

**Rural Municipality of Laird No. 404**  
**Council REGULAR Meeting Minutes**  
**December 11, 2025**

The Minutes of the REGULAR Meeting of the Council of Municipality of  
Laird No. 404, held in the Council Chambers of the RM Office,  
3025 Central Avenue, Waldheim, SK on Thursday, December 11, 2025

**PRESENT:** Reeve: Sheldon Willems  
Division 2 Phil Loewen  
Division 3 Garry Bergen  
Division 4 Ken Fehr  
Division 5 Trent Ebach  
Division 6 Luise Willems  
Acting Administrator: Jason Dagenais  
Office Manager: Pearl Bergen  
Office Assistant: Brooke Janzen  
Foreman: George Penner

**DELEGATES:** Jared Stephenson, Northbound Planning & Consulting 9:45am  
Tyler Harper & Chelsea Randall, RFNOW 10:30am  
Adam Hartle, CRCC Wildfire 10:45am

**Reeve Willems called the meeting to order at 9:00 a.m.**

**AGENDA**

**172.Dec.25** **FEHR:** That the agenda be accepted as presented.  
**CARRIED.**

**MINUTES**

**173.Dec.25** **S.WILLEMS:** That the minutes of the Regular Meeting of Council held on November 13, 2025 be approved as presented. Councilor Fehr has requested greater detail in the minutes going forward, specifically noting the dates of holidays requested by the administrator and account numbers questioned on the October Statement of Accounts.  
**CARRIED.**

**FINANCIALS FOR OCTOBER RATIFIED**

**174.Dec.25** **L.WILLEMS:** That the adjusted Statement of Financials for October, 2025 now be ratified.  
**CARRIED.**

**FINANCIALS**

**175.Dec.25** **L.WILLEMS:** That the Statement of Financials and Bank Reconciliation be approved as presented for the month of November, 2025 and hereto attached to these minutes.  
**CARRIED.**

**Foreman Penner enters the meeting at 9:10am**

**ACCOUNTS FOR APPROVAL**

**176.Dec.25** **BERGEN:** That payment of accounts paid with cheque numbers 14652 to 14686 in the amount of \$46,101.93; on-line banking 2025-0230 to 2025-0251 in the amount of \$128,897.57 and Payroll in the amount of \$48,720.98 for a total of \$223,720.48 that has been accepted and is approved as presented.  
**CARRIED.**

Discussion with Foreman Penner on current public works concerns.

**Jared Stephenson enters the meeting at 9:45am**

Initial: \_\_\_\_\_  
Reeve  
Initial: \_\_\_\_\_  
Administrator

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**SUBDIVISION: SUBD-05553-2025**

**177.Dec.25** **BOLDT:** That Council support the proposed subdivision for a residential parcel, known as CPB file# SUBD-005553-2025, **subject to** the necessary enactment of a Zoning Bylaw amendment, introduced by 1<sup>st</sup> reading at Council's December 11, 2025, meeting. Said amendment as introduced would rezone all of Parcel H, 62S02679, and Lot 3, Blk 3, 102373376, from AG District to CR1 District, and contain other textual amendments to accommodate the site sizes of the proposed Lot 6, Blk 3, and the residual portion of Parcel H. Further textual amendments are also proposed which would better accommodate planned future development of proposed Lot 6, Blk 3, but would apply more broadly throughout the RM. Support for the subdivision, granted on the basis of a necessary Zoning Bylaw amendment being enacted, shall not be construed as assumed municipal adoption of said amendment prior to further deliberation by Council following a legislated public hearing respecting the amendment, nor shall it be construed as assumed ministerial approval for such amendment.

No servicing agreement would be required unless CPB has a requirement for drainage planning. Council would be supportive of the issuance of development standards in conjunction with any subdivision approval where required to protect people and property from potential hazards. Council has no other requirements or concerns with the proposal on assumption that the balance of the provincial subdivision review process does not result in significant material change to the proposal or where bylaw compliance cannot be achieved.

**CARRIED.**

**178.Dec.25 BYLAW 04-2025 FIRST READING**

**BOLDT:** That the Council accept the First Reading of Bylaw 04-2025, a bylaw to amend Bylaw 5-2008 known as the Official Community Plan.

**CARRIED.**

**179.Dec.25 BYLAW 05-2025 FIRST READING**

**BOLDT:** That the Council accept the First Reading of Bylaw 05-2025, a bylaw to amend Bylaw 6-2008 known as The Zoning Bylaw.

**CARRIED.**

**Tyler Harper & Chelsea Randall enter the meeting at 10:30am (virtually)**

**Tyler Harper & Chelsea Randall leave the meeting at 10:50am**

**Adam Hartle enters the meeting at 10:45am**

**Adam Hartle leaves the meeting at 11:08am**

**Councilor Ebach enters the meeting at 11:25am**

**Lunch Break from 11:50am to 12:35pm**

**Councilor Bergen leaves the meeting at 12:25pm**

**Councilor Fehr leaves the meeting at 12:30pm**

**DISPUTED DEVELOPMENT INVOICE - WSSP AGGREGATES**

**180.Dec.25** **LOEWEN:** That the Council agree to cover the development and planning consulting charges from the Waldheim Specialty Sand Products invoice from November 18, 2025. This does not include the fees for the permits themselves.

**CARRIED.**

**BLK/PAR A-PLAN 101763312 EXT 55, TITLE NO. 154130251**

**181.Dec.25** **BERGEN:** That the Council of the Rural Municipality of Laird No.404 gives authorization to TAXervice, under the Tax Enforcement Act, to proceed to acquire title of the following land within the RM: BLK/PAR A-PLAN 101763312 EXT 55, TITLE NO.154130251

**CARRIED.**

Initial: \_\_\_\_\_

Reeve

Initial: \_\_\_\_\_

Administrator

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**MUNICIPAL REVENUE SHARING 2026/27 DECLARATION**

**182.Dec.25** **L.WILLEMS:** That the Council of the RM of Laird No. 404 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant which includes the following:

1. Submission of the 2025 Audited Financial Statement to the Ministry of Government Relations (to be submitted after audit date in April by Auditor);
2. The Municipality does not run a Municipal Waterworks Systems;
3. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
4. Adoption of a Council Procedures Bylaw;
5. Adoption of an Employee Code of Conduct; and
6. 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 (use only if not 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.**

**SARM EXCESS LIABILITY INSURANCE 2026**

**183.Dec.25** **BOLDT:** That we move to renew the SARM Excess Liability Insurance for 2026 at the same amount of \$10million.

**CARRIED.**

**SARM PSIP INSURANCE 2026**

**184.Dec.25** **L. WILLEMS:** That we renew the SARM Property Self-Insurance Plan for 2026 as listed on Property Insurance Schedule-12:01 AM January 1, 2026 to 12:01 AM January 1, 2027 Policy Term.

**CARRIED.**

**SARM LSIP INSURANCE 2026**

**185.Dec.25** **LOEWEN:** That we renew the SARM Liability Self-Insurance Plan for 2026 as listed on Liability Self-Insurance Policy Period January 1, 2026 to 12:01 AM January 1, 2027.

**CARRIED.**

**SARM FIDELITY BOND 2026**

**186.Dec.25** **EBACH:** That we continue the SARM Fidelity Bond Insurance for 2026 at the Fidelity Coverage of \$50,000.00 and Money & Securities Coverage at \$25,000.00.

**CARRIED.**

**EMPLOYEE BENEFITS 2026**

**187.Dec.25** **BOLDT:** That we continue to cover the Employee Health & Dental benefits at 50%, Health Level 1 and Dental Level 2 for 2026.

**DEFEATED.**

**L. WILLEMS:** That we cover the Employee Health & Dental benefits at 100%, Health Level 1 and Dental Level 2 for 2026, for employees only and not for family members included on the policy.

**DEFEATED.**

**S. WILLEMS:** That we cover the Employee Health & Dental benefits at 100%, Health Level 1 and Dental Level 2 for 2026, for employees and family members included on the policy.

**CARRIED.**

**CUSTOM RATES/FEES FOR SERVICES 2026**

**188.Dec.25** **L. WILLEMS:** That the custom rates and fees for services for 2026 remain and are as follows:

**FEES/CUSTOM RATES FOR 2026**

a. Skid Steer	\$140.00 per hour
b. Skid Steer w/ground shark	\$220.00 per hour
c. Grader	\$225.00 per hour

Initial: \_\_\_\_\_

Reeve

Initial: \_\_\_\_\_

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d. Tractor & Mower	\$180.00 per hour (min. ½ hour charge)
e. Gravel Truck/trailer	\$180.00 per hour
f. Tax Searches	\$25.00 per search
g. Maps	\$20.00 per map
h. Election Officials renumeration	\$30.00 per hour \$ 0.60 per km Snacks/meals provided

**CARRIED.**

**189.Dec.25 COMMITTEE/APPOINTMENTS FOR 2026**

**EBACH:** That the committees and appointments for 2026 are as follows:

**COUNCIL COMMITTEES FOR 2026**

a. Budget	Council as a whole
b. Finance & Administration	Council as a whole
c. Fire Ranger	Councillor of their division, Reeve, Foreman
d. Gravel & Clay	Council as a whole
e. Human Resources	Council as a whole, Administrator
f. Machinery & Equipment	Council as a whole
g. Pub Works	Councillor of their division, Reeve, Foreman
h. Road Ban	Reeve, Ron Boldt
i. Roads	Councillor of Division
j. Zoning & Development Review	Northbound Planning, Administrator, Council as a whole

**BOARD APPOINTMENTS FOR 2026**

a. NCTPC	Reeve, Ron Boldt
b. OH & S	Garry Bergen, George Penner, Kenton Janzen, Brian Balman, Administrator
c. Sarilia Community Association	Ken Fehr
d. Valley Regional Park	Phil Loewen and Trent Ebach
e. Waste Sites	Ken Fehr – Mennon – Waldheim
f. Wheatland Regional Library	Luise Willems

**APPOINTMENTS FOR 2026**

a. Administrator	Jason Dagenais																		
b. Returning Officer	Jason Dagenais																		
c. Polling Stations	Division 1 – Hepburn, SK Division 2 – Waldheim, SK Division 3 – Waldheim, SK Division 4 – Hepburn, SK Division 5 – Hepburn, SK Division 6 – Hepburn, SK Reeve – Hepburn & Waldheim, SK																		
d. Election Officials	RO to appoint officials at time of election prep																		
e. Deputy Reeve	Ken Fehr																		
f. Auditor	Jenson Stromberg																		
g. Beaver Control	Nathan Martin																		
h. Board of Revision	Secretary Mike Ligtermoet, Panel Members: Laurie Pilkey Glen Neuert Kirby Fesser Sabrina Saccucci																		
i. Building Inspector	Wagner Inspections																		
	<table border="1"> <thead> <tr> <th>Inspector Name</th> <th>Class</th> <th>License #</th> </tr> </thead> <tbody> <tr> <td>Dale Wagner</td> <td>BOL-2</td> <td>BOL035</td> </tr> <tr> <td>Ryan Shepherd</td> <td>BOL-3</td> <td>BOL360</td> </tr> <tr> <td>Raymond Humenny</td> <td>BOL-2R</td> <td>BOL635</td> </tr> <tr> <td>Jerry Wintonyk</td> <td>BOL-1</td> <td>BOL142</td> </tr> <tr> <td>Ryan Paquette</td> <td>BOL-3</td> <td>BOL0314</td> </tr> </tbody> </table>	Inspector Name	Class	License #	Dale Wagner	BOL-2	BOL035	Ryan Shepherd	BOL-3	BOL360	Raymond Humenny	BOL-2R	BOL635	Jerry Wintonyk	BOL-1	BOL142	Ryan Paquette	BOL-3	BOL0314
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Initial: \_\_\_\_\_

Reeve

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j. Development Board of Appeals	Northbound Planning
k. Development Officer/Planning	Administrator/Northbound Planning
l. Emergency Measures Co-ordinator	Reeve
m. Fire Agreements/ First Responders	Reeve, Luise Willems – Waldheim Ken Fehr, Trent Ebach – Hepburn Garry Bergen – Laird
a. Parks & Recreation	Phil Loewen & Trent Ebach – Waldheim Regional Garry Bergen – Laird TBA – Hepburn
n. Pest Control Officer	Art Thiessen and Lyle Morin
o. Plant Health Inspector (division 5)	Chelsea Neuberger
p. Pound Keepers	Jarvis Blushke – SE 23-40-07 W3
q. Stray Animals	Administrator, Reeve as alternate
r. Weed Inspector	Westgreen Agronomy (Andrew Reddekopp)

**CORRESPONDENCE**

**190.Dec.25 L. WILLEMS:** That the following correspondence has been addressed and now be filed:

**Correspondence SARM (FYI)**

- a. Fidelity Bond Coverage
- b. PSIP Current List

**Correspondence General (FYI)**

- a. NCTPC Workshop
- b. SAMA Service Fee Change
- c. NCTPC September Meeting Minutes
- d. 2025 Custom Rates
- e. 2025 Appointments
- f. Nor Sask Board of Revision Information
- g. Wellbeing Municipalities Report UofR

**New Training Opportunities**

- a. None

**CARRIED.**

**ADJOURNMENT:**

**191.Dec.25 L. WILLEMS:** That the Council meeting be adjourned at 2:00pm.  
**CARRIED.**

(SEAL)

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Reeve/Deputy Reeve

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Administrator

Initial: \_\_\_\_\_

Reeve

Initial: \_\_\_\_\_

Administrator