Resort Village of Elk Ridge
Meeting Minutes
Regular Meeting March 19, 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 9:00 a.m.

Resolution No: 2026-033

2 Approval of Agenda

Moved By: Councillor Jacqueline Archer
Seconded By: Councillor Russell Schwehr

That the agenda for this meeting be approved as presented.

CARRIED

Resolution No: 2026-034

3 Adoption of Minutes

Moved By: Councillor Jacqueline Archer
Seconded By: Councillor Daniel Levesque

That the minutes of the March 5, 2026 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: 2026-035	**8.1**	**Waste Management Depot - Lease** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Jacqueline Archer That Council authorizes the Mayor and CAO to sign the Waste Management Depot Lease between Routes2SK Inc . and the Resort Village of Elk Ridge. $500 annually for 12 years **CARRIED**
Resolution No: 2026-036	**8.2**	**Lakeland & District Co-operative Volunteer Fire Department** **Moved By:** Councillor Jacqueline Archer **Seconded By:** Councillor Daniel Levesque That Council authorizes the Mayor and CAO to sign the agreement from Lakeland and District Co-operative Volunteer Fire Department to provide fire services to the Resort Village of Elk Ridge for the 2026 calendar year. - EMO Coordinator - questions answered, no further objections - Follow up with Waskesiu Council **CARRIED**
	9	**New Business**
	10	**Motions**
	11	**Administration Reports**
Resolution No: 2026-037	**11.1**	**Utility Report** **Moved By:** Councillor Raymond Wiebe **Seconded By:** Councillor Russell Schwehr That the Utility Report be accepted and filed. - follow up with Nicole Sawchuk (legal counsel) regarding service agreements. **CARRIED**
Resolution No: 2026-038	**11.2**	**Administrator Report** **Moved By:** Councillor Russell Schwehr **Seconded By:** Councillor Jacqueline Archer That the Administrators Report be accepted and filed. **CARRIED**

Resolution No: 2026-039	**11.3**	**Associated Engineering Report** **Moved By:** Councillor Russell Schwehr **Seconded By:** Councillor Daniel Levesque That the Associated Engineering Report submitted by Joshua Yohnke be accepted and filed. **CARRIED**
	12	**Financial Statements**
Resolution No: 2026-040	**12.1**	**Utility Financial Statement** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Jacqueline Archer That the Utility Financial Statement be accepted and filed. **CARRIED**
Resolution No: 2026-041	**12.2**	**RVER - Statement of Financial Activities** **Moved By:** Councillor Jacqueline Archer **Seconded By:** Councillor Raymond Wiebe That the Detailed Statement of Financial Activities, Bank Reconciliation and List of Accounts for Approval be accepted and filed. **CARRIED**
	13	**Reading of Bylaw(s)**
Resolution No: 2026-042	**13.1**	**Bylaw 2026 - 01 Council Procedures** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Jacqueline Archer That Bylaw No. 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be introduced and read a first time. **CARRIED**
Resolution No: 2026-043	**13.1.1**	**Bylaw 2026-01 Second Reading** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Jacqueline Archer That Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be now read a second time. **CARRIED**

Resolution No: 2026-044	**13.1.2**	**Bylaw 2026-01 Leave be granted for Third Reading** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Russell Schwehr That leave be granted for third reading of Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees. **CARRIED**
Resolution No: 2026-045	**13.1.3**	**Bylaw 2026-01 Third Reading** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Daniel Levesque That Bylaw 2026-01 A Bylaw to Regulate the Meeting Procedures of Council and Council Committees be now read a third time and adopted. **CARRIED**
Resolution No: 2026-046	**13.2**	**Bylaw 2026-02 - The Trailer Licensing Fee Bylaw** **Moved By:** Mayor Marg Smith-Windsor **Seconded By:** Councillor Jacqueline Archer That Council table Bylaw 2026-02 to the April Regular Council Meeting. - require more information - include with budget deliberations. **CARRIED**

14 Notice of Motion

15 Inquiries

16 In Camera

16.1 WTP - Drilling Contract Award

Project Scope (as tendered)

- Mobilization of personnel and equipment to Elk Ridge
- Drilling and electric logging of a confirmatory testhole
- Installation and development of a 50 mm PVC observation well
- Mechanical rehabilitation of existing wells PW6-2011 and PW7-2014
- Installation of a 75 mm stainless steel screen liner in PW7-2014
- A 24-hour pumping test at approximately 8.0 L/s

Resolution No: 2026-047	**16.1.1**	**Move to closed session** **Moved By:** Councillor Jacqueline Archer **Seconded By:** Councillor Russell Schwehr That Council go in-camera to discuss the drilling contracts at 11:29 am. Present: Mayor Smith-Windsor; Councillors Archer, Levesque, Schwehr and Wiebe (via Teams) **CARRIED**
Resolution No: 2026-48	**16.1.2**	**Reconvene to open session** **Moved By:** Councillor Jacqueline Archer **Seconded By:** Councillor Russell Schwehr That Council reconvenes to the Open Council Meeting at 11:37 am. Present: Mayor Smith-Windsor; Councillors: Archer, Levesque, Schwehr and Wiebe. **CARRIED**
Resolution No: 2026-049	**16.1.3**	**Drilling Contract** **Moved By:** Councillor Russell Schwehr **Seconded By:** Councillor Jacqueline Archer That Council accept Beckie's recommendation to accept Hayter Drilling for the observation well installation. **CARRIED**
	17	**Information Items/Correspondence**
Resolution No: 2026-050	**18**	**Adjournment** **Moved By:** Councillor Jacqueline Archer **Seconded By:** Councillor Raymond Wiebe That this meeting now be adjourned at 11:55 am. **CARRIED**

Mayor Smith-Windsor

CAO Michele Bonneau