



Resort Village of Elk Ridge
Regular Meeting Minutes Council
February 18, 2025

Regular meeting of Council held on Tuesday February 18, 2025 at 4:30 p.m. at Elk Ridge Resort lodge.

Present: Mayor Margaret Smith-Windsor
Councillors Jacqueline Archer
Daniel Levesque
Russell Schwehr

Regrets: Payton Hall

CAO Michele Bonneau
Utility staff Russell Nelson, Terri Kowbel-Nesbitt

Delegations Joshua Yohnke, Associated Engineering

1. CALL TO ORDER

Mayor Smith-Windsor called this regular meeting of the Council to order at 4:30 pm

2. APPROVAL OF AGENDA

2025-018 SCHWEHR: That the agenda be adopted as presented.
LEVESQUE: Seconded the motion

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Meeting Minutes – January 21, 2025

2025-019 ARCHER: That the minutes of the January 21, 2025 Regular Council Meeting be adopted.
LEVESQUE: Seconded the motion

CARRIED

4. DECLARATION OF CONFLICT OF INTEREST

5. DELEGATIONS

5.1 Joshua Yohnke - Associated Engineering

- DRAFT Water Treatment Options
- 3 Options – Greensand filtration with UV for primary disinfection, Greensand filtration followed by chlorine gas for primary disinfection, and a Membrane filtration addition.

6. PUBLIC HEARINGS

7. PUBLIC ACKNOWLEDGEMENTS

- Thank you to Michelle Loraas & family for continued support of our community through sponsoring fireworks. The donation of Papa’s Forest Adventure playground in 2023 has provided many hours of enjoyment in our community.

8. BUSINESS ARISING FROM MINUTES

8.1 EMO Plan

Update: Leslie Tuchek will attend the March 18, 2025 Regular Council Meeting.

8.2 Strategic Planning

Update: Special Meeting of Council held 2:00 – 4:15 pm
 Completed Vision, Mission Statement, Values and Potential Projects (7)
 Working on Operations Plan

9. NEW BUSINESS

9.1 Proposed Parcels A & B – Commercial – SUBD-004099

2025-020 ARCHER: That Council table this item to the next meeting pending further information.
 LEVESQUE: Seconded the motion.

CARRIED

10. MOTIONS

11. ADMINISTRATION REPORTS

2025-021 **11.1 Utility Report**

SCHWEHR: That the Utility Staff’s Report be accepted as presented.
 ARCHER: Seconded the motion

CARRIED

11.2 Administrator’s Report

2025-022 LEVESQUE: That the Administrator’s Report be accepted as presented.
 ARCHER: Seconded the motion.

CARRIED

2025-023 ARCHER: That \$392.93 be cancelled on Utility Account 131 due to an error in the transition from the Elk Ridge Utility to the Resort Village.
 SMITH-WINDSOR: Seconded the motion.

CARRIED

12. FINANCIAL REPORT

12.1 Utility Statement

2025-024 SMITH-WINDSOR: That the Water & Sewer Utility Financial Statement be accepted and filed.
 SCHWEHR: Seconded the motion.

CARRIED

12.2 Detailed Financial Statement, Bank Reconciliation, Payments Register

2025-025 SCHWEHR: That the statement of financial activities, bank reconciliation and Payments Register for the month of January be approved.
 ARCHER: Seconded the motion

CARRIED

13. READING OF BYLAWS

14. NOTICE OF MOTION

March meeting - Council Procedures Bylaw – update by CAO
Complaints Policy – Bylaw 03-2022 Code of Ethics Bylaw

15. INQUIRIES

16. IN-CAMERA

16.1 Conflict of Interest

2025-026

ARCHER: That Council move to an in-camera session at 7:21 pm to discuss the legal opinion from Nicole Sawchuk.

SCHWEHR: Seconded the motion

CARRIED

Present: Mayor Smith-Windsor; Councillors Archer, Schwehr and Levesque; and CAO.

2025-027

ARCHER: That Council reconvenes to Open Council Meeting at 7:22 p.m.

LEVESQUE: Seconded the motion

CARRIED

Present: Mayor Smith-Windsor; Councillors Archer, Schwehr and Levesque; and CAO.

18. INFORMATION ITEMS/CORRESPONDENCE

18.1 The North Saskatchewan River Basin Council

- Does not meet the criteria of the Donations Policy.

19. ADJOURNMENT

2025-028

SCHWEHR: That this meeting now be adjourned at 7:24 p.m.

ARCHER: Seconded the motion

CARRIED

Mayor Margaret Smith-Windsor

CAO Michele Bonneau

Resort Village of Elk Ridge
List of Accounts for Payment
Batch: 2025-00004 to 2025-00008

Bank Code: Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
356	2025-01-31	CANADA REVENUE AGENCY	55.48
357	2025-01-31	ELK RIDGE RESORT	12,600.00
358	2025-01-31	SASKATCHEWAN PUBLIC SAFETY AGENCY	186.90
Total Computer Cheque:			12,842.38

E-TRANSFER

Payment #	Date	Vendor Name	Payment Amount
2025-0002	2025-01-09	Gary Provencher	200.00
2025-0003	2025-01-17	ELK RIDGE RESORT	525.00
2025-0004	2025-01-31	MUNISOFT	415.14
2025-0005	2025-01-31	CANADA REVENUE AGENCY	3,820.00
2025-0006	2025-01-31	MINISTRY OF FINANCE	30,649.31
2025-0007	2025-01-31	NELSON, G. RUSSELL	462.40
2025-0008	2025-01-31	AQUIFER GROUP OF COMPANIES	1,092.98
2025-0009	2025-01-31	GREENLAND WASTE DISPOSAL LTD.	1,374.33
Total E-Transfer:			38,539.16

ONLINE BANKING

Payment #	Date	Vendor Name	Payment Amount
2025-0002	2025-01-31	REV - Sasktel	0.00
2025-0003	2025-01-31	SASKENERGY	465.78
2025-0004	2025-01-31	Saskpower	1,957.38
2025-0005	2025-01-31	Sasktel	272.38
2025-0006	2025-01-31	AFFINITY MASTERCARD	1,207.21
Total Online Banking:			3,902.75

CAFT CREDIT

Payment #	Date	Vendor Name	Payment Amount
202501-01	2025-01-31	LAKELAND EXCAVATING SERVICES LTD.	2,999.84
202501-02	2025-01-31	AON CANADA INC. - T57048C	22,860.00
Total CAFT Credit:			25,859.84

Total Bank1: 81,144.13

Certified Correct this February 20, 2025

Mayor



Administrator