
MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

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 - Virtual
 Division 4 Councillor Ken Hergott
 Division 5 Councillor Lane Nedelec
 Division 6 Councillor Victor Hamm
 Chief Administrative Officer Shiloh Bronken

DELEGATIONS: 9:15 a.m. Kerry Robertson, Municipal Foreman
 Steven Gehlen, Resource Management International Inc.
 10:30 a.m. Paige Hundt, Municipal Planner

CALL TO ORDER: Reeve Gerry Ritz called the meeting to order at 9:03 a.m.

AGENDA

0301 – 25 RANGE That the May 6, 2025 agenda be accepted for reference with the following additions:
 - 6)(h) Liquid Domestic Waste Disposal Permit Request;
 - 6)(i) Permit Now Request; and
 - 8)(o) Job Descriptions – Office Assistant and Administrative Assistant.

CARRIED

MINUTES

0302 – 25 HERGOTT That the April 22, 2025 meeting minutes be approved with the revision for resolutions 0291-25 and 0292-25 to include “with the collective support of employees”.

CARRIED

Kerry Robertson, Municipal Foreman joined the meeting at 9:13 a.m.

LIQUID DOMESTIC WASTE DISPOSAL PERMIT APPLICATION

0303 – 25 SPENCER That the Rural Municipality of Mervin No. 499 approves the application from Poop To Go Septic Services to dispose of liquid domestic waste generated from within the R.M. of Mervin to the municipal lagoon on the NE 32-52-19-W3. Furthermore, that approval be granted on the conditions that they agree to land spread and not dump into the lagoon when requested by Council and that an annual monthly report be provided to the municipality for the amount of effluent hauled.

CARRIED

HJR ASPHALT REQUEST

0304 – 25 HAMM That the Rural Municipality of Mervin No. 499 denies the request of HJR Asphalt to move loads over secondary to primary weights in the RM due to infrastructure considerations.

CARRIED

Steven Gehlen, Resource Management International Inc. joined the meeting at 9:20 a.m. virtually.

Resource Management International Inc. representative Steven Gehlen left the meeting at 9:30 a.m.

Initial:  Reeve
Initial:  Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

2025 DUST CONTROL CONTRACT – APPLICATION AND PROVISION

0305 – 25 HAMM That the Rural Municipality of Mervin No. 499 contracts Kevin and Nicole Holdings Ltd. for provision and application of dust control product in 2025 at a rate of \$0.4350 per liter for hamlets and RM roads.

CARRIED

DUST SUPPRESSION POLICY

0306 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the revisions to the Dust Suppression Policy to include Light Commercial classification and criteria.

CARRIED

SEASONAL MOWING TECHNICIAN JOB DESCRIPTION AND SALARY GRID 2B

0307 – 25 RANGE That the Rural Municipality of Mervin No. 499 approve the Seasonal Mowing Technician job description and Salary Grid 2B at the May 6, 2025 regular meeting.

CARRIED

MINISTRY OF HIGHWAYS – APPLICATION FOR SIGNAGE

0308 – 25 SPENCER That the Rural Municipality of Mervin No. 499 request Administration to complete an application to the Ministry of Highways for the installation of “Equipment Turning” signs on Highway 26 at the access to NW 13-51-21 W3.

CARRIED

NOTICE OF RECLAMATION – CENOVUS ENERGY INC.

0309 – 25 SPENCER That the Rural Municipality of Mervin No. 499 acknowledges the notification of reclamation received from Cenovus Energy Inc. for file number S70761-00.

CARRIED

JOHN DEERE 7530 TRACTOR MAINTENANCE

0310 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approve Estimate SO-2211 with an approximate cost of \$13,768.54 plus applicable taxes, as provided by BG Mechanical to repair the PTO seal on the 2011 John Deere 7530 Tractor.

CARRIED

SUNSET VIEW BEACH HAMLET ACCESS ROAD

0311 – 25 RANGE That the Rural Municipality of Mervin No. 499 enters into an agreement with Millard Contracting for the access road into the Organized Hamlet of Sunset View Beach for grading maintenance services, at the discretion of the Division 4 Councillor and the Municipal Foreman.

CARRIED

CASUAL CARWASH MAINTENANCE CONTRACT

0312 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 offers a casual Carwash Maintenance contract to Nixon Gabruck for the 2025 Summer Season, at a daily rate of \$50.00, to begin at the discretion of the Maintenance Supervisor.

CARRIED

PUBLIC WORKS REPORT

0313 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 accepts the verbal report and discussion of Kerry Robertson, Municipal Foreman.

CARRIED

Kerry Robertson, Municipal Foreman left the meeting at 10:30 a.m.

MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

Municipal Planner Paige Hundt joined the meeting at 10:30 a.m.

PUBLIC HEARING

0314 – 25 SPENCER That the Rural Municipality of Mervin No. 499 recess the May 6, 2025 regular meeting at 10:30 a.m. to move into a Public Hearing.

CARRIED

RECONVENE REGULAR MEETING

0315 – 25 RANGE That the Rural Municipality of Mervin No. 499 resumes the open session of the May 6, 2025 Council Meeting at 10:45 a.m.

CARRIED

DISCRETIONARY USE PERMIT FOR A RENTAL CABIN

0316 – 25 HAMM That the Rural Municipality of Mervin No. 499 deny the request for a discretionary use permit for a rental cabin on Lot 13, Block 3, Plan 86B05598-LD2 in the Organized Hamlet of Sunset View Beach, as the Zoning Bylaw does not support more than one principal use on any one site.

CARRIED

Division 4 Councillor Ken Hergott declared a conflict of interest and left the May 6, 2025 meeting at 10:43 a.m. with the following two (2) agenda items: 7)(b) and 7)(c) Discretionary Use Permits. Quorum maintained.

DISCRETIONARY USE PERMIT FOR TEMPORARY RV AS PRINCIPAL USE

0317 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the Discretionary Use Permit for a temporary RV as a Principal Use for:

- #250019-35, Lot 18, Block 8, Plan 84B09834 – SSVB, and
- #250019-36, Lot 19, Block 8, Plan 84B09834 – SSVB.

CARRIED

Ken Hergott, Division 4 Councillor returned to the May 6, 2025 meeting at 10:50 a.m.

DISCRETIONARY USE PERMIT FOR TEMPORARY RV AS PRINCIPAL USE

0318 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the Discretionary Use Permit for a temporary RV as a Principal Use for #250020-028, Lot 4, Block 2, Plan 81B12039 – CBSS.

CARRIED

LEXTERRA LAND – EXISTING APPROACH / DEVELOPMENT PERMITS

0319 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the Existing Approach / Development Permits submitted by Lexterra Land on behalf of their client, Cenovus Energy Inc., with consideration that any approach construction adheres to the RM policies, for the following locations:

- File: 25-00161 – SW 34-53-21 W3;
- File: 25-00158 – NW 23-53-21 W3;
- File: 25-00191 – SE 16-53-21 W3;
- File: 25-00175 – NW 14-53-21 W3;
- File: 25-00209 – LS 11 15-53-21 W3;
- File: 25-00159 – SW 26-53-21 W3;
- File: 25-00193 – NW 08-53-21 W3;
- File: 25-00157 – SW 22-53-21 W3; and
- File: 25-00211 – SW 22-53-21 W3.

CARRIED

Initial: 
Reeve
Initial: 
Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

SUBDIVISION FEE POLICY

0320 – 25 BLAIS That the Rural Municipality of Mervin No. 499 adopt the Subdivision Fee Policy effective January 1, 2026 as circulated and discussed.

CARRIED

W1, PLAN 87B10654 IN THE ORGANIZED HAMLET OF HORSESHOE BAY

0321 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the required maintenance on W1, Plan 87B10654 in the Organized Hamlet of Horseshoe Bay, in consultation with the Hamlet Board and that all costs incurred will be the responsibility of the Organized Hamlet. Furthermore, that a policy be drafted for the maintenance responsibility for municipal reserve areas within hamlet boundaries.

CARRIED

AQUATIC HABITAT PROTECTION PERMIT – HAMLET OF CRYSTAL BAY SUNSET

0322 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 supports the application of R. Sellers of the Organized Hamlet Board of Crystal Bay Sunset for work to be completed

CARRIED

APRIL DEVELOPMENT REPORT

0323 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 accepts the report and discussion of the April 2025 Development Report as circulated.

CARRIED

MUNICIPAL PLANNER REPORT

0324 – 25 SPENCER That the Rural Municipality of Mervin No. 499 accepts the report and discussion of the Municipal Planner Report as circulated.

CARRIED

Municipal Planner Paige Hundt left the meeting at 11:40 a.m.

JOB DESCRIPTION REVISIONS – OFFICE ASSISTANT AND ADMINISTRATIVE ASSISTANT

0325 – 25 RANGE That the Rural Municipality of Mervin No. 499 adopt the revisions to the job descriptions of the Office Assistant and Administrative Assistant.

CARRIED

TEMPORARY OFFICE ASSISTANT EMPLOYMENT

0326 – 25 RANGE That the Rural Municipality of Mervin No. 499 offers the Temporary Office Assistant employment opportunity to Raine Leibel with a starting hourly wage of \$20.62, aligned with Salary Grid 7: Office Assistant.

CARRIED

FIRE RESTRICTIONS BYLAW

0327 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 requests Administration to draft a revised Fire Restrictions Bylaw that takes into consideration the Saskatchewan Public Safety Agency proposed changes to provincial forest boundaries, and in consultation with the Fire Chiefs and Hamlet Boards, for the May 27, 2025 Council Meeting.

CARRIED

CONTINGENCY AGREEMENT – OUTSTANDING TAX ARREARS

0328 -25 BLAIS That the Rural Municipality of Mervin No. 499 enter into a Contingency Fee and Retainer Agreement with Gregory Law Office for outstanding oil tax arrears.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

Division 3 Councillor Rob Blais left the meeting at 12:15 p.m. Quorum maintained.

RECESS

0329 – 25 RITZ That the Rural Municipality of Mervin No. 499 recess the May 6, 2025 at 12:15 p.m.

CARRIED

RECONVENE MEETING

0330 – 25 SPENCER That the Rural Municipality of Mervin No. 499 reconvenes the May 6, 2025 regular meeting at 12:45 p.m.

CARRIED

NORTH CENTRAL TRANSPORTATION PLANNING COMMITTEE

0331 – 25 HAMM That the Rural Municipality of Mervin No. 499 sends correspondence requesting consideration of North Central Transportation Planning Committee to recommend Highway 26 between Township Road 514 and 520 as an area that requires improvement for public safety.

CARRIED

NORTHWEST MUTUAL AID AREA

0332 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges the verbal report and discussions on the Northwest Mutual Aid Area, as presented by Deputy Reeve Gordon Spencer.

CARRIED

ST WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION INC.

0333 – 25 HAMM That the Rural Municipality of Mervin No. 499 acknowledges that St. Walburg and District Fire and Rescue Association Inc. was incorporated effective April 8, 2025 and the first Annual Meeting is scheduled for June 4, 2025 at the St. Walburg and District Fire and Rescue Association Inc. Firehall.

CARRIED

ABATEMENT REQUEST – NE 09-53-19 W3 AND SE 20-53-19 W3

0334 – 25 HAMM That the Rural Municipality of Mervin No. 499 deny the request of the property owner of NE 09-53-19 W3 and SE 20-53-19 W3 to provide a tax abatement to reduce the overall property tax bill.

CARRIED

HAMLET BOARD MEETING MINUTES

0335 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges receipt of the minute submissions as provided by the Hamlet Boards as follows:

ORGANIZED

- Crystal Bay Sunset – April 22, 2025 and
- Sunset View Beach – April 15, 2025.

CARRIED

2025 SWIMMING LESSONS – ORGANIZED HAMLET OF SUNSET VIEW BEACH

0336 -25 RANGE That the Rural Municipality of Mervin No. 499 acknowledges that the Organized Hamlet of Sunset View Beach will be offering Swimming Lessons for the week of July 14 to 18, 2025 with Erin Kobelka instruction. Furthermore, that this is on the condition that proof of certification is received by the Municipality prior to the start of swimming lessons.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF MAY 6, 2025

CORRESPONDENCE

0337 – 25 **NEDELEC** That the Rural Municipality of Mervin No. 499 acknowledges and files the list of correspondence as presented by Administration.

CARRIED

Division 3 Councillor Rob Blais rejoined the meeting at 2:03 p.m.

ACCOUNTS FOR PAYMENT AS OF MAY 6, 2025

0338 -25 **RANGE** That the Rural Municipality of Mervin No. 499 approves the List of Accounts for Approval being cheque #26967 to cheque #27018 (\$99,989.92), manual cheque #1306-Man to 1320-Man (\$264233.59), and payroll (\$94,803.96), totaling \$459,027.47 for payment.

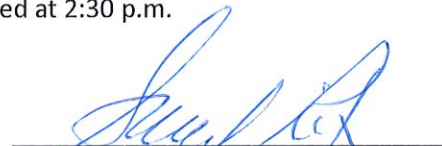
CARRIED

ADJOURNMENT

0339 – 25 **RANGE** That the May 6, 2025 meeting be adjourned at 2:30 p.m.

CARRIED


CHIEF ADMINISTRATIVE OFFICER


REEVE