



**Resort Village of Elk Ridge
Regular Council Meeting Minutes
February 20, 2024**

A regular meeting of Council held on Tuesday, February 20, 2024 at 3:00 p.m. in the White Tail Room at Elk Ridge Resort Lodge.

Present: Mayor Garry McKay (via TEAMS)
Councillors Trudy Engel
Ross Hewett (via phone)
Margaret Smith-Windsor
CAO Michele Bonneau

Regrets: None

1. CALL TO ORDER

Mayor McKay called the meeting to order at 3:00 p.m.

2. APPROVAL OF AGENDA

2024-11

ENGEL: That the agenda for this meeting be approved as presented.
SMITH-WINDSOR: Seconded the motion

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting – January 16, 2024

2024-12

SMITH-WINDSOR: That the minutes of the January 16, 2024 Regular Council Meeting be adopted.
ENGEL: Seconded the motion

CARRIED

4. DECLARATION OF CONFLICT OF INTEREST

5. DELEGATIONS

6. PUBLIC HEARINGS

7. PUBLIC ACKNOWLEDGEMENTS – Holly McKay

The CAO would like to acknowledge the many hours Holly volunteered verifying the addresses and working with myself updating records for the upcoming Canada Post mail box installation.

8. BUSINESS ARISING FROM MINUTES

- 9. NEW BUSINESS**
- 9.1 Emergency Measures – Report from Councillor Hewett**
 Working with Bill Chow. The Resort Village has registered for SaskAlert.
 2024-13 HEWETT: That Council file the report presented by Councillor Hewett.
 ENGEL: Seconded the motion.
 CARRIED
- 9.2 Purchasing Policy**
 2024-14 HEWETT: That the Purchasing Policy be tabled to the March Council meeting in order to
 provide for public notice.
 ENGEL: Seconded the motion.
 CARRIED
- 9.3 Security Camera**
 2024-15 ENGEL: That the purchase and installation of security cameras be referred to budget
 deliberations.
 HEWETT: Seconded the motion.
 CARRIED
- 9.4 Saskatchewan Lottery Corporation - funding**
 Councillor SMITH-WINDSOR reported that our population number was adjusted to 132,
 and therefore our eligibility for funding increased to \$1445.40.
- 9.5 Utility Steering Committee**
 2024-16 McKAY: That the terms of reference for the Utility Transition Steering Committee be
 approved as presented.
 SMITH-WINDSOR: Seconded the motion.
 CARRIED
- 9.6 Councillor Danberg resignation**
 2024-17 ENGEL: That Ryan Danberg’s resignation effective February 4, 2024 be accepted as
 submitted.
 HEWETT: Seconded the motion.
 CARRIED
- 2024-18 SMITH-WINDSOR: That Council decline the option for a by-election to fill the vacancy
 on council.
 ENGEL: Seconded the motion.
 CARRIED
- 2024-19 McKAY: That Council thank Ryan Danberg for his contributions as a member of Council
 and his work for the Resort Village of Elk Ridge.
 Seconded: Hewett
 CARRIED
- 10. MOTIONS**
- 2024-20 10.1** McKAY: That the purchase of *Pubworks 3150* software from Munisoft at a cost of
 \$4990.00 to comply with PSAB asset registry and reporting requirements be **tabled** to
 the March Regular meeting.
 HEWETT: Seconded the motion.
 CARRIED
- 2024-21 10.2** HEWETT: That the purchase of *Utility Billing* software from Munisoft at a cost of

\$5500.00 for regular billing of the Utility be **tabled** to the March Regular meeting.
ENGEL: Seconded the motion.

CARRIED

11. ADMINISTRATION REPORT

11.1 Accept Administration Report

2024-22

HEWETT: That the administrators report be accepted as presented.
ENGEL: Seconded the motion.

CARRIED

2024-23

11.2 Monthly Bank Reconciliation & Financial Statements

SMITH-WINDSOR: That the January Bank Reconciliation, Statement of Financial Activities, Balance Sheet and List of Accounts Paid be accepted and filed.
ENGEL: Seconded the motion.

CARRIED

12. READING OF BYLAW(S)

13. NOTICE OF MOTION

14. INQUIRIES

15. IN-CAMERA

2024-24

SMITH-WINDSOR: That Council go in camera at 4:56 pm to discuss Elk Ridge Utility amalgamation business.
ENGEL: Seconded the motion.

CARRIED

Present: Mayor McKay, Councillors: Hewett, Engel and Smith-Windsor, CAO

2024-25

SMITH-WINDSOR: That Council reconvenes open session at 5:04 pm.
ENGEL: Seconded the motion.

CARRIED

Present: Mayor McKay, Councillors: Hewett, Engel and Smith-Windsor, CAO

2024-26

ENGEL: That the Resort Village Authorize the CAO to sign for the Investing in the Canada Infrastructure program.
HEWETT: Seconded the motion.

CARRIED

16. INFORMATION ITEMS/CORRESPONDENCE

16.1 Minutes of Utility Steering Committee. (February 3, 2024)

17. ADJOURNMENT

2024-27

SMITH-WINDSOR: That this meeting now be adjourned at 5:18 p.m.
ENGEL: Seconded the motion

CARRIED