
Rural Municipality of Chesterfield No. 261**Meeting Minutes****Regular meeting of Council March 18, 2025 - 01:00 PM**

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held March 18, 2025, 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 - Absent

Division 3: David Booker - Absent

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: 2025-03-01

Moved By: Peter Mandel

Seconded By: Clinton Hoffman

That the minutes from the meeting held on February 11, 2025 be approved as circulated.

CARRIED

RATE PAYERS SUPPER - RAFFLE - RECOGNIZE SPECIAL PERSON

Resolution No: 2025-03-02

Moved By: Alan Busby

Seconded By: Clinton Hoffman

That the municipality give two tickets to Ted Douglas for the Spring Rate Payers supper as he is the oldest rate payer in the RM of Chesterfield No. 261 at the age of 100. That the RM will provide a door prize for a free load of gravel.

CARRIED

CORRESPONDENCE**Resolution No:** 2025-03-03**Moved By:** Doug Bredy**Seconded By:** Alan Busby

That the municipality acknowledge receipt of the following correspondence and file for future reference: Roof Construction code Review provided by Castle Engineering requested by Anderson & Company, Letter From Eric Schmalz Minister of Government Relations in regards to tariffs, Letter from the Town of Eatonia approving the RM to construct a transfer station located at NW 26-25-25-3, Nuisance Grounds Report February 2025, Statistics on Eatonia Library usage 2024, WCMGC(West Central Municipal Government Committee) Agenda March 27,2025, WCMGC Transportation Sub-Committee Boundaries and Regions, Warranty work completed on the new scraper, APAS (Agricultural Producers Association of Saskatchewan) Saskatchewan Ag Summit March 27, 2025 in Saskatoon.

CARRIED**FINANCIALS****Resolution No:** 2025-03-04**Moved By:** W.R. (Bill) Thomson**Seconded By:** Duane Cridland

That the statement of revenues and expenses and bank reconciliation for February 2025 be approved as presented.

CARRIED**PAYMENT OF ACCOUNTS****Resolution No:** 2025-03-05**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 3766 - 3792 - \$75,160.45

Online Banking 2025-0039 - 2025-0062 - \$187,850.58

Payroll 021 - 022 - \$3,648.37

Payroll 023 - 029 - \$15,153.48

Payroll 030 - 031 - \$3,648.27

Payroll 032 - 039 - \$17,023.04

Payroll 040 - 041 - \$3,819.42

Payroll 042 - 048 - \$15300.62

CARRIED

COMMITTEE REPORTS**Resolution No:** 2025-03-06**Moved By:** Duane Cridland**Seconded By:** Doug Bredy

That the following reports be filed for future reference: Administrators Report - Prospera Arrears, CAR (Civic Addressing Registry) Grant approval & posts, SARM (Saskatchewan Association of Rural Municipalities) 2025 Convention Report, Equipment Committee Report on garbage truck purchase.

CARRIED**RESIGNATION LETTER****Resolution No:** 2025-03-07**Moved By:** W.R. (Bill) Thomson**Seconded By:** Alan Busby

That the Municipality accept the resignation letter from Colette O'Connor dated February 14, 2025.

CARRIED**HIRING - OFFICE STAFF****Resolution No:** 2025-03-08**Moved By:** Clinton Hoffman**Seconded By:** Doug Bredy

That the Municipality hire Danise Simpelo as the Administrative Assistant to start March 24, 2025, at an hourly wage of \$25 per hour with an increase of \$2 after a 3-month probationary period.

CARRIED**HIRING TRUCK DRIVER****Resolution No:** 2025-03-09**Moved By:** Alan Busby**Seconded By:** Doug Bredy

That the municipality hire Gennadiy Korchevych as a truck driver for an hourly wage of \$35.50 per hour.

CARRIED

SIGNING AUTHORITY**Resolution No: 2025-03-10****Moved By:** W.R. (Bill) Thomson**Seconded By:** Clinton Hoffman

That the municipality approves Danise Simpelo Administrative Assistant to have signing authority for the municipality. That the Municipality approves the removal of Colette O'Connor from the signing authority of the municipality.

CARRIED**COMMITTEES AND APPOINTEES UPDATE 2025 - ADVISORY COMMITTEE APOINTEE - PRAIRIE WINDS EMERGENCY MEASURES ORGANIZATION****Resolution No: 2025-03-11****Moved By:** Clinton Hoffman**Seconded By:** Duane Cridland

That the municipality accepts the updated 2025 new appointments to committees and boards attached hereto and forming part of these minutes.

CARRIED**BYLAW NO. 2-2025 - CIVIC ADDRESSING BYLAW - FIRST READING****Resolution No: 2025-03-12****Moved By:** Doug Bredy**Seconded By:** Duane Cridland

A Bylaw to assign civic address numbers to properties within the RM of Chesterfield for the purpose of emergency response and property identification be introduced and read a first time.

CARRIED**BYLAW NO. 2-2025 - CIVIC ADDRESSING BYLAW - SECOND READING****Resolution No: 2025-03-13****Moved By:** Clinton Hoffman**Seconded By:** W.R. (Bill) Thomson

A Bylaw to assign civic address numbers to properties within the RM of Chesterfield for the purpose of emergency response and property identification be read a second time.

CARRIED

BYALW NO. 2-2025 - CIVIC ADDRESSING BYLAW - ALLOW FOR THIRD READING**Resolution No:** 2025-03-14**Moved By:** Alan Busby**Seconded By:** Peter Mandel

A Bylaw to assign civic address numbers to properties within the RM of Chesterfield for the purpose of emergency response and property identification be given three readings at this meeting.

CARRIED UNANIMOUSLY**BYLAW NO. 2-2025 - CIVIC ADDRESSING BYLAW - THIRD READING****Resolution No:** 2025-03-15**Moved By:** Clinton Hoffman**Seconded By:** Duane Cridland

A Bylaw to assign civic address numbers to properties within the RM of Chesterfield for the purpose of emergency response and property identification be read a third time and the municipalities officers sign and seal the bylaw.

CARRIED**AUDITED FINANCIAL STATEMENT 2024****Resolution No:** 2025-03-16**Moved By:** Duane Cridland**Seconded By:** Peter Mandel

That the municipality approves the 2024 audited financial statement provided from CHBB an independent firm of Chartered Professional Accountants. That the municipality publish a summary of the audited 2024 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 2025 tax notices.

CARRIED**WASTE DISPOSAL GROUNDS 2024 ANNUAL REPORT APPROVAL****Resolution No:** 2025-03-17**Moved By:** Peter Mandel**Seconded By:** W.R. (Bill) Thomson

That the municipality acknowledges and approves the Nuisance Grounds Annual Report for 2024.

CARRIED

TRANSFER STATION**Resolution No: 2025-03-18****Moved By: Alan Busby****Seconded By: Clinton Hoffman**

That the municipality construct a transfer station located at NW 26-25-25-3 with the approval of the Town of Eaton given at the February 11, 2025 regular meeting of council resolution 9/2/25. That the municipality notify Adam Hammerlindl M. Eng., P. Eng. Geotechnical Engineer that the RM no longer requires his services for a site assessment for the transfer station.

CARRIED**2:00 p.m. - 3:00 p.m. RM Foreman Shane Stusrud attended the RM Council Meeting****LETTER TO MINISTRY OF HIGHWAYS - MOVE AN APPROACH - BRANDT RANCH ROAD****Resolution No: 2025-03-19****Moved By: W.R. (Bill) Thomson****Seconded By: Clinton Hoffman**

That the municipality write a letter to the Ministry of Highways regarding moving an approach that is situated off Highway 44 and NE 36-26-29-3. That it is impossible to make the turn safely if your heading West on highway 44 especially with large truck and trailers to access a yard located NW 20-26-28-3 as this is the only approach to access the property.

CARRIED**Division 4 Councillor Alan Busby left the meeting at 2:40 p.m. and does not return.****HIRING UTILITY WORKER****Resolution No: 2025-03-20****Moved By: Duane Cridland****Seconded By: W.R. (Bill) Thomson**

That the municipality hire Johnathan Knuttiila as a Utility worker for \$25 per hour with a possible increase of \$2 after probationary period of 3 months.

CARRIED**PEST CONTROL OFFICER SEMINAR JUNE 2025 REGINA - GORDON & LANDON - \$360****Resolution No: 2025-03-21****Moved By: Clinton Hoffman****Seconded By: Duane Cridland**

That the municipality approves Gordon Roesch and Landon Czeck Schaeffer to attend the Pest Control Officer Seminar in June 2025 in Regina Saskatchewan for a total of \$360.

CARRIED

TRIWAYS DISPOSAL SERVICES LTD. - RECYCLE BINS – AGREEMENT**Resolution No:** 2025-03-22**Moved By:** Clinton Hoffman**Seconded By:** Peter Mandel

That the municipality authorizes the Administrator to sign the Triway's recycle bins renewal contract that is due in June 2025.

CARRIED**ADJOURNMENT****Resolution No:** 2025-03-23**Moved By:** Doug Bredy

That this meeting now adjourn at 3:00 p.m.

NEXT REGULAR MEETING April 8, 2025 at 9:00 a.m.

CARRIED

Reeve

Administrator

Accounts for Approval

CHEQUE NUMBER	VENDOR	DATE	AMOUNT
3766	Donna Lothammer	February 12, 2025	\$ 190.00
3767	4 Hire Welding Ltd.	March 18, 2025	\$ 321.56
3768	Bee-J's Stationers Inc	March 18, 2025	\$ 300.37
3769	CEN Fire Protection Association	March 18, 2025	\$ 3,392.79
3770	Eatonia Agencies Ltd.	March 18, 2025	\$ 7,701.46
3771	Eatonia Oasis Living	March 18, 2025	\$ 21,000.00
3772	Flaman Sales Ltd.	March 18, 2025	\$ 4,996.89
3773	Hill Acme Machine Ltd.	March 18, 2025	\$ 196.41
3774	Hudson Bay Route Association	March 18, 2025	\$ 300.00
3775	Pattison Agriculture Limited Void	March 18, 2025	\$ Void
3776	1302322 Alberta Ltd.	March 18, 2025	\$ 252.00
3777	Kindersley Bearing (2008) Ltd.	March 18, 2025	\$ 270.29
3778	Donna Lothammer	March 18, 2025	\$ 300.00
3779	Luk Plumbing Heating Electric	March 18, 2025	\$ 4,129.45
3780	Precision Diesel Ltd.	March 18, 2025	\$ 7,692.00
3781	Petty Cash	March 18, 2025	\$ 38.60
3782	Prairie Oasis Drinking Water	March 18, 2025	\$ 20.00
3783	ATL Group of Companies Limited	March 18, 2025	\$ 644.89
3784	Receiver General For Canada	March 18, 2025	\$ 332.58
3785	SeBo Enterprises Ltd.	March 18, 2025	\$ 2,336.40
3786	Sask Pest Control Association	March 18, 2025	\$ 360.00
3787	Sasktip Inc.	March 18, 2025	\$ 100.00
3788	Tosha Kozicki	March 18, 2025	\$ 344.68
3789	REVERSED - Triod Supply 2011 Ltd.	March 18, 2025	\$ 15,512.25
3790	Warner Ind Swift Current Ltd.	March 18, 2025	\$ 3,055.62
3791	Brent Watts	March 18, 2025	\$ 1,400.00
3792	Triod Supply 2011 Ltd.	March 18, 2025	\$ 15,484.46
Total for Cheque:			\$ 75,160.45

Accounts for Approval

ONLINE BANKING	VENDOR	DATE	AMOUNT
2025-0039	Burner Guys Ltd.	February 28, 2025	\$ 1,196.48
2025-0040	Canada Revenue Agency	February 28, 2025	\$ 20,431.33
2025-0041	Mun Employee's Pension Plan	February 28, 2025	\$ 10,400.04
2025-0042	Sask.Tel. & Sk.Tel. Mobility	February 28, 2025	\$ 161.12
2025-0043	Saskatchewan Finance	February 28, 2025	\$ 14,197.26
2025-0044	Summit Trailer Ltd	February 28, 2025	\$ 10,000.00
2025-0045	Chris Van der Meer	February 28, 2025	\$ 80,000.00
2025-0046	Brandt Tractor Ltd.	March 18, 2025	\$ 2,086.22
2025-0047	Collabria	March 18, 2025	\$ 2,807.63
2025-0048	Town Of Eatonia	March 18, 2025	\$ 575.63
2025-0049	Finning Cat	March 18, 2025	\$ 19,815.49
2025-0050	GFL Environmental SFS Inc.	March 18, 2025	\$ 179.87
2025-0051	John Deere Financial	March 18, 2025	\$ 537.66
2025-0052	Kindersley & Dist. Co-op	March 18, 2025	\$ 15,153.28
2025-0053	Munisoft	March 18, 2025	\$ 463.98
2025-0054	Ministry of Finance	March 18, 2025	\$ 507.93
2025-0055	Redhead Equipment Ltd	March 18, 2025	\$ 118.69
2025-0056	Rhodes Sales & Service	March 18, 2025	\$ 1,205.46
2025-0057	Sask. Power/Energy	March 18, 2025	\$ 4,008.17
2025-0058	Sask.Tel. & Sk.Tel. Mobility	March 18, 2025	\$ 569.12
2025-0059	Somerville Farms (2014) Ltd.	March 18, 2025	\$ 2,520.74
2025-0060	Triways Disposal Services	March 18, 2025	\$ 693.44
2025-0061	Xerox Canada Ltd	March 18, 2025	\$ 166.95
2025-0062	Ministry of Finance	March 18, 2025	\$ 54.09

Total for Online Banking: \$ 187,850.58

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
021	Tosha Kozicki	February 14, 2025	\$ 2,397.96
022	Colette O'Connor	February 14, 2025	\$ 1,250.31
	Total for AP		\$ 3,648.27

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
023	Shane Stusrud	February 14, 2025	\$ 2,587.55
024	David Jones	February 14, 2025	\$ 2,169.39
025	Gordon Roesch	February 14, 2025	\$ 1,892.65
026	Landon Czeck Schaeffer	February 14, 2025	\$ 2,175.36
027	Mike Reynolds	February 14, 2025	\$ 2,175.36
028	Jim Schmold	February 14, 2025	\$ 1,973.83
029	Dean Aldridge	February 14, 2025	\$ 2,179.34
	Total for AP		\$ 15,153.48

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
030	Tosha Kozicki	February 28, 2025	\$ 2,397.96
031	Colette O'Connor	February 28, 2025	\$ 1,250.31
	Total for AP		\$ 3,648.27

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
032	Shane Stusrud	February 28, 2025	\$ 2,587.55
033	David Jones	February 28, 2025	\$ 2,169.39
034	Gordon Roesch	February 28, 2025	\$ 1,803.29
035	Landon Czeck-Schaeffer	February 28, 2025	\$ 2,175.36
036	Michael Reynolds	February 28, 2025	\$ 2,175.36
037	Jim Schmold	February 28, 2025	\$ 1,962.62
038	Dean Aldridge	February 28, 2025	\$ 2,179.34
	Total for AP		\$ 15,052.91

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
039	Colette O'Connor	February 28, 2025	\$ 1,970.13
	Total for AP		\$ 1,970.13

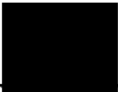
Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
040	Tosha Kozicki	March 14, 2025	\$ 2,397.96
041	Colette O'Connor	March 14, 2025	\$ 1,421.46
Total for AP			\$ 3,819.42

Accounts for Approval Payroll

CHEQUE NUMBER	EMPLOYEE NAME	DATE	AMOUNT
042	Shane Stusrud	March 14, 2025	\$ 2,587.55
043	David Jones	March 14, 2025	\$ 2,169.39
044	Gordon Roesch	March 14, 2025	\$ 1,882.88
045	Landon Czeck-Schaeffer	March 14, 2025	\$ 2,175.36
046	Michael Reynolds	March 14, 2025	\$ 2,175.36
047	Jim Schmold	March 14, 2025	\$ 2,130.74
048	Dean Aldridge	March 14, 2025	\$ 2,179.34
Total for AP			\$ 15,300.62


Reeve


Administrator

COMMITTEES AND APPOINTEES

Committees of the RM	Name(s)
CEN Fire Protection	Alan Busby, Duane Cridland
Cemeteries	David Booker (Mayfield), Duane Cridland (Mantario)
Employee Relations Committee	Alan Busby, Clinton Hoffman, Leah Cooper,
Emergency Measures Officer	Bill Thomson
Equipment & Shop Tools Committee	Alan Busby, Clinton Hoffman, Leah Cooper, Peter Mandel
Gravel Committee	David Booker
Transfer Station	Bill Thomson, Clinton Hoffman, Doug Bredy
Appointees for the RM	Name(s)
Administrator, Assessor	Tosha Kozicki
Administrative Assistant(s)	Danise Simpelo
Advisory Committee / Prairie Winds Emergency Measures Organization	Bill Thomson
Agricultural Producers Assoc. of Sask.	Leah Cooper Alternate: Clinton Hoffman
Auditor	Close Hauta Bertoia Blanchette CHBB
Board of Revision	Western Municipal Consulting – Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, 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 and Rick Leigh. Nicolle Hoskins (Board Secretary) secretary@westernmunicipal.ca
Development Appeals Board	Western Municipal Consulting – Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, 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 and Rick Leigh Claudette McGuire (Board Secretary) secretary@westernmunicipal.ca
Building Inspector	Dan Knutson, ASCT, CRBO Class III Building Official Services
Deputy Reeve	Leah Cooper
Eatonia Cemetery Committee	Doug Bredy, Alternate: Leah Cooper
Eatonia Health Care Foundation	Leah Cooper/Doug Bredy
Eatonia Library Board	Doug Bredy, Alternate: Danise Simpelo
Eatonia Oasis Living	Duane Cridland; Leah Cooper
Eatonia & District Recreation Board	Clinton Hoffman
Eatonia Chambers of Commerce	Leah Cooper
Dr. Noble Irwin Regional Healthcare Foundation Inc. Committee / Community Engagement Committee	Leah Cooper
Kindersley District Medical Arts	Bill Thomson, Alternate: Duane Cridland
Leader Trust Advisory Committee	Leah Cooper
Leader Vet. Services District	Peter Mandel
Municipal Board of Appeal	Bill Thompson, Peter Mandel, Leah Cooper, David Booker, Alan Busby, Clinton Hoffman, Duane Cridland, and Secretary Danise Simpelo
Northwest Heavy Oil Municipalities	Leah Cooper and the Administrator
Weed Inspectors/Noxious Weeds	Larry Dyck, Gordon Roesch, Dean Aldridge

COMMITTEES AND APPOINTEES

Committees of the RM	Name(s)
Peace Officer	Tosha Kozicki
Pest Control Officer	Gordon Roesch
Pest Control Officer for Clubroot	Betty Johnson, Plant Health Officer -Sarm Div.3
Pound Keeper	Saskatoon Livestock Market
SW Municipal Government Committee	Leah Cooper
South Sask River Watershed Stewards (SSRWS)	Bill Thomson, David Booker
Stray Animals	Danise Simpelo
West Central Municipal Government Committee (WCMGC)	Leah Cooper
Wheatland Regional Library	Doug Bredy Alternate: Danise Simpelo

Other	Name(s)
Polling Stations for all Divisions & Reeve	Council Chambers in the RM office – 305 Main Street
Fire Chief	Randy Mandel
Deputy Fire Chief	Peter L Mandel
Local Assistant	Randy Mandel as per [<i>Section 14 of The Fire Safety Act</i>]
Janitor	Donna Lothammer
Landfill Site Custodian	Burner Guy, C/o Rob May
Returning Officer	Tosha Kozicki
Deputy Returning Officer(s)	Danise Simpelo
Occupational Health & Safety Committee	Shane Stusrud, David Jones, Michael Reynolds, Landon Czeck Schaeffer, Danise Simpelo
Volunteer Firefighter(s)	Vern Wagner, John Meyer, Rob Assmus, Mike Craney, Wes Tilbert, Brent Bews, Jesse Wagner, Bryce Volk, Darcy Scott, David Becker, Brett Becker, Brent Aldridge, Peter D Mandel, Peter L Mandel, Randy Mandel, Larry Mandel, Damion Smith, Mark Mandel, Wade Theaker, Hannah Eckstein, Chase Oomen, Codie Cumiskey
First Responder(s)	Trisha Lee, Darren Donald