

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE RURAL MUNICIPALITY OF REFORD NO. 379  
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN  
THURSDAY, December 18, 2025**

**PRESENT**

Reeve:	Justin Huber	Staff:	
Councillors:		CAO	Valerie Fendeleit
Division No. One	Becky Huber	Foreman	Laurie Thompson
Division No. Two	Jason Delainey		
Division No. Three	Todd Miller		
Division No. Four	Evan Johnson	Delegation(s):	
Division No. Five	Daryl Glackin	Duane Westgard (9:10 a.m.)	
Division No. Six	Brett Sittler		

**CALL TO ORDER**

A quorum being present, Reeve Huber called the meeting to order at 8:59 a.m.

**CONFLICT OF INTEREST DECLARATION**

- Declared – Councillor Glackin – Land Leases.

**9:01 a.m. – 9:05 a.m. Duane Westgard regarding: property taxes, divisional boundaries, in-camera meetings, contracts, meeting minutes.**

**304/2025 –REGULAR MEETING MINUTES**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council approve the minutes of the Regular Meeting held on November 13, 2025 as presented

Carried.

**305/2025 –AMEND MEETING MINUTES**

**MOVED BY MILLER, T.**

BE IT RESOLVED Resolution #272/2025 be amended to reflect the correct bylaw number, striking “-14”, replacing with “15”.

Carried.

**279/2025 – ACCOUNTS FOR PAYMENT**

**MOVED BY DELAINEY, J.**

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

1. cheques numbered 17576 to 17615 in the amount of \$451,206.67
2. electronic payments numbered 1406 to 1416 totalling \$114,713.25.

Carried.

**306/2025 – FINANCIAL STATEMENT**

**MOVED BY JOHNSON, E.**

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

Carried.

**307/2025 – BANK RECONCILIATION**

**MOVED BY SITTLER, B.**

BE IT RESOLVED Council acknowledges the November 30<sup>th</sup>, 2025 Bank Reconciliation balances as follows:

Chequing Account Operating	\$2,623,508.16
Savings Account	\$1,433,175.32
Fire Dpt. Capital Account	\$139,204.02
Welltraxx Stripe Account	\$6,980.62
<b>Total Cash</b>	<b><u>\$4,202,868.12</u></b>

Carried.

**308/2025 – RESERVES TRANSFER**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes Administration to transfer \$18,799.11 from the Fire Capital Account to the General Chequing Account held at Innovation Federal Credit Union.

Carried.

**309/2025 – ACCRUED INTEREST TRANSFER**

**MOVED BY HUBER, B.**

BE IT RESOLVED that the accrued interest in the Fire Capital Account be transferred to the General Chequing Account held at Innovation Federal Credit Union; and

BE IT FURTHER RESOLVED that Council authorizes Administration to complete the transfer and take all necessary actions to give effect to this resolution.

Carried.

**310/2025 – IN-CAMERA SESSION**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council move into a closed session to discuss personnel and 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 9:46 a.m.

Carried.

**Present:** Reeve Huber, J.; **Councillors:** Huber, B., Delainey, J., Miller, T., Johnson, E., Glackin, D., Sittler, B.; CAO Fendelet.

**10:00 a.m. Councillor Glackin exited council chambers.**

**311/2025 – RESUME OPEN SESSION**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council move out of a closed session into public meeting, the time being 10:30 a.m.

Carried.

**10:30 a.m. Councillor Glackin entered council chambers.**

**313/2025 – ADMINISTRATION REPORT**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED the Administration Report be received as information.

Carried.

**10:55 a.m. Ed Pacik, Evolution Training, entered council chambers.**

**10:55 a.m. Kelly Rhea, Evolution Training, joined council meeting virtually.**

**11:27 a.m. Ed Pacik & Kelly Rhea, Evolution Training, exited council chambers.**

**12:10 p.m. CAO Fendelet exited council chambers.**

**12:27 p.m. CAO Fendelet entered council chambers.**

12:30 p.m. Reeve Huber recessed council meeting for lunch.  
12:51 p.m. Reeve Huber reconvened council meeting.  
12:58 p.m. Foreman Laurie Thompson entered council chambers.

**314/2025 – FOREMAN REPORT**  
**MOVED BY JOHNSON, E.**

BE IT RESOLVED the verbal Foreman Report be received as information.

Carried.

**315/2025 – D. SCHWEBIUS - INVOICE**  
**MOVED BY MILLER, T.**

WHEREAS Doug Schwebius undertook work to clear a municipal culvert located on Rge. Rd 3193 between Twp. Rd 383 and Hwy. 14, subsequently submitting an invoice in the amount of \$600.00 for such work; and

WHEREAS Council acknowledges that the work was completed without prior municipal authorization;

BE IT RESOLVED that Council approve payment of the \$600.00 invoice submitted.

Defeated.

**Councillor Miller requested recorded vote.**

**R-Against, Div. 1-Against, Div 2-Against, Div 3-Against, Div 4-Against, Div 5-Against, Div 6-Against.**

**316/2025 – GRID 657 UPGRADE**  
**MOVED BY MILLER, T.**

BE IT RESOLVED that Council authorize Administration to take all necessary actions, including working with RMI engineering firm to prepare and issue a Request for Proposals and/or a tender for a road construction project to upgrade Grid 657 from Twp Rd 381 to Hwy 14 (~7.4 KM), with any contract awarded subject to Council approval and/or subsequent receipt of grant funding.

Carried.

**317/2025 –ROAD MAINTENANCE AGREEMENT**  
**MOVED BY HUBER, J.**

BE IT RESOLVED Council authorize the Reeve and the Chief Administrative Officer to execute a Road Maintenance Agreement with Cardinal Energy Ltd.

Carried.

**318/2025 – BYLAW 2025-17 – INTRODUCTION AND FIRST READING**  
**MOVED BY HUBER, B.**

BE IT RESOLVED Bylaw No. 2025-17, being a Bylaw of the Rural Municipality of Reford No. 379 to Authorize Charging Fees for Various Services and Products be introduced and read a first time.

Carried.

**319/2025 – BYLAW 2025-17 – SECOND READING**  
**MOVED BY DELAINEY, J.**

BE IT RESOLVED Bylaw No. 2025-17, being a Bylaw of the Rural Municipality of Reford No. 379 to Authorize Charging Fees for Various Services and Products be read a second time.

Carried.

**320/2025 – BYLAW 2025-17 – RECEIVE THREE READINGS**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED Bylaw No. 2025-17, being a Bylaw of the Rural Municipality of Reford No. 379 to Authorize Charging Fees for Various Services and Products receive three readings.

Carried.

**321/2025 – BYLAW 2025-17 – THIRD READING & ADOPTION**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED Bylaw No. 2025-17, being a Bylaw of the Rural Municipality of Reford No. 379 to Authorize Charging Fees for Various Services and Products be read a third time and adopted.

Carried.

**322/2025 – BYLAW 2025-16 – THIRD READING & ADOPTION**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Bylaw No. 2025-16, being a Bylaw of the Rural Municipality of Reford No. 379 to repeal Bylaws be read a third time and adopted.

Carried.

**323/2025 – NW 12-38-19 W3M FARMLAND LEASE**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council Reeve Huber and CAO Fendelet be authorized to execute the agreement and any necessary documents to finalize the lease with Bleier Farms Ltd. for a (3) three-year term at \$91.00 per acre.

Carried.

**Councillor Glackin declared conflict of interest with respect to the matter concerning the land lease of SE 05-39-19 W3M with Lorne and Rob Griffiths, as Lorne and Rob Griffiths also lease land from Councillor Glackin.**

**2:48 p.m. Councillor Glackin exited council chambers.**

**2:58 p.m. Councillor Glackin entered council chambers. Councillor Glackin refrained from voting on this matter.**

**324/2025 – SE 05-39-19 W3M FARMLAND LEASE**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Council authorize CAO Fendelet to negotiate the term of a lease renewal to Lorne Griffiths and Rob Griffiths at a rental rate of \$91.00 per acre for the SE 05-39-19 W3M; and

THAT no public notice is required for this renewal as the lease continues to reflect fair market value and follows an initially completed public offering process.

Carried.

**3:10 p.m. Foreman Laurie Thompson exited council chambers.**

**325/2025 – ABATEMENT: MUNICIPAL PROERTY TAXES**

**MOVED BY JOHNSON, E.**

WHEREAS the properties described as Lots 4, 5, 6, 7 Block 6, Plan G423 consolidated in tax roll was transferred to and accepted by the Rural Municipality of Reford No. 379; AND

WHEREAS the properties are no longer taxable for municipal purposes and the education property levies have been paid by the previous landowner;

BE IT RESOLVED Council approve the abatement of the municipal property taxes in the amount of \$250.00 levied for the 2025 taxation year; AND

BE IT FURTHER RESOLVED Administration adjust the tax roll accordingly.

Carried.

**326/2025 – SASKTEL SERVICES AGREEMENT**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes Reeve Huber and CAO Fendeleit to execute the SaskTel service contract for telecommunication services.

Carried.

**327/2025 – CONX WIRELESS FLEET SYSTEM**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED the RM purchase a maintenance equipment fleet system from ConX Wireless for \$11,420.00 plus applicable taxes.

Carried.

**328/2025 – SARM INSURANCE RENEWALS**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED the SARM Membership, SARM Property Self-Insurance Program, SARM Liability Self-Insurance Program, Excess Liability Program, and Employee Benefit coverages be renewed for 2026.

Carried.

**329/2025 – COUNCIL MEETING DATES – 2026**

**MOVED BY JOHNSON, E.**

BE IT RESOLVED the 2026 Council Meeting dates be set as follows:

January 15, 2026	July 9, 2026
February 12, 2026	August 13, 2026
March 5, 2026	September 10, 2026
April 9, 2026	October 15, 2026
May 7, 2026	November 12, 2026
June 11, 2026	December 10, 2026.

Carried.

**330/2025 – LIST OF APPOINTMENTS - 2026**

**MOVED BY HUBER, B.**

BE IT RESOLVED the appointments for 2026 representatives and board committees be amended as outlined in the List of Appointments hereto attached to these minutes.

Carried.

**331/2025 – POLLING STATION DESIGNATION**

**MOVED BY SITTLER, B.**

BE IT RESOLVED, in accordance with section 24 *The Local Government Elections Act, 2015*, the RM Office, 214 2nd Avenue East Wilkie, SK and Wilkie Curling Club, 501 5<sup>th</sup> Street West, Wilkie, Saskatchewan be designated as polling stations for any by-election held in 2026 for all council positions within the municipality.

Carried.

**332/2025 – BOARD OF REVISION - 2026**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED pursuant to Subsection 220(1) of *The Municipalities Act*, Council appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term 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 Leig;

BE IT FURTHER RESOLVED, 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 from among their numbers.

Carried.

**333/2025 – BOARD OF REVISION SECRETARY - 2026**

**MOVED BY JOHNSON, E.**

BE IT RESOLVED pursuant to Subsection 221(1) of *The Municipalities Act*, Council appoints Nicolle Hoskins with Western Municipal Consulting Ltd. (WMC) as Secretary to the Board of Revision for the term 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.

**334/2025 – DEVELOPMENT APPEALS BOARD - 2026**

**MOVED BY MILLER, T.**

BE IT RESOLVED pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, Council appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term 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, 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;

BE IT FURTHER RESOLVED, 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 from among their numbers.

Carried.

**335/2025 – DEVELOPMENT APPEALS BOARD SECRETARY - 2026**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Council appoint Claudette McGuire with Western Municipal Consulting Ltd. (WMC) as Secretary to the Development Appeals Board for the term 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.

**336/2025 – MUNICIPAL BOARD OF APPEAL - 2026**

**MOVED BY SITTLER, B.**

BE IT RESOLVED pursuant to Subsection 365(1)(a) of *The Municipalities Act*, Council appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal 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 Municipal Board of Appeal:

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;

BE IT FURTHER RESOLVED, 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 from among their numbers.

Carried.

**337/2025 – MUNICIPAL BOARD OF APPEAL SECRETARY - 2026**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED Council appoint Nicolle Hoskins with Western Municipal Consulting Ltd. (WMC) as Secretary to the Municipal Board of Appeals for the term 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.

**338/2025 – FIRE FIGHTING APPOINTMENTS**

**MOVED BY HUBER, B.**

BE IT RESOLVED each Councillor be appointed as a fire ranger for their own division;

BE IT FURTHER that Council authorizes the volunteer fire fighters of the Wilkie District Fire Association to fight fires in the municipality on behalf of the R.M. of Reford No. 379 as per the following list for coverage under our SARM Liability Insurance:

**Wilkie:** Fire Chief Randy Elder, Deputy Fire Chief Craig Sittler, Steve Elder, Jeff Ens, Dylan Gillespie, Mark Karstens, Banden Kotzer, Matthew Schaber, Kris Slind, Greg Stewart, Jim Williams, Blair Winterhalt, Ryan Babchuk, Vitto Rizzuto, Andrew Risling, Braden Morrison, Hunter Sittler;

BE IT FURTHER RESOLVED Fire Chief Randy Elder be appointed as Local Assistant to the Fire Commissioner.

Carried.

**339/2025 – DEPUTY REEVE**

**MOVED BY HUBER, J.**

That Council appoint Councillor Evan Johnson as the Deputy Reeve for the RM of Reford No. 379 for 2026.

Carried.

**340/2025 – MUNICIPAL OPERATION HOLIDAY HOURS**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council authorize the RM of Reford Municipal Operational Holiday Hours for 2024 as follows:

- Regular Office Hours: December 23<sup>rd</sup>
- Early Closure: December 24<sup>th</sup> noon
- Closed: December 25 -26<sup>th</sup>
- Regular Office Hours: December 30
- Early Closure: December 31<sup>st</sup> noon
- Closed: January 1<sup>st</sup>, 2026
- Regular Office Hours Resume, January 2<sup>nd</sup>, 2026.

Carried.

**341/2025 – CORRESPONDENCE**

**MOVED BY JOHNSON, E.**

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

- 8(b)(x)(a) Miller Thompson, LLP (2025/11/05);
- 8(b)(x)(b) Town of Wilkie (2025/11/28);
- 8(b)(x)(c) RM Mariposa #350 (2025/12/01);

BE IT FURTHER RESOLVED the following correspondence, having been circulated and/or dealt with be acknowledged as information received without further comment being issued:

- 8(b)(x)(d) M. Palmer, Brandt (2025/12/01);

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

- 8(b)(x)(c) RM Mariposa #350 (2025/12/01).

Carried.

**342/2025 – RESPONSE TO DELEGATE DUANE WESTGARD**

**MOVED BY HUBER, B.**

BE IT RESOLVED the correspondence regarding property taxes, divisional boundaries, in-camera meetings, contracts, and meeting minutes brought forth by Duane Westgard having been dealt with; a response, pursuant to s 21.3 Council Procedure Bylaw 2025-15, be provided to Duane Westgard.

Carried.

**343/2025 – ADJOURN**

**MOVED BY SITTLER, B.**

BE IT RESOLVED this meeting adjourn, time being 3:54 p.m.

Carried.

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Reeve Justin Huber

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CAO Valerie Fendeleit