

REGULAR MEETING MINUTES OF THE VILLAGE COUNCIL OF THE RESORT VILLAGE OF TOBIN LAKE HELD TUESDAY 9 DECEMBER 2025 AT THE TOBIN LAKE HALL LOCATED ON WILLOW DRIVE, IN TOBIN LAKE, SK

PRESENT:

Mayor Darren Opp *via zoom*
Councillor Duane Lahoda *via zoom*
Carol-Anne Sanders
Bryan Baraniski
Rob Althouse
CAO Nathalie Hipkins

Call to order

A quorum being present Mayor Opp presided and called the meeting to order at 1:03 p.m.

Declaration of Conflict of Interest

Mayor Opp asked everyone to go over the agenda for any potential conflicts of interests and to declare at the appropriate time.

Unfinished Business

Councillor Baraniski declared a conflict of interest with the proposed bylaws that will be discussed being that he is the purchaser and left the room at 1:06 p.m.

2025.225 *Rescind Bylaw 2025.08 Readings*

Sanders:

That we hereby rescind resolutions #2025.198 and #2025.199 giving 2nd reading and adopting bylaw 2025.08.

CARRIED

2025.226 *Rescind Bylaw 2025.09 Readings*

Sanders:

That we hereby rescind resolutions #2025.200 and #2025.201 giving 2nd reading and adopting bylaw 2025.09.

CARRIED

Public Hearing

Close Regular Meeting

2025.227 Lahoda:

That this regular meeting be closed and the public hearing in regards to bylaws 2025.08 and 2025.09 be open at 1:07 p.m.

CARRIED

Reconvene Regular Meeting

2025.228 Althouse:

That we now close the public hearing and reconvene the regular meeting at 1:09 p.m.

CARRIED

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Bylaws

- 2025.229 *Second Reading of Bylaw 2025.08*
Lahoda:
That bylaw 2025.08 being a bylaw to amend the Twin Lakes District Plan be read a second time and the following change be made:
- Section 1. a) remove the words “plan 102448739 ext. 0”.
- CARRIED
- 2025.230 *Adoption of Bylaw 2025.08*
Sanders:
That bylaw 2025.08 be read a third time and adopted.
- CARRIED
- 2025.231 *Second Reading of Bylaw 2025.09*
Althouse:
That bylaw 2025.09 being a bylaw to amend bylaw no.05/2013, known as the zoning bylaw be read a second time and the following change be made:
- Section 1. a) remove the words “plan 102448739 ext. 0”.
- CARRIED
- 2025.232 *Adoption of Bylaw 2025.09*
Althouse:
That bylaw 2025.09 be read a third time and adopted.
- CARRIED
- Councillor Baraniski returned to the meeting at 1:13 p.m.*
An issue occurred with Mayor Opp’s microphone and Deputy Mayor Lahoda presided.
- Bylaw 2026.01 – Tax Penalty Bylaw**
- 2025.233 *First Reading of Bylaw 2026.01*
Sanders:
That bylaw 2026.01, being a bylaw to establish property tax penalties, be read a first time.
- CARRIED
- 2025.234 *Second Reading of Bylaw 2026.01*
Opp:
That bylaw 2026.01 be read a second time.
- CARRIED
- 2025.235 *Three Readings at one meeting of Bylaw 2026.01*
Baraniski:
That bylaw 2026.01 be given three readings at this meeting.
- UNANIMOUSLY CARRIED

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- 2025.236 *Adoption of Bylaw 2026.01*
Sanders:
That bylaw 2026.01 be read a third time and adopted. CARRIED
- Bylaw 2026.02 – Base Tax Bylaw**
First Reading of Bylaw 2026.02
- 2026.237 Baraniski:
That bylaw 2026.02, being a bylaw to provide for a base tax, be read a first time. CARRIED
- Second Reading of Bylaw 2026.02*
- 2026.238 Althouse:
That bylaw 2026.02 be read a second time. CARRIED
- Three Readings at one meeting of Bylaw 2026.02*
- 2026.239 Sanders:
That bylaw 2026.02 be given three readings at this meeting. UNANIMOUSLY CARRIED
- Adoption of Bylaw 2026.02*
- 2026.240 Baraniski:
That bylaw 2026.02 be read a third time and adopted. CARRIED
- Communications**
- 2025.241 Althouse:
That we hereby accept the correspondence as received. CARRIED
- Adoption of Minutes**
- 2025.242 Lahoda:
That the minutes of the regular meeting held on 12 November 2025 be approved with the following change:
 - Removing the words “payable over five years in equal annual installments” from resolution #2025.218and further, that the special meeting held on 27 November 2025 be approved. CARRIED

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New Business

Strategic Plan

2025.243

Sanders:

That we hereby approve the 2025-2029 Strategic Plan for the Resort Village of Tobin Lake.

CARRIED

2026 Council Remuneration

2025.244

Opp:

That the following remuneration rates be set:

- Regular & Special Council meetings - \$200
- Committee meetings and/or workshops -\$100
- Convention and full day meetings - \$200
- Mayoral Allowance - \$7000 annually, paid in 2 installments
- Mileage - \$.50 per km

And further that, all workshops and conventions representing the Resort Village shall be approved by council prior to attendance.

CARRIED

2026 Regular Council Meeting Dates

2025.245

Baraniski:

That the regular meeting dates of council be set as follows:

13 January 2026	14 July 2026
10 February 2026	11 August 2026
10 March 2026	8 September 2026
21 April 2026	13 October 2026
12 May 2026	10 November 2026
16 June 2026	8 December 2026

And further that, meetings are to begin at 1:00 p.m. and held at the Village Hall located on Willow Drive in Tobin Lake.

CARRIED

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MRS Declaration

2025.246

Opp:

The Council of the Resort Village of Tobin Lake confirms the municipality now meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing Grant.

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2025.247 *2026 Appointments*
Lahoda:

That we hereby appoint the following members for the year 2026:

Boards	Member(s)
Carrot River Mutual Aid Agreement	Duane Lahoda & Bryan Baraniski
Joint Committee with RM of Moose Range	Bryan Baraniski & Darren Opp
Joint Venture EMO	Darren Opp & Carol-Anne Sanders
Landfill Advisory	Darren Opp & Bryan Baraniski
PARCS	Carol-Anne Sanders & Rob Althouse
Twin Lakes District Planning Commission	Duane Lahoda & Carol-Anne Sanders
Wapiti Regional Library Board	Carol-Anne Sanders & Darren Opp
Committees	
Asset Management	Carol-Anne Sanders, Duane Lahoda, Darren Opp & Nathalie Hipkins
Bylaws	Carol-Anne Sanders & Rob Althouse
Roads, Maintenance & Facilities	Duane Lahoda & Bryan Baraniski
Personnel	Duane Lahoda & Rob Althouse
Recreation, Culture & Waterfront	Darren Opp & Bryan Baraniski
Water & Wastewater	Duane Lahoda & Darren Opp
Appointments	
Auditors	Janke LLP
Board of Revision	Western Municipal Consulting
Board of Revision Secretary	Western Municipal Consulting
Building Inspectors	B&B Enforcement Services: Chris Letendre MuniCode Ltd: Clayton Meier, Ryan Thiesen, Shenah Cartier, Clint Vargo, Kelsey Rebryna, Matthew Stepp, and Amanda Kaufmann
Bylaw Enforcement Officer	Chris Letendre
Development Appeals Board	Western Municipal Consulting
EMO Coordinator	Jason Volke
Noxious Weed Inspector	Dennis Brown
Pest Control Officer	Tanner Paslawski

CARRIED

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2025.248 *Recreation Board Appointments*
 Opp:
 That we hereby appoint the following members to the Recreation Board of Tobin Lake and District:

Lana Irving	Amy Shipley	Janet Barros	Tammy Diemert
Colin Irving	Roger Shipley	Allan Barros	Brett Diemert
Debbie O’Byrne			

CARRIED

2025.249 *Janke Professional Accountants Engagement*
 Althouse:
 That we hereby engage Janke LLP Professional accounts to perform the 2025 Financial Audit for the Resort Village of Tobin Lake.

CARRIED

2025.250 *Auditor Questionnaire*
 Baraniski:
 That we hereby approve the 2025 year-end questionnaire provided by Janke LLP Professional accountants as completed.

CARRIED

2025.251 *2026 Building Permit Fees*
 Opp:
 That the permit fee under section 5. (4) of bylaw 05/2021 be set as per the rates set by B&B Enforcement Services and MuniCode Ltd.

CARRIED

2025.252 *2026 Budget*
 Opp:
 That we hereby adopt the 2026 budget as attached and forming part of these minutes, with revenues estimated at \$814,893, expenditures estimated at \$819,748, transfer from reserves at \$5000 and a surplus of \$145; and further the 2026 uniform mill rate remain at 2.80.

CARRIED

2025.253 *Draft Landfill User Agreement*
 Lahoda:
 That we hereby approve the Draft Landfill User Agreement between the Town of Nipawin and the Village of Codette, Rural Municipality of Nipawin No. 487, Resort Village of Tobin Lake and Village of Aylsham.

CARRIED

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- 2025.254 *Timber Harvest – Edgewood Forest*
Lahoda:
That Council directs the CAO to prepare a letter to Edgewood Forest communicating Council’s concerns regarding the proposed 9% retention of forested lands near the transfer station east of the Village; and further, that Council expresses its preference for winter logging operations in order to minimize impacts on the Village’s peak tourism period.
CARRIED
- 2025.255 *Hall Rental Rates*
Sanders:
That the hall rental rate be set at \$300 per day, with a refundable damage deposit of \$400 required per booking. Table rentals shall be set at \$10/table and chair rentals at \$1/chair for non-residents, while residents shall be exempt from the chair rental fees. Furthermore, that a formal policy be developed to support and clarify these provisions.
CARRIED
- 2025.256 *Wheelchair Accessibility Ramp*
Sanders:
That we hereby authorize the issuance of a tender for the design and construction of a wheelchair accessible ramp the to the beach area.
CARRIED
- 2025.257 *SK Recycles Transition*
Opp:
That we hereby enter into an agreement with SK Recycles to provide curbside service directly in the Resort Village of Tobin Lake beginning 1 February 2028, furthermore, that we remain under the current program for the transition period.
CARRIED
- 2025.258 *Mower*
Baraniski:
That we hereby purchase a Z545R Zero-Turn mower in the amount of \$10,850, plus applicable fees and taxes less the trade of the frontier blade attachment from Brandt.
CARRIED
- 2025.259 **Financial Reports**
Sanders:
That the Statement of Financial Activities for the period ending 30 November 2025 be accepted.
CARRIED

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Accounts for Approval and Payment

Councillor Althouse declared a conflict of interest with proposed payment to Rusty Hook.

2025.260

Lahoda:

That the following accounts be approved for payment:

Payroll Register for PP# 23 & 24 in the amount of \$14,214.67

Accounts for ratification

OB 2025.0050-OB2025.053 in the amount of \$10,422.34,

AutoW2025.0121-AutoW2025.0123 in the amount of \$451.26,

CC2025.0041-CC2025.0043 in the amount of \$771.08;

Accounts for approval Cheque #1294-1298 in the amount of \$65,442.69

OB 2025.0054 in the amount of \$2003.62

AutoW2025.0124- AutoW2025.0129 in the amount of \$2101.42

EFT 2025.89-2025.103 in the amount of \$88,050.59

CC2025.0044 in the amount of \$3124.67

Councillor Althouse refrained from voting

CARRIED

Staff and Committee Reports

2025.261

Sanders:

That we hereby accept the verbal staff and committee reports as presented.

CARRIED

Adjournment

2025.262

Lahoda:

That this meeting be adjourned at 3:32 p.m.

CARRIED

Darren Opp, Mayor

Nathalie Hipkins, CAO