
MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 10, 2023

Held in the Council Chambers of the RM of Mervin #499 at 211 Main St., Turtleford, SK.

PRESENT: **Reeve:** Gerry Ritz
 Councillors:
 Division 1 – Jim Range
 Division 2 – Gordon Spencer
 Division 3 – Vacant
 Division 4 – Ken Hergott
 Division 5 – Dave Krywchuk
 Division 6 – Victor Hamm
 Deputy CAO – Janessa Macnab

Delegations:

9:15 a.m.	Kerry Robertson, Municipal Foreman
	Taylor Roberts, Maintenance Supervisor
1:00 p.m.	Paige Hundt, Municipal Planner
1:30 p.m.	Ben Clipperton, Northbound Planning

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

AGENDA: 849-23 **HAMM:** That the agenda be amended and accepted for reference. **CARRIED**


MINUTES: 850-23 **HERGOTT:** That the September 26, 2023 regular meeting minutes be accepted as presented. **CARRIED**


 851-23 **KRYWCHUK:** That the October 3, 2023 HR minutes be accepted as presented. **CARRIED**

BUSINESS:

Deputy Reeve 852-23 **RANGE:** That the RM of Mervin #499 Council re-appoint Division 2 Councillor, Gordon Spencer as Deputy Reeve. Further, that he be appointed to represent the RM on the following committees: RCMP Consultative Group, North West Mutual Aid, Clover Lake Public Utility Board, Occupational Health & Safety Committee the Turtleford and District Vet Board, and the RM of Mervin Police Board. **CARRIED**

South Shop Quote 853-23 **SPENCER:** That Council approve the quote in the amount of \$41,992.97 from Guardian Spray Foam Solutions to insulate the old section of the South Shop located at NW PT 13-51-21-W3. **CARRIED**

Initial: 
 Reeve

Initial: 
 Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 10, 2023

- North Shop Door Quote** **854-23** **HERGOTT:** That we approve the quote in the amount of \$14,054.00 plus applicable taxes from Lamb's Door Service Ltd. for the replacement of the overhead door at the North Shop located at NW 21-54-20-W3. **CARRIED**
- By-Election** **855-23** **HAMM:** That the RM of Mervin #499 Council set the date for the by-election for Division 3 to be December 6, 2023 in the RM of Mervin office located at 211 Main Street, Turtleford. Furthermore, that the deadline for nominations be set for November 1, 2023 at 4:00 p.m. **CARRIED**
- Interim CAO & Deputy CAO** **856-23** **RANGE:** That we appoint Janessa Macnab as Interim CAO and Holly Gabruck as Interim Deputy CAO, effective September 27, 2023. Further, that we approve an increase of 25% to both positions wages to reflect the additional roles and responsibilities required to fulfill these duties. Wages will revert back to the original salary upon the return of the Administrator. **CARRIED**
- Interim DO** **857-23** **KRYWCHUK:** That the RM of Mervin Council appoint Paige Hundt as Interim Development Officer in the absence of the Administrator, effective October 11, 2023. **CARRIED**
- Bylaw 2023-40** **858-23** **RANGE:** That Bylaw No. 2023-40 being a bylaw to Appoint a Bylaw Officer be introduced and given first reading. **CARRIED**
- 859-23** **HAMM:** That Bylaw No. 2023-40 being a bylaw to Appoint a Bylaw Officer be given second reading. **CARRIED**
- 860-23** **KRYWCHUK:** That Bylaw No. 2023-40 being a bylaw to Appoint a Bylaw Officer be given three readings at this meeting. **UNANIMOUSLY CARRIED**
- 861-23** **HERGOTT:** That Bylaw No. 2023-40 being a bylaw to Appoint a Bylaw Officer be given third reading, approved, signed and sealed. **CARRIED**
- Hamlet Minutes** **862-23** **RANGE:** That we acknowledge and accept the Annual General Meeting minutes of the Hamlet of Livelong held September 26, 2023 and the meeting minutes of the Hamlet of Sunset View Beach held September 21, 2023. **CARRIED**
- Turtleford Credit Union** **863-23** **SPENCER:** That we apply to the Turtleford Credit Union for the necessary documents to renew the line of credit agreement in the amount of \$1,000,000.00 for two years with the existing security of Grants & Taxes and that the Reeve and CAO be authorized to sign all necessary documentation. Furthermore, that signing authority for the

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Administrator

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General account and Line of Credit be as follows: two signatures, one of either the CAO, Brenda Ottenbreit or the Deputy CAO, Janessa Macnab and the second signature of the either the Reeve, Gerry Ritz; the Deputy Reeve, Gordon Spencer; Councillor, Victor Hamm; or Administrative Co-ordinator, Holly Gabruck (up to \$8000). **CARRIED**

- Water Op Logs** **864-23** **KRYWCHUK:** That we acknowledge the September water operator logs for the Hamlets of Spruce Lake, Livelong and Evergreen Acres, Turtle Lake as presented. **CARRIED**
- HR Policy** **865-23** **KRYWCHUK:** That the Administrator amend the Salary Schedule A in the Human Resource Policy to reflect the changes in Salary Grid 14 from salary to hourly wages. **CARRIED**
- CSO** **866-23** **HERGOTT:** That the RM of Mervin Council approve the hiring of Jordan Starr, as recommended by the Police Board and HR Committee, as a Community Safety Officer effective September 28, 2023. Further, that we authorize the Administrator to send an Offer of Employment letter with the following conditions: Salary Schedule Grid 14 – Level 1, Step 1, 1 year probation with quarterly reviews and certification clauses, as discussed. **CARRIED**
- Recess** **867-23** **HAMM:** That Council recess at 12:00 p.m. for lunch. **CARRIED**
- Reconvene** **868-23** **SPENCER:** That we reconvene the regular meeting of Council at 12:30 p.m. **CARRIED**
- Reeve, Gerry Ritz declared a conflict and left the council chambers at 12:30 p.m.**
- In-Camera** **869-23** **KRYWCHUK:** 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 12:30 p.m. **CARRIED**
- Reconvene** **870-23** **HERGOTT:** That Council reconvene the regular meeting at 12:45 p.m. **CARRIED**
- Letter** **871-23** **KRYWCHUK:** That the RM of Mervin Council authorize the lawyer to draft a letter as recommended. **CARRIED**

Reeve, Gerry Ritz re-entered the meeting at 12:46 p.m.

- Q3 Development** **872-23** **HAMM:** That Council acknowledge the Q3 Development Report, as presented by the Municipal Planner. **CARRIED**

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MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 10, 2023

Division 6 Councillor, Victor Hamm declared a conflict and left the council chambers at 1:27 p.m.

Recess 873-23 **HERGOTT:** That Council recess the meeting to move into a public hearing at 1:30 p.m. as per *The Planning and Development Act.* **CARRIED**

Division 6 Councillor, Victor Hamm re-entered the meeting at 1:34 p.m.

Reconvene 874-23 **RANGE:** That the RM of Mervin Council reconvene the regular meeting at 1:47 p.m. **CARRIED**

Bylaw 875-23 **HERGOTT:** That Bylaw No. 2023-36, being a Zoning Bylaw amendment to reduce front setback requirements in the Agricultural and Conservation Districts, be given second reading. **CARRIED**

876-23 **RANGE:** That Bylaw No. 2023-36, being a Zoning Bylaw amendment to reduce front setback requirements in the Agricultural and Conservation Districts, be given third reading, approved, signed and sealed. **CARRIED**

D-Use 877-23 **HERGOTT:** That Council approve discretionary use permit 230050-093 located on 230050-093 **CARRIED**



SDA 878-23 **KRYWCHUK:** That the RM of Mervin #499 Council supports subdivision application 1935-2023 subject to a Master Service Agreement including planning fees, road off-site fees and approach construction/upgrade. Council is unaware of any incompatible land use or of any facilities that could be impacted by this use. **CARRIED**

DAB 879-23 **HERGOTT:** That we appointment Northbound Planning to represent the RM of Mervin in Development Appeal WM2023-679. **CARRIED**

Correspondence 880-23 **RANGE:** That the list of correspondence as attached be acknowledged and filed. **CARRIED**

Financial 881-23 **HAMM:** That Council accept the Statement of Financial Activity for the month of September 2023, as presented. **CARRIED**

Bank 882-23 **HERGOTT:** That we accept the Bank Reconciliation for the month of September 2023, as presented. **CARRIED**

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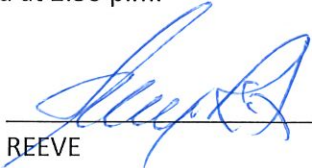
MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 10, 2023

Accounts Payable **883-23** **RANGE:** That the Accounts Payable List being cheque #25190 to cheque #25252 and manual cheque #925 to cheque #933 in the amount of \$2,409,990.81 be approved and paid. **CARRIED**

Adjourn **884-23** **KRYWCHUK:** That the meeting be adjourned at 2:30 p.m. **CARRIED**



ADMINISTRATOR



REEVE

Initial: _____
Reeve
Initial: _____
Administrator