

MINUTES OF THE REGULAR MEETING OF COUNCIL FOR
THE RURAL MUNICIPALITY OF LONGLAKETON NO. 219
HELD AT THE MUNICIPAL OFFICE IN EARL GREY
ON THURSDAY, DECEMBER 9TH, 2025

Present: Reeve Raymond Wild, Councillors Jarret Solberg – Division 1, David Ritter – Division 2, Garry Gibson – Division 3, Jessica Van Blaricom – Division 4, Dean Knaus – Division 5, Scott Hegglin – Division 6 and Pamela Holliday, Administrator.

Councillor Garry Gibson - Arrived at 9:05 p.m.
Councillor Jessica Van Blaricom - Arrived at 9:20 a.m.

Call to Order

A quorum being present, Reeve Raymond Wild called the meeting to order at 9:01 a.m.

Minutes

2025-274 Scott Hegglin – That the minutes of the regular meeting of council held on November 13th, 2025 be approved.

CARRIED

Financial Report

2025-275 Garry Gibson – That the administrator's statement of cash receipts, payments and balances for the period ending November 30th, 2025 be accepted as presented.

CARRIED

Correspondence

2025-276 Scott Hegglin – That the following list of correspondence has been dealt with and may now be suitably responded to and/or filed with the records of the municipality:

- SMHI	Re: Letter of Appreciation, Claims summary
- RCMP	Re: Inquiry on Bylaw Officer re: dogs
- Auto Accident Monument	Re: Craven Hill Monument – vehicle accident
- Ministry of Govt Relations	Re: Directory Update Request
- Ministry of Highways	Re: Winter Weight Season 2025-2026
- Horizon School District	Re: Winter Road Maintenance
- Johnson Shoyama Graduate School	Re: Wellbeing Policy Results – 2021
- Dudley and Company	Re: Interim Audit 2025 – Dec. 15
CARRIED	

Kelly Sutter – Operating Foreman joined the meeting at 9:30 a.m. and provided a report on the following:

- repairs done on semi-trucks and belly dump trailers
- stock piling gravel
- packer inside for repairs
- snowblower completed and ready
- tested gravel
- two employee statuses changed

Pamela Holliday – Administrator Report

RCMP in office review, OH&S Manual, Winter Weights, Human Resources Update, Municipal Administration Agreement, 1st Aid Training

Board and Committee Reports

2025-277 Dean Knaus – That the following board and committee reports be accepted as presented:

- Operating Foreman
- Administration
- Last Mountain Regional Landfill
- MLA & WSA Hall Booking
- AHSN Steering Committee – SARM Div. 2
- Strasbourg Health Clinic
- SAW / WUQWTR
- APAS AGM

CARRIED

Recess

2025-278 Ray Wild – That we recess for lunch at 12:00 p.m.

CARRIED

Reeve Raymond Wild called the meeting back to order at 1:00 p.m.

APAS Membership

2025-279 That we renew our membership with APAS and pay our 2026 membership fee of \$14,641.01.

Councillor Garry Gibson requested a recorded vote.

Councillor David Ritter - For
Councillor Garry Gibson - For
Councillor Jessica Van Blaricom - For
Councillor Dean Knaus - For
Councillor Scott Hegglin - For
Councillor Jarret Solberg - For
Reeve Ray Wild - For
CARRIED

Community Canada Building Fund IIP

2025-280 David Ritter - That the council of the R.M. of Longlaketon No. 219 submit an Infrastructure Investment Plan under the Community Canada Building Fund - Transfer of Federal Gas Tax Revenue for the Storage Building Renovation beside the municipal office at 212 Main Street in Earl Grey.

CARRIED

Community Canada Building Fund IIP

2025-281 Scott Hegglin - That the council of the R.M. of Longlaketon No. 219 submit an Infrastructure Investment Plan under the Community Canada Building Fund - Transfer of Federal Gas Tax Revenue for hardware and software upgrades of the computer system at the municipal office at 212 Main Street in Earl Grey.

CARRIED

Community Canada Building Fund IIP

2025-282 Jessica Van Blaricom - That the council of the R.M. of Longlaketon No. 219 submit an Infrastructure Investment Plan under the Community Canada Building Fund - Transfer of Federal Gas Tax Revenue for the fencing project of the RM land at NE 24-25-19-W2.

CARRIED

Community Canada Building Fund IIP

2025-283 Dean Knaus - That the council of the R.M. of Longlaketon No. 219 submit an Infrastructure Investment Plan under the Community Canada Building Fund - Transfer of Federal Gas Tax Revenue for water heater replacement at the municipal shop at 129 Railway Avenue in Earl Grey.

CARRIED

Community Canada Building Fund IIP

2025-284 Jarret Solberg - That the council of the R.M. of Longlaketon No. 219 submit an Infrastructure Investment Plan under the Community Canada Building Fund - Transfer of Federal Gas Tax Revenue for clay capping of Fosterdale Road within the RM of Longlaketon.

CARRIED

RDARM Membership

2025-285 Jarret Solberg - That we renew our membership with Regina District Association of Rural Municipalities and pay our 2026 membership fee of \$250.00

CARRIED

Regina District Association of Rural Municipalities Convention

2025-286 Jarret Solberg - That the council of R.M. of Longlaketon No. 219 approves the attendance of the council, RM Foreman and Administrator to attend the Regina District Association of Rural Municipalities Convention on January 8 and 9 of 2026 in Regina, SK; all necessary expenses will be paid.

CARRIED

Adding Costs to Taxroll

2025-287 Jarret Solberg - That we instruct the administrator to add the following costs to the indicated tax roll properties if they remain outstanding on December 31st, 2025 as presented:

Property	Amount	Invoice Detail
Lot 13A, Block A, Plan 102157545	\$490.00	Permit Fees
Lot 1, Block A, Plan 101804172	\$225.00	Water Utility Charges

SE Qtr. of Sec. 04, Twp. 23, Rge. 19, W2	\$101.18	Waste Disposal Charges
Lot 23, Block A, Plan 101918066	\$422.50	Water Utility Charges
Lot 20, Block A, Plan 101918066	\$120.00	Water Utility Charges
Lot 3 Block C, Plan 101900843	\$862.50	Water Utility Charges

CARRIED

Closed Session

2025-288 David Ritter - That we move into a closed session to discuss council performance. The closed session began at 1:30 p.m.

CARRIED

Present were Raymond Wild, Jarret Solberg, David Ritter, Garry Gibson, Scott Hegglin, Jessica Van Blaricom, Dean Knaus and Pamela Holliday. Legislative authority under clause 17(1)(d) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Open Session

2025-289 Scott Hegglin - That the closed session concludes at 1:58 p.m. and we move back into open session.

CARRIED

Administrative Assistant

2025-290 Garry Gibson - That we hire Maureen Wilde of Earl Grey, SK as an administrative assistant at \$30.50 per hour plus coverage under the SARM extended health and dental program.

CARRIED

2026 Wages

2025-291 David Ritter - That we set the following hourly wages for the RM of Longlaketon Employees effective Pay Period 1, 2026 as below and presented by the Administrator:

Scott Digney	\$ 30.50 per hour;
Ken Flaman	\$ 30.50 per hour;
Cole Foster	\$ 31.50 per hour;
Shayne Krochak	\$ 31.50 per hour;
Jerry Meng	\$ 33.00 per hour;
Mitchell Nixon	\$ 31.50 per hour;
Kelly Sutter	\$ 42.60 per hour;
Chad Wilson	\$ 30.50 per hour;
Ross Empey	\$ 27.40 per hour;
Maureen Wilde	\$ 30.50 per hour;
Teresa Sutter	\$ 37.55 per hour; and
Pamela Holliday	\$ 40.00 per hour;

Further that all hourly wages include SARM extended health and dental benefits

CARRIED

Cell Phone Allowance - Inside Staff Administration and Operations

2025-292 Garry Gibson - That we approve the employees be paid \$40/monthly for cell phone allowance and retroactive pay to be issued back to January 1, 2025 for Teresa Sutter and May 13, 2025 for Pamela Holliday.

CARRIED

Annual Council Public Declarations

2025-293 Scott Hegglin - That the Council Public Disclosure Declarations be received for all council members.

CARRIED

Municipal Revenue Sharing

2025-294 David Ritter - That the council of the Rural Municipality of Longlaketon No. 219 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System;
- In good standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;

- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

that we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

Audit Responsibilities

2025-295 Jarret Solberg - That we agree to the Audit Responsibilities outlined by Dudley & Company in their letter dated December 3rd, 2025.

CARRIED

Loraas Disposal Road Restrictions 2026

2025-296 Garry Gibson - That we grant an overweight permit to Loraas Disposal to access the ratepayer's garbage and recycling bins in the subdivisions. Further that we grant them permission to use the municipal roads to collect the municipal and ratepayer's garbage and recycling during the spring road ban season.

CARRIED

Brewster Ag Industries Primary Weight Allowance 2026

2025-297 Scott Hegglin - That due to the fact the Ministry of Highways and Infrastructure regulations allow primary weights on a secondary highway to a maximum of 15 kilometers from a primary weight highway, the municipality grant permission to Brewster Ag Industries Ltd. to allow primary weights for approximately 300 feet on Grid 641, immediately north of Highway No. 22. Further that this permission be valid until December 31st, 2026 and if council determines any damage is taking place on this stretch of road, then permission may be immediately revoked by letter.

CARRIED

OH&S - Health & Safety Policy and Procedure Manual

2025-298 Jarret Solberg - That we approve the administrator to create an OH&S - Health & Safety Policy and Procedure Manual for the RM of Longlaketon to be presented to council for their review in 1st quarter of 2026.

CARRIED

Snow Plow Clubs

2025-299 Dean Knaus - That the following snow plow clubs be approved for snow removal on the R.M. of Longlaketon No. 219 municipal roads for the 2025-2026 winter season:

Snow Plow Club Name

Ritter Family Snow Removal Club
Serath South Snow Plow Club
Hegglin #1 Snow Plow Club
Herman Snow Plow club
Mount Chase Snow Plow Club
Alvin Schmidt Club
CARRIED

Operators

David, Donna, Danielle, Dawn and Dustin Ritter and Scott Digney
David Semiuk and Dalton Bannow
Scott & Chad Hegglin
Tyler, Ryan, Blair Herman
Gordon & Colby Decker
Alvin, Marvin and Christopher Schmidt

Liability Insurance

2025-300 Jessica Van Blaricom - That for 2026 we purchase \$3,000,000.00 with an additional \$3,000,000.00 of Liability Insurance with a premium of \$1,245.00.

CARRIED

Administrative Liability Insurance

2025-301 David Ritter - That for 2026 we purchase \$2,000,000.00 of Administrative Errors and Omissions Liability Insurance with a premium of \$328.00.

CARRIED

Fidelity Bond Insurance

2025-302 Jessica Van Blaricom - That for 2026 we purchase \$100,000.00 of Fidelity Bond Coverage with a premium of \$225.00.

CARRIED

Property Insurance

2025-303 Jessica Van Blaricom - That after review of the property insurance renewal documents, no changes are required for 2026.

CARRIED

Planned Procurement

2025-304 Garry Gibson – That we instruct the administrator to post on SaskTenders the municipality's intent to participate in one or more procurements offered through SARM between January 1st and December 31st, 2026.

CARRIED

2025 Outstanding Payments

2025-305 Jessica Van Blaricom – That the administrator and mayor be authorized to execute payments for outstanding amounts to December 31, 2025, including, but not limited to the school remittance, SaskPower accounts.

CARRIED

Tristan Haynes – Hard Core – delegation – 3:15 p.m. to 3:45 p.m.

2026 PBI Appointment Certificate

2025-306 Scott Hegglin – That the following building official; Nathan Brodner, Class 1 Licensed Building Official, Saskatchewan- BOL880 and Chantel Terry, Class 1 Licensed Building Official, Saskatchewan- BOL860 employed by Professional Building Inspections be appointed as a licensed building official for the RM of Longlaketon No. 219 for the remainder of 2025 and all of 2026

CARRIED

Accounts for Payment

2025-307 Jarret Solberg – The following accounts be approved for payment including cheques # 16746 – 16781 for a total payable of \$218,164.44:

16746	Acton's Plumbing & Heating Ltd	Shop Building Repair	1,247.92
16747	Brandt Tractor Ltd.	Repair Parts & Blades	10,158.51
16748	Bulyea COOP	Repair Parts	196.94
16749	Chad Wilson	2025 Cell Phone Allowance	480.00
16750	Cole Foster	2025 Cell Phone Allowance	480.00
16751	Dionco Sales and Service Ltd.	Repair Parts	295.42
16752	Fort Garry Industries Ltd.	Repair Parts & Shop Supplies	373.35
16753	Gerald Meng	2025 Cell Phone Allowance	320.00
16754	Information Services Corp	Title Details	90.00
16755	Kelly Sutter	2025 Cell Phone & Tool Use Compensation	1,105.00
16756	Ken Flaman	2025 Cell Phone Allowance	320.00
16757	Last Mountain Regional Landfill	Loraas – October 2025	7,455.20
16758	Liv Fresh Eatery & Catering Inc.	2025 Christmas Social Catering	865.80
16759	Mainline Fleet Service	Repair Parts	1,176.17
16760	Maxim Truck & Trailer	Repair Part	90.58
16761	Mazenc Fuels Ltd	Fuel	18,762.65
16762	Mitchell Nixon	2025 Cell Phone Allowance	480.00
16763	Nesity Insurance	SGI Plate Renewals	6,483.64
16764	Petty Cash c/o Teresa Sutter	Postage & Water	29.50
16765	Prairie Battery	Batteries	632.59
16766	Princess Auto	Repair Part & Shop Supplies	1,282.33
16767	Professional Building Inspections	Inspections – November 2025	1,199.63
16768	Redhead Equipment	Repair Parts	2,109.90
16769	Ross Empey	2025 Cell Phone Allowance	280.00
16770	SARM	Midterm Convention & Insurance	371.56
16771	Scott Digney	2025 Cell Phone Allowance	480.00
16772	Scott & Carol Hegglin	2025 Honorarium for Well	200.00
16773	Shane Krochak	2025 Cell Phone Allowance	440.00
16774	South Country Equipment	Repair Parts	371.16
16775	Strasbourg Agro Inc.	Bulk Oil	6,872.21
16776	Telmatik	2025/26 Messaging System Renewal	1,816.50
16777	Scott Hegglin	November Indemnity & Supervision	1,307.23
16778	Dean Knaus	November Indemnity & Supervision	160.00
16779	David Ritter	November Indemnity & Supervision	1,686.13
16780	Jessica Van Blaricom	November Indemnity & Supervision	437.93
16781	Ray Wild	November Indemnity & Supervision	967.80

Online Bill Payment

OBP	Canada Revenue Agency	October Remittance	16,147.64
OBP	Collabria MasterCard	Council Lunch, Website, Advertising, Domain Renewal, Midterm Accommodation & Truck Wash	1,308.01
OBP	MEPP	October Remittance	9,395.80

OBP	Minister of Finance - Ed Tax	October Education Remittance	34,708.09
OBP	Saskatchewan Municipal Hail	October Remittance	48,180.45

Preauthorized Payments

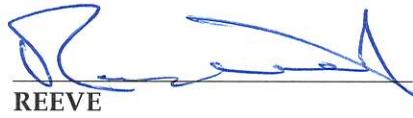
PAD	Sask Power	Herman Well	59.33
PAD	Sask Power	Shop	282.42
PAD	Sask Power	Office	127.88
PAD	Sask Power	Old Fire Hall	67.27
PAD	Sask Power	Street Lights - Rock Ridge	30.32
PAD	Sask Energy	Shop	175.13
PAD	Sask Energy	Office & Old Fire Hall	170.60
PAD	SaskTel	Shop	140.99
PAD	SaskTel	Office - IBC	232.33
PAD	SaskTel	Office - Internet & Fax	138.44

Payroll

CAFT	Employee Bi-Weekly Payroll	Pay Period 24 & 25	35,974.09
CARRIED			

Adjourn

2025-308 Scott Hegglin - That this council meeting adjourn. (3:50 p.m.)
CARRIED



REEVE



ADMINISTRATOR