



Resort Village of Elk Ridge
Meeting Minutes
Regular Meeting December 18, 2025 - 09:00 AM

Present:

Mayor:	Marg Smith-Windsor	Regrets: Daniel Levesque
Councillors:	Russell Schwehr Raymond Wiebe Jacqueline Archer (arrived at 10:20 am)	
CAO:	Michele Bonneau	
Utility Staff:	Russell Nelson, Terri Kowbel-Nesbitt	

1 Call To Order

Mayor Smith-Windsor called the meeting to order at 9:02 a.m.

Resolution 2 Approval of Agenda

No: 2025-228
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Raymond Wiebe

That the agenda for this meeting be approved as presented.

CARRIED

3 Adoption of Minutes

Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Russell Schwehr

Resolution 3.1 Regular Meeting Minutes - November 20, 2025

No: 2025-229
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Russell Schwehr

That the minutes of the November 20, 2025 Regular Council Meeting be adopted.

CARRIED

4 Declaration of Conflict of Interest

5 Delegations

5.1 Associated Engineering - Joshua Yohnke

Resolution 5.1.1 WTP Upgrades - Next Steps

No: 2025-230
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Russell Schwehr

That the Progress Report and Next Steps Report be accepted as presented.

- confirm driller's tender
- recommend Preliminary Design - costs for 3 options (Reduced cost option, Preliminary Design option and Full Building Replacement option)
- Advisory Committee meeting - December 22, 2025 @ 10:30 am at the former firehall

CARRIED

Resolution 5.1.2 Roadway Repairs - Draft Final Report

No: 2025-231
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Russell Schwehr

That the Road Assessment Report - December 2025 be accepted as presented.

- Joshua Yohnke will verify the numbers regarding upgrading Elk Ridge Place to asphalt.

CARRIED

6 Public Hearings

7 Public Acknowledgements

7.1 Elk Ridge Resort - Bull Riding Canada's Event of the Year

Elk Ridge Resort's event "**8 Seconds at the Ridge**" was named **Bull Riding Canada's Event of the Year**, highlighting its success and community impact.

In essence, Elk Ridge provides the venue for these thrilling PBR competitions, with top riders taking home the wins, while the resort itself earns accolades for putting on a great show.

WELL DONE ELK RIDGE RESORT & ROUTES2SK Inc.

8 Business Arising from Minutes

Resolution 8.1 EMO Coordinator Report

No: 2025-232
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Russell Schwehr

That the EMO report be accepted as presented.

- meeting with Leslie Tuchek - 2:00 pm - December 18, 2025.
- Councillor Wiebe will review the Fire Service Agreement

CARRIED

Resolution 8.2 Recognition Procedures

No: 2025-233
Moved By: Councillor Jacqueline Archer
Seconded By: Mayor Marg Smith-Windsor

That Council approve the development of a Community Recognition Policy.

The primary categories of recognition will be Community Builders (retroactive to 2022) and Volunteer of the Year (starting in 2026).

CARRIED

9 New Business

Resolution 9.1 2026 Council Meetings

No: 2025-234
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Raymond Wiebe

That the 2026 Regular Council Meetings be set as presented.

Jan 15	Apr 16	Jul 16	Oct 15
Feb 19	May 21	Aug 20	Nov 19
Mar 19	Jun 18	Sep 17	Dec 17

CARRIED

9.2 Western Municipal Consulting

Resolution 9.2.1 Appointment of Board of Revision

No: 2025-235
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Raymond Wiebe

That pursuant to Subsection 220(1) of The Municipalities Act the RESORT VILLAGE OF ELK RIDGE appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, 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, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

Resolution 9.2.2 Appointment of Board of Revision Secretary

No: 2025-236
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Jacqueline Archer

That pursuant to Subsection 221(1) of The Municipalities Act the RESORT VILLAGE OF ELK RIDGE appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

Resolution 9.2.3 Appointment of Development Appeals Board

No: 2025-237
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Jacqueline Archer

That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the RESORT VILLAGE OF ELK RIDGE appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, 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, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include

themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

Resolution 9.2.4 Appointment of Appeals Board Secretary

No: 2025-238
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Raymond Wiebe

That pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the RESORT VILLAGE OF ELK RIDGE appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

Resolution 9.3 Municipal Revenue Sharing Compliance

No: 2025-239
Moved By: Councillor Jacqueline Archer
Seconded By: Councillor Raymond Wiebe

That the Council of the Resort Village of Elk Ridge confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

1. The municipality has remitted our 2024 Audited Financial Statements to the Ministry of Government Relations;
2. The municipality has publicly reported on Municipal Waterworks System in 2025;
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 authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

10 Motions

11 Administration Reports

Resolution 11.1 Utility Report

No: 2025-240
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Russell Schwehr

That the Utility report be accepted as presented.

Utility staff recommend upgrading to larger filters at the capacity of 80 gal/min with aeration while maintaining quality and increasing demand.

CARRIED

Resolution 11.2 Administrator Report

No: 2025-241
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Raymond Wiebe

That the Administrator's report be accepted as presented.

- CHIF grant submitted by November 28, 2025 (WTP shortfall & Lagoon expansion)
- application for crown land submitted to Sask Environment

CARRIED

12 Financial Statements

Resolution 12.1 Utility Financial Statement

No: 2025-242
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Jacqueline Archer

That the Utility (Public Works) financial report be accepted as presented.

CARRIED

Resolution 12.2 Detailed Financial Report, Bank Reconciliation, List of Accounts for Approval

No: 2025-243
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Russell Schwehr

That the Detailed Financial Report, Bank Reconciliation and List of Accounts for Approval be accepted as presented.

- add variance to the detailed financial report

CARRIED

13 Reading of Bylaw(s)

14 Notice of Motion

15 Inquiries

Resolution 15.1 Waste Management Depot

No: 2025-244
Moved By: Councillor Raymond Wiebe
Seconded By: Mayor Marg Smith-Windsor

That Council shall install signs and a trail cam to monitor the Waste Management Depot to avoid wildlife attraction and prioritizing public safety.

Vision: Embracing successful practices in planning and development that ensure safe and sustainable Community growth for the Resort Village of Elk Ridge.

CARRIED

16 In Camera

Resolution 16.1 In-camera

No: 2025-245
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Jacqueline Archer

That Council go in-camera to discuss **legal matters and staff performance reviews** at 11:36 am.

Present: Mayor Smith-Windsor, Councillors: Archer, Wiebe and Schwehr; CAO

CARRIED

16.2 Legal Matter

16.3 Staff - Performance Evaluations

Resolution 16.4 Out of Camera

No: 2025-246
Moved By: Councillor Russell Schwehr
Seconded By: Councillor Raymond Wiebe

That Council reconvenes to the Regular Council Meeting at 12:38 pm.

Present: Mayor Smith-Windsor, Councillors: Archer, Wiebe and Schwehr; CAO

CARRIED

Resolution 16.5 Committee of Council - Employee Performance Reviews

No: 2025-247
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Jacqueline Archer

That Council form a Committee of Council - Employee Performance Reviews to review job descriptions and develop criteria for performance evaluations.

Mayor Smith-Windsor will chair this committee

CARRIED

17 Information Items/Correspondence

17.1 CHIF Application

17.2 Crown Land Application

Resolution 18 Adjournment

No:

2025-248

Moved By: Councillor Russell Schwehr

Seconded By: Councillor Jacqueline Archer

That this meeting now be adjourned at 1:13 p.m.

CARRIED

Mayor Smith-Windsor

CAO Michele Bonneau