

**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 30<sup>th</sup>, 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, 1<sup>st</sup> 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 31<sup>st</sup>, 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**

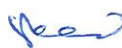
2025-293 Scott Hegglin – That the Council Public Disclosure Declarations be received for all council members.

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 3<sup>rd</sup>, 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 31<sup>st</sup>, 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 1<sup>st</sup> 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:

<i>Snow Plow Club Name</i>	<i>Operators</i>
Ritter Family Snow Removal Club	David, Donna, Danielle, Dawn and Dustin Ritter and Scott Digney
Serath South Snow Plow Club	David Semiuk and Dalton Bannow
Hegglin #1 Snow Plow Club	Scott & Chad Hegglin
Herman Snow Plow club	Tyler, Ryan, Blair Herman
Mount Chase Snow Plow Club	Gordon & Colby Decker
Alvin Schmidt Club	Alvin, Marvin and Christopher Schmidt

CARRIED

**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 1<sup>st</sup> and December 31<sup>st</sup>, 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