Lot 19, Block 1, Plan AF4248 in the Hamlet of Livelong at the June 25, 2024 Council Meeting.

CARRIED

DISCRETIONARY USE PERMIT #240017-085 – LOT 14, BLOCK 1, PLAN 101924603

0560 – 24 SPENCER That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240017-085 for a temporary RV as a Principal Use at Lot 14, Block 1, Plan 101924603 at the June 25, 2024 Council Meeting.

CARRIED

DISCRETIONARY USE PERMIT #240022-073 – LOT 24, BLOCK 4, PLAN 87B10655 HORSESHOE BAY

0561 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240022-073 for a temporary RV as a Principal Use at Lot 24, Block 4, Plan 87B10655 in the Hamlet of Horseshoe Bay at the June 25, 2024 Council Meeting.

CARRIED

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DISCRETIONARY USE PERMIT #240023-020 – SECONDARY DWELLING – NW 20-53-20-W3

0562 – 24 RANGE That the Rural Municipality of Mervin No. 499 approve the Discretionary Use Permit for the temporary establishment of a secondary dwelling as a caretaker home, for a period of one full year, on NW 20-53-20-W3.

CARRIED

EXPRESSIONS OF INTEREST – OFFICIAL COMMUNITY PLAN AND ZONING BYLAWS WORKING COMMITTEE

0563 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges and accepts the Expressions of Interest of Clara Zeller and Shelley Bloom for the Official Community Plan and Zoning Bylaw Working Committee as representatives of the Agricultural Sector at the June 25, 2024 Council Meeting.

CARRIED

MINOR VARIANCE REQUEST – LOT 1, BLOCK 4, PLAN 85B11150

0564 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approve the Minor Variance Request for Lot 1, Block 4, Plan 85B11150 following the submission of the Real Property Survey Report to the Municipal Planner indicating non-compliance for the side yard setback at the June 25, 2024 Council Meeting.

CARRIED

Welcomed Ben Clipperton, Northbound Planning to the June 25, 2024 Council Meeting at 1:25 p.m.

PUBLIC HEARING AT 1:25 P.M. THE JUNE 25, 2024 COUNCIL MEETING

0565 – 24 RANGE That the Rural Municipality of Mervin No. 499 convenes the Public Hearing at 1:25 p.m. at the June 25, 2024 Council Meeting.

CARRIED

CLOSE PUBLIC HEARING AT 1:40 P.M. THE JUNE 25, 2024 COUNCIL MEETING

0566 – 24 RANGE That the Rural Municipality of Mervin No. 499 concludes the Public Hearing at 1:40 p.m. at the June 25, 2024 Council Meeting.

CARRIED

SDA 002483-2023 SUBDIVISION – NE 35-53-20-W3

0567 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 support the Subdivision Request 002483-2023 subject to a Master Servicing Agreement (Approach Widening, Lagoon Fees, Grid Road Fees, and Municipal Reserve Cash in Lieu) for the creation of Parcels B, C, and D on NE 35-53-20-W3 at the June 25, 2024 Council Meeting.

CARRIED

Thanked Ben Clipperton of Northbound Planning for attending the June 25, 2024 Council Meeting at 1:41 p.m.

Thanked Paige Hundt, Municipal Planner for attending the June 25, 2024 Council Meeting at 1:45 p.m.

MUNICIPAL PLANNER REPORT

0568 – 24 SPENCER That the Rural Municipality of Mervin No. 499 acknowledges and receives the Municipal Planner Report as presented by Paige Hundt at the June 25, 2024 Council Meeting.

CARRIED

CRYSTAL BAY SUNSET 2024 SWIMMING LESSONS

0569 – 24 RANGE That the Rural Municipality of Mervin No. 499 acknowledges that Crystal Bay Sunset will be offering Swimming Lessons July 15-19, July 22-26, and July 29-August 1, 2024 with

Initial:  Reeve

Initial:  Administrator

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Instructor Bodi Laviolette. Furthermore, that this is on the condition that proof of certification is received by the Municipality prior to the start of swimming lessons.

CARRIED

LIVELONG HAMLET – SPECIAL LEVY REQUEST

0570 – 24 HAMM That the Rural Municipality of Mervin No. 499 approves the request from the Hamlet Board of Livelong to have a special levy of 6.0 mills for the 2024 taxation year.

CARRIED

HAMLET BOARD MEETING(S) – MINUTES AND POLICIES

0571 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges and receives the following documentation as submitted by the Hamlet Board(s):

- Crystal Bay Sunset Meeting Minutes and Policies;
- Evergreen Turtle Lake Meeting Minutes and Policies;
- Parkland Beach Meeting Minutes; and
- Sunset View Beach Meeting Minutes.

CARRIED

HAMLET BOARD(S) – ANNUAL GENERAL MEETING MINUTES

0572 – 24 BLAIS That the Rural Municipality of Mervin No. 499 acknowledge and receive the following Annual General Meeting Minutes as submitted by the Hamlet Board(s):

- Diamond Willow Estates: Dumpster is not going ahead;
- Parkland Beach;
- Powm Beach; and
- Sunny Acres.

CARRIED

CORRESPONDENCE

0573 – 24 SPENCER That the Rural Municipality of Mervin No. 499 acknowledges receipt of the correspondence as presented at the June 25, 2024 Council Meeting by Administration.

CARRIED

ACCOUNTS FOR PAYMENT AS OF JUNE 25, 2024

0574 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves the Accounts for Payment on June 25, 2024 being cheques #25995 to #26046 (\$207,498.87) and 1074-Man to 1081-Man (\$60,824.19) and Payroll (\$45,339.63) totaling \$313,662.69 as presented.

CARRIED


ADJOURNMENT


0575 – 24 BLAIS That the June 25, 2024 Council Meeting be adjourned at 2:30 p.m.

CARRIED


CHIEF ADMINISTRATIVE OFFICER


REEVE

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Reeve

Initial: 
Administrator