

**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD AT THE RM OF ENTERPRISE OFFICE AT 108
HIGHWAY 371, RICHMOUND SASKATCHEWAN, ON MONDAY, May 12th, 2025.**

Training Administrator - Melissa Earl

CALL TO ORDER: Mayor Brad Miller called the meeting to order at 4:06 pm.

_____ DECLARES A CONFLICT OF INTEREST WITH AGENDA ITEMS; Brenda Ottenbreit, Mel Earl.

AGENDA

116/25 **Miller:** THAT council agree to the May 12th, 2025 as amended. Carried

MINUTES:

117/25 **Welte:** THAT the following minutes be approved as read. Regular Council Meeting April 7th, 2025. Carried.

FINANCIAL STATEMENT:

118/25 **Welte:** THAT the financial statement for the month of April 2025 be accepted as presented. Carried.

ACCOUNTS:

119/25 **Miller:** THAT the following list of accounts be approved for payment (as per attached):

Cheques #2636 -2649 & MANUAL Payment OB 04-001 -5-005 for a total of \$23,815.04 to pay the bills for April to March 31, 2025. Carried

120/25 **Welte:** THAT Council acknowledge and accept March's Bank Reconciliations as presented. Carried.

WATER LOGS:

121/25 **Miller:** That council acknowledges the water log report as submitted by Arlene Miller.
Carried.

REPORTS:

122/25 **Welte:** THAT council acknowledges the following reports submitted by Arlene Miller:

1. Well Inspection
2. Water Log
3. Lagoon Inspection

Carried.

CORRESPONDENCE:

123/25 **Miller:** THAT the correspondence be accepted as presented and filed. Carried.

LANDFILL

124/25 **Miller:** THAT the council table until further information is provided by the RM of Enterprise. Carried.

VILLAGE FOREMAN

125/25 **Welte:** THAT accept update as presented by Dustan Cowan. Carried

126/25 **Welte:** THAT council instruct Administration to contact the RM of Fox Valley to inquire about booking training for Town Foreman on village equipment. Carried

COUNCIL PROCEDURE BYLAW

127/25 **Miller:** THAT bylaw 4-2025 to Council Procedure Bylaw be given a third reading, approved, adopted, signed and sealed. Carried.

INSURANCE

128/25 **Welte:** THAT the council instructs administration to submit provided information to Schmaltz Insurance. Carried.

GL ENTRIES

129/25 **Miller:** THAT council approve and adopt GL entries 2025-00054, 00052, 00019 and 2025-00039 as presented. Carried.

DELEGATE:

130/25 **Miller:** THAT council acknowledge Carey Hellman as a delegate to discuss Community hall rental agreement for the Richmond Lion's Club. Carried.

EFT REQUIREMENTS

131/25 **Welte:** THAT council approve the setup of CAFT system with the cost being \$125 for setup, \$3/ upload and settlement Carried.

CLOSED SESSION:

132/25 **Miller:** That the Village of Richmond Council moves to an in camera session to discuss Human Resources as authorized by the legislative authority of Section 120 of *The Municipalities Act* including the exemptions in *Part III of The Local Authority Freedom of Information and Protection of Privacy Act* at 5:10pm. Carried.

REGULAR SESSION:

133/25 **Miller:** THAT council returns to regular and open meeting at 6:24pm p.m. Carried

INVESTIGATION:

- 134/25 **Miller:** THAT council accepts investigative report for Knibbs & Associates, and instructs Mel to send Notification as presented.

LAGOON

- 135/25 **Miller:** THAT the council instruct administration to send letter as presented to land owner. Carried
- 136/25 **Miller:** THAT the council initiate a Lagoon Committee comprised of Mayor Brad Miller, Deputy Wade Welte, with Mel Earl as Secretary. Carried

ADMINISTRATOR

- 137/25 **Welte:** THAT council acknowledges that Melissa Earl has completed her 3 month probationary period. Council Agrees to increase hourly wage to \$27.00 and that tuition will be reimbursed as soon as passing grades are submitted per class as per contract to be presented at Junes Meeting. Carried.

CURB STOP REPAIR

- 138/25 **Miller:** THAT council acknowledge legal advice in regards to curb stop repairs completed at roll 12. And that council instruct administration to re write the Utilities Management Bylaw. Carried.
- 139/25 **Welte:** THAT council approve the reimbursable of \$2,630.00 for curb stop repair at roll 12. Carried.

UNCOLLECTABLE

- 140/25 **Miller:** THAT Council agree to write of \$ 551.08 for Ratepayer 135's Utilities as uncollectable, as the Ratepayer has moved and we have no way of locating. Carried.

AUDIT

- 141/25 **Welte:** THAT Council acknowledge and accept the Audit as presented. Carried.

EMPOWERING YOUR COMMUNITY GRANT

- 142/25 **Welte:** THAT Council approve the submission of the "Empowering Your Community Grant". Carried.

ANIMAL CONTROL BYLAW

- 143/25 **Miller:** THAT bylaw 5-2025 to Animal Control Bylaw be introduced and read a first time. Carried.

- 144/25 **Welte:** THAT bylaw 5-2025 to Animal Control Bylaw be read a second time. Carried

WATER OVERAGE

- 145/25 **Welte:** THAT Council instruct administration to write off water overage charges of \$138 on account number 190030. Carried

OFFICIAL COMMUNITY PLAN

- 146/25 **Miller:** THAT the Council of the Village of Richmond hereby gives the first reading of the Village of Richmond Official Community Plan, Bylaw No. 5-2025, identified as Schedule "A" to this bylaw. Carried

ZONING BYLAW

147/25 **Welte:** THAT the Council of the Village of Richmond hereby gives the first reading of the Village of Richmond Zoning Bylaw, Bylaw No. 6-2025, identified as Schedule "A" to this bylaw.
Carried

MISSED BILLING

148/25 **Miller:** THAT the Council agree to pay the two bills from Brownlee in the amount of \$630.79 and the bill from Munisoft in the amount of \$1654.12. Carried

PUBLIC HEARING

149/25 **Miller:** THAT the Council set June 17th 2025 as the date for the public hearing for the OCP and Zoning Bylaw as required by the Planning and Development Act. Carried

ADJOURNMENT:

150/25 **Miller:** THAT this meeting is now adjourned 7:05 pm. Carried.

Mayor

Administrator