

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF THE RURAL MUNICIPALITY OF REFORD NO. 379  
HELD IN THE MUNICIPAL OFFICE AT WILKIE, SASKATCHEWAN  
THURSDAY, November 13, 2025**

**PRESENT**

Reeve:	Justin Huber	Staff:	
Councillors:		CAO	Valerie Fendeleit
Division No. One	Becky Huber	Foreman	Laurie Thompson
Division No. Two	Jason Delaine	Municipal Planner	
Division No. Three	Todd Miller		Robin Bloski
Division No. Four	Evan Johnson	Delegation(s):	NONE
Division No. Five	Daryl Glackin		
Division No. Six	Brett Sittler		

**Public Disclosure Annual Declarations were completed by Councillors of Divisions 1, 2, 4, 5, 6 & Reeve in accordance with section 142 of *The Municipalities Act* and Section 3.2 of *The Municipalities Regulations*.**

**All Members of Council subscribed to the Code of Ethics as required per Section 93.1 of *The Municipalities Act* and Section 3.1 of *The Municipalities Regulations*.**

**CALL TO ORDER**

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

**CONFLICT OF INTEREST DECLARATION**

- None declared.

**277/2025 –VIRTUAL MEETING ATTENDANCE**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council acknowledges that Councillor Miller is attending this Council meeting by electronic means, as permitted under Section 8 of Bylaw No. 2025-15. The following conditions apply:

- The Councillor attending electronically will be considered present for quorum and may vote, provided all participants can hear each other clearly.
- If the connection fails and the Councillor cannot hear or be heard, they will be marked absent until the connection is restored.
- This resolution takes effect immediately and applies only to this meeting.

Carried.

**278/2025 –REGULAR MEETING MINUTES**

**MOVED BY DELAINEY, J.**

BE IT RESOLVED Council approve the minutes of the Regular Meeting held on October 16, 2025 as presented

Carried.

**279/2025 – ACCOUNTS FOR PAYMENT**

**MOVED BY SITTLER, B.**

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

1. cheques numbered 17542 to 17575 in the amount of \$66,593.96.
2. electronic payments numbered 1395 to 1405 totalling \$121,707.12.

Carried.

**280/2025 – E-NOTICES RECEIPTING MODULE**

**MOVED BY HUBER, B.**

WHEREAS the eNotice Receipting module provides an opportunity to reduce costs and improve operational efficiency through electronic delivery of receipts;

BE IT RESOLVED Council authorizes Administration to proceed with the purchase of the eNotice Receipting module at a cost of \$299.40 plus applicable taxes, with an annual Software Support & Assurance (SSA) fee of \$75.00.

Carried.

**281/2025 – FINANCIAL STATEMENT**

**MOVED BY JOHNSON, E.**

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

Carried.

**282/2025 – BANK RECONCILIATION**

**MOVED BY SITTLER, B.**

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

Chequing Account Operating	\$2,866,228.31
Savings Account	\$1,081,046.67
Fire Dpt. Capital Account	\$138,947.06
Welltraxx Stripe Account	\$6,980.04
<b>Total Cash</b>	<b><u>\$4,093,202.08</u></b>

Carried.

**283/2025 – RESERVES TRANSFER**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council authorizes the transfer of \$350,000 from the Operating Account to the Savings Account held at Innovation Federal Credit Union; and

BE IT FURTHER RESOLVED reserve transfer be allocated \$350,000 Future Capital Account.

Carried.

**284/2025 – ADMINISTRATION REPORT**

**MOVED BY HUBER, B.**

BE IT RESOLVED the Administration Report be received as information.

Carried.

**9:30 a.m. Reeve Huber recessed council meeting for a Public Hearing Discretionary Use Application.**

**9:30 a.m. Municipal Planner, Robin Boski joined the meeting virtually.**

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**Public Hearing for Discretionary Use – Subdivision SW 13-37-18 W3M**

*Municipal Planner Robin Boski formally opened the Public Hearing at 9:30 a.m. to receive any comments and submissions regarding subdivide out a yard site from an existing parcel to create Parcel B to be used for agricultural purposes, reducing the size of the existing yard site located on SW 13-37-18 W3M. A discretionary use, currently allowed, within the **A – Agriculture District**, under Section 6.1 of the RM of Reford Zoning Bylaw No. 1/201.*

**Attendees from the Public: None**

**Public Comments:** CAO Fendeleit reported two (2) written submissions were received expressing "No Concerns".

*Municipal Planner Robin Boski closed the Public Hearing at 9:37 a.m.*

9:38 a.m. Reeve Huber reconvened council meeting.

**285/2025 – SUBDIVISION SW 13-37-18 W3M**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council approves the application of Janice and Michael Foley to subdivide 14.57 ha (36.0 ac) parcel labelled as Parcel 'B' of SW 13-37-18 W3M subject to execution of Servicing Agreements requiring construction/upgrade of an approach and payment of applicable planning and servicing fees.

Carried.

**286/2025 – DISCRETIONARY USE DEVELOPMENT NE 01-39-18 W3M**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED Council approves the Discretionary Use application of Evan and Damon Johnson to move and construct a manufactured home on NE 01-39-18 W3M subject to the condition the manufactured home shall be skirted within six (6) months of being placed on site.

Councillor Johnson Abstained.  
Carried.

9:42 a.m. Municipal Planner, Robin Bloski exited the meeting.

9:45 a.m. Foreman Laurie Thompson entered council chambers

10:45 a.m. Foreman Thompson exited council chambers.

**287/2025 – MAINTENANCE REPORT**

**MOVED BY GLACKIN, D.**

BE IT RESOLVED the Maintenance Report be received as information.

Carried.

**288/2025 – CANADA SUMMER JOBS PROGRAM**

**MOVED BY HUBER, B.**

BE IT RESOLVED administration submit an application to the Canada Summer Jobs Program 2026 for funding to support the hiring of one or more summer students;

BE IT FURTHER RESOLVED that the Reeve and Administrator be authorized to sign any require documentation in support of this application.

Carried.

**289/2025 – FULL-TIME MAINTENANCE POSITION**

**MOVED BY SITTLER, B.**

BE IT RESOLVED Council acknowledge Kelly Anderson accepted a full-time maintenance position effective November 10, 2025.

Carried.

**290/2025 – SARM CLEARING THE PATH (CTP) DECLARATION**

**MOVED BY JOHNSON, E.**

BE IT RESOLVED Council approves Reeve Huber's and CAO Fendeleit signing the annual Clearing the Path (CTP) Declaration Form required by SARM to maintain eligibility for funding and program benefits for the designated primary weight road(s) in the municipality.

Carried.

**291/2025 – ROAD ALLOWANCE DISPOSITION – APPROVAL TO TRANSFER**

**MOVED BY DELAINEY, J.**

WHEREAS Council has determined that it has no present or future need for the road allowance legally described as Parcel 117409248, Plan FJ7302 NE 14-38-19 W3M Ext. 1 (Road Allowance); and

WHEREAS the adjacent landowner, Wade Bleier, upon whose land the Road Allowance lies, has invested time and resources into upgrading the Road allowance;

BE IT RESOLVED Council approve the permanent closure and disposition of the Road Allowance to Wade Bleier (the "Landowner"), subject to:

1. Payment of Provincial Fees:

The Landowner paying all required Ministry of Highways fees, including:

- \$650.00 for the application to permanently close the Road Allowance; and
- \$650.00 for the issuance of title for the Road Allowance.

2. Additional Costs:

Any survey, legal, registration or administrative costs associated with completing the closure and transfer be borne by the Landowner.

BE IT FURTHER RESOLVED that the Reeve and Administrator be authorized to execute all documents necessary to complete the closure and transfer upon confirmation of payment by the Landowner.

Carried.

**292/2025 – AGREEMENT FOR TEMPORARY STOCKPILING AGGREGATE**

**MOVED BY SITTLER, B.**

WHEREAS the RM is excavating aggregate material from the road allowance Range Road 3202 between Township Roads 391 – 392; and

WHEREAS the RM and the adjacent landowner of E ½ 10-39-20 W3M have agreed to an annual payment of \$500.00 per year, for a maximum of three (3) years, as compensation for the temporary stockpiling of aggregate material;

BE IT RESOLVED Council authorizes the Reeve and Administrator to enter into and execute an agreement the landowner of E ½ 10-39-20 W3M.

Carried.

**10:45 a.m. Councillor DelaineY exited council chambers.**

**293/2025 – GRAVEL CRUSH, STOCKPILE AGREEMENT**

**MOVED BY JOHNSON, E.**

BE IT RESOLVED Council approves Reeve Huber and CAO Fendele's execution the agreement with JDL Underground Ltd to crush and stockpile 20,000 ¾" traffic gravel.

Carried.

**10:46 a.m. Councillor Glackin exited council chambers.**

**10:47 a.m. Councillor Glackin entered council chambers.**

**294/2025 – RENT REIMBURSEMENT PAYMENT**

**MOVED BY JOHNSON, E.**

WHEREAS 7.64 acres farmland on SE 05-39-19 W3M were non-arable for the 2025 growing season due to TransGas activities; and

WHEREAS the said land is rented out a rate of \$91.00 per acre;

BE IT RESOLVED a rent reimbursement payment in the amount of \$695.24 be made to the renter.

Carried.

**295/2025 – BYLAW 2025-16 – INTRODUCTION AND FIRST READING**

**MOVED BY JOHNSON, E.**

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

Carried.

**296/2025 – BYLAW 2025-16 – SECOND READING**

**MOVED BY MILLER, T.**

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

Carried.

**297/2025 – EMERGENCY MANAGEMENT MUTUAL AID AGREEMENT**

**MOVED BY HUBER, B.**

WHEREAS the Emergency Management Mutual Aid Agreement governed by Bylaw 3/88 is outdated, and the prior Mutual Aid Committee is no longer operational;

BE IT RESOLVED Council endorse the proposed revised Emergency Management Mutual Aid Agreement and authorize Administration to circulate the agreement to the participating municipalities for review and comment.

Carried.

**298/2025 – REGIONAL EMERGENCY COORDINATION NETWORK (RECN) MODEL**

**MOVED BY HUBER, B.**

WHEREAS neighbouring municipalities have discussed regional management coordination to advance their emergency measures activities and recognize that needs vary among the municipalities; and

WHEREAS forming Regional Emergency Coordination Network (RECN) allows the municipalities to collaborate administratively while retaining local control over Emergency Measures Plans;

BE IT RESOLVED Council endorse the proposed RECN and authorize Administration to circulate it to participating municipalities for review and comment.

Carried.

**299/2025 – ACCESS TO INFORMATION POLICY**

**MOVED BY MILLER, T.**

BE IT RESOLVED Council approve the Access to Information Policy as hereto attached to these minutes.

Carried.

**300/2025 – LAND LEASE RENEWAL- NW 12-38-19 W3M**

**MOVED BY SITTLER, B.**

WHEREAS the RM publicly advertised the lease of ≈ 10 acres of municipal farmland (NW 12-38-19 W3M) in 2025, accepting a rental rate of \$91.00 per acre for the 2025 term, which reflects the prevailing fair market value for comparable farmland in the area; and

WHEREAS public notice requirements of section 128(1) of *The Municipalities Act* apply only to leases of land for less than fair market value and without a public offering, conditions which do not apply to the 2025 lease and do not apply to a renewal;

BE IT RESOLVED Council authorize CAO Fendelet to negotiate the term of a lease renewal to Bleier Farms Ltd. at a rental rate of \$91.00 per acre; 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.

**301/2025 – RECORDS DESTRUCTION**

**MOVED BY HUBER, B.**

BE IT RESOLVED Council approve the destruction of records as attached Schedule “A”.

Carried.

**302/2025 – CORRESPONDENCE**

**MOVED BY GLACKIN, D.**

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

- 8(b)(vii)(a) Community Planning, Ministry of Government Relations (09/25/2025).

Carried.

**303/2025 – ADJOURN**

**MOVED BY SITTLER, B.**

BE IT RESOLVED this meeting adjourn, time being 1:35 p.m.

Carried.

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Reeve Justin Huber

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CAO Valerie Fendele