

R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS,
201 1st AVE IN MANKOTA, SK
THURSDAY, DECEMBER 11, 2025

PRESENT

Reeve Clinton Smith, Administrator Tammi Baldock, and the following Councillors:

| | | | | | |
|---------------|---|------------|----------------|---|------------|
| Trevor Chanig | - | Division 1 | Blair Stengler | - | Division 3 |
| Drew Hayes | - | Division 2 | Aaron Bossert | - | Division 4 |

CALL TO ORDER

A quorum being present, Reeve Smith called the meeting to order at 1:50pm.

DECLARATION OF CONFLICT OF INTEREST

No declaration of conflict of interest.

ADOPTION OF AGENDA

2025-216 BOSSERT – That Council approves the adoption of the Agenda, as presented.
CARRIED

MINUTES

2025-217 CHANIG – That Council approves the minutes of the November 13, 2025 Regular Meeting as read.
CARRIED

2025-218 HAYES – That Council approves the minutes of the November 20, 2025 Special Meeting as read.
CARRIED

MONTHLY FINANCIAL STATEMENTS & BANK RECONCILIATIONS

2025-219 STENGLER – That Council accepts the Monthly Financial Statement, Bank Reconciliation and Balance Control Logs for the month of November 2025, as presented.
CARRIED

ACCOUNTS RECEIVABLE

2025-220 SMITH – That Council accepts the Accounts Receivable total of \$1,474.89, as presented.
CARRIED

LIST OF ACCOUNTS

2025-221 BOSSERT – That Council approves the following list of accounts, as attached:

- Cheque No. 1478-1488 for a total of \$29,799.03
- AFT-Payroll No. 2025-0041 – 2025-0045 for a total of \$3,848.21
- Automatic Withdrawal No. 2025-0004 – 2025-0005 for a total of \$1,350.16
- Credit Card No. 2025-0004 for a total of \$33.30
- Online Banking No. 2025-0041 – 2025-0045 for a total of \$54,175.73

Grand total of accounts paid is \$89,206.43.
CARRIED

**R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025**

CORRESPONDENCE

2025-222 HAYES – That Council accepts the List of Correspondence, as attached.

CARRIED

BUSINESS ARISING FROM CORRESPONDENCE

DONATION TO MANKOTA PARK & RECREATION

2025-223 CHANIG – That Council agrees to donate \$1,000.00 to the Mankota Parks & Recreation fundraiser on December 31, 2025 to raise funds for new playground equipment at the park in the Village of Mankota.

CARRIED

REPORTS

2025-224 STENGLER - That Council accepts the Division Reports from each of the Councillor's and the Administrator's report as verbally presented.

CARRIED

NEW BUSINESS

HIRE TEMPORARY ADMINISTRATIVE ASSISTANT

2025-225 SMITH – That Council approves the recommendation from the November 20, 2025 special meeting to hire Loriann Macpherson as the temporary administrative assistant to cover an 18-month maternity leave beginning December 1, 2025 and ending May 14, 2027; AND FURTHER THAT Loriann Macpherson's hourly rate be set at \$25.75 per hour, that she be enrolled in the SARM health and dental benefits paid in full by the R.M. except long-term disability which will be paid by the employee and the R.M. will pay half back at the end of the year or employment, and that she be enrolled into the Municipal Employee Pension Plan with the R.M. matching employee contributions 100%. The R.M. of Glen McPherson No. 46 will share the cost of all applicable expenses related to Loriann's employment with the R.M. of Mankota No. 45 as per Bylaw No. 02-2022.

CARRIED

2026 MEETING DATES

2025-226 BOSSERT – That Council agrees to move all future meeting dates to the second Wednesday of every month beginning with the January 2026 Council meeting, scheduled for January 7, 2026; AND FURTHER THAT Council instructs the Administrator to create and present an updated Council Procedures bylaw to have it's first reading at the January 7, 2026 Council meeting.

CARRIED

COUNCIL INDEMNITY RATES FOR 2026

2025-227 CHANIG – That Council approves Council indemnity for 2026 as follows:

- Council/Committee/Special meetings 3 hours or more - \$150.00
- Committee/Special meetings under 3 hours - \$75.00
- Supervision of Public Works - \$20.00 per hour
- Mileage - \$0.72 per kilometer.

CARRIED

REEVE INT. ADMIN. INT.

**R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025**

APPOINT AUDITOR FOR 2025 AUDIT

2025-228 HAYES – That Council appoints Stark & Marsh CPA LLP for the 2025 Audit.

CARRIED

APPOINT BOARD OF REVISION

2025-229 STENGLER – That pursuant to Subsection 220(1) of The Municipalities Act, the R.M. of Glen McPherson No. 46 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; AND FURTHER THAT pursuant to Subsection 221(1) of The Municipalities Act, the R.M. of Glen McPherson No. 46 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 may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

APPOINT DEVELOPMENT APPEALS BOARD

2025-230 SMITH– That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the R.M. of Glen McPherson No. 46 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; AND FURTHER THAT pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the R.M. of Glen McPherson No. 46 appoints Claudette

R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025

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

APPOINT BUILDING OFFICIAL

2025-231 BOSSERT – That Council appoints Dan Knutson as the building official for the 2026 calendar year.

CARRIED

APPOINTMENT LIST FOR COMMITTEES/BOARDS

2025-232 CHANIG – That Council approves the following appointments:

- Deputy Reeve – Aaron Bossert
- Pest Control Officer – Eric Verbrugge
- Weed Inspector – Kyle Jordet
- Pound Keeper/Stray Animals Act – Mankota Stockmen’s Weigh Co.
- Mankota Vet District – Darcy Zerr/Trevor Chanig
- Health Board Representative – Clint Smith
- Mankota & District Fire Department – Trevor Chanig
- Road Ban Committee – All Councillors
- Gravel Committee – All Councillors
- Texas Gate Committee – All Councillors
- Southwest Transportation Planning Council – Drew Hayes
- Chinook Regional Library – Els Dudragne/Blair Stengler
- Ponteix Hutch Ambulance Committee – Trevor Chanig
- Notekeu Regional Park – Clint Smith
- Returning Officer – April Williamson

CARRIED

EMPLOYMENT CONTRACTS – MLT AIKINS LLP

2025-233 HAYES – That Council approves the recommendation from Administrator Baldock to cost share employment contracts with the R.M. of Stonehenge No. 73. Total cost for the contracts has yet to be determined.

CARRIED

WAGE REVIEWS

2025-234 STENGLER – That Council tables the discussion of wage reviews to the January 2026 Council meeting.

CARRIED

**R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025**

2025 ANNUAL BONUS

- 2025-235 SMITH – That Council approves the purchase of an Amazon gift card in the amount of \$499.00 each for a total of \$1,996.00 for the following employees as their 2025 annual bonus:
- GG101, GG102, TS113, TS114

2026 RATES & PRICES

- 2025-236 BOSSERT – That Council approves the rates and pricing for 2026, as attached; AND FURTHER THAT Council agrees to add the following as services to be charged:
- LaFOIP Requests - \$40.00 per hour
 - Commissioning or Notarizing documents for non-ratepayers - \$10.00 per document
 - Photocopying for non-ratepayers – Black & White \$0.25 per page, Colour \$0.75 per page
 - Fax or Emailing for non-ratepayers - \$0.25 per page. **CARRIED**

MUNICIPAL REVENUE SHARING DECLARATION – 2026

- 2025-237 CHANIG – That Council confirms the Municipality 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;
 - Submission of the 2024 Public Reporting on Municipal Waterworks 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; and
- That we understand if any requirements are not met, our Municipal Revenue Sharing grant may be withheld until all requirements are met; and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED**

2025 HOLIDAY OFFICE HOURS

- 2025-238 HAYES – That Council agrees that the R.M. office will be closed on December 22 to December 26 for the Christmas holidays, reopening on December 29, 2025. **CARRIED**

2026 INSURANCE RENEWAL

- 2025-239 STENGLER – That Council approves the 2026 SGI insurance renewal for buildings and equipment, as presented. **CARRIED**

**R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025**

QUOTES FOR BRIDGE REMOVALS & CULVERT INSTALLS

2025-240 SMITH – That Council approves the two quotes submitted by Prairie Dog Rural Services Ltd to remove 3 bridges and install culverts as follows:

- Quote 1: Zerr Bridge (310-6-11-N) - \$54,825.00 + tax
- Quote 2: LaFountain Bridges (310-6-23 N & 310-6-24 N) - \$99,875.00 + tax.

Replacement culverts were purchased in 2025 and will be installed in 2026.

CARRIED

HIRE CARETAKER FOR SNOW REMOVAL AT OFFICE & SCALE

2025-241 BOSSERT – That Council agrees to hire a caretaker to remove snow at the office at an hourly rate of \$25.00 per hour. This cost will be split with the R.M. of Mankota No. 45 on a 50/50 cost share basis.

CARRIED

HIRE CARETAKER FOR CLEANING THE OFFICE

2025-242 CHANIG – That Council agrees to hire Loriann Macpherson to clean the office at a rate of \$75.00 per month with the provisions that cleaning can be done during lunch hours or throughout the day on a Friday. This cost will be split with the R.M. of Mankota No. 45 on a 50/50 cost share basis.

CARRIED

DIGITIZED MEETINGS

2025-243 HAYES – That Council agrees to move all meetings starting January 2026 to digital meetings, meaning all meeting documentation will be presented as a PDF on iPads purchased by the R.M.; AND FURTHER THAT Council instructs Administrator Baldock to research and purchase 11” iPads for the use of Council at future meetings; AND FURTHER THAT Council instructs Administrator Baldock to research and create an iPad policy for the use of current and future Council members and bring back to the January meeting.

CARRIED

BUSINESS ARISING FROM OTHER

DEVELOPMENT PERMIT #DP2025-001

COUNCILLOR CHANIG DECLARED A CONFLICT OF INTEREST AND LEFT THE COUNCIL MEETING AT 3:43PM.

2025-244 STENGLER – That Council approves the discretionary development permit #DP2025-001 as presented, pending consultation with and approval from community planning regarding screw piles for modular homes.

CARRIED

DEVELOPMENT PERMIT #DP2025-002

2025-245 SMITH – That Council approves the permitted development permit #DP2025-002 as presented, pending consultation with and approval from community planning regarding building on an unused road allowance.

CARRIED

COUNCILLOR CHANIG RE-ENTERED THE COUNCIL MEETING AT 3:56PM.

**R.M. OF GLEN McPHERSON No. 46
MINUTES OF THE REGULAR MEETING
THURSDAY, DECEMBER 11, 2025**

ADJOURNMENT

2025-246 SMITH – That Council adjourns the meeting, the time being 4:17pm. **CARRIED**

Approved by Council this 7th day of January, 2026

REEVE, Clinton Smith

ADMINISTRATOR, Tammi Baldock