

**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 NOVEMBER 10th, 2025.**

CALL TO ORDER

A quorum being present, Reeve Brett McIntosh called the meeting to order at 8:56 AM.

PRESENT

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

249/24-25 – ADOPTION OF AGENDA

MOVED BY – HEILMAN

That the agenda be accepted as presented with the following addition:

Foreman Discussion
Wallace Road Request

CARRIED

250/24-25 – REGULAR MEETING MINUTES

MOVED BY – FENRICH

That the Minutes of the Regular Meeting of Council held on October 14th, 2025 be approved as circulated.

CARRIED

251/24-25 - STATEMENT OF FINANCIAL ACTIVITIES

MOVED BY - AGAR

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

CARRIED

252/24-25 – 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

COUNCILLOR WAKELIN ARRIVED @ 10:41AM

253/24-25 – PUBLIC WORKS REPORT

MOVED BY - WAKELIN

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

254/24-25 - COMMITTEE REPORTS

MOVED BY - WELSCH

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

Reeve McIntosh – RE: EMO Committee, SARM Midterm Convention

CARRIED

255/24-25 - CORRESPONDANCE

MOVED BY - HEILMAN

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

256/24-25 ACCOUNTS FOR APPROVAL

MOVED BY - FENRICH

That the following List of Accounts are reviewed and approved for payment totalling \$317,081.86, and that the list is annexed hereto and forms a part of these minutes:

1. The list of cheques numbered 23664 up to and including 23687 totalling \$139,388.73,
2. The list of electronic payments numbered 1471 up to and including 1480 totalling \$140,751.90,
3. The list of Mid-Month Advances totalling \$6,000.41
4. The list of month end payroll payments for the period ending October 31st 2025 totalling \$30,940.82.

CARRIED

257/24-25 – 2025 REC GRANT PAYMENTS

MOVED BY - AGAR

That Council approves the following Recreation Grant payments for 2025:

Town of Unity - \$9000.00
Town of Cut Knife - \$6000.00
Town of Wilkie - \$15,000.00

ALSO, that Council instructs Administrator Dakota Pilat to include a letter to each of the Urban Municipalities to request a breakdown of how the funds are allocated.

CARRIED

258/24-25 – CEMETERY GRANT PAYMENTS

MOVED BY - KUNTZ

That the Council approves the following Cemetery Grant payments for 2025

Rockhaven - \$500.00
Wilkie - \$500.00

CARRIED

259/24-25 – WESTERN MUNICIPAL CONSULTING BOARD OF REVISION

MOVED BY - WAKELIN

That pursuant to Subsection 220(1) of The Municipalities Act, the RM OF BUFFALO NO. 409 appoints Western Municipal Consulting Ltd. To manage the Board of Revisions process for the term of January 1, 2026, through to December 31st 2026, remuneration as set out in Western Municipal Consulting Ltd. Fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogrunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boves, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair for that hearing among their numbers.

CARRIED

260/24-25 WESTERN MUNICIPAL CONSULTING SECRETARY

MOVED BY - WELSCH

That pursuant to Subsection 221(1) of The Municipalities Act, the RM OF BUFFALO No. 409 appoints Nicolle Hoskins with Western Municipal Consulting Ltd. As Secretary to the Board of Revision for the term January 1, 2026 through to December 31st, 2026, remuneration as set out in Western Municipal Consulting Ltd. Fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

CARRIED

261/24-25 S2025-2026 SNOW REMOVAL POLICY

MOVED BY - HEILMAN

That the Rural Municipality of Buffalo No. 409 approves the Snow Removal Policy for 2025-2026 season. FURTHER that Council instructs Administrator Dakota Pilat to have an online fillable form on the RM website for the Waiver form to be accessible for Residents digitally.

CARRIED

262/24-25 – ADMINISTRATOR VACATION REQUEST

MOVED BY – FENRICH

That council approves the vacation request from Administrator Dakota Pilat for the following dates:

Monday December 1st & Tuesday December 2nd
 December 24th, 29th, 30th & 31st.
 January 2nd

ALSO, that Council approves the closure of the Office for the above-mentioned dates.

FURTHER that council agrees to waive the first week of January for interest charges for the 2025 Levy.

CARRIED

263/24-25 – BIG ROCK HERITAGE SITE INVOICE

MOVED BY – AGAR

That Council approves the invoice from Garret Brebner for the maintenance work at the Big Rock Heritage site at the rate of \$60.00

CARRIED

264/24-25 – BARIT GRAVEL CRUSH AGREEMENT ADJUSTMENT

MOVED BY – KUNTZ

That Council instructs Administrator Dakota Pilat to Contact the owner of Barit Oilfield to Adjust the Gravel Crush Agreement for 2025 with the following changes:

Removal of the Clysdale pit in 2025

CARRIED

265/24-25 – CHRISTMAS GIFT CARDS

MOVED BY – WAKELIN

That Council approves the purchase of gift cards in the amount of \$250.00 for Staff for Christmas Gift for the year 2025. Gift cards will be purchased by Administrator Dakota Pilat.

CARRIED

266/24-25 ASBESTOS SAMPLING IN OFFICE

MOVED BY - WELSCH

That Council approves the quote for Asbestos Sampling for the Administration Office from R. S. Management Services Inc in joint with the Rural Municipality of Reford No. 379.

CARRIED

267/24-25 LIST OF LANDS IN ARREARS

MOVED BY - HEILMAN

That Council acknowledge and approve the list of lands with arrears that was presented to the head of Council and that a copy of the same be attached to and form part of these minutes; FURTHER Council instructs the Treasurer to advertise the list in one issue of the Press Herald in accordance with Sections 4, 5 & 6 of *The Tax Enforcement Act, 1978*.

CARRIED

268/24-25 DUST CONTROL INVOICE 2025

MOVED BY - FENRICH

That Council agrees to waive 50% of invoice No. 014-2025 billed to Brent and Michelle Taylor for Dust Control applied to the road located at NE-10-41-17-W3.

CARRIED

269/24-25 WALLACE LETTER & INVOICE

MOVED BY - WAKELIN

That Council directs Administrator Dakota Pilat to send a letter and invoice to Riley Wallace for the replacement of the broken barricade sign in the amount of \$350.00.

CARRIED

270/24-25 CLAUGHTON GRAVEL 2026

MOVED BY - AGAR

That Council approves purchasing of 20,000 yards of gravel from Ron Claughton's Round Valley Pit for 2026 at the rate of \$20-\$21 per yard.

CARRIED

271/24-25 RANGER LAKE ROAD SIGNS

MOVED BY - KUNTZ

That Council approves placing 2 Checkerboard signs at the curve on the Ranger Lake Road.

CARRIED

272/24-25 MOVE CAND AND ADD FENCE

MOVED BY - WAKELIN

That Council approves Foreman Chris Makey to coordinate the moving of the C-Cans at the shop yard and the addition of fencing in the yard.

CARRIED

273/24-25 NO THROUGH ROAD SIGN

MOVED BY – WELSCH

That Council directs Foreman Chris Makey to place a No Thorough Road Sign at the Cole K Road.

CARRIED

274/24-25 CUSTOM WORK – SANDERS

MOVED BY – HEILMAN

That Council directs Administrator Dakota Pilat to send an invoice to Trent Sander for 5 Hours of Custom Ditch Work at the Municipal Rate of \$250/HR.

CARRIED

275/24-25 TREE MULCHING AND REMOVAL

MOVED BY - FENRICH

That Council approves Foreman Chris Makey to complete Tree Removal and Mulching in all divisions within the Municipality at his discretion.

CARRIED

276/24-25 WALLACE LETTER & INVOICE

MOVED BY - WAKELIN

That Council directs Administrator Dakota Pilat to send a letter and invoice to Riley Wallace for the replacement of the broken barricade sign in the amount of \$350.00.

CARRIED

COUNCILLOR AGAR DECLARED A CONFLICT OF INTEREST AND LEFT THE COUNCIL CHAMBERS AT 11:23AM**277/24-25 WALLACE 50/50 ROAD WORK**

MOVED BY - WELSCH

That Council approves the Quote from Riley Wallace for the 50/50 cost share for road work along NE-36-40-21-W3 in the amount of \$15,000.00 (\$7,500.00 each party). With the work being done by Brad Gerein.

LOST

COUNCILLOR AGAR RETURNED TO THE COUNCIL CHAMBERS AT 11:30AM

278/24-25 EMO 2025-2026
MOVED BY - HEILMAN

That the Rural Municipality of Buffalo No. 409 agrees to move forward with the new EMO group for the region. FURTHER Council appoints the following to sit on the new EMO Group:

- 1. Brett McIntosh
- 2. Mark Welsch

CARRIED

279/24-25 SHARED OFFICE
MOVED BY - FENRICH

That Council approves the Sharing of the spare Office in the winter months by Kelsie Valliere during bad snow days.

CARRIED

280/24-25 LETTER TO NEWMARK COLONY
MOVED BY - AGAR

That Council directs Administrator Dakota Pilat to send a letter to Newmark Colony for the return of the Tree Planter.

CARRIED

281/24-25 - OTHER BUSINESS

Council also had a round table discussion on the following topics:
SaskPower Upcoming Projects
Gravel Updates
Public Disclosure Statements
Foreman Discussion

NEXT MEETING MONDAY DECEMBER 8th @ 9:00AM

282/24-25 - ADJOURN
MOVED BY - KUNTZ

That this meeting of Council adjourns at 12:40 PM

CARRIED

Reeve

Administrator