

**Rural Municipality of Chesterfield No. 261  
Meeting Minutes  
Regular Meeting of Council March 18, 2026 - 01:00 PM**

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held March 18, 2026, in the municipal council chambers located at 304 Main Street Eatonia Saskatchewan.

**Public Notice has been given in accordance with Public Notice Bylaw 5/2005 for the March regular meeting of council date change.**

**ATTENDANCE**

Council members in attendance were:

- Reeve: Bill Thomson
- Division 1: Peter Mandel
- Division 2: Leah Cooper
- Division 3: David Booker
- Division 4: Alan Busby
- Division 5: Clinton Hoffman
- Division 6: Duane Cridland
- Division 8: Doug Bredy

The Following Staff Members were in attendance:

Administrator: Tosha Kozicki

**CALL TO ORDER**

Reeve Bill Thomson Called the meeting to order at 1:00 p.m.

**AGENDA**

That the agenda presented for today's meeting has been reviewed by council and will be used as a guideline for this meeting.

**MINUTES**

**Resolution No: 2026-03-01**

**Moved By:** David Booker  
**Seconded By:** Leah Cooper

That the minutes from the meeting held on February 10, 2026, be approved as circulated.

**CARRIED**

**CORRESPONDENCE/COMMUNICATIONS**

**Resolution No: 2026-03-02**

**Moved By:** Clinton Hoffman  
**Seconded By:** Duane Cridland

That the municipality acknowledge receipt of the following correspondence and file for future reference: Landfill monthly record sheet February 2026, Landfill Monthly inspection sheet February 2026, NWMA (Northwest Municipalities Association) draft January 2026 minutes, Agriculture in the classroom information.

**CARRIED**

  
Reeve

  
Administrator

**FINANCIALS****Resolution No: 2026-03-03****Moved By: Alan Busby****Seconded By: Doug Bredy**

That the statement of revenues and expenses, and bank reconciliation and credit card statement for February 2026 be approved as presented.

**CARRIED****PAYMENT OF ACCOUNTS****Resolution No: 2026-03-04****Moved By: Peter Mandel****Seconded By: David Booker**

That the list of accounts, attached hereto and forming part of these minutes, be approved for payment.

Accounts for Approval as follows: Chx 4029 - 4048 - \$40,447.05

Online Banking 2026-0048 - 2026-0075 - \$145,715.53

Payroll 019 - 020 - \$4,677.50

Payroll 021 - 026 - \$14,335.71

Payroll 027 - 028 - \$4,677.50

Payroll 029 - 034 - \$14,160.83

Payroll 035 - 036 - \$4,677.50

Payroll 037 - 042 - \$14,219.13

**CARRIED****REPORTS****Resolution No: 2026-03-05****Moved By: Doug Bredy****Seconded By: Clinton Hoffman**

That the following reports be filed for future reference: SARM (Saskatchewan Association of Rural Municipalities) 2026 Convention Report - Regina, Administrators Report - Prospera Arrears, Spring Road Bans, Prairie Winds Committee Report, CEN Fire Association Report, Eatonia Recreation Board Report.

**CARRIED**

2:00 p.m. - 2:15 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting.

**AUDITED FINANCIAL STATEMENT – 2025****Resolution No: 2026-03-06****Moved By: Alan Busby****Seconded By: David Booker**

That the municipality approves the 2025 audited financial statement provided from CHBB an independent firm of Chartered Professional Accountants. That the municipality publish a summary of the audited 2025 financial statement and the auditor's report of the financial statements in the RM's newsletter published in July to be mailed out with the 2026 tax notices.

**CARRIED**

**PEST CONTROL OFFICER - SEMINAR IN JUNE - Gordon & Landon**

**Resolution No: 2026-03-07**

**Moved By:** Clinton Hoffman

**Seconded By:** Doug Bredy

That the municipality approves the RM's Pest Control Officer Gordon Roesch and Pest Control Trainee Landon Czeck Schaeffer to attend the SPCOA (Saskatchewan Pest control Association) seminar June 16th & 17th 2026, in Regina SK. and pay the registration fees of \$300 and membership fee for \$50.

**CARRIED**

**CEN FIRE ASSOCIATION BUDGET**

**Resolution No: 2026-03-08**

**Moved By:** Duane Cridland

**Seconded By:** Peter Mandel

That the Municipality acknowledges and approves the CEN Fire Association 2026 budget.

**CARRIED**

**DONATION TO ROYAL CANADIAN LEGION - \$100**

**Resolution No: 2026-03-09**

**Moved By:** David Booker

**Seconded By:** Peter Mandel

That the municipality donate \$100 to the Royal Canadian Legion.

**CARRIED**

**BYLAW NO. 1-2026 - A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION - FIRST READING**

**Resolution No: 2026-03-10**

**Moved By:** Peter Mandel

**Seconded By:** Leah Cooper

That Bylaw No. 1-2026 A Bylaw To Establish Fees For The Provision of Tax Certificates and other Assessment or Taxation Information be introduced and given first reading.

**CARRIED**



Reeve



Administrator

**BYLAW NO. 1-2026 - A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION - SECOND READING**

**Resolution No:** 2026-03-11

**Moved By:** David Booker

**Seconded By:** Alan Busby

That Bylaw No. 1-2026 A Bylaw To Establish Fees For The Provision of Tax Certificates and other Assessment or Taxation Information be given a second reading.

**CARRIED**

**BYLAW NO. 1-2026 - A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION - ALLOW FOR THIRD READING**

**Resolution No:** 2026-03-12

**Moved By:** W.R. (Bill) Thomson

**Seconded By:** Clinton Hoffman

That Bylaw No. 1-2026 A Bylaw To Establish Fees For The Provision of Tax Certificates and other Assessment or Taxation information be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

**BYLAW NO. 1-2026 - A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION - THIRD READING**

**Resolution No:** 2026-03-13

**Moved By:** Duane Cridland

**Seconded By:** Doug Bredy

That Bylaw No. 1-2026 A Bylaw To Establish Fees For The Provision of Tax Certificates and other Assessment or Taxation Information be given third reading and the municipalities officers sign and seal the bylaw.

**CARRIED**

**BYLAW NO. 2-2026 - A BYLAW TO AUTHORIZE THE ESTABLISHMENT OF A LINE OF CREDIT - FIRST READING**

**Resolution No:** 2026-03-14

**Moved By:** Doug Bredy

**Seconded By:** Duane Cridland

That Bylaw No. 2-2026 A Bylaw To Authorize the Establishment of a Line of Credit be introduced and given first reading.

**CARRIED**

**BYLAW NO. 2-2026 - A BYLAW TO AUTHORIZE THE ESTABLISHMENT OF A LINE OF CREDIT - SECOND READING**

**Resolution No: 2026-03-15**

**Moved By:** Clinton Hoffman  
**Seconded By:** W.R. (Bill) Thomson

That Bylaw No. 2-2026 A Bylaw To Authorize the Establishment of a Line of Credit be given a second reading.

**CARRIED**

**BYLAW NO. 2-2026 - A BYLAW TO AUTHORIZE THE ESTABLISHMENT OF A LINE OF CREDIT - ALLOW FOR THIRD READING**

**Resolution No: 2026-03-16**

**Moved By:** Alan Busby  
**Seconded By:** David Booker

That Bylaw No. 2-2026 A Bylaw To Authorize the Establishment of a Line of Credit be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

**BYLAW NO. 2-2026 - A BYLAW TO AUTHORIZE THE ESTABLISHMENT OF A LINE OF CREDIT - THIRD READING**

**Resolution No: 2026-03-17**

**Moved By:** Leah Cooper  
**Seconded By:** Peter Mandel

That Bylaw No. 2-2026 A Bylaw To Authorize the Establishment of a Line of Credit be given third reading and the municipalities officers sign and seal the bylaw.

**CARRIED**

**TRANSFER STATION AND FUEL TANK - CEMENT PAD - \$3600**

**Resolution No: 2026-03-18**

**Moved By:** Duane Cridland  
**Seconded By:** Doug Bredy

That the municipality approves concrete pads for under the fuel tank at the eatonia shop, transfer station for bins, and in the cold storage shed for pallet racking for \$3600 not including taxes.

**CARRIED**



Reeve



Administrator

**TROUT POND WATER SOURCE - SW 29-26-26-3 - TEMPORARY CLOSURE**

**Resolution No:** 2026-03-19

**Moved By:** Leah Cooper  
**Seconded By:** David Booker

That the municipality close the trout pond water source SW 29-26-26-W3 until further notice due to lack of water.

**CARRIED**

**ADJOURNMENT**

**Resolution No:** 2026-03-20

**Moved By:** Doug Bredy

That this meeting now adjourn at 2:30 p.m.

NEXT REGULAR MEETING April 14, 2026, at 9:00 a.m.

**CARRIED**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Administrator

Accounts for Approval

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
4029	03/26/2026	Dean Aldridge	380.93
4030	03/26/2026	Bradley Directories	128.25
4031	03/26/2026	Finning Canada Division	482.21
4032	03/26/2026	Can Fire Protection Assoc.	1,150.00
4033	03/26/2026	Eatonia Band Assoc	1,000.00
4034	03/26/2026	Feiffer's Tire Ltd	110.15
4035	03/26/2026	GD Extermination	25,853.01
4036	03/26/2026	Hill Acme Machine Ltd.	480.86
4037	03/26/2026	Information Services Corp.	491.90
4038	03/26/2026	Jim Schmold	304.49
4039	03/26/2026	Donna Lothammer	300.00
4040	03/26/2026	Murlin Electronics	138.80
4041	03/26/2026	Prairie Oasis Drinking water	30.00
4042	03/26/2026	ATL Group of Companies Limited	794.99
4043	03/26/2026	Receiver General For Canada	338.24
4044	03/26/2026	R.M. of Antelope Park No.322	5,741.10
4045	03/26/2026	S&I Auto Fund Division	1,018.26
4046	03/26/2026	Stewart St. John	355.00
4047	03/26/2026	Tosha Kozicki	505.60
4048	03/26/2026	Triod Supply 2011 Ltd.	843.26
Total Computer Cheque:			40,447.05

ONLINE BANKING

Payment #	Date	Vendor Name	Payment Amount
2026-0048	02/19/2026	Canada Revenue Agency	1,394.28
2026-0049	02/28/2026	Burner Guys Ltd.	1,375.92
2026-0050	02/28/2026	Canada Revenue Agency	19,590.50
2026-0051	02/28/2026	Mun Employee's Pension Plan	10,442.92
2026-0052	02/28/2026	Ministry of Finance	211.05
2026-0053	02/28/2026	R.M.A.A.	100.00
2026-0054	02/28/2026	Sask Mun. Hail Insurance Assoc	32.33
2026-0055	02/28/2026	Saskatchewan Finance	17,658.09
2026-0056	03/18/2026	Armstrong implements (Next Gen.) Ltd.	1,952.42
2026-0057	03/18/2026	Brandt Tractor Ltd.	377.80
2026-0058	03/18/2026	Canada Revenue Agency	9,770.75
2026-0059	03/18/2026	Collabria	2,093.30
2026-0060	03/18/2026	Town Of Eatonia	475.88
2026-0061	03/18/2026	Finning Cat	19,815.49
2026-0062	03/18/2026	GFL Environmental SFS Inc.	200.27
2026-0063	03/18/2026	John Deere Financial	10,649.15
2026-0064	03/18/2026	1302322 Alberta Ltd.	333.38
2026-0065	03/18/2026	Kindersley & Dist. Co-Op	15,332.40
2026-0066	03/18/2026	Mun Employee's Pension Plan	10,462.46
2026-0067	03/18/2026	Munisoft	854.70
2026-0068	03/18/2026	Rhodes Sales & Service	155.40
2026-0069	03/18/2026	Sask. Power/Energy	2,575.93
2026-0070	03/18/2026	Sask. Tel. & Sk.Tel. Mobility	580.30
2026-0071	03/18/2026	SeBo Enterprises Ltd.	685.57
2026-0072	03/18/2026	Somerville Farms (2014) Ltd.	1,190.03
2026-0073	03/18/2026	Triways Disposal Services 2009	732.50
2026-0074	03/18/2026	Saskatchewan WCB	16,586.00
2026-0075	03/18/2026	Xerox Canada Ltd	86.71
Total Online Banking:			145,715.53

Total AP: 186,162.58

Reeve

Administrator

Accounts for Approval

R.M. of Chesterfield No. 261

For Payroll Group :		A4 (Admin (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		27Jan2026	to	09Feb2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
001 Kozicki, Tosha N.	02/13/2026	00000019	70.08	247.80	0.00	867.41	409.78	1585.07	4299.29	2704.22	
002 Simpelo, Danise	02/13/2026	00000020	43.66	151.35	0.00	256.22	253.76	704.99	2678.27	1973.28	
<b>Company totals:</b>			113.74	399.15	0.00	1123.63	663.54	2300.06	6977.56	4677.50	

R.M. of Chesterfield No. 261

For Payroll Group :		M2 (Maint. (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		27Jan2026	to	09Feb2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
005 Stusrud, Shane M.	02/13/2026	00000021	76.66	271.81	0.00	988.77	492.78	1830.02	4702.78	2872.76	
011 Jones, David W.	02/13/2026	00000022	57.93	203.44	0.00	646.80	377.01	1285.18	3553.81	2268.63	
020 Czeck Schaeffer, Landon L.	02/13/2026	00000023	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
022 Reynolds, Michael G.	02/13/2026	00000024	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
029 Schmoid, Jim R.	02/13/2026	00000025	57.85	203.16	0.00	645.78	378.99	1285.78	3549.02	2263.24	
033 Aldridge, Dean J.	02/13/2026	00000026	61.45	216.29	0.00	711.36	398.86	1387.96	3769.82	2381.86	
<b>Company totals:</b>			370.07	1302.78	0.00	4292.83	2401.66	8367.34	22703.05	14335.71	

R.M. of Chesterfield No. 261

For Payroll Group :		A4 (Admin (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		10Feb2026	to	23Feb2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
001 Kozicki, Tosha N.	02/27/2026	00000027	70.08	247.80	0.00	867.41	409.78	1595.07	4299.29	2704.22	
002 Simpelo, Danise	02/27/2026	00000028	43.66	151.35	0.00	256.22	253.76	704.99	2678.27	1973.28	
<b>Company totals:</b>			113.74	399.15	0.00	1123.63	663.54	2300.06	6977.56	4677.50	

R.M. of Chesterfield No. 261

For Payroll Group :		M2 (Maint. (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		10Feb2026	to	23Feb2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
005 Stusrud, Shane M.	02/27/2026	00000029	76.66	271.81	0.00	988.77	492.78	1830.02	4702.78	2872.76	
011 Jones, David W.	02/27/2026	00000030	57.93	203.44	0.00	646.80	377.01	1285.18	3553.81	2268.63	
020 Czeck Schaeffer, Landon L.	02/27/2026	00000031	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
022 Reynolds, Michael G.	02/27/2026	00000032	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
029 Schmoid, Jim R.	02/27/2026	00000033	52.54	183.79	0.00	549.09	349.69	1135.11	3223.47	2088.36	
033 Aldridge, Dean J.	02/27/2026	00000034	61.45	216.29	0.00	711.36	398.86	1387.96	3769.82	2381.86	
<b>Company totals:</b>			364.76	1283.41	0.00	4196.14	2372.36	8216.67	22377.50	14160.83	

R.M. of Chesterfield No. 261

For Payroll Group :		A4 (Admin (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		24Feb2026	to	09Mar2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
001 Kozicki, Tosha N.	03/13/2026	00000035	70.08	247.80	0.00	867.41	409.78	1595.07	4299.29	2704.22	
002 Czeck Schaeffer, Danise	03/13/2026	00000036	43.66	151.35	0.00	256.22	253.76	704.99	2678.27	1973.28	
<b>Company totals:</b>			113.74	399.15	0.00	1123.63	663.54	2300.06	6977.56	4677.50	

R.M. of Chesterfield No. 261

For Payroll Group :		M2 (Maint. (26 pp.))			CPP	CPP2	Other		Total	Gross Pay	Net Pay
For Period End Dates :		24Feb2026	to	09Mar2026	QPP	QPP2	Taxes	Deductions	Deductions		
Employee	Pay date	Cheque #	El	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
005 Stusrud, Shane M.	03/13/2026	00000037	76.66	271.81	0.00	988.77	492.78	1830.02	4702.78	2872.76	
011 Jones, David W.	03/13/2026	00000038	57.93	203.44	0.00	646.80	377.01	1285.18	3553.81	2268.63	
020 Czeck Schaeffer, Landon L.	03/13/2026	00000039	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
022 Reynolds, Michael G.	03/13/2026	00000040	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81	2274.61	
029 Schmoid, Jim R.	03/13/2026	00000041	54.31	190.24	0.00	581.32	359.46	1185.33	3331.99	2146.66	
033 Aldridge, Dean J.	03/13/2026	00000042	61.45	216.29	0.00	711.36	398.86	1387.96	3769.82	2381.86	
<b>Company totals:</b>			366.53	1289.86	0.00	4228.37	2382.13	8266.89	22486.02	14219.13	