



RM of Rosthern #403

Agenda

Council Meeting

Tuesday, December 9, 2025 @ 9:00 AM

1. CALL MEETING TO ORDER

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.1. November 12/2025 Regular Meeting
- 3.2. November 18/2025 Policy Committee Meeting
- 3.3. November 20/2025 Special Meeting

4. PUBLIC WORKS

- 4.1. Division and Foreman Reports
 - to include mulching discussion
- 4.2. Sask Power Line Request
- 4.3. Gravel Purchase
 - was asked to prepare 1-year and 3-year tendering documents
- 4.4. Canada Community-Building Fund (formally known as gas tax funding)

5. DELEGATION

11:00AM - Kevin Pierce - Marksmen Vegetation

6. 11:30AM PUBLIC HEARING

- 6.1. Potential Sale of Municipal Property
Lot 16 Block 8 Plan 102230187 Ext 0 - within the Town of Hague
- 6.2. Sask Power Easement Request
- 6.3. Potential Purchase of Municipal Property
Portion of NW 08-41-03-W3 known as Block A Plan 101572657 Ext 77

7. CORRESPONDENCE

- 7.1. Bylaw Enforcement
- 7.2. SAMA - Fee change for 2026
- 7.3. Valley Regional Park - October Minutes

8. REPORTS OF ADMINISTRATION & COMMITTEE'S

- 8.1. In Camera Session - Per Section 12 of The Council Procedures Bylaw 9.2023 - HR Matters
- 8.2. Administrator Verbal Report
- 8.3. Council Indemnity
- 8.4. Financials

9. UNFINISHED BUSINESS

- 9.1. Bylaw 8.2025 - Amendments to Bylaw 14.2023 being a Bylaw Concerning the Erection of Highway Traffic Signs within the RM
- 9.2. Carlton Trail Railway Concerns

10. NEW BUSINESS

- 10.1. Bylaw 7.2025 - Town of Hague - Library Agreement
- 10.2. Proposed Policies
 - Donation / Membership Policy
 - Work Order Policy
- 10.3. 2025 Donations
- 10.4. 2026 Proposed Meeting Dates
- 10.5. Annual Declaration - Municipal Revenue Sharing
- 10.6. Twin Rivers - Targeted Sector Support (TSS) Grant - District Plan
- 10.7. Organized Hamlet of Neuanlage

11. ADDITIONAL BUSINESS

12. ADJOURNMENT





RURAL MUNICIPALITY OF ROSTHERN NO. 403:

REGULAR COUNCIL MEETING OF DECEMBER 9/2025

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Chambers located at 1001 6th Street Rosthern, SK on Tuesday December 9/ 2025 commencing at 9:00AM.

ATTENDANCE

PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, DARRELL PENNER – DIVISION 3, LEO PERRIN – DIVISION 4, CHAD KRIKAU – DIVISION 5, CHARLES KRIKAU – DIVISION 6, GABRIEL BENOIT – DIVISION 7(VIA ZOOM)

ABSENT: LARRY FEHR – DIVISION 2

ADMINISTRATOR: AMANDA MCCORMICK

GALLERY – 1 In person (A.R)

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 4 IN ATTENDANCE (1 K.F MUNICIPAL EMPLOYEE, D.B & G.B - Division 7 Councillor 2 accounts registered (RM & Personal)

Reeve read the Conduct of public to gallery – 9:00AM (Section 34- Bylaw 9.2023)

AGENDA

556.2025

DIVISION 6 / DIVISION 4:

That the fowling be added to the agenda:

- Landfill Invoices
- Additional Invoices

that the agenda be accepted with the additions.

CARRIED

MINUTES

557.2025

DIVISION 5 / DIVISION 4:

That the minutes for the November 12th 2025 Regular Meeting be accepted as presented.

CARRIED

558.2025

DIVISION 1 / DIVISION 4:

That the minutes from the November 18th 2025 Policy Committee Meeting be accepted as presented.

CARRIED

559.2025

DIVISION 1 / DIVISION 3:

That Councillor Benoit "left the meeting" be replaced with "left the in-camera session" and that Benoit be replaced with Division 7 Councillor from resolution 554.2025.

CARRIED

560.2025

DIVISION 6 / DIVISION 7:

That the minutes from the November 20th 2025 Special Meeting be accepted with the amendments.

DIVISION 7 COUNCILLOR BENOIT REQUESTED A RECORDED VOTE ON THE MOTION:

REEVE	IN FAVOR	DIVISION 3	IN FAVOR	DIVISION 6	IN FAVOR
DIVISION 1	IN FAVOR	DIVISION 4	IN FAVOR	DIVISION 7	In FAVOR
DIVISION 2	IN FAVOR	DIVISION 5	IN FAVOR		

8 VOTES IN FAVOR

MOTION CARRIED UNANIMOUSLY

CARRIED

MOVE TO ITEM

561.2025

DIVISION 5 / DIVISION 4:

That move to item 7 on the agenda.

CARRIED

CSO / BYLAW ENFORCEMENT REPORTING

562.2025

DIVISION 1 / DIVISION 7:

That Council accept the reports from the CSO /Bylaw Enforcement officer for the months of August, September and October.

CARRIED

FILE CORRESPONDENCE

563.2025

DIVISION 3 / DIVISION 4:

That Council file correspondence.

CARRIED

MOVE TO ITEM

564.2025

DIVISION 6 / DIVISION 1:

That move to item 8.2 on the agenda.

CARRIED

REMINDER TAX NOTICES

565.2025

DIVISION 4 / DIVISION 1:

That Council send reminder tax statements out that taxes are due December 31st 2025.

CARRIED

ADMINISTRATOR HOLIDAYS

566.2025

DIVISION 6 / DIVISION 3:

That Council approve holidays for Administrator McCormick for January 25th 2026 -- February 4th 2026.

CARRIED

ADMINISTRATOR REPORT

567.2025

DIVISION 4 / DIVISION 1:

That Council accept the Administrator's verbal report as presented.

CARRIED

MOVE TO ITEM

568.2025

DIVISION 6 / DIVISION 3:

That move to item 8.4 on the agenda.

CARRIED

DIRECT DEPOSIT PAYROLL

569.2025

DIVISION 1 / DIVISION 5:

That Council approve the Direct Deposit Payroll for the month of November as verbally presented in the amount of \$59,564.76.



RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF DECEMBER 9/2025

CARRIED

PERFORMANCE BOND

570.2025

DIVISION 4 / DIVISION 3:

That Council approve the Performance Bond to be released on permits 19.2025, 24.2025 and 26.2025 that final inspection has been completed by the building official and the files have been closed.

CARRIED

COUNCILLOR FEHR ENTERED MEETING – 9:29AM

ACCOUNTS FOR APPROVAL

571.2025

DIVISION 7 / DIVISION 4:

That Council approve the list of accounts presented cheque number 17950 – 17981 and the manual online payment numbers 2329 MAN – 2355 MAN in the amount of \$ 214,126.99

CARRIED

COUNCILLOR BENOIT STEPPED AWAY – 9:30AM

FINANCIAL STATEMENT

572.2025

DIVISION 5 / DIVISION 6:

That Council accept the Financial Statement Summary as presented for the month of November.

CARRIED

BANK RECONCILIATION

573.2025

DIVISION 1 / DIVISION 2:

That Council accept the Bank Reconciliation Summary as presented for the month of October.

CARRIED

MOVE TO ITEM

574.2025

DIVISION 2 / DIVISION 4:

That move to item 4 on the agenda.

CARRIED

SHULTE MOWER

575.2025

DIVISION 4 / DIVISION 6:

That Council approve to have the Shulte mower fixed per quote of \$3,000.

CARRIED

COUNCILLOR BENOIT RETURNED TO MEETING – 9:48AM

FOREMAN & DIVISION REPORT

576.2025

DIVISION 2 / DIVISION 4:

That the verbal Division and Foreman reports be filed.

CARRIED

FUEL TANK – ROSTHERN SHOP SITE

577.2025

DIVISION 4 / DIVISION 1:

That Council approve to have a fuel tank installed at the Rosthern Shop Site that the quote from Co-Op be accepted in the amount of \$7,863.99 plus applicable taxes.

CARRIED

SASKPOWER APPROVAL

578.2025

DIVISION 1 / DIVISION 2:

That Council approve the installation within the right of ways South of section 19-42-01-W3.

CARRIED

CAPITAL GRAVEL PURCHASE TENDER

579.2025

DIVISION 7 / DIVISION 6:

That Council tender for 1 and 3-year options for Gravel Purchase for 25,000 cubic yards a year. That the tender be advertised as soon as possible and close January 8th 2026 at 4:00PM to be reviewed at the January Regular Council Meeting.

CARRIED

CANADIAN COMMUNITY BUILDING FUND APPLICATION

580.2025

DIVISION 4 / DIVISION 1:

That Council make application to the Canada Community-Building Fund to allocate funding to 3 projects for the 2026 year. That those projects be the bridge repairs at the following 2 locations; North of 12-43-04-W3 and East of 24-43-04-W3 and the Bridge to Culvert Conversion at SW 08-43-03-W3.

CARRIED

BREAK FOR RECESS – 10:08AM – 10:18AM

IN-CAMERA SESSION

581.2025

DIVISION 5 / DIVISION 3:

That Council move to in camera session – Per Section 12 of the Council Procedures Bylaw 9.2023 – to discuss HR Matters – 10:20AM

CARRIED

All in attendance

Administrator asked to leave – 10:30am – 11:00AM

582.2025

DIVISION 4 / DIVISION 7:

That Council resume regular meeting – 11:03AM

CARRIED

OUTSIDE EMPLOYEE – NEW HIRES

583.2025

DIVISION 4 / DIVISION 6:

That ads be placed in January – March to hire 2 full time seasonal heavy equipment operators for the 2026 season.

CARRIED



RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 9/2025

OFFICE ADMINISTRATION REVIEWS

584.2025

DIVISION 1 / DIVISION 6:

That Administrator McCormick receive 5% increase to 2026 salary, Assistant Administrator Fahl and Office Assistant Lehmann receive \$2/hr. increase to 2026 wage. That all holidays per RM Policy.

DIVISION 7 COUNCILLOR BENOIT REQUESTED A RECORDED VOTE ON THE MOTION:

REEVE	IN FAVOR	DIVISION 3	IN FAVOR	DIVISION 6	IN FAVOR
DIVISION 1	IN FAVOR	DIVISION 4	IN FAVOR	DIVISION 7	ABSTAIN
DIVISION 2	IN FAVOR	DIVISION 5	IN FAVOR		

7 VOTES IN FAVOR
1 ABSTAINED FROM THE VOTE

MOTION CARRIED

MOVE TO ITEM

585.2025

DIVISION 4 / DIVISION 1:

That move to item 5 on the agenda.

CARRIED

DELEGATION – KEVIN PIERCE – MARKSMEN VEGETATION – 11:07AM – 11:21AM

COUNCILLOR CHAD KRIKAU STEPPED AWAY 11:20AM – 11:21AM

MOVE TO ITEM

586.2025

DIVISION 5 / DIVISION 1:

That move to item 8.3 on the agenda.

CARRIED

COUNCIL INDEMNITY

587.2025

DIVISION 4 / DIVISION 2:

That Council Indemnity be approved as presented in the amount of \$ 6,425.70.

CARRIED

BYLAW 8.2025 – A BYLAW TO AMEND BYLAW 14.2023 BEING A BYLAW CONCERNING THE ERECTION OF HIGHWAY TRAFFIC SIGNS WITHIN THE RM

588.2025

DIVISION 1 / DIVISION 6:

That Bylaw 8.2025, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan being a bylaw amend bylaw 14.2023 be given its first reading.

CARRIED

589.2025

DIVISION 5 / DIVISION 4:

That Bylaw 8.2025, be given its second reading today.

CARRIED

590.2025

DIVISION 2 / DIVISION 3:

That Bylaw 8.2025, go to third reading on the same day.

CARRIED UNANIMOUSLY

591.2025

DIVISION 1 / DIVISION 4:

That Bylaw 8.2025, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan being a bylaw to amend bylaw 14.2023 be given its third and final reading and be passed today.

CARRIED

MOVE TO ITEM

592.2025

DIVISION 5 / DIVISION 2:

That move to item 6 on the agenda.

CARRIED

PUBLIC HEARING – POTENTIAL SALE– LOT 16 BLOCK 8 PLAN 102230187 EXT 0 AND PURCHASE NW 08-41-03-W3 BLOCK A PLAN 101572657 EXT 77 OF MUNICIPAL PROPERTY

593.2025

DIVISION 3 / DIVISION 6:

That Council move to Public Hearing for the following:

Potential sale of – lot 16 block 8 plan 102230187 Ext 0 and potential purchase of NW 08-41-03-w3 block a plan 101572657 Ext 77 of municipal property.

CARRIED

0 – verbal submission

1- written submissions

1 – in person

1 resident of the RM - no comment

3- online (including Councillor Benoit Division 7 and Municipal Employee K.F) - administrator requested online comments should they wish to address the issue – no comment

Council discussion and information provided

594.2025

DIVISION 5 / DIVISION 4:

That a new contract be requested to reference the sign contract transfer and contact be sent to Astral for right of first refusal of the property

CARRIED

595.2025

DIVISION 2 / DIVISION 7:

That the renewal agreement for leasing the property to Zak's be renewed.

CARRIED

MOTIONS WERE BOTH RESCINDED AS PUBLIC HEARING WAS STILL IN SESSION

596.2025

DIVISION 5 / DIVISION 7:

That Council close public hearing and return to regular Council meeting – 11:40AM

CARRIED

POTENTIAL SALE– LOT 16 BLOCK 8 PLAN 102230187 EXT 0 AND PURCHASE NW 08-41-03-W3 BLOCK A PLAN 101572657 EXT 77 OF MUNICIPAL PROPERTY

594.2025

DIVISION 5 / DIVISION 4:

That a new contract be requested to reference the sign contract transfer and contact be sent to Astral for right of first refusal of the property



RURAL MUNICIPALITY OF ROSTHERN NO. 403:

REGULAR COUNCIL MEETING OF DECEMBER 9/2025

		CARRIED
595.2025	DIVISION 2 / DIVISION 7: That the renewal agreement for leasing the property to Zak's be renewed.	CARRIED
596.2025	DIVISION 1 / DIVISION 5: That Council table the request from Sask Power for easement on the property at Hague.	CARRIED
597.2025	DIVISION 7 / DIVISION 2: That the offer to the Sask River Thresherman Club be tabled until the property at Hague gets finalized.	CARRIED
BYLAW 7.2025 – A BYLAW TO ENTER INTO AGREEMENT WITH THE TOWN OF HAGUE FOR LIBRARY SERVICES		
598.2025	DIVISION 1 / DIVISION 4: That Bylaw 7.2025, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan being a Bylaw to Enter into Agreement with the Town of Hague for Library Services be given its first reading.	CARRIED
599.2025	DIVISION 4 / DIVISION 5: That Bylaw 7.2025, be given its second reading today.	CARRIED
600.2025	DIVISION 1 / DIVISION 6: That Bylaw 7.2025, go to third reading on the same day.	CARRIED UNANIMOUSLY
601.2025	DIVISION 2 / DIVISION 3: That Bylaw 7.2025, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan being a Bylaw to Enter into Agreement with the Town of Hague for Library Services be given its third and final reading and be passed today.	CARRIED
WORKORDER AND COMMUNICATION POLICY		
602.2025	DIVISION 7 / DIVISION 3: That Council approve and adopt the presented Work Order and Communications Policy that it come into effect January 1 st 2026.	CARRIED
DONATION AND MEMBERSHIP POLICY		
603.2025	DIVISION 7 / DIVISION 5: That section 6 b) of the presented policy be removed and Council approve and adopt the presented Donations and Membership Policy with the amendments to come into effect January 1 st 2026.	CARRIED
2025 DONATIONS		
604.2025	DIVISION 7 / DIVISION 3: That Council donate \$500 to each Good Neighbours Food Bank and The Station of the Arts in Rosthern.	
COUNCILLOR CHAD KRIKAU DECLARED INTEREST – WIFE SITS ON THE BOARD AT THE STATION - LEFT MEETING - 12:10PM		
COUNCILLOR BENOIT AND PENNER AGREED TO AMEND MOTION:		
605.2025	DIVISION 7 / DIVISION 3: That Council donate \$1,000 to Good Neighbours Food Bank and \$500 to the Station of the Arts in Rosthern.	CARRIED
COUNCILLOR CHAD KRIKAU RETURNED TO MEETING – 12:15PM		
2026 REGULAR COUNCIL MEETING SCHEDULE		
606.2025	DIVISION 6 / DIVISION 4: That Council set the 2026 Regular Council Meetings as follows: <ul style="list-style-type: none">• January 13th 2026• February 10th 2026• March 19th 2026• April 14th 2026• May 5th 2026• June 9th 2026• July 7th 2026• August 11th 2026• September 8th 2026• October 13th 2026• November 10th 2026• December – to be called after election for even divisions	CARRIED
MUNICIPAL REVENUE SHARING GRANT – OUTSTANDING ELIGIBILITY REQUIREMENTS		
607.2025	DIVISION 7 / DIVISION 4: The Council of the Rural Municipality of Rosthern No. 403 confirms the municipality now 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 a Council Procedures Bylaw;• Adoption of an Employee Code of Conduct; and• All members of council have filed and annually updated their Public Disclosure Statements, as required. 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.	



RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF DECEMBER 9/2025

CARRIED

TARGETED SECTOR SUPPORT GRANT
608.2025

DIVISION 5 / DIVISION 1:

That the RM of Rosthern No. 403 supports application for the Targeted Sector Support (TSS) Initiative Cost-Sharing Grant through Capacity Building Initiatives in Partnership with the Twin Rivers Group being the Town of Rosthern, Town of Hague, Town of Waldheim, Town of Hepburn Town of Duck Lake, RM of Duck Lake for regional co-operation with the Twin Rivers Group for Regional Land Use Planning to develop and update the Regional District Plan of the Twin River Planning Commission. That Council of the RM of Rosthern agrees to meet the legislation standards, to meet the terms and conditions of the TSS Initiative Cost Shared Grant and to that the RM will fund the required share of the project as outlined in the grant application; to be reimbursed by the rest of the municipalities and that Council approves the RM of Rosthern No. 403 as the lead applicant authorizing the Twin Rivers Administrator to execute the application.

CARRIED

ORGANIZED HAMLET OF NEUANLAGE
609.2025

DIVISION 7 / DIVISION 3:

That motion 68.2025 be approved as presented in the OH Minutes.

CARRIED

ADDITIONAL INVOICES
610.2025

DIVISION 2 / DIVISION 1:

That Council approve the payment of the additional invoices presented being:

• L&S Lumber	\$ 107.09
• Redhead Equipment	\$ 678.65
• Dianne Mierau	\$ 537.50
• New Way Yard Care	\$ 1,407.00
• Kendra Klassen	\$ 200.00
• Ruszkowski Enterprise Inc.	\$ 146,281.32

TOTAL \$ 149,211.56

CARRIED

ADJOURNMENT
611.2025

DIVISION 1 / DIVISION 6:

That the Regular Council Meeting adjourn – 12:25PM

CARRIED


REEVE, ROGER KINZEL


ADMINISTRATOR, AMANDA MCCORMICK