

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE R.M. OF
KELVINGTON NO. 366 HELD AT THE R.M. OFFICE, 201 MAIN STREET, KELVINGTON,
SK ON THURSDAY THE 11TH DAY OF DECEMBER, 2025.**

Reeve - Maurice Patenaude

Councillor Division 1 – Garth Lindgren (via conference call)

Councillor Division 2 – Miller Hendren

Councillor Division 3 – Richard Niezgoda (via conference call)

Councillor Division 5 – Curtis Nerlien

Councillor Division 6 – Cameron Nygren

Administrator – Heather Elmy

Call To Order

The meeting was called to order by Reeve Patenaude at 9:00 a.m.

Conflict of Interest Declarations

Reeve Patenaude asked all members of council to review the agenda for any possible conflicts of interest.

Res **Approve Minutes of Regular Meeting – November 13, 2025**
2025-199 **Moved By:** Miller Hendren

That the minutes of the November 11, 2025, regular council meeting be approved.

CARRIED

Res **Statement of Financial Activities - November, 2025**
2025-200 **Moved By:** Curtis Nerlien

That the Statement of Financial Activities for the month of November 2025, be adopted as presented.

CARRIED

Res **Bank Reconciliation - November, 2025**
2025-201 **Moved By:** Miller Hendren

That the Bank Reconciliation for the month of November 2025, be adopted as presented.

CARRIED

Res **Credit Card Reconciliation**
2025-202 **Moved By:** Curtis Nerlien

That the MasterCard Statement(s) for the following period(s) be approved:

- October 23 to November 21, 2025

CARRIED

Res **Payment of Accounts (per attached list)**
2025-203 **Moved By:** Garth Lindgren

That the following list of payments, as per the schedule attached hereto, be approved for payment:

- Cheque No. 8373 to 8391
 - Total = \$12,867.51
- Online and Pre-Authorized Payments
 - Total = \$88,003.86
- Credit Card Payments 374 to 376
 - Total = \$1,679.51
- e-Transfer Payments 40 to 45
 - Total = \$3,481.32
- Payroll Payments 241 to 245
 - Total = \$ 12,167.23

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CARRIED

Res
2025-204

Correspondence - Acknowledge Presentation
Moved By: Miller Hendren

That the following correspondence be accepted and filed:

- 2025-Nov-17 – AGRICULTURAL HEALTH & SAFETY NETWORK – Steering Committee Members
- 2025-Nov-18 – APAS – Invite to APAS AGM
- 2025-Nov-18 - SARM RURAL DART
- 2025-Nov-28 – SASK WATERSHED AUTHORITY – November Newsletter
- 2025-Dec-01 – SARM - Div 4 Quarterly Update & Holiday Message
- 2025-Dec-02 – SARM RURAL DART
- 2025-Dec-02 – SASK HEALTH AUTHORITY – Primary Health Care Local Newsletter
- 2025-Dec-09 – SARM RURAL DART

CARRIED

Councillor Cameron Nygren entered the meeting at 9:30 a.m.

Councillor Richard Niezgoda entered the meeting at 9:50 a.m.

Res
2025-205

2025-2026 Winter Gravel Crush - Haas Construction Ltd.
Moved By: Richard Niezgoda

That the RM of Kelvington No. 366 contract Haas Construction Ltd. to crush approximately 10,000 cubic yards (13,000 tonnes) of 7/8" traffic gravel in the Hamel gravel pit (RM 426) at the agreed upon terms and rates.

CARRIED

Res
2025-206

2025-26 Winter Gravel Loading and Hauling Contract
Moved By: Curtis Nerlien

That Council contract with DJ Choquette Contracting Ltd., Kelvington, SK, for the RM of Kelvington No. 366's 2025-26 Winter Gravel Loading and Hauling. The contract will include the loading and hauling of approximately 10,000 yards (13,000 tonnes) of 7/8-inch traffic gravel at the agreed upon terms and rates.

CARRIED

Councillor Richard Niezgoda left the meeting at 10:30 a.m.

Res
2025-207

Authorization to Send Response Letter - Farmers for Fair Water Drainage Policies
Moved By: Cameron Nygren

That Council authorize the Administrator to send a response to the Farmers For Fair Water Drainage Policies regarding their request for action by the RM pertaining to the Kelvington C&D, Duck Creek Project (Easements).

CARRIED

Councillor Nygren left the meeting at 12:30 p.m.

Res
2025-208

2026 Administrator Remuneration – Heather Elmy
Moved By: Garth Lindgren

That Council approves the following remuneration for Administrator Heather Elmy effective January 1, 2026, and that the Administrator's Agreement be amended accordingly:

- Salary be set at \$ 73,000.00 per annum for the year 2026;
- 2026 SARM Benefits Plan premium be paid by the RM;
- 100% of 2026 single enrollment Extended Health and Dental Benefits premiums be paid by the RM;

Date: January 8, 2026 Reeve: _____ Admin: _____

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- 2026 R.M.A.A. membership fee be paid by the RM;
- \$40.00 per month for use of a private cell phone for municipal business.

CARRIED

Res
2025-209

2026 Foreman Remuneration – Hector Choquette
Moved By: Miller Hendren

That Council approves the following remuneration for Foreman Hector Choquette effective January 1, 2026:

- Wage rate of \$ 39.25 per hour;
- Guaranteed salary of 130 hours per month (plus vacation and stat pay) from January 1 to April 30 and November 1 to December 31, 2026;
- 2026 SARM Benefits Plan premium be paid by the RM; and
- \$40.00 per month for use of a private cell phone for municipal business.

CARRIED

Res
2025-210

2026 Maintenance Operator Remuneration – Neil Veilleux
Moved By: Curtis Nerlien

That Council approves the following remuneration for Maintenance Worker Neil Veilleux effective January 1, 2026:

- Wage rate of \$ 34.00 per hour;
- Guaranteed minimum of 40 hours per week, exclusive of statutory holidays and personal days taken;
- 2026 SARM Benefits Plan premium be paid by the RM;
- 100% of single enrollment Extended Health and Dental Benefits premiums be paid by the RM; and
- \$40.00 per month for use of a private cell phone for municipal business.

CARRIED

Res
2025-211

2026 Utility Worker Remuneration - Eric Zilch
Moved By: Garth Lindgren

That Council approves the following remuneration for Utility Worker Eric Zilch effective January 1, 2026:

- Wage rate of \$ 27.00 per hour;
- 2026 SARM Benefits Plan premium paid by the RM;
- 100% of single enrollment Extended Health and Dental Benefits premiums; and
- \$40.00 per month for use of a private cell phone for municipal business.

CARRIED

Res
2025-212

2026 Utility Worker Remuneration - Hector Hernandez
Moved By: Miller Hendren

That Council approves the following remuneration for Utility Worker Hector Hernandez effective January 1, 2026:

- Wage rate of \$ 27.00 per hour;
- 2026 SARM Benefits Plan premium paid by the RM;
- 40% of family enrollment Extended Health and Dental Benefits premiums; and
- \$40.00 per month for use of a private cell phone for municipal business.

CARRIED

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Res **2026 Committee Appointments - Annual Review**
2025-213 **Moved By:** Curtis Nerlien
That R.M. of Kelvington committee appointments for 2026 be made according to the schedule attached hereto.
CARRIED

Res **2026 Council Meeting Dates and Times**
2025-214 **Moved By:** Garth Lindgren
That as per the schedule attached hereto, effective January 1, 2026, Council hold regular council meetings on the 2nd Thursday of each month in the RM of Kelvington office, commencing as follows, unless change by resolution of Council:

- January to December at 8:00 a.m. local time

CARRIED

Res **2026 Membership Renewals**
2025-215 **Moved By:** Miller Hendren
That Council authorize the renewal of the R.M. of Kelvington No. 366 memberships for 2026 with the following organizations:

- Sask. Association of Rural Municipalities
- North East Area Transportation Planning Committee
- Agriculture Health and Safety Network
- Agriculture in the Classroom Sask. Inc.
- Federation of Canadian Municipalities
- Hudson Bay Route Association

CARRIED

Res **2026 Appointment of Board of Revision - Western Municipal Consulting**
2025-216 **Moved By:** Curtis Nerlien
That pursuant to Subsection 220(1) of *The Municipalities Act*, the RM OF KELVINGTON NO.366 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, 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, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner 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

Res **2026 Appointment of Board of Revision Secretary**
2025-217 **Moved By:** Garth Lindgren
That pursuant to Subsection 221(1) of *The Municipalities Act*, the RM OF KELVINGTON NO.366 appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC

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may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

Res
2025-218

2026 Appointment of Development Appeals Board
Moved By: Miller Hendren

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the RM OF KELVINGTON NO.366 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, 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, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner 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

Res
2026-219

2026 Appointment of Development Appeals Board Secretary
Moved By: Curtis Nerlien

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the RM OF KELVINGTON NO.366 appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

Res
2025-220

2026 Appointment of Pest Control Officer
Moved By: Garth Lindgren

That Council appoint Vincent Baily as the RM's Pest Control Officer for the period of January 1, 2026 to December 31, 2026.

CARRIED

Res
2025-221

2026 Designation of Pest Control Official as Appointed Official
Moved By: Miller Hendren

That Council designate Pest Control Officer, Vincent Baily, as an appointed official for 2026 under the SARM Disability Benefits Plan.

CARRIED

Res
2025-222

2026 Fire Brigade - Designate Members as Appointed Officials
Moved By: Curtis Nerlien

That the RM of Kelvington designate the Kelvington & District Fire Fighting Association brigade members identified on the list attached to the minutes hereto, as appointed officials for 2026 under the SARM Disability Benefits Plan.

CARRIED

Date: January 8, 2026 Reeve: _____ Admin: _____

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Res **2026 Appointment of Bylaw Enforcement Officer**
Moved By: Garth Lindgren
That the RM of Kelvington No. 366 appoint North East Enforcement Services Inc. as the Bylaw Enforcement Officer for the Municipality effective for the period of January 1, 2026 to December 31, 2026.
This appointment may be terminated by Council or by North East Enforcement Services Inc. by giving the other party notice in writing specifying the date for such termination, which shall be not less than 30 days after the date of receipt of such notice. **CARRIED**

Res **2026 Appointment of Assistant Development Officer**
Moved By: Miller Hendren
That the RM of Kelvington No. 366 appoints Chris Letendre as the Assistant Development Officer for the Municipality effective January 1, 2026 to December 31, 2026; duties of the Assistant Development Officer will include enforcement of Zoning Bylaw 22/98 and other duties as may be assigned by Council and/or the Development Officer.
This appointment may be terminated by Council or by Chris Letendre giving the other party notice in writing specifying the date of such termination, which shall be not less than 30 days after the date of receipt of such notice. **CARRIED**

Res **2026 Appointment of Building Official**
Moved By: Curtis Nerlien
That the RM of Kelvington No. 366 appoint Chris Letendre, Building Official License Number BOL438, as the Building Official for the Municipality effective January 1, 2026 to December 31, 2026.
This appointment may be terminated by Council or by Chris Letendre by giving the other party notice in writing specifying the date for such termination, which shall be not less than 30 days after the date of receipt of such notice. **CARRIED**

Res **2025 Audit - Appointment of Auditor and Authorization of Audit Documents**
Moved By: Garth Lindgren
That Council appoint Janke LLP as the Auditors for the RM of Kelvington No.366's 2025 Audit and authorizes the completion of the following 2025 audit documents:

- Janke LLP engagement letter dated November 17, 2025;
- Janke LLP 2025 Signing Authority Request;
- Responses to Janke LLP's council questionnaire dated November 17, 2025, for purposes of the 2025 municipal audit; and
- Bank Confirmation for purposes of the 2025 municipal audit.

CARRIED

Res **2026 Notice of Planned Procurement - Annual Declaration**
Moved By: Miller Hendren
That the RM of Kelvington publish on SaskTenders a declaration of the RM's intent to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM) between January 2026 and December 2026. **CARRIED**

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Res **RM of Barrier Valley - Review of Annual Maintenance Agreement - W. 30 & 31-40-12-W2**
2025-228

Moved By: Curtis Nerlien

That the RM of Kelvington renew our road maintenance agreement in 2026 with the RM of Barrier Valley No. 397 as per the following terms:

- RM of Barrier Valley No. 397 will provide annual road maintenance (grading, snow plowing, mowing and dust control) to the W. 30 & 31-40-12-W2 at the agreed upon terms and rates; and
- RM of Kelvington No. 366 will gravel the W. 30 & 31-40-12-W2 as part of the RM's regular graveling schedule.

CARRIED

Res **2026 Street Maintenance Agreement - Greenwater Lake Provincial Park**
2026-229

Moved By: Garth Lindgren

That the RM of Kelvington enter into an agreement with the Greenwater Lake Provincial Park to provide street maintenance services for the year 2026 on the following streets at Greenwater Lake:

- Teale Drive
- Kehrig Road
- Francis Avenue
- Hummingbird Drive

CARRIED

Res **Kelvington & District Fire Fighting Association - November 26, 2025, ACKNOWLEDGE Meeting Minutes**
2025-230

That Council acknowledges receipt of the Kelvington & District Fire Fighting Association's November 26, 2025, meeting minutes.

Res **Transfer to Reserve - CCBF (Gas Tax)**
2025-230

Moved By: Miller Hendren

That Council approve the transfer of funds as per the following:

- Transfer to Reserve - CCBF (Gas Tax) (Acct 310-100-500)
 - From Chequing (110-110-120) = \$11,638.80 (2025-26 Installment payment 1 of 2)

CARRIED

Res **Transfer(s) to Reserve Accounts**
2025-231

Moved By: Curtis Nerlien

That Council approve the transfer of funds as per the following:

- Transfer from Reserve - Road Construction (Acct 310-100-460)
 - From Savings (110-110-150) \$100,000.00 (2025 Operating Budget)

CARRIED

Res **Tax Enforcement – Authorize TAXervices to Proceed with Request for Consent To Make Final Application for Title**
2025-232

Moved By: Garth Lindgren

That Council authorize TAXervices to proceed with the Request for Consent to Make Final Application for Title as per Section 24 of The Tax Enforcement Act for the following described lands:

Roll 1076 100
Blk A, Plan 102052572
Title No. 140779626

CARRIED

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Res **2025 Emergency Bridge Repairs – Authorize Contractor**
2025-233 **Moved By:** Miller Hendren

That Council authorize Western Infrastructure Renewal Inc., Regina, SK to complete the following emergency bridge repairs in 2025:

Repairs to the following bridge:

- 212-37-35E (ESE 35-37-12-W2, Rd 312)

The repairs will be funded as per the following:

- 2025 Operating Budget:
 - Acct 535-600-150 - Bridge Repairs

CARRIED

Res **Road Maintenance Agreement - RM of Ponass Lake**
2025-245 **Moved By:** Curtis Nerlien

That the RM of Kelvington No. 366 enter into a Road Maintenance Agreement(s) with the following hauler(s) at the prescribed rates, volumes and routes:

- RM of Ponass Lake No. 367, Agreement No. 2025-2026-RM367: hauling gravel; route in RM 366 - W. 30 & 31-40-12-W2 (3.2 kms/2 miles)

CARRIED

Res **Adjournment**
2025-235 **Moved By:** Garth Lindgren

That this meeting now adjourn at 1:55 p. m.

CARRIED

Delegations:

10:15 am	Francis Dery, Water Drainage
10:30 am	Sgt. Sean Carlson, RCMP
11:00 am	Andrea Crittenden, Sixteen Safety - Quarterly Update
11:15 am	Cory & Charlotte Thody, Animal Control

Reeve: _____

Admin: _____

SEAL

Date: January 8, 2026 Reeve: _____ Admin: _____