
MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 14, 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
 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
 Taylor Roberts, Maintenance Supervisor
 10:30 a.m. Paige Hundt, Municipal Planner

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

AGENDA

0657 – 25 RANGE That the October 14, 2025 agenda be accepted with the following additions:
 - 8)(j) Thunderchild First Nation; and
 - 8)(k) Waste Energy Project.

CARRIED

MINUTES

0658 – 25 HERGOTT That the September 23, 2025 meeting minutes be approved as circulated.

CARRIED

BYLAW 2025-19 TO CONFIRM MEMBERSHIP IN A NOT-FOR-PROFIT CORPORATION AND TO ACKNOWLEDGE ORGANIZATIONAL PROCEEDINGS

0659 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 completes first reading of Bylaw 2025-19 to Confirm Membership in a Not-for-Profit Corporation and to Acknowledge Organizational Proceedings, cited as the WYWRA Bylaw, at the October 14, 2025 regular meeting.

CARRIED

Kerry Robertson, Municipal Foreman and Taylor Roberts, Maintenance Supervisor joined the meeting at 9:14 a.m.

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MINUTES

0660 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 acknowledges the minutes of the October 2, 2025 Occupational Health and Safety Committee meeting as circulated and discussed.

CARRIED

2025 WEED INSPECTION REPORTS

0661 – 25 SPENCER That the Rural Municipality of Mervin No. 499 accepts the 2025 Weed Inspection Reports dated September 2025, and October 2025 as submitted by Weed Inspector Zach Bonaise as circulated and discussed.

CARRIED

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2025 WINTER BLADE QUOTE

- 0662 – 25 HAMM** That the Rural Municipality of Mervin No. 499 accepts Quote # QT-004352 from DionCo Sales and Service Ltd. for a total of \$25,398.40 plus applicable taxes for the 2025 supply of:
- 24 - 7/8"x5"x48" Round Carbide 1" embedded face with 3/4" bolt holes (\$11,294.40);
 - 24 - 3/4"x8"x4' Heat Treated Curved Grader Blade 3/4" bolt hole (\$2,280.00);
 - 8 - 7/8"x5"x48" Carbide blade with 1" embedded face with 3/4" bolt holes (\$3,504.00); and
 - 16 - 1"x6"x48" Carbide blade with 2" embedded face 3/4" bolt holes (\$8,320.00).
- CARRIED**

EQUIPMENT FOR SALE

- 0663 – 25 BLAIS** That the Rural Municipality of Mervin No. 499 requests Administration to list for sale the following equipment:
- Reduce Tenco Sander to \$12,500.00;
 - Gravel Box with a price of \$5,000.00;
 - Buggy Tire with a price of \$5,000.00; and
 - Trailer with a price of \$60,000.00.
- CARRIED**

PUBLIC WORKS REPORT

- 0664 – 25 HERGOTT** That the Rural Municipality of Mervin No. 499 acknowledges the Public Works Report as presented by Municipal Foreman Kerry Robertson and Maintenance Supervisor Taylar Roberts as discussed.
- CARRIED**

Kerry Robertson, Municipal Foreman and Taylar Roberts, Maintenance Supervisor left the meeting at 11:00 a.m.
Paige Hundt, Municipal Planner joined the meeting at 11:00 a.m.

PUBLIC HEARING

- 0665 – 25 HAMM** That the Rural Municipality of Mervin No. 499 recess the October 14, 2025 regular meeting at 11:00 a.m. to move into a Public Hearing.
- CARRIED**

RECONVENE REGULAR MEETING

- 0666 – 25 BLAIS** That the Rural Municipality of Mervin No. 499 resumes the open session of the October 14, 2025 Council Meeting at 11:20 a.m.
- CARRIED**

DISCRETIONARY USE PERMIT FOR A TEMPORARY RV AS PRINCIPAL USE

- 0667 – 25 NEDELEC** That the Rural Municipality of Mervin No. 499 approves the Discretionary Use Permit for a temporary RV as a Principal Use for the following:
- #250054-059 Lot 10, Block 5, Plan 101951164 SAND;
 - #250056-011 Lot 8, Block 5, Plan 60B05882 CBSS; and
 - #250057-105 Lot 12, Block 4, Plan 101921655 SAND.
- CARRIED**

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DISCRETIONARY USE PERMIT FOR A MOVE-IN-BUILDING – NW 05-55-19-W3

0668 – 25 HAMM That the Rural Municipality of Mervin No. 499 approves the Discretionary Use Permit #250055-0179 for a Move-in-Building on NW 05-55-19-W3, provided that the permit owner removes the second kitchen, in the structure that was approved on September 9, 2025 by Resolution 0599-25, within twelve (12) months and documentation with confirmation of removal is provided to the RM.

CARRIED

MINOR VARIANCE REQUEST FILE NO. 240016-001 – LOT 8, BLOCK 3, PLAN 61B06441 SSVB

0669 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the minor variance request for File No. 240016-001 – Lot 8, Block 3, Plan 61B06441 SSVB from the required 3.0-meter rear yard setback to a 2.75-meter rear yard setback as per the 10% Minor Variance allowance provided to Council under the Zoning Bylaw.

CARRIED

SE 31-50-20-W3 ROAD ALLOWANCE COST CONSIDERATION REQUEST

0670 – 25 SPENCER That the Rural Municipality of Mervin No. 499 deny the request of the property owner at SE 31-50-20-W3 to cover the costs of construction of a road allowance as the RM Road Construction Financial Contribution Policy states that an undeveloped road allowance for single parcel country residential is 100% at the expense of the Developer.

CARRIED

WATER SECURITY AGENCY – CHANGES TO STATEMENTS OF PROVINCIAL INTEREST

0671 – 25 RITZ That the Rural Municipality of Mervin No. 499 requests Administration to submit formal correspondence for updated Flood Hazard Mapping from Water Security Agency, in light of the recent changes to the Statements of Provincial Interest, with the enclosure of the July 31, 2025 RM correspondence.

CARRIED

CONSOLIDATION REQUEST – LOT 1 AND 2, BLOCK 7, PLAN NO. 81B13325 POWM

0672 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves the consolidation request of Lots 1 and 2, Block 7, Plan No. 81B13325 POWM to conform with the Zoning Bylaw requirement for site area in the Lakeshore Development 2 District.

CARRIED

BYLAW 2025-20 FOR THE SALE AND PARCEL CLASS CHANGE OF DEDICATED LANDS (PUBLIC RESERVE)

0673 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 completes first reading of Bylaw 2025-20 for the Sale and Parcel Class Change of Dedicated Lands (Public Reserve) at the October 14, 2025 regular meeting.

CARRIED

SASKENERGY INCORPORATED UTILITY EASEMENT AGREEMENT – ORGANIZED HAMLET OF LIVELONG

0674 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the request of SaskEnergy Incorporated to enter into Utility Easement Agreements for the following lands within the Organized Hamlet of Livelong:

- Parcel MR4, Plan #102333080, Ext. 0, Title #152715607, Surface Parcel #203783968; and
- Parcel A, Plan #Y4055, Ext. 4, Title #109362102, Surface Parcel #131810329.

CARRIED

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ACCESS COMMUNICATIONS COOPERATIVE LTD. - PROJECT #146-25-202

0675 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 approves the request of Access Communications Cooperative Ltd. Project #146-25-202 to place a fiber optic cable with the right of way on Grid Road 795 and/or road right of way from a SaskTel Tower Site at PCL A, Plan No. 101894058, to the existing fiber cabinet located in the Resort Village of Kivimaa-Moonlight Bay using directional boring.

CARRIED

PERMANENT ROAD CLOSURE OF S1, PLAN NO. 102305472 – ORGANIZED HAMLET OF CRYSTAL BAY SUNSET

0676 – 25 SPENCER That the Rural Municipality of Mervin No. 499 applies to the Ministry of Highways for approval of a permanent road closure of S1, Plan No. 102305472 in the Organized Hamlet of Crystal Bay Sunset.

CARRIED

MUNICIPAL PLANNER SUMMARY AND UPDATE REPORT

0677 – 25 BLAIS That the Rural Municipality of Mervin No. 499 accepts the Summary and Update report and discussion of Paige Hundt, Municipal Planner as circulated and discussed.

CARRIED

Paige Hundt, Municipal Planner left the meeting at 11:46 a.m.

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

0678 – 25 RANGE 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 11:46 a.m.

CARRIED

RECONVENE REGULAR MEETING

0679 – 25 RANGE That the Rural Municipality of Mervin No. 499 resumes the open session of the October 14, 2025 meeting at 12:08 p.m.

CARRIED

ADMINISTRATIVE ASSISTANT – DEVELOPMENT AND EMERGENCY SUPPORT JOB DESCRIPTION

0680 – 25 HAMM That the Rural Municipality of Mervin No. 499 approves the job description of Administrative Assistant – Development and Emergency Support at the October 14, 2025 regular meeting.

CARRIED

ADMINISTRATIVE ASSISTANT – DEVELOPMENT AND EMERGENCY SUPPORT JOB POSTING

0681 – 25 RITZ That the Rural Municipality of Mervin No. 499 supports the job posting for an Administrative Assistant – Development and Emergency Support with a closing date of October 24, 2025 at 12:00 noon.

CARRIED

RECESS

0682 – 25 RANGE That the Rural Municipality of Mervin No. 499 recess the October 14, 2025 meeting at 12:10 p.m.

CARRIED

RECONVENE MEETING

0683 – 25 RANGE That the Rural Municipality of Mervin No. 499 reconvenes the October 14, 2025 meeting at 12:40 p.m.

CARRIED

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APPEAL FOR ENFORCEMENT ORDER – LOT 10, BLOCK 1, PLAN NO. 89B01335 TLCV, SEPTEMBER 17, 2025

0684 – 25 HAMM That the Rural Municipality of Mervin No. 499 TABLES the Appeal for the Enforcement Order dated September 17, 2025 for Lot 10, Block 1, Plan No. 89B01335 TLCV, in contravention with Bylaw No. 2023-08 Nuisance Abatement Bylaw, pending more information from Northwest Community Safety Services Inc. to the October 28, 2025 regular meeting.

CARRIED

FIRE BAN SIGNAGE FOR HAMLETS

0685 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 supplies fire ban signage, with an approximate cost of \$250.00, for two (2) sets per hamlet to ensure compliance and consistent messaging with Bylaw No. 2025-14 Fire Prevention, Management, and Control.

CARRIED

CANADA SUMMER JOB GRANT APPLICATION

0686 – 25 HAMM That the Rural Municipality of Mervin No. 499 supports an application for the 2026 Canada Summer Job Grant that opens on November 4, 2025. Furthermore, that three (3) positions be applied for – two (2) outside seasonal maintenance and one (1) office administration position.

CARRIED

TYTO HOME HEALTH SERVICE AGREEMENT – CLEVELAND HEALTH CLINIC (VIRTUAL HEALTH PROVIDER)

0687 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves Administration to sign the Tyto Home Health Agreement provided through SARM Benefits Plan for RM employees, for a two-year commitment.

CARRIED

BDO CANADA LLP – 2025 AUDIT ENGAGEMENT LETTER

0688 – 25 SPENCER That the Rural Municipality of Mervin No. 499 approves the Chief Administrative Officer to sign the 2025 Engagement Letter to provide Audit Services for the fiscal year ending December 31, 2025, per Resolution 0801-24 on October 8, 2024.

CARRIED

ADMINISTRATIVE UPDATE

0689 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 accepts the Administrative Updates and discussion of Shiloh Bronken, Chief Administrative Officer as circulated and discussed, including:

- Northwest Municipalities Association Meeting;
- Canada Post CUPW Correspondence; and
- Semi-Annual Hamlet Meeting.

CARRIED

SEPTEMBER 2025 WATER TREATMENT PLANT DAILY LOGS

0690 – 25 RANGE That the Rural Municipality of Mervin No. 499 acknowledges receipt of the September 2025 Daily Water Logs, as submitted by the Operators, for the following hamlets:

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

CARRIED

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HAMLET MINUTES

- 0691 – 25 HERGOTT** That the Rural Municipality of Mervin No. 499 acknowledges receipt and acceptance of the following minutes from the hamlets:
- Sunset View Beach, September 27, 2025; and
 - Evergreen Beach Brightsand, October 5, 2025.

CARRIED

CORRESPONDENCE OF OCTOBER 14, 2025

- 0692 – 25 SPENCER** That the Rural Municipality of Mervin No. 499 acknowledges and files the list of correspondence as presented by Administration at the October 14, 2025 regular meeting.

CARRIED

ACCOUNTS FOR PAYMENT AS OF OCTOBER 14, 2025

- 0693 – 25 HERGOTT** That the Rural Municipality of Mervin No. 499 approves the List of Accounts for Approval being cheque #27462 to cheque #27541 (\$221,357.11), manual cheque #1461-Man to #1496-Man (\$2,044,408.79), and payroll (\$108,089.15), totaling \$2,373,855.05 for payment.

CARRIED

TURTLEFORD CREDIT UNION – LINE OF CREDIT REVIEW #2024735

- 0694 – 25 RANGE** That the Rural Municipality of Mervin No. 499 applies 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 and Taxes and that the Reeve and Chief Administrative Officer be authorized to sign all documentation. Furthermore, that signing authority for the General Account and Line of Credit be as follows:
- Two (2) signatures: one signature of either the CAO, Shiloh Bronken or the Deputy CAO, Janessa Macnab; and the second signature of either the Reeve, Gerry Ritz, Deputy Reeve, Gordon Spencer, or Councillor Victor Hamm; or Administrative Coordinator, Holly Gabruck – up to \$8,000.00.

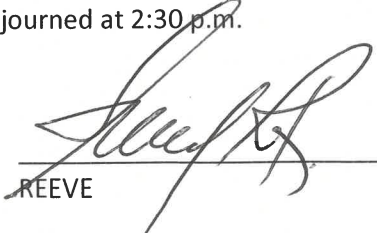
CARRIED

ADJOURNMENT

- 0695 – 25 RANGE** That the October 14, 2025 meeting be adjourned at 2:30 p.m.

CARRIED


CHIEF ADMINISTRATIVE OFFICER


REEVE