

Rural Municipality of Chesterfield No. 261

Meeting Minutes

Regular Meeting of Council January 13, 2026 - 01:00 PM

Minutes of the regular meeting of the Rural Municipality of Chesterfield No. 261 held January 13, 2026, in the municipal council chambers located at 304 Main Street Eatonia Saskatchewan.

Public Notice has been given in accordance with the Public Notice Bylaw 5/2005 for the discussion of Council remuneration.

ATTENDANCE

Council members in attendance were:

Reeve: Bill Thomson

Division 1: Peter Mandel - Absent

Division 2: Leah Cooper

Division 3: David Booker

Division 4: Alan Busby

Division 5: Clinton Hoffman

Division 6: Duane Cridland - Absent

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: 2026-01-01

Moved By: Doug Bredy

Seconded By: Leah Cooper

That the minutes from the meeting held on December 9, 2025, be approved as circulated.

CARRIED

CORRESPONDENCE/COMMUNICATIONS

Resolution No: 2026-01-02

Moved By: Clinton Hoffman

Seconded By: David Booker

That the municipality acknowledge receipt of the following correspondence and file for future reference: Landfill Decommissioning grant extension - approved March 31, 2027, Nuisance Grounds December Reports, Land sales report, RCMP Leader report October and November 2025 updates, Arena Rebuild Project - Dodsland, SARM (Saskatchewan Association of Rural Municipalities) membership information, Unpaid taxes December 31, 2025.

CARRIED


Reeve


Administrator

FINANCIALS**Resolution No: 2026-01-03****Moved By:** Leah Cooper**Seconded By:** Clinton Hoffman

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

CARRIED**PAYMENT OF ACCOUNTS****Resolution No: 2026-01-04****Moved By:** Alan Busby**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 3992 – 4009 - \$29,704.35

Online Banking 2025-0282 - 2025-0288 - 2026-0001 - 2026-0024 - \$420,521.55

Payroll 341 - 347 - \$13,389.94

Payroll 348 - 349 & 360 - \$6,507.63

Payroll 350 - 359 & 361-363 - \$29,0003.70

Payroll 364 - 365 - \$4,188.49

Payroll 366 - 373 - \$15,930.07

CARRIED**REPORTS****Resolution No: 2026-01-05****Moved By:** Clinton Hoffman**Seconded By:** Leah Cooper

That the following reports be filed for future reference: Administrators Report - road haul agreement information, weather station, Prospera arrears, Prairie Winds Report, dash cams, road signs "stop sign ahead" truck route and HWY 44 speed curve.

CARRIED**SIGNING AUTHORITY****Resolution No: 2026-01-06****Moved By:** W.R. (Bill) Thomson**Seconded By:** Clinton Hoffman

That the municipality approves the signing authority for all members of council, Reeve Bill Thomson, Peter Mandel, Leah Cooper, David Booker, Alan Busby, Clinton Hoffman, Duane Cridland along with Administrator Tosha Kozicki and Administrative Assistant Danise Czeck Schaeffer.

CARRIED

CUSTOM WORK RATES 2026**Resolution No:** 2026-01-07**Moved By:** David Booker**Seconded By:** Leah Cooper

That the municipality change the custom work rates for 2026. The Rates are as follows: Scraper \$475 per hour, Graders \$150 per hour, Payloader \$125 per hour, Backhoe \$125 per hour, tractors with attachments (mower, bucket etc.) \$125 per hour, tractor with seed drill \$125 per hour, Mack tandem truck \$125 per hour, super B Side dump \$185 per hour, Special rate for Highways for snowplowing \$200 per hour. All custom work will have a minimum charge of 1 hour.

CARRIED**COUNCIL INDEMNITY – 2026****Resolution No:** 2026-01-08**Moved By:** Clinton Hoffman**Seconded By:** Doug Bredy

That the municipality council indemnity will remain at \$250 per regular council meeting, Committee meetings \$250 per day, supervision \$250 per day, conventions \$250 per day, special meetings \$250 per day, virtual meetings \$100 per day. Miscellaneous/general expenses \$200 per quarter, Mileage will remain the same at \$0.64 per km for council and staff and non-elected officials. Non-elected officials will receive \$100 per meeting and \$100 for any virtual meeting. Food Receipts will be paid 100% with receipts and if no Receipt \$50 per day for elected and non-elected officials.

CARRIED**GROUP COVERAGE FOR ELECTED OFFICIALS****Resolution No:** 2026-01-09**Moved By:** David Booker**Seconded By:** Alan Busby

That the municipality approves Group Coverage Benefits through SARM to remain at \$50,000 of coverage in the amount of \$925.

CARRIED**WCB COVERAGE FOR COUNCIL AND EMPLOYEES 2026****Resolution No:** 2026-01-10**Moved By:** Alan Busby**Seconded By:** W.R. (Bill) Thomson

That the municipality approves and authorizes Workers' Compensation Board (WCB) Coverage for council at \$50,000 per elected official in an annual coverage at a rate of \$2.58 for \$2,580 and annual coverage for employees at \$1,185,755 at a rate of \$2.58 for \$30,592.

CARRIED

FIDELITY BOND COVERAGE 2026 - \$344.50**Resolution No: 2026-01-11****Moved By:** Doug Bredy**Seconded By:** Clinton Hoffman

That the fidelity bond be presented to council and that municipality renew the fidelity bond January 1, 2026, a.m. to January 1, 2027, in the amount of \$325.00 plus PST \$19.50 for a total of \$344.50 for coverage of \$200,000 fidelity bond insurance which includes, \$2500 coverage of monies & Securities.

CARRIED**SARM - LSIP (LIABILITY SELF INSURANCE PLAN) EXCESS LIABILITY****Resolution No: 2026-01-12****Moved By:** David Booker**Seconded By:** W.R. (Bill) Thomson

That the municipality renew the SARM (Saskatchewan Association of Rural Municipalities) LSIP (Liability Self Insurance Plan) January 1, 2026 to January 1, 2027 in the amount of \$3,319.77 plus PST \$199.19 for a total amount of \$3,518.96 and the Excess Liability Insurance coverage \$2,000,000 in the amount of \$676.00 plus PST \$40.56 and Errors and Omissions Insurance coverage of \$500,000 for \$109.00 plus PST \$6.54 for a total amount of \$832.10.

CARRIED**SARM PSIP (PROPERTY SELF INSURANCE PROGRAM) 2026 RENEWAL****Resolution No: 2026-01-13****Moved By:** Leah Cooper**Seconded By:** Clinton Hoffman

That the municipality renew the SARM (Saskatchewan Association of Rural Municipalities) PSIP (Property Self Insurance Plan) January 1, 2026 to January 1, 2027 for Building Contents and EDP Equipment coverage of \$1,931,210 in the amount of \$3,999.54 plus PST \$239.97 and Unlicensed Mobile Municipal Equipment coverage of \$5,164,327 in the amount of \$14,263.84 plus PST \$855.83 for a total amount of \$19,359.18.

CARRIED**RMAA (RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION) MEMBERSHIP****Resolution No: 2025-01-14****Moved By:** Alan Busby**Seconded By:** W.R. (Bill) Thomson

That the municipality pay the RMAA (Rural Municipal Administrators' Association of Saskatchewan) Membership 2026 in the amount of \$425.

CARRIED

MEMBERSHIP FEES 2026**Resolution No: 2026-01-15****Moved By:** Doug Bredy**Seconded By:** Clinton Hoffman

That the municipality approves the following 2026 memberships: APAS (Agricultural Producers Association of Saskatchewan) in the amount of \$27,905.91, SARM (Saskatchewan Association of Rural Municipalities) in the amount of \$4,532.20 plus GST for a total of \$4,758.81, FCM (Federation of Canadian Municipalities) in the amount of \$250.04, Sasktip Inc. in the amount of \$100.00.

CARRIED**CROWN LEASE LAND "AGREEMENT CANCELLATION REQUEST"****Resolution No: 2026-01-16****Moved By:** Doug Bredy**Seconded By:** Clinton Hoffman

That the municipality sign the Crown Lease Land Agreement Cancellation Request for Non-payment of 2025 Property Taxes Relative to Provincial Land.

CARRIED**DONATION STARS \$1500 (\$3 PER CAPITA)- HALO - \$500 (\$1 PER CAPITA) 2026****Resolution No: 2026-01-17****Moved By:** David Booker**Seconded By:** Alan Busby

That the municipality donate \$1500 (\$3 per capita 500) to STARS air ambulance for 2025, and \$500 (\$1 per capita 500) to HALO air ambulance for 2026.

CARRIED**DASH CAMS****Resolution No: 2026-01-18****Moved By:** David Booker**Seconded By:** Alan Busby

That the municipality purchase 2 dash cams one for the 2005 freightliner and one for the 2026 Peterbilt for a maximum amount of \$500.

CARRIED

DONATION- WILDERNESS SURVIVAL GUIDE**Resolution No:** 2026-01-19**Moved By:** W.R. (Bill) Thomson**Seconded By:** Clinton Hoffman

That the Municipality donate \$100 to "Wilderness Survival Guide" regarding the Search and Rescue Saskatchewan Association of Volunteers.

DEFEATED**EQUIPMENT - AIR COMPRESSOR****Resolution No:** 2026-01-20**Moved By:** Alan Busby**Seconded By:** Clinton Hoffman

That the municipality approves the purchase of a rotary screw air compressor for the RM shop in Eatonia SK up to a maximum amount of \$20,000.

CARRIED**FUEL TANK****Resolution No:** 2026-01-21**Moved By:** David Booker**Seconded By:** W.R. (Bill) Thomson

That the Municipality purchase an above ground fuel tank from the Kindersley and District Co-op for \$60,000 plus applicable taxes to be placed at the RM shop located at 603 1st street West Eatonia SK.

CARRIED**ADJOURNMENT****Resolution No:** 2026-01-22**Moved By:** Doug Bredy

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

NEXT REGULAR MEETING February 10, 2026.

CARRIED

Accounts for Approval

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
3992	01/13/2026	Catalis Technologies Canada Ltd.	5,281.51
3993	01/13/2026	REV - Anderson & Company	0.00
3994	01/13/2026	Big Country Waste Management	1,529.00
3995	01/13/2026	Eatonia Oasis Living	16,700.00
3996	01/13/2026	Minister of Finance	879.90
3997	01/13/2026	Prairie Oasis Fitness Club	750.00
3998	01/13/2026	HALO Air Ambulance Society	500.00
3999	01/13/2026	Hill Acme Machine Ltd.	98.37
4000	01/13/2026	Information Services Corp.	30.00
4001	01/13/2026	Kindersley Bearing (2008) LTD.	26.78
4002	01/13/2026	Donna Lothammer	300.00
4003	01/13/2026	Murtin Electronics	1,352.77
4004	01/13/2026	Michael Reynolds	200.00
4005	01/13/2026	Speedy Auto & Window Glass	209.09
4006	01/13/2026	S.T.A.R.S.	1,500.00
4007	01/13/2026	Sasktip Inc.	100.00
4008	01/13/2026	West Central Municipal	188.55
4009	01/13/2026	Western Litho Printers	58.38
Total Computer Cheque:			29,704.35

ONLINE BANKING

Payment #	Date	Vendor Name	Payment Amount
2025-0282	12/31/2025	Burner Guys Ltd.	1,335.60
2025-0283	12/31/2025	Canada Revenue Agency	27,845.81
2025-0284	12/31/2025	Mun Employee's Pension Plan	18,599.88
2025-0285	12/31/2025	Sask Mun. Hail Insurance Assoc	43,195.65
2025-0286	12/31/2025	Saskatchewan Finance	48,195.26
2025-0287	12/31/2025	WSP E & I Canada Ltd.	604.63
2025-0288	12/31/2025	Sask.Tel. & Sk.Tel. Mobility	161.18
2026-0001	01/13/2026	A.P.A.S.	27,905.91
2026-0002	01/13/2026	Brandt Tractor Ltd.	3,139.55
2026-0003	01/13/2026	Cangas Propane Inc.	469.51
2026-0004	01/13/2026	Collabria	5,739.06
2026-0005	01/13/2026	Town Of Eatonia	3,514.44
2026-0006	01/13/2026	Federation Cdn Municipalities	250.04
2026-0007	01/13/2026	Finning Cat	19,815.49
2026-0008	01/13/2026	GFL Environmental SFS Inc.	202.99
2026-0009	01/13/2026	John Deere Financial	3,200.66
2026-0010	01/13/2026	1302322 Alberta Ltd.	451.51
2026-0011	01/13/2026	Kindersley & Dist. Co-Op	10,533.05
2026-0012	01/13/2026	Minister of Finance	322.80
2026-0013	01/13/2026	Munisoft	5,261.40
2026-0014	01/13/2026	Precision Instrumentation & Supply	364.75
2026-0015	01/13/2026	Redhead Equipment Ltd	10,820.96
2026-0016	01/13/2026	Rhodes Sales & Service	6,157.17
2026-0017	01/13/2026	SASK Assoc Rural Municipalities (SARM)	176,097.59
2026-0018	01/13/2026	Sask. Power/Energy	2,240.93
2026-0019	01/13/2026	Sask.Tel. & Sk.Tel. Mobility	501.42
2026-0020	01/13/2026	SeBo Enterprises Ltd.	1,008.46
2026-0021	01/13/2026	Somerville Farms (2014) Ltd.	22.54
2026-0022	01/13/2026	Triways Disposal Services 2009	663.42
2026-0023	01/13/2026	Wheatland Regional Library	1,755.61
2026-0024	01/13/2026	Xerox Canada Ltd	144.28
Total Online Banking:			420,521.55

Total AP: 450,225.90

Reeve

Administrator

Accounts for Approval

R.M. of Chesterfield No. 261

For Payroll Group :		C1 (Council & Misc.)									
For Period End Dates :		01Oct2025		to		31Dec2025					
						CPP		CPP2		Other	
						QPP		QPP2		Taxes	
										Deductions	
										Deductions	
										Gross Pay	
										Net Pay	
Employee	Pay date	Cheque #	EI	CPP	CPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
C01 Mandel, Peter L.	12/16/2025	00000341	0.00	342.18	0.00	0.00	0.00	342.18	1993.20	1651.02	
C2 Cooper, Leah	12/16/2025	00000342	0.00	0.00	0.00	0.00	0.00	0.00	3200.56	3200.56	
C3 Booker, David	12/16/2025	00000343	0.00	0.00	0.00	0.00	0.00	0.00	4968.20	4968.20	
C4 Busby, Alan L.	12/16/2025	00000344	0.00	65.86	0.00	0.00	0.00	65.86	507.04	441.18	
C5 Bredy, Doug	12/16/2025	00000345	0.00	0.00	0.00	0.00	0.00	0.00	538.40	538.40	
C6 Cridland, Duane	12/16/2025	00000346	0.00	94.13	0.00	0.00	0.00	94.13	1254.50	1160.37	
C9 Hoffman, Clinton D.	12/16/2025	00000347	0.00	194.97	0.00	0.00	0.00	194.97	1625.18	1430.21	
Company totals:			0.00	697.14	0.00	0.00	0.00	697.14	14087.08	13389.94	

R.M. of Chesterfield No. 261

For Payroll Group :		A4 (Admin (26 pp.))									
For Period End Dates :		02Dec2025		to		15Dec2025					
					<u>CPP</u>	<u>CPP2</u>		<u>Other</u>	<u>Total</u>		
<u>Employee</u>		<u>Pay date</u>	<u>Cheque #</u>	<u>EI</u>	<u>QPP</u>	<u>QPP2</u>	<u>Taxes</u>	<u>Deductions</u>	<u>Deductions</u>	<u>Gross Pay</u>	<u>Net Pay</u>
001 Kozicki, Tosha N.		12/19/2025	00000348	0.00	0.00	0.00	734.31	363.02	1097.33	3779.74	2682.41
001 Kozicki, Tosha N.		12/25/2025	00000360	0.00	0.00	0.00	1424.46	0.00	1424.46	3743.60	2319.14
002 Simpelo, Danise		12/19/2025	00000349	31.40	105.91	0.00	86.51	184.63	408.45	1914.53	1506.08
Company totals:				31.40	105.91	0.00	2245.28	547.65	2930.24	9437.87	6507.63

R.M. of Chesterfield No. 261

For Payroll Group :		M2 (Maint. (26 pp.))									
For Period End Dates :		02Dec2025	to	15Dec2025	CPP	CPP2	Other		Total		
Employee	Pay date	Cheque #	EI	QPP	QPP2	Taxes	Deductions	Deductions	Gross Pay	Net Pay	
005	Stusrud, Shane M.	12/19/2025	00000350	0.00	0.00	0.00	868.79	449.55	1318.34	4222.48	2904.14
005	Stusrud, Shane M.	12/25/2025	00000361	0.00	0.00	0.00	1109.70	0.00	1109.70	2916.55	1806.85
006	Aldridge, Brayden D.	12/19/2025	00000358	40.12	137.57	0.00	329.63	219.29	726.61	2446.63	1720.02
007	Knuttila, Johnathan D.	12/19/2025	00000359	23.33	76.62	0.00	117.35	127.12	344.42	1422.40	1077.98
010	Korchevych, Hennadii	12/19/2025	00000351	0.00	0.00	134.74	507.38	302.27	944.39	3368.48	2424.09
011	Jones, David W.	12/19/2025	00000352	0.00	0.00	0.00	626.94	364.92	991.86	3419.54	2427.68
011	Jones, David W.	12/25/2025	00000362	0.00	0.00	0.00	1742.71	0.00	1742.71	4553.75	2811.04
012	Roesch, Gordon B.	12/19/2025	00000353	0.00	0.00	59.68	368.43	235.76	663.87	2629.54	1965.67
020	Czeck Schaeffer, Landon L.	12/19/2025	00000354	0.00	0.00	0.00	630.24	364.92	995.16	3429.54	2434.38
020	Czeck Schaeffer, Landon L.	12/25/2025	00000363	0.00	0.00	0.00	840.90	0.00	840.90	2367.95	1527.05
022	Reynolds, Michael G.	12/19/2025	00000355	0.00	0.00	0.00	630.24	364.92	995.16	3429.54	2434.38
029	Schmold, Jim R.	12/19/2025	00000356	0.00	0.00	0.00	870.52	440.22	1310.74	4229.34	2918.60
033	Aldridge, Dean J.	12/19/2025	00000357	0.00	0.00	0.00	689.87	386.08	1075.95	3627.77	2551.82
Company totals:			63.45	214.19	194.42	9332.70	3255.05	13059.81	42063.51	29003.70	

R.M. of Chesterfield No. 261

For Payroll Group :		A4 (Admin (26 pp.))																			
For Period End Dates :		16Dec2025		to		29Dec2025		CPP		CPP2		Other		Total							
<u>Employee</u>		<u>Pay date</u>		<u>Cheque #</u>		<u>EI</u>		<u>QPP</u>		<u>QPP2</u>		<u>Taxes</u>		<u>Deductions</u>		<u>Deductions</u>		<u>Gross Pay</u>		<u>Net Pay</u>	
001 Kozicki, Tosha N.		12/28/2025		00000364		0.00		0.00		0.00		734.31		363.02		1097.33		3779.74		2682.41	
002 Simpelo, Danise		12/28/2025		00000365		31.40		105.91		0.00		86.51		184.63		408.45		1914.53		1506.08	
Company totals:						31.40		105.91		0.00		820.82		547.65		1505.78		5694.27		4188.49	

R.M. of Chesterfield No. 261

For Payroll Group :		M2 (Maint. (26 pp.))									
For Period End Dates :		16Dec2025	to	29Dec2025	CPP	CPP2	Other	Total			
<u>Employee</u>	<u>Pay date</u>	<u>Cheque #</u>	<u>EI</u>	<u>QPP</u>	<u>QPP2</u>	<u>Taxes</u>	<u>Deductions</u>	<u>Deductions</u>	<u>Gross Pay</u>	<u>Net Pay</u>	
005 Stusrud, Shane M.	12/28/2025	00000366	0.00	0.00	0.00	868.79	449.55	1318.34	4222.48	2904.14	
011 Jones, David W.	12/28/2025	00000367	0.00	0.00	0.00	626.94	364.92	991.86	3419.54	2427.68	
012 Roesch, Gordon B.	12/28/2025	00000368	0.00	0.00	0.00	271.86	196.47	468.33	2192.95	1724.62	
020 Czeck Schaeffer, Landon L.	12/28/2025	00000369	0.00	0.00	0.00	630.24	364.92	995.16	3429.54	2434.38	
020 Czeck Schaeffer, Landon L.	12/29/2025	00000373	0.00	0.00	0.00	336.61	0.00	336.61	1020.04	683.43	
022 Reynolds, Michael G.	12/28/2025	00000370	0.00	0.00	0.00	630.24	364.92	995.16	3429.54	2434.38	
029 Schmidt, Jim R.	12/28/2025	00000371	0.00	0.00	0.00	0.00	141.59	141.59	911.21	769.62	
033 Aldridge, Dean J.	12/28/2025	00000372	0.00	0.00	0.00	689.87	386.08	1075.95	3627.77	2551.82	
Company totals:			0.00	0.00	0.00	4054.65	2268.45	6323.00	22253.07	15930.07	