

MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 14, 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 (Virtual)**  
**Division 2 – Gordon Spencer**  
**Division 3 – Rob Blais**  
**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 (Virtual)**  
   **3:00 p.m.        Jordan Starr, CSO**  
   **Larry Baker, DOPS (Virtual)**

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

**AGENDA:        917-23        KRYWCHUK: That the agenda be amended and accepted for reference.        CARRIED**

**MINUTES:        918-23        HERGOTT: That the October 25, 2023 regular meeting minutes be accepted as presented.        CARRIED**


**BUSINESS:**


**Vac Truck        919-23        HAMM: That we tender the 1994 International Vac Truck for \$10,000.00 as discussed.        CARRIED**

**Grader            920-23        HAMM: That Council approve the quote in the amount of \$15,129.25 plus installation from Brandt Tractor Ltd. for replacement windows, windshields and rear-view windows        CARRIED**

Division 1 Councillor, Jim Range, joined the meeting by Zoom at 9:35 a.m.

**Tire                    921-23        KRYWCHUK: That the RM of Mervin #499 Council approve the Tire Replacement Policy as presented by Administration and that it be added to form part of the Policy Manual.        CARRIED**

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   **Reeve**

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   **Administrator**



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**Cyber Liability Insurance**      **922-23**      **KRYWCHUK:** That Council authorize the Administrator to draft a letter to SARM requesting they assist municipalities in obtaining Cyber Liability Insurance coverage. **CARRIED**

**Division 2 Councillor, Gord Spencer, entered the meeting at 10:00 a.m.**

**In-Camera**      **923-23**      **HERGOTT:** 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 10:15 a.m. **CARRIED**

**Reconvene**      **924-23**      **RITZ:** That Council reconvene the regular meeting at 10:35 a.m. **CARRIED**

**Special Meeting**      **925-23**      **RANGE:** That we schedule a special meeting of Council for November 22, 2023 at 9:00 a.m. to discuss a communication strategy for the Municipality. **CARRIED**

**Reeve, Gerry Ritz declared a conflict and left the council chambers at 10:37 a.m. Deputy Reeve, Gordon Spencer took over as Chair of the meeting.**

**In-Camera**      **926-23**      **HERGOTT:** That Council go in-camera to discuss and review the Confidential Investigation Report dated October 24, 2023, and the written submissions of the Complainant dated November 1, 2023 and the Respondent dated October 30, 2023 regarding Complaint 001/2023. **CARRIED**

**Reconvene**      **927-23**      **HAMM:** That Council reconvene the regular meeting at 11:25 a.m. **CARRIED**

**Division 3 Councillor, Rob Blais, recused himself from the following motion.**

**Complaint 001/2023**      **928-23**      **HERGOTT:** That Council has reviewed and considered Complaint 001/2023, along with the Confidential Investigation Report received October 24, 2023, and the entirety of the submissions of the Complainant dated November 1, 2023 and the Respondent dated October 30, 2023. Council has determined that Complaint 001/2023 is unsubstantiated and written reasons will be provided to the Complainant and the Respondent. **CARRIED**

**Reeve, Gerry Ritz re-entered the meeting at 11:29 a.m.**

**In-Camera**      **929-23**      **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 11:29 a.m. **CARRIED**

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Administrator

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- Reconvene 930-23** **SPENCER:** That Council reconvene the regular meeting at 11:45 a.m. **CARRIED**
- Reeve, Gerry Ritz declared a conflict of interest and recused himself from the following motion.**
- Termination 931-23** **RANGE:** That Council terminate the employment of Chief Administrative Officer, Brenda Ottenbreit. **CARRIED**
- Mentor 932-23** **KRYWCHUK:** That the RM of Mervin #499 Council agree to contract Ken Reiter to mentor 3 office staff in obtaining a Rural "Class C" Certificate at a rate of \$60.00 per hour plus mileage, beginning January 2024. **CARRIED**
- Complaint Policy 933-23** **HERGOTT:** That the RM of Mervin #499 Council approve the Complaint Policy with the discussed amendments and that it be added to form part of the Policy Manual. **CARRIED**
- 2024 Council Meetings 934-23** **KRYWCHUK:** That the regular Council meetings of the RM of Mervin be held on the second and fourth Tuesday of each month with the exception of the first meeting in March, which will be moved to March 11, and the first meeting in May, which will be cancelled. Further, that the meeting will commence at 9:00 a.m. and be held in the Council Chambers of the Municipal Office located at 211 Main Street in the Town of Turtleford. **CARRIED**
- Transfer Site Hours 935-23** **BLAIS:** That we adjust the December Transfer Site hours as follows:  
CLOSED – Sunday, December 24<sup>th</sup> and Sunday, December 31<sup>st</sup>  
OPEN – Saturday, December 23<sup>rd</sup> and Saturday, December 30<sup>th</sup>, 10:00 a.m. – 4:00 p.m. **CARRIED**
- Hamlet Minutes 936-23** **HERGOTT:** That Council acknowledge the meeting minutes of the Hamlet of POWM Beach held October 24, 2023. Further, that we request the Hamlet redact '4.b Closing boat launch for winter', from the minutes as this is MR land and was not approved by the RM Council. **CARRIED**
- Water & Sewer Logs 937-23** **SPENCER:** That we acknowledge the October water operator logs and lagoon inspection reports for the Hamlets of Spruce Lake, Livelong and Evergreen Acres, Turtle Lake as presented. **CARRIED**
- Recess 938-23** **HAMM:** That Council recess the meeting to move into a public hearing at 1:30 p.m. as per *The Planning and Development Act*. **CARRIED**

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- Reconvene 939-23 HERGOTT:** That the RM of Mervin Council reconvene the regular meeting at 1:45 p.m. **CARRIED**
- Subdivision 940-23 HAMM:** That the RM of Mervin #499 Council supports subdivision application 2105-2023 subject to a Master Service Agreement including grid road off-site fees, and approach upgrade or construction to allow access to the remaining parcels. Further, that Council express concerns to Community Planning in regards to the lack of environmental reserve on the property. **CARRIED**

**Division 1 Councillor, Jim Range declared a conflict and left the council chambers at 1:50 p.m.**

- D-Use 941-23 BLAIS:** That Council approve discretionary use permit NB230498, being a permit to NB230498 expand the existing building located on SE-27-52-19-W3, Block A, Plan 80B11172-Ext 0 with no conditions. **CARRIED**
- D-Use 942-23 HERGOTT:** That Council approve discretionary use permit NB230530, being a permit to NB230530 upgrade fuel tanks located on SE-27-52-19-W3, Block A, Plan 80B11172-Ext 0 with no conditions. **CARRIED**

**Division 1 Councillor, Jim Range re-entered the meeting at 1:58 p.m.**

- RV D-Use 943-23 HERGOTT:** That Council approve discretionary use RV permit NB230522 for Lot 3, NB230522 Block 10, Plan 81B13610 SSVB with no conditions. **CARRIED**
- RV D-Use 944-23 HERGOTT:** That Council approve discretionary use RV permit NB230535 for Lot 19, NB230535 Block 1, Plan 82B10084 SSVB with no conditions. **CARRIED**
- RV D-Use 945-23 RANGE:** That Council approve discretionary use RV permit NB230534 for Lot 8, NB230534 Block 9, Plan 86B03214 CBSS for one year with the condition that all perspective purchasers be made aware of the RV regulations laid out in the Zoning Bylaw. **CARRIED**
- RV D-Use 946-23 HERGOTT:** That Council approve discretionary use RV permit NB230522 for Lot 1, NB230532 Block 1, Plan 83B04601 SAND with no conditions. **CARRIED**
- ZBA Frontage 947-23 HAMM:** That the RM of Mervin Council authorize Northbound Planning to explore options for a Zoning Bylaw Amendment regarding frontage re-assignment at Councils discretion. **CARRIED**

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| <b>SaskEnergy<br/>WR360519</b>        | <b>948-23</b> | <b>HERGOTT:</b> That the RM of Mervin #499 Council approve Sask Energy request WR360519 for a main line extension at HSBY.   | <b>CARRIED</b> |
| <b>Bylaw<br/>2023-27</b>              | <b>949-23</b> | <b>HERGOTT:</b> That Bylaw No. 2023-27, hereby known as the Civic Address Bylaw, be introduced and given first reading.  | <b>CARRIED</b> |
| <b>Bylaw<br/>2023-42</b>              | <b>950-23</b> | <b>HERGOTT:</b> That Bylaw No. 2023-42, being a bylaw to Regulate the Operation of Seasonal Campgrounds, be given second reading.  | <b>CARRIED</b> |
|                                       | <b>951-23</b> | <b>KRYWCHUK:</b> That Bylaw No. 2023-42, being a bylaw to Regulate the Operation of Seasonal Campgrounds, be given third reading, approved, signed and sealed.   | <b>CARRIED</b> |
| <b>PS<br/>Report</b>                  | <b>952-23</b> | <b>SPENCER:</b> That Council accept the RM of Mervin Protective Services Report for October 2023, as presented by the Director of Protective Services.   | <b>CARRIED</b> |
| <b>MRF<br/>Agreement</b>              | <b>953-23</b> | <b>SPENCER:</b> That the RM of Mervin #499 approve the Software and Services Agreement as presented by MRF Geosystems Corporation and authorize the Interim Administrator to sign the agreement on behalf of the Municipality.   | <b>CARRIED</b> |
| <b>Regional CSO<br/>Business Case</b> | <b>954-23</b> | <b>BLAIS:</b> That Council accept the Regional CSO Business Case as presented by Tantus Technology Consulting and that we provide a letter of support to the RM of Meota for the Regional CSO TSS Grant Application in the amount of \$40,000.00 as per the original terms of reference extended to this next phase. | <b>CARRIED</b> |
| <b>Police Board<br/>Minutes</b>       | <b>955-23</b> | <b>HAMM:</b> That we acknowledge and accept the minutes of the RM of Mervin Police Board meeting held November 7, 2023 in the RM of Mervin Council Chambers.   | <b>CARRIED</b> |
| <b>Correspondence</b>                 | <b>956-23</b> | <b>SPENCER:</b> That the list of correspondence as attached be acknowledged and filed.   | <b>CARRIED</b> |
| <b>Financial<br/>Statement</b>        | <b>957-23</b> | <b>HERGOTT:</b> That Council accept the Statement of Financial Activity for the month of October 2023, as presented.   | <b>CARRIED</b> |
| <b>Bank<br/>Reconciliation</b>        | <b>958-23</b> | <b>HAMM:</b> That we accept the Bank Reconciliation for the month of October 2023, as presented.   | <b>CARRIED</b> |

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| <b>Accounts Payable</b> | <b>959-23</b> | <b>SPENCER:</b> That the Accounts Payable List being cheque #25303 to cheque #25376 and manual cheque #941 to cheque #951 in the amount of \$991,316.72 be approved and paid. | <b>CARRIED</b> |
| <b>Adjourn</b>          | <b>960-23</b> | <b>BLAIS:</b> That the meeting be adjourned at 4:30 p.m.  | <b>CARRIED</b> |

  
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ADMINISTRATOR

  
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REEVE

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