# Resort Village of Elk Ridge

## Meeting Minutes

## Regular Meeting March 19, 2026 - 09:00 AM

**Present:**

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| **Mayor:** | Marg Smith-Windsor |
| **Councillors:** | Russell Schwehr |
| | Jacqueline Archer |
| | Daniel Levesque |
| | Raymond Wiebe (Microsoft Teams) |
| **CAO:** | Michele Bonneau |
| **Utility Staff:** | Russell Nelson |

**1 Call To Order**

Mayor Smith-Windsor called the meeting to order at 9:00 a.m.

**Resolution No:** 2026-033

**2 Approval of Agenda**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Russell Schwehr

That the agenda for this meeting be approved as presented.

**CARRIED**

**Resolution No:** 2026-034

**3 Adoption of Minutes**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Daniel Levesque

That the minutes of the March 5, 2026 Regular Council Meeting be adopted.

**CARRIED**

**4 Declaration of Conflict of Interest**

**5 Delegations**

**6 Public Hearings**

**7 Public Acknowledgements**

**8 Business Arising from Minutes**

**Resolution No:** 2026-035

**8.1 Waste Management Depot - Lease**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Jacqueline Archer

That Council authorizes the Mayor and CAO to sign the Waste Management Depot Lease between Routes2SK Inc . and the Resort Village of Elk Ridge.

$500 annually for 12 years

**CARRIED**

**Resolution No:** 2026-036

**8.2 Lakeland & District Co-operative Volunteer Fire Department**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Daniel Levesque

That Council authorizes the Mayor and CAO to sign the agreement from Lakeland and District Co-operative Volunteer Fire Department to provide fire services to the Resort Village of Elk Ridge for the 2026 calendar year.

- EMO Coordinator - questions answered, no further objections
- Follow up with Waskesiu Council

**CARRIED**

**9 New Business**

**10 Motions**

**11 Administration Reports**

**Resolution No:** 2026-037

**11.1 Utility Report**

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

That the Utility Report be accepted and filed.

- follow up with Nicole Sawchuk (legal counsel) regarding service agreements.

**CARRIED**

**Resolution No:** 2026-038

**11.2 Administrator Report**

**Moved By:** Councillor Russell Schwehr
**Seconded By:** Councillor Jacqueline Archer

That the Administrators Report be accepted and filed.

**CARRIED**

**Resolution No:** 2026-039

**11.3 Associated Engineering Report**

**Moved By:** Councillor Russell Schwehr
**Seconded By:** Councillor Daniel Levesque

That the Associated Engineering Report submitted by Joshua Yohnke be accepted and filed.

**CARRIED**

**12 Financial Statements**

**Resolution No:** 2026-040

**12.1 Utility Financial Statement**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Jacqueline Archer

That the Utility Financial Statement be accepted and filed.

**CARRIED**

**Resolution No:** 2026-041

**12.2 RVER - Statement of Financial Activities**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Raymond Wiebe

That the Detailed Statement of Financial Activities, Bank Reconciliation and List of Accounts for Approval be accepted and filed.

**CARRIED**

**13 Reading of Bylaw(s)**

**Resolution No:** 2026-042

**13.1 Bylaw 2026 - 01 Council Procedures**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Jacqueline Archer

That Bylaw No. 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be introduced and read a first time.

**CARRIED**

**Resolution No:** 2026-043

**13.1.1 Bylaw 2026-01 Second Reading**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Jacqueline Archer

That Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be now read a second time.

**CARRIED**

**Resolution No:** 2026-044

**13.1.2 Bylaw 2026-01 Leave be granted for Third Reading**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Russell Schwehr

That leave be granted for third reading of Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees.

**CARRIED**

**Resolution No:** 2026-045

**13.1.3 Bylaw 2026-01 Third Reading**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Daniel Levesque

That Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be now read a third time and adopted.

**CARRIED**

**Resolution No:** 2026-046

**13.2 Bylaw 2026-02 - The Trailer Licensing Fee Bylaw**

**Moved By:** Mayor Marg Smith-Windsor
**Seconded By:** Councillor Jacqueline Archer

That Council table Bylaw 2026-02 to the April Regular Council Meeting.

- require more information
- include with budget deliberations.

**CARRIED**

**14 Notice of Motion**

**15 Inquiries**

**16 In Camera**

**16.1 WTP - Drilling Contract Award**

Project Scope (as tendered)

- Mobilization of personnel and equipment to Elk Ridge
- Drilling and electric logging of a confirmatory testhole
- Installation and development of a 50 mm PVC observation well
- Mechanical rehabilitation of existing wells PW6-2011 and PW7-2014
- Installation of a 75 mm stainless steel screen liner in PW7-2014
- A 24-hour pumping test at approximately 8.0 L/s

**Resolution No:** 2026-047

**16.1.1 Move to closed session**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Russell Schwehr

That Council go in-camera to discuss the drilling contracts at 11:29 am.

Present: Mayor Smith-Windsor; Councillors Archer, Levesque, Schwehr and Wiebe (via Teams)

**CARRIED**

**Resolution No:** 2026-48

**16.1.2 Reconvene to open session**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Russell Schwehr

That Council reconvenes to the Open Council Meeting at 11:37 am.

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

**CARRIED**

**Resolution No:** 2026-049

**16.1.3 Drilling Contract**

**Moved By:** Councillor Russell Schwehr
**Seconded By:** Councillor Jacqueline Archer

That Council accept Beckie's recommendation to accept Hayter Drilling for the observation well, rehabilitation work on PW6-2011 and PW7-2014, installation of a 75 mm stainless steel liner into PW7-2014 and conducting a 24 hour continuous pumping test on PW6-2011 or PW7-2014 at a constant rate of ± 8.0 litres per second.

**CARRIED**

**17 Information Items/Correspondence**

**Resolution No:** 2026-050

**18 Adjournment**

**Moved By:** Councillor Jacqueline Archer
**Seconded By:** Councillor Raymond Wiebe

That this meeting now be adjourned at 11:55 am.

**CARRIED**

**Mayor Smith-Windsor**

**CAO Michele Bonneau**