



# 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 6<sup>th</sup> 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 following 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 12<sup>th</sup> 2025 Regular Meeting be accepted as presented.

**CARRIED**

**558.2025**

### DIVISION 1 / DIVISION 4:

That the minutes from the November 18<sup>th</sup> 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 20<sup>th</sup> 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 31<sup>st</sup> 2025.

**CARRIED**

### ADMINISTRATOR HOLIDAYS

**566.2025**

### DIVISION 6 / DIVISION 3:

That Council approve holidays for Administrator McCormick for January 25<sup>th</sup> 2026 -- February 4<sup>th</sup> 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.

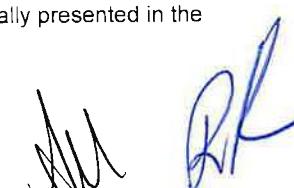
**CARRIED**

### 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 8<sup>th</sup> 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	<b>DIVISION 2 / DIVISION 7:</b> That the renewal agreement for leasing the property to Zak's be renewed.		CARRIED
596.2025	<b>DIVISION 1 / DIVISION 5:</b> That Council table the request from Sask Power for easement on the property at Hague.		CARRIED
597.2025	<b>DIVISION 7 / DIVISION 2:</b> That the offer to the Sask River Thresherman Club be tabled until the property at Hague gets finalized.		CARRIED
<b>BYLAW 7.2025 – A BYLAW TO ENTER INTO AGREEMENT WITH THE TOWN OF HAGUE FOR LIBRARY SERVICES</b>			
598.2025	<b>DIVISION 1 / DIVISION 4:</b> 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	<b>DIVISION 4 / DIVISION 5:</b> That Bylaw 7.2025, be given its second reading today.		CARRIED
600.2025	<b>DIVISION 1 / DIVISION 6:</b> That Bylaw 7.2025, go to third reading on the same day.		CARRIED UNANIMOUSLY
601.2025	<b>DIVISION 2 / DIVISION 3:</b> 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
<b>WORKORDER AND COMMUNICATION POLICY</b>			
602.2025	<b>DIVISION 7 / DIVISION 3:</b> That Council approve and adopt the presented Work Order and Communications Policy that it come into effect January 1 <sup>st</sup> 2026.		CARRIED
<b>DONATION AND MEMBERSHIP POLICY</b>			
603.2025	<b>DIVISION 7 / DIVISION 5:</b> 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 <sup>st</sup> 2026.		CARRIED
<b>2025 DONATIONS</b>			
604.2025	<b>DIVISION 7 / DIVISION 3:</b> That Council donate \$500 to each Good Neighbours Food Bank and The Station of the Arts in Rosthern.		
<b>COUNCILLOR CHAD KRIKAU DECLARED INTEREST – WIFE SITS ON THE BOARD AT THE STATION - LEFT MEETING - 12:10PM</b>			
	<b>COUNCILLOR BENOIT AND PENNER AGREED TO AMEND MOTION:</b>		
605.2025	<b>DIVISION 7 / DIVISION 3:</b> That Council donate \$1,000 to Good Neighbours Food Bank and \$500 to the Station of the Arts in Rosthern.		CARRIED
	<b>COUNCILLOR CHAD KRIKAU RETURNED TO MEETING – 12:15PM</b>		
<b>2026 REGULAR COUNCIL MEETING SCHEDULE</b>			
606.2025	<b>DIVISION 6 / DIVISION 4:</b> That Council set the 2026 Regular Council Meetings as follows:		
	<ul style="list-style-type: none"><li>January 13<sup>th</sup> 2026</li><li>February 10<sup>th</sup> 2026</li><li>March 19<sup>th</sup> 2026</li><li>April 14<sup>th</sup> 2026</li><li>May 5<sup>th</sup> 2026</li><li>June 9<sup>th</sup> 2026</li><li>July 7<sup>th</sup> 2026</li><li>August 11<sup>th</sup> 2026</li><li>September 8<sup>th</sup> 2026</li><li>October 13<sup>th</sup> 2026</li><li>November 10<sup>th</sup> 2026</li><li>December – to be called after election for even divisions</li></ul>		CARRIED
<b>MUNICIPAL REVENUE SHARING GRANT – OUTSTANDING ELIGIBILITY REQUIREMENTS</b>			
607.2025	<b>DIVISION 7 / DIVISION 4:</b> 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"><li>Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;</li><li>In Good Standing with respect to the reporting and remittance of Education Property Taxes;</li><li>Adoption of a Council Procedures Bylaw;</li><li>Adoption of an Employee Code of Conduct; and</li><li>All members of council have filed and annually updated their Public Disclosure Statements, as required.</li></ul>		
	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
<b>TOTAL</b>	<b>\$ 149,211.56</b>

CARRIED

**ADJOURNMENT**

**611.2025**

**DIVISION 1 / DIVISION 6:**

That the Regular Council Meeting adjourn – 12:25PM

CARRIED

REEVE, ROGER KINZEL

ADMINISTRATOR, AMANDA MCCORMICK