



Resort Village of Elk Ridge
Meeting Minutes
Regular Meeting January 15, 2026 - 09:00 AM

Present:

Mayor: Marg Smith-Windsor
Councillors: Russell Schwehr
Jacqueline Archer
Daniel Levesque
Raymond Wiebe (Microsoft Teams)

CAO: Michele Bonneau
Utility Staff: Russell Nelson

1 Call To Order

Mayor Smith-Windsor called the meeting to order at 8:58 a.m.

Resolution No: 2026-001

2 Approval of Agenda
Moved By: Mayor Marg Smith-Windsor
Seconded By: Councillor Jacqueline Archer

That the agenda for this meeting be approved as amended.
8.2 Strategic Priorites be moved to 16.2 (in-camera)

CARRIED

3 Adoption of Minutes

Resolution No: 2026-002

3.1 December 18, 2025 Minutes
Moved By: Councillor Raymond Wiebe
Seconded By: Councillor Jacqueline Archer

That the minutes of the December 18, 2025 Regular Council Meeting be adopted.

CARRIED

4 Declaration of Conflict of Interest

5 Delegations

6 Public Hearings

	7	Public Acknowledgements
	8	Business Arising from Minutes
Resolution No: 2026-003	8.1	Utility Advisory Committee Meeting - Dec 22, 2025 Moved By: Councillor Jacqueline Archer Seconded By: Councillor Russell Schwehr
		That the Utility Advisory Committee minutes of December 22, 2025 be accepted and filed.
		CARRIED
Resolution No: 2026-004	8.1.1	Water Treatment Plant Upgrade Moved By: Councillor Jacqueline Archer Seconded By: Councillor Russell Schwehr
		That Council direct Associated Engineering to continue with development of the detailed design of the Water Treatment Plant upgrade.
		CARRIED
Resolution No: 2026-005	8.2	Lakeland & District Co-operative Volunteer Fire Department Moved By: Mayor Marg Smith-Windsor Seconded By: Councillor Jacqueline Archer
		That Council table approving the Lakeland & District Co-operative Volunteer Fire Department agreement to the February 19, 2026 meeting.
		<ul style="list-style-type: none"> - capture revisions suggestions by Leslie Tuchek (EMO Coordinator) - consult with Nicole Sawchuk (legal) regarding revisions - request more information from Lakeland & District Co-operative Volunteer Fire Department regarding rate increase
		CARRIED
	9	New Business
	10	Motions

	11	Administration Reports
Resolution No: 2026-006	11.1	<p>Utility Report</p> <p>Moved By: Councillor Russell Schwehr Seconded By: Councillor Jacqueline Archer</p> <p>That the Utility Report be accepted and filed.</p> <p>- Council is requesting an additional heading on the utility report "Water Quality Summary" for staff to report on water quality summaries (ie. comparisons, anomalies)</p> <p>- Utility staff are requesting clarification on "Implied Easements" with the condo corps and the need for service agreements with the condo corps and Routes2SK Inc.</p> <p>- CAO to look into Service agreements and check with other municipalities.</p>
		CARRIED
Resolution No: 2026-007	11.2	<p>Administrator Report</p> <p>Moved By: Councillor Jacqueline Archer Seconded By: Councillor Russell Schwehr</p> <p>That the Administrator's Report - January 15, 2026 be accepted and filed.</p> <p>- CAO continuing to work on Recognition Awards Policy (Community builder & Volunteer)</p>
		CARRIED
	12	Financial Statements
Resolution No: 2026-008	12.1	<p>Utility Financial Statement</p> <p>Moved By: Councillor Jacqueline Archer Seconded By: Councillor Daniel Levesque</p> <p>That the Utility Financial Report be accepted and filed.</p>
		CARRIED
Resolution No: 2026-009	12.2	<p>Statements of Financial Activities</p> <p>Moved By: Councillor Russell Schwehr Seconded By: Councillor Daniel Levesque</p> <p>That the Detailed Financial Report, Bank Reconciliation and List of Accounts for Approval be accepted as presented.</p>
		CARRIED
	13	Reading of Bylaw(s)

14 Notice of Motion

14.1 Council Procedures - Bylaw 2025-01

That Council review this bylaw before the February 19, 2026 meeting.

- update agenda items
- include utility reporting
- update meeting times
- update conduct at council meetings

14.2 Bylaw 13-2022 The Trailer Licensing Fee Bylaw

This bylaw may need updating due to the increase in the Lakeland & District Volunteer Fire Department increase for 2026 and the subdivision.

15 Inquiries

16 In Camera

16.1 Performance Review - CAO

Resolution

No:

2026-010

16.1.1 In-camera

Moved By: Councillor Jacqueline Archer

Seconded By: Councillor Russell Schwehr

That Council go in-camera to discuss CAO Performance Review and Strategic Priorities at 11:26 am.

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

CAO left meeting at 12:20 pm.

CARRIED

16.2 Strategic Priorities - 2026

Resolution

No:

2026-011

16.2.1 Out of Camera

Moved By: Councillor Jacqueline Archer

Seconded By: Councillor Russell Schwehr

That Council reconvenes to the Open Council Meeting at 1:00 pm.

Councillor Wiebe excused at 12:50 pm.

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

CARRIED

17 Information Items/Correspondence

Resolution 18 Adjournment

No: **Moved By:** Councillor Jacqueline Archer

2026-012 Seconded By: Councillor Russell Schwehr

That this meeting now be adjourned at 1:10 p.m.

CARRIED

Mayor Smith-Windsor

CAO Michele Bonneau