



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 **2**
No:
2026-001

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 Priorities be moved to 16.2 (in-camera)

CARRIED

3 Adoption of Minutes

Resolution **3.1**
No:
2026-002

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. - 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

Utility Report

Moved By: Councillor Russell Schwehr

Seconded By: Councillor Jacqueline Archer

That the Utility Report be accepted and filed.

- Council is requesting an additional heading on the utility report "Water Quality Summary" for staff to report on water quality summaries (ie. comparisons, anomalies)

- 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.

- CAO to look into Service agreements and check with other municipalities.

CARRIED

**Resolution
No:
2026-007**

11.2

Administrator Report

Moved By: Councillor Jacqueline Archer

Seconded By: Councillor Russell Schwehr

That the Administrator's Report - January 15, 2026 be accepted and filed.

- CAO continuing to work on Recognition Awards Policy (Community builder & Volunteer)

CARRIED

12

Financial Statements

**Resolution
No:
2026-008**

12.1

Utility Financial Statement

Moved By: Councillor Jacqueline Archer

Seconded By: Councillor Daniel Levesque

That the Utility Financial Report be accepted and filed.

CARRIED

**Resolution
No:
2026-009**

12.2

Statements of Financial Activities

Moved By: Councillor Russell Schwehr

Seconded By: Councillor Daniel Levesque

That the Detailed Financial Report, Bank Reconciliation and List of Accounts for Approval be accepted as presented.

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 No: 2026-012	18	Adjournment Moved By: Councillor Jacqueline Archer Seconded By: Councillor Russell Schwehr That this meeting now be adjourned at 1:10 p.m. CARRIED

Mayor Smith-Windsor

CAO Michele Bonneau