



Minutes from Regular Council Meeting of December 13, 2022

present to the Golf Course for their consideration.

CARRIED

Transfer Site 623-22 HERGOTT: That the RM of Mervin #499 Council approve the change of operations at the transfer site to have a minimum of two (2) people working when the site is open.

CARRIED

Demolition Quote 624-22 RANGE: That the RM of Mervin #499 Council approve the quote from Mitchell Brothers in the amount of \$13,772.76 for the demolition of Lot 18 Block 1 Plan AF4248LL.

CARRIED

RR 3212 625-22 HAMM: That Council agree to pay Andrew Rempel up to a maximum of \$20,000.00 for the 50% cost share for the building of Range Road 3212 to provide physical access to his property as per motion 140-22.

CARRIED

Mandako Ins. Claim 626-22 KRYWCHUK: That the RM of Mervin #499 Council instruct the Foreman and Administration to submit an insurance claim for the cost of the repair of the Mandako Flex Arm and press Triod Supply Ltd. for the difference.

CARRIED

Sale of Snow wing & Sander 627-22 HERGOTT: That the RM of Mervin #499 Council agree to sell the grader snow wing and the sander and have the Foreman inquire about trading in the 2016 Dodge to replace the 2020 Chevy Z21.

CARRIED

In-Camera 628-22 RANGE: 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 10:22 a.m.

CARRIED

Reconvene 629-22 KRYWCHUK: That we reconvene the regular meeting of Council at 11:20 a.m.

CARRIED

Salary Schedule 630-22 HERGOTT: That Council approve and accept the Salary Schedule changes as presented by the Administrator.

CARRIED

Municipal Planner 631-22 KRYWCHUK: That the RM of Mervin #499 Council approve of the Municipal Planner taking the Planning Law course in the amount of \$895.00 through the University of Alberta. The Council fully support Paige Hundt in the application for the Emerging Planner Award to be used towards Paige attending the National Planning Conference held in Halifax NS, June 26 – July 1, 2023.

CARRIED

Wages 632-22 KRYWCHUK: That the RM of Mervin #499 Council approve the wage recommendations of the HR Committee as follows:

Initial: 

Reeve

Initial: 

Administrator

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Office Manager: Step 7  
Administrative Co-ordinator: Step 8  
Municipal Planner: Step 3 with an allowance of \$1,800.00 per year for schooling  
Foreman: \$110,000.00 annually  
CAO: \$106,000.00 annually  
Deputy CAO: Step 5

CARRIED

CAO Contract 633-22 HAMM: That the RM of Mervin #499 Council approve the Contract of Employment with the CAO, Brenda Ottenbreit to include a clause for guaranteed three (3) years of employment and authorized the Reeve and Deputy Reeve to sign.

CARRIED

CSO Letter 634-22 HERGOTT: That Council authorizes the CAO to send an Offer of Employment letter to the prospective Community Safety Officer, Larry Baker, with the following conditions: Salary Schedule Grid 14, Step 4, three (3) month probation, relocation stipend and certification clauses, as discussed.

CARRIED

Cost of Living Increase 635-22 RITZ: That we approve the recommendation of the HR Committee for a 6% cost of living increase for all employees effective January 1<sup>st</sup>, 2023.

CARRIED

OCP Bylaw 636-22 HAMM: That the RM of Mervin #499 Council instruct the Administrator to send the approved changes of the OCP Bylaw to Mapline for preparation of the final copy so that 2<sup>nd</sup> and 3<sup>rd</sup> readings can be completed in January 2023.

CARRIED

Eligibility MRS Grant 637-22 VINEK: That the RM of Mervin #499 Council confirms that the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittances of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Minister of Government Relations.

CARRIED

Tender 638-22

HERGOTT: That the R.M. of Mervin intends to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM), between

Initial:

  
Reeve

Initial:

  
Administrator

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January 2023 and January 2024. For further information and access to SARM's request for proposal (RFP) notices, please visit the Government of Saskatchewan website at <https://sasktenders.ca/content/public/Search.aspx>.

CARRIED

**Councillor for Division 5, Dave Krywchuk, declared a conflict of interest in regards to the following motion and left the council chambers at 12: 16 p.m.**

NSMRHH 639-22 HAMM: That Council appoint Valerie Spencer to represent the RM of Mervin on the North Saskatchewan River Municipal Health Holdings board for 2023.  
CARRIED

**Councillor Dave Krywchuk re-entered council chambers for the regular meeting at 12:30 p.m.**

BSLRP Board 640-22 VINEK: That the RM of Mervin #499 appoint Councillor Victor Hamm as well as Ron Gramlich and Verna Schell to the Brightsand Lake Regional Park Board for the years of 2023 and 2024.  
CARRIED **Rescinded with 681-22**

Car Wash 641-22 RITZ: That we approve the request to implement a fleet card PO system for the car wash as proposed by Holman.  
CARRIED

Winter Weights 642-22 KRYWCHUK: That the RM of Mervin #499 Council opts out of participating with the Saskatchewan Ministry of Highways Winter Weights program.  
CARRIED

Plant Health Officers 643-22 RANGE: That the RM of Mervin #499 appoints the following Plant Health Officers as Pest Control Officers for 2023: Tayo Adegeye, Katey Makohoniuk, Joanne Kwasnicki, Chelsea Neuberger, Betty Johnson and Colleen Fennig.  
CARRIED

Thunderchild First Nations 644-22 HAMM: That Council appoint Reeve Gerry Ritz and Councillor Dave Krywchuk as Council delegates to meet with the Thunderchild First Nations Chief and Council.  
CARRIED

Northwest Mutual Aid 645-22 HERGOTT: That the RM of Mervin #499 Council accept the minutes from the Northwest Mutual Aid Area meeting held at the RM of Mervin office on the 23<sup>rd</sup> of November, 2022.  
CARRIED

Shelter Belt Program 646-22 RANGE: That we agree to advertise for the Shelter Belt Program for the RM ratepayers to participate.  
CARRIED

St. Walburg Fire Assoc. 647-22 VINEK: That the RM of Mervin #499 Council acknowledge the update on the St. Walburg Fire Association.  
CARRIED

Initial:   
Reeve

Initial:   
Administrator

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- RM of Winslow 648-22 RANGE: That the RM of Mervin #499 Council agree to join the RM of Winslow in voicing concerns on the SK Government One Window System that was introduced at the SARM Midterm Convention.  
CARRIED
- Auditor Engagement 649-22 HAMM: That Council agree to sign the engagement letter for Vantage Chartered Professional Accountants to complete the 2022 audit for the RM of Mervin.  
CARRIED
- Assessment Appeals Board 650-22 HERGOTT: That we appoint NorSask Board Services with Timothy P. Furlong, Glen Neuert, Kirby Fesser, Sabrina Saccucci and Michael Ligtermoet comprising the Board. The RM of Mervin will pay the \$250.00 retainer fee and agree to the fees of \$50.00 per hour per board member, \$50.00 per hour for the board secretary and ancillary costs as quoted.  
CARRIED
- APAS 651-22 VINEK: That the RM of Mervin #499 Council approve the renewal of the APAS Membership in the amount of \$16,558.34 for the 2023 year.  
CARRIED
- PLANNING AND DEVELOPMENT:
- Recess 652-22 HAMM: That the RM of Mervin #499 recess the regular meeting for a public hearing at 1:25 p.m. as per *The Planning and Development Act, 2007*.  
CARRIED
- Reconvene 653-22 VINEK: That the RM of Mervin #499 reconvene the regular meeting at 1:41 p.m.  
CARRIED
- Discretionary Use 654-22 KRYWCHUK: That Council approve the discretionary use application #220049-010 with no conditions.  
CARRIED
- Discretionary Use 655-22 HERGOTT: That the RM of Mervin #499 Council approve the discretionary use application #220030-087 with no conditions.  
CARRIED
- Subdivision 747-2022 656-22 KRYWCHUK: That the RM of Mervin #499 Council approve the subdivision application #747-2022, subject to planning fees, approaches, parcel ties and MR cash-in-lieu at \$1,015.00/acre.  
CARRIED
- Parcel Tie Removal 657-22 VINEK: That we approve the parcel tie removal application #658-2022 and require no servicing agreement.  
CARRIED
- Subdivision 00034-2022 658-22 RANGE: That the RM of Mervin #499 Council approve the subdivision application #00034-2022.  
CARRIED

Initial: 

Reeve

Initial: 

Administrator

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- DAB Hearing 659-22 HAMM: That Council authorize Northbound Planning to represent the RM at the development appeal hearing with the Municipal Planner in attendance to observe.  
CARRIED
- IT RFP 660-22 HERGOTT: That the RM of Mervin #499 Council accept the RFP from Bralin Technology in the amount of \$368.00 for hardware and \$26,880 per year for the IT management and support for the RM of Mervin.  
CARRIED
- Regional Planning 661-22 RITZ: That the RM of Mervin #499 Council initiate communication with neighboring municipalities for the potential of a regional planning district around Turtle Lake.  
CARRIED
- Building Bylaw 662-22 KRYWCHUK: That Bylaw 2022-21 being known as the "Building Bylaw" be introduced and given first reading.  
CARRIED
- 663-22 VINEK: That Bylaw 2022-21 being known as the "Building Bylaw" be given second reading.  
CARRIED
- 664-22 RANGE: That the Bylaw 2022-21 being known as the "Building Bylaw" be given three readings at this meeting.  
UNANIMOUSLY CARRIED
- 665-22 HAMM: That the Bylaw 2022-21 being known as the "Building Bylaw" be given third reading, approved, signed and sealed.  
CARRIED

**Councillor for Division 6, Victor Hamm, declared a conflict of interest in regards to the following motion and left council chambers at 3:25 p.m.**

- Contract Planner 666-22 HERGOTT: That the RM of Mervin #499 Council approve the request from the Brightsand Regional Park to hire the Municipal Planner, Paige Hundt, at the rate of \$40.00 per hour plus expenses, subject to annual increases.  
CARRIED

**Councillor Victor Hamm re-entered council chambers for the regular meeting at 3:30 p.m.**

- Aquatic Habitat Permit 667-22 RANGE: That Council approve the Aquatic Habitat Protection Permit submitted by Ryan Walz conditional to approval being provided by the Water Security Agency.  
CARRIED
- Aquatic Habitat Permit 668-22 KRYWCHUK: That the RM of Mervin #499 Council acknowledge the Aquatic Habitat Protection Permit #2022-NOWE-126-ML5 with conditions.  
CARRIED

Initial: 

Reeve

Initial: 

Administrator

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- Sask Energy 669-22 VINEK: That the RM of Mervin #499 Council approve the proposed SaskEnergy main extension as submitted, WR #345594.  
CARRIED
- Correspondence: 670-22 VINEK: That the list of correspondence as attached with additions, be acknowledged and and filed.  
CARRIED
- Water Op Logs 671-22 KRYWCHUK: That we acknowledge the November water operator logs for the Hamlets of Spruce Lake, Livelong and Evergreen Acres, Turtle Lake as presented.  
CARRIED
- HSBY Tractor 672-22 HERGOTT: That the RM of Mervin #499 Council approve the request from Horseshoe Bay to purchase a tractor and attachments from their existing reserves.  
CARRIED
- Financial Statement 673-22 HERGOTT: That Council approves the Statement of Financial Activity for November 2022 as circulated and read.  
CARRIED
- Bank Reconciliation 674-22 HERGOTT: That the RM of Mervin #499 Council accept the Bank Reconciliation Report for November 2022 as circulated and read.  
CARRIED
- Accounts Payable 675-22 RANGE: That the accounts payable list being cheque #24157 to cheque #24228 and manual cheque #743 to cheque #751 in the amount of \$442,808.61 be approved and paid.  
CARRIED
- Council Meeting 676-22 HAMM: That the RM of Mervin #499 cancel the December 27<sup>th</sup> regularly scheduled meeting of Council as discussed.  
CARRIED

**Councillor for Division 5, Dave Krywchuk, declared a conflict of interest in regards to the following motion and left council chambers at 4:45 pm.**

- Town of St. Walburg 677-22 VINEK: That the RM of Mervin #499 Council approve the request from the Town of St. Walburg to appoint Dave Krywchuk, Division 5 Councillor to the Town of St. Walburg's Asset Management and Climate Strategy Committee.  
CARRIED

**Councillor Dave Krywchuk re-entered council chambers for the regular meeting at 4:50 pm.**

- Adjourn 678-22 RANGE: That the meeting be adjourned at 5:10 p.m.  
CARRIED

Initial: 

Reeve

Initial: 

Administrator

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ADMINISTRATOR

  
REEVE