

**MINUTES OF THE FIRST MEETING OF THE  
RURAL MUNICIPALITY OF LOREBURN NO. 254  
HELD IN THE R.M. OFFICE IN LOREBURN  
ON WEDNESDAY, NOVEMBER 15, 2023 AT 8.30 AM**

M-11 (a)

**PRESENT** Reeve Brad Norrish and Deputy Reeve Garry Book, councilors Joseph Kretsch, David Vollmer, Ryan Glubis, Darwyn Snustead and Neil McIntosh present.

**DELEGATES** 8.30 am Steven South, Foreman  
10.30 am CIBC, Steve Abdullah Associate Wealth Advisor, Kevin Punshon, Senior Wealth Advisor, Shawn Fleming, Wealth Advisor, Stephaine Taylor, Client Associate and Abbey Legault. Online Meeting

**CALL TO ORDER** A quorum being present, Reeve Brad Norrish called the meeting to order at 8.45 a.m.

**MINUTES**  
1/23 **BOOK** **THAT** the minutes of the regular meeting and public meeting held on October 11, 2023 be approved. **CARRIED.**

**BUSINESS ARISING FROM MINUTES**

**FINANCIAL REPORTS**  
2/23 **KRETSCH** **THAT** the October, 2023 Statements of Receipts & Payments and the October, 2023 bank statements be accepted as presented. **CARRIED.**

**CONVENTION BUSINESS**  
3/23 **MCINTOSH** **THAT** we pay the SARM midterm expenses for the convention that was held on November 8 & 9, 2023. **CARRIED.**

**EMPLOYEE BUSINESS**  
4/23 **KRETSCH** **THAT** the office will be closed on December 21 to December 27, 2023 inclusive for Christmas and will reopen on December 28 and 29, 2023. It will be advertised in the "The Outlook" paper and "The Davidson Leader". The outside employees will be on call the week of December 25-29, 2023, weather dependent and one full time operator will be available in case of a call out. **CARRIED.**

**WORKSHOPS AND SEMINARS**  
5/23 **SNUSTEAD** **THAT** we register Reeve Brad Norrish for the ICS-200 training course being held in Elbow, all expenses paid. **CARRIED.**

6/23 **BOOK** **THAT** we register Councillor Neil McIntosh for the online MLDP Community and Land Use Planning course, all expenses paid. **CARRIED.**

7/23 **KRETSCH** **THAT** we register Councillor Ryan Glubis for the APAS AGM being held on December 5 – 6, 2023 in Regina, SK, expenses not covered by APAS will be covered by the RM. **CARRIED.**

**SUNSET BEACH DEVELOPMENT**  
8/23 **BOOK** **THAT** we approve the request from the lot owner for consolidation of Lot 40 & 41 Block 1 into one titled lot. All RM zoning regulations, permit applications and government approvals must be adhered to. **CARRIED.**

9/23 **GLUBIS** **THAT** we renew the Municipal Reserve Maintenance Contract for 3 years and will pay \$560/acre. **CARRIED.**

Reeve Brad Norrish recessed the regular meeting for lunch at 12:10 pm

Reeve Brad Norrish reconvened the regular meeting at 12:45 pm.



**LAKESIDE RV DEVELOPMENT**

- M 11/8/23
- 10/23      **GLUBIS**      **THAT** we renew the Municipal Reserve Maintenance Contract for 3 years and will pay \$560/acre. **CARRIED.**
- 11/23      **KRETSCH**      **THAT** we will move \$33655.00 from Lakeside RV Development Infrastructure Fees to pay for the road construction that was completed by Rioch & Sons Construction for the second access into the development. **CARRIED.**

**THE BAYS ON LAKE DIEFENBAKER**

- 12/23      **GLUBIS**      **THAT** we enter into a Municipal Reserve Maintenance Contract for 3 years and will pay \$560/acre. **CARRIED.**

**IRRIGATION**

- 13/23      **SNUSTEAD**      **THAT** we approve Road Crossing Agreement LHC - 001 as an open cut uncased installation with the following amendments:  
1. Section 5(d)(1) open cut is made with a 3:1 slope  
2. Section 5(d)(2) the granular material will not be needed as the pipe being installed is HDPE. **CARRIED.**
- 14/23      **D.VOLLMER**      **THAT** we approve Road Crossing Agreement LHC – 002 and LHC - 003 as an open cut uncased installation with the following amendments:  
1. Section 5(b) the depth of the pipe must be at a minimum depth of 2.44 meters (8feet) below ditch bottom as Krogan Drive will be upgraded in the next 5 – 7 years.  
2. Section 5(d)(1) open cut is made with a 3:1 slope  
3. Section 5(d)(2) The granular material will not be needed as the pipe being installed is HDPE. **CARRIED.**

**NEW BUSINESS**

All councillors were presented with their public disclosure statements and annual declaration forms for annual review and signing.

The Administrator presented all titles and insurance policies to council.

- 15/23      **KRETSCH**      **THAT** we appoint Garry Book to act as Deputy Reeve for the balance of 2023 and 2024. **CARRIED.**
- 16/23      **BOOK**      **THAT** we appoint the following for 2024:  
▪ WSP Engineer as our engineers  
▪ Crosby Hanna & Associates as our planners  
▪ Robert Kozak and Floyd Akre as our Pest Control Officers  
▪ Matthew Hauberg as our Weed Inspector **CARRIED.**
- 17/23      **D.VOLLMER**      **THAT** our regular meeting be set for the second Wednesday of every month at 8.30 am in the R.M. Office in Loreburn. **CARRIED.**
- 18/23      **MCINTOSH**      **THAT** the following representatives be appointed for 2024 -  
Municipal Delegates: Darwyn Snustead and David Vollmer; Hail Delegate: Ryan Glubis; Alternate Delegate: Garry Book; Central Butte Health Foundation Board – Joseph Kretsch; Emergency Measures Officer – Brad Norrish; Recreation Boards, Elbow – Joe Kretsch; Loreburn – Dave Vollmer; Strongfield – Darwyn Snustead; and Hawarden –Darwyn Snustead; Danielson & Douglas Parks Advisory Committee – Joseph Kretsch; RCMP Community Initiatives – David Vollmer; Outlook District & Health Foundation Board – Neil McIntosh; South SK Watershed Stewards – Neil McIntosh; WaterWolf Representative: Garry Book, APAS Representatives – Ryan Glubis; and Alternate APAS Representative, David Vollmer. **CARRIED.**

16/23 M-11 (a)	KRETSCH	THAT the Reeve supervision and cell phone reimbursement stays the same for 2024.	CARRIED.
17/23	BOOK	THAT there will be an increase to the custom work rental rates of 10% and rounded up to the next \$5, effective January 1, 2024.	CARRIED.
18/23	KRETSCH	THAT we reviewed the Harassment Prevention Policy for this year and noted that no changes are need to the policy.	CARRIED.
19/23	SNUSTEAD	THAT the following changes be made to the Property Self-Insurance Plan with SARM for 2024: <ul style="list-style-type: none"><li>▪ Increase value of 2004 John Deere 7220 Tractor to \$70,000</li><li>▪ Removal of Lite Tower Portable 2011 from policy</li><li>▪ Removal of 2011 Capital I One Way Plow from policy</li></ul>	CARRIED.
20/23	KRETSCH	THAT we renew our excess liability insurance for 2024 with the additional purchase of \$5,000,000, which will increase our liability insurance to \$8,000,000 for the RM.	CARRIED.
21/23	BOOK	THAT we renew our Fidelity Bond Self Insurance Program for 2024 as the same rate as 2023.	CARRIED.
22/23	MCINTOSH	THAT we accept the PCO's fall report for 2023.	CARRIED.
23/23	D.VOLLMER	THAT we will opt in for the Winter Weight Season Restrictions that the Ministry of Highways puts in place.	CARRIED.
24/23	BOOK	THAT we renew our Agricultural Producers Association of Saskatchewan membership for 2023.	CARRIED.
25/23	SNUSTEAD	THAT we sponsor the 19ers Senior Hockey Club \$500 for the 2023-2024 season.	CARRIED.
26/23	GLUBIS	<p>THAT we appoint Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024 to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision; Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Cory Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh.</p> <p>The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.</p>	CARRIED.
27/23	GLUBIS	THAT we appoint Kristen Toraryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.	CARRIED.



28/23  
M-11 (a)

GLUBIS

**THAT** we appoint Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board; Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Cory Zaharuk, John Krill, Chistopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. **CARRIED.**

29/23

GLUBIS

**THAT** we appoint Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED.**

30/23

D.VOLLMER

**THAT** we set a public meeting for December 13, 2023 at 10:30 am to review Discretionary Permit 2023-B. **CARRIED.**

OH & S  
31/23

SNUSTEAD

**THAT** we purchase an AED for the municipal shop located at 560 Main Street and first aid kits for all mobile equipment and licenced motorized vehicles from Zee Medical. **CARRIED.**

BYLAWS  
32/23

BOOK

**BE IT RESOLVED** that Bylaw No. 10-2023 being a Bylaw a Repealing Bylaw be introduced and read the first time. **CARRIED.**

33/23

KRETSCH

**BE IT RESOLVED** that Bylaw No. 10-2023 being a Bylaw a Repealing Bylaw be read a second time. **CARRIED.**

34/23

D.VOLLMER

**BE IT RESOLVED** that Bylaw No. 10-2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY**

35/23

MCINTOSH

**BE IT RESOLVED** that Bylaw No. 10-2023 being a Bylaw a Repealing Bylaw be read a third time and finally adopted. **CARRIED.**

36/23

SNUSTEAD

**BE IT RESOLVED** that Bylaw No. 11-2023 being a Bylaw for the Resort Residential Zones and Lakeshore Residential Districts L1, L2 and L3 of the Rural Municipality of Loreburn No. 254 to Regulate the Speed of Motor Vehicles be introduced and read the first time. **CARRIED.**

37/23

GLUBIS

**BE IT RESOLVED** that Bylaw No. 11-2023 being a Bylaw for the Resort Residential Zones and Lakeshore Residential Districts L1, L2 and L3 of the Rural Municipality of Loreburn No. 254 to Regulate the Speed of Motor Vehicles be read a second time. **CARRIED.**

- 38/23  
M-11 (a)      **KRETSCH**      **BE IT RESOLVED** that Bylaw No. 11-2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY**
- 39/23      **MCINTOSH**      **BE IT RESOLVED** that Bylaw No. 11-2023 being a Bylaw for the Resort Residential Zones and Lakeshore Residential Districts L1, L2 and L3 of the Rural Municipality of Loreburn No. 254 to Regulate the Speed of Motor Vehicles be read a third time and finally adopted. **CARRIED.**
- 40/23      **D.VOLLMER**      **BE IT RESOLVED** that Bylaw No. 12-2023 being a Bylaw to Control the Disposal of Scrap Tires be introduced and read the first time. **CARRIED.**
- 41/23      **BOOK**      **BE IT RESOLVED** that Bylaw No. 12-2023 being a Bylaw to Control the Disposal of Scrap Tires be read a second time. **CARRIED.**
- 42/23      **SNUSTEAD**      **BE IT RESOLVED** that Bylaw No. 12-2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY**
- 43/23      **GLUBIS**      **BE IT RESOLVED** that Bylaw No. 12-2023 being a Bylaw to Control the Disposal of Scrap Tires be read a third time and finally adopted. **CARRIED.**
- 44/23      **KRESTSCH**      **BE IT RESOLVED** that Bylaw No. 14-2023 being a Bylaw to Provide for the Numbering of Houses and Other Buildings in Lakeside RV Trailer Park Ltd. Phase 1, 2, 3 and 4 be introduced and read the first time. **CARRIED.**
- 45/23      **MCINTOSH**      **BE IT RESOLVED** that Bylaw No. 14-2023 being a Bylaw to Provide for the Numbering of Houses and Other Buildings in Lakeside RV Trailer Park Ltd. Phase 1, 2, 3 and 4 be read a second time. **CARRIED.**
- 46/23      **D.VOLLMER**      **BE IT RESOLVED** that Bylaw No. 14-2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY**
- 47/23      **BOOK**      **BE IT RESOLVED** that Bylaw No. 14-2023 being a Bylaw to Provide for the Numbering of Houses and Other Building in Lakeside RV Trailer Park Ltd. Phase 1, 2, 3 and 4 be read a third time and finally adopted. **CARRIED.**
- 48/23      **KRESTSCH**      **BE IT RESOLVED** that Bylaw No. 15-2023 being a Bylaw to Provide for the Numbering of Houses and Other Buildings in Phase 2 of the Sunset Beach Development be introduced and read the first time. **CARRIED.**
- 49/23      **MCINTOSH**      **BE IT RESOLVED** that Bylaw No. 15-2023 being a Bylaw to Provide for the Numbering of Houses and Other Buildings in Phase 2 of the Sunset Beach Development be read a second time. **CARRIED.**
- 50/23      **D.VOLLMER**      **BE IT RESOLVED** that Bylaw No. 15-2023 be given three readings at this meeting. **CARRIED UNANIMOUSLY**
- 51/23      **BOOK**      **BE IT RESOLVED** that that Bylaw No. 15-2023 being a Bylaw to Provide for the Numbering of Houses and Other Buildings in Phase 2 of the Sunset Beach Development be read a third time and finally adopted. **CARRIED.**

**ACCOUNTS**  
M<sup>11/23</sup>  
52/23

**BOOK**

**THAT** the accounts totaling \$640,986.38 that includes cheque number 14400 - 14437; payroll voucher 1476-1503 and manual entries from October 17 – November 15, 2023, as indicated on the list attached hereto and forming part of these minutes is approved for payment.  
CARRIED.

**CORRESPONDENCE**  
53/23

**GLUBIS**

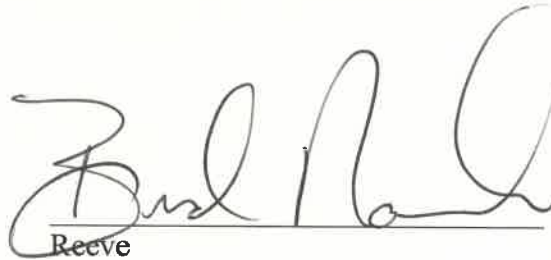
**THAT** the correspondence read now be filed and a list of the correspondence be annexed hereto and form part of these minutes.  
CARRIED.

**ADJOURNMENT**  
54/23

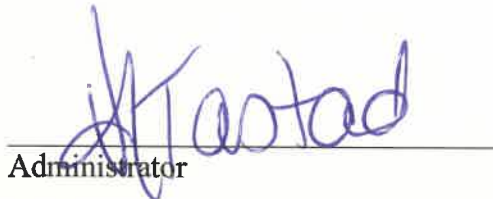
**SNUSTEAD**

**THAT** this meeting adjourn (4.15 pm)

**CARRIED.**



Reeve



Administrator