
MINUTES OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025

Held in the Council Chambers of the RM of Mervin No. 499 at 211 Main Street, Turtleford, SK.

PRESENT:

- Reeve Gerry Ritz – Virtual
- Division 1 Councillor Jim Range – Virtual
- 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
- Deputy Chief Administrative Officer Janessa Macnab

DELEGATIONS:

9:15 a.m.	Kerry Robertson, Municipal Foreman
	Taylor Roberts, Maintenance Supervisor
10:00 a.m.	Travis Duskocy, Pattison Agriculture

CALL TO ORDER: Deputy Reeve Gordon Spencer called the meeting to order at 9:00 a.m.

AGENDA

0823 - 25 HERGOTT That the December 9, 2025 agenda be accepted with the addition of:
- 10)(b) FINANCES: Statement of Financial Activities as of November 30, 2025.

CARRIED

MINUTES

0824 – 25 BLAIS That the November 25, 2025 meeting minutes be approved as circulated.

CARRIED

Division 6 Councillor Victor Hamm joined the meeting at 9:07 a.m.

Division 1 Councillor Jim Range joined the meeting, virtually, at 9:09 a.m.

Kerry Robertson, Municipal Foreman and Taylor Roberts, Maintenance Supervisor joined the meeting at 9:10 a.m.

TURTLE LAKE SOUTH BAY BRIDGE – SARM BRIDGE INSPECTION PROGRAM

0825 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 engage with SARM to include the Turtle Lake South Bay Bridge that is used for hamlet access be included in the SARM Bridge Inspection Program and that the hamlet board be engaged to include the costs into their 2028 budget to complete the inspection as the length of the bridge is less than twenty (20') feet.

CARRIED

RMI INC. REPORT: RESORT VILLAGE OF TURTLE VIEW – 794 FROM TWP 524 NORTH

0826 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 acknowledge receipt of the RMI Inc. report dated December 5, 2025, of the geotechnical investigation completed along a 4.0 km segment of Highway 697 from Township Road 524 north to Lakeview Drive.

CARRIED

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CONX WIRELESS – GPS UNITS

0827 – 25 HAMM That the Rural Municipality of Mervin No. 499 approves the purchase of five (5) new Generation 4 GPS units for the municipal equipment at a cost of \$5,505.60 including taxes, recognizing the increase per unit to the annual subscription costs.

CARRIED

BRUSHING IN MUNICIPAL RIGHT-OF-WAY POLICY

0828 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the revisions to the Brushing in Municipal Right-of-Way Policy as circulated and discussed.

CARRIED

MULCHING IN MUNICIPAL RIGHT-OF-WAY POLICY

0829 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the revisions to the Mulching in Municipal Right-of-Way Policy as circulated and discussed.

CARRIED

POLICY REVIEW AGREEMENT POLICY

0830 – 25 RITZ That the Rural Municipality of Mervin No. 499 approves the revisions to the Policy Review Agreement as circulated and discussed.

CARRIED

PIPELINE CROSSING AGREEMENT POLICY

0831 – 25 BLAIS That the Rural Municipality of Mervin No. 499 approves the revisions to the Pipeline Crossing Agreement Policy that include a processing fee of \$150.00 as circulated and discussed.

CARRIED

TANGIBLE CAPITAL ASSET POLICY

0832 – 25 RITZ That the Rural Municipality of Mervin No. 499 approves the revisions to the Tangible Capital Asset Policy that includes the addition of oiling as a betterment of 10 years when completed as part of milling projects, for a total useful life of 25 years.

CARRIED

CONTRACT NO. RM 499-2025-01 BRIDGE REMOVAL AND REBUILD ON TWP 502

0833 – 25 SPENCER That the Rural Municipality of Mervin No. 499 awards Contract No. RM 499-2025-01 for Township Road 502 Bridge Removal and Rebuild to Western Infrastructure Renewal Inc., for Option 2 (Alternate Pricing) to supply and install new precast deck panels, for the quoted amount of \$1,253,587.00 plus applicable taxes, with the submission of the Performance, Labour and Material Payment bonds, and proof of insurance. Furthermore, that RMI Inc. report progress reports accordingly, as well as oversee the bridge removal and rebuild.

CARRIED

CENOVUS ENERGY INC. NOTICE OF RECLAMATION 03-28-54-20-W3

0834 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledge receipt of the Notice of Reclamation – December 1, 2025, provided by Cenovus Energy Inc., for a wellsite on LSD 03-28-54-20-W3.

CARRIED

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GRADER – REQUEST FOR QUOTE NO.: RM499-2025-09

0835 – 25 HAMM That the Rural Municipality of Mervin No. 499 accepts the quote provided by Brandt Tractor Ltd. for the Request for Quote No.: RM499-2025-09 for One Grader with Trade-In for a John Deere 872P Motor Grader at a cost of \$732,475.00 plus applicable fees and taxes including a 60-month/7500 hr. extended comprehensive warranty (\$56,275.00) less \$180,000.00 for the Trade-in of the 2016 872GP Deer Grader with approximately 10,863 hours.

CARRIED

TRACTOR – REQUEST FOR QUOTE NO.: RM499-2025-10

0836 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 accepts the quote provided by Pattison Agriculture for the Request for Quote No.: RM499-2025-10 for One Tractor with Trade-In for a 2026 John Deere 6M155 at a cost of \$203,000.00 plus applicable fees and taxes including a 48-month/4000 hr. extended warranty (\$4,250.00) less \$60,000.00 for the Trade-In of the 2011 John Deere 7530 with approximately 10,692 hours.

CARRIED

PUBLIC WORKS UPDATE

0837 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 accepts the Public Works Report as presented and discussed by Municipal Foreman Kerry Robertson and Maintenance Supervisor Taylar Roberts.

CARRIED

2026 COUNCIL MEETING DATES

0838 – 25 HAMM That the Rural Municipality of Mervin No. 499 approves the 2026 Council Meeting Dates as circulated and discussed with the cancellation of the following regular meeting dates:

- March 10, 2026;
- May 12, 2026; and
- December 22, 2026.

CARRIED

BRIGHTSAND LAKE REGIONAL PARK AUTHORITY - APPOINTMENT

0839 – 25 RITZ That the Rural Municipality of Mervin No. 499 appoints Wayne Griffith as a representative for a one-year term to the Brightsand Lake Regional Park Authority for as of January 1, 2026 as reviewed and discussed.

CARRIED

CRYSTAL BAY SUNSET PUBLIC UTILITY BOARD – APPOINTMENT

0840 – 25 BLAIS That the Rural Municipality of Mervin No. 499 appoints Chris Blum as the RM representative for a one-year term to the Crystal Bay Sunset Public Utility Board as of January 1, 2026 as reviewed and discussed.

CARRIED

AGRICULTURAL PRODUCERS' ASSOCIATION OF SASKATCHEWAN – APPOINTMENT

0841 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 appoints James Meikle as the RM representative for a one-year term to the Agricultural Producers' Association of Saskatchewan as of January 1, 2026 as reviewed and discussed.

CARRIED

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AUDIT FEES – 2025 SUBSIDY

0842 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges the financial implications as it pertains to legislatively required annual audits. Furthermore, that for a continuing subsidy of twenty-five percent (25%), by the RM, be conveyed to each of the following entities:

- North Saskatchewan River Municipal Health Holdings;
- District 38 Rat Board;
- Clover Lake Public Utility Board;
- Crystal Bay Sunset Public Utility Board;
- Sunrise and Cottage Water Cooperative Limited; and
- Sunset View Beach Public Utility Board.

CARRIED

BYLAW 2025-22 TO PROVIDE FOR ENTERING INTO A LEASE AGREEMENT – NE 27-52-19-W3

0843 – 25 HAMM That the Rural Municipality of Mervin No. 499 completes first reading of Bylaw 2025-22 to Provide for Entering into a Lease Agreement – NE 27-52-19-W3 at the December 9, 2025 regular meeting.

CARRIED

0844 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 completes second reading of Bylaw 2025-22 to Provide for Entering into a Lease Agreement – NE 27-52-19-W3 at the December 9, 2025 regular meeting.

CARRIED

0845 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 approves consideration of three readings with adoption of Bylaw 2025-22 to Provide for Entering into a Lease Agreement – NE 27-52-19-W3 at the December 9, 2025 regular meeting.

UNANIMOUSLY CARRIED

0846 – 25 BLAIS That the Rural Municipality of Mervin No. 499 completes third reading with adoption of Bylaw 2025-22 to Provide for Entering into a Lease Agreement – NE 27-52-19-W3 at the December 9, 2025 regular meeting.

CARRIED

BYLAW 2025-23 FOR THE ESTABLISHMENT OF A PUBLIC UTILITY BOARD

0847 – 25 RANGE That the Rural Municipality of Mervin No. 499 completes first reading of Bylaw 2025-23 for the Establishment of a Public Utility Board at the December 9, 2025 regular meeting.

CARRIED

0848 – 25 SPENCER That the Rural Municipality of Mervin No. 499 completes second reading of Bylaw 2025-23 for the Establishment of a Public Utility Board at the December 9, 2025 regular meeting.

CARRIED

0849 – 25 RITZ That the Rural Municipality of Mervin No. 499 approves consideration of three readings with adoption of Bylaw 2025-23 for the Establishment of a Public Utility Board at the December 9, 2025 regular meeting.

UNANIMOUSLY CARRIED

0850 – 25 HAMM That the Rural Municipality of Mervin No. 499 completes third reading with adoption of Bylaw 2025-23 for the Establishment of a Public Utility Board at the December 9, 2025 regular meeting.

CARRIED

MINUTES OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025

BYLAW 2025-24 TO PROVIDE FOR ENTERING INTO AN AGREEMENT TO ESTABLISH A MUTUAL AID AREA

0851 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 completes first reading of Bylaw 2025-24 to Provide for Entering into an Agreement to Establish a Mutual Aid Area at the December 9, 2025 regular meeting.

CARRIED

0852 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 completes second reading of Bylaw 2025-24 to Provide for Entering into an Agreement to Establish a Mutual Aid Area at the December 9, 2025 regular meeting.

CARRIED

0853 – 25 BLAIS That the Rural Municipality of Mervin No. 499 approves consideration of three readings with adoption of Bylaw 2025-24 to Provide for Entering into an Agreement to Establish a Mutual Aid Area at the December 9, 2025 regular meeting.

UNANIMOUSLY CARRIED

0854 – 25 RANGE That the Rural Municipality of Mervin No. 499 completes third reading with adoption of Bylaw 2025-24 to Provide for Entering into an Agreement to Establish a Mutual Aid Area at the December 9, 2025 regular meeting.

CARRIED

2026 CEMETERY MAINTENANCE CONTRACT

0855 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 enters into a Cemetery Maintenance Contract for 2026 for mowing, trimming, pruning, pest control, and general grounds maintenance, with Rick Matthews for the following cemeteries:

- Elmhurst;
- Forest Home;
- Livelong;
- Old Mervin;
- Spruce Bluff; and
- Turtleford.

CARRIED

SASKATCHEWAN MUNICIPAL HAIL INSURANCE – 2025

0856 – 25 RANGE That the Rural Municipality of Mervin No. 499 acknowledges correspondence dated December 4, 2025 from Saskatchewan Municipal Hail Insurance with details of the business written and the indemnity paid in the RM of Mervin.

CARRIED

COMMUNITY POLICING REPORT – JANUARY TO NOVEMBER 2025

0857 – 25 RITZ That the Rural Municipality of Mervin No. 499 acknowledges receipt of the Community Policing Report dated November 12, 2025 as submitted by S/Sgt. Ken Burnouf, Turtleford Detachment.

CARRIED

SARM PROPERTY SELF-INSURANCE CLAIM NO. PSIP2025032, SEPTEMBER 9, 2025

0858 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges the Schedule of Loss as provided by SARM for Claim No. PSIP2025032 in the amount of \$47,746.92. Furthermore, that the Reeve and Administrator sign the Final Proof of Loss.

CARRIED

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SASKATCHEWAN MUNICIPAL BOARD - 2022 ASSESSMENT APPEALS: NOTICE OF DECISION

0859–25 NEDELEC That the Rural Municipality of Mervin No. 499 acknowledges the decision of Assessment Appeals Committee of the Saskatchewan Municipal Board, dated November 25, 2025, for the following appeals:

- AAC 2022-0200; and
- AAC 2022-0344 to 2022-0345.

CARRIED

MUNICIPAL SEWAGE LAGOON INSPECTION REPORT SK05EG0302

0860 – 25 RANGE That the Rural Municipality of Mervin No. 499 acknowledges receipt of the Sewage Lagoon Inspection Report for SK05EG0302 as submitted by Rick Matthews – Certified Wastewater Operator, for the municipal lagoon as of November 3, 2025.

CARRIED

TRANSFER SITE FEES

0861 – 25 HAMM That the Rural Municipality of Mervin No. 499 approves the Transfer Site Fees as recommended by the Transfer Site Custodian, Clarence Rye. Furthermore, the fees will be in effect as of January 1, 2026.

CARRIED

TURTLEFORD AND DISTRICT VET BOARD – FINAL PAYOUT

0862 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges the final payout from the Turtleford and District Vet Board in the amount of \$19,808.82. Furthermore, the funds are to be placed in a reserve account for improvements to the Protective Services Building and Grounds.

CARRIED

2025 HAMLET PERCENTAGES

0863 – 25 RANGE That the Rural Municipality of Mervin No. 499 sets the percentages for the 2025 municipal tax allocation based on the municipal levy to the hamlets as follows:

Hamlet	Percentage	Hamlet	Percentage
Livelong	40%	Evergreen Acres	50%
Turtle Lake South Bay	50%	Evergreen Beach	50%
Spruce Lake	40%	Kopps Kove	50%
Parkland Beach	50%	Powm Beach	40%
Horseshoe Bay	50%	Mowery Beach	40%
Crystal Bay Sunset	50%	Sunset View Beach	50%
Aspen Cove	35%	Turtle Cove	25%
Diamond Willow	25%	Sunny Acres	25%
Eastview Beach	25%	Sandy Point	25%

Furthermore, if required documentation is received before December 31, 2025 to bring any hamlet into compliance with the RM requirements, the percentage be increased by 10% to a maximum of 50% for organized hamlets and 35% for unorganized hamlets.

CARRIED

UNORGANIZED HAMLET OF ASPEN COVE

0864 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges receipt of the minutes and municipal agreement as submitted by hamlet board of Aspen Cove to meet the RM requirements for the increase to municipal tax allotment.

CARRIED

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CERTIFIED OPERATOR AGREEMENT – EVERGREEN ACRES

0865 – 25 HAMM That the Rural Municipality of Mervin No. 499 enters into an agreement for a three (3) year term with Rick Matthews as a Certified Level 2 Water Operator and a Certified Level 1 Wastewater Works Operator for the hamlet of Evergreen Acres to perform all duties, approved by Water Security Agency and outlined in the following:

- Permit to Operate a Waterworks #0050522-07-00; and
- Permit to Operate a Sewage Works #00053914-04-11.

CARRIED

HAMLET AND ADJACENT ACREAGES POLICY – UNORGANIZED HAMLET OF SUNNY ACRES

0866 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 allocates a portion of the municipal taxes collected for the property at PCL A, Plan No. 94B18561 Ext. 1 to the unorganized hamlet of Sunny Acres in accordance with the Hamlet and Adjacent Acreages Policy.

CARRIED

HAMLETS

0867 – 25 RITZ That the Rural Municipality of Mervin No. 499 acknowledges receipt the following as submitted by hamlet boards:

- Kopps Kove: Minutes and Municipal Agreement;
- Mowery Beach: Minutes from May 16, 2025;
- Powm Beach: Minutes from November 19, 2025; and
- Turtle Cove: Capital Plan.

CARRIED

OUTSTANDING UTILITY ACCOUNTS – AS OF DECEMBER 31, 2025

0868 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the requests from the Sunset View and Crystal Bay Sunset Public Utility Boards to reimburse them for non-payment of utility fees for the individuals listed in their requests dated November 27, 2025. Furthermore, that Administration adds any outstanding utility accounts for Sunset View Beach, Crystal Bay Sunset Public Utility Boards, Evergreen Acres, Livelong, and Spruce Lake to the respective tax rolls should the accounts remain unpaid as of December 31, 2025, pursuant to Section 369(1)(b) of *The Municipalities Act*.

CARRIED

SUNSET VIEW BEACH PUBLIC UTILITY BOARD – BYLAWS

0869 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges receipt of the following bylaws for the Sunset View Beach Public Utility Board:

- Interest on Overdue Annual Water Fees;
- New User Connection Fee; and
- Capital Infrastructure Reserve.

CARRIED

NOVEMBER 2025 WATER TREATMENT PLANT DAILY LOGS

0870 – 25 HAMM That the Rural Municipality of Mervin No. 499 acknowledges receipt of the November 2025 Daily Water Logs, as submitted by the Operators, for the following hamlets:

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

CARRIED

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CORRESPONDENCE OF DECEMBER 9, 2025

0871 – 25 NEDELEC That the Rural Municipality of Mervin No. 499 acknowledges and files the list of correspondence as presented by Administration at the December 9, 2025 regular meeting. **CARRIED**

ACCOUNTS FOR PAYMENT AS OF DECEMBER 9, 2025

0872 – 25 RANGE That the Rural Municipality of Mervin No. 499 approves the List of Accounts for Approval being cheque #27635 to #27690 (\$172,142.92), manual cheques 1539-Man to 1557-Man (\$274,440.08) and Payroll (\$79,581.10) totaling \$526,164.10, as presented.

CARRIED

STATEMENT OF FINANCIAL ACTIVITIES AS OF NOVEMBER 30, 2025

0873 – 25 HERGOTT That the Rural Municipality of Mervin No. 499 acknowledges the Statement of Financial Activities as of November 30, 2025 as circulated and discussed.

CARRIED

ADJOURNMENT

0874 – 25 RITZ That the December 9, 2025 meeting be adjourned at 2:30 p.m.

CARRIED

Shiloh Bronken

CHIEF ADMINISTRATIVE OFFICER

Jordan Spencer

DEPUTY REEVE