

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE RURAL MUNICIPALITY OF REFORD NO. 379  
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN  
THURSDAY, SEPTEMBER 11, 2025**

**PRESENT**

Councillors:		Staff:
Division No. One	Becky Huber	CAO Valerie Fendeleit
Division No. Two	Jason Delaine	Foreman Laurie Thompson
Division No. Three	Todd Miller	Municipal Planner Robin Blooski
Division No. Four	Evan Johnson	Delegation(s):
Division No. Five	Daryl Glackin	Doug Schwebius (8:10 a.m.)
Division No. Six	Brett Sittler	

**REGRETS**

Reeve	Justin Huber
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**CALL TO ORDER**

A quorum being present, Deputy Reeve Johnson called the meeting to order at 8:00 a.m.

**CONFLICT OF INTEREST DECLARATION**

- Deputy Reeve Johnson declared conflict of interest regarding 8(a)(ii)(a) Zoning Bylaw Amendment Bylaw 2025-12 and 8(b)(i)(a) Discretionary Use – Subdivision NE 01-39-18 as the applications pertain to a personal subdivision proposal.

**222/2025 – APPOINT ACTING REEVE**

**MOVED BY HUBER, B.**

WHEREAS Deputy Reeve Johnson has declared a conflict of interest respecting planning and development matters under public hearing and must vacate the Chair;

BE IT RESOLVED Council appoint Councillor Miller as Acting Reeve to assume the Chair for the public hearings and related proceedings.

Carried.

**223/2025 –REGULAR MEETING MINUTES**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Council approve the minutes of the Regular Meeting held on August 14, 2025 as presented

Carried.

**8:04 a.m. – 8:12 a.m. Doug Schwebius – Infrastructure/Strategic Planning: Backroad maintenance.**

**224/2025 – RESPONSE TO CORRESPONDENCE**

**MOVED BY HUBER, B.**

BE IT RESOLVED Administration provide a response to the following correspondence: Saskatchewan Ombudsman (2025-07-11).

Carried.

**225/2025 – ACCOUNTS FOR PAYMENT**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council acknowledge and approve the List of Accounts for payment,

1. cheques numbered 17479 to 17518 in the amount of \$220,512.89.
2. electronic payments numbered 1372 to 1382 totalling \$824,112.15.

Carried.

**226/2025 – FINANCIAL STATEMENT**  
**MOVED BY SITTLER, B.**

BE IT RESOLVED Council accept the Statement of Financial Position for the month of August, 2025, as presented.

Carried.

**227/2025 – BANK RECONCILIATION**  
**MOVED BY MILLER T.**

BE IT RESOLVED Council acknowledges the August 31<sup>st</sup>, 2025 Bank Reconciliation balances as follows:

Chequing Account Operating	\$3,020,650.71
Savings Account	\$1,076,433.72
Fire Dpt. Capital Account	\$138,054.16
<b>Total Cash</b>	<b><u>\$4,235,138.59</u></b>

Carried.

**228/2025 – ADMINISTRATION REPORT**  
**MOVED BY GLACKIN, D.**

BE IT RESOLVED the Administration Report be received as information.

Carried.

**229/2025 – CORRESPONDENCE**  
**MOVED BY HUBER, B.**

BE IT RESOLVED the following correspondence, having been circulated and/or dealt with, be filed in the municipal records:

- 8(b)(v)(a) RM Buckland – SARM Resolution Support (2025/05/27);

BE IT FURTHER RESOLVED Administration provide a response to the following correspondence:

- 8(b)(v)(a) RM Buckland – SARM Resolution Support (2025/05/27).

Carried.

**8:42 a.m. Deputy Reeve Johnson recessed council meeting for Public Hearings regarding Zoning Bylaw Amendment and Discretionary Use Application. Deputy Reeve Johnson vacated chair.**  
**8:42 a.m. Municipal Planner, Robin Boski joined the meeting virtually.**

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**Public Hearing for Proposed Bylaw 2025-12**

*Municipal Planner Robin Boski formally opened the Public Hearing at 8:42 a.m. to receive any comments and submissions regarding proposed Bylaw 2025-12, being a Bylaw to amend Bylaw No. 1-2017, known as The Zoning Bylaw.*

**Attendees from the Public: None**

**Intent of the Application:** Proposed Bylaw 2025-12 will amend the Zoning Bylaw 1-2017 to accommodate the following changes:

- PART 2 – INTERPRETATION**, is amended by deleting the definition for "Dwelling, Manufactured" and replacing with the following:  
"  
**Dwelling, Manufactured or Mobile:** a trailer coach:  
(a) That is used as a dwelling for permanent or year-round living.  
(b) That has water faucets, wash basin, a shower or bathtub and a toilet that may be connected to a water distribution and sewage collection system.  
(c) Certified by the manufacturer that it complies with the Canadian Standards Association Code CSA-Z240 series standards.  
(d) That is properly skirted and attached to a permanent foundation."

2. **PART 2 – INTERPRETATION**, is amended by deleting the definition for “Dwelling, Single Detached” and replacing with the following:  
“  
**Dwelling, Single Detached:** a detached building consisting of one dwelling unit as herein defined, but shall not include a manufactured or mobile home as herein defined unless outlined as an allowable use in the district.”
3. **PART 3 – ADMINISTRATION, Section 3.7.4 Use Specific Discretionary Use Evaluation Criteria**, is amended by adding in the following section, after section (15) *Accessory dwelling units*:  
“  
(16) *Manufactured Homes*:  
  
(a) Shall bear CSA rating Z240 for mobile and manufactured homes.  
(b) A copy of the bill of sale and a photo must be submitted with each application.  
(c) The unit shall be properly skirted and attached to a permanent foundation.”
4. **PART 4 – GENERAL REGULATIONS, SECTION 4.9 MANUFACTURED HOMES**, Clause 4.9.2 is deleted in its entirety and replaced with the following:  
“  
4.9.3 Pursuant to section 4.9.2 Manufactured or mobile homes bearing CSA Z240 shall be a discretionary use if outlined as a use within the district.”
5. **PART 6 – DISTRICT SCHEDULES: 6.1 A- AGRICULTURAL DISTRICT, 6.1.2. TABLE 6-1**, is amended by adding the following new item after Residential Uses item (1):

Table 6-1 A – AGRICULTURAL DISTRICT DEVELOPMENT STANDARDS									
Use		Development Standards							
		Permitted or Discretionary	Subject to Sections	Minimum Site Area (ha) or (m)	Maximum Site Area (ha)	Minimum Site Width (m)	Minimum Front Yard (m)	Minimum Side Yard (m)	Minimum Rear Yard (m)
Residential Uses									
(2)	Mobile Homes	D	3.7.4(16) 4.9	--	--	30	35	10	10

Public Comments: None

Municipal Planner Robin Bloski closed the Public Hearing at 8:50 a.m.

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Public Hearing for Discretionary Use – Subdivision NE 01-39-18 W3M

Municipal Planner Robin Bloski formally opened the Public Hearing at 8:50 a.m. to receive any comments and submissions regarding subdivide out a yard site for the purpose of a “Single detached dwelling (as a principal use)” on NE 01-39-18 W3M. A discretionary use, currently allowed, within the **A – Agriculture District**, as per 6.1.2, Table 6-1 of the RM of Reford Zoning Bylaw No. 1/2017

Attendees from the Public: None

Public Comments: CAO Fendeleit reported one (1) written submission was received expressing “No Concerns”.

Municipal Planner Robin Bloski closed the Public Hearing at 8:50 a.m.

8:50 a.m. Acting Reeve Miller reconvened council meeting.  
8:51 a.m. Deputy Reeve Johnson exited council chambers.

**230/2025 – BYLAW 2025-12 – SECOND READING**

**MOVED BY HUBER, B.**

BE IT RESOLVED Bylaw No. 2025-12, being a Bylaw of the Rural Municipality of Reford No. 379 to Amend Zoning Bylaw 1-2017 be read a second time.

Carried.

**231/2025 – BYLAW 2025-12 – THIRD READING AND ADOPTION**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED Bylaw No. 2025-12, being a Bylaw of the Rural Municipality of Reford No. 379 to Amend Zoning Bylaw 1-2017 be read a third time and adopted.

Carried.

**232/2025 – SUBDIVISION NE 01-39-18 W3M**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Council approves the application of Landmark Ag Ltd. to subdivide 8.094 ha (20.00 ac) parcel labelled as Parcel 'A' of NE 01-39-18 W3M subject to execution of Servicing Agreements requiring construction/upgrade of an approach and payment of applicable planning and servicing fees.

Carried.

**8:53 a.m. Municipal Planner, Robin Bloski exited the meeting.**

**8:58 a.m. Deputy Reeve Johnson enters council chambers.**

**Acting Reeve Miller vacated Chair.**

**233/2025 – GRID 771 – CAUSEWAY TENDER**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes CAO Fendelet and Foreman Thompson to attend the tender opening and contract awarding scheduled to occur at the Council meeting of the Rural Municipality of Tramping Lake No. 380, Tuesday, September 30 @ 10:00 a.m. at 104 Main Street, Scott, SK.;

BE IT FURTHER RESOLVED CAO Fendelet and Foreman Thompson are authorized to represent the RM in decision-making with respect to awarding the contract.

Carried.

**234/2025 – RURAL INTEGRATED ROADS FOR GROWTH**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes Administration to make application for the SARM Rural Integrated Roads for Growth Grant.

Carried.

**235/2025 – BYLAW 2025-14 – INTRODUCTION AND FIRST READING**

**MOVED BY Delainey, J.**

BE IT RESOLVED Bylaw No. 2025-14, being a Bylaw of the Rural Municipality of Reford No. 379 to Establish a Public Notice Policy be introduced and read a first time.

Carried.

**8:53 a.m. Foreman, Laurie Thompson entered council chambers.**

**236/2025 – GRAVEL PURCHASE & SPREAD AGREEMENT**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes Deputy Reeve Johnson and CAO Fendelet to execute Agreement RM-04-2025 with JDL Underground Ltd. to supply and spread ≈ 4,125 yds<sup>3</sup> traffic gravel at the stated prices: purchase - \$16.50/yd<sup>3</sup>, loading - \$1.50/yd<sup>3</sup>, hauling/spreading \$0.43/loaded mile.

Carried.

**237/2025 – ADDENDUM – GRAVEL CRUSH AGREEMENT**

**MOVED BY SITTLER, B.**

BE IT RESOLVED Council authorizes Deputy Reeve Johnson and CAO Fendelet to execute an addendum to extend Agreement 379-2025-01 completion date to September 30, 2025 allowing JDL Underground Ltd. to fulfil its obligation.

Carried.

**238/2025 – MAINTENANCE REPORT**

**MOVED BY SITTLER, B.**

BE IT RESOLVED the Maintenance Report be received as information.

Carried.

**9:59 a.m. Foreman, Laurie Thompson exited council chambers.**

**239/2025 – BYLAW 2025-13 – INTRODUCTION AND FIRST READING**

**MOVED BY SITTLER, B.**

BE IT RESOLVED Bylaw No. 2025-13, being a Bylaw of the Rural Municipality of Reford No. 379 to Establish a Public Notice Policy be introduced and read a first time.

Carried.

**240/2025 – IN-CAMERA SESSION**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council move into a closed session to discuss legal matters pursuant to *The Municipalities Act*, clause 120(2)(a), and Parts III and IV of the *Local Authority Freedom of Information and Privacy Act*, the time being 10:31 a.m.

Carried.

**Present: Deputy Reeve Johnson, E.; Councillors: Huber, B., Delaine, J., Miller, T., Sittler, B.; CAO Fendelet.**

**10:31a.m. Councillor Glackin exited council chambers.**

**241/2025 – RESUME OPEN SESSION**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council move out of a closed session into public meeting, the time being 10:39 a.m.

Carried.

**242/2025 - ADJOURN**

**MOVED BY Sittler, B.**

BE IT RESOLVED this meeting adjourn, time being 10:40 a.m.

Carried.

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Reeve Justin Huber

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CAO Valerie Fendelet