

VILLAGE OF RICHMOUND

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD AT THE RM OF ENTERPRISE OFFICE AT 108 HIGHWAY 371, RICHMOUND SASKATCHEWAN, ON WEDNESDAY, JANUARY 14, 2026

PRESENT:

Mayor – Brad Miller, Deputy Mayor - Wade Welte, Councillor – Kathy Bullock

Administrator – Stacey Jansma

CALL TO ORDER: Mayor Brad Miller called the meeting to order at 4:00pm.

No declarations of a conflict of interest were made.

AGENDA:

001/26 MILLER: THAT we adopt the agenda as presented. Carried.

MINUTES:

002/26 MILLER: THAT the following minutes be approved as read.
1. Regular Council Meeting December 10, 2025 Carried

FINANCIAL STATEMENT:

003/26 BULLOCK: THAT the financial statement for the month of December 2025 be accepted as presented. Carried.

WATER LOG:

004/26 WELTE: THAT council acknowledges the daily water log for the month of November & December 2025 as kept by Arlene Miller & Dustin Cowan. Carried.

REPORTS:

005/26 WELTE: THAT we accept the following reports as presented:
1. Administrators Report
2. Lagoon Inspection Carried.

DELEGATE: Scott & Mel Earl – Greenhouse Project **4:10 – 4:25 p.m.**

Scott & Mel gave a presentation on the proposed Greenhouse project.

GREENHOUSE PROJECT – GRANT APPLICATION:

006/26 BULLOCK: THAT we appoint Scott & Mel Earl to search out and apply for grants for the Greenhouse Project on behalf of the Village of Richmond. Carried.

DELEGATE: Jody Smith – Snow Removal **4:25 – 4:30 p.m.**

Jody had questions regarding snow removal for EMS & at school bus stops.

CLOSED SESSION:

007/26 MILLER: THAT this meeting move into a closed session at 4:30 p.m as per LA FOIP section 16(1)(b). Carried

DELEGATE: Darrell Koch **4:30 – 4:48 p.m.**

OPEN SESSION:

008/26 MILLER: THAT this meeting move into an open session at 4:48 p.m. Carried

ACKNOWLEDGE DELEGATE:

009/26 BULLOCK: THAT we acknowledge delegate Scott & Mel Earl, Jody Smith, and Darrell Koch. Carried.

ACCOUNTS FOR APPROVAL:

010/26 BULLOCK: THAT the following list of accounts be approved for payment totaling \$43,737.13 (as per attached):

- Cheque #2725 - 2736
- EFT # 28-33
- Online Banking 12-006 – 12-008
- Online Banking 1-006-1-014 Carried.

CORRESPONDENCE:

011/26 WELTE: THAT the correspondence be accepted as presented. Carried.

LIABILITY INSURANCE - BOND COVERAGE:

012/26 WELTE: THAT council acknowledges the \$500,000 fidelity bond coverage included in the Village's General Property and Liability Insurance Policy held with Cameron Schmaltz Insurance Services, broker for SGI Canada, which is in effect as of September 24, 2025 and expires on September 24, 2026. Carried.

COUNCIL REMUNERATION 2026:

013/26 MILLER: THAT council remuneration for 2026 be set as follows:

- Regular Meetings \$ 140.00
- Special Meetings \$ 55.00
- Committee Meetings (all day) \$ 80.00 plus expenses
- (1/2 day) \$ 55.00 plus expenses Carried.

COMMITTEE APPOINTMENTS 2026:

014/26 BULLOCK: THAT Committee Appointments for 2026 be set as follows:

- Chinook Regional Library Kathy Bullock
- Fire Prevention Brad Miller & Wade Welte
- Hospital Trust Advisory..... Brad Miller, Wade Welte, Kathy Bullock
- Fire Chief.....Gene Perreault
- McLaren Lake.....Elan Ehresman, Debbie Gergely, Virginia Maier
- Arena Board.....Wade Welte Carried.

MILEAGE AND MEAL PER DIEM:

015/26 WELTE: THAT the mileage rate for 2026 be set at \$0.72 per kilometer and THAT meals be set at \$52 per day or breakfast \$12.00, lunch \$17.00 and supper \$23.00. Carried.

SASK LOTTERIES GRANT:

016/26 BULLOCK: THAT the Administrator make application for the year 2027-28 SK Lotteries Community Grant Program as set out by SK Lotteries which will include the RM of Enterprise's grant portion, and further THAT the 2026 Grant Payout be allocated to the Richmond Lions Club. Carried.

BUILDING OFFICIAL:

017/26 WELTE: THAT Dan Knutson be appointed as the Building Official for the Village of Richmond for 2026. Carried.

WATERWORKS EMERGENCY RESPONSE PLAN/QUALITY ASSURANCE POLICY

018/26 WELTE: THAT we accept the Waterworks Emergency Response Plan and Quality Assurance and Quality Control Policy as updated and as presented. Carried.

STREET SWEEPING BRUSHES QUOTE:

019/26 MILLER: THAT we approve of the street sweeping brushes quote from AG Plus:

- Side brush \$271.31
- 42 Brushes \$1,283.10
- Spring \$23 Carried.

JOHN DEER TRACTOR MAINTENANCE QUOTE APPROVAL:

020/26 WELTE: THAT we approve of the quote from Pattison Agriculture in Leader for tractor maintenance for \$1,675.21 Carried.

LOT CONSOLIDATION REQUEST:

021/26 WELTE: THAT we approve of the lot consolidation request for lot 6 and 7 block 1 plan BO 192 & Lot 25 block 1 plan 101661072. (111 & 113 Railway Ave). Carried.

GL ACCOUNT TRANSFER:

022/26 WELTE: THAT an amount of \$2,475 be transferred for the 2025 financial year from the Town Foreman’s Wages expense account (530-110-120) to the Water Treatment Plant Operators expense account (580-110-110) to accurately reflect time spent at the Water Treatment Plan Carried.

HALL FUNDRAISING COMMITTEE – TRIVIA NIGHT BUDGET APPROVED:

023/26 MILLER: THAT we approve of the proposed budget from the Richmond Community Hall Fundraising committee Trivia Night totaling \$2,530.00 (as attached). Carried.

CLOSED SESSION:

024/26 MILLER: THAT this meeting move into a closed session at 5:45 p.m as per LA FOIP section 16(1)(b) personnel and to discuss Code of Ethics complaints received. Carried

Deputy Mayor, Wade Welte, declared a conflict of interest and left council chambers for discussions & resolutions pertaining to code of ethics complaint 2025-10.

OPEN SESSION:

025/26 MILLER: THAT this meeting move into an open session at 6:27 p.m. Carried

Feedback letters pertaining to Code of Ethics complaints were reviewed in a closed session.

Administrator reviewed with Council advice from the Ombudsman on declaring a conflict of interest. Discussion also focused around updating the current code of ethics bylaw.

CODE OF ETHICS COMPLAINTS 2025-10:

026/26 MILLER: THAT Council instructs the Administrator to reply by letter to Code of Ethics complaint 2025-10 and that the complaint is now filed. Carried.

TOWN FOREMAN POSITION:

027/26 MILLER: THAT effective January 1, 2026, the Town Foreman position will transition from a salaried position to an hourly position. The hourly wage for Town Foreman duties will be \$25.00 per hour. Upon receipt of the required Water Treatment Plant Operator certification, compensation related to water treatment plant operations will be adjusted as follows: Water Treatment Plant Operator duties: \$37.00 per hour
All other Town Foreman duties: \$25.00 per hour

In addition, eligibility for employee benefits will be tied to the achievement of the Water Treatment Plant Operator certification. Once certification is received, benefits will be made available in accordance with the Village’s benefit plan. Carried.

ADJOURNMENT:

028/26 MILLER: THAT this meeting is now adjourned at 6:30 pm. Carried.

Mayor

Administrator