

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

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

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 1st 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

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

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 |

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

- 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 remuneration \$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

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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Reeve

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Administrator

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

- | | | |
|----|-------------------------------------|--|
| 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)

Reeve/Deputy Reeve

Administrator

Initial: _____
Reeve
Initial: _____
Administrator