
MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 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 – Joined virtually at 9:45 a.m. and left the meeting at 12:20 p.m.
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

REGRETS: Deputy Chief Administrative Officer Janessa Macnab

DELEGATIONS: 9:15 a.m. Kerry Robertson, Municipal Foreman
Taylor Roberts, Maintenance Supervisor
11:00 a.m. Ben Clipperton, Northbound Planning
Paige Hundt, Municipal Planner
1:00 p.m. Chandra Reilly, Saskatchewan Assessment Management Agency

CALL TO ORDER: Reeve Gerry Ritz called the November 12, 2024 meeting to order at 9:00 a.m.

Municipal Planner Paige Hundt joined the meeting at 9:00 a.m.

AGENDA

0863 – 24 HERGOTT That the November 12, 2024 agenda be accepted for reference as revised with the addition of 8.n) Temporary Use of Sea Cans.

CARRIED

MINUTES

0864 – 24 KRYWCHUK That the October 22, 2024, regular meeting minutes are approved with the following revisions:

- Regrets: Division 2 Councillor Gordon Spencer and Chief Administrative Officer, Shiloh Bronken; and
- Resolution 0843-24 "That Council authorize Administration to finalize the application to Community Planning for the annexation of Road Plan 97B06550 (known as Lakeview Drive or the Sunset View Beach Access Road) from the R.M. of Parkdale No. 498".



CARRIED

Thomas Dipple entered the Council Meeting at 9:05 a.m. as a delegation for agenda item 5a) Bylaw 2024-27 Respecting Service Fees for Recreational Vehicles.

At 9:35 a.m. Thomas Dipple was thanked by Council and left the meeting.

Paige Hundt, Municipal Planner left the meeting at 9:35 a.m.

Kerry Robertson, Municipal Foreman and Taylor Roberts, Maintenance Supervisor entered the Council Meeting at 9:36 a.m.

Initial: 
Reeve
Initial: 
Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

Division 1 Councillor Jim Range joined the meeting virtually at 9:45 a.m.

MUNICIPAL FOREMAN TIME OFF REQUEST

0865 – 24 SPENCER That the Rural Municipality of Mervin No. 499 approves the time off request of the Municipal Foreman for November 18 through 22, 2024.

CARRIED

TRANSFER SITE HOLIDAY CLOSURE

0866 – 24 HAMM That the Rural Municipality of Mervin No. 499 closes the Waste Transfer Site on December 25, 2024 and January 1, 2025 in observance of statutory holidays.

CARRIED

MINISTRY OF HIGHWAYS WINTER WEIGHTS ORDER

0867 – 24 BLAIS That the Rural Municipality of Mervin No. 499 requests Administration to opt out of participation in the Ministry of Highways Winter Weights Orders effective November 16, 2024.

CARRIED

TAX ROLL 7004 (01-04-34-50-20 W3) AND 7012 (01-08-04-51-20 W3) – OUTSTANDING TAXES

0868 – 24 HERGOTT Upon successful acquisition of 01-04-34-50-20 W3 and 01-08-04-51-20 W3 by Original Oil Inc., that the Rural Municipality of Mervin No. 499 requests Administration to waive one half of the outstanding taxes and interest accrued prior to November 2024, which were incurred by the previous owner.

CARRIED

MAINTENANCE EQUIPMENT PURCHASE – TIRE CHANGER AND BALANCER

0869 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves the purchase of an Atlas tire changer and balancer from K. Parohl in the amount of \$12,500.00. Furthermore, that the approximate cost of \$3,000.00 plus applicable taxes be approved for the installation of an inverter at the south shop.

CARRIED

IN CAMERA CLOSED SESSION PURSUANT TO PART III OF LAFOIP 16(1)(b)

0870 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 recess the 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 10:12 a.m.

CARRIED

RECONVENE REGULAR MEETING

0871 – 24 RANGE That the Rural Municipality of Mervin No. 499 resumes the open session of November 12, 2024 Council Meeting at 10:35 a.m.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

SALARY SCHEDULE REVISIONS

- 0872 – 24 RANGE** That the Rural Municipality of Mervin No. 499 approves the Salary Schedule revisions that include:
- Increase to all Salary Grids of 5% effective January 1, 2025;
 - Removal of existing Salary Grid 12A: Non-Licensed Municipal Planner including IT;
 - Renaming of Salary Grid 12: Municipal Planner to Salary Grid 12A: Municipal Planner; and
 - IT Duties = \$3.50 increase on base salary for employee responsible for these duties.

CARRIED

MUNICIPAL PLANNER – SALARY SCHEDULE

- 0873 – 24 HERGOTT** That the Rural Municipality of Mervin No. 499 approves the transition to Step 6 of Salary Grid 12: Non-Licensed Municipal Planner for Paige Hundt effective January 1, 2025.

CARRIED

INFORMATION TECHNOLOGY TECHNICIAN

- 0874 -24 BLAIS** That the Rural Municipality of Mervin No. 499 acknowledges that Paige Hundt will continue to fulfill the Information Technology duties at the additional rate of \$3.50 per hour, effective January 1, 2025.

CARRIED

BYLAW ENFORCEMENT OFFICER

- 0875 – 24 SPENCER** That the Rural Municipality of Mervin No. 499 acknowledges that Zachery Bonaise has completed the three-month probation period effective October 2, 2024. Furthermore, that upon receipt of the successful completion of the Community Safety Officer Training that he transition to Step 1 of Salary Grid 14: Community Safety Officer – Level 2.

CARRIED

HEAVY EQUIPMENT OPERATOR

- 0876 – 24 HAMM** That the Rural Municipality of Mervin No. 499 offer permanent employment to Andrew Collins beginning December 1, 2024 at Step 1 of Salary Grid 4: Heavy Equipment Operator.

CARRIED

Kerry Robertson, Municipal Foreman and Taylar Roberts, Maintenance Supervisor left the meeting at 10:38 a.m.

MUNICIPAL FOREMAN AND MAINTENANCE SUPERVISOR REPORT

- 0877 – 24 HERGOTT** That the Rural Municipality of Mervin No. 499 Council acknowledges the Municipal Foreman and Maintenance Supervisor’s report as presented.

CARRIED



Paige Hundt, Municipal Planner entered the Council Meeting at 10:58 a.m.

Ben Clipperton, Northbound Planning joined the meeting at 11:00 a.m.

PUBLIC HEARING AT 11:00 A.M. FOR NOVEMBER 12, 2024

- 0878 – 24 KRYWCHUK** That the Rural Municipality of Mervin No. 499 recess the regular meeting to move into the first Public Hearing at 11:00 a.m.

CARRIED

Initial: 
Reeve
Initial: 
Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

RECONVENE REGULAR MEETING

0879 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 resumes the open session of November 12, 2024, Council Meeting at 11:20 a.m.

CARRIED

SUBDIVISION APPLICATION 003677-2024 NW 12-51-21-W3 EXT. 64

0880 – 24 HAMM That the Rural Municipality of Mervin No. 499 TABLES Subdivision Application 003677-2024 NW 12-51-21-W3 Ext. 64 as submitted by the Town of Turtleford pending the submission of additional information.

CARRIED

SUBDIVISION APPLICATION 003731-2024 NW 07-50-20-W3 EXT. 1

0881 – 24 BLAIS That the Rural Municipality of Mervin No. 499 supports Subdivision Application 003731-2024 NW 07-50-20-W3 Ext. 1 to subdivide an existing yard site for residential use that includes multiple existing buildings subject to a Master Servicing Agreement that includes planning fees, off-site fees for roads and approach construction.

CARRIED

SUBDIVISION APPLICATION 003695-2024 LOTS 1-3, BLOCK 2, PLAN 80B09908

0882 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 supports Subdivision Application 003695-2024 for the re-subdivision of Lots 1-3, Block 2, Plan 80B09908 in Diamond Willow Estates that will bring into compliance the side setback of the trailer, propane and septic tank subject to a Master Servicing Agreement that includes approaches and water source easement.

CARRIED

SUBDIVISION APPLICATION 003760-2024 LSA 09-15-53-19-W3 EXT. 97

0883 – 24 SPENCER That the Rural Municipality of Mervin No. 499 TABLES Subdivision Application 003760-2024 for LSD 09-15-53-19-W3 Ext. 97 pending a comprehensive review of existing permit documentation on file for existing developments.

CARRIED

SUBDIVISION APPLICATION 003734-2024 PARCEL R1, PLAN 78B10712

0884 – 24 HAMM That the Rural Municipality of Mervin No. 499 TABLES Subdivision Application 003734-2024 for Parcel R1, Plan 78B10712 pending correspondence from the Hamlet Board of Parkland Beach.

CARRIED

Ben Clipperton, Northbound Planning left the meeting at 11:44 a.m.

PUBLIC HEARING AT 11:45 A.M. FOR NOVEMBER 12, 2024



0885 – 24 RANGE That the Rural Municipality of Mervin No. 499 recess the regular meeting to move into the second Public Hearing at 11:45 a.m.

CARRIED

RECONVENE REGULAR MEETING

0886 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 resumes the open session of November 12, 2024, Council Meeting at 12:00 p.m.

CARRIED

Initial: 
Reeve
Initial: 
Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

DISCRETIONARY USE PERMIT 240064-057 LOT 7, BLOCK 5, PLAN 81B088355

0887 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 TABLES Discretionary Use Permit #240064-057 pending enforcement of Bylaw 2023-08 to Provide for the Abatement of Nuisances.
CARRIED

DISCRETIONARY USE PERMIT 240057-091 LOT 14, BLOCK 1, PLAN 81B12877

0888 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240057-091 for a temporary RV as a Principal Use on Lot 14, Block 1, Plan 81B12877 in the Hamlet of Sunny Acres with the condition that additional improvement narrative is required to be submitted for years 2 through 5.
CARRIED

DISCRETIONARY USE PERMIT 240060-101 LOT 1, BLOCK 1, PLAN 83B046001

0889 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240060-101 for the 1st year renewal of a temporary RV as a Principal Use on Lot 1, Block 1, Plan 83B046001 in the Hamlet of Sandy Point.
CARRIED

DISCRETIONARY USE PERMIT 240060-078 LOT 10, BLOCK 4, PLAN 83B11636

0890 – 24 HAMM That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240060-078 for a temporary RV as a Principal Use on Lot 10, Block 4, Plan 83B11636 in the Hamlet of Mowery Beach.
CARRIED

DISCRETIONARY USE PERMIT 240064-052 LOT 3, BLOCK 10, PLAN 81B13610

0891 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 approves Discretionary Use Permit #240064-052 for the 1st year renewal of a temporary RV as a Principal Use on Lot 3, Block 10, Plan 81B13610 in the Hamlet of Sunset View Beach.
CARRIED

OCTOBER 2024 DEVELOPMENT REPORT

0892 – 24 RANGE That the Rural Municipality of Mervin No. 499 accepts the October 2024 Development Report as presented by the Municipal Planner.
CARRIED

SASKTEL EASEMENT REQUEST – LOT 2, BLOCK 30, PLAN 64B06561

0893 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 approves the easement request of SaskTel on Lot 2, Block 30, Plan 64B06561 known as 311 2nd Street East in St. Walburg – St. Walburg and District Fire and Rescue Association, as co-owner of an interest registered on title.
CARRIED

Paige Hundt, Municipal Planner, left the meeting at 12:15 p.m.

PLANNER SUMMARY AND UPDATE REPORT

0894 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 receives and acknowledges the Planner Summary and Update Report as presented by Paige Hundt, Municipal Planner.
CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

RECESS

0895 – 24 BLAIS That the November 12, 2024 Council meeting recess for lunch at 12:20 p.m.

CARRIED

Division 1 Councillor Jim Range left the meeting at 12:20 p.m. Quorum maintained.

RECONVENE

0896 – 24 SPENCER That the November 12, 2024 Council meeting reconvenes at 12:45 p.m.

CARRIED



BYLAW 2024-27 RESPECTING SERVICE FEES FOR RECREATIONAL VEHICLES

0897 – 24 HAMM That the Rural Municipality of Mervin No. 499 completes second reading of Bylaw 2024-27 Respecting Service Fees for Recreational Vehicles with the following revisions:

- ADD: Preamble “WHEREAS...LD1 – Lakeshore Development District No. 1, LD2 – Lakeshore Development District No. 2, and LD3 – Lakeshore Development District No. 3;”
- REPLACE: Section 2 “regulation of recreational vehicles, that are issued a discretionary use permit by” with “establishment of fees in respect of services for recreational vehicles on sites within”.
- ADD: Section 3.a. “Chief Administrative Officer”.
- REPLACE: Section 3.b. “RM” with “Rural Municipality”.
- REMOVE: Section 3.c. “and shall include a Peace Officer”.
- REPLACE: Section 3.d. “RM” with “Rural Municipality”.
- REMOVE: Section 3.e. in its entirety.
- REPLACE: Section 3.f. “any item related to the use of the property, or any other items” with “a recreational vehicle”.
- REMOVE: Section 3.h. in its entirety.
- REMOVE: Section 3.i. “or other such accommodation intended for use within all districts of the RM”.
- ADD: Section 4. “Site owners which have”.
- REMOVE: Section 4. “located”.
- ADD: Section 4. “placed or stored” before “on a parcel without a dwelling, shall obtain a “Temporary Principal RV Use” permit”.
- ADD: Section 5. “service” before “fees prescribed in this bylaw”.
- REPLACE: Schedule A in its entirety with:

Service Provision	Previous Year Expense Amount	Total Dwellings	Cost per Dwelling
General Government			\$25.00
Fire Protection	\$170,301.38	1801	\$94.55
Transportation	\$298,865.30	1801	\$165.94
Health Provision	\$49,802.50	1801	\$27.65
Lagoon	\$43,950.44	1801	\$24.40
Recreation	\$52,710.61	1801	\$29.27
Solid Waste Management	\$144,062.71	1801	\$79.99
Total			\$446.80

CARRIED

Initial: 
 Initial:  Reeve
 Administrator

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

BDO CANADA LLP 2024 ENGAGEMENT LETTER

0898 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 authorizes the Chief Administrative Officer to sign the 2024 Audit Engagement Letter as presented by BDO Canada LLP for Audit Services for the 2024 fiscal year.

CARRIED

2025 COUNCIL MEETINGS

0899 – 24 HAMM That the Rural Municipality of Mervin No. 499 approve the 2025 Council Meeting dates pursuant to Bylaw 2023-14 Council Procedures Bylaw, falling on the 2nd and 4th Tuesday of each month, commencing at 9:00 a.m.

CARRIED

NOR-SASK BOARD SERVICES

0900 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 appoint Nor-Sask Board Services as the Assessment Appeals Board for 2025.

CARRIED

OCTOBER WATER TREATMENT DAILY LOGS

0901 – 24 SPENCER That the Rural Municipality of Mervin No. 499 acknowledge and receive the September 2024 Daily Water Logs for the following hamlets:

- Evergreen Acres;
- Livelong; and
- Spruce Lake.

CARRIED

FALL 2024 WASTEWATER LOGS

0902 – 24 SPENCER That the Rural Municipality of Mervin No. 499 acknowledge and receive the Fall 2024 Wastewater Logs for the following:

- Brightsand;
- Evergreen Acres;
- Livelong; and
- Spruce Lake.

CARRIED

SARM INSURANCE FOR 2025

0903 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 renews the following insurance through SARM for 2025:

- Excess Liability Insurance coverage in the amount of \$4,000,000.00;
- Fidelity Bond Insurance coverage in the amount of \$200,000.00;
- Monies and Securities Insurance coverage in the amount of \$25,000.00; and
- Registered Mail Insurance coverage in the amount of \$50,000.00, included in our policy with no additional premium charged.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

CANADA SUMMER JOBS PROGRAM 2025

0904 – 24 BLAIS That the Rural Municipality of Mervin No. 499 requests Administration to complete an application for two Seasonal positions with the Canada Summer Jobs Program for consideration in 2025. Furthermore, should any hamlet express an interest in the program, that the hamlet is responsible for paying the wages should the application be successful.

CARRIED

TURTLEFORD HANDI VAN BOARD REQUEST

0905 – 24 KRYWCHUK That the Rural Municipality of Mervin No. 499 supports the Turtleford Handi Van Board with a donation in the amount of \$1,000.00 for operational funding in 2024 and a subsequent donation of \$2,500.00 for 2025.

CARRIED

COMMUNITY POLICING REPORT – QUARTER 3 JULY TO SEPTEMBER 2024

0906 – 24 SPENCER That the Rural Municipality of Mervin No. 499 receives and acknowledges the Community Policing Report for the months of July to September 2024 as distributed by Staff Sgt. K. Burnouf on November 4, 2024.

CARRIED

CHIEF ADMINISTRATIVE OFFICER TIME OFF REQUEST

0907 – 24 RITZ That the Rural Municipality of Mervin No. 499 approves the time off request of the Chief Administrative Officer for December 2 through 13, 2024.

CARRIED

HAMLET PERCENTAGES

0908 – 24 HAMM That the Rural Municipality of Mervin No. 499 sets the percentages for the 2024 municipal tax allocation based on the municipal levy to the hamlets as follows:

Hamlet	Percentage	Hamlet	Percentage
Livelong	40%	Evergreen Acres	40%
Spruce Lake	40%	Evergreen Beach	40%
Kopps Kove	40%	Crystal Bay Sunset	40%
Turtle Lake South Bay	40%	Aspen Cove	25%
Parkland Beach	40%	Diamond Willow	25%
Powm Beach	40%	Eastview Beach	25%
Sunset View Beach	40%	Sandy Point	25%
Horseshoe Bay	40%	Turtle Cove	25%
Mowery Beach	40%	Sunny Acres	25%

CARRIED

CRYSTAL BAY SUNSET – HAMLET BOARD MEMBER RESIGNATION

0909 – 24 HERGOTT That the Rural Municipality of Mervin No. 499 accepts with regret the resignation of Jamie Holmes from the Hamlet Board. Furthermore, that the Crystal Bay Sunset Hamlet Board will leave the position vacant until the next AGM.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024

HAMLET CORRESPONDENCE

- 0910 – 24 HERGOTT** That the Rural Municipality of Mervin No. 499 receives and acknowledges the correspondence as submitted:
- Sandy Point Hamlet Board Meeting Minutes, September 28, 2024;
 - South Bay Hamlet Board Meeting Minutes, October 18, 2024; and
 - Sunset View Public Utility Board Meeting Minutes, October 18, 2024.

CARRIED

CORRESPONDENCE

- 0911 – 24 SPENCER** That the Rural Municipality of Mervin No. 499 receives and acknowledges the list of correspondence as presented by Administration.

CARRIED

ACCOUNTS FOR PAYMENT AS OF NOVEMBER 12, 2024

- 0912 – 24 BLAIS** That the Rural Municipality of Mervin No. 499 approves the List of Accounts for Payment being cheque #26512 to #26573 (\$254,448.36), manual cheques 1174-MAN to 1189-MAN (\$434,317.14) and Payroll (\$118,603.96) totaling \$812,369.45 as presented.

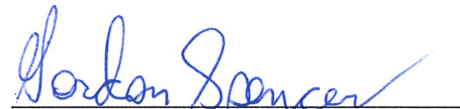
CARRIED

ADJOURNMENT

- 0913 – 24 BLAIS** That the November 12, 2024, Council Meeting be adjourned at 4:08 p.m.

CARRIED


CHIEF ADMINISTRATIVE OFFICER


REEVE