
MINUTES OF THE RURAL MUNICIPALITY OF MERVIN #499 REGULAR COUNCIL MEETING

Date: January 10, 2023

PRESENT: Reeve: Gerry Ritz
Councillors:
Division 1 – Jim Range
Division 2 – John Vinek
Division 3 – Gordon Spencer
Division 4 – Ken Hergott
Division 5 – Dave Krywchuk
Division 6 – Victor Hamm
CAO – Brenda Ottenbreit
Deputy CAO – Janessa Macnab

Delegations: 9:15 a.m. Kerry Robertson
10:00 a.m. Sask Power, Shauna Piluk, Shawn Silzer
11:00 a.m. Larry Baker, Sgt. CSO
12:45 p.m. Gerry Ritz
1:30 p.m. Ben Clipperton, Northbound Planning
Paige Hundt, Municipal Planner

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

APPOINT: 001-23 **HAMM:** That Council appoint Brenda Ottenbreit as the Chief Administrative Officer (CAO) for the RM of Mervin #499. **CARRIED**

AGENDA: 002-23 **KRYWCHUK:** That the agenda be amended and accepted for reference. **CARRIED**

MINUTES: 003-23 **HERGOTT:** That the December 13, 2022 amended minutes be accepted as presented. **CARRIED**

COUNCIL: 004-23 **HAMM:** That Council remuneration will remain at the same rate as 2022. **CARRIED**
REMUN.

RATES: 005-23 **RANGE:** That the RM of Mervin #499 Council set rates as per schedules "A, B and C" as attached to form part of these minutes. **CARRIED**

BUSINESS:

Road Project 006-23 **KRYWCHUK:** That the RM of Mervin #499 Council approve the following road projects for the 2023 year subject to pricing and weather constraints:

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1. Milling and Grading for West Hazel Rd – 504 from 3212 west to 3222
2. Milling and Grading for Park Rd – 796 from 3201 east to 3195
3. Paving for 796 from 3212-3211 – subject to tender
4. Re-Oil, Approach Cenovus for 3214 from 532 north to 534
5. Re-Oil, Razorback Rd 524 from 795 east 1 mile
6. Milling and Grading for 795 from 3210 east to 3200, 1.5 miles

Furthermore, that Administration advertise for tenders on the projects that require it.

CARRIED

**Rd Committee 007-23
Minutes**

KRYWCHUK: That the January 4, 2023 Road Committee meeting minutes be accepted as presented.

CARRIED

**Milling 008-23
Machine**

KRYWCHUK: That Council approve the purchase of the milling machine from the RM of Wilton at a cost of \$125,000 plus applicable taxes.

CARRIED

**Rock-a- 009-23
Berry Rd**

HERGOTT: That the RM of Mervin release the irrevocable letter of credit for the subdivision R0179-205 as final inspection has been completed and engineer approved.

CARRIED

In-Camera 010-23

RITZ: That the RM of Mervin 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 11:00 a.m.

CARRIED

Reconvene 011-23

HAMM: That we reconvene the regular meeting of council at 11:30 a.m.

CARRIED

**Tford Fire 012-23
Assoc.**

SPENCER: That the RM of Mervin #499 Council request the following items be added to the 2022 Turtleford & RM of Mervin #499 Fire Association AGM Agenda to be held on Jan. 24, 2023. Items: new governance model, lease agreement, approve 2022 budget, 2023 budget preparation, 2021 financial statement acceptance.

CARRIED

**2023 013-23
Appointments**



VINEK: That Council set the appointments as per Schedule "D" as attached to form part of these minutes. **Amended**

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2023 Memberships	014-23	RANGE: That the RM of Mervin Council approve the memberships as per schedule "E" as attached to form part of these minutes.	CARRIED
Turtle Lake Water Study	015-23	SPENCER: That we appoint Councillors Ken Hergott and Dave Krywchuk to the steering committee for the "Turtle Lake Water Study 2023".	CARRIED
Scope Study	016-23	SPENCER: That the RM of Mervin #499 engage with local municipalities to initiate a water study that includes: capacity, undeveloped lots, boat traffic averages, impact of development, fish studies, watershed area, water quality, size of boats, risk analysis, historical size, ice fishing and a seasonality lens.	CARRIED
Operations Plans	017-23	KRYWCHUK: That Council approve the Operations Plans for the dry landfill and transfer site for 2023 as presented.	CARRIED
Transfer Site Pay Rates	018-23	VINEK: That the RM of Mervin #499 Council set the pay rates for the transfer site to be \$19.65 per hour for Dale Drechsel and \$16.50 per hour for Ken Golden.	CARRIED
Bylaw Officer Bylaw	019-23	HERGOTT: That Bylaw No. 2023-01 being a bylaw to Appoint a Bylaw Officer be introduced and given first reading.	CARRIED
	020-23	HAMM: That Bylaw No. 2023-01 being a bylaw to Appoint a Bylaw Officer be given second reading.	CARRIED
	021-23	KRYWCHUK: That Bylaw No. 2023-01 being a bylaw to Appoint a Bylaw Officer be given three readings at this meeting.	UNANIMOUSLY CARRIED
	022-23	SPENCER: That Bylaw No. 2023-01 being a bylaw to Appoint a Bylaw Officer be given third reading, approved, signed and sealed.	CARRIED
LSIP SARM	023-23	KRYWCHUK: That we authorize the Reeve and Administrator to sign the Property Self Insurance Program Final Proof of Loss documentation for the insurance claim made for	

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fire fighting expenses claimed for in the Hamlets of Turtle Lake South Bay and Sunset View Beach.

CARRIED

WCB Rate **024-23** **HAMM:** That the RM of Mervin Council approve the 2023 WCB rate for councillors at the minimum coverage offered of \$39,170.00.

CARRIED

SaskPower representatives presented a proposed power line extension at 10:15 a.m.

Sask Lottery Population Allocation **025-23** **HERGOTT:** That the RM of Mervin #499 Council allocate grant population for the Recreation Boards as follows: Mervin – 383; Spruce Lake – 107; Turtleford – 649; Livelong – 107; Sunset View Beach – 1; Evergreen Turtle Lake – 1; Turtle Lake South Bay – 1; Kopps Kove – 1; Parkland Beach – 1; Powm Beach – 1; Horseshoe Bay – 1; Crystal Bay/Sunset Beach – 1; Evergreen Bright Sand – 1; Mowery Beach – 1.

CARRIED

Admin Conference **026-23** **RITZ:** That we approve Administration to attend the team building exercise in North Battleford on March 2, 2023 at a cost of \$330.00. Furthermore, Council approves the closure of the office on March 2, 2023.

CARRIED

SMHI Claims **027-23** **VINEK:** That the RM of Mervin Council acknowledge the letter from SMHI in regards to the claims of the RM and the province of Saskatchewan.

CARRIED

TLE **028-23** **SPENCER:** That Council acknowledge the withdrawal letter from the Ministry of Government Relations in regards to NE-21-51-21-W3M.

CARRIED

Tford & Mervin Fire Meeting **029-23** **RANGE:** That the RM of Mervin #499 Council approve the minutes of the meeting with the Administrator, Fire Chief and Secretary Treasurer of the Turtleford & RM of Mervin Fire Department on December 22, 2022.

CARRIED

Tford & Mervin Fire Dept. Elections **030-23** **HAMM:** That we accept and acknowledge the election of the Fire Chief, Brent Edwards, and Deputy Chiefs, Trevor Phillips and Cheryl Hegg for the year 2023.

CARRIED

Reeve Ritz stepped down as chair for the regular meeting to become a delegation. Deputy Reeve Spencer took over as chair at 12:45 p.m.

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Feasibility Study **031-23** **KRWYCHUK:** That the RM of Mervin #499 Council agree to have Reeve Ritz consult on a feasibility study for alternative energy for strategic planning, and have the Reeve report back to include any potential expenditures before any commitments are made.
Amended **CARRIED**

Deputy Reeve Spencer stepped down as chair and Reeve Ritz resumed as chair at 1:00 p.m.

Tax Revenue Loss **032-23** **RITZ:** That the RM of Mervin Administrator write a letter to SARM with the amounts of tax revenue loss that have been collected to establish accurate numbers. **CARRIED**

Engagement Request **033-23** **RITZ:** That Council appoint CAO, Brenda Ottenbreit, Deputy CAO, Janessa Macnab and Councillor John Vinek as the representatives for the engagement meeting with HW Strategy in regards to the One Window System proposed by the Ministry of Energy and Resources. **CARRIED**



Hamlet Minutes **034-23** **HERGOTT:** That the RM of Mervin #499 Council accept the minutes of the Hamlet of Evergreen Acres as submitted. **CARRIED**

NCTPC Training **035-23** **RANGE:** That we approve Councillors Hamm, Krywchuk, Hergott and Spencer to attend the NCTPC training in Edam on February 28, 2023. **CARRIED**

Watershed Conference **036-23** **RANGE:** That the RM of Mervin Council approve CAO Brenda Ottenbreit and Municipal Planner Paige Hundt to attend the Watershed Conference January 31 – February 1, 2023, in Saskatoon at a cost of \$650.00 plus hotel and travel. **CARRIED**

BSRP Tax Arrears **037-23** **HAMM:** That Council authorizes the Administrator to send a tax arrears list to the Bright Sand Lake Regional Park Board requesting that they send letters to the individuals in arrears advising them that if they do not pay their taxes by a specific date that their lease will be cancelled by the Regional Park Board. **CARRIED**

Crown Land Tax Arrears **038-23** **HERGOTT:** That we authorize the Reeve and Administrator to sign the request for cancellation and payment of tax arrears on Crown Lease Land as presented and discussed. **CARRIED**

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PLANNING AND DEVELOPMENT:

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|---------------------------------|---------------|--|----------------|
| Recess | 039-23 | VINEK: That the RM of Mervin #499 Council recess the regular meeting for a public hearing at 1:30 p.m. as per <i>The Planning and Development Act, 2007</i> . | CARRIED |
| Reconvene | 040-23 | VINEK: That the RM of Mervin Council reconvene the regular meeting at 1:45 p.m. | CARRIED |
| Subdivision
887-2022 | 041-23 | RANGE: That Council approve the Subdivision 887-2022 subject to a MSA and an approach to the remainder of the parcel, as discussed. | CARRIED |
| Subdivision
827-2022 | 042-23 | RITZ: That we approve the Subdivision 827-2022 located at Lot 15 Block 1 Plan 102313976. As this is a minor correction it is not discretionary and is not subject to a MSA. It is subject to a Bylaw to Reconfigure a Municipal Buffer. | CARRIED |
| Bylaw
2023-02 | 043-23 | HERGOTT: That Bylaw 2023-02 being a bylaw to Reconfigure a Municipal Buffer be introduced and given first reading. | CARRIED |
| Bylaw
2023-03 | 044-23 | SPENCER: That Bylaw 2023-03 being a bylaw to Complete a Municipal Reserve Swap be introduced and given first reading. | CARRIED |
| Website | 045-23 | RANGE: That the RM of Mervin Council approve the quote from MR Websites in the amount of \$3,679.40 for creation and \$200.00 per year for maintenance plus applicable taxes for website design and maintenance. | CARRIED |
| Annual
Planning | 046-23 | KRYWCHUK: That we accept the annual report of the Municipal Planner as presented. | CARRIED |
| Access
Commun. | 047-23 | HAMM: That the RM of Mervin #499 Council agree to enter into an agreement with Access Communications to provide internet services to the RM business entities in lieu of tax revenue. | CARRIED |

Computer **048-23** **RANGE:** That Council approve the purchase of Microsoft 365 at a cost of \$849.60 to

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Program		upgrade all computers, laptops and tablets.	CARRIED
Contract Planner	049-23	HERGOTT: That the RM of Mervin #499 Council approve the contract for the Municipal Planner and authorize the Reeve and Administrator to sign on behalf of the RM.	CARRIED
GL Mobile Quote	050-23	HERGOTT: That we approve the quote from GL Mobile in the amount of \$35,609.19 to have the CSO truck meet Ministry requirements.	CARRIED
DOPSS Appointment	051-23	KRYWCHUK: That Council appoint Larry Baker as Director of Protective Services and Sergeant for the RM of Mervin #499.	CARRIED
Agreement	052-23	RANGE: That the RM of Mervin #499 Council approve the agreement with the Ministry of Justice for Larry Baker to be the Sergeant and Community Safety Officer (CSO) for the RM of Mervin.	CARRIED
Ministry of Justice Bylaw	053-23	HERGOTT: That Bylaw 2023-04 being a bylaw to Enter into an Agreement with the Ministry of Justice be introduced and given first reading.	CARRIED
	054-23	SPENCER: That Bylaw 2023-04 being a bylaw to Enter into an Agreement with the Ministry of Justice be given second reading.	CARRIED
	055-23	VINEK: That Bylaw 2023-04 being a bylaw to Enter into an Agreement with the Ministry of Justice be given three readings at this meeting.	UNANIMOUSLY CARRIED
	056-23	RANGE: That Bylaw 2023-04 being a bylaw to Enter into an Agreement with the Ministry of Justice be given third reading, approved, signed and sealed.	CARRIED
MRF Quote	057-23	HAMM: That the RM of Mervin #499 Council accept the quote of \$6,650.00 for the program and \$1,950.00 per year for maintenance for the protective services record management system from MRF Solutions.	CARRIED

Protective **058-23**

HERGOTT: That Council approve a cost work up for the old vet clinic to be utilized as

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Services Bldg		the Protective Services building.	CARRIED
Relocation	059-23	RANGE: That we approve the relocation subsidy of \$13,700.00 to Larry Baker, half in January and half to be paid after his 3-month probation period is complete.	CARRIED
MOU	060-23	VINEK: That the RM of Mervin #499 Council authorize the Reeve and Administrator to sign the MOU with the RCMP for the CSO.	CARRIED
Water Op Logs	061-23	SPENCER: That we acknowledge the December water operator logs from the Hamlets of Spruce Lake, Livelong and Evergreen Acres, Turtle Lake as presented.	CARRIED
Grant Sponsor	062-23	RANGE: That Council approve the request from Rebecca Cormack for the RM to sponsor the CARFAC grant for a Community Cultural Land Based Learning Summer Camp.	CARRIED
Ratepayer Request	063-23	VINEK: That the RM of Mervin #499 Council deny the request to abate taxes as submitted by ratepayer #2817.	CARRIED
RMAA	064-23	RITZ: That the RM of Mervin Council approve the application of memberships to RMAA for Brenda Ottenbreit (regular), Janessa Macnab (associate) and Holly Gabruck (associate) at a cost of \$775.00 for the year 2023.	CARRIED
SAMA	065-23	HAMM: That we acknowledge the SAMA AGM in Regina on April 5, 2023 and appoint Councillor John Vinek to attend.	CARRIED
Student Grant	066-23	HAMM: That Council approve Administration to apply for 2 summer student grant positions to complete data entry for the CAR program and to implement the Munisoft cemetery program.	CARRIED
Correspondence:	067-23	RANGE: That the list of correspondence as attached with additions, be acknowledged and filed.	CARRIED

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- Financial Statement** **068-23** **HERGOTT:** That Council approve the Statement of Financial Activity for December 2022 as circulated and read. **CARRIED**
- Bank Reconciliation** **069-23** **VINEK:** That the RM of Mervin #499 Council accept the Bank Reconciliation Report for December 2022 as circulated and read. **CARRIED**
- Accounts Payable** **070-23** **SPENCER:** That the accounts payable list being cheque #24229 to cheque #24314 and manual cheque #752 to cheque #771 in the amount of \$984,298.23 be approved and paid. **CARRIED**
- Adjourn** **071-23** **RANGE:** That the meeting be adjourned at 4:56 p.m. **CARRIED**



ADMINISTRATOR



REEVE

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