

**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE RURAL MUNICIPALITY OF BUFFALO NO. 409
HELD IN THE MUNICIPAL OFFICE 214 2ND AVENUE EAST AT WILKIE,
SASKATCHEWAN
ON MONDAY JANUARY 12th, 2026.**

CALL TO ORDER

A quorum being present, Reeve Brett McIntosh called the meeting to order at 9:05AM.

PRESENT

Reeve Brett McIntosh
Administrator Dakota Pilat
Councillors Division No. One – John Heilman
Division No. Two – John Fenrich
Division No. Three – VACANT
Division No. Four – Larry Kuntz
Division No. Five – Blake Wakelin - ABSENT
Division No. Six – Mark Welsch - ABSENT
Foreman Chris Makey

001/2026 – ADOPTION OF AGENDA

MOVED BY – HEILMAN

That the agenda be accepted as presented.

CARRIED

002/2026 – REGULAR MEETING MINUTES

MOVED BY – FENRICH

That the Minutes of the Regular Meeting of Council held on December 8th, 2025 be approved as circulated.

CARRIED

003/2026 - STATEMENT OF FINANCIAL ACTIVITIES

MOVED BY - KUNTZ

That the Statement of Financial Activities for the period ending December 31st, 2025 be approved as presented.

CARRIED

004/2026 – ADMINISTRATION REPORT

MOVED BY - KUNTZ

That the Administration Report, as written by Administrator Dakota Pilat, be accepted as presented and is annexed hereto and forms a part of these minutes as Appendix "A".

CARRIED

005/2026 – PUBLIC WORKS REPORT

MOVED BY - HEILMAN

That the Public Works Report, as written by Foreman Chris Makey, be accepted as presented and is annexed hereto and forms a part of these minutes as Appendix "B".

CARRIED

006/2026 - COMMITTEE REPORTS

MOVED BY - FENRICH

That the Council presents their reports of attended committee meetings received for information.

CARRIED

007/2026 - CORRESPONDANCE

MOVED BY - KUNTZ

That the correspondence having been read, now be filed and that the list of correspondence be annexed hereto and form a part of these minutes.

CARRIED

008/2026 - ACCOUNTS FOR APPROVAL

MOVED BY - KUNTZ

That the following List of Accounts are reviewed and approved for payment totalling \$194,396.75, and that the list is annexed hereto and forms a part of these minutes:

1. The list of cheques numbered 23707 up to and including 23735 totalling \$49,667.72,
2. The list of electronic payments numbered 1490 up to and including 1498 totalling \$115,595.97,
3. The list of Mid-Month Advances totalling \$6000.41
4. The list of month end payroll payments for the period ending December 31st 2025 totalling \$23,132.65

CARRIED

009/24-25 – AGAR RESIGNATION

MOVED BY - HEILMAN

That Council accepts the written resignation signed by Division Three Councillor Aaron Agar to leave his seat on Council, Dated January 5th 2026 effective immediately.

FURTHER Council instructs Administrator Dakota Pilat to run the By-election for Division Three on Tuesday March 17th 2026.

CARRIED

010/2026 – STANDING COMMITTEES

MOVED BY - FENRICH

That the following committees be appointed for 2026:

Division Boundary Review Committee	John Heilman Brett McIntosh John Fenrich
Employee Committee	Brett McIntosh Mark Welsch Blake Wakelin
Financial Planning Committee	Larry Kuntz Mark Welsch Brett McIntosh
Office Building Committee	John Fenrich Brett McIntosh John Heilman
Planning and Development Committee	John Fenrich Mark Welsch Larry Kuntz
Road Ban Committee	John Heilman Brett McIntosh Blake Wakelin

CARRIED

011/2026 – 2026 APPOINTMENTS

MOVED BY - KUNTZ

That the Council approves the following Appointments as outlined in the attached “Appendix C”

TABLED

012/2026 – SARM MEMBERSHIP 2026

MOVED BY - KUNTZ

That the Municipality renews their membership with the Saskatchewan Association of Rural Municipalities for 2026; FURTHER that the Membership fee of \$4,011.57 be remitted.

CARRIED

013/2026 – SARM INSURANCE - LSIP

MOVED BY - HEILMAN

That the Rural Municipality of Buffalo No. 409 acknowledge and approve the renewal of the Liability Self Insurance Plan with SARM for 2026 from January 1st 2026 to December 31st 2026.

CARRIED

014/2026 – SARM INSURANCE - PSIP

MOVED BY – FENRICH

That the Rural Municipality of Buffalo No. 409 direct Foreman Chris Makey and Administrator Dakota Pilat to adjust the values on buildings and equipment and remit back to SARM.

FURTHER Council acknowledge and approve the renewal of the Property Self Insurance Plan with SARM for 2026 from January 1st 2026 to December 31st 2026.

CARRIED

015/2026 – SARM INSURANCE – EXCESS LIABILITY PROGRAM

MOVED BY – KUNTZ

That the Rural Municipality of Buffalo No. 409 acknowledge and approve the renewal of the Property Self Insurance Plan with SARM for 2026 from January 1st 2026 to December 31st 2026.

CARRIED

016/2026 – SARM INSURANCE – GROUP HEALTH

MOVED BY – HEILMAN

That the Rural Municipality of Buffalo No. 409 acknowledge and approve the renewal of the Employer Benefits & Insurance with SARM for 2026 from January 1st 2026 to December 31st 2026.

CARRIED

017/2026 – DESIGNATION OF LOCAL ASSISTANT

MOVED BY – FENRICH

That, in accordance with Section 14 of The Fire Safety Act, the Rural Municipality of Buffalo No. 409 appoint Fire Chief Randy Elder as the Local Assistant for the Municipality.

CARRIED

018/2026 – WORKERS COMPENSATION BOARD - 2026

MOVED BY - AGAR

That the Council authorize Administration to complete the 2025 Workers Compensation Return; and FURTHER that elected Officials' coverage be set at the minimum amounts for 2026.

CARRIED

019/2026 – RMAA PERMIT - 2026

MOVED BY - KUNTZ

That Council approves the remittance of the 2026 Membership fee to the Rural Municipal Administrators Association of Saskatchewan for Administrator Dakota Pilat.

CARRIED

020/2026 – 2026 FIREFIGHTERS

MOVED BY - HEILMAN

That each Councillor be appointed as a fire ranger in their own division and that the municipality authorize volunteer fire fighters of the Wilkie, Unity and Cut Knife Departments to fight fires in the municipality on behalf of the Rural Municipality of Buffalo No. 409 as per the following list for coverage under our SARM Liability Insurance Plan:

WILKIE: Fire Chief Randy Elder, Deputy Chief Craig Sittler, Jeff Ens, Dylan Gillespie, Mark Karstens, Brandon Kotzer, Mathew Schaber, Kris Slind, Greg Stewart, Jim Williams, Blair Winterhalt, Ryan Babchuk, Vitto Rizzuto, Andrew Risiling, Austin Walker and Mihai Tataarcivc.

UNITY: Jesiah Hofer, Brett Mack, Jay Wallis, Colby Klein, Cole Grant, Daikota Tanner, Darryl Stubbs, Glenn Klein, Jeremy Thompson, Justin Meridith, Ryan Deroo, Scot Robertson, Toby Thompson, Allan Sopyc, Jopseph Burns, Keegan Bryan, Kyle Clark and Spencer Powell.

CUT KNIFE: Chief Brett Robertson, Deputy Chief Shawn Bingham, Justin McCallum, Justin Rewerts, Chris Booth and Jeremy King.

CARRIED

021/2026 – 2026 WAGES & EMPLOYMENT

MOVED BY - FENRICH

That Council approves a 5% wage increase for all RM employees to come into effect on January 1st 2026. FURTHER that the 2026 wages for the Municipalities hourly employees be as follows:

- Foreman Chris Makey - \$57.11per hour
- Colin Mack - \$40.72 per hour
- Dave Rolheiser - \$40.72 per hour
- Richard Grimard - \$36.20 per hour
- Lyle Bengert - \$34.13 per hour
- Stephen Amero - \$31.50 per hour

ALSO, that the 2026 wage for Administrator Dakota Pilat's salary be set at \$81,000.00/PER ANNUM (\$44.51/per hour)

CARRIED

022/2026 – ROAD MAINTENANCE AGREEMENT – THE RACK 2026

MOVED BY - KUNTZ

That Council agrees to enter into a Road Maintenance Agreement with The Rack in regards to Bulk hauling within the RM. FURTHER that the Reeve and Administrator sign the agreement and mail a signed copy to the Rack for their records.

LOST

023/2026 – ROAD MAINTENANCE AGREEMENT – RM OF REFORD NO. 379

MOVED BY - KUNTZ

That Council agrees to sign the Road Maintenance Agreement with the RM of Reford No. 379 for the 2025 year and authorize the Reeve and Administrator to sign the agreement. FURTHER that the invoice for Road Maintenance Fees and Gravel Extraction Fees be remitted.

CARRIED

024/2026 – SASKATCHEWAN COMMUNITTEES LOTTERY GRANT ALLOCATION

MOVED BY - HEILMAN

That the Rural Municipality of Buffalo No. 409 allocate the following population for the purpose of the Saskatchewan Communities Lottery Grant applications for the following as follows:

Town of Wilkie – 354 persons

Town of Unity - 152 persons

CARRIED

025/2026 – JOB POSTINGS

MOVED BY - FENRICH

That Council instructs Administrator Dakota Pilat to post for 2 Seasonal Maintenance Operator Positions on SaskJobs, indeed, SARM Classifieds and the RM's website.

CARRIED

026/2026 – CAFT AUTHORIZATION

MOVED BY - KUNTZ

That Council authorize a single signor for CAFT Payroll Transfers by the Administrator, noting that this does not align with the dual signing banking authorities and FURTHER that the municipality accepts the associated risk

CARRIED

027/2026 – ADMINISTRATOR VACATION REQUEST

MOVED BY - HEILMAN

That Council approves Administrator Dakota Pilat's request for the following Vacation Day:

Tuesday January 20th – ½ Day – Afternoon;

FURTHER that the Office be closed for the above-mentioned time.

CARRIED

028/2026 – PCO APPOINTMENT

MOVED BY - FENRICH

That the Rural Municipality of Buffalo No. 409 appoint Dwayne Kopp as the Pest Control Officer for the Rural Municipality of Buffalo No. 409 for the year 2026.

FURTHER, that the Reeve and Administrator sign the Agreement for Service.

CARRIED

029/2026 – WEED INSPECTOR

MOVED BY - FENRICH

That the Rural Municipality of Buffalo No. 409 appoint Alana Gunsch & Daniel Gunsch as the Weed Inspector's for the Rural Municipality of Buffalo No. 409 for the year 2026.

CARRIED

030/2026 – REMOVE FAX LINE

MOVED BY - FENRICH

That Council agrees to remove the Fax line from the Office.

CARRIED

031/2026 – APPOINT R.O

MOVED BY - FENRICH

That Council appoints Administrator Dakota Pilat as the Returning Officer for the year 2026 for the purpose of a By-Election and the General Election.

CARRIED

032/2026 – SELL MUNICIPAL EQUIPMENT

MOVED BY - HEILMAN

That Council directs Foreman Chris Makey to coordinate the selling on unused Municipal Equipment in 2026.

CARRIED

033/2026- OTHER BUSINESS

Council also had a round table discussion on the following topics:

- SaskPower Request
- Wilkie Museum Donation Request
- Agar Gift

NEXT MEETING MONDAY FEBRUARY 9th @ 9AM

034/2026 - ADJOURN

MOVED BY - KUNTZ

That this meeting of Council adjourns at 11:20AM

CARRIED

Reeve

Administrator