



MINUTES OF THE REGULAR MEETING OF COUNCIL
Held on Thursday December 11, 2025
in the RM Council Chambers
at 101 Railway Avenue in Bethune, Saskatchewan

Present	Reeve Division 1 Councillor Division 2 Councillor Division 3 Councillor Division 4 Councillor Division 5 Councillor Division 6 Councillor	Brian Weisbrod Kyle Sanderson Edward Hofer Sheila Fishley Brent Smith Ashton Riche Robert Bennett
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Administrator Tobi Duck

Regrets NIL

Call to Order Reeve Weisbrod called the meeting to order at 8:35 a.m.

Declarations of Conflict Councillor Hofer re: Agenda Item 11(m)

- | | | | |
|---|---------------|--|---------|
| Minutes | 1. Fishley | That the minutes of November 13, 2025, meeting be approved as presented. | CARRIED |
| In-Camera | 2. Sanderson | That the Council moves in-camera to discuss long range planning at 9:03am. | CARRIED |
| Reconvene | | That the Council reconvenes regular meeting at 9:15am. | |
| NSL Property Tax Relief Request | 3. Smith | That the Council decline the request to have the base tax removed for all the residential units owned by Northshore Lands for 2026 and forward. | CARRIED |
| | 4. Fishley | That the Council decline the request to provide a tax holiday for 5 years to Northshore Lands Ltd. on the undeveloped and unserviced Phase 5 area. | |
| Lumsden Valley Cat Rescue Services | 5. Bennett | That, at the request of residents of Findlater, the RM enter into a service agreement with Lumsden Valley Cat Rescue for the year 2026, with the following conditions:
- A petition be submitted to the RM office showing support for this from majority of residents in Findlater;
- The Village pay an annual retainer of \$500; and
- LVCR submit monthly reports and statements of cost to provide service to Findlater cats and the RM will reimburse the costs to a maximum of \$3000/year. | CARRIED |
| MoU | 6. Fishley | That the Administrator be authorized to sign the Memorandum of Understanding, between the RM of Dufferin No. 190, K+S Potash Canada and Ministry of Highways, as attached hereto and forming part of these minutes. | CARRIED |
| Financial Reports | 7. Riche | That the Budgetary Report, Balance Sheet, Bank Reconciliation and Tax Owing Report for November 2025 be acknowledged as attached hereto and forming part of the minutes. | CARRIED |
| Accounts for Payment and Payroll | 8. Smith | That the List of Accounts for Approval from Cheque 15354 to 15390 and all EFT payments, totaling \$167,001.99 plus payroll deposited in the amount of \$36,587.25 be approved for payment, as attached hereto. | CARRIED |
| Building Permit #2024-07 - Tabled | 9. Hofer | That the Council table the decision regarding adequate water supply for fire fighting regarding building permit #2024-07 until the Administrator can research the requirements more thoroughly. | |
| Consolidation Request - Tabled | 10. Sanderson | That the response to Community Planning regarding the consolidation request from Lots 1-3, Block 4, Plan 64MJ08516 be tabled until next meeting. | |



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Gravel Crushing	11. Bennett	That the Administrator tender a Request for Proposal for 20,000 yards of Type 105 traffic gravel using at least two pits throughout the RM.	CARRIED
Gravel Hauling	12. Sanderson	That the Administrator advertise on Sask Tenders an Advanced Contract Award Notice (ACAN) for gravel 2026 gravel hauling. <i>Councillor Hofer declared a conflict of interest at 11:11am and left council chambers.</i>	CARRIED
Drainage Project 1 – E5-2291	13. Sanderson	That the RM consent to drainage project NO. WSA E5-2291 Arm River East Network, as per the E5-2291 Overview Plan, including allowing drained water to pass through the RM right of ways and associated infrastructure. Furthermore, the RM authorizes the Administrator to sign the new drainage plan map and the drainage application as WSA may require in the coming month.	CARRIED
Drainage Project 2 – E5-2292	14. Riche	That the RM consent to drainage project NO. WSA E5-2292 Arm River West Network, as per the E5-2292 Overview Plan, including allowing drained water to pass through the RM right of ways and associated infrastructure. Furthermore, the RM authorizes the Administrator to sign the new drainage plan map and the drainage application as WSA may require in the coming month. <i>Councillor Hofer re-entered council chambers at 11:15am.</i>	CARRIED
Bridge Repairs - Tender	15. Fishley	That the Council reject the low bidder regarding the bridge tender.	CARRIED
MRS Declaration	16. Hofer	That the Council of the RM of Dufferin No.190 confirms the RM meets the following eligibility requirements to receive the Municipal Revenue Sharing grant: <ul style="list-style-type: none"> - 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 Council Procedures Bylaw 04-2023; - Adoption of Employee Code of Conduct; and - All members have filed their Annual Public Disclosure Statements. 	CARRIED
Administrator's Holidays	17. Smith	That the Council approves the Administrator's annual holidays on December 22 - 24 (2.5 days) and from April 30 - May 18 (12 days).	CARRIED
Regular Council Meeting Dates	18. Bennett	That the 2026 Regular Council meetings be held on the following days: January 8, February 12, March 5, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12 and December 10.	CARRIED
Council Remuneration	19. Hofer	That council remuneration be set at: <ul style="list-style-type: none"> i. Council & Council Committee meetings - \$250 per meeting plus mileage; ii. Conventions & District Meetings - \$250 per day plus mileage; iii. Training & Seminars - \$250 per day plus mileage; iv. Annual Road Tours - \$250 per day plus mileage; v. Road Inspections, Permit Inspections, etc - \$40 per hour to a maximum of \$250 per day, plus mileage; vi. Expenses as per receipts. Furthermore, that mileage be set at \$0.55/km.	CARRIED
Recess for Lunch	20. Bennett	That the meeting recess at 12:00pm for lunch.	CARRIED



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That the meeting reconvene at 12:38pm.

In-Camera	21. Riche	That the Council moves in-camera at 12:40pm to discuss human resources.	CARRIED																											
Reconvene		That the Council reconvenes regular meeting at 1:00pm.																												
2026 Salary	22. Smith	That the Council approves a 2.5% cost of living increase for 2026, and a \$1000 Christmas bonus for the following employees:	CARRIED																											
		<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Employee</th> <th style="text-align: left;">Rate Increase</th> <th style="text-align: left;">Christmas Bonus</th> </tr> </thead> <tbody> <tr> <td>Andy Koch</td> <td>\$38/hr to \$38.95</td> <td>NIL</td> </tr> <tr> <td>Nick Jones</td> <td>\$44/hr to \$45.10</td> <td>\$1000</td> </tr> <tr> <td>Jim Mickleborough</td> <td>\$44/hr to \$45.10</td> <td>\$1000</td> </tr> <tr> <td>Terry Neugebauer</td> <td>\$44/hr to \$45.10</td> <td>\$1000</td> </tr> <tr> <td>Chris Norman</td> <td>\$113,400/yr to \$116,235/yr</td> <td>\$1000</td> </tr> <tr> <td>Liana Campbell</td> <td>\$64,272/yr to \$65,878/yr</td> <td>\$1000</td> </tr> <tr> <td>Tatiana Walker</td> <td>\$64,272/yr to \$65,878</td> <td>\$1000</td> </tr> <tr> <td>Tobi Duck</td> <td>Pending</td> <td>\$1000</td> </tr> </tbody> </table>	Employee	Rate Increase	Christmas Bonus	Andy Koch	\$38/hr to \$38.95	NIL	Nick Jones	\$44/hr to \$45.10	\$1000	Jim Mickleborough	\$44/hr to \$45.10	\$1000	Terry Neugebauer	\$44/hr to \$45.10	\$1000	Chris Norman	\$113,400/yr to \$116,235/yr	\$1000	Liana Campbell	\$64,272/yr to \$65,878/yr	\$1000	Tatiana Walker	\$64,272/yr to \$65,878	\$1000	Tobi Duck	Pending	\$1000	
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Bylaw 11-2025	23. Bennett	That Bylaw 11-2025, Records Destruction Schedule Bylaw, be introduced and read a first time.	CARRIED																											
	24. Hofer	That Bylaw 11-2025 be read a second time.	CARRIED																											
	25. Fishley	That Bylaw 11-2025 be given three readings at this meeting.	CARRIED																											
	26. Riche	That Bylaw 11-2025 be read a third and final time and be adopted as a bylaw of the RM of Dufferin No. 190.	CARRIED																											
Board of Revision	27. Fishley	That pursuant to Subsection 220(1) of <i>The Municipalities Act</i> , the RM of Dufferin No.190 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.	CARRIED																											
		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.																												
Board of Revision Secretary	28. Fishley	That pursuant to Subsection 221(1) of <i>The Municipalities Act</i> , the RM of Dufferin No.190 appoints Nicolte 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 may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.																												



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Development Appeals Board

29. Fishley

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the RM of Dufferin No.190 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.

Development Appeals Secretary

30. Fishley

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the RM of Dufferin No.190 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.

Daycare Donation

27. Smith

That the RM give the second of three annual donations to Bethune Childcare, in the amount of \$3,333.33.

CARRIED

Meeting Adjourned

28. Sanderson

That this meeting now be adjourned at 2:00pm.

CARRIED

Mark Your Calendars:

Regular Meeting – Thursday, January 8, 2026, at 8:30 a.m.

Brian Weisbrod, Reeve

Tobi Duck, Administrator