



**Resort Village of Elk Ridge  
Regular Meeting Minutes Council  
January 21, 2025**

**Regular meeting of Council held on Tuesday January 21 at 4:30 p.m. at Elk Ridge Resort lodge.**

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

Regrets: Russell Schwehr, Payton Hall

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

Delegations Kari Bryson, Kunal Thakur (Routes2SK Inc.)

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

2025-001 ARCHER: That the agenda be adopted as amended.  
8.4 Estates Response regarding paving & gravel  
9.1 Easement Agreement  
9.2 Waste Management Depot – maintenance on bins  
LEVESQUE: Seconded the motion

CARRIED

**3. ADOPTION OF MINUTES**

**3.1 Regular Meeting Minutes – December 17, 2024**

2025-002 ARCHER: That the minutes of the December 17, 2024 Regular Council Meeting be adopted as presented.  
LEVESQUE: Seconded the motion

CARRIED

**4. DECLARATION OF CONFLICT OF INTEREST**

**5. DELEGATIONS**

**5.1 Elk Ridge Resort – Kari Bryson and Kunal Thakur**

- Discussion about upcoming Tax reassessment – CAO will provide update
- The new golf on the pond is generating interest
- Upcoming U11 hockey tournament
- Routes2SK not hosting PGA event this year
- Routes2SK has not confirmed PBR event yet

**6. PUBLIC HEARINGS**

- 7. **PUBLIC ACKNOWLEDGEMENTS**
  
- 8. **BUSINESS ARISING FROM MINUTES**
- 2025-003 8.1 **Fire Agreement**  
 LEVESQUE: That Council authorize the Mayor and CAO to sign the Fire Agreement between the Resort Village of Elk Ridge and Lakeland & District Co-operative Volunteer Fire Department to provide fire suppression within the municipal boundaries of the Resort Village of Elk Ridge in 2025  
 ARCHER: Seconded the motion. CARRIED
  
- 2025-004 8.2 **Emergency Plan**  
 LEVESQUE: That Council invite Leslie Tuchek to the next council meeting to discuss next steps in moving the community plan forward.  
 ARCHER: Seconded the motion CARRIED
  
- 2025-005 8.3 **Staffing plan**  
 ARCHER: That the staffing plan discussion be tabled to when the Strategic Plan documents are reviewed and approved.  
 LEVESQUE: Seconded the motion. CARRIED
  
- 8.4 **Estates Condominium Corporation – Re: Paving and Gravel**  
 LEVESQUE: That Council notify the Estates Condominium Corporation that the Resort Village is unable determine the extent of road repairs in the Village at this time and therefore will not be able to enter a joint partnership with them contracting Precision Paving.  
 ARCHER: Seconded the motion. CARRIED
  
- 9. **NEW BUSINESS**
- 2025-006 9.1 **Easement Agreements**  
 ARCHER: That Council invite Roger Arnold from The Transition Steering Committee to attend the February 18, 2025 meeting to provide more clarity on the easements registered with ISC.  
 LEVESQUE: Seconded the motion. CARRIED
  
- 2025-007 9.2 **Waste Management Depot**  
 LEVESQUE: That Gary Provencher notify Greenland Waste to provide maintenance on the opening mechanisms on a number of the garbage bins.  
 ARCHER: Seconded the motion. CARRIED
  
- 10. **MOTIONS**
  
- 2025-008 11. **UTILITY REPORT – Russell Nelson and Terri Kowbel-Nesbitt**
- 11.1 ARCHER: That the Utility Staff’s Report be accepted as presented.  
 LEVESQUE: Seconded the motion CARRIED
  
- 2025-009 12. **ADMINISTRATION REPORT**
- 12.1 LEVESQUE: That the Administrator’s Report be accepted as presented.  
 ARCHER: Seconded the motion.

			CARRIED
2025-010		<p><b>Municipal Revenue Sharing Grant</b></p> <p>LEVESQUE: That Council authorizes the CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.</p> <p>ARCHER: Seconded the motion.</p>	
			CARRIED
2025-011	<b>13.</b>	<b>FINANCE REPORT</b>	
	<b>13.1</b>	<p>LEVESQUE: That the Statement of Financial Activities, Water &amp; Utility Financial Statement, List of Accounts and Bank Reconciliations be accepted and filed.</p> <p>ARCHER: Seconded the motion</p>	
			CARRIED
	<b>14.</b>	<b>READING OF BYLAWS</b>	
	<b>15.</b>	<b>NOTICE OF MOTION</b>	
	<b>16.</b>	<b>INQUIRIES</b>	
	<b>17.</b>	<b>IN-CAMERA</b>	
	<b>17.1</b>	<b>Resort Village of Elk Ridge – Strategic Plan Report</b>	
	<b>17.2</b>	<b>Resort Village of Elk Ridge – Operations Plan Report</b>	
2025-012		<p>ARCHER: That the Strategic and Operation Plan Reports be tabled to a special meeting when all of Council is available.</p> <p>LEVESQUE: Seconded the motion.</p>	
			CARRIED
	<b>18.</b>	<b>INFORMATION ITEMS/CORRESPONDENCE</b>	
	<b>19.</b>	<b>ADJOURNMENT</b>	
2025-013		<p>ARCHER: That this meeting now be adjourned at 7:23 p.m.</p> <p>LEVESQUE: Seconded the motion</p>	
			CARRIED

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Mayor Margaret Smith-Windsor

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CAO Michele Bonneau