
Rural Municipality of Chesterfield No. 261
Meeting Minutes
Regular Meeting of Council February 10, 2026 - 01:00 PM

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held February 10, 2026, in the municipal council chambers located at 304 Main Street Eatonia Saskatchewan.

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: 2026-02-01

Moved By: Leah Cooper

Seconded By: Alan Busby

That the minutes from the meeting held on January 13, 2026, be approved as circulated.

CARRIED

CORRESPONDENCE/COMMUNICATIONS

Resolution No: 2026-02-02

Moved By: Peter Mandel

Seconded By: David Booker

That the municipality acknowledge receipt of the following correspondence and file for future reference: Landfill monthly record sheet January 2026, WCMGC (West Central Municipal Government Committee) January 2026 draft Minutes, Leader RCMP November 2025 report, SARM (Saskatchewan Association of Rural Municipalities) Convention Agenda 2026, Air Compressor info and update.

CARRIED

FINANCIALS**Resolution No:** 2026-02-03**Moved By:** Clinton Hoffman**Seconded By:** Duane Cridland

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

CARRIED**PAYMENT OF ACCOUNTS****Resolution No:** 2026-02-04**Moved By:** Peter Mandel**Seconded By:** Doug Bredy

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

Accounts for Approval as follows: Chx 4010 - 4028 - \$14,709.44

Online Banking 2026-0025 - 2026-0047 - \$143,882.80

Payroll 001 - 002 - \$4,677.54

Payroll 003 - 008 - \$13,556.59

Payroll 009 - 010 - \$13,287.45

Payroll 011 - 012 - \$4,677.50

Payroll 013 - 018 - \$14,359.03

CARRIED**REPORTS****Resolution No:** 2026-02-05**Moved By:** W.R. (Bill) Thomson**Seconded By:** Doug Bredy

That the following reports be filed for future reference: Administrators Report - Prospera Arrears, SARM (Saskatchewan Association of Rural Municipalities) 2026 Convention, Office Assistants Holidays March 12- 31 2026, Mantario animal nuisance complaint, Line of Credit increase information. Praire Winds Committee Report, Road Bans, office landscaping update.

CARRIED

1:30 p.m. - 1:45 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting.

POLICY MANUAL - ANNUAL REVIEW**Resolution No:** 2026-02-06**Moved By:** Alan Busby**Seconded By:** David Booker

That council has reviewed and approved The Annual Policy Manual for 2026.

CARRIED

SMHI (SASKATCHEWAN MUNICIPAL HAIL INSURANCE) DELGATE**Resolution No: 2026-02-07****Moved By:** W.R. (Bill) Thomson**Seconded By:** Alan Busby

That the municipality appoints Division 5 Councillor Clinton Hoffman as the Hail Delegate for the 2026 SARM (Saskatchewan Association of Rural Municipalities) Convention.

CARRIED**ENGAGEMENT LETTER AUDIT – CHBB****Resolution No: 2026-02-08****Moved By:** Leah Cooper**Seconded By:** David Booker

That the municipality sign the Engagement letter from chbb Chartered Professional Accountants to audit the 2025 financial statements.

CARRIED**SPRING WORKSHOP 2026****Resolution No: 2026-02-09****Moved By:** Duane Cridland**Seconded By:** Clinton Hoffman

That the municipality approves the Administrator and the Administrative Assistant to attend the RMAA (Rural Municipal Administrators's Association) Spring Workshop 2026 in Swift Current on April 2, 2026, and pay the fee of \$200.

CARRIED**TRANSFER STATION BINS****Resolution No: 2026-02-10****Moved By:** W.R. (Bill) Thomson**Seconded By:** Clinton Hoffman

That the municipality approve the quote dated January 20, 2026 from Environmental Metal Works Ltd. for two 40 yard Roll-off Bins c/w Steel rolling lid 22' L x 84"W x 87"H to be placed at the Transfer Station located at NW 26-25-25-W3 in the amount of \$30,452 plus GST \$1,522.60 for a total of \$31,974.60 provided that the Town of Eatonia Agrees to pay for one of the bins plus half the freight for delivery in the amount of \$15,226.00.

CARRIED

DONATION - West Central Early Childhood Intervention Program**Resolution No:** 2026-02-11**Moved By:** W.R. (Bill) Thomson**Seconded By:** David Booker

That the municipality donate \$100 to West Central Early Childhood Intervention Program.

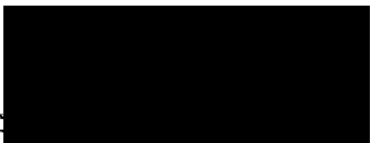
DEFEATED**TAX ENFORCEMENT – PROCEED TO ACQUIRE TITLE – SE 06 23 28 3****Resolution No:** 2026-02-12**Moved By:** W.R. (Bill) Thomson**Seconded By:** Clinton Hoffman

That the municipality approves the administrator to proceed to acquire title through tax enforcement for the following property SE 06-23-28-3.

CARRIED**ADJOURNMENT****Resolution No:** 2026-02-13**Moved By:** Doug Bredy

That this meeting now adjourn at 2:00 p.m.

NEXT REGULAR MEETING March 18, 2026, at 1:00 p.m.

CARRIED
Reeve
Administrator

Accounts for Approval

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
4010	01/13/2026	Donna Lothammer	230.00
4011	02/10/2026	Kindersley Castle Building	177.58
4012	02/10/2026	Cen Fire Protection Assoc.	650.32
4013	02/10/2026	Eatonia Chamber Of Commerce	50.00
4014	02/10/2026	Feiffer's Tire Ltd	459.27
4015	02/10/2026	Hill Acme Machine Ltd.	848.79
4016	02/10/2026	Hudson Bay Route Association	300.00
4017	02/10/2026	Kindersley Bearing (2008) LTD.	262.39
4018	02/10/2026	Donna Lothammer	300.00
4019	02/10/2026	Kindersley Mainline Motors	131.25
4020	02/10/2026	Meridian Surveys Ltd.	1,785.00
4021	02/10/2026	Mid Plains Diesel Ltd.	263.23
4022	02/10/2026	Northwest Municipalities Association	300.00
4023	02/10/2026	Petty Cash	96.23
4024	02/10/2026	R.M.A.A.	425.00
4025	02/10/2026	RMAA Workshop Fund	200.00
4026	02/10/2026	SGL Auto Fund Division	6,230.40
4027	02/10/2026	Speedy Auto & Window Glass	1,849.98
4028	02/10/2026	Southwest Municipal Government	150.00
Total Computer Cheque:			14,709.44

ONLINE BANKING

Payment #	Date	Vendor Name	Payment Amount
2026-0025	01/31/2026	Air Unlimited Inc.	16,119.51
2026-0026	01/31/2026	Burner Guys Ltd.	1,562.24
2026-0027	01/31/2026	Canada Revenue Agency	19,163.02
2026-0028	01/31/2026	Mun Employee's Pension Plan	10,259.30
2026-0029	01/31/2026	Minister of Finance	142.13
2026-0030	01/31/2026	Ministry of Finance	12,965.74
2026-0031	01/31/2026	Sask Mun. Hail Insurance Assoc	3,199.99
2026-0032	01/31/2026	Saskatchewan Finance	18,759.31
2026-0033	02/10/2026	Catalis Technologies Canada Ltd.	4,656.18
2026-0034	02/10/2026	Brandt Tractor Ltd.	792.17
2026-0035	02/10/2026	Collabria	6,227.33
2026-0036	02/10/2026	Finning Cat	19,815.49
2026-0037	02/10/2026	GFL Environmental SFS Inc.	203.09
2026-0038	02/10/2026	John Deere Financial	1,761.74
2026-0039	02/10/2026	1302322 Alberta Ltd.	333.38
2026-0040	02/10/2026	Kindersley & Dist. Co-Op	17,638.03
2026-0041	02/10/2026	Munisoft	463.98
2026-0042	02/10/2026	Rhodes Sales & Service	375.18
2026-0043	02/10/2026	Sask. Power/Energy	2,091.15
2026-0044	02/10/2026	Sask.Tel. & Sk.Tel. Mobility	498.81
2026-0045	02/10/2026	SeBo Enterprises Ltd.	2,302.09
2026-0046	02/10/2026	Somerville Farms (2014) Ltd.	3,827.30
2026-0047	02/10/2026	Triways Disposal Services 2009	725.64
Total Online Banking:			143,882.80

Total AP: 158,592.24

Accounts for Approval

R.M. of Chesterfield No. 261										
For Payroll Group :		A4 (Admin (26 pp.))								
For Period End Dates :		29Dec2025	to	12Jan2026	CPP	CPP2	Other	Total		
Employee		Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay Net Pay
001	Kozicki, Tosha N.	01/16/2026	00000001	70.08	247.80	0.00	867.43	409.83	1595.14	4299.34 2704.20
002	Simpelo, Danise	01/16/2026	00000002	43.65	151.34	0.00	256.18	253.65	704.82	2678.16 1973.34
Company totals:				113.73	399.14	0.00	1123.61	663.48	2299.96	6977.50 4677.54

R.M. of Chesterfield No. 261										
For Payroll Group :		M2 (Maint. (26 pp.))								
For Period End Dates :		30Dec2025	to	12Jan2026	CPP	CPP2	Other	Total		
Employee		Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay Net Pay
005	Stusrud, Shane M.	01/16/2026	00000003	76.65	271.80	0.00	988.76	492.74	1829.95	4702.74 2872.79
011	Jones, David W.	01/16/2026	00000004	57.93	203.44	0.00	646.81	377.04	1285.22	3553.84 2268.62
020	Czeck Schaeffer, Landon L.	01/16/2026	00000005	58.09	204.04	0.00	650.07	377.04	1289.24	3563.84 2274.60
022	Reynolds, Michael G.	01/16/2026	00000006	58.09	204.04	0.00	650.07	377.04	1289.24	3563.84 2274.60
029	Schmold, Jim R.	01/16/2026	00000007	35.21	120.52	0.00	266.15	254.05	675.93	2160.08 1484.15
033	Aldridge, Dean J.	01/16/2026	00000008	61.45	216.30	0.00	711.38	398.94	1388.07	3769.90 2381.83
Company totals:				347.42	1220.14	0.00	3913.24	2276.85	7757.65	21314.24 13556.59

R.M. of Chesterfield No. 261										
For Payroll Group :		C1 (Council & Misc.)								
For Period End Dates :		01Jan2026	to	31Jan2026	CPP	CPP2	Other	Total		
Employee		Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay Net Pay
C01	Mandel, Peter L.	01/21/2026	00000009	0.00	0.00	0.00	0.00	0.00	0.00	6051.65 6051.65
C2	Cooper, Leah	01/21/2026	00000010	0.00	0.00	0.00	0.00	0.00	0.00	7235.80 7235.80
Company totals:				0.00	0.00	0.00	0.00	0.00	0.00	13287.45 13287.45

R.M. of Chesterfield No. 261										
For Payroll Group :		A4 (Admin (26 pp.))								
For Period End Dates :		13Jan2026	to	26Jan2026	CPP	CPP2	Other	Total		
Employee		Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay Net Pay
001	Kozicki, Tosha N.	01/30/2026	00000011	70.08	247.80	0.00	867.41	409.78	1595.07	4299.29 2704.22
002	Simpelo, Danise	01/30/2026	00000012	43.66	151.35	0.00	256.22	253.76	704.99	2678.27 1973.28
Company totals:				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.))								
For Period End Dates :		13Jan2026	to	26Jan2026	CPP	CPP2	Other	Total		
Employee		Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay Net Pay
005	Stusrud, Shane M.	01/30/2026	00000013	76.66	271.81	0.00	988.77	492.78	1830.02	4702.78 2872.76
011	Jones, David W.	01/30/2026	00000014	57.93	203.44	0.00	646.80	377.01	1285.18	3553.81 2268.63
020	Czeck Schaeffer, Landon L.	01/30/2026	00000015	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81 2274.61
022	Reynolds, Michael G.	01/30/2026	00000016	58.09	204.04	0.00	650.06	377.01	1289.20	3563.81 2274.61
029	Schmold, Jim R.	01/30/2026	00000017	58.56	205.74	0.00	658.67	382.90	1305.87	3592.43 2286.56
033	Aldridge, Dean J.	01/30/2026	00000018	61.45	216.29	0.00	711.36	398.86	1387.96	3769.82 2381.86
Company totals:				370.78	1305.36	0.00	4305.72	2405.57	8387.43	22746.46 14359.03