



**Resort Village of Elk Ridge**  
**Meeting Minutes**  
**Regular Meeting June 18, 2026 - 09:00 AM**

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**Present:**

**Mayor:** Marg Smith-Windsor

**Councillors:** Russell Schwehr Daniel Levesque (regrets)  
Jacqueline Archer  
Raymond Wiebe

**CAO:** Michele Bonneau

**Utility Staff:** Russell Nelson

**1 Call To Order**

Mayor Smith-Windsor called the meeting to order at 9:00 a.m.

**Resolution No:**  
2026-111

**2 Approval of Agenda**

**Moved By:** Councillor Jacqueline Archer  
**Seconded By:** Councillor Raymond Wiebe

That the agenda for this meeting be approved as presented.

**CARRIED**

**3 Adoption of Minutes**

**Resolution No:**  
2026-112

**3.1 May 21, 2026 Minutes**

**Moved By:** Councillor Raymond Wiebe  
**Seconded By:** Councillor Russell Schwehr

That the minutes of the May 21, 2026 Regular Council Meeting be adopted.

**4 Declaration of Conflict of Interest**

**5 Delegations**

**6 Public Hearings**

**7 Public Acknowledgements**

**8 Business Arising from Minutes**

**9 New Business**

**Resolution No:**  
2026-113

**9.1 Fire Suppression**

**Moved By:** Mayor Marg Smith-Windsor

**Seconded By:** Councillor Jacqueline Archer

That Council table item 9.1 Fire Suppression to the July 16, 2026 Regular Meeting.

**CARRIED**

**Resolution No:**  
2026-114

**9.2 Elk Ridge Estates Condominium Corporation - Pathway Agreement**

**Moved By:** Mayor Marg Smith-Windsor

**Seconded By:** Councillor Russell Schwehr

That Council approve in principle the Licence to Occupy Trail Use Agreement pending confirmation of the Resort Village's liability insurance of \$5 million and naming Elk Ridge Estates Condominium Corporation as an additional insured.

**CARRIED**

**10 Motions**

**11 Administration Reports**

**Resolution No:**  
2026-115

**11.1 Utility Report**

**Moved By:** Councillor Jacqueline Archer

**Seconded By:** Councillor Raymond Wiebe

That the Utility Report be accepted as presented.

**CARRIED**

**Resolution No:**  
2026-116

**11.2 Administrator Report**

**Moved By:** Councillor Jacqueline Archer

**Seconded By:** Councillor Raymond Wiebe

That the Administrator's Report be accepted as presented.

**CARRIED**

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| <b>Resolution No:</b><br>2026-117 | <b>11.3</b> | <p><b>Associated Engineering</b><br/> <b>Moved By:</b> Councillor Jacqueline Archer<br/> <b>Seconded By:</b> Councillor Raymond Wiebe</p> <p>That the the Elk Ridge Place Surfacing draft be approved as presented.</p> <p><b>CARRIED</b></p> |
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|  |  | <b>12</b> | <b>Financial Statements</b> |
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| <b>Resolution No:</b><br>2026-118 | <b>12.1</b> | <p><b>Utility Financial Statement</b><br/> <b>Moved By:</b> Mayor Marg Smith-Windsor<br/> <b>Seconded By:</b> Councillor Russell Schwehr</p> <p>That the Utility Financial Statement be accepted and filed.</p> <p><b>CARRIED</b></p> |
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| <b>Resolution No:</b><br>2026-119 | <b>12.2</b> | <p><b>RVER - Statement of Financial Activities</b><br/> <b>Moved By:</b> Councillor Raymond Wiebe<br/> <b>Seconded By:</b> Councillor Jacqueline Archer</p> <p>That the Detailed Statement of Financial Activities, Bank Reconciliation and List of Accounts for Approval be accepted and filed.</p> <p><b>CARRIED</b></p> |
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|  |  | <b>13</b> | <b>Reading of Bylaw(s)</b> |
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|  |  | <b>14</b> | <b>Notice of Motion</b> |
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| <b>Resolution No:</b><br>2026-120 | <b>14.1</b> | <p><b>Bylaw 2024-010 Open Air Fire (July 2026)</b><br/> <b>Moved By:</b> Mayor Marg Smith-Windsor<br/> <b>Seconded By:</b> Councillor Jacqueline Archer</p> <p>That Council update Bylaw 2024-010 to include Fire Ban Notices in the Appendices and specific references to ATV use during a fire ban.</p> |
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| <b>Resolution No:</b><br>2026-121 | <b>14.2</b> | <p><b>Bylaw 12-2022 Traffic Bylaw (July 2026)</b><br/> <b>Moved By:</b> Mayor Marg Smith-Windsor<br/> <b>Seconded By:</b> Councillor Russell Schwehr</p> <p>That Council review Bylaw 12-2022 Traffic Bylaw to include updated signage.<br/> - updated signage - sharp corner by the Villas and no motorized vehicles on the community pathway</p> |
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|  |  | <b>15</b> | <b>Inquiries</b> |
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- 16 In Camera**
- Resolution No: 2026-122**      **16.1 In-camera**  
**Moved By:** Councillor Raymond Wiebe  
**Seconded By:** Councillor Russell Schwehr
- That Council go in-camera to discuss legal matters and Public Works Assistant position at 10:20 am.
- Present: Mayor Smith-Windsor; Councillors Archer, Wiebe, and Schwehr; CAO
- CARRIED**
- Resolution No: 2026-123**      **16.2 Out of Camera**  
**Moved By:** Mayor Marg Smith-Windsor  
**Seconded By:** Councillor Raymond Wiebe
- That Council reconvenes to the Regular Council Meeting at 10:40 am.
- Present: Mayor Smith-Windsor; Councillors Archer, Wiebe and Schwehr; CAO
- CARRIED**
- Resolution No: 2026-124**      **16.3 Legal Matter**  
**Moved By:** Councillor Raymond Wiebe  
**Seconded By:** Councillor Russell Schwehr
- That Council accept MLT Aikins settlement offer of \$14,520 for our claim in connection with the easement agreements.
- CARRIED**
- Resolution No: 2026-125**      **16.4 Public Works Assistant**  
**Moved By:** Councillor Jacqueline Archer  
**Seconded By:** Councillor Russell Schwehr
- Council approves the CAO to move forward with interviewing for the Public Works Assistant.
- CARRIED**
- 17 Information Items/Correspondence**

**Resolution**     **18**  
**No:**  
2026-126

**Adjournment**

**Moved By:** Councillor Jacqueline Archer  
**Seconded By:** Councillor Raymond Wiebe

That this meeting now be adjourned at 10:45 am.

**CARRIED**

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**Mayor Smith-Windsor**

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**CAO Michele Bonneau**