



**AGENDA**  
**Regular Council Meeting**

**Tuesday, January 27, 2026**

**8:15 a.m.**

**111 Pinehouse Drive, Saskatoon, SK**

**And Streaming Remotely**

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**Pages**

1.	Call To Order	
1.1	In-Camera under Section 16(1)(a) of LAFOIP - to discuss Advice from Officials and CAO Dialogue	
1.2	Out of In-Camera and reconvene the Public Meeting at 8:55 am.	
2.	Agenda	
3.	Declaration of Conflict of Interest	
4.	Public Hearing(s) 9:00 am	5
4.1	Move meeting into the Public Hearing	
4.1.1	Bylaw 56-25 - Abee & Galshany Raja - Rezoning - Div. 4	6
4.1.2	Bylaw 58-25 - Valley Road Business Parks Ltd	8
4.1.3	Bylaw 57-25 - Valley Road Business Parks Ltd/Crown in Right Sask. - Road Closure -Div 4	11
4.2	Close Public Hearing	
5.	Planning	
5.1	Bylaw(s) for Second and Third Reading	
5.1.1	Bylaw 56-25 - Second Reading	
5.1.2	Bylaw 56-25 - Third Reading	
5.1.3	Bylaw 58-25 - Second Reading	
5.1.4	Bylaw 58-25 - Third Reading	
5.2	Applications for Discretionary Use - n/a	
5.3	Applications for Zoning & OCP Amendment(s)	
5.3.1	CDI 26-001 - Bylaw 02-26 - Rezoning - 1st Choice Fabric Installations Inc. - Div. 6	13

5.3.1.1 CDI 26-001- Road Build-up Agreement - 1st Choice Fabric

## Installations Inc. - Div. 6

5.4	Rezoning with Subdivision(s) - n/a	
5.5	Applications for Subdivision(s)	
5.5.1	CDI 26-002 - Subdivision 2025-32 - Hidden Valley Dairies Ltd. - Div. 6	23
5.6	Development Summary Report - Quarterly	
5.6.1	CII 26-001 - Q4 Oct- Dec 2025	31
5.7	Planning - Other	
5.7.1	Bylaw 50-25 - Rescind Third Reading- Resolution 2025-11-010	37
5.7.2	Bylaw 50-25 - Rescind Second Reading - Resolution 2025-10-028	
5.7.3	Bylaw 50-25 - Second Reading as amended	
5.7.4	Bylaw 50-25 - Third Reading as amended.	
5.7.5	Bylaw 57-25 - Rescind Third Reading - Resolution 2025-12-011	
5.7.6	Bylaw 57-25 - Rescind Second Reading - Resolution 2025-12-009	
5.7.7	Bylaw 57-25 - Second Reading as amended.	
5.7.8	Bylaw 57-25 - Third Reading as amended.	
6.	<b>Delegations</b>	
6.1	<b>Prairie Wild Consulting - Samantha Mark (5 min)</b>	44
	Discuss a proposed community recreational facility, outline the planning and engagement work completed and seeking Councils awareness and input as the project advances.	
7.	<b>Consent Agenda Items</b>	
	Notify Chair if any Consent Agenda items are to be removed for further discussion.	
	THAT the Consent Agenda Recommendations - Items 7.1.1.1 to 7.1.2 and 7.2.1.1 to 7.2.2 and 7.3.1.1 to 7.3.2 and 7.4, 7.5 be ADOPTED as one motion.	
7.1	<b>Administration Committee Meeting</b>	
7.1.1	<b>Administration Committee Meeting Recommendations - January 13, 2026</b>	48
7.1.1.1	Con-Tech General Contractors – Report of MR Cash in Lieu for UFA	
7.1.1.2	Delegation(s) - Con-Tech General Contractors - Duane Shapka - (5 min)	
7.1.1.3	Council Appointment updates – P4G ROC & REC, AC-26-001	
7.1.1.4	Division 8 January 2026 Newsletter , AC-26-002	
7.1.1.5	Proposed Council Professional Development Policy GG-006, AC-26-003	
7.1.1.6	Considerations for a New R.M. Municipal Office, AC-26-004	
7.1.2	<b>Administration Committee Meeting Minutes Approval - January 13, 2026</b>	49
7.2	<b>Planning Committee Meeting</b>	
7.2.1	<b>Planning Committee Meeting Recommendations</b>	51
7.2.1.1	PD 26-001 - P4G Update	
7.2.1.2	PD 26-002 - Final Municipal Reserve Evaluation - add catagory	
7.2.1.3	PD 26-002 - Final Municipal Reserve Evaluation Report	

7.2.2	Planning Committee Meeting Minutes Approval - January 13, 2026	52
7.3	Public Works Committee Meeting	
7.3.1	Public Works Committee Meeting Recommendations - January 13, 2026	54
7.3.1.1	PW 25-024 - MG30 Usage	
7.3.1.2	PW 26-002 - Road Renaming - Formal Approval	
7.3.1.3	PW 26-002 – Road Renaming - Endorsement	
7.3.1.4	PW 26-002- Road Renaming - Endorsement	
7.3.1.5	Councillor Germs - Review of Grader Zones	
7.3.2	Public Works Committee Minutes Approval - January 13, 2026	56
7.4	Council Meeting Minutes	59
	Recommendation: THAT the following Council Meeting Minutes be APPROVED: December 16, 2025 - Regular Council Meeting	
7.5	Correspondence - Information	73
	Recommendation:  THAT the following correspondence be RECEIVED AS INFORMATION: 2025-11-19 Merrill Hill AGM Minutes 2025-11-26 Riverside Estates AGM Minutes 2025-12-09 Beaver Creek AGM Minutes 2025-12-18 Discovery Ridge Minutes	
8.	New Business Arising from the Minutes	
9.	Financial Reports	
	THAT Financial Reports 9.1 to 9.6, be ACCEPTED as presented.	
9.1	Payment Summary	93
9.2	Payment Detail	98
9.3	Mastercard Statement	134
9.4	Payroll Summary	135
9.5	Bank Reconciliation	137
9.6	Variance Report (Quarterly Report) - Q4 Oct-Dec 2025	138
10.	Council Division Updates & Remuneration Report	
	THAT the Council Division Updates and Remuneration Reports 10.1 to 10.3 be ACCEPTED as presented.	
10.1	Council Division Updates (verbal)	
10.2	Council Indemnity	140
10.3	Council Payroll Summary	142
11.	Administration	
11.1	Council–CAO Relationship and Use of a Council–CAO Covenant, RCM-26-001	143
11.2	Appointment of Bylaw Enforcement Officers, RCM-26-004	149
11.3	Proposed Policy GA-012 Access to Information - The Local Authority Freedom and Protection Act, RCM-26-007	154
11.4	2026 SARM Insurance Policy Renewal, RCM-26-006	171
11.5	Municipal Revenue Sharing - Eligibility Requirements and Declaration, RCM-26-005	176
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11.6	Fire Service Fees – Selection of Payment Plan for property located at 862 Valley Road, NW 9-35-6-W3, RCM-26-009	
11.7	Tax Abatement Request – James and Maria Cheke. Division - 2, RCM-26-008	181
11.8	FI-0012 - Tax Exemption Policy, RCM-26-014	184
11.9	2027 to 2028 Sask Lotteries Community Grant Allocations to other Municipalities, RCM-26-011	190
11.10	Corman Park Board of Police Commissioners Member at Large Position, RCM-26-010	195
11.11	Municipal Reserve and the Corman Park Horse Riders Association, RCM-26-003	197
11.12	Letter of Support Request - Roadway, Parking and Stabling Project, RCM-26-012	201
12.	<b>Public Works</b>	
12.1	SK Recycles Transition Council Report, RCM-26-015	204
12.2	Spring Road Restrictions, RCM-26-013	208
13.	<b>Reeve's Report - Verbal</b> THAT the Reeve's report be RECEIVED AS INFORMATION.	
14.	<b>Chief Administrative Officer Report</b> THAT the Chief Administrative Officer report be RECEIVED AS INFORMATION.	221
15.	<b>Police Chief - CPPS Statistic Reports</b>	
15.1	<b>CPPS - Stat Reports December 2025 &amp; Year to Date</b> THAT the Corman Park Police Service reports be RECEIVED AS INFORMATION.	222
16.	<b>Correspondence - Action Items -n/a</b>	
17.	<b>Upcoming Meetings</b>	
	Wednesday, January 28, 2026 2:00 PM Police Commission Meeting	
	Thursday, February 5, 2026 11:30 AM DPC	
	Monday, February 10, 2025 8:30 AM Committee of the Whole	
	Tuesday, February 24, 2026 8:15 AM Regular Council Meeting	
	Wednesday, February 25, 2026 2:00 PM Police Commission Meeting	
	Thursday, March 5, 2026 11:30 AM DPC	
	March 10-12, 2026 8:30 AM SARM Convention	
	Tuesday, March 17, 2026 8:30 AM Committee of the Whole	
	Wednesday, March 25, 2026 2:00 PM Police Commission Meeting	
	Tuesday, March 31, 2026 8:15 AM Regular Council Meeting	
	Thursday, April 2, 2026 11:30 AM DPC	
18.	<b>(Optional) In-Camera Under Section 120(2)(b) of The Municipalities Act - to discuss Long-range/strategic planning.</b>	
18.1	<b>Out of In-Camera and reconvene the Public Meeting</b>	
19.	<b>Adjournment</b>	



Council Planning Report  
 Bylaw(s) & Discretionary Use Application(s)  
 for Public Hearing

**4. Public Hearing January 27, 2026**

	<b>Bylaw/DU No.</b>	<b>Applicant</b>	<b>Legal</b>	<b>Reason</b>
4.1.1 Div. 4	56-25  Rezoning & Subdivision	Abee & Galshany Raja	<b>AFFECTED LANDS</b> LSD 9 & 10, NE 33-37-6-W3	<b>INTENT</b> To rezone a portion of LSD 9 & 10, NE 33-37-6-W3 from D-Agricultural District 1 to D-Agricultural Residential 1 District for the purpose of creating two (2), single parcel residential sites
4.1.2 Div. 4	58-25  Zoning	Valley Road Business Park	<b>AFFECTED LANDS</b> ORA 55-36-6-3 & Parcel 'A', NW 13-36-6-W3	<b>INTENT</b> To zone a portion of ORA 55-36-6-3 to D-Agricultural District 1 and Parcel 'A', NW 13-36-6-W3 from D-Agricultural District 2 to D Agricultural District 1 for the purpose of creating one (1), agricultural parcel,
4.1.3 Div. 4	57-25  Road Closure	Valley Road Business Parks Ltd/Crown in Right Sask.	<b>AFFECTED LANDS</b> Portion of ORA 55-36-06-3	<b>INTENT</b> To close a portion of roadway identified as ORA 55-36-6-3 and shown lying within the bold dashed line on the Plan of Proposed Subdivision.



**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 56-25**

A bylaw to amend Bylaw No. 35-21 known as the Partnership for Growth (P4G) Planning District Zoning Bylaw.

The Council of the Rural Municipality of Corman Park No. 344, in the Province of Saskatchewan, enacts to amend Bylaw 35-21 as follows:

1. The Zoning District Map referred to in Section 6 is amended by rezoning from D-Agricultural 1 District (DAG1) to D-Agricultural Residential 1 District (DAR1) that portion of land shown shaded on Detail Zoning Map No. NE 33.37.6.W3.

This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

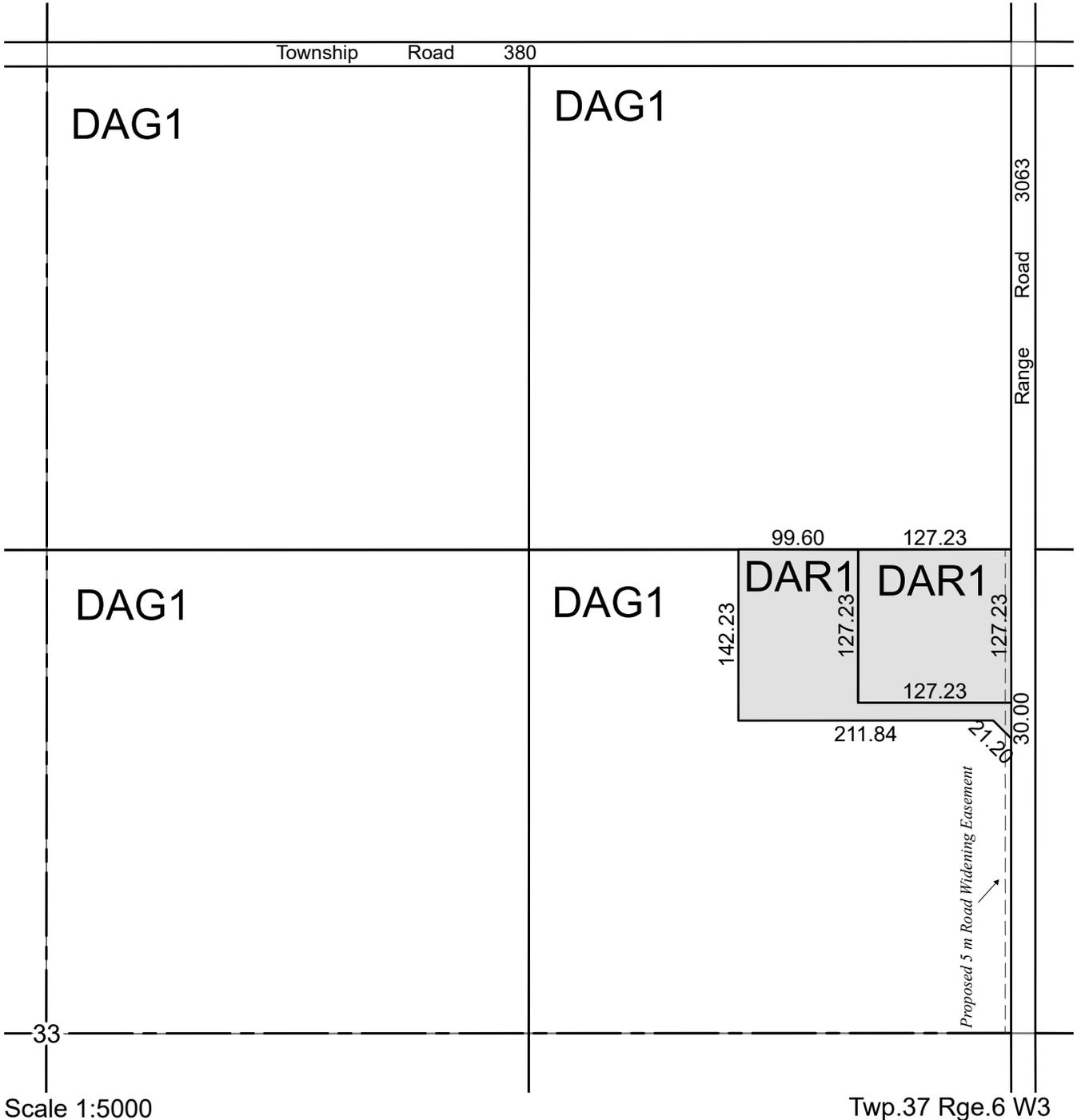
SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2025  
Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026  
Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026



# DETAIL ZONING MAP No. NE33.37.6.W3





**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 58-25**

A bylaw to amend Bylaw No. 35-21 known as the Partnership for Growth (P4G) Planning District Zoning Bylaw.

The Council of the Rural Municipality of Corman Park No. 344, in the Province of Saskatchewan, enacts to amend Bylaw 35-21 as follows:

1. The Zoning District Map referred to in Section 6 is amended by rezoning from D-Agricultural 2 District (DAG2) to D-Agricultural 1 District (DAG1) that portion of land shown shaded on Detail Zoning Map No. NW 13.36.6.W3.
2. The Zoning District Map referred to in Section 6 is amended by zoning roadway to D-Agricultural 1 District (DAG1) that portion of land shown shaded on Detail Zoning Map No. NE 14.36.6.W3.

This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

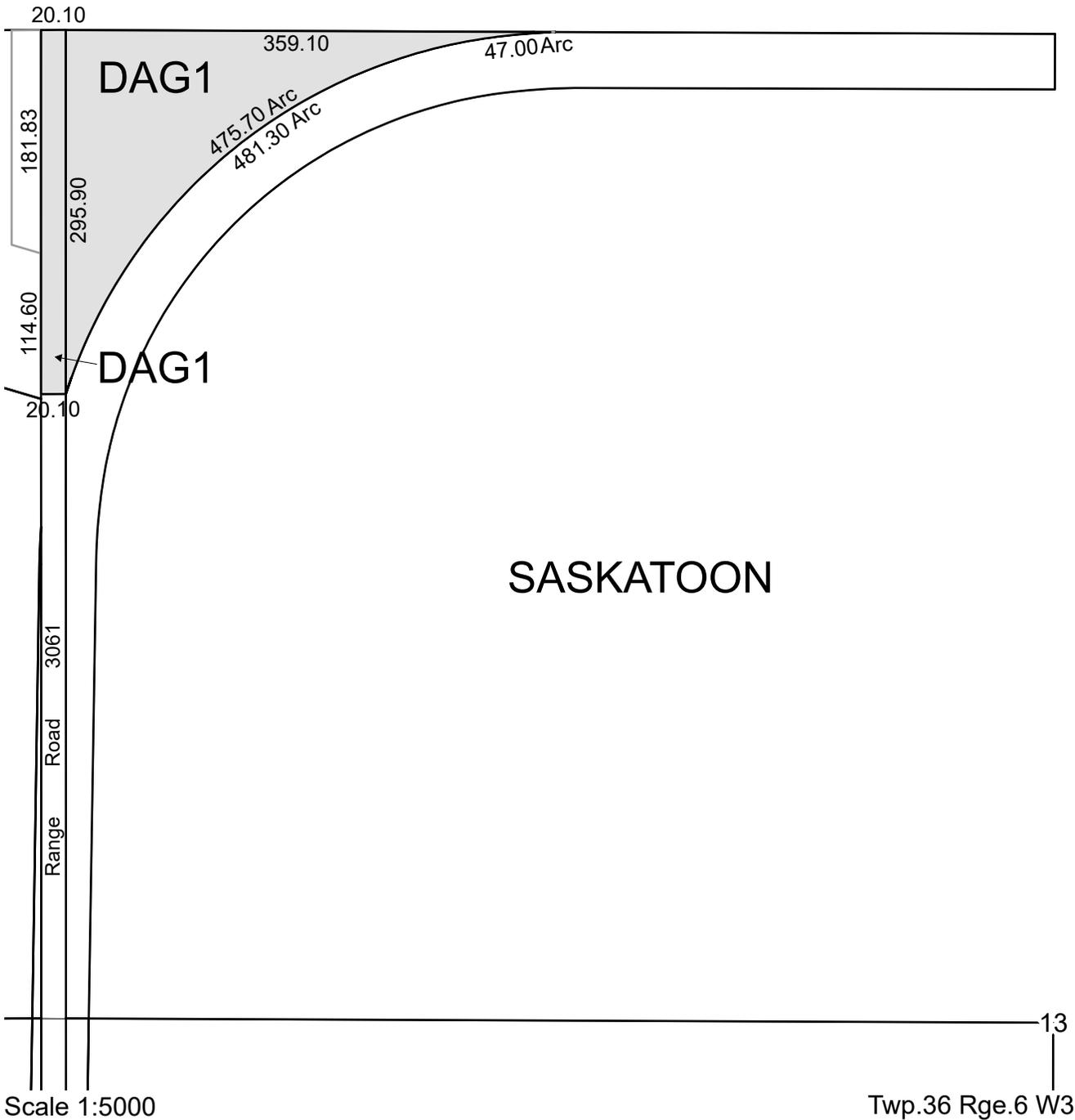
SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2025  
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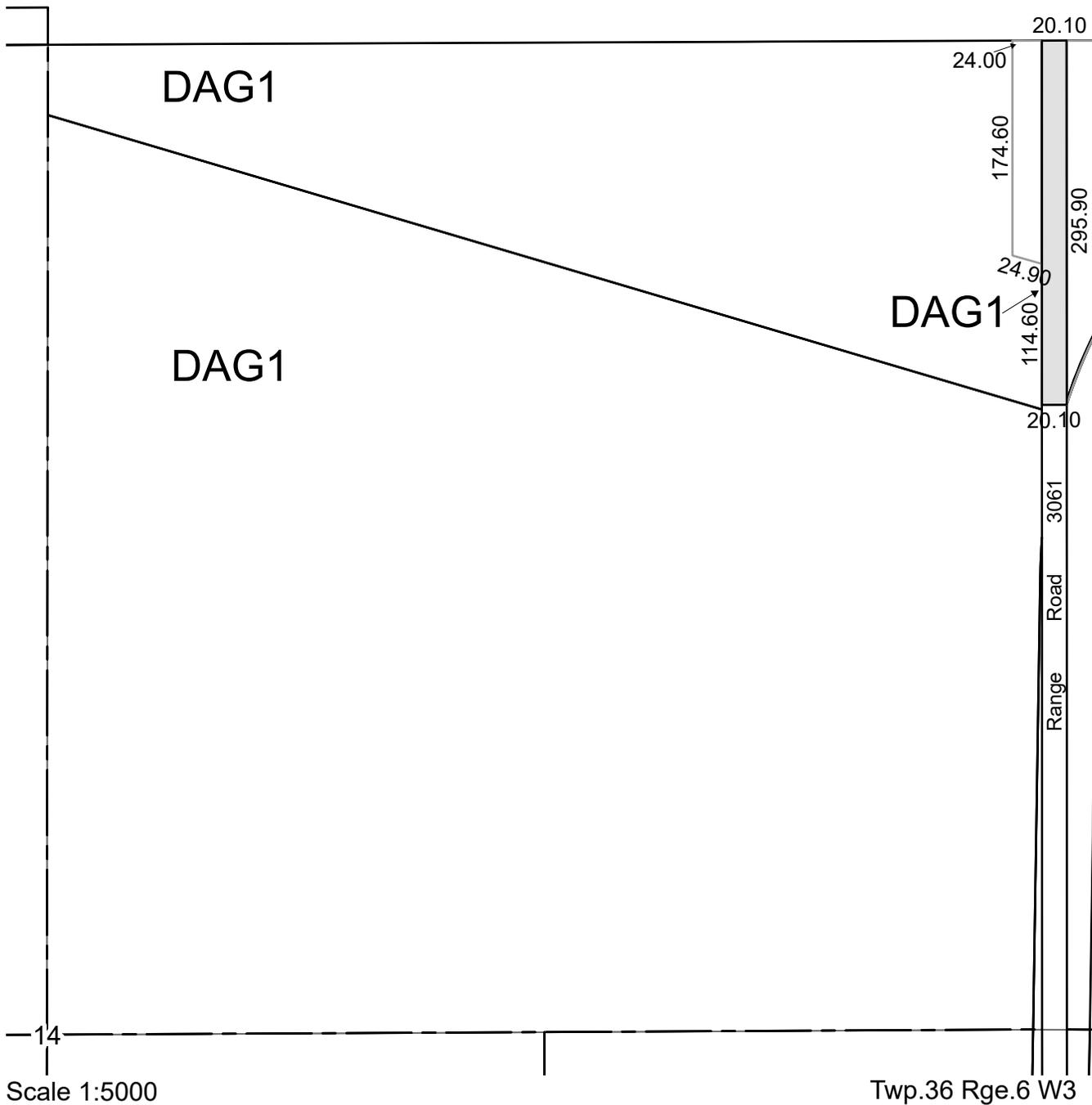


# DETAIL ZONING MAP No. NW13.36.6.W3





# DETAIL ZONING MAP No. NE14.36.6.W3



All measurements are in metres and decimals of metres. Distances are approximate and may vary +/- 1 metre.

Revised 2024



**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 57-25**

**A BYLAW TO PROVIDE FOR THE CLOSING AND SELLING OF A MUNICIPAL ROAD**

The Council of the Rural Municipality of Corman Park No. 344 in the Province of Saskatchewan enacts as follows:

Subject to the consent of the Minister of Highways, the Rural Municipality of Corman Park No. 344, agrees to close and transfer the municipal road or street described as:

All that portion of ORA 55-36-06-3 as shown within the bold dashed line on a Plan of Proposed Subdivision prepared by Webb Surveys Inc. and hereto attached and marked as Attachment 'A' and forming part of this Bylaw.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2025

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026





## Council Planning Report – CDI 26-001

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**BYLAW: 02-26**

**DATE: January 27, 2026**

**Owner/Applicant:** 1<sup>st</sup> Choice Fabric Installations Inc.  
**Legal Land Description:** Pcl A, Plan 101617691 Ext 26, SE 3-39-5-W3  
**Council Division:** 6  
**File Manager:** Kristie Muzyka

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**1. Proposed Development:** Rezoning

**2. Recommendation:**

- 1. That Bylaw 02-26 to rezone Parcel 'A', SE 3-39-5-W3 from D-Agricultural District 1 to D-Agricultural Residential 1 District, for the purpose of establishing a single agricultural residential yard site, be given FIRST READING and Administration be authorized to proceed with the Public Notice Process.*
- 2. That the applicant, 1<sup>st</sup> Choice Fabric Installations Inc., enter into a road build-up agreement with the R.M. of Corman Park to bring a portion of Township Road 390 to main farm access road standards prior to third reading of Bylaw 02-26."*

**3. Summary:**

- The landowner made application to rezone existing Parcel 'A' from D-Agricultural District 1 (DAG1) to D-Agricultural Residential 1 District (DAR1) to establish an agricultural residential yard site.
- The parcel is currently a non-conforming DAG1 parcel. Rezoning the parcel to DAR1 will provide the landowner the ability to receive development and building permits to establish a residential yard site on the 2.02 ha (4.99 acre) parcel.
- This application is in an Agriculture land use area of the P4G Planning District Official Community Plan (DOCP).
- The landowner is required to enter into road build-up agreement with the R.M. of Corman Park, extending 100m past an approved approach location, in order to bring this portion of Township Road 390 up to main farm access road standards, prior to receiving any development or building permits on the land.
- The property is in proximity to the previous WarDalMar landfill at Pcl B, NW 34-38-5-W3 which is no longer in use. The Ministry of Environment (MOE) has no records of this landfill existing, but strongly advises landowners have any well water tested by the Saskatchewan Health Authority (SHA) for contamination.
- The application was brought forward to the January 15, 2026, P4G District Planning Commission (DPC) for recommendation. The P4G DPC approved the recommendation as presented.

- This application meets the requirements as stated in the P4G Planning District Official Community Plan, Bylaw No. 57/20 and the P4G Planning District Zoning Bylaw, Bylaw No. 35/21.

#### 4. Bylaw Compliance:

##### P4G Planning District Official Community Plan, Bylaw No. 57/20 (DOCP):

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
6.3.4	Online screening with the Ministry of Environment (MOE) HABISask tool shows potential for a plant or plant habitat species of concern on the source property. The applicant is advised to reach out to the Ministry of Environment (MOE) prior to any development on the lands.	Yes
6.3.5	The Heritage Conservation Branch (Heritage Branch) online screening tool identifies this quarter section as conditionally heritage sensitive, and development that is restricted to previously disturbed lands does not require referral. The exempt activities checklists indicate construction of a single residence or accessory building do not require referral to the Heritage Branch for comment.	Yes
10.3.1	The source parcel is compatible with the surrounding agriculture and agriculture residential land uses.	Yes
11.3.1	There is no fragmentation as a result of this application as Parcel 'A' already exists at 4.99 acres and does not constitute an agricultural holding.	Yes
11.3.2	d) Parcel 'A' constitutes one building site from the source 80 acres. The source 80 acres can support subdivision of an additional agricultural residential yard site.	Yes
11.3.4	a) Online screening with the Ministry of Environment (MOE) HABISask tool shows potential for a plant or plant habitat species of concern on the source property. The applicant is advised to reach out to the Ministry of Environment (MOE) prior to any development on the lands.  b) The application to rezone the lands is not expected to contribute to the degradation of ecological and hydrological systems.  c) There are no hazard lands on Parcel 'A' according to the information available to Administration.	Yes

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
11.3.5 & 11.3.6	Existing Parcel 'A' at 4.99 acres, does not constitute an agricultural holding. There will be no disruption of agricultural activities or further fragmentation of agricultural lands as a result of rezoning Parcel 'A'.	Yes
25.3.4	Any alterations to, or new wastewater disposal systems require a permit from the Saskatchewan Health Authority (SHA).	Yes
27.3.3	The parcel has legal and physical access to Township Road 390. The applicant is required to enter into a road build up agreement with Corman Park to bring a portion of Township Road 390 up to main farm access standards prior to any development on Parcel 'A'.	Yes
27.3.4 & 27.3.5	The applicant is required to enter into a road build up agreement with Corman Park to bring a portion of Township Road 390 up to main farm access standards prior to any development on Parcel 'A'.	Yes
27.3.7	The applicant will be responsible for the costs of upgrading the road as detailed in the road build up agreement.	Yes

**P4G Planning District Zoning Bylaw, Bylaw No. 35/21 (DZB):**

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
3.22.1	The applicant is required to enter into a road build up agreement with Corman Park to bring a portion of Township Road 390 up to main farm access standards prior to any development on Parcel 'A'.	Yes
3.22.2	The parcel has frontage to and legal and physical access to Township Road 390. The applicant is required to enter into a road build up agreement with Corman Park to bring a portion of Township Road 390 up to main farm access standards prior to any development on Parcel 'A'.	Yes
3.22.3	The applicant will be responsible for the costs of upgrading the road as detailed in the road build up agreement.	Yes
3.25.10	Since the WarDalMar landfill at Pcl B, NW 34-38-5-W3 is no longer in use, separation distances do not apply.	Yes
3.28.1	The landowner is solely responsible for the cost to connect to utilities or undertake upgrades to utility services.	Yes

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
3.30.1	Any alterations to, or new wastewater disposal systems require a permit from the Saskatchewan Health Authority (SHA).	Yes
3.31.1	The landowner has proposed a private well as the proposed water source. Administration recommends the applicant test well water prior to consumption due to proximity to the old WarDalMar landfill.	Yes

### **Section 6.5: D – Agricultural Residential 1 (DAR1)**

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
6.5.2	Single Detached Dwelling is a permitted use in the DAR1 zoning district.	Yes
6.5.4	<p>a) The subject parcel is 2.02 ha (4.99 acres), which meets the minimum and maximum site area requirements of the DAR1 zoning district.</p> <p>c) Existing Parcel 'A' is a single building site out of the source 80 acre holding and meets the density provisions of the Agriculture land use designation of the DOCP.</p> <p>d) The subject site has 201.34 m of frontage, which exceeds the 30 m required.</p> <p>e) – g) Any development on Parcel 'A' must meet setback, height and site coverage development standards.</p>	Yes

**5. Interdepartmental Implications:** N/A

**6. Financial Implications:**

The applicant will be responsible for all costs regarding the rezoning process.

**7. Legal Implications:**

The applicant is required to enter into a road build-up agreement with Corman Park to upgrade a portion of Township Road 390 to a main farm access road standard, prior to any development on the subject parcel.

**8. Alternative Options:**

The P4G District Planning Commission (DPC) may defer consideration of the rezoning request pending further review where required or it may deny the request for rezoning if

desired. Rezoning requests that are denied by Council are not appealable and would limit the applicant's ability to further develop the site as a residential acreage.

**9. Public Consultation Summary:**

Notice of the proposed property rezoning will be advertised pursuant to the provisions of *The Planning and Development Act, 2007* if First Reading to the proposed bylaw is given.

**10. Regulatory Correspondence:** N/A

**11. Other Considerations:** N/A

**12. P4G DPC:**

The application was brought forward to the January 15, 2026, P4G DPC for recommendation. The DPC asked about why the water testing is a recommendation and not a requirement. Administration responded that WSA recognizes personal wells are the responsibility of the owner, and not a provincial requirement to be tested. The P4G District Planning Commission supported the application as presented in the report.

**Attachments:**

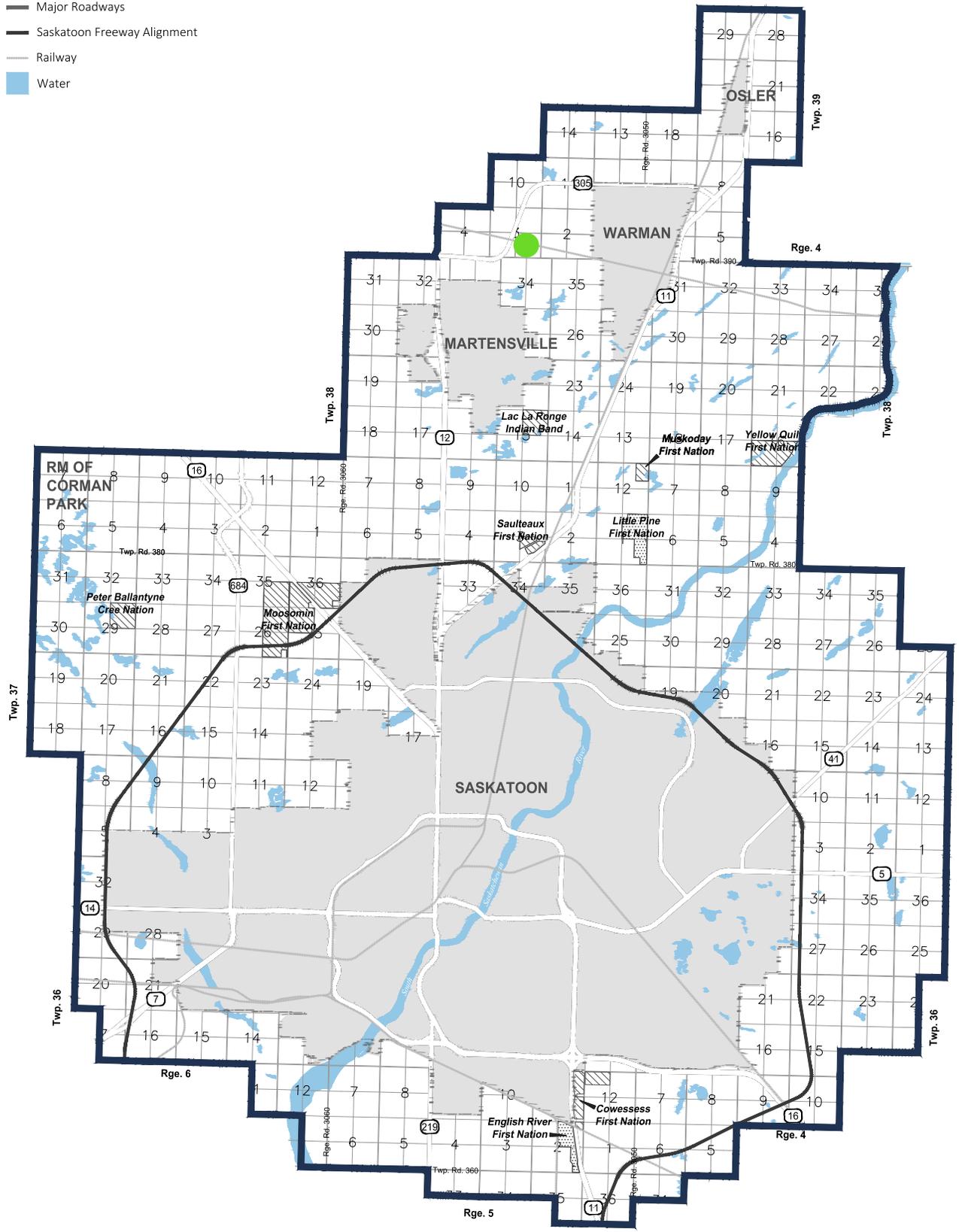
- 1) Schedule A: District Plan Area
- 2) Map 1: Overall Subject Property Map
- 3) Map 2: Enlarged Subject Property Map
- 4) Bylaw 02-26

**Prepared By:** Kristie Muzyka, RPP, MCIP, Planner II

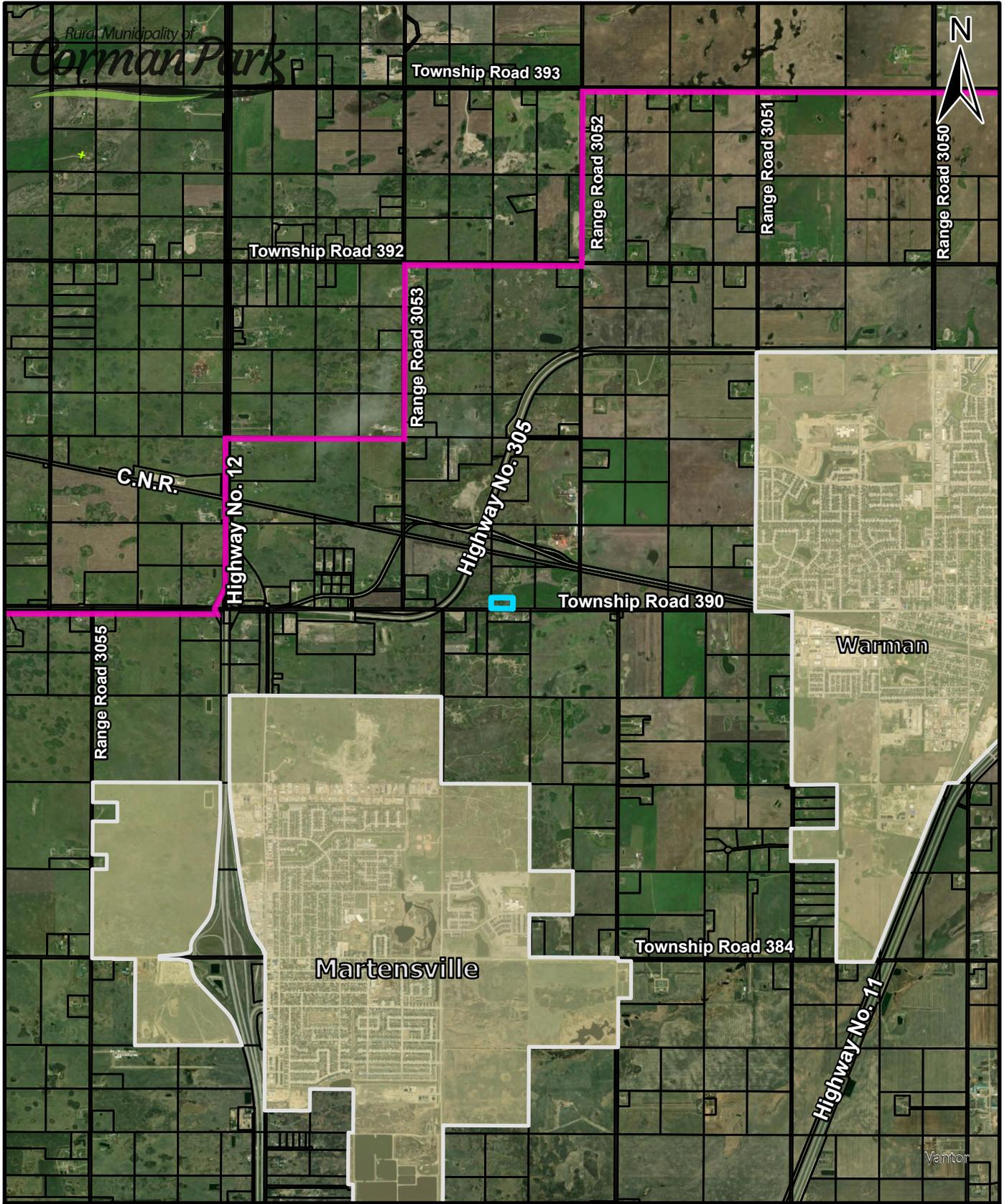
**Approved By:** Doug Ramage, P.Eng., ENV SP, Director of Planning and Development

**Approved for Agenda:** Kerry Hilts, Chief Administrative Officer

-  P4G District Boundary
-  Existing Urban Municipality
-  First Nations Land Holdings
-  First Nations Reserves
-  Major Roadways
-  Saskatoon Freeway Alignment
-  Railway
-  Water



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Saskatoon North Partnership for Growth.  
DRAWING NOT TO BE SCALED  
June 10, 2020



**Subject Property Map**  
**1st Choice Fabric Installations Inc.**  
**Pcl A, SE 3-39-5-W3**

**Legend**

- Subject Site
- P4G District Boundary



Township Road 390

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

**Subject Property Map**  
**1st Choice Fabric Installations Inc.**  
**Pcl A, SE 3-39-5-W3**

**Legend**

 Subject Site



**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 02-26**

A bylaw to amend Bylaw No. 35-21 known as the Partnership for Growth (P4G) Planning District Zoning Bylaw.

The Council of the Rural Municipality of Corman Park No. 344, in the Province of Saskatchewan, enacts to amend Bylaw 35-21 as follows:

1. The Zoning District Map referred to in Section 6 is amended by rezoning from D-Agricultural District 1 (DAG1) to D-Agricultural Residential 1 District (DAR1) that portion of land shown shaded on Detail Zoning Map No. SE 3.39.5.W3.

This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

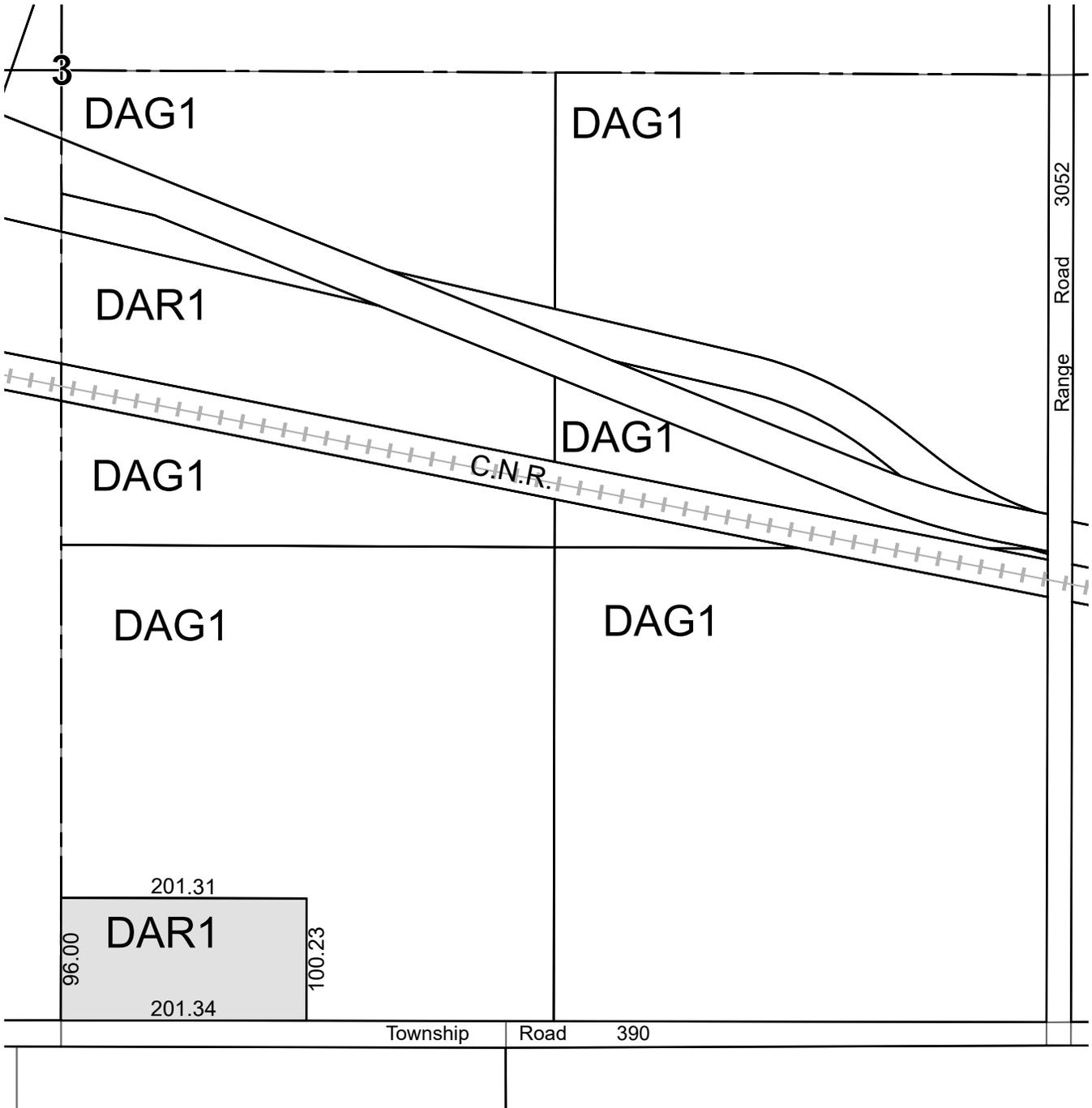
SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2026  
Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026  
Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026



# DETAIL ZONING MAP No. SE3.39.5.W3



Scale 1:5000

Twp.39 Rge.5 W3



## Council Planning Report – CDI 26-002

**SUBDIVISION: 2025-32**

**January 27, 2026**

**Owner/Applicant:** Hidden Valley Dairies Ltd.

**Legal Land Description:** NE 4-40-4-W3

**Council Division:** 6

**File Manager:** Kristie Muzyka

**1. Proposed Development:** Subdivision

**2. Recommendations:**

1. *“That the application of Hidden Valley Dairies Ltd. to subdivide a 32.38 ha (80 acre) parcel labelled as Parcel ‘D’ from NE 4-40-4-W3, for the purpose of creating an agricultural holding as shown on the Plan of Proposed Subdivision labelled as ‘Appendix 1’ be APPROVED subject to:*
  - i. *The applicant being solely responsible for all the costs of subdivision process;*
  - ii. *The execution and registration of an easement agreement to provide for a 5-metre-wide road widening easement adjacent to Range Road 3043 for the length of the source parcel;*
  - iii. *The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
  - iv. *The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment, and the Ministry of Parks, Culture and Sport;*
  - v. *The property owners shall not block, divert or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
  - vi. *Any new approaches to Parcel ‘D’ or the remnant shall be constructed subject to consultation with, and approval from, the R.M. of Corman Park;*
  - vii. *The construction of any buildings on Parcel ‘D’ or the remnant shall require the approval of a development permit and building permit from the R.M. of Corman Park; and,*
  - viii. *Provision for the relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments.*

**3. Summary:**

- This application is to subdivide an 80-acre agricultural holding from the source quarter section.
- The source quarter section has two (2) agricultural residential sites and a church site subdivided out, which will be considered subdivided from the Easterly 80-acre equivalent agricultural holding if this application is approved. The easterly 80-acre equivalent will continue to be considered an agricultural site.
- The subject land is zoned Agricultural District (AG). No rezoning is required to support the application.
- If approved, proposed Parcel 'D' and the remnant have legal access off Township Road 401. The remnant also has legal and physical access off Range Road 3043 (Rheinland Road). A 5-metre road widening easement will be required along Range Road 3043 within the remnant land to meet R.M. of Corman Park road standards.
- This application meets the requirements as stated in the R.M. of Corman Park Official Community Plan Bylaw No. 08/94 and Zoning Bylaw No. 09/94.

**4. Bylaw Compliance:****R.M. of Corman Park Official Community Plan (OCP) Bylaw No. 08/94:**

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
3.2.1	The subdivision is for the creation of an 80-acre agricultural holding and does not constitute fragmentation of agricultural land.	Yes
3.2.4	The subdivision is for the creation of an 80-acre agricultural holding that has suitable physical access and is not located on any known hazard lands.	Yes
9.2.3	This application was referred to the Heritage Conservation Branch (Heritage) for review by Community Planning as the quarter section is flagged as heritage sensitive with online screening tools.  Heritage commented that there are no known archaeological sites in direct conflict with the proposed subdivision, and as land use will remain unchanged, there are no further concerns with the subdivision proceeding as planned.	Yes
9.2.4	This application was referred to the Ministry of Environment (MOE) for comment by Community Planning as online screening tools show potential for habitats or species of concern in the parcel area.  Community Planning indicated there were no concerns from the MOE regarding the proposed subdivision.	Yes

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
11.2.1 & 11.2.2	A 5m road widening easement is required to be registered to title for the source parcel adjacent to Range Road 3043 to meet Corman Park road standards.	Yes

**R.M. of Corman Park Zoning Bylaw (ZB) Bylaw No. 09/94:**

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
3.5.1	<p>This application was referred to the Ministry of Environment (MOE) for comment by Community Planning as online screening tools show potential for habitats or species of concern in the parcel area.</p> <p>Community Planning indicated there were no concerns from the MOE regarding the proposed subdivision.</p> <p>This application was referred to the Heritage Conservation Branch (Heritage) for review by Community Planning as the quarter section is flagged as heritage sensitive with online screening tools.</p> <p>Heritage commented that there are no known archaeological sites in direct conflict with the proposed subdivision, and as land use will remain unchanged, there are no further concerns with the subdivision proceeding as planned.</p>	Yes
3.9.1/ 3.9.2	If any development is proposed that requires a septic system, the landowner will be required to submit permits from the Saskatchewan Health Authority (SHA) for a private wastewater treatment system on Parcel 'D'.	Yes
3.15.4	Proposed Parcel 'D' has frontage along Township Road 401, which is a municipally maintained all weather road.	Yes
3.15.6 / 3.15.7	Access to Parcel 'D', and any additional approaches, must be constructed subject to consultation with, and approval from Corman Park.	Yes
3.15.12	The proposal is for an agricultural holding. If any development is proposed that requires a potable water source, the applicant will be required to provide proof of potable water source at the time of development application.	Yes

**Schedule A – AG - Agricultural District:**

<i>Section</i>	<i>Policy</i>	<i>Compliance</i>
2.1.	a) Agricultural operation is a permitted principal use in the AG zoning district.	Yes
3.1.	a) Proposed Parcel 'D' is 80 acres in size, which constitutes an agricultural holding. The remaining amount of land on the balance of NE 4-40-4-W3 is considered an equivalent holding.	Yes
4.	Any new development will be required to meet the setback regulations as prescribed in the Zoning Bylaw.	Yes

**5. Interdepartmental Implications:**

Any new approaches require approval from Corman Park.

**6. Financial Implications:**

The applicant will be responsible for all costs regarding the subdivision process. A subdivision servicing fee is not required for the creation of Parcel 'D,' as the land being subdivided is for an agricultural holding. The applicant will be exempt from dedicating Municipal Reserve as the subdivision is for agricultural purposes over four (4) hectares.

**7. Legal Implications:**

The applicant is required to enter into an easement agreement to provide for a 5-metre-wide road widening easement which shall run the length of the source parcel adjacent to Range Road 3043.

**8. Alternative Options:**

Council may defer consideration of the application pending further review where required.

**9. Public Consultation Summary: N/A****10. Regulatory Correspondence:**

Referrals were made by Community Planning to SaskTel, SaskEnergy/TransGas, SaskPower, MOE and Heritage for comment. Community Planning will add any required conditions to the Certificate of Approval (COA). Community Planning indicated there are no concerns from the MOE with the subdivision proceeding. Comments from Heritage are summarized below.

**Heritage:** Heritage commented that there are no known archaeological sites in direct conflict with the proposed subdivision, and as land use will remain unchanged, there are no further concerns with the subdivision proceeding as planned.

**MOE:** MOE commented that there are no concerns with the proposed subdivision.

**11. Other Considerations: N/A**

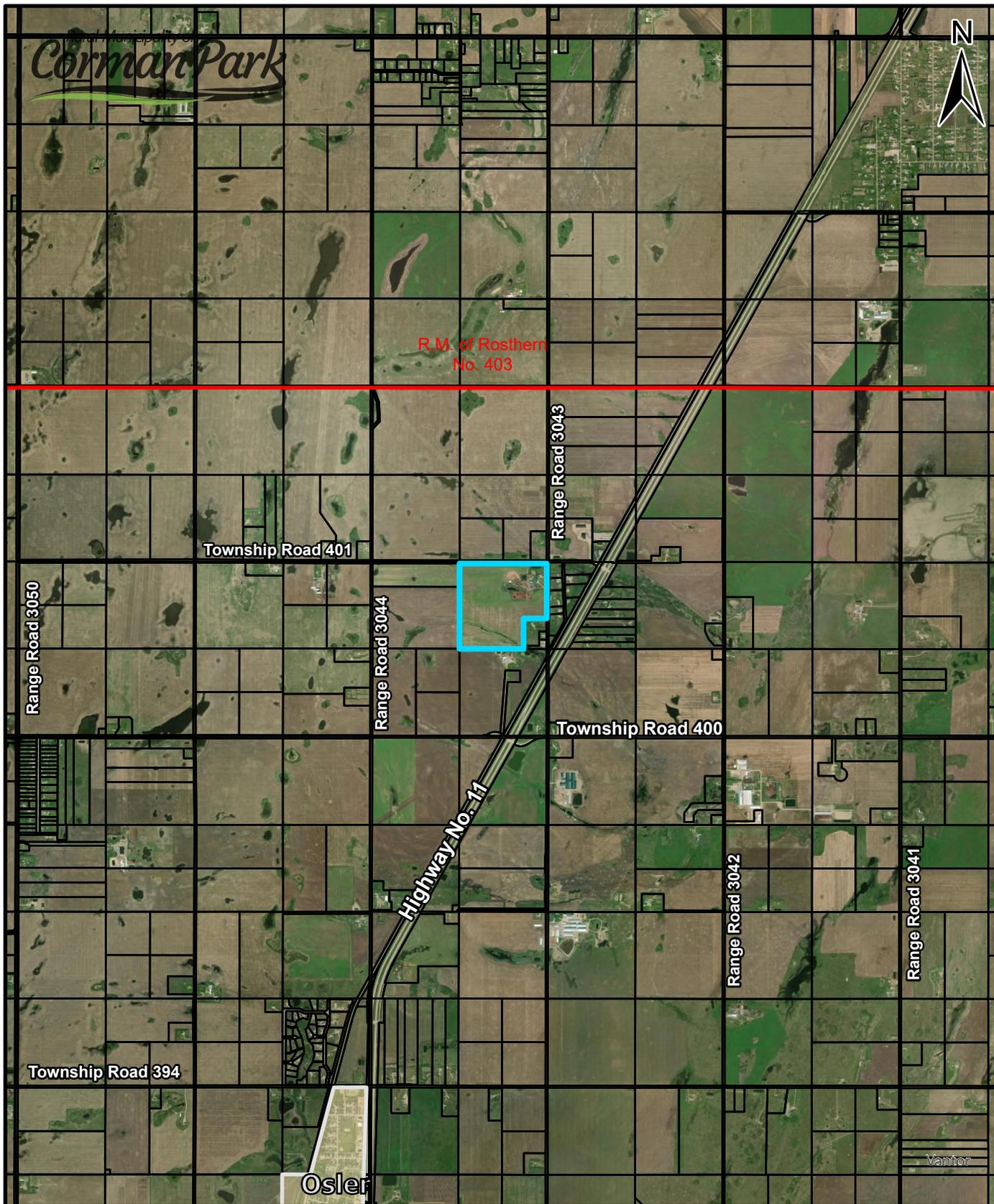
**Attachments:**

- 1) Map 1: Overall Subject Property Map
- 2) Map 2: Enlarged Subject Property Map
- 3) Appendix 1: Plan of Proposed Subdivision

**Prepared By:** Kristie Muzyka, RPP, MCIP, Planner II

**Approved By:** Doug Ramage, P.Eng., ENV SP, Director of Planning and Development

**Approved for Agenda:** Kerry Hilts, Chief Administrative Officer



**Subject Property Map**  
**Hidden Valley Dairies Ltd.**  
**NE 4-40-4-W3**

**Legend**

- Subject Site
- Cormorant Park Boundary

Rural Municipality of  
**Corman Park**



Range Road 3043

Township Road 401

D

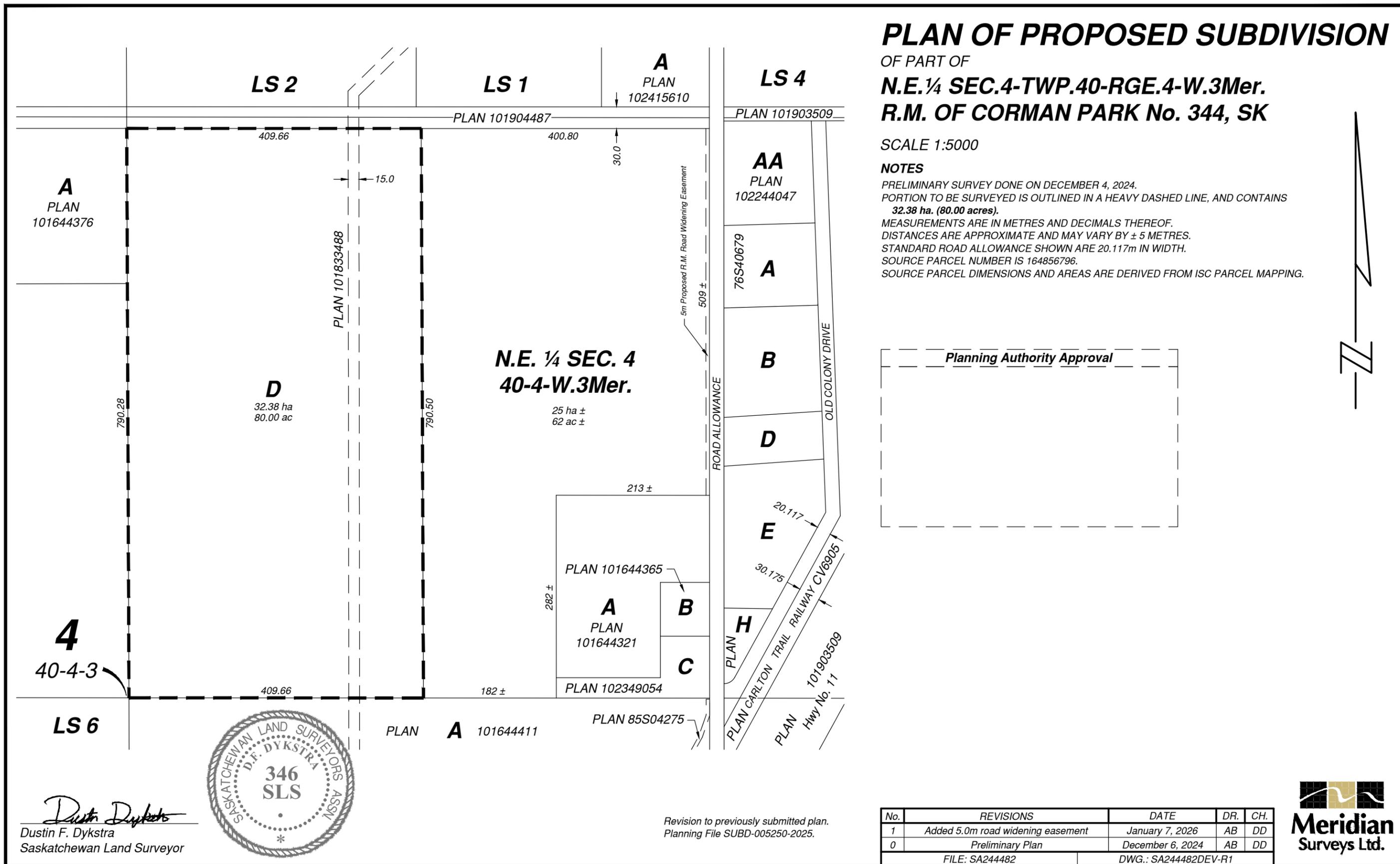


Source: Esri, Vantor, Earthstar Geographics, and the GIS User Community

**Subject Property Map**  
**Hidden Valley Dairies Ltd.**  
**NE 4-40-4-W3**

**Legend**

-  Subject Site
-  Proposed Subdivision





## Council Planning Report – CII 26-001

Receive as information.

Q4 Oct to Dec 2025

RM of Corman Park					
	Div	Name	Legal	Type	Permit
OCTOBER	1	Northern Nutrients Ltd.	Lot 11, Blk 3, NW 35-35-4-W3	Manufacturing Establishment - Fertilizer Production Building (P2)	245/2025
	1	Northern Nutrients Ltd.	Lot 11, Blk 3, NW 35-35-4-W3	Manufacturing Establishment - Fertilizer Storage Building	222/2025
	1	Northern Nutrients Ltd.	Lot 11, Blk 3, NW 35-35-4-W3	Manufacturing Establishment - Coverall Building	243/2025
	1	Gladwyn & Karen Short	Pcl A, SW 3-38-4-W3	Single Unit Dwelling with Attached Garage, Finished Basement, Front and Rear Deck	248/2025
	1	Gladwyn & Karen Short	Pcl A, SW 3-38-4-W3	Residential Accessory Building - Detached Shop with Storage Mezzanine	255/2025
	1	Northern Nutrients Ltd	Lot 11, Blk 3, NW 35-35-4-W3	Manufacturing Establishment - Equipment Shelter	246/2025
	2	Capilano Developments Inc.	Lot 32, Blk 1, NE 28-35-5-W3	Single Unit Dwelling with Attached Garage, Cover Rear and Front Decks	225/2025
	2	R&J Macleod Farms Ltd. and Naki Ventures Inc.	LSD 1 & 2, SE 34-35-5-W3	Single Unit Dwelling with Front Deck	230/2025
	2	Garry, Tyson & Danna Derenoski	Lot 3, Blk 2, NW 27-35-5-W3	Residential Accessory Building - Coverall	239/2025
	2	Linden & Kacy Vey	Blk 28, SE 33-35-5-W3	Residential Accessory Building - Detached Shed with Covered Patio	241/2025
	2	Dulat Homes Ltd.	Blk 45, SW 26-35-5-W3	Single Unit Dwelling with Attached Garage, Carport, Finished Basement, Rear Elevated Covered Deck	244/2025
	3	Miles & Marilyn Riegert	LSD 3 & 4, SW 32-35-5-W3	Agricultural Tourism - Event Facility with Deck	236/2025
	5	Ed Fehr & Michelle Viczko-Fehr	Pcl E, NW 1-39-4-W3	Residential Addition - Rear Deck	231/2025
	5	Enns Farms Ltd.	SE 14-39-4-W3	Intensive Livestock Operation - Dairy Barn Addition	253/2025
	7	Lorenz and Lisa Arsenault	Pcl C, SW 25-38-6-W3	Residential Accessory Structure - Rear Deck	173/2025
	8	Brooklyn Dombowsky	Pcl B, NE 17-37-7-W3	Single Unit Dwelling with Finished Basement, Front Deck and Rear Deck	238/2025
NOVEMB	1	Leobart Hormiz & Wasa Slivo	Lot 5, Blk 1, SW 13-36-4-W3	Single Unit Dwelling with Attached Garage, Finished Basement, and Two Elevated Covered Rear Decks	266/2025
	1	Qaisir & Nusrat Bhatti, Ansa Iftikhar	Pcl A, SW 36-37-4-W3	Residential Accessory Building - Coverall	275/2025



NOVEMBER	2	Jennifer Bailey	Lot 34, Blk 1, NE 28-35-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, and Covered Front and Rear Decks	242/2025
	2	Myles MacLennan	PCL A, NE 21-35-5-W3	Residential Accessory Building - Quonset	251/2025
	2	Sean Thompson	Blk 64, SE 33-35-5-W3	Residential Accessory Building - Pool House and Pool	256/2025
	2	Ty Campbell	Lot 37, Blk 1, NE 28-35-5-W3	Residential Accessory Building - Detached Garage	262/2025
	2	Ty Campbell	Lot 37, Blk 1, NE 28-35-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, Front Verandah, and Rear Deck	261/2025
	2	Gordon & John Deibert	LSD 5 & 6, SW 21-35-5-W3	Residential Accessory Building - Detached Shop	268/2025
	2	Jeff & Cindy Sorensen	Lot 7, Blk 3, NW 23-35-5-W3	Residential Accessory Structure - Detached Garage	269/2025
	2	Maxime Germain & Jenessa Yausie	Blk 93, SE 33-35-5-W3	Residential Addition - Attached Garage Expansion	280/2025
	3	Gordon Doell	Lot 7, Blk 9, NE 31-35-5-W3	Secondary Dwelling Unit - Garage Suite	270/2025
	3	Neal Jackson	Pcl B, NW 1-35-6-W3	Single Unit Dwelling with Attached Garage and Rear Elevated Deck	274/2025
	4	Scott & Kayla Bailey	LSD 1 & 2, SE 30-35-6-W3	Farm Use Accessory Building - Shelter	228/2025
	4	Potash Corporation of Sask. Cory Division	PTN of NW 18-36-6-W3	Mineral Resource Extraction Industry - Addition to Storage Building	247/2025
	4	Donald Robertson and Joan Merrill	LSD 3 & 4, SW 1-36-6-W3	Farm Use Accessory Buildings - Greenhouses (2)	235/2025
	5	Bill & Elaine Peters	Pcl D, SE 31-39-3-W3	Farm Use Accessory Building - Barn Additions	232/2025
	7	Albert and Heather Leyenhorst	NW 27-39-6-W3	Dwelling Addition - Partial Wrap Around Deck	250/2025
	7	Shane & Evelyn Shuya	LSD 1, SE 1-39-6-W3	Farm Use Accessory Structure - Coverall	278/2025
	7	Shane & Evelyn Shuya	LSD 1, SE 1-39-6-W3	Farm Use Accessory Structure - Coverall	277/2025
	7	Shane & Evelyn Shuya	LSD 1, SE 1-39-6-W3	Farm Use Accessory Building - Dwelling Conversion	276/2025
	7	Brett & Naomi Keet	LSD 9 & 10, NE 31-38-6-W3	Farm Use Accessory Buildings - Cattle Shelters (2)	252/2025
	7	Brett & Naomi Keet	LSD 9 & 10, NE 31-38-6-W3	Residential Accessory Structure - Pool Deck	265/2025
7	Darcy & Marilyn Friesen	SW 34-38-7-W3	Farm Use Accessory Building - Cold Storage	263/2025	
8	Patrick & Sonja Keet	NE 10-37-8-W3	Farm Use Accessory Building - Equipment Storage Building	264/2025	
8	Patrick & Sonja Keet	NE 10-37-8-W3	Farm Use Accessory Building - Equipment Storage Building	264/2025	
DECEMBER	1	Gary & Beverley Vanderpost	NW 8-35-4-W3	Single Unit Dwelling Relocation (Mobile Home and Addition)	234/2025
	1	Lukas & Trina Bonnett	Lot 17, Blk 1, SE 24-36-4-W3	Internal Residential Addition - Basement Development	288/2025
	1	MGM Seed & Grain Ltd.	Lot 11, Blk 1, NE 35-35-4-W3	Agricultural Support Service - Truck Shed Alteration & Addition	304/2025



<b>DECEMBER</b>	1	MGM Seed + Grain Ltd.	Lot 11, Blk 1, NE 35-35-4-W3	Agricultural Support Service - Truck Loadout Alteration	305/2025
	2	Brett Lutz & Britni Brown	Lot 4, Blk 1, SE 26-35-5-W3	Residential Accessory Building - Shed	291/2025
	2	Anastasios Barlas & Caitlin Olason Barlas	Lot 29, Blk 1, NE 28-35-5-W3	Residential Accessory Structure - Front and Rear Deck	294/2025
	3	Sarah Kwochka	Pcl A, SW 12-35-5-W3	Farm Use Accessory Building - Barn	285/2025
	3	Kurtis Chupa & Krista Lagimodiere	Lot 15, Blk 7, SE 31-35-5-W3	Internal Residential Alteration - Dwelling Renovation	297/2025
	3	KENMORE LAND CO. LTD.	CU 4, LSD 11, NW 29-35-5-W3	Orchard Home with Attached Garage and Rear Covered Deck	311/2025
	3	KENMORE LAND CO. LTD.	CU 2, LSD 11, NW 29-35-5-W3	Orchard Home with Attached Garage and Rear Covered Deck	310/2025
	3	KENMORE LAND CO. LTD.	CU 1, LSD 11, NW 29-35-5-W3	Orchard Home with Attached Garage, and Rear Covered Deck	309/2025
3	Joseph & Katelyn Zimmer	Pcl F, NW 6-35-4-W3	Internal Residential Addition - Basement Development	313/2025	

### P4G Planning District

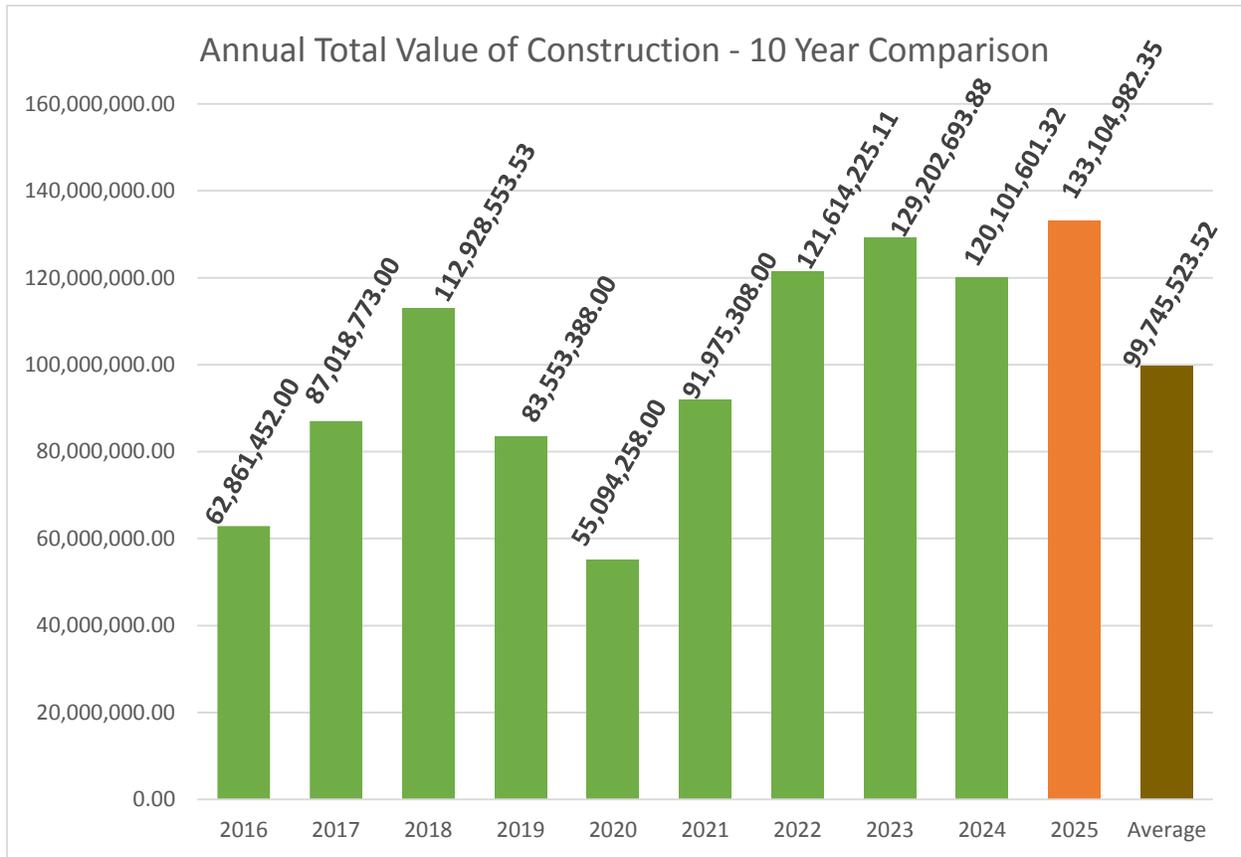
	Div	Name	Legal	Type	Permit
<b>OCTOBER</b>	1	Kirk & Rosann Holmes	CU 101, SE 12-36-5-W3	Residential Accessory Building - Pool Shed	203/2025
	1	Sami & Sherin Istifo	CU 103, SE 12-36-5-W3	Residential Accessory Building - Pool House	233/2025
	2	Dan and Chad Nixey	Blk 34, NW 34-35-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement and Partially Covered Rear Deck	229/2025
	3	Bo & Blue Clegg	Blk 56, SW 8-36-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement and Elevated Deck	249/2025
	4	Grant & Carla Ivaniski	Ptn of SE 16-36-6-W3	Residential Accessory Building - Shop	189/2025
	5	Plum Blossom Farms Ltd.	SW 19-38-4-W3	Agricultural Tourism - Ice Cream Shop Addition	224/2025
	6	101270058 Saskatchewan Ltd.	Lot 4, Blk 6, NE 33-37-5-W3	Manufacturing Establishment - ModSpace Office Trailer	240/2025
7	MWB Holdings Ltd	LSD 2 & 7, SE 1-38-6-W3	Residential Accessory Building - Detached Garage	227/2025	
<b>NOVEMBER</b>	1	Matthew Harron & Courtney Kennedy	CU 163, NE 12-36-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, Partially Covered Elevated Rear Deck, and Side Landing	260/2025
	1	Westridge Homes Ltd.	Lot 13, Blk 1, NE 36-36-4-W3	Internal Residential Addition - Partial Basement Development	279/2025
	2	Justin & Darcie Brossart	Blk 5, SE-4-36-5-W3	Residential Accessory Building - Detached Garage	258/2025
	2	Marco Pellizzari & Rae Kensi	Blk 14, NW 34-35-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, Verandah, and Rear Covered Deck	259/2025
	2	Sheldon & Vanessa Gerspacher	Blk 24, NW 34-35-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, Front Deck, Rear Balcony, and Rear Deck	271/2025
2	Diyanne and Kelly McMillan	Blk 33, NW 34-35-5-W3	Single Unit Dwelling with Attached Garage, Developed Basement, Partially	282/2025	

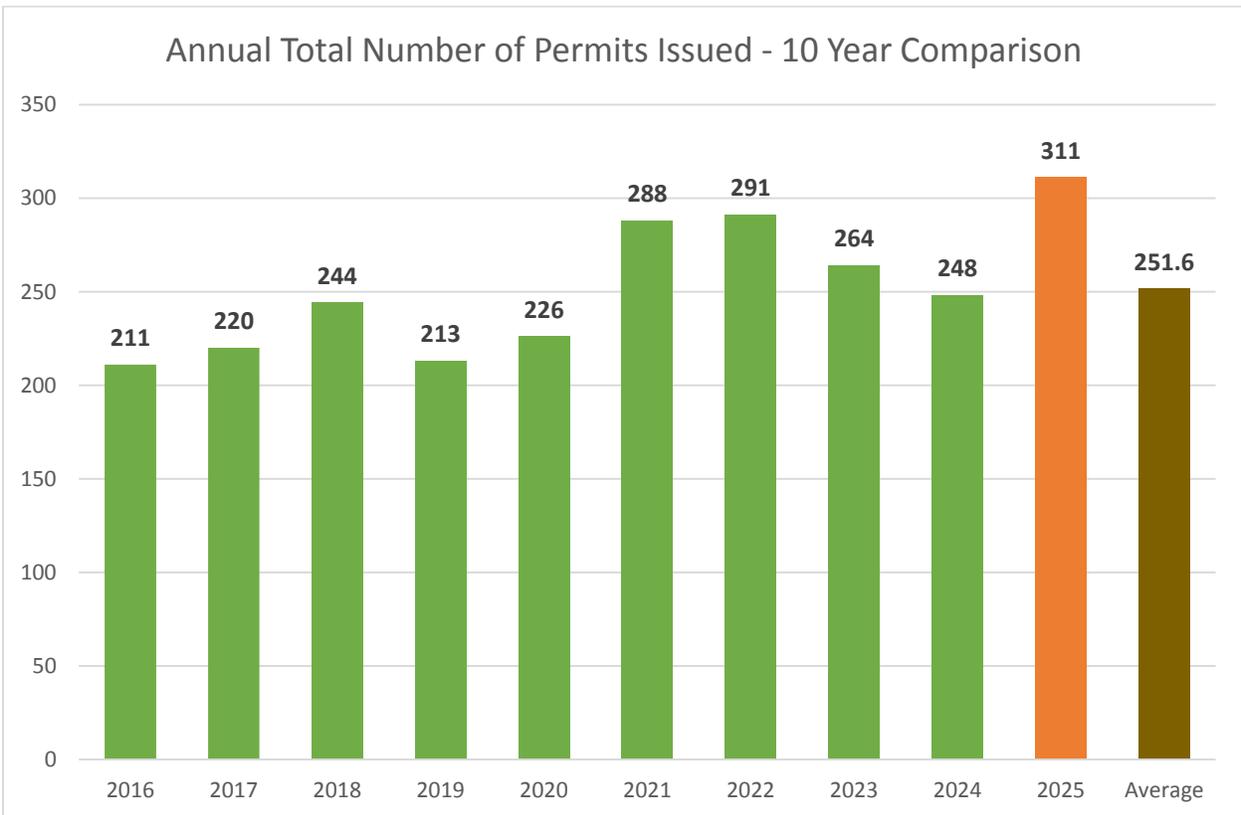
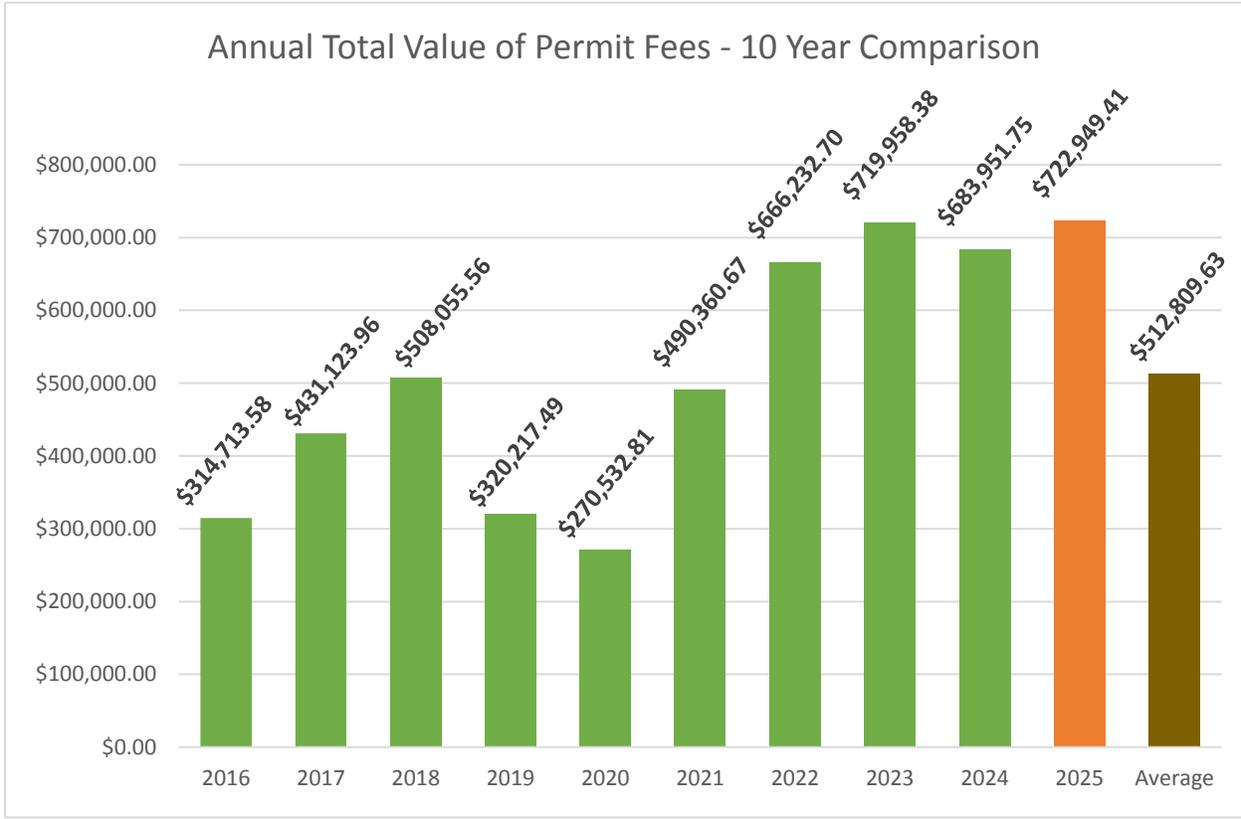


			Enclosed/Covered Rear Deck and Front Verandah		
4	Justin Lasnier & Celeste Begrand	Lot 10, Blk 2, NE 15-36-6-W3	Internal Residential Addition - Basement Development	287/2025	
6	Premium Portable Washrooms Ltd.	Lot 12, Blk 2, SE 15-38-5-W3	Manufacturing Establishment - Office/Shop	283/2025	
DECEMBER	1	101173540 Saskatchewan Ltd.	CU 200, SE 12-36-5-W3	Single Unit Dwelling with Attached Garage, Attached Gym, Finished Basement, and Rear Decks	219/2025
	1	Michael Barnett & Renee Morissette	Pcl Z, SE 10-37-4-W3	Internal Residential Addition and Alteration - Garage Alteration, Room Relocations, Bedroom Addition, and Wall and Stair Alterations	296/2025
	1	Glacier Creek Homes Ltd.	CU 171, NE 12-36-5-W3	Single Unit Dwelling with Attached Garage, Finished Basement, & Rear Covered Deck	292/2025
	4	Vernon & Rita Klassen	Pcl A, NE 11-36-6-W3	Residential Accessory Building - Detached Garage	257/2025
	4	Justin Lasnier & Celeste Begrand	Lot 10, Blk 2, NE 15-36-6-W3	Residential Accessory Building - Pool Shed	293/2025
	6	101267896 Saskatchewan Ltd.	Lot 8, Blk 2, SE 15-38-5-W3	Manufacturing Establishment - Cold Storage (Shipping Container Structure)	295/2025
	6	Warman Fire Rescue on Behalf of City of Saskatoon	Pcl A, NW 10-38-5-W3	Educational Facility - Relocation of Training Building	273/2025
	6	Raymond Gibson	PTN of NW 34-38-5-W3	Residential Accessory Building - Chicken Coop	299/2025
	6	Raymond Gibson	PTN of NW 34-38-5-W3	Residential Accessory Building - Animal Shelter	300/2025
	8	Darcy & Verna Thiessen	NE 6-38-6-W3	Farm Use Accessory Building - Coverall	289/2025
	8	Agnus Meyer & Stacey Hannam	Pcl A, SE 7-38-6-W3	Residential Accessory Structure - Front Deck	298/2025

### Ten (10) Year Development Summary Comparison:

Annual: January 1 – December 31						
Year	Number of Permits Issued	% Change	Total Value of Construction	% Change	Total Permit Fees	% Change
2016	211	+9.90%	\$62,861,452.00	-3.39%	\$314,713.58	-2.90%
2017	220	+4.27%	\$87,018,773.00	+38.43%	\$431,123.96	+36.99%
2018	244	+11%	\$112,928,553.53	+29.8%	\$508,055.56	+17.8%
2019	213	-12.7%	\$83,553,388.00	-26%	\$320,217.49	-37%
2020	226	+6.1%	\$55,094,258.00	-34.1%	\$270,532.81	-15.5%
2021	288	+27.4%	\$91,975,308.00	+66.9%	\$490,360.67	+81.3%
2022	291	+1.04%	\$121,614,225.11	+32.2%	\$666,232.70	+35.87%
2023	264	-9.04%	\$129,202,693.88	+6.24%	\$719,958.38	+8.06%
2024	248	-6.06%	\$120,101,601.32	-7.40%	\$683,951.75	-3.24%
2025	311	+25.40	\$133,104,982.35	+10.83	\$722,949.41	+5.70







## Council Planning Report – Item CDI 26-003

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**BYLAW 50-25**  
**BYLAW 57-25**

**January 27, 2025**

### **Rescind and Replace of Bylaw 50-25 and Bylaw 57-25 as Amended**

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**1. Recommendation:**

1. *That Third Reading of Bylaw 50-25 to remove the Holding Provision from a portion of LSD 11, 14, 15, and 16 N ½ 34-35-5-W3 from D-Country Residential 3 District by Hold to D-Country Residential 3 District for the purpose of permitting a multi-parcel country residential subdivision be rescinded.*
2. *That Second Reading of Bylaw 50-25 be rescinded.*
3. *That Bylaw 50-25 as amended by removing of the wording ‘This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations’ be given Second Reading.*
4. *That Bylaw 50-25 as amended by removing of the wording ‘This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations’ be given Third Reading.*
5. *That Third Reading of Bylaw 57-25 to close a portion of roadway identified as ORA 55-36-6-3 and shown lying within the bold dashed line on the Plan of Proposed Subdivision attached as Attachment ‘A’ and forming part of this Bylaw be rescinded.*
6. *That Second Reading of Bylaw 57-25 be rescinded.*
7. *That Bylaw 57-25 as amended by removing of the wording ‘This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations’ be given Second Reading.*
8. *That Bylaw 57-25 as amended by removing of the wording ‘This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations’ be given Third Reading.*

## 2. Summary:

- Bylaw 50-25 was given Third Reading at the November 25<sup>th</sup>, 2025, Council Meeting and Bylaw 57-25 was given Second and Third Readings at the December 16<sup>th</sup>, 2025, Council meeting.
- Bylaw 50-25 has since been delivered to Community Planning for filing as the bylaw was to remove a holding provision and thus did not require Ministerial Approval under *The Planning and Development Act, 2007*.
- Bylaw 57-25 was separately delivered to the Ministry of Highways for approval as the bylaw was a road closure bylaw and thus requires Ministry of Highways approval under *The Municipalities Act*.
- Community Planning sent communication to Corman Park Administration indicating that they could not accept filing of Bylaw 50-25 since the bylaw included the following wording: *'This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations'*. Because the bylaw removes a holding provision, and does not require Ministerial approval, Community Planning requires this language to be removed.
- Community Planning recommends that Bylaw 57-25 be amended to remove this language as well, since the bylaw does not require Ministerial approval from the Minister of Government Relations, but rather from the Ministry of Highways.
- The attached Bylaw 50-25 and Bylaw 57-25 as amended removes the language *'This Bylaw shall come into force and take effect upon receiving the approval of the Minister of Government Relations'* for Council's consideration.

**Note:** *The only change to the bylaws is the removal of the requirement for approval from the Ministry of Government Relations, as it is not required.*

### Attachments:

1. Amended Bylaw 50-25
2. Amended Bylaw 57-25

**Prepared By:** Planning Development Services

**Approved By:** Doug Ramage, P.Eng., ENV SP, Director of Planning and Development

**Approved for Agenda:** Kerry Hilts, Chief Administrative Officer

**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 50-25**

A bylaw to amend Bylaw No. 35-21 known as the Partnership for Growth (P4G) Planning District Zoning Bylaw.

The Council of the Rural Municipality of Corman Park No. 344, in the Province of Saskatchewan, enacts to amend Bylaw 35-21 as follows:

1. The Zoning Maps referred to in Section 6 is amended by rezoning from D-Country Residential 3 District with Holding Provision (DCR3-H) to D-Country Residential 3 District (DCR-3) that portion of land shown shaded on Detail Map No. N ½ 34.35.05.W3.

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Hon. Joe Hargrave, Reeve

SEAL

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Kerry Hilts, Chief Administrative Officer

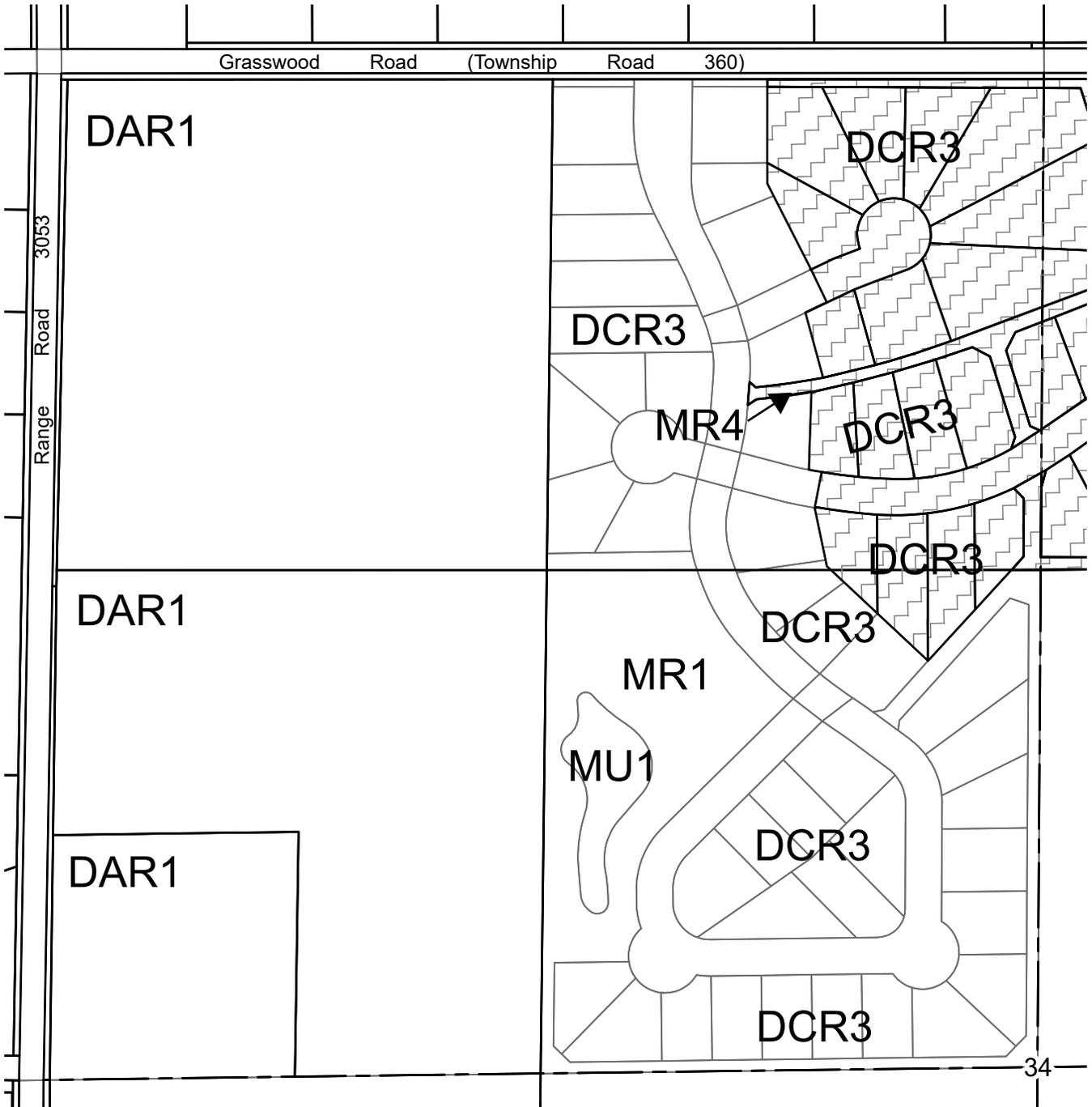
Read a first time \_\_\_\_ day of \_\_\_\_\_, 2025

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026



# DETAIL ZONING MAP No. NW34.35.5.W3

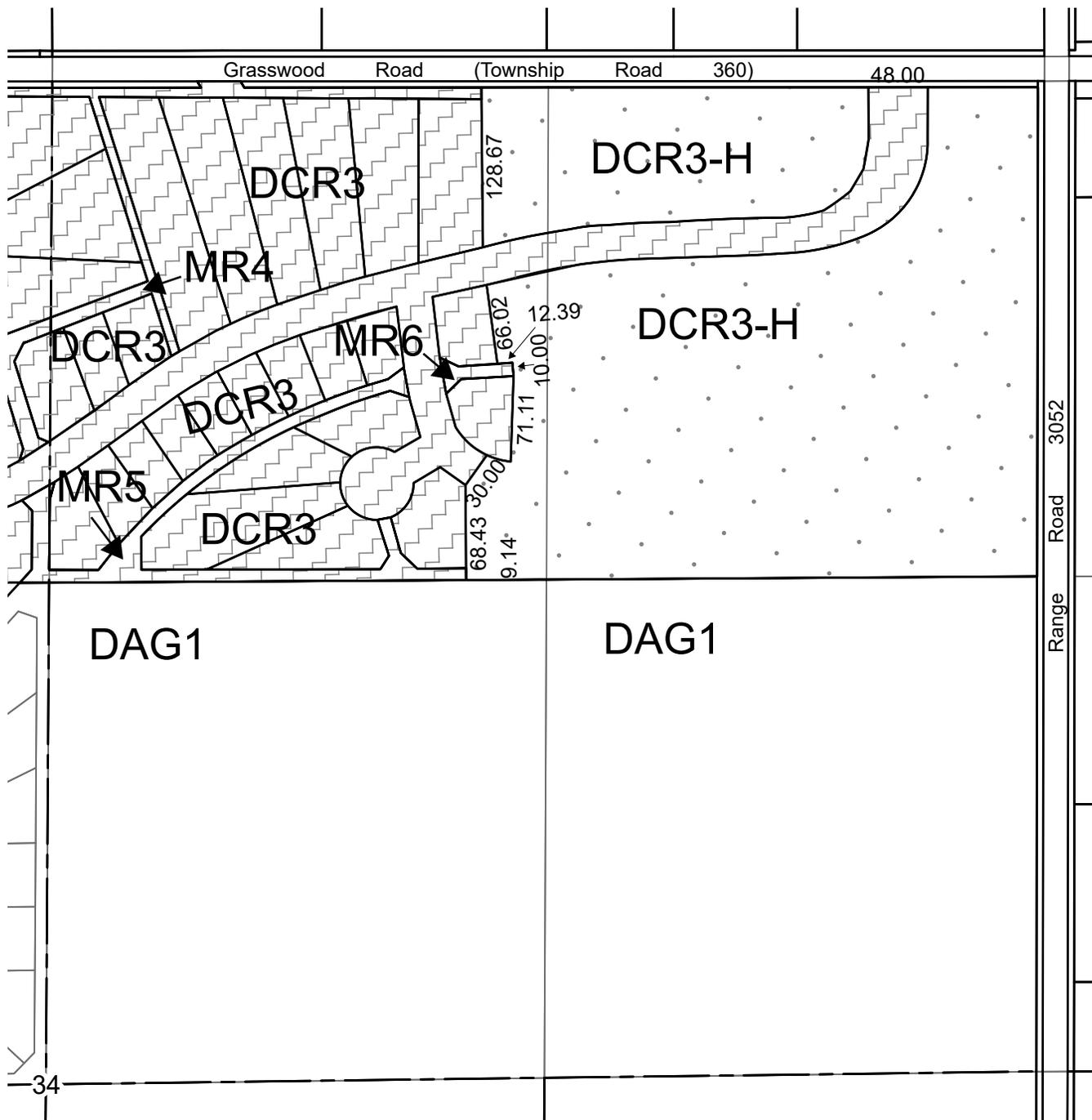


Scale 1:5000

Twp.35 Rge.5 W3



# DETAIL ZONING MAP No. NE34.35.5.W3



Scale 1:5000

Twp.35 Rge.5 W3



**RURAL MUNICIPALITY OF CORMAN PARK NO. 344  
BYLAW 57-25**

**A BYLAW TO PROVIDE FOR THE CLOSING AND SELLING OF A MUNICIPAL ROAD**

The Council of the Rural Municipality of Corman Park No. 344 in the Province of Saskatchewan enacts as follows:

Subject to the consent of the Minister of Highways, the Rural Municipality of Corman Park No. 344, agrees to close and transfer the municipal road or street described as:

All that portion of ORA 55-36-06-3 as shown within the bold dashed line on a Plan of Proposed Subdivision prepared by Webb Surveys Inc. and hereto attached and marked as Attachment 'A' and forming part of this Bylaw.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2025

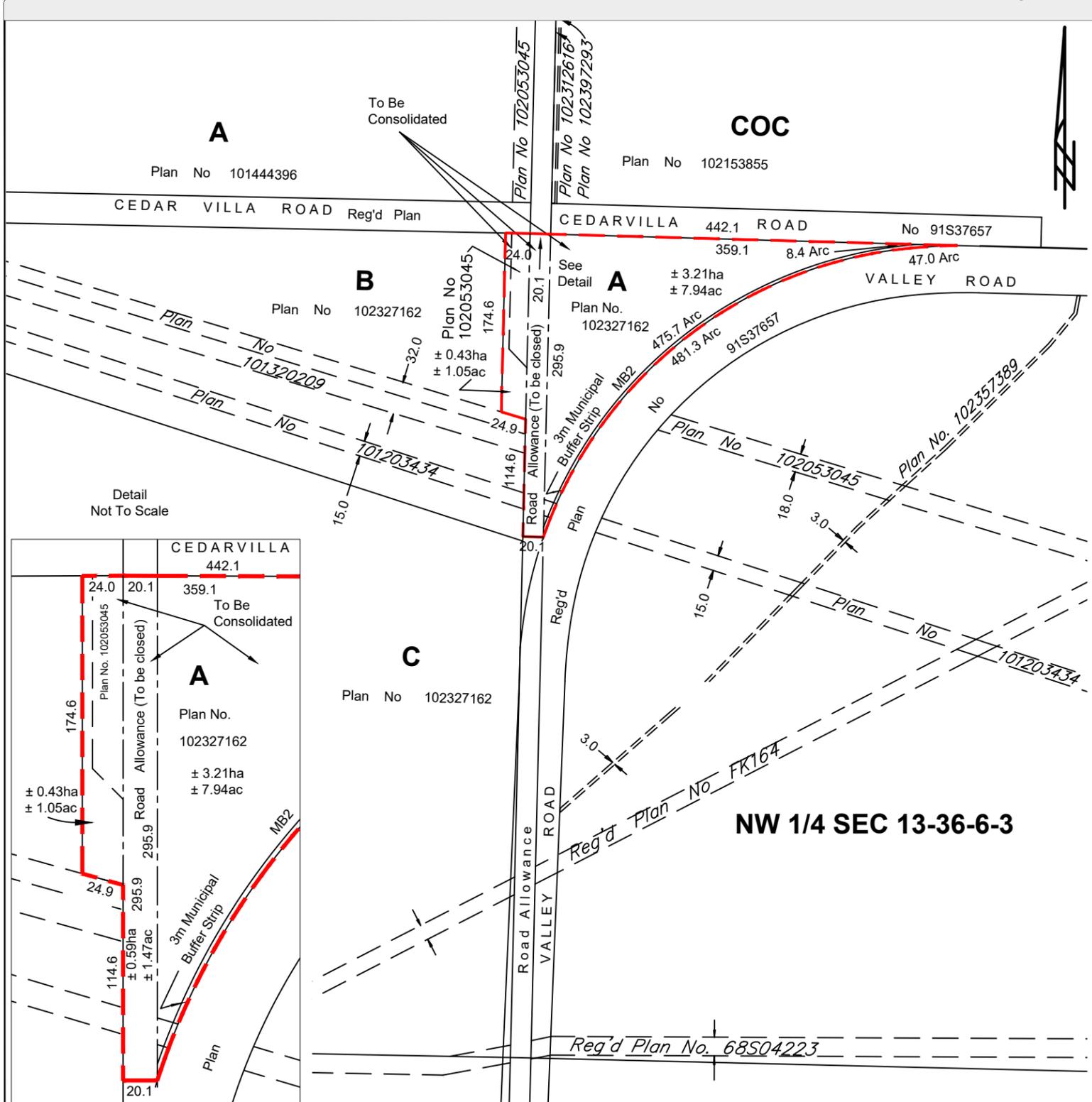
Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026

PLAN SHOWING

**PLAN OF PROPOSED SUBDIVISION**  
 OF PART OF  
**PARCEL A , PLAN NO. 102327162**  
**NW 1/4 SEC 13, TWP 36, RGE 6, W3 Mer &**  
**PARCEL B , PLAN NO. 102327162**  
**NE 1/4 SEC 14, TWP 36, RGE 6, W3 Mer &**  
**ORA 55-36-06-3**  
**R.M. OF CORMAN PARK No. 344**  
**SASKATCHEWAN**  
**2023**  
**SCALE = 1: 5000**

KEY PLAN



LANDOWNER

COMMUNITY PLANNING APPROVAL

Regular Council Meeting Agenda Final - January 27, 2026

Blank area for community planning approval.

NOTES

- MEASUREMENTS ARE IN METRES AND DECIMALS THEREOF.
- SOME MEASUREMENTS ARE APPROXIMATE AND MAY DIFFER FROM THE FINAL PLAN OF SURVEY BY AS MUCH AS 5 METRES.
- PORTION TO BE APPROVED IS OUTLINED WITH A BOLD DASHED LINE AND CONTAINS ± 4.2 ha (± 10.4 ac)

SURVEYORS CERTIFICATION

November 25, 2025  
 Date

*Joel Klashinsky*  
 Saskatchewan Land Surveyor

**Webb Surveys**  
 A DIVISION OF MIDWEST SURVEYS INC.

222 JESSOP AVE  
 SASKATOON, SK  
 S7N 1Y4  
 TEL: 306-955-5330

No.	DATE	REVISION / ISSUED	JOB No.	Page 1 OF 1
0	JANUARY 18, 2023	ISSUED	SC-0006-23	<b>7</b>
5	APRIL 24, 2025	NEW PARCEL	SC-0006-23	
6	JULY 29, 2025	3M BUFFER STRIP ADDED	SC-0006-23	
7	November 19, 2025	MEASUREMENT ADDED TO THE ROAD	SC-0006-23	
SURVEYED BY: BJL		CALC'D BY: --	DRAWN BY: BJF/AM	REVISION



### Information Sheet for Presentations to Council by Individuals &/or Groups

1. Please indicate the preferred date and at least one alternative date for the presentation.

January Planning Committee Meeting

2. Briefly specify the purpose of the presentation and the key points you or your group expect to address at the Council meeting:

To provide Council with an overview of the proposed community recreational facility, outline the planning and engagement work completed to date, and seek Councils awareness and input as the project advances through early planning and

3. List the names of the individuals who wish to address Council.

Jordan Dreager, Leanne Langford, Dwight Short, and Samantha Mark

4. Will any written material be available to Council? Yes

Will the material be available for pre-distribution at least 4 business days prior to the publication of the Council Agenda? Yes

5. Your delegation presentation time is maximum 5 minutes. (Time limits are strictly enforced)

6. Please provide the following information on the contact person:

Name: Samantha Mark

Organization or Group if applicable: Prairie Wild Consulting, on behalf of the Project Team

Address: 113-310 Wall Street Postal Code S7K 1N7

Home: \_\_\_\_\_ Cel: [REDACTED] Bus: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: samantha.mark@prairiewildconsulting.ca

➤ Request & written materials must be submitted 4 business days prior to publication of meeting agenda. (Note: Publication of meeting agendas occur the Wednesday prior to the Council or Committee meeting)

➤ Meetings are held in the Council Chambers at the RM office, at 111 Pinehouse Drive, Saskatoon. Office phone (306) 242-9303

➤ Forward to: rm344@rmcormanpark.ca or Fax (306) 242-6965

For office use only:

Date of Appearance: Jan 27/26

Time: Apprx 10:11 am

Approved by: [Signature]

Confirmation Date: Jan 27/26

Jan 27/26  
Jan 7/26

## **Briefing Note**

**Subject:** Proposed Recreation Facility – Parcel B, NE 11-36-5 W3

**Prepared for:** RM of Corman Park Council

**Date:** January 27, 2026

This briefing note has been prepared to inform Council about a proposed indoor and outdoor recreation facility currently advancing through the RM of Corman Park and Saskatoon North Partnership for Growth (P4G) planning process. The information below is intended to provide context for the project, outline its potential benefits, and summarize where the project is at today as it moves through required planning and review steps.

### **Project Overview**

The Proposed Recreation Facility involves the development of a specialized indoor and outdoor baseball training and recreation facility intended to support youth development, community recreation, and year-round athletic training. The facility is envisioned as a community-oriented recreational asset serving local residents, regional users, organized sports groups, and community partners. The project responds to a gap in accessible, year-round sports training infrastructure and is intended to complement existing facilities in the region.

### **Project Intent**

The intent of the Proposed Recreation Facility is to support healthy, active lifestyles and youth athlete development by providing year-round indoor and outdoor training opportunities. The project aims to deliver a high-quality recreational asset that aligns with local and regional recreation needs.

### **Community Benefits**

The facility will support youth development by providing structured opportunities for physical activity, skills development, and wellness. It will also enable community recreation through camps, clinics, leagues, and partnerships with local organizations. From an economic and social perspective, the facility is expected to attract regional users and events, support local employment, and contribute to a more balanced distribution of recreation infrastructure across the region.

### **Location and Planning Context**

The proposed site was selected based on its proximity to Saskatoon and surrounding communities, access to existing road networks, and compatibility with surrounding land uses. The project design will incorporate traffic management, landscaping and buffering, and lighting and noise mitigation measures to minimize potential impacts and ensure appropriate integration with the surrounding area. Please see attached map and preliminary proposed site plan.

### **Current Status and Next Steps**

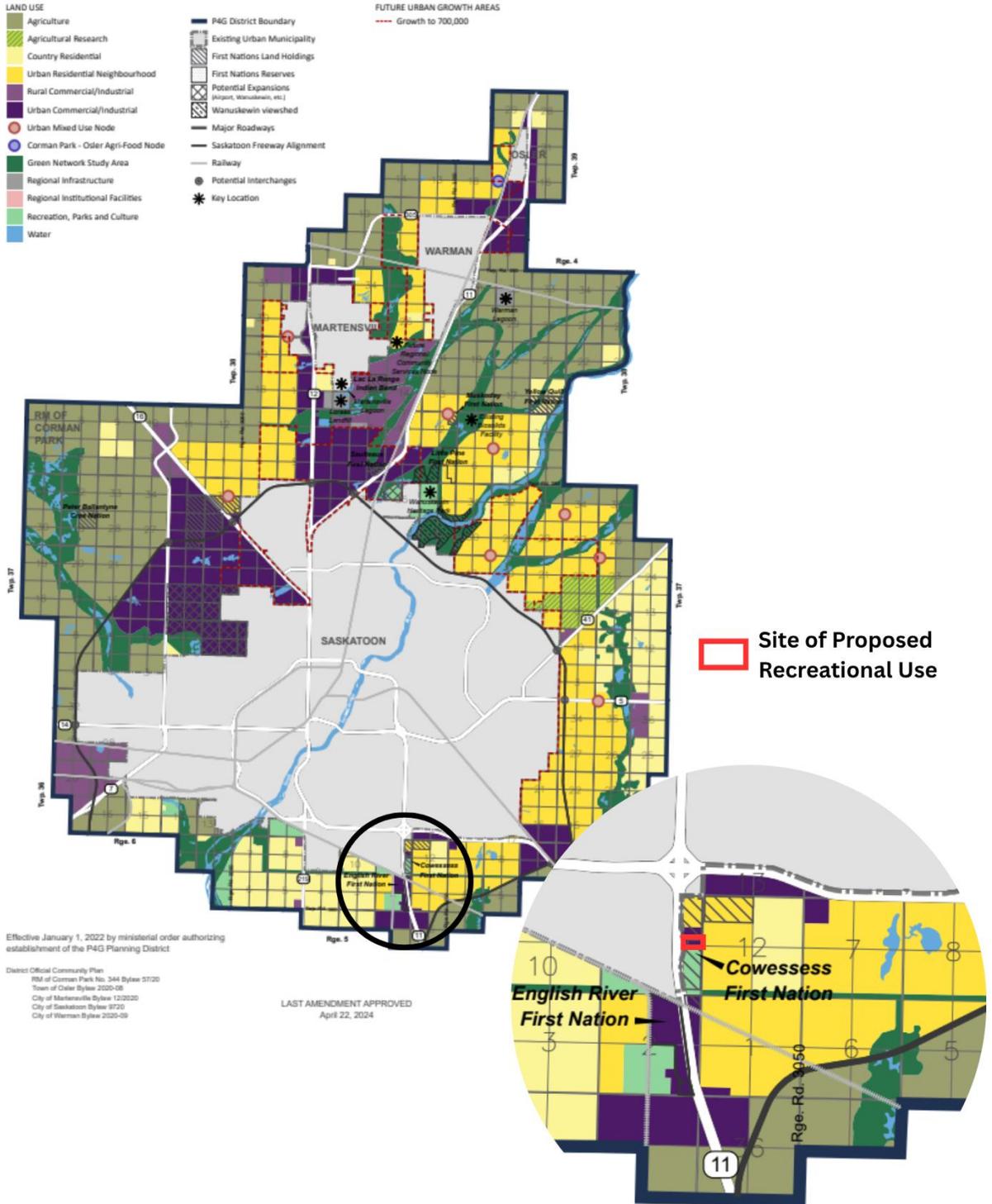
Initial engagement has begun, including various meetings and correspondence with the RM administration and communication with neighbouring landowners to share the project vision, with positive feedback received. The project team is currently preparing a Comprehensive Development Review (CDR) to support evaluation of the proposed amendments to the P4G District Official Community Plan and Zoning Bylaw, as well as review site design, servicing, transportation, and potential impacts. Next steps include completing and submitting the CDR, continuing coordination with RM administration, refining site design and mitigation measures, and returning to Council for consideration as the planning process advances.

The Proposed Recreation Facility represents an opportunity to address a gap in year-round recreation and training infrastructure while delivering community, social, and economic benefits. Council's awareness at this stage supports transparency and informed consideration as the project continues through the RM's established planning and review processes.

**Contact:** Dwight Short, Project Team Member – 306-227-1124

**SASKATOON NORTH PARTNERSHIP FOR GROWTH**

**SCHEDULE B: DISTRICT LAND USE**





Administration Committee Recommendations January 13, 2026

---

**7.1.1.1. Con-Tech General Contractors – Report of MR Cash in Lieu for UFA**

Recommendation: Greenwood

THAT the Administration Committee recommends to Council that Administration provides a report on what the Municipal Reserve Cash in Lieu of land fee and other development servicing fees was for the UFA at the current Council approved land values.

**Carried Unanimously**

**7.1.1.2. Delegation(s) - Con-Tech General Contractors - Duane Shapka - (5 min)**

Recommendation: Pruijm

THAT the presentation from Con-Tech General Contractors - Duane Shapka be RECEIVED AS INFORMATION.

**Carried Unanimously**

**7.1.1.3. Council Appointment updates – P4G ROC & REC, AC-26-001**

Recommendation: Hargrave

THAT the Administration Committee recommends to Council that Reeve Hargrave is appointed to the P4G Regional Oversight Committee (ROC) as the primary voting member with Councillor Trask appointed as the alternate and that both attend the ROC meetings when possible.

**Carried Unanimously**

**7.1.1.4. Division 8 January 2026 Newsletter, AC-26-002**

Recommendation: Saleski

THAT the Administration Committee recommends to Council to APPROVE the January 2026 Newsletter from Councillor Trask for distribution to Division 8 under Policy GA-006.

**Carried Unanimously**

**7.1.1.5. Proposed Council Professional Development Policy GG-006, AC-26-003**

Recommendation: Balzer

THAT the Administration Committee recommends to Council that the Council Professional Development Policy GG-006 be APPROVED.

In Favour (8): Hargrave, Germs, Saleski, Haduik, Pruijm, Balzer, Vaandrager, and Trask

Absent (1): Greenwood

**Carried (8 to 0)**

**7.1.1.6 Considerations for a New R.M. Municipal Office, AC-26-004**

Recommendation: Saleski

THAT the Administration Committee recommend that Council direct Administration to prepare a report outlining options for long-term planning for a new municipal office building over a 10-year period. The report is to include:

- the annual reserve contributions required to assist the plan; and
- current relocation options for the Corman Park Police Services.

In Favour (8): Hargrave, Greenwood, Saleski, Haduik, Pruijm, Balzer, Vaandrager, and Trask  
Opposed (1): Germs

**Carried (8 to 1)**



## Minutes of the Administration Committee Meeting

January 13, 2026

8:30 am

111 Pinehouse Drive, Saskatoon, SK

Present: Reeve Hon. Joe Hargrave  
Div. 4 Councillor David Greenwood  
Div. 1 Councillor John Germs  
Div. 2 Councillor John Saleski  
Div. 3 Councillor Lyndon Haduik  
Div. 5 Councillor Art Pruim  
Div. 6 Councillor Steven Balzer  
Div. 7 Councillor Calvin Vaandrager  
Div. 8 Councillor Wendy Trask

Staff: Kerry Hilts - CAO  
Ben Sipple - Executive Assistant to CAO  
Eileen Prosser - Legislative Officer  
Cal Hamm, Director of Finance & IT Services  
Hayder Lateef - Director of Infrastructure & Public Works  
Doug Ramage - Director of Planning & Development  
Kylie Stumborg - Manager of Long Range & Regional Planning

---

1. **Call to Order**

Councillor Trask called the meeting to order at 8:30 am.

2. **Agenda**

Recommendation: Saleski

THAT the Agenda be ACCEPTED as presented.

**Carried Unanimously**

3. **Declaration of Conflict of Interest**

None

4. **Delegation(s) -**

4.1 Con-Tech General Contractors - Duane Shapka - (5 min)

To discuss commercial subdivision municipal reserve cash in lieu of land value calculations and commercial subdivision servicing fees.

Recommendation: Greenwood

THAT the Administration Committee recommends to Council that Administration provides a report on what the Municipal Reserve Cash in Lieu of land fee and other development servicing fees was for the UFA at the current Council approved land values.

**Carried Unanimously**

Recommendation: Pruim  
THAT the presentation from Con-Tech General Contractors - Duane Shapka be  
RECEIVED AS INFORMATION.

**Carried Unanimously**

5. **Administration Carryforward Action List**

No new updates.

6. **Council Appointment updates – P4G ROC & REC, AC-26-001**

Recommendation: Hargrave

THAT the Administration Committee recommends to Council that Reeve Hargrave is appointed to the P4G Regional Oversight Committee (ROC) as the primary voting member with Councillor Trask appointed as the alternate and that both attend the ROC meetings when possible.

**Carried Unanimously**

7. **Division 8 January 2026 Newsletter , AC-26-002**

Recommendation: Saleski

THAT the Administration Committee recommends to Council to APPROVE the January 2026 Newsletter from Councillor Trask for distribution to Division 8 under Policy GA-006.

**Carried Unanimously**

Councillor Greenwood left at 9:10 am to 9:12 am.

8. **Proposed Council Professional Development Policy GG-006, AC-26-003**

Recommendation: Balzer

THAT the Administration Committee recommends to Council that the Council Professional Development Policy GG-006 be APPROVED.

In Favour (8): Hargrave, Germs, Saleski, Haduik, Pruim, Balzer, Vaandrager, and Trask

Absent (1): Greenwood

**Carried (8 to 0)**

9. **Considerations for a New R.M. Municipal Office, AC-26-004**

Recommendation: Saleski

THAT the Administration Committee recommend that Council direct Administration to prepare a report outlining options for long-term planning for a new municipal office building over a 10-year period. The report is to include:

- the annual reserve contributions required to assist the plan; and
- current relocation options for the Corman Park Police Services.

In Favour (8): Hargrave, Greenwood, Saleski, Haduik, Pruim, Balzer, Vaandrager, and Trask

Opposed (1): Germs

**Carried (8 to 1)**

10. **Adjourn**

Councillor Trask ADJOURNED the meeting at 9:33 am

---

Kerry Hilts, Chief Administrative Officer

**Planning Committee Recommendations January 13, 2026**

---

**7.2.1.1 PD 26-001 - P4G Update**

Recommendation: Germs

THAT the Planning Committee recommends to Council that the revised P4G Terms of Reference be RECEIVED AS INFORMATION.

**Carried Unanimously**

**7.2.1.2. PD 26-002 - Final Municipal Reserve Evaluation – add category**

Recommendation: Greenwood

THAT the Planning Committee recommends to Council that Administration directs Brunsdon Lawrek & Associates to add another category to the Municipal Reserve Evaluation Report for limited use, rural commercial, and contract rezoning sites.

In Favour (7): Hargrave, Germs, Saleski, Haduik, Greenwood, Vaandrager, and Trask

Opposed (2): Pruij, and Balzer

**Carried (7 to 2)**

**7.2.1.3 PD 26-002 - Final Municipal Reserve Evaluation**

Recommendation: Trask

THAT the Planning Committee recommends to Council that the Municipal Reserve Valuation Project Update be RECEIVED AS INFORMATION.

**Carried Unanimously**



## Minutes of the Planning Committee Meeting

January 13, 2026  
111 Pinehouse Drive, Saskatoon, SK

Present: Reeve Hon. Joe Hargrave  
Div. 1 Councillor John Germs  
Div. 2 Councillor John Saleski  
Div. 3 Councillor Lyndon Haduik  
Div. 4 Councillor David Greenwood  
Div. 5 Councillor Art Pruim  
Div. 6 Councillor Steven Balzer  
Div. 7 Councillor Calvin Vaandrager  
Div. 8 Councillor Wendy Trask

Staff: Kerry Hilts - Chief Administrative Officer  
Ben Sipple - Executive Assistant to CAO  
Eileen Prosser - Legislative Officer  
Doug Ramage - Director of Planning & Development  
Kylie Stumborg - Manager of Long Range & Regional Planning  
Jeremy Dela Cruz - Senior Planner - Long Range & Regional Planning  
Hayder Lateef - Director of Infrastructure & Public Works  
Cal Hamm - Director of Finance & IT Services

---

1. **Call to Order**

Councillor Pruim called the meeting to order at 9:40 am.

2. **Agenda**

Recommendation: Greenwood

THAT the Agenda be ACCEPTED as presented.

**Carried Unanimously**

3. **Declaration of Conflict of Interest**

None

4. **Planning Carryforward Action List**

No new updates.

5. **PD 26-001 - P4G Update**

Recommendation: Germs

THAT the Planning Committee recommends to Council that the revised P4G Terms of Reference be RECEIVED AS INFORMATION.

**Carried Unanimously**

6. **PD 26-002 - Final Municipal Reserve Evaluation**

Recommendation: Greenwood

THAT the Planning Committee recommends to Council that Administration directs Brunson Lawrek & Associates to add another category to the Municipal Reserve Evaluation Report for limited use, rural commercial, and contract rezoning sites.

In Favour (7): Hargrave, Germs, Saleski, Haduik, Greenwood, Vaandrager, and Trask

Opposed (2): Pruum, and Balzer

**Carried (7 to 2)**

Recommendation: Trask

THAT the Planning Committee recommends to Council that the Municipal Reserve Valuation Project Update be RECEIVED AS INFORMATION.

**Carried Unanimously**

7. **Adjourn**

The Chair ADJOURNED the meeting at 10:28 am.

---

Kerry Hilts, Chief Administrative Officer

DRAFT

## Public Works Committee Recommendations January 13, 2026

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### 7.3.1.1. PW 25-024 - MG30 Usage

Recommendation: Trask

THAT the Public Works Committee recommends to Council to not proceed with utilizing MG30 for future applications.

**Carried Unanimously**

### 7.3.1.2. PW 26-002 - Road Renaming

Recommendation: Balzer

THAT the Public Works Committee recommends to Council that to improve Civic Addressing and Emergency Response, that the following roads be formally APPROVED to be renamed:

1. The portions of Range Road 3061 and Township Road 352 southeast of Valley Road to WILLOW TRAIL.
2. The portion of Range Road 3060A south of Township Road 352 (southeast of Valley Road) to WILLOW POINT.
3. The portions of Township Road 380 and Range Road 3052 northeast of Township Road 380 to MISKANAW CUTOFF.
4. The North-South portion of Range Road 3062 remaining after the realignment of Dalmeny Road near Highway 305 to FORTNUM ROAD.
5. The renaming of the East-West portion of Range Road 3062 remaining after the realignment of Dalmeny Road near Highway 305 to FORTNUM GATE.
6. The portion of Range Road 3053 remaining after the realignment of Highway 305 north of Martensville to 13 MILE PLACE.

**Carried Unanimously**

### 7.3.1.3. PW 26-002 – Road Renaming - Endorsement

Recommendation: Pruim

THAT the Public Works Committee recommends to Council to ENDORSE the renaming of the portion of TOWNSHIP ROAD 380 extending 500 meters southwest from Cathedral Bluffs to CATHEDRAL BLUFFS ROAD and that owners of property adjacent to the road be notified for comment of the intention to rename under Policy PW-53.

**Carried Unanimously**

### 7.3.1.4. PW 26-002- Road Renaming - Endorsement

Recommendation: Saleski

THAT the Public Works Committee recommends to Council to ENDORSE the renaming of the portion of Township Road 373 between Township Road 373 (Beam Road) and Saskatoon City Limits to 60th STREET WEST and that owners of property adjacent to the road be notified for comment of the intention to rename under Policy PW-53, and;

THAT a new road be named Harwood Road in the future.

**Carried Unanimously**

**7.3.1.5. Councillor Germs - Review of Grader Zones**

Recommendation: Germs

THAT the Public Works Committee recommends to Council that Administration provide a comprehensive report in Q2 2026 on different options for a better level of service in grading zones, including but not limited to, what the assessment is in each division, km's of routes to grade in each zone and working hours logged on routes.

**Carried Unanimously**



**Minutes of the Public Works Committee Meeting**

**January 13, 2026**

**111 Pinehouse Drive, Saskatoon, SK**

Present: Reeve Hon. Joe Hargrave  
Div. 4 Councillor David Greenwood  
Div. 1 Councillor John Germs  
Div. 2 Councillor John Saleski  
Div. 3 Councillor Lyndon Haduik  
Div. 5 Councillor Art Pruijn  
Div. 6 Councillor Steven Balzer  
Div. 7 Councillor Calvin Vaandrager  
Div. 8 Councillor Wendy Trask

Staff: Hayder Lateef - Director of Infrastructure & Public Works  
Jennifer Krasowski - Senior Project Engineer  
Jessica Williams - Project Engineer  
Lukas Smith - GIS Analyst  
Kerry Hilts - CAO  
Ben Sipple - Executive Assistant to CAO  
Eileen Prosser - Legislative Officer  
Cal Hamm, Director of Finance & IT Services  
Blake Peters - Operations Manager  
Doug Ramage - Director of Planning & Development

---

**1. Call to Order**

Councillor Vaandrager called the meeting to order at 10:40 am.

**2. Agenda**

Recommendation: Greenwood

THAT the Agenda be ACCEPTED as amended by adding the following:

- 8. Councillor Germs - Review of Grader Zones
- 9. Councillor Germs - Available grant funding for rebuilding roads

**Carried Unanimously**

**3. Declaration of Conflict of Interest**

None

**4. Public Works Carryforward Action List**

No new updates.

**5. PW 25-024 - MG30 Usage**

Recommendation: Trask

THAT the Public Works Committee recommends to Council to not proceed with utilizing MG30 for future applications.

**Carried Unanimously**

**6. PW 26-002 - Road Renaming**

Recommendation: Balzer

THAT the Public Works Committee recommends to Council that to improve Civic Addressing and Emergency Response, that the following roads be formally APPROVED to be renamed:

1. The portions of Range Road 3061 and Township Road 352 southeast of Valley Road to WILLOW TRAIL.
2. The portion of Range Road 3060A south of Township Road 352 (southeast of Valley Road) to WILLOW POINT.
3. The portions of Township Road 380 and Range Road 3052 northeast of Township Road 380 to MÍSKANAW CUTOFF.
4. The North-South portion of Range Road 3062 remaining after the realignment of Dalmeny Road near Highway 305 to FORTNUM ROAD.
5. The renaming of the East-West portion of Range Road 3062 remaining after the realignment of Dalmeny Road near Highway 305 to FORTNUM GATE.
6. The portion of Range Road 3053 remaining after the realignment of Highway 305 north of Martensville to 13 MILE PLACE.

**Carried Unanimously**

Recommendation: Pruum

THAT the Public Works Committee recommends to Council to ENDORSE the renaming of the portion of TOWNSHIP ROAD 380 extending 500 meters southwest from Cathedral Bluffs to CATHEDRAL BLUFFS ROAD and that owners of property adjacent to the road be notified for comment of the intention to rename under Policy PW-53.

**Carried Unanimously**

Recommendation: Saleski

THAT the Public Works Committee recommends to Council to ENDORSE the renaming of the portion of Township Road 373 between Township Road 373 (Beam Road) and Saskatoon City Limits to 60th STREET WEST and that owners of property adjacent to the road be notified for comment of the intention to rename under Policy PW-53, and;

THAT a new road be named Harwood Road in the future.

**Carried Unanimously**

**7. PW 26-003 - Spring Road Restrictions**

The Public Works Committee asked that the Spring Road Restriction Report PW 26-003 be deferred to the January 27, 2026, Council meeting with further clarification on what are specifically essential services along with further clarification and specifications on right to farm considerations.

**8. Councillor Germs - Review of Grader Zones**

Recommendation: Germs

THAT the Public Works Committee recommends to Council that Administration provide a comprehensive report in Q2 2026 on different options for a better level of service in grading zones, including but not limited to, what the assessment is in each division, km's of routes to grade in each zone and working hours logged on routes.

**Carried Unanimously**

**9. Councillor Germs - Available Grant Funding for Rebuilding Roads.**

Councillor Germs had an inquiry regarding whether there was grant funding available for rebuilding grid roads that were compromised due to weather. Councillor Pruim mentioned that SARM had sent out a communication regarding RIRG grant funding that R.M.'s did not have to rebuild roads to Ministry of Highway's standards and but to primary weight standard. Administration had not heard of any new grants but would check into it.

**10. Councillor Vaandrager - Road Signage Replacement**

Councillor Vaandrager asked Administration about the delay in replacing worn roadway signage. Administration mentioned they have only one part-time person to replace signs and that other signage, such as stop signs or yield sign replacement has priority, so roadway signage is last priority but some are being replaced. Replacement of signage is also weather dependent. Council discussed hiring a summer student to help speed up the process. Councillor Trask asked that Administration review the installation of the signage so that it is viewed properly from different angles.

**11. Adjourn**

Councillor Vaandrager ADJOURNED the meeting at 11:26 am.

---

Kerry Hilts, Chief Administrative Officer

DRAFT



## MINUTES OF THE REGULAR MEETING OF COUNCIL

December 16, 2025, 10:00 a.m.  
111 Pinehouse Drive, Saskatoon, SK

Present: Reeve Hon. Joe Hargrave  
Div. 1 Councillor John Germs  
Div. 2 Councillor John Saleski  
Div. 3 Councillor Lyndon Haduik  
Div. 4 Councillor David Greenwood  
Div. 5 Councillor Art Pruiem  
Div. 6 Councillor Steven Balzer  
Div. 7 Councillor Calvin Vaandrager  
Div. 8 Councillor Wendy Trask

Staff: Kerry Hilts - Chief Administrative Officer  
Ben Sipple - Executive Assistant to CAO  
Eileen Prosser - Legislative Officer  
Doug Ramage - Director of Planning & Development  
Adam Toth - Manager of Development Services  
Kristie Muzyka - Planner II  
Shayden Brandt - Planner I  
Cal Hamm - Director of Finance & IT  
Tanya Kolbeck - Tax Assessor  
Hayder Lateef - Director of Infrastructure & Public Works

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1. **Call To Order**

Reeve Hargrave called the meeting to order at 10:00 am.

2. **Agenda**

Resolution: 2025-12-001

Moved by: Trask

That the Agenda be ACCEPTED as amended by adding:

Item 11.4 - SARM resolution deadline.

**Carried Unanimously**

3. **Declaration of Conflict of Interest**

None

4. **Public Hearing(s) 10:00 am**

4.1 **Move meeting into the Public Hearing**

Resolution: 2025-12-002

Moved by: Saleski

THAT the meeting moves into the Public Hearing at 10:01 am.

**Carried Unanimously**

**4.1.1 Bylaw 54-25 - Raymond Gibson & RM of Corman Park - Rezoning - Div. 1**

No verbal or written submissions received.

**4.1.2 Bylaw 57-25 - Valley Road Business Parks Ltd & Crown in Right Sask. - Road Closure - Div. 4**

Representatives for the Valley Road Business Park were in attendance for Q & A only.

No verbal or written submissions received.

**4.2 Close Public Hearing**

Resolution: 2025-12-003

Moved by: Germs

THAT the Public Hearing be closed and the Regular Meeting resume at 10:04 am.

**Carried Unanimously**

**5. Planning**

**5.1 Bylaw(s) for Second and Third Reading**

**5.1.1 Bylaw 54-25 Second Reading**

Resolution: 2025-12-004

Moved by: Germs

THAT Bylaw 54-25 be given SECOND READING.

**Carried Unanimously**

**5.1.2 Bylaw 54-25 Third Reading**

Resolution: 2025-12-005

Moved by: Vaandrager

THAT Bylaw 54-25 be given THIRD READING and come into force upon approval by the Minister of Government Relations.

**Carried Unanimously**

**5.2 Applications for Discretionary Use**

None

**5.3 Applications for Zoning & OCP Amendment(s)**

None

**5.4 Rezoning with Subdivision(s)**

**5.4.1 CDI 25-194 - Bylaw 56-25 - Abee & Galshany Raja - Rezoning - Div. 4**

Resolution: 2025-12-006

Moved by: Greenwood

THAT Bylaw 56-25 to rezone a portion of LSD 9 & 10, NE 33-37-6-W3 from D-Agricultural District 1 to D-Agricultural Residential 1 District for the purpose of creating two (2), single parcel residential sites, be given FIRST READING and Administration be authorized to proceed with the Public Notice process.

**Carried Unanimously**

**5.4.1.1 CDI 25-194 - SUBD 2025-21 - Abee & Galshany Raja - Div. 4**

Resolution: 2025-12-007

Moved by: Greenwood

THAT the application of Abee and Galshany Raja to subdivide two (2), 1.62 ha (4 acre) parcels labelled as Parcel 'A' and Parcel 'B' from LSD 9 & 10 of NE 33-37-6-W3 for the purpose of creating two (2) single parcel residential sites as shown on the Plan of Proposed Subdivision labelled 'Appendix 1' be APPROVED subject to:

- i. The applicant being solely responsible for all costs of the rezoning and subdivision process;
- ii. The applicant entering into a servicing agreement for the remittance of the required subdivision servicing fees;
- iii. The applicant being responsible for payment of cash in lieu of Municipal Reserve;
- iv. The applicant entering into a 5-metre-wide road widening easement agreement for the length of the source parcel adjacent to Range Road 3063;
- v. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;
- vi. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Highways, the Ministry of Environment, and the Ministry of Parks, Culture and Sport;
- vii. The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;
- viii. Any new approaches to Parcel 'A', Parcel 'B' or the remnant shall require approval from the R.M. of Corman Park;
- ix. The construction of any buildings on Parcel 'A', Parcel 'B' or the remnant shall require the approval of a development permit and building permit from the R.M. of Corman Park;
- x. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments; and
- xi. Bylaw 56-25 receiving Ministerial approval from the Ministry of Government Relations.

**Carried Unanimously**

**5.5 Applications for Subdivision(s)**

**5.5.1 CDI 25-195 - Bylaw 57-25 - Valley Road Bus. Park - Road Closure - Div. 4**

**5.5.1.1 Bylaw 57-25 First Reading**

Resolution: 2025-12-008

Moved by: Greenwood

THAT Bylaw 57-25 to close a portion of roadway identified as ORA 55-36-6-3 and shown lying within the bold dashed line on the Plan of Proposed Subdivision attached as Attachment 'A' and forming part of this Bylaw be given FIRST READING.

**Carried Unanimously**

**5.5.1.2 Bylaw 57-25 Second Reading**

Resolution: 2025-12-009

Moved by: Saleski

That Bylaw 57-25 be given SECOND READING.

**Carried Unanimously**

**5.5.1.3 Bylaw 57-25 Unanimous Consent for Third Reading**

Resolution: 2025-12-010

Moved by: Pruum

That Bylaw 57-25 be given UNANIMOUS CONSENT for THIRD READING

**Carried Unanimously**

**5.5.1.4 Bylaw 57-25 Third Reading**

Resolution: 2025-12-011

Moved by: Balzer

That Bylaw 57-25 be given THIRD READING and come into force upon approval by the Minister of Government Relations.

**Carried Unanimously**

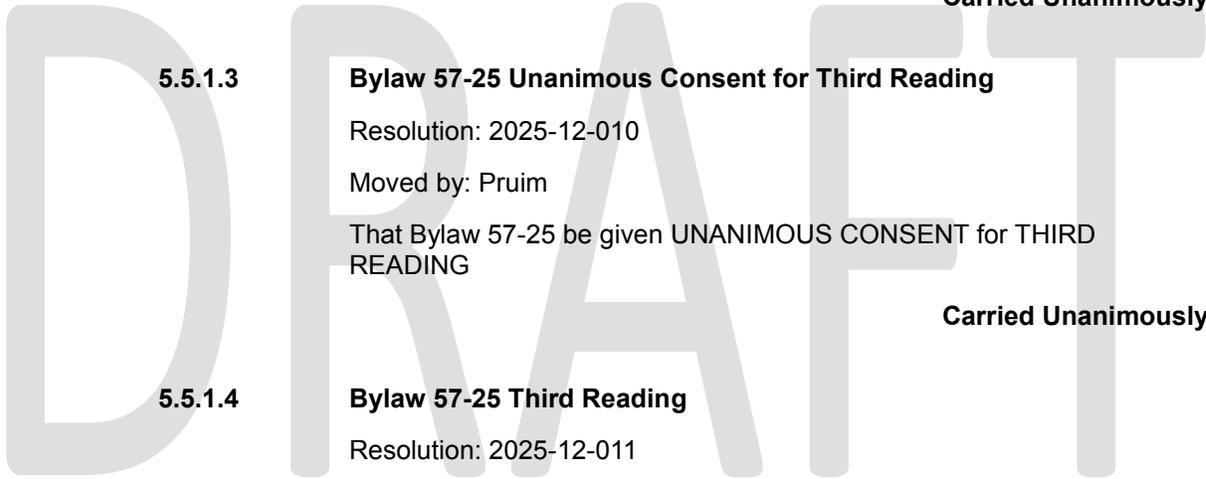
**5.5.1.5 CDI 25-195 Bylaw 58-25 - Valley Road Bus. Park - Zoning - Div. 4 - First Reading**

Resolution: 2025-12-012

Moved by: Haduik

THAT Bylaw 58-25 to zone a portion of ORA 55-36-6-3 to D-Agricultural District 1 and Parcel 'A', NW 13-36-6-W3 from D-Agricultural District 2 to D Agricultural District 1 for the purpose of creating one (1), agricultural parcel, be given FIRST READING and Administration be authorized to proceed with the Public Notice process.

**Carried Unanimously**



**5.5.1.6 CDI 25-195 - SUBD 2025-27 - Valley Road Bus. Park - Div. 4**

Resolution: 2025-12-013

Moved by: Germs

THAT the application of Valley Road Business Parks Ltd. to subdivide one (1) 0.59 ha (1.47 acre) parcel from a portion of ORA 55-36-6-3 for the purpose of closing an undeveloped road allowance, and one (1) 0.43 ha (1.05 acre) parcel from Parcel 'B', NE 14-36-6-W3 for the purpose of consolidating a pipeline easement area with the road parcel being closed, to then consolidate both parcels with existing Parcel 'A', NW 13-36-6-W3 to create a 4.2 ha (10.4 acre) agricultural holding subject to:

- i. The applicant being solely responsible for all costs of the road closure, zoning and subdivision process;
- ii. The applicant entering into a sales agreement for the road closure with the R.M. of Corman Park;
- iii. Access to the proposed Parcel shall be via Township Road 362A. Any approaches from Township Road 362A require a permit from the City of Saskatoon;
- iv. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;
- v. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Highways, the Ministry of Environment, and the Ministry of Parks, Culture and Sport;
- vi. The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;
- vii. The construction of any buildings on Parcel 'A,' Parcel 'B' or the remnant shall require the approval of a development permit and building permit from the R.M. of Corman Park;
- viii. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments; and,
- ix. Bylaw 58-25 receiving Ministerial approval from the Ministry of Government Relations.

**Carried Unanimously****5.5.2 CDI 25-196 - SUBD 2025-31 - 101284495 Saskatchewan Ltd. - Div. 7**

Resolution: 2025-12-014

Moved by: Vaandrager

THAT the application of 101284495 Saskatchewan Ltd. to subdivide one (1) 4.05 ha (10 acre) parcel labelled as Parcel 'A' for the purpose of a single parcel agricultural residential site, and one (1) 1.01 ha (0.25 acre) Road Widening parcel for the purpose of Highway No. 684 right of way from LSD 15 & 16, NE 22-38-6-W3 as shown on the Plan of Proposed Subdivision labelled as 'Appendix 1' be APPROVED subject to:

- i. The applicant being solely responsible for all the costs of the subdivision process;
- ii. The applicant entering into a 5-metre-wide road widening easement agreement for the length of the source parcel adjacent to Township Road 384;
- iii. Any permanent development within 90 metres of the highway right-of-way requires a permit from the Ministry of Highways. Minimum setback from the existing roadway centreline is 60 metres for homes and 55 metres for trees, shrubs, granaries, commercial development, etc;

Regular Council Meeting Minutes - December 16, 2025

- iv. No new access to Highway No. 684 will be permitted;
- v. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;
- vi. The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;
- vii. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment, and the Ministry of Parks, Culture and Sport;
- viii. Any new approaches to Parcel 'A' or the remnant shall be constructed subject to consultation with, and approval from, the R.M. of Corman Park;
- ix. The construction of any buildings on Parcel 'A' or the remnant shall require the approval of a development permit and building permit from the R.M. of Corman Park; and
- x. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments.

**Carried Unanimously**

**5.6 Development Summary Report - Quarterly - N/A**

**5.7 Planning - Other**

**5.7.1 CDI 25-197 - 2026 P4G Planning District Joint Member Appointment**

Resolution: 2025-12-015

Moved by: Pruim

THAT Harrison Oboghor be APPOINTED as a joint member to the P4G District Planning Commission for a three-year term commencing on January 1, 2026

**Carried Unanimously**

**6. Delegations**

**6.1 Lisa & Perry Haanen - Property Tax Concerns - (5 min)**

Resolution: 2025-12-016

Moved by: Balzer

THAT the presentation from Lisa and Perry Haanen be RECEIVED AS INFORMATION.

**Carried Unanimously**

**7. Consent Agenda Items**

Item 7.1.1.1 - Delegation - Bill Delainey (AE) and Ravenswood Developments Phase 4 was removed from the Consent Agenda by Councillor Saleski for further discussion.

Item 7.1.1.7 - AD 25-034 - Tax Exemption Policy Discussion was removed from the Consent Agenda by Councillor Balzer for further discussion.

Resolution: 2025-12-017

Moved by: Balzer

THAT the Consent Agenda Recommendations - Items 7.1.1.2 to 7.1.1.6, 7.1.1.8, 7.1.2 and 7.2.1.1 to 7.2.2 and 7.3.1.1 to 7.3.2 and 7.4, 7.5 be ADOPTED as one motion.

**Carried Unanimously**

Items 7.1.1.1 and 7.1.1.7 were considered next in Section 8.

## 7.1 Administration Committee Meeting

### 7.1.1 Administration Committee Meeting Recommendations

#### 7.1.1.1 Delegation - Bill Delainey (AE) and Larry Grozell (Developer) - Ravenswood Development Phase 4 - (5 min)

Councillor Saleski removed this item from the Consent Agenda for further discussion in Section 8.

#### 7.1.1.2 Delegation - Lorraine Beaudette, Victoria Kendall - Corman Park Horse Riders Association (10 min)

Resolution: 2025-12-018

Recommendation: Greenwood

THAT Administration provide a comprehensive report regarding the regulations for Municipal Reserve (MR) land as it pertains to the Corman Park Horse Riders Association use including lease restrictions, if any, and information regarding their ability to obtain financing/loans when MR land is involved either through the R.M. or private financing.

Carried Unanimously

#### 7.1.1.3 Delegation - Kirk Cherry, CCO for Biz Hub Developments - (5 min)

Resolution: 2025-12-019

Recommendation: Germs

THAT the presentation from Kirk Cherry, CCO for Biz Hub Developments, regarding reinstating the tax abatement policy be RECEIVED AS INFORMATION.

Carried Unanimously

#### 7.1.1.4 Delegation - Warren Peters COO of Atlas Industries Ltd - (5 min)

Resolution: 2025-12-020

Recommendation: Balzer

THAT the presentation from Warren Peters, COO of Atlas Industries, regarding reinstating the tax abatement policy be RECEIVED AS INFORMATION.

Carried Unanimously

#### 7.1.1.5 Administration Carryforward Action List

Resolution: 2025-12-021

Recommendation: Pruim

THAT the Carryforward Action List be RECEIVED AS INFORMATION.

Carried Unanimously

#### 7.1.1.6 AD 25-033 - Fire Services Report

Resolution: 2025-12-022

Dave Nussbaumer, CAIB, attended the meeting for Council's Q & A.

Recommendation: Greenwood

THAT Administration to bring back an updated fire services bylaw based on Option 1, flat fee per unique property owner by Q1 2026 and that a declaration of an emergency procedure section is included.

In Favour (7): Hargrave, Greenwood, Germs, Haduik, Pruim,

Vaandrager, and Trask  
Opposed (1): Balzer  
Absent (1): Saleski  
Carried (7 to 1)

**7.1.1.7 AD 25-034 - Tax Exemption Policy Discussion**

Councillor Balzer removed this item from the Consent Agenda for further discussion in Section 8.

**7.1.1.8 Council and Chief Administrative Officer Covenant - verbal, no report - Councillor Balzer**

Resolution: 2025-12-023

Recommendation: Balzer

THAT Administration bring forward a Council and Administration Covenant document for the current Council and that it become part of any new Councillor's onboarding package.

In Favour (6): Hargrave, Germs, Pruijm, Balzer, Vaandrager, and Trask

Opposed (2): Greenwood, and Haduik

Absent (1): Saleski

Carried (6 to 2)

**7.1.2 Administration Committee Meeting Minutes Approval - December 9, 2025**

Resolution: 2025-12-024

Recommendation:

THAT the December 9, 2025 Administration Committee Minutes be APPROVED.

**7.2 Planning Committee Meeting**

**7.2.1 Planning Committee Meeting Recommendations**

**7.2.1.1 Planning Carryforward Action List**

Resolution: 2025-12-025

Recommendation: Greenwood

THAT the Carryforward Action List be RECEIVED AS INFORMATION.

Carried Unanimously

**7.2.2 Planning Committee Meeting Minutes Approval - December 9, 2025**

Resolution: 2025-12-026

Recommendation:

THAT the December 9, 2025 Planning Committee Minutes be APPROVED.

**7.3 Public Works Committee Meeting**

**7.3.1 Public Works Committee Meeting Recommendations**

**7.3.1.1 Public Works Carryforward Action List**

Resolution: 2025-12-027

Recommendation: Haduik

THAT the Water Security Assessment action item be removed from the Carryforward Action List.

Carried Unanimously

**7.3.1.2 PW 25-023 - Martensville Utility Line**

Resolution: 2025-12-028

Recommendation: Pruim

THAT the use of R.M. right-of-way to construct both a water main and a wastewater line along Rock Ridge Road, Lutheran Road, and Township Road 382 be APPROVED on the condition that the ownership of the existing drain line is transferred to the R.M. free of charge, if determined to be feasible and of use to the Municipality.

Carried Unanimously

**7.3.1.3 PW 25-024 - MG-30 Usage Report**

Resolution: 2025-12-029

Recommendation: Germs

THAT Report PW 25-023 be deferred to the January 13, 2026 Committee meeting and that it include the information package from Green Earth Road Spraying and R.M. of Big River recommendation.

Carried Unanimously

**7.3.2 Public Works Committee Minutes Approval - December 9, 2025**

Resolution: 2025-12-030

Recommendation:

THAT the December 9, 2025 Public Works Committee Minutes be APPROVED.

**7.4 Council Meeting Minutes**

Resolution: 2025-12-031

THAT the following Council Meeting Minutes be APPROVED:

November 19, 2025 - R.M. of Corman Park AGM Minutes

November 25, 2025 - Regular Council Meeting

**7.5 Correspondence - Information**

Resolution: 2025-12-032

THAT the following correspondence be RECEIVED AS INFORMATION.:

2025-10-30 - Neuhorst AGM Minutes

2025-11-26 - Riverside Estates AGM Minutes

2025-12-02 - Cedar Villa Regular Minutes

**8. New Business Arising from the Minutes**

**8.1 Item 7.1.1.1 - Delegation Bill Delainey (AE) and Larry Grozell Ravenswood Development Phase 4**

Resolution: 2025-12-033

Moved by: Balzer

THAT Council invites the Ravenswood Phase 4 developer to submit an application to proceed subject to extending a sanitary collection line connecting to the Des Nedhe wastewater facility.

In Favour (8): Hargrave, Germs, Haduik, Greenwood, Pruim, Balzer, Vaandrager, and Trask

Opposed (1): Saleski

**Carried (8 to 1)**

*Councillor Haduik left from 10:46 am to 10:47 am.*

**8.2 Item 7.1.1.7 - AD 25-034 - Tax Exemption Policy Discussion**

Resolution: 2025-12-034

Moved by: Greenwood

THAT the Tax Exemption Policy Option 1 be brought forward to the January 27, 2026, Council meeting for consideration and APPROVAL.

In Favour (6): Hargrave, Haduik, Greenwood, Pruijm, Vaandrager, and Trask

Opposed (3): Germs, Saleski, and Balzer

**Carried (6 to 3)**

**9. Financial Reports**

Resolution: 2025-12-035

Moved by: Haduik

THAT Financial Reports 9.1 to 9.5, be ACCEPTED as presented.

**Carried Unanimously**

- 9.1 Payment Summary**
- 9.2 Payment Detail**
- 9.3 Mastercard Statement**
- 9.4 Payroll Summary**
- 9.5 Bank Reconciliation**
- 9.6 Variance Report (Quarterly Report) - N/A**

**10. Council Division Updates & Remuneration Report**

Resolution: 2025-12-036

Moved by: Greenwood

THAT the Council Division Updates and Remuneration Reports 10.1 to 10.3 be ACCEPTED as presented.

**Carried Unanimously**

- 10.1 Council Division Updates (verbal)**
- 10.2 Council Indemnity**
- 10.3 Council Payroll Summary**

**11. Administration**

**11.1 Recurring Memberships, Ads and Events in 2026, RCM-25-005**

Resolution: 2025-12-037

Moved by: Saleski

THAT the following 2026 recurring annual memberships totaling an expected \$69,422.58 and the listed ads and events, be APPROVED and that APAS representatives are invited to a meeting for Q & A regarding their membership benefits.

- a. Agricultural Producers Association of Saskatchewan (APAS)
  - b. Saskatchewan Association of Rural Municipalities (SARM)
  - c. Saskatoon Regional Economic Development Assoc. (SREDA)
  - d. Municipal Information Network
  - e. Heritage Saskatchewan
  - f. Greater Saskatoon Chamber of Commerce
  - g. North Saskatoon Business Association (NSBA)
  - h. Federation of Canadian Municipalities (FCM)
  - i. District 22 ADD Board
  - j. U of S - Agricultural Health and Safety Network
  - k. Saskatchewan Heavy Construction Association
  - l. Sask Safety Council
  - m. Farm & Food Care Saskatchewan
  - n. Prairie Sky Chamber of Commerce
  - o. Sask. Conservation & Development Association (SCDA)
  - p. Sask Tip Inc.
  - q. Sask Rural Crime Watch
  - r. NEW - LinkedIn Corporate Account
2. **Ads:** THAT Council APPROVE the 2026 recurring ads for *The Gazette*, including:
- a. Don't Drive Impaired
  - b. Citizen of the Year, when applicable
  - c. Ratepayer AGM, when applicable
  - d. Graduation
  - e. AG Week
  - f. Fire Prevention Week
  - g. Remembrance Day
  - h. Season's Greetings/Christmas
3. **Events:** THAT Council APPROVE the 2026 recurring events, including:
- a. Council Christmas Party
  - b. Staff and Council Christmas Party

**Carried Unanimously**

**11.2 R.M. of Corman Park Strategic Plan 2024 to 2028 Update and Monitoring Report Q4 2025, RCM-25-006**

Resolution: 2025-12-038

Moved by: Greenwood

THAT the R.M. of Corman Park Strategic Plan 2024 to 2028 Q4 2025 Update and Monitoring report be RECEIVED AS INFORMATION.

**Carried Unanimously**

**11.3 CDI 25-193 - 2026 Operating & Capital Budget - Tamke Road Paving**

Resolution: 2025-12-039

Moved by: Pruim

THAT the Tamke Road paving project for \$800,000 remain in the 2026 Capital Budget and that Administration contact the R.M. of Dundurn to consider a cost share reimbursement of the project when Dundurn is budgeting to pave the remaining portion of Tamke Road to RR 3042 and that SIR is contacted about a financial contribution to the paving project.

In Favour (8): Hargrave, Germs, Saleski, Haduik, Greenwood, Pruim, Balzer, and Vaandrager

Opposed (1): Trask

**Carried (8 to 1)**

**11.3.1 CDI 25-193 - 2026 Operating & Capital Budget - Fred Heal Canoe Launch Parking Lot**

Resolution: 2025-12-040

Moved by: Haduik

THAT the Fred Heal Canoe Launch parking lot paving project remain in the 2026 Capital Budget for \$319,000.

In Favour (8): Hargrave, Germs, Saleski, Haduik, Greenwood, Pruim, Balzer, and Vaandrager

Opposed (1): Trask

**Carried (8 to 1)**

**11.3.2 CDI 25-193 - 2026 Operating & Capital Budget - R.M. Walking Path Project**

Resolution: 2025-12-041

Moved by: Haduik

THAT the future pathway connection for \$100,000, and the Furdale walking path capital project for \$98,000, both remain in the 2026 Capital Budget.

**Carried Unanimously**

**11.3.3 2026 Mill Rate & Tax Tools Discussion**

Resolution: 2025-12-042

Moved by: Trask

THAT Administration provide a report during the 2026 Mill Rates discussions regarding options for Tax Tools (Base Tax) when applied by unique property.

In Favour (6): Hargrave, Germs, Haduik, Pruum, Vaandrager, and Trask

Opposed (3): Saleski, Greenwood, and Balzer

**Carried (6 to 3)**

**11.3.4 CDI 25-193 - 2026 Operating & Capital Budget Approval**

Resolution: 2025-12-043

Moved by: Pruum

THAT the 2026 Operating and Capital Budget for the 2026 fiscal year be APPROVED.

In Favour (8): Hargrave, Germs, Haduik, Greenwood, Pruum, Balzer, Vaandrager, and Trask

Opposed (1): Saleski

**Carried (8 to 1)**

**11.4 2026 SARM Convention Resolution Submission Deadline - Councillor Trask**

Councillor Trask let Council and Administration know that the deadline for resolution submissions to the March SARM Convention is January 24, 2025 and to bring any forward for discussion at the January 13, 2025 committee meeting. Administration let Council know that any SARM resolutions will not be ratified until after the SARM submission deadline but they will ask for an extension if needed.

**12. Public Works**

None

**13. Reeve's Report - Verbal**

Resolution: 2025-12-044

Moved by: Greenwood

THAT the Reeve's report be RECEIVED AS INFORMATION.

**Carried Unanimously**

**14. Chief Administrative Officer Report**

Resolution: 2025-12-045

Moved by: Haduik

THAT the Chief Administrative Officer report be RECEIVED AS INFORMATION.

**Carried Unanimously**

**15. Police Chief - CPPS Statistic Reports**

**15.1 CPPS - Stat Reports October 2025 & Year to Date**

Resolution: 2025-12-046

Moved by: Greenwood

THAT the Corman Park Police Service reports be RECEIVED AS INFORMATION.

**Carried Unanimously**

**16. Correspondence - Action Items**

None

**17. Upcoming Meetings**

Wednesday, December 17, 2025	2:00 PM	Police Commission Meeting
Tuesday, January 13, 2026	8:30 AM	Committee of the Whole
Thursday, January 15, 2026	11:30 AM	DPC
Tuesday, January 27, 2026	8:15 AM	Regular Council Meeting
Wednesday, January 28, 2026	2:00 PM	Police Commission Meeting

**18. Adjournment**

Resolution: 2025-12-047

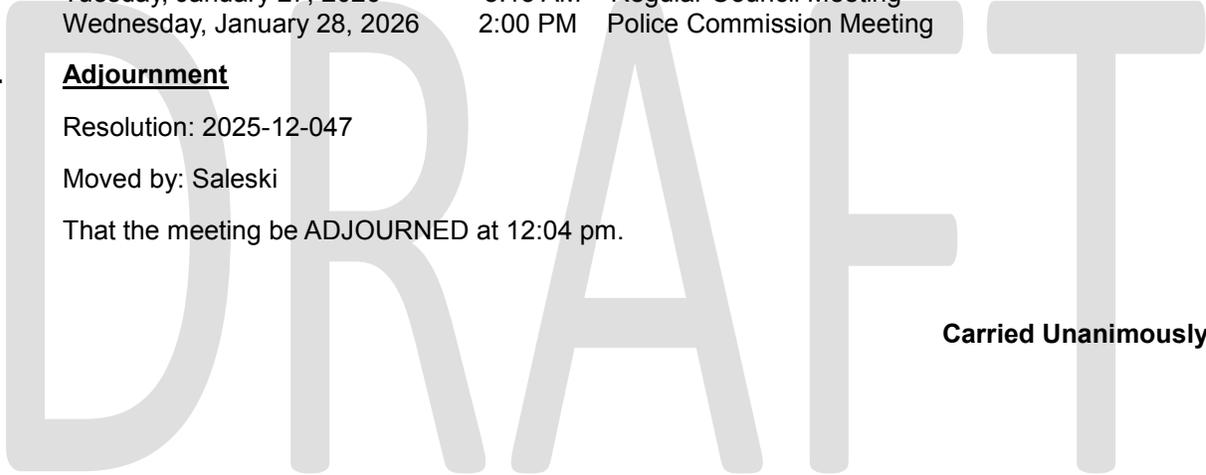
Moved by: Saleski

That the meeting be ADJOURNED at 12:04 pm.

**Carried Unanimously**

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer



**Merrill Hills Hamlet Board Annual General Meeting**  
**Wednesday, November 19<sup>th</sup>, 2025**

**Agenda**

1. Call to Order – Chair Jerry Guest
2. Welcome
3. Approval of the Minutes of December 12<sup>th</sup>, 2024
4. Financial Report
5. Hamlet Updates and New Business
  - Street Sign repairs
  - Digital Speed Sign
  - Insurance Requirements for the Hamlet of Merrill Hills Board Members
  - First Responders Location Numbers
  - Annual Funding for Septic Pump-Out for Residents- Potential for Garbage the Following Year
  - Water Report
6. Group Questions and Discussion
7. Adjournment

**MINUTES OF THE MERRILL HILLS HAMLET ANNUAL GENERAL MEETING**

Date: Wednesday, November 19<sup>th</sup>, 2025

Time: 7:00 PM

Place: Virtual via Microsoft Teams

Merrill Hills Hamlet Board Members:

Jerry Guest (Merrill Hills Hamlet Board Chair), Cody Sander (Merrill Hills Hamlet Board Vice Chair)

Attendance provided by Merrill Hills Hamlet Board Secretary Deb Sutherland – 18 adults.

Regrets – Mike Smitten, RM of Corman Park CAO Kerry Hilts, Reeve Joe Hargrave, Councillor David Greenwood

### **1. Call to Order**

Jerry Guest Chair of the Merrill Hills Hamlet Board welcomed all and called the meeting to order.

### **2. Approval of Agenda**

A motion was made by Ron Barsi to accept the agenda for the November 19<sup>th</sup>, 2025, meeting. The motion was seconded by Joe Moser. Carried.

### **3. Approval of Minutes**

A motion was made by Joe M to accept the minutes of the meeting from December 12<sup>th</sup>, 2024. Kim King brought forward an error to the spelling of her name in the minutes from December 12<sup>th</sup>, 2024. Deb Sutherland made the amendment to the Meeting Minutes from the last AGM, highlighted the amendment with a comment that this alteration was made later following a decision made at the Merrill Hills Hamlet AGM Wednesday, November 19<sup>th</sup>, 2025. Jerry Guest declared there being no further corrections, the minutes stand approved as corrected.

### **4. Financial Report**

A partial financial report was not obtained from the RM of Corman Park as most expenses were the same as last year. There was mention that snow removal was higher than the year previous due to the weather. Everything else has essentially remained the same. There was discussion around this being the last year the road levy would be in effect, reducing everyone's property taxes by approximately \$800.

### **5. Hamlet Updates and New Business**

- **Street Sign Repairs** – A request has been made to the RM for replacement of Speers Way street sign due to severe fading. Kim King asked about potentially changing the street signs in the hamlet to metal to reflect the history behind each of the street names, similar to Montgomery Place. The question was asked about potential funding from Lottery Funds disbursed through the RM of Corman Park, but Betty Aasen mentioned they were normally used for recreational purposes. The option to fundraise for this initiative was discussed providing there is a volunteer to spearhead this project.
- **Digital Speed Signs** – A request has been submitted and awaiting approvals by the RM of Corman Park. Jerry Guest completed necessary documentation on the purpose of the

digital speed sign and why the request has been submitted. Everyone agreed with increased traffic and a younger demographic moving to our hamlet, speed is a concern for those who enjoy being outdoors and walking along our streets.

- **Hamlet Board Insurance Requirements** – an e-mail was distributed to all RM of Corman Park Hamlet Boards and Associations requesting each Board has insurance coverage for their respected Board members. This has since been clarified by the RM Administrators and all Board members will be covered under the RM of Corman Park's insurance policy. Rick D asked about coverage for grass cutting and it was determined that the contractor would be covered by the RM's insurance as well.
- **First Responder Location Numbers** – There seems to be a number of residents who still do not have the First Responder Location signs at the end of their driveways. For anyone without a sign, please contact Deb Sutherland and a request will be made to the RM. There was confusion over whether the numbers were simply our civic house number, but Ron Barsi clarified this is not the case. The fact that many of the current First Responder Location signs in the hamlet happen to coincide with our civic address is purely coincidental.
- **Potential Annual Funding for Septic Service** – Jerry Guest asked community members what their thoughts were pertaining to the idea of using our hamlet funds to provide a biennial septic pump out for all households, similar to surrounding hamlets. There was concern around our future road repairs, so having a significant amount in our reserves to maintain our roads seemed to be the priority. Deb Sutherland suggested sending out an anonymous survey to all residents in the RM to vote on the proposed idea as well as any other ideas brought forth. Cody Sander mentioned one of the positives about having one septic company providing service to the hamlet is the fact that the provider will ensure a proper rate of speed as well having appropriate permits to drive on our roads. This would help maintain our roads.
- **Water Report** – Wade K reported that he has been conducting the testing for the last number of years. The purpose behind the testing is to ensure the supply is adequate and hopefully plentiful enough to carry us through any future drought-like conditions. The water levels went up by 8.25 inches on average. The current supply is in good standing with the occasional well experiencing higher than normal manganese levels (in Wade's report, there was one well of the four tested with higher-than-normal manganese levels). A recommendation was made by Wade to shock chlorinate the well if these levels are high as per standard protocol. Shayne C mentioned having a similar issue that was corrected using a titanium anode rod. Mike and Chris B are having issues with their well and will report their findings should there be anything alarming.

## 6. Group Discussion and Questions

- Joe Moser asked about using some of the hamlet's reserves to fund to repair our community Merrill Hills sign. A decision was made to get a few quotes to repair and or replace the sign. We will approach the Metal Man for a quote and potential mock-up as he has a number of products in our community including benches and our Community Communication Board located near the mailboxes.

- Rick D asked about road repairs following construction in the hamlet. Jerry G replied that the RM has mentioned they would be paying for the roads as permitting was provided for all trucks brought in during construction. The RM is also aware of the damage to the road at the south end of the hamlet caused by SaskPower/ Hundseth. This damage is the responsibility of the SaskPower according to the RM of Corman Park Administrators. Jerry G will follow up regarding same. Joe M asked about resurfacing the roads as it has been 5 years since they were last resurfaced. Jerry G will confirm with the RM.
- Ron B mentioned there is a certified botanist who has assumed the role of weed inspector for the RM of Corman Park – Ryan Rice. Ron has been in discussion with Ryan regarding the control of noxious weeds in the hamlet, namely leafy spurge. Ron mentioned the RM is not going to provide contractors to spray for leafy spurge and as a community, we may need to hire a contractor to spray the hamlet. Great strides have been made over the last several years and there is a fear that if left to each individual homeowner, there will be a resurgence of leafy spurge. Ron mentioned having a discussion with Ryan Rice regarding the forty acres of pasture to the east which Ron owns and the potential for a controlled burn under the direction and supervision of Ryan and his experienced and trained team. This method would be used solely for pastureland and not within the hamlet. There will be clear communication surrounding the program well ahead of a controlled burn. Further clarification regarding the RM's plan to control leafy spurge will be communicated to the community via e-mail once discussed.
- Crime Watch – Betty A reported that things have been quiet on the crime side but reminded everyone that they send e-mail correspondence regarding more than just crime. Community events, lost pets, etc. They currently have 185 people signed up for Crime Watch. Anyone wanting to add their name can reach out to Betty or Brent.
- Community get together – with new families moving into the community, Jerry G suggested we get together at the Community Center for an evening of skating and fellowship, weather permitting. Betty A reminded everyone of the Mulberry's Rib Night to be held March 29<sup>th</sup>, 2026, as the Community Center runs on donations. It is also a wonderful way to meet neighbors. The annual Community Garage Sales will also be held at the Merrill Community Center in May. Reserve your tables early through Betty.
- Updated Contact List – Kim K asked about receiving a new and updated contact list. Deb S will provide same upon seeking clarification around potential privacy issues sharing everyone's contact details. The RM will be consulted for this information. Great suggestion just the same.

## **7. Adjournment**

Meeting ended at 8:20 PM. The Chair calls for the Motion to Adjourn.

Mike Berkes makes Motion.

The Merrill Hills Hamlet Annual General Meeting is hereby adjourned.

Minutes submitted by: Deb Sutherland

Approved by: Jerry Guest, Chair of the Merrill Hills Hamlet Board, and Cody Sander, Co-chair of the Merrill Hills Hamlet Board

Minutes for Riverside Estates AGM

November 26, 2025

Called to order: 6:31 PM by Emil Hamlin

Motion: Motion to approve the 2025 AGM agenda.

Made by: Dean Heinrichs

Second: Bev Townsend

Discussion: Called for additions. None were offered. Motion carried unanimously.

Motion: To approve 2024 minutes.

Made by: Bob Russell

Second: Bill Ellis

Discussion: Questions called for, none submitted. Motion carried unanimously.

Motion: To approve the budget as presented.

Made by: Bob Russell

Second: Jill Soloman

Discussion: Questions called for. Emil asked about the Commercial Assessment line. RM committed to submitting an answer to Emil via email on Thursday, November 27. There was no increase in the mill rate, the RM spread the new Flat Rate around. These details given by the RM reeve. Jill asked about the Commercial Assessment portion. Emil responded that the RM will respond and then share the information on the matter. Motion carried unanimously.

Board report from Emil Hamlin: New Municipalities Act. Hamlet board needs to report to the RM and the hamlet on its activities over the past year.

- 1) Held 4 virtual ad hoc meetings and attended one in-person meeting at RM office.
- 2) Residents brought forward concerns about tent caterpillars and potential spraying. Board sought quote from professionals but spraying was not required.

- 3) Residents asked about crack sealing for the road. Hamlet board approached the RM to get onto the schedule but it was decided for the second year in a row that the hamlet was not put on the schedule due to being too low priority.
- 4) Two virtual meetings held as a result of water leakage issues identified by the RM. Chair also attended an in-person meeting at RM in which the hamlet board was asked to assist in communicating logistics related to repairs. It was identified that 1,000 cubic meters had leaked in multiple instances. Board worked with RM administration and public works to address some of the leakage issues.
- 5) Formal meetings are not held every 120 days but with the ad hoc meetings required in 2025 there were no instances where board virtual meeting discussions were spaced by longer than 4 months.
- 6) Questions were called for. An audience member inquired about the amount of water that leaked from swimming pools. Emil explained how they monitor and calculate the leakage being charged to the hamlet. It was clarified that swimming pools were not the cause, it was merely a measure of comparison. Long explanation by the chair about water leakage.
- 7) Audience member raised concern about getting charged for the leaking water. Hayter from the RM explained that the leaks are before the water meters and the leaks are being absorbed by the utility. Audience member said it gets indirectly passed onto the residents and stated we should receive a rebate. Hayter responded saying that testing happened and the 3 leaks that were found were leaked. Hayter explained the valve zone testing. There are still 3 of the 6 zones that are displaying leakage and that's where the RM would focus efforts to find other leaking curb stops. Bore scope cameras are an option to try to find the additional leaks. Water level loss has decreased since the repairs. Another audience member asked that since the loss has decreased then the water rates should be reduced to reflect the lower loss. Board chair suggested an idea that he would raise later in the meeting. Audience member suggested that the house that was demolished at Cherry Lane and Pony Trail had the water running until the new owner went to develop. Audience member asked who pays for the testing to discover water leaks. Response was that the water utility pays for the testing. The water utility is for Riverside Estates which is owned by the RM. Explanation by the chair that hamlets are not legal entities and therefore cannot own anything. Question from the audience on who sets the rates for water. Chair responded that the DRWU holds the hamlet hostage on the rates. Explanation by chair about the chain of water ownership. The RM is the customer to the DRWU, not the hamlet. Audience member asked if there was an RM member on the DRWU board. The answer was no. Audience member asked when the next phase of inspection was going to occur. RM answered that 2026 will have individual testing for curb stops and an isolation valve repaired.

Audience member asked about who pays for that repair. Chair responded that the utility does. Councillor for our division spoke up and explained that some people were stealing water and how the Riverside system was using river water. Chair responded that the plumber had been in every home and identified 3 homes and that they were all repaired. Audience member asked how often the main meter was calibrated or inspected. Chair responded that the type of meter we have is calibrated but is not a recommended method of measuring. Audience member asked who owns the water infrastructure. Chair responded the RM owns it, hamlet bought it. Chair explained loss typically ranges from 5-20%. Audience member asked about getting a seat on the DRWU board. Chair responded no. RM had been offered a chair but refused it, and that refusal was permanent. Reeve indicated there was a member who lives in Casa Rio. Audience member asked about how much a priority this water issue is with the RM. RM responded that public works oversees the water utilities. RM responded this is a priority for the RM. Currently at 28% loss for the hamlet.

Motion: Approve the board report.

Made by: Marie Racine

Second: Wendy Stoeber

Discussion: Motion carried unanimously.

Chair spoke to new residents about fire fighting costs. RM self-insures and caps the cost but it is a good practice to get supplemental insurance to cover fire fighting costs. \$30,000 is insured by the RM.

Chair suggested that the hamlet subsidize the water loss. \$13,000 would reduce the rates by \$1/cu meter. Response by RM CAO was that the province would not allow this. However, there might still be a way to administer. It has to be a public benefit and not a private benefit. Audience member asked what our water rates are. Answer was \$7.84/cu meter. Casa Rio \$6.89/cu meter. Audience member commented that the subsidizing would not be the same—it would benefit heavy water users more. 20% of our surplus would be going toward subsidizing. Audience member commented that since the water distribution system is aged that replacing might be a better idea. Chair responded that replacing all curb stops would be \$1-1.5 million. Chair commented that grants may be available in the future for this work. Audience member commented that the RM operates 5 utilities. Each has their own bylaws. Audience member read out the rates from the website. Same member commented that the hamlet eventually pays the RM regardless.

Chair talked about roads. Crack sealing for next year. Comment from the audience member that we should be on a more frequent rotation. RM responded 2023 was the

last crack sealing. Hamlet made a request in September but it was too late. RM wants to establish a system to collect information early in the year to leverage larger volumes to get cheaper tenders. Audience member asked why the hamlet can't hire our own contractor. Hamlet doesn't have a legal existence but could still get the RM to do a contract and hire a contractor. Audience member commented that the cracks are big enough that damage will start being caused if the cracks aren't fixed. Chair explained that one contractor looked but wasn't interested due to lack of work in our area. It wouldn't be worth the contractor's time.

Chair explained elections must be held every 3 years. Next AGM there will be 3 open positions. Municipalities Act requires formal negotiations of some agreements between RM and Hamlet Board. CAO explained that the agreement framework is completed. Still waiting on grant with province. Agreements between RM and hamlets can all be different based on hamlets' needs.

Chair discussed the Code of Conduct for Hamlet Residents. This does not apply to the hamlet. Chair asked if the hamlet wants a similar Code of Conduct to govern interactions between hamlet residents and hamlet board. Chair encouraged discussion on this point after the meeting.

5 Cherry Lane—still operating as short stay rental facility? Doug Director of Planning and Development. He stated it is ongoing enforcement and owners are still working through appeals. Encouraged people to share evidence of short-term uses to RM for the file. RM is aware and will continue to monitor.

RM development plans for the area: Director of Planning commented about some building permits approved for expansion at Crossmount. Some subdivision interest in Riverside area. Hamlet would have the opportunity to review. Question was to clarify what subdivision means. Director explained it would be subdivision of 15-20 new lots. Director committed to providing land location but not name of person seeking the subdivision. Director explained the rezoning process.

Reminder of RM dog bylaw: Director spoke about updating the "Keeping of Animals" bylaw in Q1 of 2026. RM formalized a contract with SPCA with guaranteed intake of dogs per month.

Dutch elm disease and pruning: reminder to prune elm wood and dispose at city landfill for free. CAO commented End of April to end of August moratorium on pruning. Contractors must be certified.

Audience member asked how much board members get paid. Response was that these were volunteer positions. Member expressed appreciation for the board members and their work.

Motion: Motion to adjourn

Made by: Member

Meeting adjourned at 8:00 PM.

**Hamlet of Beaver Creek AGM**

**December 9, 2025**

**7:00 P.M.**

**Attendees:**

**Board Members: 4**

Scott Weir  
Zak Waldner  
Kyle Jantzen  
Chad Kozar

**Community Members: 11**

Norm Osback, Ian MacLeod, Ruth MacLeod, Nancy Bellegarde, Cam Ewart, Glen Coleville, Carol Coleville, Larry Hartwig, Ryan Bradley, Sharon Weir, Dean Bedard-Haughn

**Total Residents: 15**

**Guests: 2**

Lyndon Haduik: Division 3 Counsellor  
Hayder Lateef – Director of Public Works

**7:20 P.M. Meeting Called to Order**

Waited to achieve quorum.

**2024 AGM Minutes**

Motion made by Cam Ewart to accept 2024 AGM meeting minutes.

Seconded by Dean Bedard – Haughn

Motion carried.

Hayter Lateef gave regrets from Kerry Hiltz, RM Administrator, for his absence.

Hayter spoke to the changes pertaining to Hamlet rules implemented by the RM and the province of Saskatchewan regarding new formats.

Lydon Haduik talked about Tamke Road and how there has been very few developments on the issue since it was first made public last spring.

Lyndon indicated that there would be public forums held before any decisions were made. He also indicated that the road could be built on the RM of Dundurn land and suggested it could be a number of years before anything could be developed as there are options better than Tamke Road.

Cam Ewart indicated that he would be checking to see if there are any easements through Brightwater Conservation area.

Hayter was questioned by Kyle Jantzen about possible passing lanes and speed limit reductions on Highway 219 as reported by the Clark Crossing Gazette. Hayter indicated that it was something that being considered by Dept. of Highways and not something that the RM was really involved with.

### **Report from the Chair**

Zak Waldner expressed thanks to all Hamlet residents for their response to the Tamke Road survey.

He thanked Dean Bedard – Haughn for organizing the community septic tank pumping out.

He also thanked Carol Coleville for all her work regarding Hamlet budgets.

Zak indicated that other than Tamke Road issues, it has been a quiet year in the Hamlet.

### **First Responder Report**

Ryan Bradley presented his report. He indicated there had been a significant increase in call volumes. He also indicated some medical supplies will need to be replaced in 2026. Please see attached report as to call volumes and locations.

Kyle Jantzen questioned the RM representatives if there were any first responders in Casa Rio, Edgemont or any other developments in South Corman Park. RM could not indicate if there was.

Hamlet board will request that the RM prospect for first responders in South Corman Park.

### **Budget Report**

2025 Budget and forecast was presented by Carol Coleville.

Carol Coleville made motion to accept budget as presented.

Scott Weir made motion to second.

Motion carried.

## **Road Report**

Cam Ewart in presenting road report questioned the spring traffic count accuracy. Hayter Lateef responded that it was open for discussion as the RM only has two traffic counters at the present time and it is sometimes a problem.

Hayter was questioned as to the reason that the chip sealing on Poplar Grove Drive and Aspen Way were not completed in 2025. The RM response was that the contractor ran out of time and new requests for chip sealing in 2026 will have to be submitted in January 2026.

Cam Ewart questioned as to the reason the Hamlet of Beaver Creek main access roads are not paid for in full by the RM like all other Hamlets in the RM. Hayter responded that with the changes coming for Hamlets in the province the percentages paid for by the Hamlet for roads will be renegotiated as to who pays for what.

Cam Ewart requested that the RM keep the board members and himself updated on any information pertaining to Tamke Road.

## **Social Committee**

The social committee through Kyle Jantzen made a suggestion to have fireworks New Year's Eve.

Some discussion from attendees as to need.

Kyle Jantzen made a motion.

Motion seconded by Dean Bedare - Haughn

Motion carried.

Board will see what they can come up with for New Year's or possibly a later date.

## **Election**

Call was made to the floor for nominations to replace outgoing member, Zak Waldner.

Scott Weir nominated Zak Waldner.

No other nominations were put forward.

Zak Waldner was elected by acclamation. Thankyou Zak.

**Hamlet Board for 2026**

**Chad Kozar  
Scott Weir  
Kyle Jantzen  
Zak Waldner**

Motion made end the meeting at 9:23 PM.

**Hamlet of Beaver Creek  
Financial Statement and Budget**  
\$

	Actuals		Actuals		Forecast		Budget														
	2024	2025	2023	2022	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	
<b>REVENUE</b>																					
Municipal Tax Allocation - 40%	42,366	41,543	40,333	39,013	45,611	47,892	50,287	52,801	55,441	58,213	61,124	64,180	67,389	70,758	74,296	78,011	81,911	86,007	90,307	94,823	
Provincial Revenue Sharing Grant	19,645	17,306	17,306	15,381	20,847	21,889	22,984	24,133	25,340	26,607	27,937	29,334	30,801	32,341	33,958	35,655	37,438	39,310	41,276	43,339	
<b>TOTAL REVENUE</b>	<b>62,011</b>	<b>58,849</b>	<b>57,639</b>	<b>54,394</b>	<b>66,458</b>	<b>69,781</b>	<b>73,270</b>	<b>76,934</b>	<b>80,781</b>	<b>84,820</b>	<b>89,061</b>	<b>93,514</b>	<b>98,189</b>	<b>103,099</b>	<b>108,254</b>	<b>113,666</b>	<b>119,350</b>	<b>125,317</b>	<b>131,583</b>	<b>138,162</b>	
<b>EXPENSES</b>																					
<b>Roads:</b>																					
Snow Removal/Sanding	8,076	3,580	2,747	2,841	7,854	8,325	8,824	9,354	9,915	10,510	11,141	11,809	12,518	13,269	14,065	14,909	15,803	16,752	17,757	18,822	
Mowing	4,343	2,035	260	3,433	3,040	3,222	3,415	3,620	3,838	4,068	4,312	4,571	4,845	5,136	5,444	5,770	6,117	6,484	6,873	7,285	
Signs	0	420	0	145	0	400	420	441	463	486	511	536	563	591	621	652	684	718	754	792	
Sweeping	(131)	763	694	1,172	475	503	533	565	599	635	673	713	756	802	850	901	955	1,012	1,073	1,137	
Chip Seal Coating	0	64,347	0	56,840	0	197,846	97,792	0	104,222	0	0	0	294,838	143,014	0	147,403	0	0	0	388,650	
Vehicle Patching	468	6,500	0	3,631	1,877	2,500	2,625	2,756	2,894	3,039	3,191	3,350	3,518	3,694	3,878	4,072	4,276	4,490	4,714	4,950	
<b>Subtotal - Roads</b>	<b>12,756</b>	<b>77,644</b>	<b>3,701</b>	<b>68,062</b>	<b>13,245</b>	<b>212,796</b>	<b>113,610</b>	<b>16,737</b>	<b>121,931</b>	<b>18,738</b>	<b>19,827</b>	<b>20,980</b>	<b>31,737</b>	<b>166,505</b>	<b>24,857</b>	<b>173,707</b>	<b>27,835</b>	<b>29,455</b>	<b>31,170</b>	<b>421,636</b>	
<b>Other:</b>																					
Board Remuneration	400	400	400	300	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	
Admin Exp	15	230	0	14	100	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	
Social Events	216	750	486	0	600	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	
First Responders	0	500	0	212	700	700	700	700	700	700	700	700	700	700	700	700	700	700	700	700	
<b>Subtotal - Other</b>	<b>631</b>	<b>1,880</b>	<b>886</b>	<b>525</b>	<b>1,200</b>	<b>1,500</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	
<b>TOTAL EXPENSES</b>	<b>13,388</b>	<b>79,524</b>	<b>4,587</b>	<b>68,587</b>	<b>14,445</b>	<b>214,446</b>	<b>115,260</b>	<b>18,387</b>	<b>123,581</b>	<b>20,388</b>	<b>21,477</b>	<b>22,630</b>	<b>31,867</b>	<b>168,155</b>	<b>26,507</b>	<b>175,357</b>	<b>29,485</b>	<b>31,105</b>	<b>32,820</b>	<b>423,286</b>	
<b>Net Income/(Loss)</b>	<b>48,623</b>	<b>(20,675)</b>	<b>53,053</b>	<b>(14,193)</b>	<b>52,013</b>	<b>(144,664)</b>	<b>(41,990)</b>	<b>58,547</b>	<b>123,581</b>	<b>20,388</b>	<b>67,584</b>	<b>70,884</b>	<b>(20,498)</b>	<b>(65,056)</b>	<b>81,746</b>	<b>(61,691)</b>	<b>89,865</b>	<b>94,212</b>	<b>98,763</b>	<b>(285,123)</b>	
<b>RESERVE - Beginning Balance</b>	<b>199,992</b>	<b>196,780</b>	<b>139,304</b>	<b>150,089</b>	<b>259,015</b>	<b>319,028</b>	<b>177,864</b>	<b>137,874</b>	<b>200,421</b>	<b>160,620</b>	<b>229,052</b>	<b>301,635</b>	<b>378,519</b>	<b>161,022</b>	<b>98,465</b>	<b>183,212</b>	<b>123,521</b>	<b>216,386</b>	<b>315,598</b>	<b>421,361</b>	
Interest on Reserve	10,399	3,000	7,636	3,407	8,000	8,000	2,000	4,000	3,000	4,000	5,000	6,000	3,000	2,500	3,000	2,000	3,000	5,000	7,000	2,000	
Net Year Income/Loss	48,623	(20,675)	53,053	(14,193)	52,013	(22,834)	(144,664)	(41,990)	58,547	123,581	20,388	67,584	70,884	(20,498)	(65,056)	81,746	(61,691)	89,865	94,212	98,763	
<b>RESERVE - Ending Balance</b>	<b>259,015</b>	<b>179,105</b>	<b>199,992</b>	<b>139,304</b>	<b>319,028</b>	<b>243,937</b>	<b>177,864</b>	<b>137,874</b>	<b>200,421</b>	<b>160,620</b>	<b>229,052</b>	<b>301,635</b>	<b>378,519</b>	<b>161,022</b>	<b>98,465</b>	<b>183,212</b>	<b>123,521</b>	<b>216,386</b>	<b>315,598</b>	<b>421,361</b>	
Chip seal km per schedule					0	1.6	3.9	1.8	0	1.7	0	0	0	3.9	1.8	0	1.7	0	0	0	

Notes:  
 Chip seal - Beaver Ridge Rd and Aspen Way were scheduled for 2024 and 2025 but pushed to 2026 (9 years)  
 Chip seal - Other Roads - 7 year rotation - Beaver Creek East and Poplar Grove Rd scheduled for 2026  
 Budget revenue assumed a 5 % increase per year for the Municipal Tax Allocation and Provincial Revenue Sharing Grant

Hamlet of Beaver Creek  
Road Maintenance Plan 7 year rotation

ROAD DESCRIPTION	KM	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	
RR 3054 Beaver Creek East	1.6			1.6							1.6							1.6							1.6	
Southwinds Drive	1.5				1.5							1.5							1.5							
Southwinds Place	0.3				0.3							0.3							0.3							
Poplar Grove Drive	0.7										0.7								0.7							0.7
East Access Road (50% cost share)	2.0						1.0							1.0												
Aspen Way	0.6	0.6									0.6								0.6							0.6
Beaver Ridge Road	1.0	1.0									1.0								1.0							1.0
RR 3055 Beaver Creek West	0.7						0.7							0.7												0.7
Total KM	8.4	1.6	0.0	2.3	1.8	0.0	1.7	0.0	0.0	0.0	3.9	1.8	0.0	1.7	0.0	0.0	0.0	3.9	1.8	0.0	1.7	0.0	0.0	0.0	3.9	
Cost of chip seal as per budget	\$										197,846	97,792		104,222				294,838	143,014		147,403				388,650	

Date	302 - 3054 N	301/303 - 3054 S	Traffic not within	% Traffic not within	
			Beaver Creek	Beaver Creek	Beaver Creek
27-May	266	229	37		14%
28-May	310	255	55		18%
29-May	359	264	95		26%
30-May	274	213	61		22%
31-May	236	199	37		16%
01-Jun	193	147	46		24%
02-Jun	263	205	58		22%

Date	Traffic Driving South of			% Traffic on road that	
	304 - 3055 S	305 - 3055 N	Beaver Creek	aren't going to Hamlet	
04-Jun	35	125	35	28%	
05-Jun	43	147	43	29%	
06-Jun	55	154	55	36%	
07-Jun	32	80	32	40%	
08-Jun	33	86	33	38%	
09-Jun	40	140	40	29%	
10-Jun	46	134	46	34%	
11-Jun	45	162	45	28%	
12-Jun	47	127	47	37%	

## Beaver Creek First Responder Report 2025

Significant increase in call volume with the total number of calls doubling to 48 compared to 24 last year. The biggest increase was within the smaller response area (as agreed upon at 2024 AGM). With 12 calls inside the area plus, 3 calls at Hwy 219 and RR 3054, and 1 call just north of the boundary. This amounts to 16 calls that would be within the Beaver Creek response area. Also seen a large increase for calls well beyond our boundaries including 2 in the very far SE corner, 1 south of White Cap First Nation and 7 on Grasswood road with 2 of those being Grasswood and Hwy 11.

### 2025 Expenses

- No expenses

### 2026 Budget considerations

- Will need to restock a number of items used from the surplus inventory.

### Call data from December 1, 2024 to November 30, 2025

Total calls – 48

- 12 Hamlet of Beaver Creek
- 2 Edgemount
- 7 Crossmount
- 7 Grasswood Road
- 4 Casa Rio
- 2 furthest SE corner of RM
- 4 near the river
- 4 on Hwy 219
- 3 on Hwy 11
- 3 Cozy Nest (RM of Dundurn)

Calls per month

- Dec – 4
- Jan – 2
- Feb – 5
- Mar – 4
- Apr – 4
- May – 2
- June – 3
- July – 2
- Aug – 9
- Sept – 7
- Oct – 3
- Nov – 3

## **Discovery Ridge Hamlet Board Meeting Virtual Meeting. – Dec. 18, 2025**

Attending: Ed Underwood, Tim Kozan, Cathy Mills  
Regrets: Dwayne Parschauer

### **Items for Discussion**

1. Hamlet Agreement  
We need to make progress on our hamlet agreement however it would help if we had updates (templates) from the RM concerning budgeting etc. Hope by March there will be some progress on that front.
2. Residential Signs  
The committee is selecting three final options to present to hamlet members for an electronic vote. They will check that the existing quote is still valid before presenting to hamlet members.
3. Loraas Disposal Agreement 2026  
We are receiving a 6% increase in our rates that will start effective Feb 1st  
Our monthly charge is around \$800/ month so this would result in an extra \$50 mth or approx. \$600 increase for the yr.
4. Highway 5 twinning project as it concerns our hamlet.  
Not aware of specific concerns to date.

### **Other**

Welcome to new hamlet residents, Sarah Wingerek and Lindsay Jackson and pup Jasper at 25 Discovery Road.

### **March Board Meeting Agenda**

1. Settle the nomination process, voter list, and election process for board members.

## Payment Summary

Pay Date : Between(Calendar) 2025-12-09 12:00:00 AM, 2026-01-16 12:00:00 AM

Reference Number	Supplier Name	Pay Amount
00989-0001	RECEIVER GENERAL	74,013.64
00990-0001	CITIBANK THD REMITTANCES	407.82
00991-0001	RECEIVER GENERAL	63,003.47
00992-0001	102118329 SASK LTD dba METAL SUPERMARKETS SASKATOON	288.70
00992-0002	1353475 AB Ltd O/A TEL-J COMMUNICATIONS	350.39
00992-0003	3G JUNK & GARBAGE REMOVAL	682.50
00992-0004	A.P.A.S.	22,173.58
00992-0005	ACKLANDS - GRAINGER INC.	158.12
00992-0006	AIR EXCELLENCE HVAC SERVICES INC	1,750.65
00992-0007	ALSCO	3,340.91
00992-0008	ASTRO TOWING	918.21
00992-0009	AUTO CLEARING (1982) LTD.	498.39
00992-0010	BALZER, STEVEN	1,022.04
00992-0011	BISHOP, DAVID A.	250.00
00992-0012	BLACK & MCDONALD LIMITED	465.81
00992-0013	BOBCAT AND KUBOTA OF SASKATOON	7,437.98
00992-0014	BOECHLER, JORDAN	170.00
00992-0015	BOLT SUPPLY HOUSE LTD.	4,131.59
00992-0016	BRANDT TRACTOR LTD.	23,695.32
00992-0017	BRIARGATE PROMOTIONS LTD	3,509.93
00992-0018	BROWN'S LANDSCAPING & LEVELING LTD	815.85
00992-0019	BRYDEN, DAVID	414.56
00992-0020	CANADIAN NATIONAL RAILWAY	807.00
00992-0021	CATHEDRAL BLUFFS COMMUNITY ASSOCIATION INC	47,944.39
00992-0022	CDW CANADA	3,167.70
00992-0023	CHUHANIUK, MICHELLE	555.00
00992-0024	CITY OF MARTENSVILLE	2,185.12
00992-0025	CITY OF SASKATOON	168,892.06
00992-0026	CLARK'S CROSSING GAZETTE NEWSPAPER CORP	4,692.67
00992-0027	CLEARLY INSTALLED MOBILE GLASS	1,748.25
00992-0028	CLEARTECH INDUSTRIES INC.	3,134.68
00992-0029	CLOSED CREEK RESOURCES INC	31.77
00992-0030	COMPASS GROUP ONTARIO LTD	697.58
00992-0031	CORE INDUSTRIAL SERVICES L.P.	3,123.75
00992-0032	COSMOPOLITAN INDUSTRIES LTD.	153.30
00992-0033	COWAN, DUSTIN R.	170.00
00992-0034	CPKN NETWORK INC	36.75
00992-0035	CULLIGAN WATER	106.50
00992-0036	DAVTECH ANALYTICAL SERVICES CANADA INC	206.45
00992-0037	DE JUAN, HAROLD	250.00
00992-0038	DE LAGE LANDEN FINANCIAL SERVICES CANADA INC.	2,270.31
00992-0039	DIGITEX CANADA INC	1,338.27
00992-0040	DUTTCHEN, ROBERT & DIANE	42.50
00992-0041	EASY KLEEN PUMPS & PRESSURE	1,010.77
00992-0042	FEDERAL EXPRESS CANADA LTD	30.79
00992-0043	FLOCOR INC	1,805.31
00992-0044	FORT GARRY INDUSTRIES	802.25
00992-0045	FRONTLINE TRUCK & TRAILER	12,689.70
00992-0046	CAVR RODENT PRODUCTS	9,737.60

00992-0047	GERMS, JOHN	530.00
00992-0048	GORDON, JAMES A.	170.00
00992-0049	GREENWOOD, DAVID	819.78
00992-0050	GREGG DISTRIBUTORS	4,946.25
00992-0051	HADUIK, LYNDON	367.34
00992-0052	HARGRAVE, JOE	1,301.22
00992-0053	HBI OFFICE PLUS INC	1,471.83
00992-0054	HEIDELBERG MATERIALS CANADA LIMITED	59,223.05
00992-0055	HILTS, KERRY L.	137.87
00992-0056	INT. UNION OF OPERATING	4,709.20
00992-0057	ISL ENGINEERING AND LAND SERVICES LTD	110,593.61
00992-0058	IVERSON, TESSA	44.09
00992-0059	JOHNSON, BRAEDEN M.D.	170.00
00992-0060	KABELE, DAVID	250.00
00992-0061	KORPAN TRACTOR	5,138.97
00992-0062	LASER IMPRESSIONS INC	147.06
00992-0063	LAWRENCE, DANIEL	170.00
00992-0064	LEAN MACHINE METAL FABRICATION INC	299.70
00992-0065	LGG INDUSTRIAL	1,450.33
00992-0066	LINDE CANADA INC.	44.57
00992-0067	LORAAS DISPOSAL SERVICES	6,900.65
00992-0068	MAXIM TRUCK & TRAILER	12,922.04
00992-0069	MCDUGALL GAULEY	15,888.24
00992-0070	MEMORY EXPRESS INC	124.09
00992-0071	MERLIN FORD LINCOLN	411.04
00992-0072	Metz, Jason	245.31
00992-0073	MILTON, ALEXANDER CODY	170.00
00992-0074	MISTER PRINT	699.30
00992-0075	MRF GEOSYSTEMS CORPORATION	9,527.88
00992-0076	MUN. EMPL. PENSION PLAN	82,940.50
00992-0077	MUNICODE SERVICES LTD.	28,370.47
00992-0078	NOR-TEC LINEN	205.65
00992-0079	NORTHERN IND. PLATING LTD	1,574.66
00992-0080	ONE JANITORIAL	5,561.08
00992-0081	P. MACHIBRODA ENGINEERING LTD.	6,121.50
00992-0082	PETRO CANADA PRODUCTS	6,014.80
00992-0083	PITNEY BOWES GLOBAL CREDIT SERVICES	1,045.25
00992-0084	PLENTY O PATCHES	210.24
00992-0085	PRAIRIE MOBILE COMM.	1,093.24
00992-0086	PRUIM, ARTHUR J.	190.08
00992-0087	QUALITY TIRE SERVICE LTD.	180.71
00992-0088	RA AUTO REPAIR LTD	8,436.26
00992-0089	RAMAGE, DOUGLAS	472.50
00992-0090	RATHGEBER, KYLE S.	170.00
00992-0091	RAY'S TAILORS	642.69
00992-0092	REDHEAD EQUIPMENT	232.12
00992-0093	ROW, REBECCA	379.37
00992-0094	SALESKI, JOHN J.	691.70
00992-0095	SARM - FINNING	5,510.76
00992-0096	SARM - ATS TRAFFIC	13,223.97
00992-0097	SARM - SARM DIRECT INVOICES	7,638.48
00992-0098	SARM - STAPLES	1,871.41
00992-0099	SASK 1ST CALL	15.75
00992-0100	SASK WATER CORPORATION	45,772.16

00992-0101	SASK. RESEARCH COUNCIL	982.01
00992-0102	SASKATCHEWAN PROFESSIONAL PLANNERS INSTITUTE (SPPI)	5,125.60
00992-0103	SASKATOON ACCELERATED TECHNOLOGY INC.	2,898.22
00992-0104	SASKATOON FIRE PROTECTION	90.13
00992-0105	SASKATOON MOTOR PRODUCTS	2,097.43
00992-0106	SASKATOON WHOLESALE TIRE	3,994.82
00992-0107	SASKPOWER	5,552.81
00992-0108	SCHREINER, DANA	170.00
00992-0109	SCRIVEN, CAREY R.	170.00
00992-0110	SEEMOREGREEN LANDSCAPING	42.00
00992-0111	SIGMA SAFETY CORP	1,085.66
00992-0112	ST ARNAUD, MICHAEL J.	170.00
00992-0113	STANTEC CONSULTING LTD.	2,218.88
00992-0114	STEELMET SUPPLY INC.	105.23
00992-0115	SUNBELT RENTALS OF CANADA INC	453.13
00992-0116	SUTHERLAND AUTOMOTIVE	5,937.82
00992-0117	TAYLOR, RON W.	244.19
00992-0118	TITANGPS	2,480.18
00992-0119	TRASK, WENDY	1,033.62
00992-0120	TRIOD SUPPLY (N.B.) LTD.	10,962.29
00992-0121	VAANDRAGER, CALVIN J.	972.20
00992-0122	WESTERN MUNICIPAL Consulting	367.50
00992-0123	WILLIAMS SCOTSMAN OF CANADA INC	570.54
00992-0124	WILLIAMS, JESSICA	1,569.68
00992-0125	WSP CANADA LIMITED	11,961.20
00992-0126	XEROX FINANCIAL SERVICES CANADA ULC	962.37
00992-0127	ZELINSKI, BRENT	83.24
00992-0128	ZHU, HEIDI L.L.	128.10
00993-0001	RECEIVER GENERAL	64,276.23
00994-0001	RECEIVER GENERAL	4,434.48
00995-0001	WBM TECHNOLOGIES INC	3,468.11
00996-0001	WBM TECHNOLOGIES INC	3,537.54
00997-0001	CITY OF MARTENSVILLE	80,000.00
00997-0002	CITY OF WARMAN	80,000.00
00997-0003	TOWN OF DALMENY	80,000.00
00997-0004	TOWN OF LANGHAM	80,000.00
00998-0001	SCHOOL TAX - MINISTER OF FINANCE	6,403,055.99
00999-0001	1353475 AB Ltd O/A TEL-J COMMUNICATIONS	350.39
00999-0002	3G JUNK & GARBAGE REMOVAL	283.50
00999-0003	ACKLANDS - GRAINGER INC.	1,945.83
00999-0004	ACTION OFFICE INTERIORS	3,234.54
00999-0005	ALSCO	852.96
00999-0006	BOLT SUPPLY HOUSE LTD.	1,529.92
00999-0007	BRANDT TRACTOR LTD.	304.74
00999-0008	CANADIAN DEWATERING LP	25.21
00999-0009	CANADIAN NATIONAL RAILWAY	2,469.27
00999-0010	CITY OF SASKATOON	168.14
00999-0011	CITY OF WARMAN	74.49
00999-0012	CLEARTECH INDUSTRIES INC.	1,567.34
00999-0013	CLOSED CREEK RESOURCES INC	28.04
00999-0014	CULLIGAN WATER	50.50
00999-0015	DIGITEX CANADA INC	71.54
00999-0016	DRAGER SAFTEY CANADA LTD	14,293.20
00999-0017	DUTTCHEN, ROBERT & DIANE	887.96

00999-0018	FEDERATION OF CANADIAN MUNICIPALITIES	2,768.31
00999-0019	GREGG DISTRIBUTORS	2,799.89
00999-0020	INT. UNION OF OPERATING	1,575.87
00999-0021	INTERVALLEY WATER INC.	505.91
00999-0022	JOHNSON, BRAEDEN M.D.	480.41
00999-0023	LINDE CANADA INC.	44.57
00999-0024	LORAAS DISPOSAL SERVICES	13,464.72
00999-0025	MUN. EMPL. PENSION PLAN	41,402.16
00999-0026	ONE JANITORIAL	2,920.62
00999-0027	PETRO CANADA PRODUCTS	3,475.49
00999-0028	RICE, RYAN	393.75
00999-0029	SARM - FINNING	19,696.79
00999-0030	SARM - SARM DIRECT INVOICES	612,893.75
00999-0031	SASK MUNL HAIL INS ASSOC.	199,061.38
00999-0032	SASK. RESEARCH COUNCIL	270.91
00999-0033	SASKATOON WHOLESALE TIRE	765.57
00999-0034	SE PANEL PRODUCTS	319.13
00999-0035	ST. PAUL'S RCSSD #20	531,870.68
00999-0036	TOTH, ADAM M.	7.50
00999-0037	TOWN OF LANGHAM	5,665.82
00999-0038	TRIOD SUPPLY (N.B.) LTD.	19,340.64
01000-0001	SUNCOR ENERGY PRODUCTS PARTNERSHIP	7,364.72
01001-0001	BMO BANK OF MONTREAL	12,290.36
31581	HAYNE, IAN	1,671.10
31582	COWESSESS TLE HOLDINGS INC.	74,802.50
31611	ACTION CAR & TRUCK ACCESSORIES	3,229.60
31612	ACX VENTURE	927.44
31613	BOOTH, GEOFF	1,480.00
31614	CANADA REVENUE AGENCY	389.14
31615	CANSEL	16,350.17
31616	CHARTERED PROFESSIONALS IN HUMAN RESOURCES	210.00
31617	CLIFTON ENGINEERING GROUP	3,169.95
31618	DOZOREC, PATRICIA ANN	1,356.71
31619	EXPRESS IT MORE PROMOTIONAL PRODUCTS	61.05
31620	GEOVERRA INC	1,580.30
31621	GREATER SASKATOON CHAMBER OF COMMERCE	705.60
31622	GUILLEMIN, BRIAN	20.00
31623	HERITAGE SASKATCHEWAN	52.50
31624	JOHNSTON, JAMES	1,500.00
31625	JS INDUSTRIES	1,139.78
31626	KONICA MINOLTA PREMIER FINANCE	1,015.65
31627	KOSTIUK NOBBS, SHERRY LYN	253.90
31628	KWS DEVELOPMENTS	150.00
31629	LAWSON AUTO SPA	42.00
31630	MACBEENERS BUSINESS GOODS	427.91
31631	MATHISON, JOHN	1,500.00
31632	Michelman, Trent	1,800.00
31633	PEACOCK, GRANT	110.08
31634	RAMPART	502.11
31635	ROCKY MOUNTAIN PHOENIX	2,495.28
31636	ROSE MARKING DEVICES LTD	168.36
31637	STARS HELICOPTER AIR AMBULANCE	17,818.00
31638	TWA - HEAD OFFICE 00	1,349.40
31639	RMAA	425.00

31640	BERGEN, JESSE	18,893.28
31641	TOWN OF OSLER	80,000.00
31642	EXPERT LOCKSMITHS LTD.	320.52
31643	EYEWITNESS SECURITY SYSTEMS LTD	15,429.00
31644	FOREMAN, S. D. (STU)	198.40
31645	FOUNTAIN TIRE	888.93
31646	HUB CITY ELECTRICAL CONTRACTORS LTD.	485.97
31647	ITALIAN CANADIAN ASSOCIATION OF SASKATOON	603.66
31648	R. M. OF DUNDURN	32,190.60
31649	SASKATCHEWAN DRAG RACING ASSOCIATION INC.	1,902.27
31650	SASKATOON STOCK CAR RACING ASSOCIATION	5,000.00
31651	SASKATOON WILDLIFE FEDERATION	732.73
31652	WHEATLAND REG'L LIBRARY	41,694.12

## Payment Detail

Pay Date : Between(Calendar) 2025-12-09 12:00:00 AM, 2026-01-16 12:00:00 AM

Payment Number: 00989-0001, Supplier: RECEIVER GENERAL

Invoice Number	Invoice Description	Invoice Amount
RECE000 - 160706	Payroll Remittance BN: 107941676RP0001	1,499.85
RECE000 - 160708	Payroll Remittance BN: 107941676RP0002	64,902.61
RECE000 - 160724	Payroll Remittance BN:	7,611.18

Payment Number: 00990-0001, Supplier: CITIBANK THD REMITTANCES

Invoice Number	Invoice Description	Invoice Amount
NOV25	Paper Towel, Screwdriver, Outdoor Storage Bin	407.82

Payment Number: 00991-0001, Supplier: RECEIVER GENERAL

Invoice Number	Invoice Description	Invoice Amount
RECE000 - 161005	Payroll Remittance BN: 107941676RP0001	324.35
RECE000 - 161007	Payroll Remittance BN: 107941676RP0002	62,679.12

Payment Number: 00992-0001, Supplier: 102118329 SASK LTD dba METAL SUPERMARKETS SASKATOON

Invoice Number	Invoice Description	Invoice Amount
1024341	Oxyen Sensors	288.70

Payment Number: 00992-0002, Supplier: 1353475 AB Ltd O/A TEL-J COMMUNICATIONS

Invoice Number	Invoice Description	Invoice Amount
INV-19077	Public Works After Hours Answering Services	350.39

Payment Number: 00992-0003, Supplier: 3G JUNK & GARBAGE REMOVAL

Invoice Number	Invoice Description	Invoice Amount
113	Garbage Removal	189.00
114	Garbage Removal	147.00
116	Garbage Removal	157.50
117	Garbage Removal	189.00

Payment Number: 00992-0004, Supplier: A.P.A.S.

Invoice Number	Invoice Description	Invoice Amount
31457	2026 Membership	22,173.58

Payment Number: 00992-0005, Supplier: ACKLANDS - GRAINGER INC.

Invoice Number	Invoice Description	Invoice Amount
9700117188	Hammer	26.04
9700117196	Radios	132.08

Payment Number: 00992-0006, Supplier: AIR EXCELLENCE HVAC SERVICES INC

Invoice Number	Invoice Description	Invoice Amount
12976	Furnace Repairs - Control Board	874.08
13003	Furnace Repair - Control Board	876.57

Payment Number: 00992-0007, Supplier: ALSCO

Invoice Number	Invoice Description	Invoice Amount
1666768	Coverall, Towels	407.87
1668427	Coveralls, Towels	407.87
1670048	Coveralls, Towels	400.58
1671545	Coveralls, Towels	507.29
1671744	Coveralls, Towels	418.86
1673415	Coveralls, Towels	393.32
1675108	Coveralls, Towels	393.32
1676776	Coveralls, Towels	411.80

Payment Number: 00992-0008, Supplier: ASTRO TOWING

Invoice Number	Invoice Description	Invoice Amount
930806	Towing - CPPS	116.60
930811-	Towing - CPPS	263.03
940918	Tow - TG50	538.58

Payment Number: 00992-0009, Supplier: AUTO CLEARING (1982) LTD.

Invoice Number	Invoice Description	Invoice Amount
326002	Fuel Pump - T42	498.39

Payment Number: 00992-0010, Supplier: BALZER, STEVEN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	126.72
NOV25	Mileage and Expenses	895.32

Payment Number: 00992-0011, Supplier: BISHOP, DAVID A.

Invoice Number	Invoice Description	Invoice Amount
NOV25	2025 Boot Allowance	250.00

Payment Number: 00992-0012, Supplier: BLACK & MCDONALD LIMITED

Invoice Number	Invoice Description	Invoice Amount
54-1864731	Pressure Washer Repairs	465.81

Payment Number: 00992-0013, Supplier: BOBCAT AND KUBOTA OF SASKATOON

Invoice Number	Invoice Description	Invoice Amount
S53273	Alternator - TR74	1,565.69
S54689	Oil - TR74	173.99
W90683	Replace Battery Cables - TR75	750.17
W91243	PTO Repairs - TR74	4,948.13

Payment Number: 00992-0014, Supplier: BOECHLER, JORDAN

Invoice Number	Invoice Description	Invoice Amount
DEC25-1	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0015, Supplier: BOLT SUPPLY HOUSE LTD.

Invoice Number	Invoice Description	Invoice Amount
9061533-01	Washers	90.96
9145947-00	Screws, Washers - T42	52.45
9146783-00	Grader Blades	3,988.18

Payment Number: 00992-0016, Supplier: BRANDT TRACTOR LTD.

Invoice Number	Invoice Description	Invoice Amount
1203738	Travel Time for Repairs - G36	207.40
12039885	Repari Travel Time - G39	414.81
1204614	DEF Header Repair - G28	5,048.47

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4253284	Wear Inserts - G40 & G41	7,060.97
4253414	Wear Inserts - G38, G39	7,060.97
4253524	Thermostat, Roll Pin G39	132.77
4253965	Thermostat, Roll Pin - G39, L54	-95.43
4254010	Hydraulic Hose - G36	130.86
4254381	Window - G30	523.03
4254550	Coolant Cup - G39	54.53
STS125475	Solenoid Repairs - TG33	3,156.94

Payment Number: 00992-0017, Supplier: BRIARGATE PROMOTIONS LTD

Invoice Number	Invoice Description	Invoice Amount
178081ZT2	Polo Shirts, Vests, Business Cards	3,509.93

Payment Number: 00992-0018, Supplier: BROWN'S LANDSCAPING & LEVELING LTD

Invoice Number	Invoice Description	Invoice Amount
2039	Hydrovac Retention Pond - Bizhub	815.85

Payment Number: 00992-0019, Supplier: BRYDEN, DAVID

Invoice Number	Invoice Description	Invoice Amount
DEC25	Safety Training	360.75
DEC25-1	Staff Meeting Sundries	53.81

Payment Number: 00992-0020, Supplier: CANADIAN NATIONAL RAILWAY

Invoice Number	Invoice Description	Invoice Amount
91816109	Rail Crossing Maintenance	403.50
91820434	Rail Crossing Maintenance	403.50

Payment Number: 00992-0021, Supplier: CATHEDRAL BLUFFS COMMUNITY ASSOCIATION INC

Invoice Number	Invoice Description	Invoice Amount
DEC25	Operating Expenses Reimbursement	47,944.39

Payment Number: 00992-0022, Supplier: CDW CANADA

Invoice Number	Invoice Description	Invoice Amount
AH2Y96X	WiFi iPads - Council	1,467.19
AH2ZN6Y	Monitors, Docks, Monitor Arm - Admin	1,700.51

Payment Number: 00992-0023, Supplier: CHUHANIUK, MICHELLE

Invoice Number	Invoice Description	Invoice Amount
DEC25	Q4 CPPS Commission Remuneration	555.00

Payment Number: 00992-0024, Supplier: CITY OF MARTENSVILLE

Invoice Number	Invoice Description	Invoice Amount
2584	Fire Services - RR3054A	2,185.12

Payment Number: 00992-0025, Supplier: CITY OF SASKATOON

Invoice Number	Invoice Description	Invoice Amount
10001800054769	Fire Services - NE-29-35-6-W3	2,492.26
10001800054778	Fire Services - Peters Ave	1,107.67
10001800055549	Q4 Ind Park Fire Fighting / Fire Inspection Service	163,291.00
10501800003030	Clothing - CPPS	688.37
10501800003035	Clothing - CPPS	647.52
10501800003057	Holster - CPPS	417.94
10501800003072	Clothing - CPPS	71.04
NOV25	Utilities	176.26

Payment Number: 00992-0026, Supplier: CLARK'S CROSSING GAZETTE NEWSPAPER CORP

Invoice Number	Invoice Description	Invoice Amount
3110	Bylaw - 41-25	242.43
3111	Bylaw - 44, 47-25	568.45
3137	Remembrance Day	199.50
3160	Ratepayer Meeting Advertising	331.46
3164	Bylaw 44, 47, 51-25	568.45
3248	CPPS Board Member Position	204.96
3249	Rezone Bylaw 25-18	314.20
3250	Bylaw 54-25	372.75
3302	Impaired Driving Advertisement	15.23
3349	Bylaw 54-25	372.75
3372	Bylaw 54-25	372.75
3378	CPPS Advertising - CPPS Board	204.96
3452	Admin Advertising - Christmas Greetings	909.55
3521	Admin Advertising - Impaired Driving	15.23

Payment Number: 00992-0027, Supplier: CLEARLY INSTALLED MOBILE GLASS

Invoice Number	Invoice Description	Invoice Amount
097867	Window - T52	588.30
097872	Window - T38	521.70
097873	Windows - G30	305.25
119871	New Window - TR73	333.00

Payment Number: 00992-0028, Supplier: CLEARTECH INDUSTRIES INC.

Invoice Number	Invoice Description	Invoice Amount
INV1186166	Wastewater Disposal - Ind Park	1,567.34
INV1189709	Wastewater Disposal - Ind Park	1,567.34

Payment Number: 00992-0029, Supplier: CLOSED CREEK RESOURCES INC

Invoice Number	Invoice Description	Invoice Amount
NOV25	Utilities	31.77

Payment Number: 00992-0030, Supplier: COMPASS GROUP ONTARIO LTD

Invoice Number	Invoice Description	Invoice Amount
I466847	Coffee, Hot Chocolate, Cream, Coffee Filters	509.41
I478465	Coffee, Cream	188.17

Payment Number: 00992-0031, Supplier: CORE INDUSTRIAL SERVICES L.P.

Invoice Number	Invoice Description	Invoice Amount
41908532	Septic - Haight	315.00
41908533	Septic - Lutheran	315.00
41908534	Septic - 33rd	315.00
41909293	Septic - Luth	315.00
41909528	Septic - 33rd	315.00
41909529	Septic - Lutheran	918.75
41909660	Septic - Haight	315.00
41909799	Septic - Lutheran	315.00

Payment Number: 00992-0032, Supplier: COSMOPOLITAN INDUSTRIES LTD.

Invoice Number	Invoice Description	Invoice Amount
99657	Office Paper Recycling & Conf Shredding	153.30

Payment Number: 00992-0033, Supplier: COWAN, DUSTIN R.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0034, Supplier: CPKN NETWORK INC

Invoice Number	Invoice Description	Invoice Amount
7625	Proficiency Exam - CPPS	36.75

Payment Number: 00992-0035, Supplier: CULLIGAN WATER

Invoice Number	Invoice Description	Invoice Amount
28714TO	Water - Lutheran	48.00
3298616	Water - Pest Control - Admin	19.50
60129TO	Water - Lutheran	39.00

Payment Number: 00992-0036, Supplier: DAVTECH ANALYTICAL SERVICES CANADA INC

Invoice Number	Invoice Description	Invoice Amount
SI-175896	Evidence Bags - CPPS	206.45

Payment Number: 00992-0037, Supplier: DE JUAN, HAROLD

Invoice Number	Invoice Description	Invoice Amount
DEC25	Boot Allowance - 2025	250.00

Payment Number: 00992-0038, Supplier: DE LAGE LANDEN FINANCIAL SERVICES CANADA INC.

Invoice Number	Invoice Description	Invoice Amount
10468352	Copier Lease - CPPS	125.14
10491558	Copier Lease	2,020.03
10518310	Copier Lease - CPPS	125.14

Payment Number: 00992-0039, Supplier: DIGITEX CANADA INC

Invoice Number	Invoice Description	Invoice Amount
IN1332980	Copier Maintenance Contract	1,338.27

Payment Number: 00992-0040, Supplier: DUTTCHEN, ROBERT & DIANE

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	42.50

Payment Number: 00992-0041, Supplier: EASY KLEEN PUMPS &amp; PRESSURE

Invoice Number	Invoice Description	Invoice Amount
241944	Valve Replacements	1,010.77

Payment Number: 00992-0042, Supplier: FEDERAL EXPRESS CANADA LTD

Invoice Number	Invoice Description	Invoice Amount
2-697-80991	Office Courier - CPPS	30.79

Payment Number: 00992-0043, Supplier: FLOCOR INC

Invoice Number	Invoice Description	Invoice Amount
7152384	Water Meter - Stock	361.06
7152399	Water Meters - Stock	1,444.25

Payment Number: 00992-0044, Supplier: FORT GARRY INDUSTRIES

Invoice Number	Invoice Description	Invoice Amount
F3023073	Motor - T45	370.57
F3049023	Plow Light - T45	338.99
F3094031	Belt Pulley - T45	92.69

Payment Number: 00992-0045, Supplier: FRONTLINE TRUCK &amp; TRAILER

Invoice Number	Invoice Description	Invoice Amount
C101433187:01	Replace Lights - TG50	124.48
C101433224:01	Replace Lights - TG50	19.94
C101434370:01	Brake Valve - TG43	424.42
C101435301:01	Sensors - TG50	1,588.39
C101436091:01	Hoodlift Spring Support - TG50	584.26
R101091944:01	New Turbo Valve - TG49	8,740.32
R101092208:01	Repair Headlight - TG43	1,207.89

Payment Number: 00992-0046, Supplier: G.W.P. RODENT PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
13832	Pest Control - Protecta, Contrac, Ramik	2,649.50
13952	Pest Control - Protecta	1,785.00
13980	Pest Control - Ditrac, Ramik, Contrac, Protecta	5,303.10

Payment Number: 00992-0047, Supplier: GERMS, JOHN

Invoice Number	Invoice Description	Invoice Amount
NOV25	Mileage and Expenses	530.00

Payment Number: 00992-0048, Supplier: GORDON, JAMES A.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0049, Supplier: GREENWOOD, DAVID

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	81.84
NOV25	Mileage and Expenses	737.94

Payment Number: 00992-0050, Supplier: GREGG DISTRIBUTORS

Invoice Number	Invoice Description	Invoice Amount
565889	Heater	44.39
565890	Oil Waste Container	366.47
566436	Light - T42	175.36
566437	Latch - TG43	45.20
566438	Kit Assembly	188.00
567000	Tape, Grader Wings, Petroleum Jelly	207.75
570095	Pressure Washer Soap	623.74
570738	Pest Control Supplies	462.88
571205	Vacuum Filters, Washers, Nuts, Bolts, Shackel - TG51 & TG50	568.86
571206	Cutting torch, Roll Pins - Tape	241.62
574020	O-Rings	4.17
574021	Hose Kit Assembly	114.44
577250	Wire Tracer, Welding Apron	427.95
577774	Tap	178.68
577775	Tap - TG50	178.68
577776	Kit Assembly - TG50	575.28
578943	Shovel	65.51
580031	Bibs, Jackets	688.16
582119	Bibs, Jackets	-554.97
582568	Bibs, Jacket	344.08

Payment Number: 00992-0051, Supplier: HADUIK, LYNDON

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	76.56
NOV25	Mileage and Expenses	290.78

Payment Number: 00992-0052, Supplier: HARGRAVE, JOE

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	377.52
NOV25-1	Mileage and Expenses	923.70

Payment Number: 00992-0053, Supplier: HBI OFFICE PLUS INC

Invoice Number	Invoice Description	Invoice Amount
INV228908	Chair	443.99
INV232104	Ink Cartridges	139.86
INV233588	Chairs	887.98

Payment Number: 00992-0054, Supplier: HEIDELBERG MATERIALS CANADA LIMITED

Invoice Number	Invoice Description	Invoice Amount
7104828	Road Salt /Sand	2,982.44
7106907	Road Salt/Sand	2,726.03
7106908	Road Salt/Sand	2,794.35
7111797	Road Salt/Sand	12,965.73
7112248	Road Salt/Sand	1,359.56
7114972	Road Salt/Sand	10,230.79
7115408	Road Salt/Sand	5,774.19
7115806	Road Salt/Sand	5,781.58
7117429	Road Salt/Sand	14,608.38

Payment Number: 00992-0055, Supplier: HILTS, KERRY L.

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 - Nov to Dec Mileage Expenses	137.87

Payment Number: 00992-0056, Supplier: INT. UNION OF OPERATING

Invoice Number	Invoice Description	Invoice Amount
NOV25	Union Dues Remittance	4,709.20

Payment Number: 00992-0057, Supplier: ISL ENGINEERING AND LAND SERVICES LTD

Invoice Number	Invoice Description	Invoice Amount
127157	P4G SE Concept Plan	24,215.18
127158	TMP Services	24,663.86
127981	P4G South Concept Plan	40,867.59
127983	TMP Services	20,846.98

Payment Number: 00992-0058, Supplier: IVERSON, TESSA

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage Expense Reimbursement	44.09

Payment Number: 00992-0059, Supplier: JOHNSON, BRAEDEN M.D.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0060, Supplier: KABELE, DAVID

Invoice Number	Invoice Description	Invoice Amount
NOV25	2025 Boot Allowance	250.00

Payment Number: 00992-0061, Supplier: KORPAN TRACTOR

Invoice Number	Invoice Description	Invoice Amount
S02015	Motor - S15	1,737.85
W02036	Motor - S15	2,645.62
W02039	Motor Repairs - S15	755.50

Payment Number: 00992-0062, Supplier: LASER IMPRESSIONS INC

Invoice Number	Invoice Description	Invoice Amount
1033729	Citizen of the Year Plaque	147.06

Payment Number: 00992-0063, Supplier: LAWRENCE, DANIEL

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0064, Supplier: LEAN MACHINE METAL FABRICATION INC

Invoice Number	Invoice Description	Invoice Amount
G 113943	Aluminum - CPPS - M576	149.85

G 114155	Aluminum - CPPS - M573	149.85
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Payment Number: 00992-0065, Supplier: LGG INDUSTRIAL

Invoice Number	Invoice Description	Invoice Amount
SK314730	Hose	1,450.33

Payment Number: 00992-0066, Supplier: LINDE CANADA INC.

Invoice Number	Invoice Description	Invoice Amount
53547327	Cylinder Rental	44.57

Payment Number: 00992-0067, Supplier: LORAAS DISPOSAL SERVICES

Invoice Number	Invoice Description	Invoice Amount
7510-0000728594	Waste & Recycling - Admin	116.39
7510-0000728595	Waste & Recycling - Dalmeny	506.47
7510-0000728596	Waste & Recycling - Langham	460.56
7510-0000728597	Waste & Recycling - Warman	88.16
7510-0000728598	Waste & Recycling - Haight	242.54
7510-0000728599	Waste & Recycling - Furdale	2,035.41
7510-0000728600	Waste & Recycling - Park	88.16
7510-0000728601	Waste & Recycling - Lutheran	439.05
7510-0000730169	Waste & Recycling - Cedar Villa	847.39
7510-0000732062	Waste & Recycling - Eagle Ridge	741.31
7510-0000732849	Waste & Recycling - Neuhorst	263.09
7510-1111732612	Waste & Recycling - Discovery Ridge	740.87
7512-0000563006	Waste & Recycling - Landfill	331.25

Payment Number: 00992-0068, Supplier: MAXIM TRUCK & TRAILER

Invoice Number	Invoice Description	Invoice Amount
31W15515	Safety Inspection - TG43	12,922.04

Payment Number: 00992-0069, Supplier: MCDOUGALL GAULEY

Invoice Number	Invoice Description	Invoice Amount
759310CR	Legal	-8,325.00
761644	Legal	3,607.50
761645	Legal	2,331.00
761649	Legal	1,073.37
761651	Legal	1,111.67

761656	Legal	1,210.01
761660	Legal	4,718.24
761665	Legal	1,221.00
761668	Legal	615.45
763347	Hamlet Development Project	8,325.00

Payment Number: 00992-0070, Supplier: MEMORY EXPRESS INC

Invoice Number	Invoice Description	Invoice Amount
IN004918852	Monitor - CPPS	124.09

Payment Number: 00992-0071, Supplier: MERLIN FORD LINCOLN

Invoice Number	Invoice Description	Invoice Amount
570806	Oxygen Sensors - T36	411.04

Payment Number: 00992-0072, Supplier: Metz, Jason

Invoice Number	Invoice Description	Invoice Amount
OCT25	2025 Boot Allowance	245.31

Payment Number: 00992-0073, Supplier: MILTON, ALEXANDER CODY

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0074, Supplier: MISTER PRINT

Invoice Number	Invoice Description	Invoice Amount
163161	Inspection Books	699.30

Payment Number: 00992-0075, Supplier: MRF GEOSYSTEMS CORPORATION

Invoice Number	Invoice Description	Invoice Amount
C-7912	CPPS Software	9,527.88

Payment Number: 00992-0076, Supplier: MUN. EMPL. PENSION PLAN

Invoice Number	Invoice Description	Invoice Amount
MUNE000 - 160707	Payroll Remittance BN: 107941676RP0002	42,740.30
MUNE000 - 161006	Payroll Remittance BN: 107941676RP0002	40,200.20

Payment Number: 00992-0077, Supplier: MUNICODE SERVICES LTD.

Invoice Number	Invoice Description	Invoice Amount
61415	Ens - 3589625	210.00
62024	Powell - 3608325	745.50
62025	Ironhouse Properties - 3519725	105.00
62026	Machnee Developments - 3565125	155.56
62028	Gerspacher - 3637925	1,369.86
62030	Sorensen - 3638125	596.40
62039	Nesbitt/Knezacek - 3539725	478.42
62042	Alexandrovici - 3613225	497.00
62045	Machnee Devlopments - 3566525	155.56
62046	Grasby - 3639225	260.93
62047	Capilano Development - 3618025	497.00
62048	City of Saskatoon - 3639825	186.38
62049	Trischuk - 3553225	105.00
62052	Jackson - 3639525	1,118.25
62058	Bhatti/Iftikhar - 3640325	52.50
62069	Germain - 3640125	838.69
62072	Westrige Homes - 3641225	105.00
62076	Premium Portables Office - 3640925	4,659.38
62079	Roszell - 3469624	438.10
62083	Ross - 3637825	298.20
62084	Pellizzari - 3635025	386.66
62085	McMillian - 3641725	1,655.76
62091	Wojcichowsky - 3604925	372.75
62092	Willow Mills Feed Mill - 3517025	434.88
62093	Plum Blossom - 3590725	133.27
62098	Pylypchuk/Hjerte - 3522025	683.37
62099	Cowan/Crook - 3458024	372.75
62100	Kirkpatrick - 3475325	1,056.12
62101	Jaken - 3570425	410.03
62103	Bonnett - 3642225	111.83
62107	Bhatti/Iftikhar - 3627325	105.00
62108	Lasnier/Begrand - 3642525	354.11
62116	Shuya - 3643325	105.00
62119	Doucette/Clark - 3499225	401.33
62120	Edgemont East Development - 3588625	391.97
62121	Kaminseki - 3604325	358.71
62127	Lutz/Brown - 3643925	105.00
62128	Glacier Creek Home - 3644025	1,211.44

62133	Lasnier - 3644825	105.00
62143	Morissette/Barnett - 3625225	741.77
62148	Barlas - 3645925	105.00
62149	Chupa/lagimodier - 3646025	931.88
62154	101267896 Sask - 3638325	105.00
62162	Kabele - 2702018	105.00
62165	Meyer/Hannam - 3646725	149.10
62168	Macleod - 3647025	105.00
62172	Nobbs - 3647125	652.31
62175	Saskatoon Golf & Country Club - 3602825	880.91
62178	MGM Seed & Grain - 3646525	105.00
62179	MGM Seed & Grain - 3646625	105.00
62180	Grund - 3402724	1,048.36
62181	Ironhouse Properties - 3519725	1,397.81
62182	Blended Thread Warehouse/Office - 3533825	310.62

Payment Number: 00992-0078, Supplier: NOR-TEC LINEN

Invoice Number	Invoice Description	Invoice Amount
R1-909866	Floor Mats - Admin	68.55
RI-909451	Entrance Mats	68.55
RI-909672	Entrance Mats	68.55

Payment Number: 00992-0079, Supplier: NORTHERN IND. PLATING LTD

Invoice Number	Invoice Description	Invoice Amount
8426	Repair Cylinder - G36	1,574.66

Payment Number: 00992-0080, Supplier: ONE JANITORIAL

Invoice Number	Invoice Description	Invoice Amount
5175421	Monthly Cleaning - Admin & Lutheran	2,780.54
5176201	Monthly Cleaning - Admin & Lutheran	2,780.54

Payment Number: 00992-0081, Supplier: P. MACHIBRODA ENGINEERING LTD.

Invoice Number	Invoice Description	Invoice Amount
56843	Nitrate Investigation - South Corman Park	6,121.50

Payment Number: 00992-0082, Supplier: PETRO CANADA PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
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1110	Oil	728.69
1119	Fuel	719.90
2219014	Washer Fluid	288.49
2219015	Oil	331.24
2219036	Oil	1,694.51
2219262	Fuel	1,028.49
2219406	Fuel	981.18
2219407	Fuel	242.30

Payment Number: 00992-0083, Supplier: PITNEY BOWES GLOBAL CREDIT SERVICES

Invoice Number	Invoice Description	Invoice Amount
3202683269	Postage Meter Lease	1,045.25

Payment Number: 00992-0084, Supplier: PLENTY O PATCHES

Invoice Number	Invoice Description	Invoice Amount
10981	Ammo, Chamber Brush - CPPS	210.24

Payment Number: 00992-0085, Supplier: PRAIRIE MOBILE COMM.

Invoice Number	Invoice Description	Invoice Amount
BBSASIN588	Phone Upgrade - CPPS	594.88
BBSASIN741	Phone Charges, New Phones - PW	382.85
BBSASIN760	New Phone - CPPS	115.51

Payment Number: 00992-0086, Supplier: PRUIM, ARTHUR J.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	84.48
NOV25	Mileage and Expenses	105.60

Payment Number: 00992-0087, Supplier: QUALITY TIRE SERVICE LTD.

Invoice Number	Invoice Description	Invoice Amount
095988	Swap Winter Tires - T54	180.71

Payment Number: 00992-0088, Supplier: RA AUTO REPAIR LTD

Invoice Number	Invoice Description	Invoice Amount
46336	Oil, Filtes, Washer Fluid - M575	154.37
46405	Replace Control Arm - M575	1,391.26

46416	Oil, Filters - M577	127.07
46425	Balance Tires - M576	2,012.47
46452	Oil, Air Filter - M578	299.93
46460	Wiper Blades, Balance Tires - M577	1,026.44
46465	Balance Tires - M573	1,580.64
46489	Balance Tires - M575	150.96
46495	Repair Tire - M577	92.16
46507	Replace Tire Sensor - M574	271.26
46525	Oil, Filters - M575	893.10
46558	Oil, Filters - M578	130.25
46594	Oil, Filters, Washer Fluid - M576	134.46
46628	Wiper Blades, Oil, Filters - M575	171.89

Payment Number: 00992-0089, Supplier: RAMAGE, DOUGLAS

Invoice Number	Invoice Description	Invoice Amount
02194048	Reimburse - 2026 APEGS Membership	472.50

Payment Number: 00992-0090, Supplier: RATHGEBER, KYLE S.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0091, Supplier: RAY'S TAILORS

Invoice Number	Invoice Description	Invoice Amount
1491	Alterations - CPPS	48.84
1493	Alterations - CPPS	593.85

Payment Number: 00992-0092, Supplier: REDHEAD EQUIPMENT

Invoice Number	Invoice Description	Invoice Amount
P91482	Filters	476.69
P91796	Filters	-244.57

Payment Number: 00992-0093, Supplier: ROW, REBECCA

Invoice Number	Invoice Description	Invoice Amount
NOV25	2025 - Q4 Mileage Expenses	379.37

Payment Number: 00992-0094, Supplier: SALESKI, JOHN J.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	36.30
NOV25	Mileage and Expenses	655.40

Payment Number: 00992-0095, Supplier: SARM - FINNING

Invoice Number	Invoice Description	Invoice Amount
SARM094359	Testing Port - S21	99.50
SARM140255	Starter - S21	2,785.06
SARM141872	Relay - G35	334.33
SARM141934	Warranty Work Travel Time - G32	94.50
SARM141975	Repairs DEF System - G33	2,118.62
SARN141933	Warranty Work Travel Time - DEF Machine - G35	78.75

Payment Number: 00992-0096, Supplier: SARM - ATS TRAFFIC

Invoice Number	Invoice Description	Invoice Amount
SARM181441	Signs	203.57
SARM181444	Walking Path Signs	12,919.03
SARM207222	Signs	101.37

Payment Number: 00992-0097, Supplier: SARM - SARM DIRECT INVOICES

Invoice Number	Invoice Description	Invoice Amount
BEN138103	SARM Group Coverage - Sept 2025	1,994.51
BEN138880	SARM Group Coverage - Nov 25	4,311.97
MID25-3441	SARM Mid Term Convention 2025	888.00
MID25-3442	Lunch - SARM Midterm Convention 2025	444.00

Payment Number: 00992-0098, Supplier: SARM - STAPLES

Invoice Number	Invoice Description	Invoice Amount
SAEM161186	Paper Towel, Envelopes	83.15
SARM118019	Soda, Rubbing Alcohol	90.32
SARM120012	File Folders, Sheet Protectors	167.59
SARM129956	Brown Kraft Envelopes	36.83
SARM131033	Ink Pad, Air Duster	109.42
SARM132894	Air Duster	118.20
SARM148982	Pens, Shredder Bags, Highlighters	233.32
SARM155865	Ice Melter, Paper Towels, File Folders	194.59
SARM155870	Paper Towel	64.58
SARM161128	Paper Towel, Ice Melter, Hot Chocolate	90.98

SARM178925	Hot Chocolate	49.98
SARM195605	Dry Erase Board - CPPS, Ink Pads, Soda, Water, Sugar, Stir Sticks, Kleenex - Admin	632.45

Payment Number: 00992-0099, Supplier: SASK 1ST CALL

Invoice Number	Invoice Description	Invoice Amount
2816	Call 1st Before Digging - Tickets	15.75

Payment Number: 00992-0100, Supplier: SASK WATER CORPORATION

Invoice Number	Invoice Description	Invoice Amount
SW094168	Utilities	45,772.16

Payment Number: 00992-0101, Supplier: SASK. RESEARCH COUNCIL

Invoice Number	Invoice Description	Invoice Amount
SRC-3010317	Water Testings - GE	33.86
SRC-3016066	Water Testing - GE, CR, RE	101.59
SRC-3023542	Water Testing - CR, RE, GE	101.59
SRC-3023911	Water Testing - Ind Park	33.86
SRC-3024006	Water Testing - CR, RE, GE	101.59
SRC-3024110	Water Testing - Ind Park	33.86
SRC-3024269	Water Testing - CR, RE, GE	101.59
SRC-3024350	Water Testing - 33rd	33.86
SRC-3024553	Water Testing - CR, RR GE	101.59
SRC-3024621	Water Testing - Ind Park	33.86
SRC-3024942	Water Testing - CR, RE, GE	101.59
SRC-3025110	Water Testing - GE	33.86
SRC-3025219	Water Testing - Ind Park	33.86
SRC-3025512	Water Testing - GE, RE, CR	101.59
SRC-3025527	Water Testing - CR	33.86

Payment Number: 00992-0102, Supplier: SASKATCHEWAN PROFESSIONAL PLANNERS INSTITUTE (SPPI)

Invoice Number	Invoice Description	Invoice Amount
RENEW-5-1867	2026 SPPI Membership	640.70
RENEW-5-1868	2026 SPPI Membership	640.70
RENEW-5-1869	2026 SPPI Membership	640.70
RENEW-5-1882	2026 SPPI Membership	640.70
RENEW-5-1922	2026 SPPI Membership	640.70
RENEW-5-2014	2026 SPPI Membership	640.70
RENEW-5-2026	2026 SPPI Membership	640.70

RENEW-5-2027	2026 SPPI Membership	640.70
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Payment Number: 00992-0103, Supplier: SASKATOON ACCELERATED TECHNOLOGY INC.

Invoice Number	Invoice Description	Invoice Amount
12893	Agreement Base Management Contract	1,007.88
12905	BDR Agreement Acceltech	441.23
13078	BDR Agreement Acceltech	441.23
13079	Agreement Base Management Contract	1,007.88

Payment Number: 00992-0104, Supplier: SASKATOON FIRE PROTECTION

Invoice Number	Invoice Description	Invoice Amount
103259	Fire Extinguisher - CPPS	90.13

Payment Number: 00992-0105, Supplier: SASKATOON MOTOR PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
246345	Canister - T52	334.93
252945	Sensor - T35	504.10
589504	Repair Evap System - T41	1,258.40

Payment Number: 00992-0106, Supplier: SASKATOON WHOLESALE TIRE

Invoice Number	Invoice Description	Invoice Amount
661271	O-Rings - G30	255.19
663233	New Tire - T42	837.77
663240	New Tire - T43	621.31
663403	Tire Repair - T42 & T49	125.77
665248	Tires - T38	2,154.78

Payment Number: 00992-0107, Supplier: SASKPOWER

Invoice Number	Invoice Description	Invoice Amount
4360-0000-0752	Utilities	5,552.81

Payment Number: 00992-0108, Supplier: SCHREINER, DANA

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0109, Supplier: SCRIVEN, CAREY R.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0110, Supplier: SEEMOREGREEN LANDSCAPING

Invoice Number	Invoice Description	Invoice Amount
30284	November 2025 - Ice Melt	42.00

Payment Number: 00992-0111, Supplier: SIGMA SAFETY CORP

Invoice Number	Invoice Description	Invoice Amount
24284	Push Bumper Wing Wraps - CPPS	1,085.66

Payment Number: 00992-0112, Supplier: ST ARNAUD, MICHAEL J.

Invoice Number	Invoice Description	Invoice Amount
DEC25	CPPS Clothing Allowance - Sept to Dec 2025	170.00

Payment Number: 00992-0113, Supplier: STANTEC CONSULTING LTD.

Invoice Number	Invoice Description	Invoice Amount
2061959	South RM Area Development	2,218.88

Payment Number: 00992-0114, Supplier: STEELMET SUPPLY INC.

Invoice Number	Invoice Description	Invoice Amount
I-29570	Aluminum	105.23

Payment Number: 00992-0115, Supplier: SUNBELT RENTALS OF CANADA INC

Invoice Number	Invoice Description	Invoice Amount
79272358-0001	Portable Washroom Service - Construction	453.13

Payment Number: 00992-0116, Supplier: SUTHERLAND AUTOMOTIVE

Invoice Number	Invoice Description	Invoice Amount
283516	Oil, Filters, Glass/Steel Cleaner	611.19
283560	Floor Absorbent	196.31
294353	New Battery - TR74	463.28
309719	Oil, Filter	397.06
324445	Oil, Wiper Blades	237.00

3244469	Grease Gune	219.78
328564	Returns - Fitting - Luth	-39.99
328707	Battery, Grease Gun	872.42
329414	Flood Light	197.58
339126	Calipers - T45	316.93
339262	Filters, Wiper Blades - Luth	217.27
343574	Fuel Pump - T40	785.08
348597	Return - Wiper Blades - Luth	-166.76
356534	Zipties, Paper Towel, Wiper Blades - Luth	205.82
361408	Sockets - Luth	105.32
362021	Silicone Lubricant - Luth	40.27
364058	Battery - T37	172.34
369691	Filters, Bulbs - Luth Stock	232.84
369700	Filters, Bulbs - Luth	158.12
372240	Return - Socket - Luth	-35.11
373558	Washer Nozzle, Hose - Luth Stock	149.90
375194	Tow Strap, Shackle	286.87
375261	Nozzle	257.25
K83520	Hydraulic Coupler	57.05

Payment Number: 00992-0117, Supplier: TAYLOR, RON W.

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Boot Allowance	244.19

Payment Number: 00992-0118, Supplier: TITANGPS

Invoice Number	Invoice Description	Invoice Amount
INV1778464	Field Docs License	1,240.09
INV1791282	Field Docs License	1,240.09

Payment Number: 00992-0119, Supplier: TRASK, WENDY

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	154.44
NOV25	Mileage and Expenses	879.18

Payment Number: 00992-0120, Supplier: TRIOD SUPPLY (N.B.) LTD.

Invoice Number	Invoice Description	Invoice Amount
167341	Mower Blades	2,009.32
167617	Chain Assembly	590.76

167656	Rebuild Gearbox	1,298.53
167692	Shaft	2,668.08
168161	Wing Blades	4,395.60

Payment Number: 00992-0121, Supplier: VAANDRAGER, CALVIN J.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Mileage and Expenses	184.80
NOV25	Mileage and Expenses	787.40

Payment Number: 00992-0122, Supplier: WESTERN MUNICIPAL Consulting

Invoice Number	Invoice Description	Invoice Amount
WMCINV250417	2026 Subscription Fee - Board of Revision/Appeal	367.50

Payment Number: 00992-0123, Supplier: WILLIAMS SCOTSMAN OF CANADA INC

Invoice Number	Invoice Description	Invoice Amount
9025063872	Mobile Office Rental - Construction	1,351.70
9025128167	Mobile Office Rental - Construction	-781.16

Payment Number: 00992-0124, Supplier: WILLIAMS, JESSICA

Invoice Number	Invoice Description	Invoice Amount
DEC25	Social Committee Expenses - 2025	1,569.68

Payment Number: 00992-0125, Supplier: WSP CANADA LIMITED

Invoice Number	Invoice Description	Invoice Amount
20336201	Design & Construction Admin - Lutheran & TWP 394	11,961.20

Payment Number: 00992-0126, Supplier: XEROX FINANCIAL SERVICES CANADA ULC

Invoice Number	Invoice Description	Invoice Amount
7109337	Plotter Lease	962.37

Payment Number: 00992-0127, Supplier: ZELINSKI, BRENT

Invoice Number	Invoice Description	Invoice Amount
NOV25	2025 Boot Allowance	83.24

Payment Number: 00992-0128, Supplier: ZHU, HEIDI L.L.

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 SPPI Membership Fees	128.10

Payment Number: 00993-0001, Supplier: RECEIVER GENERAL

Invoice Number	Invoice Description	Invoice Amount
RECE000 - 161157	Payroll Remittance BN: 107941676RP0001	1,341.21
RECE000 - 161159	Payroll Remittance BN: 107941676RP0002	62,935.02

Payment Number: 00994-0001, Supplier: RECEIVER GENERAL

Invoice Number	Invoice Description	Invoice Amount
RECE000 - 161162	Payroll Remittance BN:	4,434.48

Payment Number: 00995-0001, Supplier: WBM TECHNOLOGIES INC

Invoice Number	Invoice Description	Invoice Amount
INV#238948	New Laptop - CPPS	3,468.11

Payment Number: 00996-0001, Supplier: WBM TECHNOLOGIES INC

Invoice Number	Invoice Description	Invoice Amount
WBM-26275	Agreement Managment Services - CPPS	3,537.54

Payment Number: 00997-0001, Supplier: CITY OF MARTENSVILLE

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Contributions for Municipal Fire Equipment	80,000.00

Payment Number: 00997-0002, Supplier: CITY OF WARMAN

Invoice Number	Invoice Description	Invoice Amount
DEC25-1	2025 Contributions for Municipal Fire Equipment	80,000.00

Payment Number: 00997-0003, Supplier: TOWN OF DALMENY

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Contributions for Municipal Fire Equipment	80,000.00

Payment Number: 00997-0004, Supplier: TOWN OF LANGHAM

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Contributions for Municipal Fire Equipment	80,000.00

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Contributions for Municipal Fire Equipment	80,000.00

Payment Number: 00998-0001, Supplier: SCHOOL TAX - MINISTER OF FINANCE

Invoice Number	Invoice Description	Invoice Amount
DEC25	School Tax Collections	6,403,055.99

Payment Number: 00999-0001, Supplier: 1353475 AB Ltd O/A TEL-J COMMUNICATIONS

Invoice Number	Invoice Description	Invoice Amount
INV-19230	Public Works After Hours Answering Services	350.39

Payment Number: 00999-0002, Supplier: 3G JUNK & GARBAGE REMOVAL

Invoice Number	Invoice Description	Invoice Amount
115	Garbage Removal	283.50

Payment Number: 00999-0003, Supplier: ACKLANDS - GRAINGER INC.

Invoice Number	Invoice Description	Invoice Amount
9749606837	2026 Cylinder Rental Contract	1,945.83

Payment Number: 00999-0004, Supplier: ACTION OFFICE INTERIORS

Invoice Number	Invoice Description	Invoice Amount
098753	Adjustable Work Station, Wardrobe Cabinet	3,234.54

Payment Number: 00999-0005, Supplier: ALSCO

Invoice Number	Invoice Description	Invoice Amount
1678471	Coverall, Towels	393.32
1680163	Coveralls, Towels	459.64

Payment Number: 00999-0006, Supplier: BOLT SUPPLY HOUSE LTD.

Invoice Number	Invoice Description	Invoice Amount
9158084-00	Grader Blade Bolts	1,529.92

Payment Number: 00999-0007, Supplier: BRANDT TRACTOR LTD.

Invoice Number	Invoice Description	Invoice Amount
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4254430	Thermostat - G39	132.77
4254559	Thermostat - G39	-125.21
4255018	Hydraulic Hose - G36	163.68
4255023	Hydraulic Hose, O-rings - G36	133.50

Payment Number: 00999-0008, Supplier: CANADIAN DEWATERING LP

Invoice Number	Invoice Description	Invoice Amount
SIP103577	Air Compressor O-Ring & Gasket	25.21

Payment Number: 00999-0009, Supplier: CANADIAN NATIONAL RAILWAY

Invoice Number	Invoice Description	Invoice Amount
91824582	Railway Crossing Maintenance	2,469.27

Payment Number: 00999-0010, Supplier: CITY OF SASKATOON

Invoice Number	Invoice Description	Invoice Amount
DEC25	Utilities	168.14

Payment Number: 00999-0011, Supplier: CITY OF WARMAN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Utilities	74.49

Payment Number: 00999-0012, Supplier: CLEARTECH INDUSTRIES INC.

Invoice Number	Invoice Description	Invoice Amount
INV1193256	Wastewater Disposal - Ind Park	1,567.34

Payment Number: 00999-0013, Supplier: CLOSED CREEK RESOURCES INC

Invoice Number	Invoice Description	Invoice Amount
DEC25	Utilities	28.04

Payment Number: 00999-0014, Supplier: CULLIGAN WATER

Invoice Number	Invoice Description	Invoice Amount
90221TP	Water - Lutheran	50.50

Payment Number: 00999-0015, Supplier: DIGITEX CANADA INC

Invoice Number	Invoice Description	Invoice Amount
IN1335429	Printer Maintenance Contract	71.54

Payment Number: 00999-0016, Supplier: DRAGER SAFTEY CANADA LTD

Invoice Number	Invoice Description	Invoice Amount
907111307	Alcotest Supplies - CPPS	13,649.36
907118294	Alcotest Supplies - CPPS	-13,649.36
907118295	Alcotest Supplies - CPPS	14,293.20

Payment Number: 00999-0017, Supplier: DUTTCHEN, ROBERT & DIANE

Invoice Number	Invoice Description	Invoice Amount
JAN26	Office Chairs - CPPS	887.96

Payment Number: 00999-0018, Supplier: FEDERATION OF CANADIAN MUNICIPALITIES

Invoice Number	Invoice Description	Invoice Amount
INV-47630-P6F6R4	2026 Membership Fee	2,768.31

Payment Number: 00999-0019, Supplier: GREGG DISTRIBUTORS

Invoice Number	Invoice Description	Invoice Amount
569064	Heater	262.62
569065	Fan Heater Coil Wire	-44.39
583043	Paint Markers, Paper Plates	354.06
583442	Letters - T55 & T56	63.01
583887	Hydraulic Coupler Fitting, Spray Paint - TG51	1,135.93
584118	Impact Wrench	439.56
584119	Black Letters T55 & T56	24.91
584276	Calipers, Torch, Butane	564.19

Payment Number: 00999-0020, Supplier: INT. UNION OF OPERATING

Invoice Number	Invoice Description	Invoice Amount
DEC25	Union Dues Remittance	1,575.87

Payment Number: 00999-0021, Supplier: INTERVALLEY WATER INC.

Invoice Number	Invoice Description	Invoice Amount
77340	Utilities - Neuhorst	61.11
77341	Utilities - Regular Council Meeting Agendas Final - January 27, 2026	444.80

Payment Number: 00999-0022, Supplier: JOHNSON, BRAEDEN M.D.

Invoice Number	Invoice Description	Invoice Amount
JAN26	2026 Health and Wellness Allowance	480.41

Payment Number: 00999-0023, Supplier: LINDE CANADA INC.

Invoice Number	Invoice Description	Invoice Amount
54052019	Cylinder Rental	44.57

Payment Number: 00999-0024, Supplier: LORAAS DISPOSAL SERVICES

Invoice Number	Invoice Description	Invoice Amount
7510-0000734164	Waste & Recycling - Dalmeny	478.23
7510-0000734165	Waste & Recycling - Langham	95.55
7510-0000734166	Waste & Recycling - Warman	88.16
7510-0000734167	Waste & Recycling - Haight	398.11
7510-0000734168	Waste & Recycling - Furdale	2,035.41
7510-0000734169	Waste & Recycling - Park	88.16
7510-0000734170	Waste & Recycling - Lutheran	439.05
7510-0000735649	Waste & Recycling - Cedar Villa	847.39
7510-0000737390	Neuhorst Waste Collection - 2026	7,089.20
7510-0000737535	Waste & Recycling - Eagle Ridge	741.31
7510-0000738072	Waste & Recycling - Discovery Ridge	740.87
7510-0000738285	Waste & Recycling - Neuhorst	263.09
7510-1111734163	Waste & Recycling - Admin	160.19

Payment Number: 00999-0025, Supplier: MUN. EMPL. PENSION PLAN

Invoice Number	Invoice Description	Invoice Amount
MUNE000 - 161158	Payroll Remittance BN: 107941676RP0002	41,402.16

Payment Number: 00999-0026, Supplier: ONE JANITORIAL

Invoice Number	Invoice Description	Invoice Amount
5177007	Monthly Cleaning - Admin & Lutheran	2,920.62

Payment Number: 00999-0027, Supplier: PETRO CANADA PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
2219483	Oil Change - G26	3,475.49

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Payment Number: 00999-0028, Supplier: RICE, RYAN

Invoice Number	Invoice Description	Invoice Amount
DEC25	2026 ASPB Renewal	393.75

Payment Number: 00999-0029, Supplier: SARM - FINNING

Invoice Number	Invoice Description	Invoice Amount
SAERM222311	Wear Strips - G32	1,925.78
SARM222371	Repair - Pinion & Teeth are Binding - G31	4,586.61
SARM222395	Wear Strips and Plates - G32	3,019.84
SARM222587	Filters, Shims, Wear Strip - G34	2,361.26
SARM222614	Bolts - G31	265.24
SARM222639	Starter Replacement - S21	7,538.06

Payment Number: 00999-0030, Supplier: SARM - SARM DIRECT INVOICES

Invoice Number	Invoice Description	Invoice Amount
BEN139264	2026 Annual Insurance & Benefit Billing Summary	558,603.48
BON26344	Fidelity Bond	567.10
EXC260344	Excess Liability	5,631.78
LIA26344	LSIP	22,916.73
MEM2026344	Membership Fee - 2026	25,174.66

Payment Number: 00999-0031, Supplier: SASK MUNL HAIL INS ASSOC.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Hail Insurance Remittance	199,061.38

Payment Number: 00999-0032, Supplier: SASK. RESEARCH COUNCIL

Invoice Number	Invoice Description	Invoice Amount
SRC-3025726	Water Testing - 33rd and IP	67.73
SRC-3025766	Water Testing - CE, CR, RE	101.59
SRC-3025833	Water Testing - GE, RE, CR	101.59

Payment Number: 00999-0033, Supplier: SASKATOON WHOLESALE TIRE

Invoice Number	Invoice Description	Invoice Amount
655539	Tire - G35	255.19
665687	New Tire - G28 Regular Council Meeting Agenda Item - January 27, 2026	255.19

665747	New Tire - G34	255.19
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Payment Number: 00999-0034, Supplier: SE PANEL PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
SE-25-13750	Check Switches	319.13

Payment Number: 00999-0035, Supplier: ST. PAUL'S RCSSD #20

Invoice Number	Invoice Description	Invoice Amount
DEC25	School Tax Collections	531,870.68

Payment Number: 00999-0036, Supplier: TOTH, ADAM M.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Parking	7.50

Payment Number: 00999-0037, Supplier: TOWN OF LANGHAM

Invoice Number	Invoice Description	Invoice Amount
25-121	Fire Services - NW 09-39-07 W3	1,808.81
25-148	Fire Services - SW 10-39-09 W3	3,857.01

Payment Number: 00999-0038, Supplier: TRIOD SUPPLY (N.B.) LTD.

Invoice Number	Invoice Description	Invoice Amount
168548	Mower Blades	19,340.64

Payment Number: 01000-0001, Supplier: SUNCOR ENERGY PRODUCTS PARTNERSHIP

Invoice Number	Invoice Description	Invoice Amount
DEC25	Fuel	7,364.72

Payment Number: 01001-0001, Supplier: BMO BANK OF MONTREAL

Invoice Number	Invoice Description	Invoice Amount
DEC25 - ADMIN 1	Removal Copier, Staff Christmas Party	1,557.98
DEC25 - ADMIN 2	Meeting Software, Keyboard, Parking	162.22
DEC25 - ADMIN 3	Log in Book, Hotels, Calendar	1,637.52
DEC25 - ADMIN 4	Council Sundry and Christmas Party, Amazon Prime	4,034.41
DEC25 - CPPS	Training, Tailoring, Snow Brush, Board Eraser, Picture Frames, Adobe, Clothing	2,647.54
DEC25 - P4G	Parking, Promo Gift, Meeting Sundries	372.54

DEC25 - PLANNING	DPC Lunch, Meeting Software	565.65
DEC25 - PW	APEGS Membership Fees	1,312.50

Payment Number: 31581, Supplier: HAYNE, IAN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Saddle Ridge	1,671.10

Payment Number: 31582, Supplier: COWESSESS TLE HOLDINGS INC.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Road Right Away Agreement - Cowessess TLE	74,802.50

Payment Number: 31611, Supplier: ACTION CAR & TRUCK ACCESSORIES

Invoice Number	Invoice Description	Invoice Amount
52869356	Racks, Running Bourds, Beacons, Floor Mats - T55 & T56	3,229.60

Payment Number: 31612, Supplier: ACX VENTURE

Invoice Number	Invoice Description	Invoice Amount
6251	SGI Deductible - T53	927.44

Payment Number: 31613, Supplier: BOOTH, GEOFF

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 CPPS Commission Remuneration	1,480.00

Payment Number: 31614, Supplier: CANADA REVENUE AGENCY

Invoice Number	Invoice Description	Invoice Amount
DEC25	Garnishment	389.14

Payment Number: 31615, Supplier: CANSEL

Invoice Number	Invoice Description	Invoice Amount
91618581	GPS Equipment	466.08
91618830	GPS Equipment	3,490.95
91618831	GPS Equipmemt	11,186.02
91620871	Pole Bracket	1,207.12

## Payment Number: 31616, Supplier: CHARTERED PROFESSIONALS IN HUMAN RESOURCES

Invoice Number	Invoice Description	Invoice Amount
200023791	Human Resources Workshop	210.00

## Payment Number: 31617, Supplier: CLIFTON ENGINEERING GROUP

Invoice Number	Invoice Description	Invoice Amount
328551	Catherdal Bluffs Drainage Improvements	3,169.95

## Payment Number: 31618, Supplier: DOZOREC, PATRICIA ANN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Refund on Taxes Paid	1,356.71

## Payment Number: 31619, Supplier: EXPRESS IT MORE PROMOTIONAL PRODUCTS

Invoice Number	Invoice Description	Invoice Amount
251625	Business Cards - CPPS	61.05

## Payment Number: 31620, Supplier: GEOVERRA INC

Invoice Number	Invoice Description	Invoice Amount
000068383	Contracted Services - RR 3060	1,580.30

## Payment Number: 31621, Supplier: GREATER SASKATOON CHAMBER OF COMMERCE

Invoice Number	Invoice Description	Invoice Amount
111704	2026 Membership	705.60

## Payment Number: 31622, Supplier: GUILLEMIN, BRIAN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Reimburse Annual Return & Financial Stmt Submission - Cedar Villa	20.00

## Payment Number: 31623, Supplier: HERITAGE SASKATCHEWAN

Invoice Number	Invoice Description	Invoice Amount
DEC25	2026 Membership	52.50

## Payment Number: 31624, Supplier: JOHNSTON, JAMES

Invoice Number	Invoice Description	Invoice Amount
DEC25	2026 Membership	52.50

DEC25	DPC Remuneration 2025	1,500.00
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Payment Number: 31625, Supplier: JS INDUSTRIES

Invoice Number	Invoice Description	Invoice Amount
2720	Hydrant Maintenance - RE	1,139.78

Payment Number: 31626, Supplier: KONICA MINOLTA PREMIER FINANCE

Invoice Number	Invoice Description	Invoice Amount
3162822	Printer Lease - Admin	1,015.65

Payment Number: 31627, Supplier: KOSTIUK NOBBS, SHERRY LYN

Invoice Number	Invoice Description	Invoice Amount
DEC25	Cedar Villa Communtiy BBQ Supplies	253.90

Payment Number: 31628, Supplier: KWS DEVELOPMENTS

Invoice Number	Invoice Description	Invoice Amount
DEC25	Overpayment on Approach Application	150.00

Payment Number: 31629, Supplier: LAWSON AUTO SPA

Invoice Number	Invoice Description	Invoice Amount
NOV25	Car Washes - CPPS	42.00

Payment Number: 31630, Supplier: MACBEENERS BUSINESS GOODS

Invoice Number	Invoice Description	Invoice Amount
D40695	First Aid Kit	163.73
D40748	First Aid Kit	264.18

Payment Number: 31631, Supplier: MATHISON, JOHN

Invoice Number	Invoice Description	Invoice Amount
DEC25	DPC Remuneration 2025	1,500.00

Payment Number: 31632, Supplier: Michelman, Trent

Invoice Number	Invoice Description	Invoice Amount
DEC25	DPC Remuneration 2025	1,800.00

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## Payment Number: 31633, Supplier: PEACOCK, GRANT

Invoice Number	Invoice Description	Invoice Amount
DEC25	Cedar Villa Community BBQ Supplies	110.08

## Payment Number: 31634, Supplier: RAMPART

Invoice Number	Invoice Description	Invoice Amount
R2025-46140	Firearm Equipment - CPPS	502.11

## Payment Number: 31635, Supplier: ROCKY MOUNTAIN PHOENIX

Invoice Number	Invoice Description	Invoice Amount
IN0154883	Force Bundle Blade - NCFCA Warman	2,495.28

## Payment Number: 31636, Supplier: ROSE MARKING DEVICES LTD

Invoice Number	Invoice Description	Invoice Amount
37849	Stamps - CPPS	168.36

## Payment Number: 31637, Supplier: STARS HELICOPTER AIR AMBULANCE

Invoice Number	Invoice Description	Invoice Amount
DEC25	Donation	17,818.00

## Payment Number: 31638, Supplier: TWA - HEAD OFFICE 00

Invoice Number	Invoice Description	Invoice Amount
728598-92	Radio/Computer - CPPS - M576	199.20
728600-92	Radio/Computer - CPPS - M573	199.20
728776-92	Connector Cable - CPPS - M575	8.61
735037-92	Radar Equipment - CPPS - M575	33.30
735038-92	Adapter - M573, M576	909.09

## Payment Number: 31639, Supplier: RMAA

Invoice Number	Invoice Description	Invoice Amount
DEC25	2026 Membership Fees	425.00

## Payment Number: 31640, Supplier: BERGEN, JESSE

Invoice Number	Invoice Description	Invoice Amount
DEC25	Overpaid Taxes	18,893.28

Payment Number: 31641, Supplier: TOWN OF OSLER

Invoice Number	Invoice Description	Invoice Amount
DEC25	2025 Contribution for Municipal Fire Equipment	80,000.00

Payment Number: 31642, Supplier: EXPERT LOCKSMITHS LTD.

Invoice Number	Invoice Description	Invoice Amount
SK251012	Repair Knob Cylinder - Park Shop	320.52

Payment Number: 31643, Supplier: EYEWITNESS SECURITY SYSTEMS LTD

Invoice Number	Invoice Description	Invoice Amount
3840	Decommission Fees - M576	943.50
3841	Commission - M576	6,771.00
3842	Decommission Fees - M573	943.50
3843	Commission - M573	6,771.00

Payment Number: 31644, Supplier: FOREMAN, S. D. (STU)

Invoice Number	Invoice Description	Invoice Amount
DEC25	Remove Coyote	198.40

Payment Number: 31645, Supplier: FOUNTAIN TIRE

Invoice Number	Invoice Description	Invoice Amount
201FT0004340	Tire Rotation - T49	888.93

Payment Number: 31646, Supplier: HUB CITY ELECTRICAL CONTRACTORS LTD.

Invoice Number	Invoice Description	Invoice Amount
5766	New Temp FOB	288.60
5767	Outside Light Repair	197.37

Payment Number: 31647, Supplier: ITALIAN CANADIAN ASSOCIATION OF SASKATOON

Invoice Number	Invoice Description	Invoice Amount
DEC25	Non-Profit Organization Chart	603.66

## Payment Number: 31648, Supplier: R. M. OF DUNDURN

Invoice Number	Invoice Description	Invoice Amount
2025-01014	Custom Grading Work - Tamke Rd	32,190.60

## Payment Number: 31649, Supplier: SASKATCHEWAN DRAG RACING ASSOCIATION INC.

Invoice Number	Invoice Description	Invoice Amount
DEC25	Non-Profit Organization Chart	1,902.27

## Payment Number: 31650, Supplier: SASKATOON STOCK CAR RACING ASSOCIATION

Invoice Number	Invoice Description	Invoice Amount
DEC25	Non-Profit Organziaiton Chart	5,000.00

## Payment Number: 31651, Supplier: SASKATOON WILDLIFE FEDERATION

Invoice Number	Invoice Description	Invoice Amount
DEC25	Non-Profit Organization Chart	732.73

## Payment Number: 31652, Supplier: WHEATLAND REG'L LIBRARY

Invoice Number	Invoice Description	Invoice Amount
5575	2026 Library Levy - First Half	41,694.12

**MasterCard Statement**  
**Reporting Period: December 1-31, 2025**

<b>ADMINISTRATION</b>			
<b>Date</b>	<b>Amount</b>	<b>Vendor</b>	<b>Description</b>
5-Dec-25	\$504.00	Bre Mar Office	Removal of Copier
12-Dec-25	\$1,053.98	Reds Bar and Grill	Staff Christmas Party
7-Dec-25	\$22.04	Rebel	Meeting Software
11-Dec-25	\$66.81	London Drugs	IT Hardware - Keyboard
12-Dec-25	\$57.72	GoToMeeting	Meeting Software
15-Dec-25	\$7.65	City of Saskatoon	Parking
19-Dec-25	\$8.00	IM Park	Parking
7-Dec-25	\$48.80	Amazon	Admin - Login Books
7-Dec-25	\$15.53	Amazon	Admin - Calendar
17-Dec-25	\$1,573.19	Expedia	Hotels - RMAA Convention
25-Nov-25	\$71.07	Safeway	Council Sundry
1-Dec-25	\$19.98	West Four	Door Hardware
2-Dec-25	\$11.09	Amazon	Membership/Subscription
2-Dec-25	\$51.05	Safeway	Council Sundry
2-Dec-25	\$51.05	Safeway	Council Sundry
9-Dec-25	\$116.07	Safeway	Council Sundry
12-Dec-25	\$2,182.32	Riverside Country Club	Council Sundry
12-Dec-25	\$1,472.20	Boryskis Butcher	Council Sundry - Social Committee Lunch
16-Dec-25	\$28.84	Safeway	Council Sundry
18-Dec-25	\$30.74	Safeway	Council Sundry
<b>PLANNING</b>			
<b>Date</b>	<b>Amount</b>	<b>Vendor</b>	<b>Description</b>
4-Dec-25	\$23.85	Zoom	Meeting Software
4-Dec-25	\$541.80	Living Sky Catering	DPC Lunch
<b>PUBLIC WORKS</b>			
<b>Date</b>	<b>Amount</b>	<b>Vendor</b>	<b>Description</b>
12-Dec-25	\$472.50	Association of Professionals - APEGS	Membership Fee
15-Dec-25	\$367.50	Association of Professionals - APEGS	Membership Fee
16-Dec-25	\$472.50	Association of Professionals - APEGS	Membership Fee
<b>Total</b>	<b>\$9,270.28</b>		

Payroll GL Posting - Summary

Post For : Month 12  
 Transactions : All Paid/Unpaid : All  
 Trans Date : All  
 Emp Category : 001 To 103  
 Emp Department : All

Update Files : N  
 Year : 2025  
 Period : 12  
 Voucher # :

GL Code	CC1	CC2	CC3	Name	Debit	Credit
1-2-510-500				GG-SB-Office Admin Salaries	101752.88	0.00
1-2-510-501				GG-SB-Office Admin Benefits	19129.90	0.00
1-2-520-500				PS-SB-Police Salaries	131417.51	0.00
1-2-520-501				PS-SB-Police Benefits	18364.14	0.00
1-2-552-500				TS-SB-Salaries-PW-Admin	73801.73	0.00
1-2-552-501				TS-SB-Benefits-Public Works	25791.51	0.00
1-2-552-506				TS-SB-Cell Allowance-(Non-Tax)	525.00	0.00
1-2-552-610				TS-OTH-Employee Training	289.92	0.00
1-2-552-640				TS-Safety Meetings	1387.57	0.00
1-2-554-500				TS-SB-Wages-Mach-Maint-Graders	12898.66	0.00
1-2-556-500				TS-SB-Wages-Mach-Maint-Heavy Equip	1509.33	0.00
1-2-558-500				TS-SB-Wages-Mach-Maint-Light Trucks	3144.66	0.00
1-2-560-500				TS-SB-Wages-Mach-Maint-Heavy Trucks	2686.94	0.00
1-2-562-500				TS-SB-Wages-Mach-Maint-Tractors/Mowers	317.44	0.00
1-2-563-500				TS-SB-Wages-Mach-Maint-Asphalt Equip.	63.42	0.00
1-2-567-500				TS-SB-Wages-Shop Maint-LR	812.80	0.00
1-2-568-500				TS-SB-Wages-Shops Maint-33	163.08	0.00
1-2-570-500				TS-SB-Wages-Shop Maint-PA	237.76	0.00
1-2-572-500				TS-SB-Wages-Shop Maint-HA	18.12	0.00
1-2-574-500				TS-SB-Wages-Road Construction	5950.82	0.00
1-2-578-500				TS-SB-Wages-Road Maintenance	18534.34	0.00
1-2-579-500				TS-SB-Wages-Custom Work	171.44	0.00
1-2-581-500				TS-SB-Wages-Roads-Asphalt Repair	879.84	0.00
1-2-584-500				TS-SB-Wages-Gravel Crush & Stockpile	289.92	0.00
1-2-586-500				TS-SB-Wages-Culvert Installation	1177.80	0.00
1-2-588-500				TS-SB-Wages-Roads-Mowing	2620.72	0.00
1-2-590-500				TS-SB-Wages-Gravel Supply	300.00	0.00
1-2-594-500				TS-SB-Wages-Snow Removal	44151.84	0.00
1-2-598-500				TS-SB-Wages-Roads-Signs	1850.46	0.00
1-2-621-500				UT-SB-Wages-Industrial Park Water	304.20	0.00
1-2-623-500				UT-SB-Wages-North Well	33.80	0.00
1-2-624-500				UT-SB-Wages-33rd Street Well	50.70	0.00
1-2-630-500				UT-SB-Wages-Grasswood Water	1870.30	0.00
1-2-631-500				UT-SB-Wages-Riverside Water	1312.60	0.00
1-2-633-500				UT-SB-Wages-Casa Rio Water	2140.70	0.00
1-2-645-500				PD-SB-Salaries-Planning	67736.57	0.00
1-2-645-501				PD-SB-Benefits-Planning	12590.47	0.00
1-2-672-500				EPH-SB-Wages-Weed Control	9818.04	0.00
1-2-672-501				EPH-SB-Benefits-All EPH	2420.57	0.00
1-2-700-500				P4G - Administration	11117.04	0.00
1-2-700-501				P4G - Director Benefits	1620.89	0.00
1-3-110-103				General Bank	0.00	-335058.01
1-4-205-175				Payroll Suspense - Employee deductions	0.00	-127279.70
1-4-205-177				Payroll Suspense - Group Ins.	0.00	-35739.45
1-4-205-179				Regular Council Meeting Agenda Final - January 27, 2026 Payroll Suspense - Superannuation	0.00	-81602.36

# Payroll GL Posting - Summary



**Post For** : Month 12  
**Transactions** : All **Paid/Unpaid** : All  
**Trans Date** : All  
**Emp Category** : 001 To 103  
**Emp Department** : All

**Update Files** : N  
**Year** : 2025  
**Period** : 12  
**Voucher #** :

GL Code	CC1	CC2	CC3	Name	Debit	Credit
1-4-205-183				Payroll Suspense - Union Dues	0.00	-1575.91
<b>Total Amount</b>					<b>581255.43</b>	<b>-581255.43</b>



## Bank Reconciliation and Investment Summary – Period Ending December 31, 2025

### Bank Reconciliation

General Bank – Ending Balance December 31, 2025	\$20,879,797
Add: Outstanding deposits	846,335
Deduct: Outstanding withdrawals/charges	(187,108)
Calculated Bank Balance – Ending Balance December 31, 2025	\$21,539,024 <b>(A)</b>
Add: Adjustments	(90,006)
GL Bank Balance	\$21,449,018

### Year to date Investment Report

CIBC investment portfolio – balance as of December 31, 2025	\$ 1,500,000 <b>(B)</b>
Total general operating funds as of December 31, 2025 <b>(A+B=C)</b>	\$22,949,018 <b>(C)</b>

Interest earned on General Bank, January 2025 – December 31, 2025	\$284,343
Average interest earned on operating account	2.92%

## Subject

Operations and Capital Budget Variance Report for the period ending December 31, 2025

### Background and Description

Below is the operations and capital budget variance report for the period ending December 31, 2025. This report highlights year to date revenues and expenses and the variance to budget for each departmental budget line.

**RM of Corman Park  
Statement of Financial Activities  
For the Period Ended December 31, 2025**

<b>Account Category</b>	<b>2025 Forecast</b>	<b>2025 Budget</b>	<b>Variance + (-)</b>	<b>YTD as % of budget</b>	<b>Notes</b>
Grant & Taxation	19,733,644	19,752,862	(19,218)	100%	
Administration	279,758	251,200	28,558	111%	
Protective Services	815,745	970,000	(154,256)	84%	<b>(1)</b>
Infrastructure and Public Works	1,079,090	1,089,000	(9,910)	99%	
Environment & Public Health	156,029	151,500	4,529	103%	
Planning & Development	1,588,173	1,652,500	(64,327)	96%	
Community Services (Recreation)	237,783	309,000	(71,217)	77%	<b>(2)</b>
Utilities	943,126	927,000	16,126	102%	
Hamlets	1,242,224	1,245,125	(2,901)	100%	
<b>TOTAL REVENUES</b>	<b>26,075,572</b>	<b>26,348,187</b>	<b>(272,615)</b>	<b>99%</b>	
<b>Account Category</b>	<b>2025 Forecast</b>	<b>2025 Budget</b>			
Grant & Taxation	209,929	247,000	37,071	85%	
Council	393,302	401,168	7,866	98%	
Administration	2,869,052	2,797,286	(71,765)	103%	<b>(3)</b>
Protective Services	4,064,743	4,446,653	381,910	91%	<b>(4)</b>
Infrastructure and Public Works	10,581,454	11,607,692	1,026,237	91%	<b>(5)</b>
Environment & Public Health	392,030	428,617	36,587	91%	
Planning & Development	1,783,153	2,252,460	469,308	79%	<b>(6)</b>
Community Services (Recreation)	115,347	614,000	498,653	19%	<b>(7)</b>
Utilities	937,811	1,006,700	68,889	93%	
Hamlets	802,010	184,300	(617,710)	435%	<b>(8)</b>
<b>TOTAL OPERATIONAL EXPENSES</b>	<b>22,148,830</b>	<b>23,985,876</b>	<b>1,837,046</b>	<b>92%</b>	
<b>RM Operating SURPLUS / (DEFICIT)</b>	<b>3,926,742</b>	<b>2,362,311</b>			
	<b>2025 Forecast</b>	<b>2025 Budget</b>			
Capital Building/Equipment Expenses	1,026,187	1,452,402	426,216	71%	
Capital Project Expenses	3,126,990	3,434,000	307,010	91%	
<b>Total Capital Expenditures</b>	<b>4,153,177</b>	<b>4,886,402</b>	<b>733,225</b>	<b>85%</b>	

**Operations:**

**Revenues:**

YTD revenues are **\$26,075,572** which is approximately 99% of budget. A budget that is made up mainly of grants and taxation.

Highlighted revenue line items:

- 1) Fire protection fees (charge backs to ratepayers) are down compared to budget. This is due to fire protection service expenses being down for 2025.
- 2) Municipal Reserve fee revenue is down compared to budget.

**Expenses:**

YTD expenses are **\$22,148,830** which is approximately 92% of budget.

- 3) Administration expenses were over budget by 3%. IT and office equipment were the biggest driver of the overage.
- 4) Protection Services was under budget by \$381,910. As stated previously, fire protection service expenses were down in 2025. CPPS budgeted expenses are also down for the year.
- 5) Infrastructure and Public Works expenses under budget for 2025. Fuel costs came in underbudget. Materials for asphalt repair, seal coating were another big driver of being underbudget.
- 6) Planning budget is under spent by \$469,308. This is largely due to project and studies not being completed in 2025. Some of these amounts will be carried over to 2026.
- 7) This is due to the timing of Municipal Reserve allocations. Funds were allocated in 2025 but will be paid out in 2026.
- 8) Hamlet expenses have far exceeded budget. Hamlets have the appropriate reserves to undertake these expenditures; however, administration will do a better job coordinating budgets with hamlets for 2026.

**Capital:**

YTD capital building & equipment expenditures are **\$1,026,187** to date with a budget remaining of **\$426,216**. Some capital items (Lutheran shop expansion, job trailer) will carry over to 2026 while other items came in under budget (Scraper, Gravel truck).

YTD capital project expenditures are **\$3,126,990** to date with a budget remaining of **\$307,010**. Township Road 374 came in under budget. Some design costs for Floral Road and Grasswood Road will carryover to 2026.

**COUNCIL INDEMNITY SUMMARY FOR DECEMBER, 2025**

<b>Councillor</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
Hargrave, Joe	December 4, 2025	Meeting with CAO	\$ 124.00
	December 4, 2025	P4G DPC Meeting	\$ 185.00
	December 8, 2025	Swearing in of Police Chief	\$ 62.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 11, 2025	P4G ROC Meeting	\$ 185.00
	December 12, 2025	Meeting with CAO	\$ 124.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	December 17, 2025	Police Commission Meeting	\$ 185.00
	December 18, 2025	Meeting with CAO	\$ 124.00
	December 18, 2025	Meeting with Martensville Mayor	\$ 124.00
	December 19, 2025	Meeting with Solair	\$ 124.00
	December 19, 2025	Meeting with Des Nedhe	\$ 124.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 2,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>Reeve's Supervision</b>	<b>\$ 1,267.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (1,110.08)</b>
		<b>Total</b>	<b>\$ 4,490.92</b>
Germs, John	November 18, 2025	Ratepayer Meeting	\$ 185.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Deputy Reeve</b>	<b>\$ 50.00</b>
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (261.81)</b>
	<b>Total</b>	<b>\$ 1,946.19</b>	
Saleski, John	December 4, 2025	SREDA	\$ 185.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (191.47)</b>
	<b>Total</b>	<b>\$ 1,781.53</b>	
Haduik, Lyndon	November, 2025	Riverside Hamlet Meeting	\$ 124.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 9, 2025	Beaver Creek Hamlet Meeting	\$ 124.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (265.71)</b>
	<b>Total</b>	<b>\$ 1,955.29</b>	

Greenwood, David	December 4, 2025	Department of Highways Presentation at Saskatoon Inn	\$ 124.00
	December 6, 2025	Meeting with Developer	\$ 124.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (390.71)</b>
		Total	<b>\$ 1,830.29</b>
Pruim, Arthur	December 8, 2025	Swearing in of Police Chief	\$ 185.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 9, 2025	Planning Committee Meeting - Chair	\$ 50.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	December 17, 2025	Police Commission Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (317.19)</b>
	Total	<b>\$ 2,075.81</b>	
Balzer, Steven	December 8, 2025	Swearing in of Police Chief	\$ 124.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (228.59)</b>
		Total	<b>\$ 1,868.41</b>
	Vaandrager, Calvin	November 19, 2025	Ratepayer Meeting
December 8, 2025		Swearing in of Police Chief	\$ 185.00
December 9, 2025		Admin/Planning/Public Works Committee Meeting	\$ 185.00
December 16, 2025		Regular Council Meeting	\$ 185.00
December 17, 2025		Police Commission Meeting	\$ 185.00
<b>December, 2025</b>		<b>Council Salary</b>	<b>\$ 1,500.00</b>
<b>December, 2025</b>		<b>Communication Allowance</b>	<b>\$ 103.00</b>
<b>December, 2025</b>		<b>CRA</b>	<b>\$ (339.34)</b>
	Total	<b>\$ 2,127.66</b>	
Trask, Wendy	December 4, 2025	P4G DPC Meeting	\$ 185.00
	December 9, 2025	Admin/Planning/Public Works Committee Meeting	\$ 185.00
	December 9, 2025	Admin Committee Meeting - Chair	\$ 50.00
	December 11, 2025	P4G ROC Meeting	\$ 185.00
	December 16, 2025	Regular Council Meeting	\$ 185.00
	<b>December, 2025</b>	<b>Council Salary</b>	<b>\$ 1,500.00</b>
	<b>December, 2025</b>	<b>Communication Allowance</b>	<b>\$ 103.00</b>
	<b>December, 2025</b>	<b>CRA</b>	<b>\$ (524.04)</b>
	Total	<b>\$ 1,868.96</b>	
<b>TOTAL INDEMNITIES</b>			<b>\$ 19,945.06</b>

**Payroll GL Posting - Summary**



Post For : Month 12  
 Transactions : All Paid/Unpaid : All  
 Trans Date : All  
 Emp Category : All  
 Emp Department : COUN To COUN

Update Files : N  
 Year : 2025  
 Period : 12  
 Voucher # :

GL Code	CC1	CC2	CC3	Name	Debit	Credit
1-2-501-500				GG-CR-Reeve Attending Office	1317.00	0.00
1-2-502-500				GG-CR-Council Indemnity - Meetings	16165.00	0.00
1-2-502-501				GG-CR-Benefits-Council	805.54	0.00
1-2-503-500				GG-CR-Council Indemnity - Committee	4240.00	0.00
1-2-504-519				GG-CR-Council Communication Allow.	927.00	0.00
1-2-520-505				PS-SB-Police Comm Remuneration	925.00	0.00
1-3-110-103				General Bank	0.00	-19945.06
1-4-205-175				Payroll Suspense - Employee deductions	0.00	-4434.48
<b>Total Amount</b>					<b>24379.54</b>	<b>-24379.54</b>

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

**RCM-26-001**

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## **Subject**

Council–CAO Relationship and Use of a Council–CAO Covenant

## **Recommendation**

THAT the Council-Chief Administrative Officer Covenant be APPROVED.

## **Report Summary**

The following provides the Council – CAO Covenant for decision. The item was discussed at the December 9, 2025, Administration Committee meeting, which Council ratified to bring forward at its December 16.

The Council–CAO Covenant is an aspirational commitment that outlines how Council and the CAO will work together in a professional, respectful, and constructive manner. It is not a legally binding agreement. Its purpose is to clarify roles and responsibilities, support ethical conduct, and encourage open and timely communication. The covenant helps Council stay focused on governance and decision-making, while enabling the CAO to manage operations and carry out Council’s policies effectively.

## **Discussion**

The following report addresses the December 16, 2025, Council motion that directed Administration to bring back the Covenant document for Council’s consideration including becoming part of the Council orientation package.

The relationship between members of Council and the Chief Administrative Officer (CAO) is one of the most critical factors in a well-functioning municipality. While each Council and each term is different, experience shows that this relationship can deteriorate unless it is managed with clarity, discipline, and mutual accountability.

When tensions arise without a shared framework for expectations, governance risks increase, including role confusion, public conflict, staff morale issues, and operational inefficiency.

### *Why a Council–CAO Covenant*

A Council–CAO Covenant (Appendix A) is a non-legislative governance document that clearly sets out:

- Mutual expectations,
- Shared commitments,
- Appropriate conduct, and

- Agreed dispute-resolution behaviors.

It does not replace legislation, bylaws, or employment contracts – it is not a legal or a binding document. Instead, it provides a shared values-based framework to guide behaviour before conflict escalates.

The covenant is proactive, not reactive. It acknowledges that disagreements will occur and establishes agreed-upon ways to manage them respectfully and professionally.

### *Core Commitments Typically Contained in a Covenant*

A well-designed covenant normally includes Council commitments to:

- Act within legislative authority and governance roles.
- Make decisions in the best interest of the majority while considering minority impacts.
- Take accountability for the decisions.
- Review administration's advice before decision-making.
- Seek clarification before reaching conclusions.
- Direct complaints to the CAO for follow-up.
- Avoid making individual commitments outside Council authority.
- Participate actively and transparently in decision-making.
- Avoid public criticism of individual staff.
- Uphold strong ethical and stewardship standards.
- Lead through strategic planning and budget oversight.
- Conduct formal annual CAO performance evaluations through the Executive Committee.

Further, it highlights the CAO's commitment to:

- Provide objective, professional advice that is complete, accurate, and based on sound analysis, even when the advice may be unpopular.
- Implement Council decisions faithfully and consistently, once lawfully adopted.
- Maintain political neutrality and avoid involvement in political advocacy or Council member conflicts.
- Ensure effective organizational leadership, including staff performance, service delivery, and operational efficiency.
- Keep Council fully informed of significant risks, issues, opportunities, and emerging trends.
- Support all members of Council equally, without favouritism.
- Uphold confidentiality and protect sensitive Council and personnel matters.
- Promote ethical conduct across the organization through clear standards and accountability.
- Develop and manage the budget responsibly, aligned with Council priorities.
- Foster a respectful, healthy workplace culture that supports staff professionalism and public service.

### **Benefits to Council and the Organization**

- Built on trust
- Stronger governance discipline
- Reduced political and administrative conflict
- Improved staff morale and performance

- Clear expectations and accountability
- Reduced reputational and legal risk
- Greater organizational stability through Council transition

Each member of Council as well as the Reeve and CAO would commit to signing the Covenant's based on Council approval.

The Covenant will become part of any future orientations and will also be posted in Council Chamber.

### **Alternatives**

Council has the authority to approve the Covenant, and provide any changes required to satisfy its position. Administration is providing the following three alternatives for Council consideration:

1. Council Approve the Covenant with all Council members and the CAO signatures
2. Council Approve the Covenant without signatures
3. Council does not approve the Covenant and suggest alternative or remain the status quo.

Administration is recommending either Option 1, as the Covenant is a non-binding or legal document, the signatures show a commitment.

### **Implications**

#### **Strategic**

2024 to 2028 R.M. of Corman Park Strategic Plan, Kery Priority Area: Service Delivery.

#### **Financial**

There are no financial implications as a result of this report.

#### **Policy / Legal**

There are no legal implications because of this report, as it is a non-binding document.

#### **Communication**

N/A

#### **Other Implications**

N/A

#### **Attachment(s)**

- Appendix A - Council and Chief Administrative Officer Covenant

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**Report Written By:** Kerry Hilts, Chief Administrative Officer

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## Appendix A

# Council and Chief Administrative Officer Covenant

Rural Municipality of Corman Park No. 344

## 1.0 Purpose

- This covenant establishes a shared commitment between the Council of the R.M. of Corman Park and the Chief Administrative Officer (CAO) to foster effective governance, ethical leadership, mutual respect, and collective accountability in serving the public interest.
- It serves as a reference point for Council and the CAO when addressing governance challenges, evaluating performance, or onboarding new members. It complements but does not replace legislative duties or Council's Code of Ethics.

## 2.0 Guiding Principles

- Together, Council and the CAO commit to:
  - a. Respect and trust
  - b. Transparency and accountability
  - c. Constructive communication
  - d. Collective decision-making
  - e. Continuous improvement
  - f. Clear roles and mandate

## 3.0 Council Commitments

### 3.1 Leadership and Accountability

Carry out all duties under *The Municipalities Act* and applicable bylaws to the best of our abilities.

Make decisions in the best interests of the municipality and its citizens.

Take accountability for decisions made by Council.

Provide effective leadership through annual and long-term goals, strategic plans, and budget processes.

Formally evaluate the CAO's performance as outlined in the Executive Committee Terms of Reference.

Acknowledge mistakes and take corrective action when needed.

### 3.2 Decision-Making and Conduct

Review background information and advice provided by Administration before rendering a decision.

Ask questions in a respectful and professional manner when clarification is needed.

Participate actively in the decision-making process.

Refrain from public or private criticism of Council or Administration that identifies individuals.

Act as ethical stewards of the municipality and public resources.

Support the decisions made by Council, even when not in agreement.

### **3.3. Communication and Representation**

- Refer public complaints or concerns to the CAO for review and response.
- Avoid making commitments on behalf of Council or Administration.
- Communicate Council decisions clearly and respectfully.
- Support Council unity once a decision is made, even when individual votes differ.

## **4.0 CAO Commitments**

### **4.1 Integrity and Professionalism**

- Serve as the chief policy and administrative advisor in an ethical and impartial manner.
- Provide advice that is sound, objective, and consistent with Council policy and legislation.
- Respect all members of Council in personal and public communications.
- Maintain a current understanding of relevant legislation and government programs.
- Admit mistakes of substance and take corrective action.

### **4.2 Leadership and Administration**

- Ensure that Administration actions align with Council direction and bylaws.
- Implement Council decisions promptly and effectively.
- Address Council concerns through appropriate follow-up and communication.
- Keep Council informed on key issues, progress, and risks - avoiding surprises.
- Track major issues and decisions to ensure timely reporting and accountability.

### **4.3 Collaboration and Continuous Improvement**

- Encourage a culture of respect and teamwork between Council and staff.
- Listen actively to Council's feedback and strive for ongoing improvement.
- Foster an environment that supports professional development and innovation in municipal operations.

## **5.0 Mutual Commitments**

- Recognize that effective governance depends on a clear separation of policy and administrative roles.
- Provide inquiries and direction through the CAO.
- Communicate with honesty, respect, and confidentiality in all matters.
- Resolve differences through dialogue rather than public criticism.
- Support each other in representing the R.M. positively and professionally.
- Review this covenant annually and reaffirm commitment at the first Council meeting following a general election.

## **6.0 Commitment to Public Transparency**

- Council and the CAO commit to strengthening public confidence through open communication, consistent reporting, and transparent decision-making, while respecting confidentiality requirements.

## **7.0 Review and Amend**

- This covenant may be reviewed and amended by mutual agreement between Council and the CAO at any time, in addition to the scheduled review following a general election.

## **8.0 Confidentiality Clause**

- Both Council and the CAO shall maintain confidentiality in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act* (LAFOIP) and the

*Council Code of Ethics Bylaw.* Information discussed in-camera, or otherwise identified as confidential, shall not be disclosed or used for personal, political, or organizational advantage. Council and the CAO will respect the privacy of individuals, protect sensitive information, and ensure that public communication occurs only through authorized channels.

**9.0 Conflict-Resolution Clause**

- Disputes or misunderstandings arising from this covenant will be addressed through respectful discussion facilitated jointly by the Reeve and the CAO. Where further support is needed, Council may agree to engage an independent facilitator to assist in restoring constructive working relationships consistent with this covenant and the *Council Code of Ethics*.

**10.0 Affirmation**

- We, the undersigned, commit to the principles and responsibilities outlined in this covenant and reaffirm our dedication to the effective governance and administration of the R.M. of Corman Park No. 344.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Reeve:

Councillor:

Division 1

Division 2

Division 3

Division 4

Division 5

Division 6

Division 7

Division 8

Chief Administrative Officer

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

**RCM-26-004**

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## **Subject**

Appointment of Bylaw Enforcement Officers

## **Recommendation**

Administration is requesting that Bylaw 03-26 appointing Carey Scriven and the Corman Park Police Service as the R.M.'s Bylaw Enforcement Officers be given three readings at this meeting.

1. THAT Bylaw 03-26 being a bylaw to appoint municipal Bylaw Enforcement Officers, be given FIRST READING.
2. THAT Bylaw 03-26 be given SECOND READING.
3. THAT Bylaw 03-26 be given UNANIMOUS CONSENT for THIRD READING.
4. THAT Bylaw 03-26 be given THIRD READING and ADOPTED.

## **Report Summary**

A Bylaw Enforcement Officer (BEO) must be appointed by resolution or bylaw in order to enforce municipal bylaws. Carey Scriven was hired January 5, 2026, as the BEO and duties will commence effectively on the passing of Bylaw 03-26. As with previous BEO appointment bylaws, the Corman Park Police Service is also appointed to provide bylaw enforcement assistance if necessary.

Due to Cary Scriven's police officer background, information regarding expanding the BEO appointment to a Community Safety Officer (CSO) has been provided below for Council's future consideration.

## **Background / Discussion**

On January 5, 2026, Carey Scriven was hired as the Bylaw Enforcement Officer (BEO), for the R.M to enforce all municipal bylaws enacted by the Council where enforcement maybe required. The BEO will also represent the R.M. before the justice of the peace or provincial court judge in the prosecution of anyone who is charged with contravention of a bylaw.

Previous bylaws also appointed the Corman Park Police Service (CPPS) as BEO's for the R.M. This CPPS appointment was in addition to the specific appointment of the person(s) hired as the BEO in order to provide bylaw enforcement assistance should the specific appointment, for whatever reason, was not able to perform their duties.

At this time, Administration is recommending the appointment of Carey Scriven as a bylaw enforcement officer; however, in the future we may come back for Council consideration to expand the appointment to a Community Safety Officer as described below.

**Community Safety Officer (CSO)**

This program helps communities expand enforcement that better meets their needs by empowering the BEO with extra enforcement capabilities of certain provincial statutes and *Criminal Code* offences that significantly benefit public safety.

**What can a Community Safety Officer do?**

A CSO provides a uniformed presence in the community. They can liaise with schools and community groups, engage in the enforcement of certain provincial statutes and attend scenes of minor property offences. Like other employees of the municipality, CSO employers have control over the schedule and deployment of CSOs within the geographical boundaries of their jurisdiction pursuant to their Special Constable appointments.

If the R.M. is interested in appointing the Bylaw Officer as CSO *in the future*, there is an approval process which is done by submitting a business case to along with other documents to the Ministry of Corrections, Policing and Public Safety. There is also training and certification required.

**Options for CSO appointments:**

CSOs appointments can provide for the enforcement of certain sections of several statutes, including:

- The Traffic Safety Act;
- The Alcohol and Gaming Regulation Act, 1997;
- The Environmental Management and Protection Act, 2010;
- The All-Terrain Vehicles Act;
- The Snowmobile Act;
- The Cannabis Control (Saskatchewan) Act;
- The Highways and Transportation Act, 1997;
- The Mental Health Services Act ;
- The Trespass to Properties Act ; and
- The Tobacco Act.

**Additional Options:**

- Attend property offence scenes (sections 334(b) and 430(1) of the Criminal Code) for the purpose of receiving information, evaluating and liaising with the police agency of jurisdiction as required;
- Search and Rescue; and
- The Highways and Transportation Act, 1997 (for weights and measures).

**Enforcement Officer Authorities**

Position	BEO	CSO
<b>Appointment</b>	Appointed by Council under <i>The Municipalities Act</i> by Bylaw or Resolution	Sworn Peace Officer by Judge or Justice of the Peace, one time appointment (may have an expiry date)

<b>Employer</b>	Municipality	Municipal employee but oversight is a shared responsibility between the municipality and the Federal Government.
<b>Enforcement</b>	Bylaws enacted under <i>The Municipalities Act</i>	Duties and Authorities are assigned by the Department of Justice
<b>Traffic</b>	No Authority to enforce The Traffic Safety Act. (No traffic stops unless done from a stationary position, i.e. on foot)	Authority to enforce legislation specified in application for appointment, including moving violations and other statutes noted in the individuals' appointment.
<b>Protection</b>	Protection under Bylaw and under the Law as a civilian.	Protection under the Law as a Peace Officer.
<b>Position</b>	Public Servant	Public Servant
<b>Sworn Statements</b>	Cannot take Sworn statements.	Can take Sworn statements
<b>Rights</b>	Doesn't read Rights	Can read rights
<b>Ticketing</b>	Issue and sign tickets	Issue and sign tickets
<b>Prosecution</b>	Prosecute – with permission from Council (Bylaw 13/25 Section 7b)	Prosecute – with permission from Council
<b>Arrest</b>	Only citizen arrests	Power of Arrest
<b>Equipment</b>	No authority to carry prohibited or restricted weapons.	May carry pellet guns & hand cuffs, shotgun for wildlife control, (pepper spray and baton if qualified through the Sask. Police College.)
<b>Jurisdiction</b>	Can enforce bylaw in different jurisdictions w/o different uniforms, crests, deckles etc. for each municipality.	No authority to enforce statues in different jurisdictions without different uniforms, crests, deckles etc. for each municipality unless simply enforcing bylaws.
<b>Security Checks</b>	Not mandatory.	Same security check as RCMP less the lie detector test and must be sworn in by a Judge or JP.

<b>Summons</b>	Cannot issue but can serve summonses.	Can have summonses issued and serve summonses.
<b>Vehicle Lights</b>	No lights	Lights pursuant to The Traffic Safety Act and its attendant Regulations.
<b>Clothing/Uniform</b>	Can wear civilian clothes but must bring identification.	Cannot wear civilian clothes but brings identification.

### **Implications**

#### **Strategic**

Municipal bylaws are created to help achieve the vision established by and for a community. Enforcing municipal bylaws strengthens the regulations that they contain; the regulations which are meant to provide a safe and healthy place for people to live.

2024 to 2028 Corman Park Strategic Plan, key priority: Service Delivery.

#### **Financial**

Costing for an in-house bylaw officer was approved in the 2026 Operating Budget.

#### **Policy / Legal**

*The Municipalities Act*, Section 373, establishes that a Council may appoint any bylaw enforcement officers that is considers necessary. A BEO must be appointed by resolution or bylaw in order to enforce municipal bylaws.

#### **Communication**

Bylaw will be posted on R.M.'s website.

#### **Other Implications**

None

**Attachment(s)** – Proposed Bylaw 03-26

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**Report Written By:** Administration

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

**BYLAW 03-26**

**A BYLAW TO APPOINT BYLAW ENFORCEMENT OFFICER(S)**

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The Council of the Rural Municipality of Corman Park No. 344 in the Province of Saskatchewan enacts as follows:

1. For the purpose of this bylaw, the expression:
  - a) "Council" means the Council of the Rural Municipality of Corman Park No. 344;
  - b) "Municipality" means the Rural Municipality of Corman Park No. 344; and
  - c) "Party" means either the Council or the Bylaw Enforcement Officer.
  - d) "BEO" means Bylaw Enforcement Officer
  - e) "CPPS" means the Corman Park Police Service
2. Council hereby appoints Carey Scriven as the Bylaw Enforcement Officer (BEO), for the municipality as provided for under Section 373 of *The Municipalities Act* and Development Officer for the purpose of enforcing the R.M.'s Zoning Bylaw through the *Planning and Development Act, 2007*.
3. Council hereby appoints the CPPS as Bylaw Enforcement Officers (BEO), for the municipality as provided for under Section 373 of *The Municipalities Act* should Carey Scriven, for whatever reason, not be able to perform the duties as described in Section 7.
4. The appointment shall commence on January 27, 2026, and shall continue at the pleasure of the Council.
5. The appointment of Carey Scriven may be terminated by either party providing written notice to the other party under the terms and conditions of the employment contract.
6. The appointment of the CPPS may be terminated by Council or the Corman Park Police Commission giving three (3) months' written notice.
7. The duties of a Bylaw Enforcement Officer shall be:
  - a) To enforce all municipal bylaws enacted by the Council;
  - b) To represent the R.M. of Corman Park before a justice of the peace or Provincial court judge in the prosecution of anyone who is charged with contravention of a bylaw; and
  - c) Other agreed upon duties as may be assigned by Council or its delegate.
8. That Bylaw 13-25, and all amendments thereto, are hereby repealed.

\_\_\_\_\_  
Hon. Joe Hargrave, Reeve

SEAL

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

Read a first time \_\_\_\_ day of \_\_\_\_\_, 2026

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2026

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2026

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

**RCM-26-007**

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## **Subject**

*Proposed Policy GA-012 Access to Information - The Local Authority Freedom and Protection Act*

## **Recommendation**

THAT Policy GA-012 Access to Information – *The Local Authority Freedom of Information and Protection of Privacy Act* is APPROVED, and that previous Policy GA-005 is REPEALED.

## **Report Summary**

The updated Policy establishes how the R.M. manages access to information and protection of personal privacy under *LAFOIP*, balancing public access with legal and privacy obligations. It defines roles and responsibilities, designating the CAO as the Head and an Access Coordinator to manage requests, outlines how routine and formal access requests are handled, and clarifies the duty to assist while setting clear limits on what the R.M. is not required to provide. The Policy details how personal and third-party information is safeguarded, identifies mandatory and discretionary exemptions, and sets out procedures for privacy practices, breach response, and prevention. It also establishes application requirements, fees, fee estimates, and timelines, and addresses how frivolous or vexatious requests may be managed, ensuring transparency, consistency, and compliance across the organization

## **Background / Discussion**

The current Policy GA-005 was ratified in June 2013 and is outdated in terms of the fees, record types and provides minimal information regarding the regulations and procedures for an Access to Information request. It allows for several record types to be produced by the R.M. including microfilm, slides, different sized pictures, cassettes, floppy disks, etc., all of which we do not use or will provide. The allowable fees also need to be clarified and updated, along with procedural and regulation information that will help to guide internal and external users.

In approximately 2018, the Office of the Saskatchewan Information and Privacy Commissioner (OIPC) updated *The Local Authority Freedom and Protection Act*, which included regulations regarding the maximum fees that can be charged and clarified what can be charged for by the municipality in its retrieval of requested records.

### *Updated Policy*

The OIPC Access to Information policy template for municipalities was used along with information added that is unique to the R.M., and that Administration believes is useful to users when requesting and receiving an Access to Information request. Some of the key updates in the attached proposed Policy include:

- **Section 5 Personal Information** – Clarification on what is considered personal information. For example, some users believe that only lawyers could request a Tax Certificate that discloses personal property tax information when in fact anyone that pays the required fee to the municipality may obtain a tax certificate, under Section 279 of *The Municipalities Act* that will disclose arrears, utility/other transfers to the tax roll. What cannot be on the certificate is the property owner's personal information such as name, phone number, email, payment history, etc.
- **Sections 6 & 7 Administrator & Access Coordinator** – Information regarding the roles and duties of each. The Administration Bylaw names the CAO as the Head and the R.M. has an Access Coordinator who assists with all requests and reports to the Head.
- **Section 11 Exemptions** – Provides users basic information on mandatory and discretionary exemptions to providing records.
- **Section 13 Privacy Breaches** – Outlines the process for the R.M. to take should there be a privacy breach.
- **Section 14 Application and Fees** – Clarification that the first (1<sup>st</sup>) hour of record search and/or preparation is free and only after that, the fee is \$15 per ½ hour. Added information that as per regulations, charges that exceed \$100 must be approved by the applicant by providing a fee estimate. Provided further clarification on what can be included in charges when calculating the time spent on the access request.
- **Section 15 Frivolous or Vexatious Requests** – Provides the basic criteria and procedures for the R.M. to follow if required.

The Policy clearly distinguishes between routine (informal) requests and formal *LAFOIP* requests, setting out how each is handled to support transparency while avoiding unnecessary formality where information can be easily provided. It further reinforces how personal and third-party information is protected, outlines mandatory and discretionary exemptions, and clarifies what must be redacted or withheld to meet legislative requirements.

### **Implications**

#### **Strategic**

Periodic review of bylaws and policies for repeal or updates is good organization and supports the duties of the Administrator under Section 111 of *The Municipalities Act* and the Strategic Plan 2024 to 2028, priority area: Service Delivery.

#### **Financial**

None

#### **Policy / Legal**

R.M. Policy GG-002 Policy Development allows for Administration to develop policies for Councils consideration.

#### **Communication**

If the proposed Policy GA-012 is approved, the new policy will be added to the website.

#### **Other Implications**

None

- Attachment(s)** - Current Policy GA-005
- Proposed Policy GA-012
  - Appendix A – Access to Information Request Form
  - Appendix B – Responsive Records Search Checklist
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**Report Written by:** Administration

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer



## Rural Municipality of Corman Park No. 344 Policy

Policy # GA-005

Policy Title: Request for Information Fees

**Policy Objective:**

To determine fees for requests for information under the Local Authority Freedom of Information and Protection of Privacy Act.

**Authority:** (Bylaw#, Resolution date/#)  
June 17, 2013, Resolution #47

**Policy:**

The Rural Municipality of Corman Park will charge fees for requests of information as determined by the Local Authority Freedom of Information and Protection of Privacy Regulations.

The Reeve and Councillors are exempt from all fees relating to requests for information for their own use.

5 (1) An application fee of \$20 is payable at the time an application for access to a record is made.

5 (2) Where Access to a record or part of a record is given by providing the applicant with a copy of the record, the following fees are payable at the time when access is given:

Type of Record Requested	Cost
Photocopy	.25/page
Computer Printout	.25/ page
Paper print from microfilm	.50/ page
16 millimetre microfilm duplication, no-silver	\$32 per 30.5 metre reel
35 millimetre microfilm duplication, non-silver	\$35 per 30.5 metre reel
Microfiche duplication, non-silver	.50 per fiche
Photograph/ Slide	
3 1/2" x 5" Black & White	\$3
3 1/2" x 5" Color	\$6
4"x 6" Black & White	\$5

Policy # GA- 005

Policy Title: Request for Information Fees

Date Issued: May 21, 2013

Updated Date: June 17, 2013

Page 1 of 2



4"x 6" Color	\$8
5" x 7" Black & White	\$7
5" x 7" Color	\$10
8"x 10" Black & White	\$9
8"x 10" Color	\$12
11" x 14" Black & White	\$18
11" x 14" Color	\$21
Negative for Photograph	
3 1/2" x 5" Black & White	\$9
3 1/2" x 5" Color	\$12
4"x 6" Black & White	\$11
4"x 6" Color	\$14
5" x 7" Black & White	\$13
5" x 7" Color	\$16
8"x 10" Black & White	\$15
8"x 10" Color	\$18
11" x 14" Black & White	\$24
11" x 14" Color	\$27
Audio Cassette	\$15
One-half inch video cassette	\$35
Floppy disk	\$10
Any form of record that is not included	Actual cost of duplicating the record

(3) Where time in Excess of one hour is spent in searching for a record requested by an applicant or in preparing it for disclosure, a fee of \$15 for each half hour or portion of a half-hour of that excess time is payable at the time when access is given.

(4) Where a search and retrieval of electronic data is required to give access to a record requested by an applicant, a fee equal to the actual cost of the search and retrieval including machinery and operator costs is payable at the time when access is given.

(6) The amount of fees beyond which an estimate must be given is \$50.00 not including the initial \$20 for the application fee.

The policy is subject to change in accordance with the Local Authority Freedom of Information and Protection of Privacy Regulations.



## General Operating – Administrative

<b>Title: Access to Information – LAFOIP</b>	<b>Policy Number: GA-012</b>
<b>Objective:</b> To provide guidelines and fee regulations when receiving a request to access information under the <i>Local Authority Freedom of Information and Privacy Act, (LAFOIP)</i>	
<b>Authority:</b>	

### 1. Purpose

The purpose of this policy is to:

- Recognize the right of access by the public to information in the possession, or under the control of, the R.M. of Corman Park (R.M.);
- Recognize the R.M.'s responsibility to protect the privacy of individuals by controlling how the municipality collects, makes use of, and discloses personal information;
- Fulfill the R.M.'s obligations and duty to assist under both the spirit and requirements of *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)* and *The Local Authority Freedom of Information and Protection of Privacy Regulations (LAFOIP Regs)*.

The R.M.'s duty to assist does not require the R.M. to:

- Create documents if they do not exist, (example, transcripts of voice/video recordings, telephone conversations);
- Provide a technical explanation or understanding of a document or transcript;
- Provide a legal interpretation of the information in records;
- Disclose the nature or content of records that are withheld or that are not responsive to the request; or
- Give an opinion or judgment that is not already recorded.

### 2. Authority

Section 23.1 of *The Local Authority Freedom of Information and Protection of Privacy Act* provides local authorities with the ability to establish policies and procedures to maintain administrative, technical, and physical safeguards to protect the integrity, accuracy, and confidentiality of the personal information in its possession or under its control.

### 3. Scope

This policy applies to all employees, contractors/consultants, and municipal departments of the R.M. who collect, access, use, process, store, modify, share, disclose and/or destroy information in the possession, or under the control of the Rural Municipality of Corman Park. It shall also apply to persons requesting access to information.

### 4. Definitions:

- a) **“Access to Information Request”** - the formal process by which an individual may request access to the R.M.'s records under the provisions of *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*. The term freedom of information request (FOI) is also used to describe an access to information request.
- b) **“Act”** – means *The Local Freedom of Information and Protection of Privacy Act*.



- c) **“Applicant”** – any individual who requests access to a record under *LAFOIP*.
- d) **“CAO”** - the Chief Administrative Officer/Administrator for the R.M. appointed pursuant to Section 110 of *The Municipalities Act*.
- e) **“Contractor”** – an individual or company retained under a contract to perform services for the Town including any information management service providers (IMSP).
- f) **“Control”** – is where the R.M. has the authority to manage the record including restricting, regulating and administering its use, disclosure or disposition when the record is in the R.M.’s possession and/or control.
- g) **“Duty to Assist”** - the R.M.’s obligation to provide assistance to an applicant including responding to a request for access openly, accurately and completely.
- h) **“Employee”** – an individual employed by the R.M., including an individual retained under a contract to perform services for the R.M. (*LAFOIP* Sec. 2(1) (b.1)).
- i) **“Exemption”** – a mandatory or discretionary provision under *LAFOIP* that authorizes the R.M. to refuse to give access to information contained in a record.
- j) **“Head”** – the CAO, as designated by the R.M. *Council Procedures Bylaw*. (*LAFOIP* Sec. 2(1)(e)).
- k) **“Informal Request”** – a request for information, which is general in nature, can be easily access in a minimal amount of time and can typically be handled by the area, branch or unit responsible for the information.
- l) **“LAFOIP”** – *The Local Authority Freedom of Information and Protection of Privacy Act*.
- m) **“MA”** – means *The Municipalities Act*.
- n) **“Personal Information”** – means information about an identifiable individual of a personal nature which may include but is not limited to: information about an individual’s race; religion; family status; age; birthdate; place of origin; employment or criminal history; financial information; health services number; driver’s license number; social insurance number; home address, email address or telephone number; physical or mental condition of an individual; an individual’s personal views or opinions except where they are about another individual.
- o) **“Possession”** – records, information, or content regardless of the form, all recorded information in the possession or under the control of the R.M.
- p) **“Privacy”** – is the right to keep certain information private; freedom from unauthorized access to, use, or disclosure of one’s personal information.
- q) **“Record”** – means a record of information in any form and includes information that is written, photographed, recorded, digitized, or stored in any manner, but does not include computer programs or other mechanisms that produce records (*LAFOIP* Sec. 2(1)(j)).



- r) **“Third party”** – means a person, including an unincorporated entity, other than an applicant or R.M.

### 5. Personal Information:

No local authority shall disclose personal information in its possession or under its control without the consent, given in the prescribed manner, of the individual to whom the information relates except in accordance with Section 28 or Section 29 of *LAFOIP*.

Personal information, including, but not limited to, home and business phone numbers, civic addresses, mailing addresses, birthdates, social insurance numbers, family member names and information, pension plan information, and health card numbers, shall be redacted before being disclosed through the access to information process.

Employee classification, salary, discretionary benefits, and job responsibilities are not classified as personal information and shall not be redacted, (Section 23(2)(a) of *LAFOIP*).

Individuals have the right to access records containing their personal information, with limited exceptions, subject to Section 30 of *LAFOIP*. Individuals have the right to request the correction of their personal information if the information is incorrect. If the change request is reasonable, the Head shall make the correction. If the request is not reasonable, the Head shall note an objection to the change on the file.

Property owners and legal land descriptions are freely available through Information Services Corporation (ISC) and are thus considered public information. However, civic and/or mailing addresses are considered personal information and shall only be disclosed according to, Section 3(1) of *LAFOIP*.

Property tax information may also be released in accordance with Section 279 of the *MA* upon request in the form of a Tax Certificate and payment to the R.M for the Tax Certificate. The Tax Certificate shall not identify any landowner personal information such as civic addresses, phone numbers, etc.

#### *Section 3(1) of the LAFOIP:*

*This Act does not apply to:*

- (a) published material or material that is available for purchase by the public;*
- (b) material that is a matter of public record; or*
- (c) material that is placed in the custody of a local authority by or on behalf of persons or organizations other than the local authority for archival purposes.*

#### *Section 279 of the MA:*

*1) On request, a designated officer shall issue a tax certificate showing:*

- (a) the amount of taxes imposed in the year with respect to the property specified on the certificate and the amount of taxes owing;*
- (b) the total amount of tax arrears, if any;*
- (c) the amount of any local improvement special assessment:*
  - (i) due with respect to any parcel of land; or*
  - (ii) shown on a special assessment roll for a local improvement, certified by the assessor, but not due at that time;*
- (d) notice of any intention to undertake a local improvement that the Saskatchewan Municipal Board has approved and that may affect the land;*
- (e) if known by the municipality, whether there is an outstanding assessment*



*appeal regarding the property before a board of revision or the Saskatchewan Municipal Board; and*

*(f) if known by the municipality, whether there are outstanding amounts that might be added to the taxes with respect to the property pursuant to section 369.*

*(2) A tax certificate issued pursuant to this section is deemed to have been properly executed and is binding on the municipality.*

*(3) Subject to the regulations made by the minister, the council shall, by bylaw, set the amount of the fee that may be charged for issuing a tax certificate pursuant to this section.*

*(4) The minister may make regulations prescribing the maximum fee that may be charged pursuant to this section.*

Personal information shall be safeguarded and kept in locked file cabinets, the vault, or other secure areas. This information will be restricted to the Head and the appropriate R.M. department employees. Employment records shall be maintained pursuant to the R.M.'s record retention bylaw.

## **6. Administration**

The CAO (being the Administrator of the R.M. appointed pursuant to Section 110 of *The Municipalities Act*) shall be appointed as the Head and shall be accountable for all decisions, duties, and obligations pursuant to *LAFOIP*.

## **7. LAFOIP Access Coordinator**

The *LAFOIP* Access Coordinator shall assist the Head with all access requests and is the designated person within that local body responsible for managing these requests, ensuring compliance, and helping the public get information while protecting personal data, acting as the main point person including searching for responsive records and compiling the requested information. Other Employees may assist the Head or Access Coordinator, as necessary, in obtaining information.

## **8. Access to Information**

Pursuant to *LAFOIP*, an individual has the right to request access to any information in the possession of, or under the control of, the R.M. The R.M. shall provide as much information as possible to the applicant while ensuring personal, confidential, and third-party information is protected in accordance with *LAFOIP*.

Personal information includes, but is not limited to, information about an identifiable individual of a personal nature, including information about an individual's race, religion, family status, age, birth date, place of origin, employment or criminal history, financial information, health services number, driver's licence number, social insurance number, home address, email address, telephone number, mental or physical conditions, and personal views or opinions except where they are about another individual.

Third-party information includes information that is controlled or managed by an entity other than the R.M.

Access to information that is in the possession of, or under the control of the R.M. will be provided in accordance with the R.M.'s record retention bylaw and/or policy.



## 9. Routine Requests

Routine requests are handled by the employee or department responsible for the information, in consultation with the Head or Access Coordinator, as necessary. Routine requests are requests for information that are general in nature. Routine requests can be easily accessed in a minimal amount of time and can typically be handled by the department responsible for the information. Routine information includes, but is not limited to, job postings, election results, bylaws, policy manuals, budgets, annual reports, approved contracts/agreements, approved minutes, basic historical data and information bulletins.

Whenever possible and where appropriate, requests for general information shall be processed without the requirement for a formal access for information application. This supports the R.M.'s commitment to transparency, accountability, accessibility, and participation.

## 10. Formal Requests

An applicant who wishes to make a formal request under *LAFOIP* is required to complete the "Access to Information Request Form A," (Appendix A). The applicant shall send the request to the *LAFOIP* Access Coordinator. If an employee receives a formal access request, they shall forward it to the Access Coordinator and keep any information contained in the application confidential. Each application shall pertain to only one subject matter.

*Note: an applicant may submit an access to information request in another format other than the prescribed Form A, (Appendix A), provided it has all the required elements - LAFOIP Guide Chapter 3, Section 6(1)(a).*

Formal requests shall be handled confidentially and immediately. The name of the applicant should be kept private. Following application acceptance and date stamping, the Access Coordinator shall process the access to information request in a complete, accurate, and timely response pursuant to *LAFOIP*. Other Employees may assist the Head or Access Coordinator, as necessary, in obtaining information outlined in the access to information request.

The Access Coordinator shall keep all *LAFOIP* Applications and details in a confidential location. When an application is received, a *LAFOIP* file shall be set up, and the details entered to the *LAFOIP* Logbook which includes assigning a file number. The 30-day clock starts from when the application is received by the R.M. and the application fee is paid.

Once the file is set up, a Responsive Records Search Checklist, (Appendix B), will be used to guide the retrieval process and to note if the search may cause a "fee estimate" to be sent to the applicant. The search checklist must be kept on file as proof of time spent and records searched should a review of the application be requested by the Privacy Commissioner (IPC).

## 11. Exemptions

*LAFOIP* provides for the protection of certain information. There are mandatory and discretionary provisions under *LAFOIP* authorizing the Head to refuse to provide access to information contained in a record, and the authorization to refuse to confirm or deny the existence of a record in response to an access to information request. When determining whether to apply discretionary exemptions, the Head will exercise good faith in balancing the R.M.'s legitimate business or legal concerns with the principles of open government.



#### Mandatory Exemptions:

- records from other governments obtained and kept in confidence **LAFOIP 13(2)**
- certain third-party information – **LAFOIP 18**
- where another Act prevails – **LAFOIP Section 22 & LAFOIP Regs 8.1** (example parts of the Police Act)

#### Discretionary Exemptions:

- information received in confidence from another local authority – **LAFOIP 13(2)**
- information regarding law enforcement and ongoing investigations – **LAFOIP 14**
- documents of a local authority including draft resolutions, bylaws, and in-camera meetings – **LAFOIP 15**
- information that is advice from officials, unless record has been in existence for more than 25 years – **LAFOIP 16(1)(2)**
- information regarding economic and other interests – **LAFOIP 17**
- information regarding testing procedures, tests, and audits – **LAFOIP 19**
- information that may result in danger to the health or safety of an individual – **LAFOIP 20**
- information covered under solicitor-client privilege – **LAFOIP 21**
- Information that you know will be published within 90 days – **LAFOIP 7(2)(C)**

### 12. Privacy Practices

The R.M. has the authority to collect personal information pursuant to specific legal obligations. The R.M. shall inform the individual of the purpose of collecting information and will only collect necessary information. R.M. employees and the Head must take reasonable steps to ensure collected information is accurate and complete. Collected information in the R.M.'s possession and/or control shall only be used for the purpose for which it was collected.

### 13. Privacy Breach

The R.M. shall make every effort to mitigate breaches of privacy; however, should a breach occur, the following steps will be taken immediately:

#### 1. Contain the Breach

As soon as the R.M. learns of a privacy breach, it should contain and recover any personal information involved. Retrieving this information will require determining how broad the privacy breach is and what type of records are involved. If paper records are involved, efforts should be made to physically recover the paper records. If electronic records are involved, efforts should be made to physically recover any devices that contain information, including USB keys, CDs, and DVDs; recall emails and request recipients destroy the email containing personal information; and immediately take down personal information if it is posted online.

#### 2. Notify Affected Individuals

**LAFOIP 29(1)** requires that local authorities take all reasonable steps to notify an individual of unauthorized use or disclosure of that individual's personal information by the local authority if it is reasonable in the circumstances to believe that the incident creates a real risk of harm to the individual.

#### 3. Identify

The R.M. should make attempts to answer the following questions: Who are the affected individuals? How many individuals are affected? What are the risks that the affected individuals



will be exposed because of the privacy breach? The R.M. should also immediately make a voluntary disclosure to the Information and Privacy Commissioner's office.

#### 4. Investigate the Privacy Breach

The R.M. should investigate the privacy breach to identify the root cause of the breach. Identifying the root cause of the privacy breach will prevent similar breaches in the future and can be done by answering the following questions: What happened? When did the privacy breach occur? When and how did the R.M. learn of the breach? What efforts has the R.M. made to contain the privacy breach? Has the breach been contained completely (why or why not)? Where did the privacy breach occur? Who was involved/which employees were involved or witnessed the privacy breach? What type of personal information was made public? Who has been affected by this privacy breach?

#### 5. Prevent Similar Privacy Breaches

The R.M. should do its best to safeguard personal information. The Head should review all administrative, physical, and technical safeguards following a privacy breach to determine their adequacy in protecting information. These safeguards should also be reviewed regularly to ensure they meet best practice standards.

### 14. **Application and Fees**

All persons requesting a formal access to records not normally or regularly provided by the R.M. must complete an "Access to Information Request Form", Appendix A.

The "Access to Information Request Form" is subject to the *LAFOIP* Regs and shall be accompanied by an **application fee of twenty (\$20.00) dollars**. If the applicant believes the application fee will cause substantial hardship, they may request the Head waive the fee by providing the reason.

The Head or Access Coordinator will ensure that each application pertains to only one subject matter.

Additional charges may also be levied beyond the initial \$20.00 application fee as per *LAFOIP* Section 9.

**1<sup>st</sup> hour** – Free

**\$15.00** - per ½ hour or portion thereof after the 1<sup>st</sup> free hour

**\$ 0.25** – per photocopy/print out

**\$Actual Cost** – of all other reproductions and/or storage devices

#### Search Time

##### Includes:

- (a) Staff time involved with searching for records;
- (b) Examining file indices, file plans or listings of records (paper or electronic);
- (c) Pulling paper files/specific paper records out of files; and
- (d) Reading through files to determine responsiveness.

##### Does not include:

- (a) Time spent copying the records;
- (b) Time spent going from office to office or off-site storage to look for records; and
- (c) Having someone review the results of the search.



Preparation Time:

Includes:

- (a) Time spent physically severing exempt information from records.

Does not include:

- (a) Deciding whether or not to claim an exemption;
- (b) Identifying records requiring severing;
- (c) Packing records for shipment;
- (d) Identifying and preparing records requiring third party notice.
- (e) Transporting records to the mailroom or arranging for a courier;
- (f) Time spent by a computer compiling information;
- (g) Assembling information and proofing data;
- (h) Photocopying; and
- (i) Preparing an index of records.

Fee Estimate

If the initial record search review shows that the charges will exceed **\$100.00**, a fee estimate MUST be provided to the applicant for approval with a request for a 50% deposit. The 30-day response time stops until payment is received, or the applicant approves to narrow the access request.

The applicant may clarify or narrow the access request to potentially lower the fee estimate. If the applicant narrows the access request, the fee estimate may be lowered. If the estimate is higher than the final cost, the applicant must be refunded the difference

**15. Frivolous or Vexatious Access to Information Requests**

If there is an abuse of the right of access by making “nuisance requests” to harass the R.M., the Municipality may apply under Section 43.1(1) of *LAFOIP* to the Commission to disregard the access request.

The Commissioner may authorize a municipality to disregard an access request if the request meets one or more of the following criteria:

- o The request would unreasonably interfere with the operations of the government institution because of the repetitious or systematic nature of the request;
- o The request would amount to an abuse to the right of access because of the repetitious or systematic nature of the request; or
- o The request is frivolous, vexatious, not in good faith or concerns a trivial matter.

Seal

\_\_\_\_\_  
Kerry Hilts, Chief Administrative Officer

\_\_\_\_\_  
Date



F-22.01 REG 1

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Part II
Form A
[Section 5]



Access to Information Request Form

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY Form A [Section 5]

Personal information and personal health information on this form is collected under The Freedom of Information and Protection of Privacy Act and The Health Information Protection Act and will be used or disclosed only as necessary to respond to your request.

INFORMATION ABOUT YOU

Form fields for personal information: Last Name, First Name, Name of Company or Organization, Address, City, Province, Postal Code, Day Phone Number, Alternate Number, Fax Number, Email.

INFORMATION ABOUT THE RECORDS YOU ARE REQUESTING

Are you requesting:
 your own personal information.
 personal information about someone other than yourself (attach proof that you have authority to receive the information requested).
 general information.

To which government institution are you making your request? Enter the name of the government institution that you believe has the records you are requesting.

[Empty text box for government institution name]

What records do you wish to access? Please provide a detailed description of the records you wish to access. This information will help locate the records.

[Large empty text box for detailed record description]

What is the time period for the records you are requesting (if applicable)?

[Large empty text box for time period]

FREEDOM OF INFORMATION AND  
PROTECTION OF PRIVACY

F-22.01 REG 1

The person managing your request may contact you to seek clarification or to discuss aspects of the request, including the application of fees if necessary. Should fees be necessary, you may request a fee waiver but you may be required to provide evidence of substantial financial hardship among other factors (see section 9 of the regulations).

Please keep a copy of this request for your records.

Check if requesting waiver of processing fee:

I request that payment of the processing fee related to this request be waived because payment will cause me substantial financial hardship. Details are as follows: *(Use reverse of form if additional space is required.)*

---

*Signature of Applicant*

**FOR OFFICE USE ONLY**

Date Received

Application Number

30-Day Response Date

**Print**

**Save**

**Reset Form**



**Responsive Records Search Checklist**

The following Search Checklist **must** be used to assist with a responsive records search. Complete and return to the Access Coordinator who is responsible for the overall search strategy to find responsive records by \_\_\_\_\_ (date)

<b>Employee name responsible for overseeing search:</b> <b>Title:</b> <b>Branch/Unit:</b> <b>Organization:</b> <b>Years in the position:</b>	Name of person searching	<input checked="" type="checkbox"/>
<b>1. Is there or will there be a fee estimate:</b> Yes: No:		
<b>2. Be clear on the scope and understanding of the request and if necessary, review the Access request and call the Applicant or the Access Coordinator immediately for any clarification of the access request.</b> Access Request File No.: Date:		
<b>3. If the Applicant Clarifies or reduces the scope of the request, confirm by email or letter.</b> Date:		
<b>4. Electronic Records</b> List of files searched: Date completed: Time taken to search: Number of records located: Keywords used:		
<b>5. Run a file search on your computer, laptop, and/or other device/medium (i.e. texts, voicemail, video)</b> List of directories searched: Date completed: Time taken to search: Number of records/pages located: Keywords used:		
<b>6. Run a search on your email using all folders</b> List of folders searched: Date completed: Time taken to search: Number of records/pages located: Keywords used:		
<b>7. Run a search on the calendar (personal and group)</b> Date completed: Time taken to search: Number of records/pages located: Keywords used:		
<b>8. Paper records</b> List of files/folders/drawers searched: Date completed: Time taken to search: Number of records/pages located:		
<b>9. Outside Storage</b> List of files/folders/drawers searched: Date completed: Time taken to search: Number of records/pages located:		
<b>10. Are there any outside contractors, consultants or information service providers where a search should be made.</b> No: Yes: If yes list:		
<b>11. Total time spent (if a fee estimate has been or will be given):</b> a) For paper search: b) For electronic search: c) Other:		

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 1. Financial Accountability**

**RCM-26-006**

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## **Subject**

2026 SARM Insurance Policy Renewal

## **Recommendation**

THAT the renewal of the 2026 SARM Insurance policies for Fidelity Bond Coverage, Liability Self-insurance Coverage and Excess Liability Coverage be approved.

## **Report Summary**

Every year at the first regular meeting, Council is presented with insurance policy renewals.

The R.M. of Corman Park has the following three (3) policies, which are all in effect from January 1, 2026, to January 1, 2027.

1. Fidelity bond insurance
2. Liability self-insurance policy
3. Excess liability

## **Background / Discussion**

Section 113(1) of *The Municipalities Act* (Act) requires that the council shall annually obtain a fidelity bond, or equivalent insurance, to cover, with respect to each of

- (a) The administrator; and
- (b) Any other employees of the municipality while carrying out duties relating to any money or security belonging to or held by the municipality.

Subsection (2) states that the amount of the bond or insurance required in subsection (1) must be:

- (a) At least \$10,000; or
- (b) Any greater amount that the council considers appropriate.

Subsection (3) requires that at the first meeting of council in January in each year, the administrator shall provide all bonds or equivalent insurance of employees mentioned in subsection (1) to the council.

Subsection (4) states that the members of the council who fail to provide for the bonding or equivalent insurance required by this section are jointly and severally liable for any default of any employee mentioned in subsection (1) to the extent of the sum for which bonding or equivalent insurance should have been provided.

### 1. Fidelity Bond Coverage – 2026 Premium \$535.00

All R.M. of Corman Park (Corman Park) employees are automatically covered. New employee's do not have to complete an application form to be covered by the bond.

No increase in premium rate for 2026.

### 2. Liability Self-insurance Coverage (LSIP): - 2026 Premium \$21,619.56

Provides comprehensive General Liability Insurance at all, addresses where Corman Park conducts operations and generally all activities Corman Park can legally be involved in with very few exceptions.

An increase of \$1,566.44 in premium rate for 2026, approximately 7.81%.

### 3. Excess Liability: - 2026 Premium \$5,313.00

This plan increases Corman Park's LSIP Policy for certain types of coverage from a \$3,000,000 limit to \$12,000,000, and the LSIP Errors & Omissions coverage from a \$500,000 limit to \$1,000,000.

A decrease of \$590.00 in premium rate for 2026, approximately -11.10%.

## **Implications**

### **Strategic**

The R.M. is responsible for having safeguards in place for protection. Renewing the annual insurance policies ensures the R.M. is financially accountable to its ratepayers.

### **Financial**

The cost for insurance premiums is budgeted for annually in the budget process.

### **Policy / Legal**

Section 113 of *The Municipalities Act* requires that council shall obtain a fidelity bond or equivalent insurance on an annual basis.

### **Communication**

N/A

### **Other Implications**

N/A

### **Attachment(s) -**

Attachment 1 - Fidelity Bond Insurance Invoice  
Attachment 2 - Liability Self- Insurance Invoice  
Attachment 3 - Excess Liability Insurance Invoice

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**Report Written by:** Cal Hamm, Director of Finance & IT

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer



Saskatchewan Association of Rural Municipalities  
 2301 Windsor Park Road, Regina, SK | S4V 3A4  
 Phone: 306-761-3946 | Fax: 306-565-2141  
 Contact: Colin Warnecke | Email: cwarnecke@sarm.ca

RM of Corman Park No. 344  
 111 Pinehouse Drive  
 Saskatoon, SK S7K 5W1

**Invoice Date** January 01, 2026  
**Due Date** February 15, 2026  
**Invoice Number** [REDACTED]  
**Customer Number** [REDACTED]

**Excess Liability Invoice**

Description	Amount
Please review the invoice and advise us immediately if a change in coverage is required. Provided payment is received by the due date listed above, coverage will continue to be in effect for the policy period noted. A certificate evidencing coverage will be forwarded once it is received from the insurer.	
<b>Policy Number:</b> [REDACTED]	
<b>Endorsement Number: RENEWAL</b>	
<b>Policy Period: January 1, 2026 to 12:01 AM January 1, 2027 (Regina Time).</b>	
Excess Liability Insurance: \$12,000,000 Coverage	\$5,094.00
Errors & Omissions Insurance: \$1,000,000 Coverage	\$219.00
<b>Subtotal</b>	\$5,313.00
<b>GST</b> (Registration No. 10795 5437)	\$0.00
<b>PST</b>	\$318.78
<b>Amount Due</b>	<b>\$5,631.78</b>



Saskatchewan Association of Rural Municipalities  
 2301 Windsor Park Road, Regina, SK | S4V 3A4  
 Phone: 306-761-3732 | Fax: 306-565-2141  
 Contact: Lisa Shordee | Email: property@sarm.ca

RM of Corman Park No. 344  
 111 Pinehouse Drive  
 Saskatoon, SK S7K 5W1

**Invoice Date** January 01, 2026  
**Due Date** February 15, 2026  
**Invoice Number** [REDACTED]  
**Customer Number** [REDACTED]

### Fidelity Bond Invoice

Description	Amount
<p>Please review the invoice and advise us immediately if a change in coverage is required. Provided payment is received by the due date listed above, coverage will continue to be in effect for the policy period noted.</p> <p><b>Policy Number:</b> [REDACTED]</p> <p><b>Endorsement Number: RENEWAL</b></p> <p><b>Policy Period: January 1, 2026 to 12:01 AM January 1, 2026 (Regina Time)</b></p> <p>Fidelity Bond Insurance: \$200,000 Coverage</p> <p>Money &amp; Securities: \$20,000 Coverage</p>	<p>\$325.00</p> <p>\$210.00</p>
<b>Subtotal</b>	\$535.00
<b>GST</b> (Registration No. 10795 5437)	\$0.00
<b>PST</b>	\$32.10
<b>Amount Due</b>	<b>\$567.10</b>



Saskatchewan Association of Rural Municipalities  
 2301 Windsor Park Road, Regina, SK | S4V 3A4  
 Phone: 306-761-3946 | Fax: 306-565-2141  
 Contact: Colin Warnecke | Email: cwarnecke@sarm.ca

RM of Corman Park No. 344  
 111 Pinehouse Drive  
 Saskatoon, SK S7K 5W1

**Invoice Date** January 01, 2026  
**Due Date** February 15, 2026  
**Invoice Number** [REDACTED]  
**Customer Number** [REDACTED]

**LSIP Invoice**

Description	Amount
Provided payment is received by the due date listed above, coverage will continue to be in effect for the policy period noted, subject to all terms and conditions, as modified by any changes forwarded separately.	
<b>Policy Number:</b> [REDACTED]	
<b>Policy Period: January 1, 2026 to 12:01 AM January 1, 2027 (Regina Time)</b>	
LSIP Basic Premium	\$715.49
LSIP Assessment Premium	\$8,170.79
LSIP Population Premium	\$10,614.22
LSIP Road Length & Class Premium	\$2,119.06
Endorsement Fee	\$0.00
LSIP Reserve Contribution	\$0.00
<b>Subtotal</b>	<b>\$21,619.56</b>
<b>GST (Registration No. 10795 5437)</b>	<b>\$0.00</b>
<b>PST</b>	<b>\$1,297.17</b>
<b>Amount Due</b>	<b>\$22,916.73</b>

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 1. Financial Accountability**

## **RCM-26-005**

### **Subject**

Municipal Revenue Sharing - Eligibility Requirements and Declaration

### **Recommendation**

1. THAT the Council of the Rural Municipality of Corman Park No. 344 confirms the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
  - a. Submission of the 2024 Audited Financial Statements to the Ministry of Government Relations;
  - b. Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
  - c. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
  - d. Adoption of a Council Procedures Bylaw;
  - e. Adoption of an Employee Code of Conduct; and,
  - f. All members of Council have filed and annually updated their Public Disclosure Statements, as required.

### **Report Summary**

Municipalities must annually report their compliance with the eligibility requirements to the Ministry of Government Relations by completing an online Declaration of Eligibility.

### **Background / Discussion**

The Ministry of Government Relations (MGR) has implemented eligibility requirements for municipalities to receive their Municipal Revenue Sharing Grant.

Municipalities are asked to complete an online declaration of eligibility and annually report its compliance with the eligibility requirements. The six requirements' municipalities must meet include:

1. Audited financial statements
2. Waterworks reporting
3. Education property tax – in good standing
4. Council procedures bylaw
5. Employee code of conduct
6. Public disclosure statements

The R.M. of Corman Park is currently in compliance and has met all the six requirements. If municipalities do not meet all six requirements or do not submit their declarations before the closing date, the Municipal Revenue Sharing grant payments may be withheld until all

requirements are met.

Following approval of the Resolution, Administration will complete the online submission. The deadline to submit the Declaration of Eligibility is January 31, 2026.

### **Implications**

#### **Strategic**

Completing the online declaration of eligibility helps support current and future RM growth and investment by keeping the R.M. in good standing for the Revenue Sharing Grant.

2024 to 2028 R.M. of Corman Park Strategic Plan, Key Priorities: Financial Accountability and Service Delivery

#### **Financial**

The 2025 / 2026 MRS is ~\$1.84 M. We have not received the future allocation amount at the time of writing this report.

#### **Policy / Legal**

<b>Requirement</b>	<b>Legislative Reference</b>
<b>Audited Financial Statements</b>	<i>The Municipalities Act, S. 186</i>
<b>Waterworks reporting</b>	<i>The Municipalities Regulations, S.55(3)</i>
<b>Education Property Tax</b>	<i>The Education Property Tax Act, S. 10, S.15.</i>
<b>Council Procedures Bylaw</b>	<i>The Municipalities Act, S. 81.1</i>
<b>Employee Code of Conduct</b>	<i>The Municipalities Act, S. 111.1</i>
<b>Public Disclosure Statement</b>	<i>The Municipalities Act, S. 142</i>

This is a housekeeping item that is completed each year under statutory legislation.

#### **Communication**

The online declaration of eligibility shall be completed and submitted to the Ministry of Government Relations following approval of the recommended Resolution.

#### **Other Implications**

None.

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**Report Written by:** Cal Hamm, Director of Finance & IT

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



**Corporate Services**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

**RCM-26-009**

## **Subject**

Fire Service Fees – Selection of Payment Plan for property located at 862 Valley Road, NW 9-35-6-W3

## **Recommendation**

THAT Council approves Option 1 as the payment plan for fire services invoicing at 862 Valley Road that includes four (4) payments with one (1) being February 1, 2026, and the remaining being every 6 months after and concluding on August 1, 2027.

## **Report Summary**

This report is a result of resolution 2025-11-068 that directs Administration to bring back a payment options for a fire that occurred at 862 Valley Road for Council considerations. The fire occurred on August 4, 2025, and was due to a controlled burn that got out of control. Administration is presenting five (5) Options for Council consideration and recommending Option one (1) as preferred.

## **Background**

On August 4, 2025, a ratepayer at the above listed property called in a controlled burn. The ratepayer was burning a torn down garage. During the burn, wind speeds increased, causing the burn to become out of control, spreading from the fire pit into nearby brush, subsequently burning a large portion of the south pasture of the neighboring property at 858 Valley Road.

The ratepayer called 911 for assistance at 16:00 and Saskatoon Fire Department responded and requested mutual aid which was received from Delisle & District Fire Commission and Pike Lake Fire (No bill). These responses resulted in the following expenses:

Saskatoon Fire Incident #25-17575	\$19,107.31
Delisle & District Incident #DFC25-76	<u>\$18,359.71</u>
Total Incident Cost	\$37,467.02

In November 2025, Administration billed both properties receiving Fire Services a total of \$18,733.51 each. The ratepayer at 858 Valley Road has paid their invoice in full as of January 9, 2026. At the November 25, 2025, council meeting, resolution 2025-11-068 was carried unanimously:

*“THAT a report is provided on payment arrangement options for the ratepayer regarding their Fire Services Invoice at 862 Valley Road.”*

## Discussion

When considering payment plan options, the Finance Department aims for a 24 month or two-year standard repayment period for all ratepayers. This is modeled after the repayment periods used by the Provincial Mediation Board when handling Tax Enforcement proceedings and therefore considered to be a reasonable and achievable repayment period. A standard benchmark period for repayment ensures that the administration of payment plans is equitable between ratepayers while maintaining cash flows needed for operations.

As an operational standard, fire service invoices are not charged interest or service fees, except in the case of non-payment where the item is moved to taxes and monthly penalties are applied as part of the tax roll.

Payment plan options for Council consideration are as follows:

Option #	Monthly Payment	Alternate Payments	Date Payments Due	Date Account Estimated to be current
1		\$5,000 \$5,000 \$5,000 \$3,734	February 1, 2026 August 4, 2026 February 1, 2027 August 1, 2027	August 1, 2027
2	\$500		1 <sup>st</sup> of Each Month	April 1, 2029
3	\$800		1 <sup>st</sup> of Each Month	February 1, 2028
4	\$900		1 <sup>st</sup> of Each Month	November 1, 2027
5	\$1,000		1 <sup>st</sup> of Each Month	September 1, 2027

As the invoice was issued in November of 2025, a two-year repayment period would conclude no later than December 1, 2027. As options 2 and 3 exceed this, they are not recommended.

Option 1 is presented as the previously agreed arrangement between the ratepayer and the Accounting Manager in discussion on November 3 - 4, 2025, and January 13, 2026.

## Implications

<b>Strategic</b>	This supports the Strategic Plan 2024 to 2028 through the strategic priorities of Service Delivery and Financial Accountability.  Selection of an achievable payment plan allows the Municipality to continue a high degree of service to its ratepayers while ensuring equity among ratepayers
<b>Financial</b>	A payment plan will ensure that the outstanding amounts are paid within a reasonable time frame, freeing cash flow.
<b>Policy/Legal</b>	The establishment of the payment plan does not negatively affect the Municipalities ability to continue with further collections processes to move forward with the move to tax process if required.
<b>Communication</b>	Administration has been in regular contact with the ratepayer and will continue regular contact for the duration of the payment plan to ensure the collections process can be continued if deemed necessary due to lack of payment.

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**Report Written by:** Krista Clark, Accounting Manager

**Reviewed and approved by:** Cal Hamm, Director of Finance & IT

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



## Corporate Services

1/27/2026

## Council Meeting

## Decision Item

## Priority 1. Financial Accountability

### RCM-26-008

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#### Subject

Tax Abatement Request – James and Maria Cheke. Division - 2

#### Recommendation

THAT Administration provides this report for Council's consideration and direction. No recommendation is being made, as the matter involves legislative interpretation, equity considerations, and potential precedent. Administration is asking Council to consider the three (3) options within the report and provide direction.

#### Purpose

To provide Council with background information, legal context, and Administration's analysis regarding a request from James and Maria Cheke for a refund or abatement of property taxes paid in prior years due to an assessment error identified by the Saskatchewan Assessment Management Agency (SAMA).

#### Summary

Council received a letter from legal counsel acting for James and Maria Cheke requesting a refund of property taxes paid in prior years due to an assessment error later acknowledged by SAMA. Administration's review, supported by legal opinion, confirms that under *The Municipalities Act* Council may only cancel, reduce, or refund taxes within the current taxation year, as assessment rolls for prior years are closed and cannot be amended, and the property owner did not exercise appeal rights during the legislated timelines. While the assessment error is being corrected for the 2026 taxation year, Council has no statutory authority to retroactively refund prior-year taxes, though it may consider a 2025 abatement limited to the municipal portion or, at its discretion, explore a non-statutory compensation approach, recognizing the potential precedent and risk such an approach may create.

#### Background

Administration received a letter dated January 6, 2026, from legal counsel at Cuelenaere LLP acting on behalf of James and Maria Cheke, requesting a refund of property taxes paid since 2021 because of an assessment error made by SAMA.

The property owner states that the recorded square footage of the dwelling was overstated, resulting in higher assessed values and taxes. The error was identified after the 2025 assessment roll had closed and after the 2025 tax notice was issued. SAMA has since acknowledged the error and is reviewing the assessment for the 2026 taxation year. On numerous occasions Administration informed the Cheke that they could appeal and bring the

matter in front of Council. They choose not to exercise their right to appeal and went through the legal route.

## **Discussion**

### Legislative Framework

#### *Assessment Appeals and Roll Closure*

- Under *The Municipalities Act*, property owners have 60 days (revaluation years) and 30 days (non-revaluation years) from the date the assessment notice is mailed to file an appeal (Section 226(1.1)).
- The assessment roll closes at the end of the year. Once closed, assessments are deemed correct for that taxation year (Section 208).
- Corrections to the assessment roll may only be made for the current year, and only while the roll is open.

#### *Tax Abatements*

- Section 274(1) of *The Municipalities Act* allows Council to cancel, reduce, refund, or defer taxes within the current taxation year only.
- Council does not have authority under Section 274 to retroactively cancel or refund taxes from prior years.
- Any abatement affecting the education portion of taxes would also require approval from the appropriate school authority.

#### *Legal Opinion (R.M. Solicitor)*

The R.M.'s legal counsel has advised that:

- Council's authority under Section 274 is limited to the current taxation year only.
- Past years' tax rolls are closed and cannot be altered.
- The property owner had appeal rights each year and did not exercise them.
- If the assessment is corrected for the current year, that satisfies the R.M.'s legal obligation.
- While Council could consider an alternative, non-statutory compensation arrangement for prior years, doing so may create precedent and carries legal and policy risk.

#### *Administration / Tax Assessor Analysis*

- The 2025 assessment roll closed on May 28, 2025, following a 60-day review and appeal period. No appeal was filed by the property owner.
- Once the assessment roll is closed and taxes are levied for both municipal and school purposes, Administration has no authority to make changes for that year.
- Administration routinely encourages property owners to review assessments annually and appeal within legislated timelines.
- The R.M. provides assessment notices and appeal forms to all property owners, and SAMA provides continuous access to property profiles through the MySAMA portal.
- Upon discovering the error, Administration immediately requested SAMA review the assessment for the 2026 taxation year.

- Administration advised the property owner that Council is the only body with authority to consider a tax abatement for the current year and explained the legislative limitations for prior years.

### **Alternatives**

#### *Option 1 – No Tax Abatement*

Council may deny the request for a refund or abatement on the basis that:

- The assessment roll and tax levy for prior years are closed.
- The property owner did not file appeals within legislated timelines; and
- Council lacks authority to retroactively refund prior-year taxes.

#### *Option 2 – Consider a 2025 Tax Abatement Only*

Council may consider an abatement for the 2025 taxation year only, limited to the municipal portion of taxes, subject to Section 274 of *The Municipalities Act*. If Council chose this option, the Municipal abatement would be \$1,949.44. The revised assessment value is an estimate based on phone conversations with Mr. Cheke and will be confirmed by SAMA during site inspections for the 2026 year.

#### *Option 3 – Alternative Compensation (Non-Statutory)*

Council may explore an ex-gratia or alternative compensation arrangement for prior years. This option:

- Is not authorized under Section 274;
- May create precedent; and
- Would require careful consideration of equity, consistency, and legal risk.

Administration recommend Council consider Option 1 as it is tied to legislation and policy. However, Council may choose Option 2 or 3, with Option 2 being preferred as it does not create precedent.

### **Financial Implications**

The financial impact depends on Council's direction. Administration cannot estimate retroactive amounts without direction and confirmation of assessed values for each year in question. We also have no control over the education portion of taxes.

For example, if Council chooses Option 2 above, the Municipal abatement would be \$1,949.44.

**Attachment(s)** – Confidential letter Cuelenaere LLP sent by separate attachment – *Section 21 LAFOIP Legal*

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**Report Written by:** Administration

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



## Corporate Services

1/27/2026

## Council Meeting

### Decision Item

### Priority 1. Financial Accountability

## RCM-26-014

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### Subject

FI-0012 - Tax Exemption Policy

### Recommendation

THAT Administration recommends to Council that the FI-0012 Tax Exemption Policy be APPROVED

### Report Summary

The Policy is to support development that delivers measurable community and economic benefits that would not proceed a “but for” a tax exemption, while protecting the long-term fiscal integrity of the municipality.

### Background

At the December 9<sup>th</sup>, 2025, Administration Committee meeting, the Administration Committee recommended to Administration to bring back a Tax Exemption Policy to the January 27, 2026, Council meeting for approval. The Administration Committee (and supported at the December 16 meeting of Council) choose Option 1 – 5-Year Tiered Sliding Scale that provides a performance-based tax exemption of up to five years for new permanent facility improvements, with a 100% exemption applied on a sliding scale tied to building permit value and job creation.

- Projects valued at \$1–5 million would be eligible for a one-year exemption with a minimum of five (5) full-time employees;
- \$5–10 million projects for a three-year exemption with at least six (6) full-time employees; and
- projects over \$10 million for a five-year exemption with more than 16 full-time employees.

Approval would be subject to clear conditions, including timely application, legal incorporation, ongoing compliance with municipal bylaws and policies, verified job creation, and completion of any required infrastructure or development obligations. Council would assess each application for feasibility, infrastructure capacity, and net financial benefit to the municipality. All approvals would include performance-based conditions and clawback provisions if commitments are not met, ensuring accountability and protection of ratepayers.

### Discussion

When evaluating tax abatement applications, Administration will consider both eligibility and the safeguards that ensure the abatement delivers the intended public benefit. Once Administration confirms that the request aligns with Council’s strategic priorities, is financially credible, and meets all criteria in the sliding scale Council will be presented with the applications for approval along with the bylaw. Once applications are approved and bylaw is passed Administration will

work with applicant to ensure agreement is entered into and any further application proceeds to the Ministry of Finance to ensure School exemption approval.

### **Alternative**

Council has the authority to approve the Administration's recommendation or consider other alternative, such as not approving the recommended Policy, going with a case-by-case basis scenario or other abatement considerations as long as they are compliant with *The Municipality Act* – up to five (5) year tax abatement on the municipal portion.

Administration is recommending the attached FI-0012 Tax Exemption Policy.

### **Implications**

#### **Strategic**

The Policy supports Council's strategic objectives by encouraging permanent development and job creation that contributes to the long-term economic health of the R.M. The "but for" test ensures exemptions are only considered where development would not reasonably proceed without municipal support. The tiered, performance-based approach aligns incentives with measurable outcomes and allows Council to direct growth in a way that is consistent with land use planning, infrastructure capacity, and broader community priorities.

2024 – 2028 R.M. Strategic Plan, Key Priorities: financial accountability and Service Delivery.

#### **Financial**

The Policy creates a short-term reduction in municipal tax revenue during the exemption period; however, this is intended to be offset by long-term assessment growth, employment creation, and increased economic activity once the exemption expires. Administration will assess each application to ensure the long-term financial benefit outweighs the exemption and that municipal infrastructure and services can support the proposed development. Performance conditions and clawback provisions reduce financial risk and protect ratepayers if commitments are not achieved.

#### **Legal**

The Policy is structured to comply with *The Municipalities Act* and applicable provincial requirements. Each exemption would be approved by Council through a bylaw and supported by a formal agreement outlining eligibility criteria, performance conditions, monitoring requirements, and clawback provisions. Where applicable, approved exemptions will be submitted to the Ministry of Finance for school tax exemption consideration – not guaranteed. This framework provides consistency, transparency, and defensible decision-making.

#### **Communication**

Clear communication will be important to ensure applicants and the public understand the purpose, criteria, and conditions of the policy. Messaging should emphasize that exemptions are performance-based, time-limited, and designed to deliver measurable community and economic benefits while safeguarding municipal finances. Transparent communication will help manage expectations and maintain public confidence in Council's approach to tax exemptions.

#### **Attachment(s) – FI-0012 Tax Exemption Policy**

**Report Written by:** Tanya Kolbeck, Tax Assessor

**Reviewed and Approved by:** Cal Hamm, Director of Finance and IT

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer



## Financial - Accounting

<b>Title: Tax Exemption Policy</b>	<b>Policy Number: FI-0012</b>
<b>Objective:</b> To foster industrial and commercial economic growth through the use of tax exemptions for eligible businesses.	
<b>Authority:</b>	

### 1. POLICY STATEMENT

The Rural Municipality (R.M.) of Corman Park recognizes that targeted, performance-based tax incentives can stimulate high-impact investment and economic growth when applied prudently and transparently.

This policy establishes clear criteria, accountability measures, and reporting standards for property tax exemptions granted by the R.M.

### 2. PURPOSE

To support development that delivers measurable community and economic benefits that would not proceed “but for” a tax exemption, while protecting the long-term fiscal integrity of the municipality.

Objectives:

- Encourage business expansion, infrastructure development, and job creation.
- Ensure exemptions are performance-based, time-limited, and transparent.
- Apply a consistent and accountable decision-making framework for Council and Administration.

### 3. AUTHORITY

This policy is enacted under the authority of *The Municipalities Act*, Section 295, which allows Council to exempt property from taxation for economic growth purposes by bylaw. When an agreement under this section of the Act is entered into, the exemption also applies to taxes collected on behalf of other taxing authorities under Section 298 (i.e. school divisions).

### 4. SCOPE

This policy applies to all applications for municipal tax exemptions within the R.M. of Corman Park, excluding:



- Residential, Agriculture or personal property.
- Existing commercial/industrial improvements
- Commercial/industrial land
- Projects required solely for regulatory compliance.
- Projects that do not align with the R.M.'s Official Community Plan, Zoning Bylaw, or Strategic Plan.

**5. DEFINITIONS**

- *“Applicant”* - a business or property owner requesting a municipal property tax exemption.
- *“But-for Test”* - a financial assessment demonstrating that the project would not proceed without the exemption.
- *“Clawback”* - recovery or cancellation of tax benefits if project performance obligations are not met.
- *“High-Impact Project”* - development with significant capital investment, employment, or regional infrastructure impact.
- *“Performance Agreement”* - a written agreement outlining conditions, timelines, and clawback provisions approved by Council.

**6. POLICY PRINCIPLES**

**6.1 Eligibility**

To be eligible for consideration, projects must:

- Fall within the declining scale of the following increments:

<b>Building Permit Value</b>	<b>Exemption Term</b>	<b>New Building Exemption Percentage</b>	<b>Number of Full-Time Employees</b>
\$1,000,000 to \$5,000,000	One Year	100%	5 Full-Time Employees
\$5,000,001 to \$10,000,000	Three Year	100%	6 to 15 Full-Time Employees
More than \$10,000,001	Five Year	100%	More than 16 Full-Time Employees

- Create or sustain permanent employment in the R.M.
- Align with R.M. strategic priorities and land-use policies.
- Be in good standing with all municipal bylaws, taxes, and permits.



## 6.2 But-For Test

Applicants must submit documentation demonstrating the necessity of the exemption, including:

- Financial statements or pro-forma identifying the viability gap.
- Evidence that comparable financing or other incentives are unavailable.
- Independent third-party verification may be required for projects above a defined threshold.

## 6.3 Performance-Based Conditions

Exemptions are conditional on achievement of specific, measurable outcomes:

- Milestone-based exemption schedule (e.g., construction completion, occupancy, assessed value growth).
- Annual review of progress and compliance reporting.
- Suspension or termination of exemption for non-performance or non-compliance.

## 6.4 Clawbacks and Recapture

- Council may revoke an exemption or require repayment where commitments are not met or the project is sold, relocated, or discontinued before the exemption term expires.
- Terms will be detailed in the Performance Agreement signed by both parties.

## 6.5 Transparency and Accountability

- All approved exemptions will be published annually, identifying recipient, location, term, and estimated value.
- Administration will prepare an Annual Exemption Summary Report for Council, including costs, outcomes, and compliance status.
- Council decisions shall be made in public session unless otherwise protected under *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*.

## 6.6 Duration and Limits

- Exemptions shall not exceed five (5) years.

## 7. APPLICATION PROCESS

1. Submission - Applicant submits completed Tax Exemption Application Form, including business plan, financial data, and “but-for” analysis.



2. Review - Administration evaluates application using a scoring matrix based on investment size, employment impact, strategic alignment, infrastructure contribution, and sustainability.
3. Recommendation - Administration prepares a report and draft bylaw for Committee and Council consideration.
4. Performance Agreement - Executed following Council approval, outlines milestones, reporting, and clawback provisions.
5. Monitoring - Annual review and report to Council confirming compliance and continued eligibility.

## 8. REPORTING AND EVALUATION

- Administration will compile an annual Tax Exemption Performance Report summarizing:
  - Total exemptions granted and value.
  - Jobs created and retained.
  - Private capital investment leveraged.
  - Compliance and clawback actions, if any.
- Policy effectiveness will be reviewed every three (3) years and adjusted as needed to align with R.M. goals.

## 9. REFERENCES

- *The Municipalities Act*, SS 2005, c. M-36.1, Section 295
- R.M. of Corman Park Strategic Plan 2024–2028
- R.M. of Corman Park Official Community Plan Bylaw No. 20/24

## 10. EFFECTIVE DATE AND REVIEW

- Effective upon Council approval.

Reviewed every three (3) years by the Administration Committee.

Seal

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Kerry Hilts, Chief Administrative Officer

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Date

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

**RCM-26-011**

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## **Subject**

2027 to 2028 Sask Lotteries Community Grant Allocations to other Municipalities

## **Recommendation**

THAT Council APPROVE allocating a portion of Corman Park's Sask Lotteries Community Grant Funding for 2027 to 2028, \$18,642, to the following municipalities at the dollar amounts listed:

- Asquith - \$955
- Clavet - \$690
- Dalmeny - \$2,761
- Langham - \$2,322
- Martensville - \$4,999
- Osler - \$1,916
- Warman - \$4,999

And, THAT Council APPROVE Corman Park retaining \$38,821 of its 2027 to 2028 Sask Lotteries Community Grant funding allocation.

## **Report Summary**

For the 2027–2028 period, Council is asked to approve the allocation of \$18,642 of the R.M. of Corman Park's \$57,463 Sask Lotteries Community Grant funding to seven neighbouring municipalities, while retaining \$38,821 for local use. This voluntary, population-based allocation has been provided since 2013 and recognizes that R.M. residents, particularly children and youth, regularly access sport, culture, and recreation programming delivered in these communities, supporting a coordinated regional service-delivery approach and strong inter-municipal partnerships. The proposed amounts reflect established population formulas, including Council's previously approved \$5,000 cap for Martensville and Warman, and were assessed as the strongest option against Council's strategic priorities of financial accountability, service delivery, and partnerships, with no additional financial impact to the R.M. beyond the provincially provided grant.

The report also deals with Council resolution 2025-11-091 – That directs Administration to bring back a comprehensive report to Council outlining Sask Lotteries Community Grant Funding rules and criteria regarding receiving and granting the R.M.'s allocation.

## **Background / Discussion**

For the 2027 to 2028 timeframe, the R.M. has been allocated a total of \$57,463 based on a population of 8,909. The signed application, including any allocations to other municipalities, must be submitted by February 28, 2026. The funding application is completed a year in advance to allow the province sufficient time to budget for the Sask Lotteries funding.

The R.M. has provided the listed municipalities with a portion of its Sask Lotteries Community Grant funding since 2013. This practice recognizes that these municipalities host sport, culture, and recreational programming that typically includes participants from the R.M., especially children and youth; this strengthens partnerships. This practice also assists in creating a stronger regional approach to the provision of sport, culture, and recreation programming; this strengthens service delivery.

*It is important to note that the R.M. is not required to provide any portion of its Sask Lotteries funding to any other community or municipality. Any such allocation is completely voluntary.*

All the listed municipalities are within the borders of the R.M., except for Asquith and Clavet which are just outside the borders. This allocation is tied to the population of the entire area, 37,521 (excluding Saskatoon), and the allocated portion for each specific municipality is tied to the population within that municipality.

In addition, during the January 28, 2025, regular Council meeting, Council resolved to cap the allocation to both Martensville and Warman at a maximum of \$5,000. This resolution is reflected in the amounts listed above.

The proposed allocation allows the R.M. to retain \$38,821 while also providing each community with a notable amount of additional funding, totaling \$18,642 overall, to ensure sports, culture, and recreational programming are available throughout each community and the region.

To better understand this proposed allocation and its significance, it is important to outline Sask Lotteries funding. The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc., Sask Culture Inc., and the Saskatchewan Parks and Recreation Association Inc. The grant program assists in the development of sport, culture, and recreation programs by providing funds to non-profit community organizations operated by volunteers. The goal of the program is to get people involved in sport, culture, and recreation activities by enabling communities to address the needs of local residents. Expenditures must be directly related to the delivery of a sport, culture, or recreation program. Local authorities, such as the R.M., distribute funds to local non-profit volunteer community groups to provide programming as it sees fit.

### **Program Criteria**

- Each community group receiving a grant must submit a Project Report upon completion of the project.
- The Project Report must include the following:
  - A completed Community Grant Project Report Form and
  - Receipts or an audited financial statement to verify expenditures

Note: Audited Financial statements must be prepared by a registered Chartered Professional Accountant and will only be accepted if the Sask Lotteries Community Grants are audited separately.
- Completed Project Reports and original receipts are to be returned to the R.M. of Corman Park upon completion of the program, but no later than April 30 to meet the R.M.'s follow-up report deadline of June 30.
- Expenditures must be directly related to the delivery of a sport, culture, or recreation program.
- Expenditures must occur within the grant period of April 1 to March 31 of the following year.
- Groups receiving grants must publicly acknowledge the R.M. of Corman Park and Sask Lotteries within their activities.

### **Ineligible Expenditures**

- Construction, renovation, retrofit and repairs to buildings/facilities (includes fixing doors, shingling roofs, flooring, moving/hauling dirt, etc.)
- Capital projects
  - There can be exceptions to this. For instance, the Saskatchewan Railroad Historical Assoc. was given permission to construct an accessibility ramp with Sask Lottery funding. But any exception needs to be approved by Sask Lotteries before any funding is provided to ensure eligibility.
- Property taxes and insurance
- Alcoholic beverages
- Per diem or day money
- Food or food related costs (including catering supplies, coffee pots, coffee, BBQs, etc.)
- Membership fees in other lottery-funded organizations
- Prizes, cash, gifts, awards, honorariums, trophies, plaques, and badges
- Out-of-province activities and travel
- Donations
- Subsidization of wages for full-time employees.
  - Note: Eligible employment expenditures must be no more than 35 hours a week and no more than 90 days in a grant period (or 455 hours)
- Uniforms or personal items such as sweatbands and hats
- Other expenses that the Sask Lotteries Trust Fund may deem inappropriate

### **Limitations**

- In addition to eligible programming expenses, operation costs of facilities that are directly related to a program are eligible for 25% of the total grant received for each program up to a maximum of \$500 per program (including cleaning staff).
- Fireworks are eligible for 25% of the total grant received for each program to a maximum of \$500 per program.

### **Insurance**

- Communities must ensure that appropriate liability and participant's insurance is in place for events sponsored/funded by the Community Grant Program.
- Within the R.M.
  - Projects with 1,500 participants or less require a minimum of \$2,000,000 liability and participant insurance
  - Projects that include more than 1,500 participants require a minimum of \$5,000,000 liability and participant insurance

### **Priorities**

- Priority is given to projects serving Indigenous people, economically disadvantaged people, newcomers, older adults (65 & up), persons with disabilities, single parent families, youth at risk, or women. 30% of the total amount of funding provided to the R.M. must be used to serve under-represented groups.

### **Other Considerations**

- As noted earlier, the R.M. is not required to provide any portion of its Sask Lotteries funding to any other community or municipality. Any such allocation is completely voluntary.
- The R.M. continuously accepts Sask Lotteries Grant Applications throughout the year on a first come, first serve basis until the funding has been completely distributed.

Sask Lotteries is a community grant where the local authority, the R.M., is responsible for the management and provision of the funding to its community. This allows the municipality to focus on its local needs and organizations.

It is also worth noting that, as of the writing of this report, the R.M. still has \$2,062.41 in Sask Lotteries funding that must be allocated, spent, and received before March 31, 2026.

#### Available Alternatives:

To arrive at the stated recommendation, Administration completed the following policy analysis:

Alternatives	Financial Accountability	Service Delivery	Partnerships	Total Score
1. Provide Sask Lotteries Funding as described in the recommendation	0	2	2	4
2. Provide Sask Lotteries Funding, but at lower amounts determined by Council	1	1	1	3
3. Do not Provide additional Sask Lotteries Funding to other municipalities	2	0	0	2

The alternative policy options were scored, relative to one another, against the strategic priorities of Financial Accountability, Service Delivery, and Partnerships as described in the R.M. *Strategic Plan, 2024 to 2028*. Provide Sask Lotteries Funding as described in the recommendation scored the highest.

Based on the available information, and using these strategic priorities to compare, the best available alternative is to provide Sask Lotteries funding as described in the recommendation as this approach:

- Provides increased service delivery when compared to the other options;
- Fosters stronger partnerships when compared to other options; and,
- Does result in a reduced financial position when compared to the other alternatives. But this funding is provided by the province and must be used directly for sport, culture, and recreation programming.

Further, the recommended allocations:

- Recognize that R.M. residents participate in a variety of sports, culture, and recreation programming in other municipalities;
- Are based on the population of each municipality, except where the funding has been capped at approximately \$5,000, demonstrating that allocations largely reflect the expected need of the municipality; and,
- Reduces the risk of other municipalities adding an enrolment cap or additional registration fees on R.M. residents to participate.

As such, Administration recommends providing funding as described in the recommendation based on this policy analysis and the other contributing factors described above. However, Council reserves the right to consider other recommendations for providing Sask Lotteries funding to other municipalities.

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## **Implications**

### **Strategic**

By providing funding to other municipalities, the R.M. is directly acknowledging the valuable role each municipality plays in providing sports, culture, and recreational programming for the R.M. as its residents often utilize the infrastructure and join the organizations in each of these communities.

In addition, by retaining a significant portion of the funding, \$38,821 for the 2027 to 2028 timeframe, the R.M. is also able to directly support the organizations that provide sports, culture, and recreational activities within its communities.

In addition, by basing this allocation on population, the funds for each community are fair as they reflect the expected needs and demands of each community, up to the established cap of \$5,000.

R.M. of Corman Park Strategic Plan, Key Priority Areas: Financial Accountability, Service Delivery and Partnerships.

### **Financial**

The proposed allocations provide each municipality with a notable portion of additional funding, totaling \$18,642, while also allowing the R.M. to retain a significant portion of the funding, totaling \$38,821.

Since this allocation is from the province, there are no other financial impacts expected from this grant or its allocation.

### **Policy / Legal**

The R.M. of Corman Park administers the grant on behalf of Sask Lotteries. This allocation is allowed per the Sask Lotteries Community Grant Program, but it is not a requirement. However, by providing this funding to other municipalities, the R.M. directly and financially recognizes the contributions of others in providing sport, culture, and recreation programs to the region and its residents.

### **Communication**

Administration will notify the applicant municipalities as well as Saskatchewan Lotteries of Council's decision.

### **Other Implications**

N/A

### **Attachment(s)**

N/A

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**Report Written By:** Benjamin Sipple

**Approved by:**

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 5. Partnerships**

**RCM-26-010**

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## **Subject**

Corman Park Board of Police Commissioners Member at Large Position

## **Recommendation**

THAT Council APPROVE the appointment of Mike Montgomery to the Corman Park Board of Police Commissioners to fill the vacant Member at Large position.

## **Report Summary**

This report is being brought to Council to formally appoint Mike Montgomery to the Board of Police Commissioners for Corman Park for a four (4) year term. The appointment meets the requirements of the *Board of Police Commissioners Bylaw (15/25)*, Council and Committees Procedure Bylaw, and *The Police Act*.

## **Background / Discussion**

Administration advertised the current Member at Large opening on the Corman Park Board of Police Commissioners on the R.M. website and in the *Clark's Crossing Gazette*. The application period closed on December 19<sup>th</sup>. As per Council's direction, applicants from Division 7 and 8 were given priority to ensure adequate representation across the R.M. on the Police Board.

Through these efforts, the R.M. received three (3) applications, including criminal record checks. The applications were reviewed by Commission members, and they recommend appointing Mike Montgomery to the Corman Park Board of Police Commissioners for a 4-year term.

Council is required to approve appointments to the Board of Police Commissioners.

Mike Montgomery resides in Division 7, meeting Council's direction of improving representation. He has also served on numerous boards, ranging from water utilities to agriculture to recreation, and as a Councillor for the Rural Municipality of Morse, No. 165, demonstrating a commitment to the improvement of his community as well as leadership. These experiences also demonstrate a strong understanding of board practices and expectations.

Mr. Montgomery has committed to the four (4) year appointment, and if appointment by Council, will be sworn in to the Commission on January 28, 2026.

## **Implications**

### **Strategic**

Appointing Mike Montgomery to the Corman Park Board of Police Commissioners provides the Commission with a complete board and also meets Council's directive of increasing representation across the R.M. as Mike resides in Division 7.

Further, this appointment supports the *Strategic Plan, 2024 to 2028*, strategic priorities of Service Delivery and Partnerships.

**Financial**

N/A

**Policy / Legal**

By appointing Mike Montgomery to the Corman Park Board of Police Commissioners, Council will fill the last vacancy on this board. This ensures that the Commission can move forward with a complete board and that no further appointments are required, or expected, for this body in 2026. Council has the authority to appoint members to the Police Commission.

**Communication**

Administration will communicate Council's decision to Mike Montgomery, the other individuals that applied for this position, the Corman Park Board of Police Commissioners, as well as the Corman Park Police Service.

**Other Implications**

N/A

**Attachment(s)**

N/A

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**Report Written by:** Benjamin Sipple

**Reviewed and Approved by:**

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Information Item**  
**Priority 5. Partnerships**

**RCM-26-003**

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## **Subject**

Municipal Reserve and the Corman Park Horse Riders Association

## **Recommendation**

THAT Council PROVIDES DIRECTION to Administration on how the R.M. should proceed with its partnership with the Corman Park Horse Riders Association.

## **Report Summary**

This report outlines considerations related to the evolving role of the Corman Park Horse Riders Association (CPHRA) on Municipal Reserve (MR) lands. Over time, the Association's activities, scale, and operational needs have expanded beyond the original intent of the lands, which were established to support hobby-based equine use while maintaining public access.

The report highlights several areas that require careful consideration, including statutory limits on lease terms under provincial legislation, the management of access and rentals, signage, termination provisions, the potential impact of future school expansion on available lands, and recent funding and loan requests.

Administration acknowledges and values the positive contribution CPHRA has made to the community. At the same time, the continued use of MR lands must remain consistent with the requirements of *The Planning and Development Act*, *The Dedicated Lands Regulations*, and Council policy. This includes ensuring public accessibility, obtaining Ministerial approval where required, and maintaining appropriate limits on lease duration, subleasing, and financial commitments.

In this context, Administration notes that as the Association continues to grow, long-term sustainability and flexibility may ultimately be better supported on private land. Such an arrangement could provide CPHRA with greater autonomy to expand operations and pursue funding opportunities, while allowing the R.M. to continue meeting its legislative responsibilities and manage Municipal Reserve lands in a manner consistent with their intended public purpose.

## **Background / Discussion**

The R.M. and CPHRA share a common interest in supporting recreation and community benefit, while ensuring compliance with legislation governing Municipal Reserve lands. We do have different interpretation of requirements, and this has led to some challenges in moving forward. As CPHRA has grown, the R.M. has identified a need to revisit the lease to confirm that current and future use remains aligned with the original intent of maintaining public access and meeting statutory requirements, particularly in light of adjacent public land uses such as the South Corman Park School expansion.

Key discussion areas include lease length limits set by regulation, approval of rentals and signage, public access, flexibility around termination and land area adjustments, and long-term funding sustainability.

The R.M. acknowledges CPHRA's value and past funding support; Administration remains open to reasonable flexibility within legislative constraints and are prepared to explore options such as Ministerial approval where appropriate, while encouraging a balanced, collaborative approach that protects public interests and supports CPHRA's continued success.

### ***Per Legislation***

Municipal Reserve (MR) lands are regulated in accordance with the *Planning and Development Act, 2007* (the *Act*) and under *Section 192 (1)* MR can only be used for the following:

- a) a public park or buffer strip;
- b) a public recreation area;
- c) school purposes;
- d) a natural area;
- e) a public building or facility;
- f) a building or facility used and owned by a charitable corporation as defined in *The Non-profit Corporations Act, 1995*;
- g) agricultural or horticultural uses; or
- h) any other specific or general use that the minister may prescribe by regulation.

All dedicated lands, except walkways, may be leased to any person or incorporated organization for the uses permitted within the regulations. Lessees may be responsible for maintenance, liability and other items negotiated with Council subject to compliance with the *Act* and the *Regulations*. MR funds cannot be used to fund the operation or maintenance of a MR parcel. MR lands must remain publicly accessible.

### ***Per R.M. Policy:***

Cash in lieu of dedicated land (MR funding) that the R.M. receives must be for projects on land owned by the R.M., other municipality, school board, or crown and zoned as municipal, public or environmental reserve. The project must be for public use (open to all the public), and not for exclusive community or subdivision use.

MR funds that the R.M. holds have a limited number of potential uses, including:

- Purchasing land that will be dedicated to public use,
- Developing public parks and recreational facilities on existing public, municipal, and environmental reserves within or outside of the municipality,
- Upgrading or replacing existing public parks and recreational facilities on existing public, municipal, and environmental reserves within or outside of the municipality,
- Developing public parks and recreational facilities on lands owned by a specified public authority, provided there is an agreement between the municipal council and the public authority. Such public authorities include the provincial government, another municipality, a school division, a post-secondary institution, a regional park, the Meewasin Valley Authority, the Provincial Capital Commission, and the Wakamow Valley Authority. This option is subject to approval from the Minister of Government Relations.
- The R.M. could enter partnerships and pool resources with nearby communities to address the recreational well-being of its citizens.
- Partnerships can be formal or informal and can include other municipalities, planning districts, regional parks, and/or First Nations and Métis communities. These partnerships can facilitate greater investments in and contributions to parks and recreational facilities.

Any project approved through the use of MR funding must be:

- 1) On land owned by the R.M. of Corman Park, other municipalities, school board(s) or crown; and,
- 2) Is or will be zoned Municipal Reserve, Public Reserve or Environmental Reserve; and,
- 3) Have a demonstrated plan for the ongoing operation and maintenance of the capital asset.

### ***Per Community Planning:***

To gain a better understanding of the possibility of lending money from the dedicated lands account, MR funds held by the R.M., Administration contacted Community Planning with the Ministry of Government Relations. According to this body, loans are not discussed in the *Act* or *Regulations*. As such, the municipality determines if it is willing to loan funds from this account. But it also recommended seeking legal counsel before entering into any such loan. The funding must be used for those purposes outlined in the *Act* and *Regulations* though.

### ***General***

Administration has had several meetings with CPHRA and provided them with an updated Lease Agreement in March 2025. The Agreement remains unsigned and Administration is seeking Council's direction on a path forward.

Further, Administration understands that the CPHRA offers a unique product that is missing in the Saskatoon region, and they have passion, but if the CPHRA wants to be located on MR lands, they are required to abide by the legislative rules and by Council's direction. As an organization, they may be better served by being located on a private parcel with unproductive ag land status. This will allow them to build their business as they see fit and be open to other funding sources. They would also be able to borrow money against the property to serve the association's growth. The other option would be for them to manage their operations within the confines of being located on MR designated lands (public purpose).

### **Implications**

#### **Strategic**

By providing clear direction, both Administration and the CPHRA can move forward with confidence to ensure a long-term approach to this partnership and the association's ongoing growth.

*Strategic Plan, 2024 to 2028*, supports the strategic priority of Partnerships.

#### **Financial**

The approach outlined by Council could have a noticeable financial impact if lending, or additional funding, are approved, especially for capital works projects.

The R.M. has provided: Over \$130,000 in total Capital Reserve Funding, and ~\$40,000 in Sask Lotteries Funding since 2019. These figures do not include the \$100,000 being provided as part of the 2025 MR allocation. This equates to ~\$270,000 provided funding by the R.M.

#### **Policy / Legal**

This item has been brought before Council to ensure the R.M. is adhering to provincial legislation while also maintaining R.M. policy as Council sees fit.

#### **Communication**

The path described by Council will be communicated to the CPHRA by Administration.

As needed, Administration will contact the Ministry of Government Relations and/or other provincial authorities, depending on the path selected by Council.

**Other Implications**

Any decisions made by Council could be seen as precedent setting and could be utilized by other entities located in the R.M. and/or conducting business with the R.M.

**Attachment(s)**

N/A

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**Report Written By:** Benjamin Sipple

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



**Administration**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 1. Financial Accountability**

**RCM-26-012**

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## **Subject**

Letter of Support Request - Roadway, Parking and Stabling Project

## **Recommendation**

THAT Council DEFER (Option 1) this Letter of Support request from the Corman Park Horse Riders Association until the conditions outlined by Council for the Community Parks and Recreation Capital Grant Funding have been met for this capital works project.

## **Report Summary**

The Corman Park Horse Riders Association (CPHRA) submitted the attached Letter of Support request to the R.M. for its Roadway, Parking and Stabling Project. This letter of support will be used by CPHRA to solicit funds from other municipalities, corporations and foundations. By stating that the R.M. is committing \$100,000 towards the project through the Community Parks and Recreation Capital Grant Funding, this letter will assist the Association in leveraging additional funds. This is the same project Council conditionally approved as part of the MR grant application process. The conditions set by Council were a 10-acre buffer zone as well as a business plan approved by Council. These conditions have not been met as of the writing of this report. Since Council's conditions have not been met as of yet, Administration recommends deferring this letter of support request until these conditions have been fulfilled because, in its current state, the project nor the funding can be initiated. Once the conditions set by Council are met, Administration would support providing a letter of support at that time.

## **Background / Discussion**

The project described in the attached letter is the same project Council reviewed and approved as part of the Community Parks and Recreation Capital Grant Funding applications. This funding was conditionally approved, with Council passing the following resolution:

Resolution No. 2025-11-063

*THAT the Parks and Recreation Grant Funding application from Corman Park Horse Riders Association (CPHRA) be APPROVED for \$100,000 contingent to receiving a 10 acre buffer zone plan to the north so that there is no expansion conflict for the new South Corman Park School, and a comprehensive business plan approved by Council for the future of the CPHRA enterprise that includes an cost analysis of their memberships fees to review if they are adequate to fund their infrastructure growth expectations.*

As of the writing of this report, these conditions have not been met and, as a result, the R.M. is not able to provide the funding or initiate the project.

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## **Alternatives**

### *Option 1 – Defer offering letter of support until after conditions are met*

Administration is confident that CPHRA is working towards meeting the conditions of the R.M. funding request and once met a letter of support may be provided.

### *Option 2 – Provide letter of support*

Council has the authority to provide a letter of support to a group or agency to support their growth.

Administration is recommending Option 1

## **Implications**

### **Strategic**

Deferring this letter of support request until the conditions set by Council for the MR capital grant funding have been met supports the *Strategic Plan, 2024 to 2028*, strategic priorities of Financial Accountability, Service Delivery, and Partnerships. It also reinforces that R.M. communications and endorsements are accurate.

### **Financial**

Providing a letter of support at this time will not have any direct financial impacts on the R.M. itself, but it would most likely cause other organizations that receive this letter to believe or assume that the R.M. has provided the funding. This would be misleading and could pose a risk to the R.M.

### **Policy / Legal**

The conditions set by Council for the funding of this project have not been met yet. As such, providing a letter of support stating the R.M. is providing this funding appears premature. It would be more prudent to wait for the conditions to be met, then provide this letter of support to assist the Association in its fundraising efforts.

### **Communication**

Council's decision will be communicated to the CPHRA.

If the letter of support is approved by Council, Administration will work with the CPHRA to write and provide the requested letter of support under the Reeve's signature.

### **Other Implications**

Approving a letter of support at this time could actively work against the resolution passed by Council as the resolution has not been fulfilled as of the writing of this report.

### **Attachment(s)**

1) Attachment - CPHRA Request for Letter of Support for Grasswood Horse Park

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**Report Written by:** Benjamin Sipple

**Approved for the Agenda:** Kerry Hilts, Chief Administrative Officer



Corman Park Horse Riders Association  
Site 816, Comp 162, RR 8  
Saskatoon, SK, S7K 1M2

Dear RM of Corman Park Council Members,

We are writing to request **a letter of support from RM Council of Corman Park** to assist us in our fundraising efforts for the **Roadway, Parking and Stabling project** as submitted to the **Community Park and Recreation Capital Grant Funding program October 15, 2025**.

The Project consists of **two main components**:

The **first component** is the **construction of a roadway from the entrance of the park to a large gravelled area for stabling of horses and parking of trailer rigs and trucks**. The location is desirable as it shelters horses away from Range Road 3052 and allows for spectator parking on the grass areas directly adjacent to the RR, thus providing safe separation of horses and the general public. Our current stalls (13 open portable panels) will be relocated to this area as soon as it is completed.

The **second component** is the **installation of 60 covered bio secure portable stalls to humanely house horses that are on site at the Grasswood Horse Park** for events and activities.

We appreciate that council has approved the allowance of \$100,000 in MR funds towards this project with a number of conditions to first be met.

The total estimated project cost is \$233,000 based on quotes received in 2025.

The Corman Park Horse Rider Association has pledged \$25,000 in funds along with another \$5,000 in direct Membership Support.

The requested letter of support would be used to solicit funds from other municipalities, corporations and foundations. By stating that the RM is committing \$100,000 towards the project in the letter will help to leverage further funds.

The economic, sporting and community benefits from this project will be far reaching for central Saskatchewan. The RM of Corman Park will be seen as a leader in ensuring the continuation of horse sport and culture.

We greatly appreciate your consideration of provision of this letter in support of the project.

Sincerely,

Lorraine Beaudette. President  
On Behalf of CPHRA



Corman Park Horse Rider's Association

# REPORT TO COUNCIL



**Public Works**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 3. Service Delivery**

## **RCM-26-015**

### **Subject**

SK Recycles Transition Council Report

### **Recommendation**

1. THAT Council approves staying with the current practice with SK Recycles and Loraas, status quo, until February 2028.
2. THAT Council approves receiving curbside service directly by SK Recycles beginning February 1, 2028.

### **Report Summary**

The recommendations are that the RM of Corman Park continue with its current recycling arrangement with SK Recycles and Loraas until February 2028, then transition to having curbside recycling services provided directly by SK Recycles. SK Recycles is a provincially mandated extended producer responsibility program that will fully take over management and funding of household packaging and paper recycling by 2028. Under the recommended approach, the RM would no longer be responsible for curbside recycling costs after February 2028, resulting in long-term financial savings. The transition aligns with provincial regulations and the RM's strategic priorities for cost efficiency and service delivery

### **Background**

SK Recycles is the new provincial household packaging and paper recycling program, responsible for the collection, processing and recycling of household packaging and paper in Saskatchewan. The program is funded by businesses that include manufacturers, brand owners and retailers that supply packaging and paper to Saskatchewan residents. SK Recycles evolved from Multi-Material Stewardship Western, or MMSW, a program that has provided shared funding for community recycling since 2016. The RM of Corman Park has been participating in the MMSW program since 2018, receiving funding for curbside and depot recycling under the shared funding model.

With the introduction of the provincial government's Household Packaging and Paper Stewardship Program Regulations (2023) for the management and recycling of household packaging and paper products, the program is moving to a full Extended Producer Responsibility (EPR) model whereby obligated businesses assume greater responsibility for collecting and recycling household packaging and paper.

Recognizing the operational adjustments required for the shift from a shared responsibility model to a system that is entirely managed and operated on behalf of its producer members, three transition phases have been developed and will be implemented over the next few years with a full transition expected to be completed in 2028.



**Phase 1:** Phase 1 of the transition is centered on the largest municipalities with stand-alone curbside and multifamily recycling programs, including the cities of Regina and Saskatoon. In addition, SK Recycles has partnered with SARCAN for the collection of flexible plastics, foam packaging and glass bottles and jars at all SARCAN depot locations across SK as of December 1, 2024. This represented the official launch of Phase 1 of the transition as well as the public facing launch of the new SK Recycles brand.

**Phase 2:** The RM is targeted for inclusion in Phase 2 of the SK Recycles transition.

Phase 2 of the transition is centered on curbside and, where applicable, multi-family collection in smaller and more remote municipalities and Regional Waste Authorities (RWAs) and is scheduled to launch in 2026. A Phase 2 Working Group was formed by SK Recycles and has been meeting regularly with a group of Phase 2 municipalities over the past months to gather feedback and plan for the upcoming transition.

**Phase 3:** Phase 3 of the transition is focused on depot collection, which will launch in 2027.

**End of Transition Period:** By February 2028 the SK Recycles program will be fully transitioned and any municipality that has not made the necessary decisions to participate in the applicable phases by the deadlines outlined in this document will no longer participate or receive funding from MMSW/SK Recycles.

## **Decision 1 – Service after February 2028**

### **Option 1:**

Receive curbside service directly by SK Recycles beginning February 1, 2028.

Under this “program-led” collection model, The RM will no longer be responsible for curbside collection services for residents or the associated costs. SK Recycles will be responsible for all aspects of the management of collection and post-collection services of the residential curbside recycling program for packaging and paper. SK Recycles will procure collection services with private collection service providers (waste haulers) directly. This service will include residential households only, and is not intended to include recycling from institutional, commercial or industrial locations.

**Service Provider Selection:** Pending the decision, SK Recycles will be responsible as of February 1, 2028 for all aspects of the management of curbside collection services to residents,

including selecting a private collection service provider and procuring, providing and maintaining the collection containers that residents will use to set out their material. The RM would have no responsibility or cost associated with delivering curbside collection services to residents after February 1, 2028.

SK Recycles will work closely with municipal staff on many aspects of the transition with the goal of providing a seamless transition without disruption to residents. It is SK Recycles' intent to establish and maintain regular communication and coordination with municipal staff starting before and continuing after the launch of SK Recycles services to ensure the continued success of the program.

Over the last months, SK Recycles has engaged the private collection service providers in Saskatchewan on this process and timeline. Private collection service providers that meet applicable thresholds will receive certainty of their role as the collection service provider for their existing curbside service areas for the period of February 1, 2028 to June 2030.

Provided a sufficient number of their municipal customers confirm the decision to move forward with this model by the February 1, 2026 deadline, SK Recycles will directly negotiate an agreement and price for this period with existing collection service providers and thus, municipalities' collection service providers will not change until at least June 2030.

When applicable, SK Recycles will complete a competitive procurement process to select private collection service providers in all Phase 2 communities, including the RM of Corman Park. This may result in a new company being responsible for curbside collection services in The RM.

### **Option 2:**

The RM would provide recycling services directly to residents; however, the municipality will not participate in the SK Recycles program and will no longer receive funding from SK Recycles (or MMSW) to support recycling.

### **Decision Deadline and Implications:**

**By February 1, 2026** the RM must submit their decision to SK Recycles on whether they wish SK Recycles to provide curbside service directly in the municipality beginning February 1, 2028.

The shared responsibility model for community recycling ends February 1, 2028. This means the existing payments that the municipality receives from MMSW/SK Recycles will end on February 1, 2028.

## **Decision 2 – Service between June 2026 and February 2028**

**Decision 2:** Remain under the current program or join SK Recycles' new program for the transition period of June 1, 2026 to February 1, 2028.

The RM has a current agreement with SK Recycles under the shared funding model, which includes payments to support curbside recycling services. The RM currently has a contract with Loraas for providing recycling services.

In October 2025, the RM received a formal offer from SK Recycles that includes a new SK Recycles Curbside Collection Agreement and household incentive rate for curbside collection of household packaging and paper. The municipality has the option to move to this new agreement structure for the period of June 1, 2026 to February 1, 2028.

Under the new SK Recycles Curbside Collection Agreement, the RM would continue to be responsible for providing collection services and SK Recycles would be responsible for all post-collection operations and costs. SK Recycles will designate a facility for curbside material to be delivered by the RM, and all the cost associated with receiving, sorting, transporting, marketing and responsibly recycling collected packaging and paper will be SK Recycles' direct responsibility.

The new SK Recycles Curbside Collection Agreement includes provisions on service standards, collection containers, promotion and education, customer service and other service elements that should, in general, closely align with existing municipal practices.

### **Implications**

Strategic:	Proceeding with the recommended option will result in reduced costs to the R.M. and its ratepayers as SK Recycles will take over the recycling for the R.M.
	2025 to 2029 R.M. of Corman Park Strategic Plan, Key Priorities: Financial Accountability and Service Delivery.
Financial:	The recommended option will result in cost savings for the RM and its ratepayers after February 2028.
Policy/Legal:	SK Recycles was created as a result of the provincial government's Household Packaging and Paper Stewardship Program Regulations (2023). No policy or legal impacts are anticipated for the R.M.
Communications:	Council's decision will be communicated with SK Recycles and impacted Hamlets/ratepayers.

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**Prepared by:** Tessa Iverson, Infrastructure and Public Works Administrative Assistant  
**Reviewed and Approved by:** Hayder Lateef, P.Eng. Director of Infrastructure and Public Works  
**Approved for Agenda by:** Kerry Hilts, Chief Administrative Officer

# REPORT TO COUNCIL



**Public Works**  
**1/27/2026**  
**Council Meeting**  
**Decision Item**  
**Priority 1. Financial Accountability**

**RCM-26-013**

## **Subject**

Spring Road Restrictions

## **Recommendation**

THAT Council directs Administration to enforce Spring Road Restrictions in accordance with Option 1 in this report, a balance between infrastructure protection, service continuity, and the R.M.'s strategic goals.

## **Report Summary**

Administration is looking for direction from council with respect to issuing over-weight permits during the provincial spring road restrictions. This following report evaluates four options for Council's consideration, with the recommended approach being to follow the Ministerial Order while making allowances for critical local services, thereby restricting heavy traffic to essential uses only. This option aligns with the R.M.'s strategic goals of financial accountability, infrastructure renewal, and service delivery.

## **Background**

Each spring, the Ministry of Highways imposes road restrictions throughout the province to protect infrastructure during the spring thaw. The timing is weather dependent but typically begins in March or April and remains in effect for up to six weeks. The ministerial order applies weight restrictions which generally prohibit heavy truck traffic on all R.M. roads, as well as secondary weight and 10-tonne provincial highways, to prevent excessive road damage. Heavy vehicles may operate during this period if they are below posted weight limits or if a permit is issued by the municipality that owns and/or maintains the roadway.

Primary weight highways are generally not affected by the restrictions.

The following services are provincially exempt from the restrictions, as they are considered essential services:

- Emergency vehicles,
- Ministry of Highways vehicles and municipal maintenance equipment when conducting maintenance or accessing sites on or along the restricted highway,
- SaskPower, SaskEnergy, SaskTel vehicles when accessing sites along the restricted route,
- Recreational vehicles,
- Buses,
- Farm equipment operated or towed, and/or
- Vehicles directly crossing a Provincial highway at an intersecting public highway or private road.

A copy of a Spring Road Restrictions Ministerial Order is attached as Appendix A.

### **Current Practice**

Within the R.M., we follow the Provincial Road restrictions and the terms established by the Ministry. In addition, the R.M. exempts its own fleet and certain organizations that hold flat-fee haul permits, such as garbage and septic collection. All other Road Haul Agreements include provisions requiring that bulk hauling cease during the spring restriction period.

While bulk hauling is generally prohibited during this time, the R.M. has granted exceptions on occasion, such as allowing farmers to transport feed to livestock or to enable contractors to complete essential or time-sensitive work.

Further, single trips are generally allowed with a permit (obtained through Road Data), with the exception of roads that are identified to be in poor condition.

### **Discussion**

Although the R.M. receives some revenue from the issuance of haul and overweight permits, any heavy-vehicle travel during the spring thaw (even a single trip) can cause substantial road damage and result in significant repair costs. However, it is recognized that spring road restrictions can cause delays and impacts to rate payers and road users. It is also recognized that while the Ministerial Order recognizes several essential services at the provincial level, there are additional local services which are critical within the R.M., particularly those supporting agriculture, municipal operations, waste collection, and emergency response.

As the R.M. has authority over its roads, we are not limited to the confines of the Ministerial Order. As such, there are multiple options available with respect to spring road bans and heavy truck traffic, including the following:

**Option 1:** Restrict heavy vehicle use as per the Ministerial Order, with additional R.M. specific exemptions.

This option is the recommended option as it offers a balance between infrastructure protection, service continuity, and the R.M.'s strategic goals for financial accountability, service delivery, infrastructure renewal, and agricultural support. Implementation should reduce the impact on the R.M. roads by restricting some heavy traffic while allowing for additional exemptions the R.M. considers essential. The following would be services that would be permitted under this option:

- All vehicles covered under the Ministerial Order.
- R.M. of Corman Park fleet when conducting necessary maintenance.
- Garbage and Septic Collection vehicles which hold an R.M. of Corman Park flat fee permit, issued for the purpose of maintaining a consistent standard of service related to waste collection to R.M. ratepayers year-round.
  - One off or non-essential garbage collection, such as waste associated with demolition activities, would not be issued a permit under this category.
- Vehicles essential to agricultural activities and/or food supply, which include but are not limited to milk trucks, grain trucks, vehicles carrying and/or delivering farm supplies and/or equipment, feed trucks, refrigeration trucks, etc.

- Hauling necessary for emergent purposes only (i.e., road washouts, construction of essential and time sensitive public infrastructure, etc.) with some restrictions on weight and frequency.
- Situations where applying the restriction would otherwise pose a significant risk to human or animal life.

**Option 2:** Maintain status quo.

This option would permit all heavy vehicles wanting to travel on the R.M. roads, with exception of bulk hauling and travel on roads assessed to be in poor condition. This option would eliminate some road damage related to hauling but does put more strain on the R.M. roads as opposed to Option 1, where heavy trucks are limited to essential services only. As such, this option is recommended as a secondary option if Council does not approve Option 1.

**Option 3:** Restrict all heavy traffic not explicitly exempt under the Ministerial Order.

While this option would protect R.M.'s infrastructure and should reduce maintenance, it is not recommended as it is heavily restrictive and would not provide for any allowances, even during emergent situations.

**Option 4:** The R.M. chooses to opt out of the ministerial road bans, eliminating the spring weight restrictions.

This would allow heavy trucks to operate at weights up to the standard road weight classification without a permit and hauling operations would be permitted to continue. This option is not recommended as it would be detrimental to the quality of the roads, would put a strain on R.M. resources, and is not in alignment with the R.M.'s strategic goals.

**Additional Considerations:**

Implementing the above-mentioned allowances does not remove the requirement to obtain a permit. It will simply restrict permit issuance to the authorized categories only during the spring road restriction period. All other vehicles will be restricted from obtaining a permit to travel at weights exceeding the spring weight restrictions until the spring road restrictions are lifted.

It is important to note that any and all restrictions imposed are only relevant for:

- Secondary and 10T roads.
  - Primary weight roads within the RM would not be affected.
- Trucks which are in excess of the weight restrictions listed in the ministerial order.
  - All trucks which are lighter than the weight limits presented in the ministerial order would be allowed to use the roadway as per normal.

**Implications**

**Strategic:** Restricting heavy vehicles during spring thaw aligns with the 2024–2028 Strategic Plan's "Financial Accountability" and "Infrastructure Renewal" by protecting municipal infrastructure from damage. This approach also reduces operational risks and unplanned maintenance demands.

Allowing essential vehicles to be exempt from the restrictions balances the cost of maintenance with the R.M.'s other strategic goals, such as agricultural sustainability and service delivery.

- 
- Financial:** While the R.M. may experience a small reduction in permit revenue, this is expected to be outweighed by savings resulting from reduced road damage, fewer emergency and/or unplanned repairs, and extended road service life.
- Policy/Legal:** The R.M. has clear authority to impose such restrictions, and formalizing these practices ensures consistent enforcement, strengthens the requirements within existing Road Haul Agreements, and reduces the likelihood of disputes or liability associated with overloading.
- Communications:** Aligning messaging with provincial communications will help minimize confusion and reinforce the R.M.'s commitment to responsible infrastructure and operation spending. Clear and timely messaging will be implemented to inform residents, haulers, and local industries of the restrictions, their timing, and the applicable exemptions. Administration will send emails to all haulers with whom we have agreements to remind them of the spring road restrictions, and an announcement will be posted on the R.M.'s website, Corman Park Police Facebook page, and included in the annual newsletter.

### **Appendices**

Appendix A –Spring Road Restrictions Ministerial Order (Sixteenth Order 2025 – Final)

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**Prepared by:** Jennifer Krasowski, P.Eng. Senior Project Engineer

**Reviewed and Approved by:** Hayder Lateef, P.Eng. Director of Infrastructure & Public Works

**Approved for Agenda by:** Kerry Hilts, Chief Administrative Officer



## SPRING ROAD RESTRICTIONS

### Sixteenth Order 2025-FINAL

#### Minister's Order Pursuant to section 35(1) of "The Highways and Transportation Act, 1997"

Pursuant to section 35(1) of "The Highways and Transportation Act, 1997" it is hereby ordered that, effective as stated in this Order, **at 12:01 am, Friday May 16, 2025** until further notice, vehicles other than those exempted in Part II, section 3 (2) and 3 (5) of "The Vehicle Weight and Dimensions Regulations, 2010", shall be restricted as follows:

#### Steering Axle

- 10.0 kg per mm (560 pounds per inch) width of tire (manufacturer's stamped dimension) to a maximum of
- 5,500 kg on the steering axle for a truck or truck tractor equipped with a single steering axle.
- 11,000 kg on the steering axle group for a truck or truck tractor equipped with a tandem axle steering group.

#### Other Axles

- 6.25 kg per mm (350 pounds per inch) width of tire (manufacturer's stamped dimension) to a maximum of:
- 1,650 kg (3,638 pounds) per tire, or
- 2,630 kg per tire for axles equipped with single tires with a width of 445 mm or greater.

This order does not permit the weight on any axle, axle group or vehicle from exceeding the maximum weight prescribed in the "The Vehicle Weight and Dimension Regulations, 2010" for that axle, axle group or vehicle.

The restriction does not apply to:

- Emergency vehicles,
- Ministry of Highways vehicles and municipal maintenance equipment when conducting maintenance or accessing sites on or along the restricted highway,
- SaskPower, SaskEnergy and SaskTel vehicles when accessing sites along the restricted route,
- Recreational vehicles,
- Buses,
- Farm Equipment operated or towed,
- Vehicles directly crossing a Provincial Highway at an intersecting public highway or private road.

Please note that some provincial highways and bridges are subject to special reduced or restricted weights and some are for specific periods of the year, some for precise temperatures. A detailed description of these special restrictions is listed on the last four pages of this Order.

The following Provincial Highways **will be removed** from Spring Road Restrictions at 12:01 am Friday May 16, 2025.

**Highway No. 55** - (old Hwy 55) From Jct Hwy 240 to 3 km West (Marchant Grove) **SPECIAL RESTRICTIONS** – 4.5 kg per mm (252 lbs/in) width of tire (manufacturer’s stamped dimension) on any wheel to a maximum GVW of 22,686 kg (50,000 lbs), including the steering axle.

**Highway No. 240** - From Jct Hwy 55 to Prince Albert National Park **SPECIAL RESTRICTIONS** – 4.5 kg per mm (252 lbs/in) width of tire (manufacturer’s stamped dimension) on any wheel to a maximum GVW of 22,686 kg (50,000 lbs), including the steering axle.

No. 3	From Manitoba Border to Hudson Bay	No. 123	From Jct Hwy 55 to E.B. Campbell Dam
No. 4	From Jct Hwy 55 to Jct Hwy 224	No. 155	From 7.0 km North of Jct Hwy 165 to La Loche
No. 9	From Hudson Bay to Ruby Lake Access	No. 167	From Sturgeon Weir River to Creighton
No. 20	From Jct Hwy 320 to Jct Hwy 3	No. 167	From Denare Beach to Creighton
No. 24	From 11 km North of Spiritwood to Leoville	No. 255	From Jct Hwy 55 to Tobin Lake
No. 24	From Leoville to Chitek Lake	No. 302	From Weldon Ferry to 21 km East of Prince Albert (SPECIALRESTRICTION – 8,000kgs)
No. 25	From Jct Hwy 3 to Jct Hwy 2	No. 324	From Jct Hwy 378 to Mayfair
No. 26	From 14 km North of Jct Hwy 304 to South Jct of 55 and 26 south of Peerless	No. 340	From Radisson to Hafford
No. 35	From 3.8 km North of Jct Hwy 1 to Jct Hwy 10	No. 342	From Jct Hwy 42 to Jct Hwy 4
No. 35	From 3.8 km North of Jct Hwy 1 to Jct Hwy 10	No. 342	From Jct Hwy 4 to Grid 647 (north of Lacadena) (SPECIAL RESTRICTION – 8,000kgs)
No. 35	From White Fox to Roads End	No. 355	From Meath Park to Sturgeon Lake Reserve
No. 55	(old Hwy 55) From Jct Hwy 55 to 3 km West (Marchant Grove)	No. 378	From Jct Hwy 324 to Spiritwood
No. 102	From La Ronge Airport Access to 1.5 km N. of Nemeiben River Bridge	No. 908	From Jct Hwy 155 to Ile-a-la-Crosse
No. 106	From Jct Hwy 928 to Creighton	No. 953	From Jct Hwy 2 to Jct Hwy 263

The following Access Roads **will be removed** from Spring Road Restrictions at 12:01 am Friday May 16, 202

No. 2	Imperial Access	No. 3	Valparaiso Access
No. 2	Simpson Access	No. 3	Weldon Access
No. 2	Meacham Access	No. 3	Brancepeth Access
No. 2	Dana Access	No. 3	30 Metres N of the railway crossing at Birch Hills
No. 2	Wakaw Lake Park Access	No. 3	Shell Lake Access
No. 2	Cudworth Access	No. 3	Medstead Access
No. 2	Weyakwin Access	No. 3	Monte Nebo Access
No. 2	Ramsey Bay Access	No. 3	Turtle Lake South Bay Access
No. 2	Paddockwood Access (SPECIAL RESTRICTION – 8,000kgs)	No. 4	Meadow Lake Airport – 220 meters West of Jct Hwy 4(Meadow Lake Urban Limits) to Meadow Lake Airport
No. 3	Prairie River Access	No. 5	Veregin Access
No. 3	Crooked River Access		
No. 3	Eldersley Access		

No. 5	Mikado Access	No. 25	Birch Hills Access
No. 5	Kuroki Access	No. 25	Hagen Access
No. 5	From Leroy to 6.45 kms West	No. 35	Sylvania Access
No. 5	St. Gregor Access	No. 35	Ridgedale Access
No. 5	Peterson Access	No. 35	Aylsham Access ( <i>SPECIAL RESTRICTION – 8,000kgs</i> )
No. 5	St. Denis Access	No. 40	Leask Access
No. 6	Lac Vert Access	No. 40	Marcelin Access
No. 6	Pleasantdale Access	No. 41	Hwy 41 North to Aberdeen
No. 6	Fairy Glen Access	No. 43	Palmer Access
No. 8	Wroxton Access	No. 55	Love Access
No. 9	Dubuc Access	No. 55	Garrick Access
No. 9	Crystal Lake Access	No. 55	Choiceland Access
No. 9	Ebenezer Access	No. 55	Snowden Access
No. 9	Endeavour Access	No. 123	Cumberland House Bridge to the Cumberland House Airport
No. 9	Gorlitz Access	No. 155	Buffalo Narrows Airport
No. 11	Macdowell Access		
No. 23	Zenon Park Access		
No. 23	Weekes Access		

The following Rural Municipalities **will be removed** from Spring Road Restrictions **at 12:01 am Friday May 16, 2025**

331	LIVINGSTON	488	TORCH RIVER	521	DISTRICT OF LAKELAND
461	PRINCE ALBERT	493	SHELLBROOK	555	BIG RIVER
463	DUCK LAKE	496	SPIRITWOOD	561	LOON LAKE
466	MEETING LAKE	497	MEDSTEAD	588	MEADOW LAKE
467	ROUND HILL	498	PARKDALE	622	BEAVER RIVER
486	MOOSE RANGE	499	MERVIN		
487	NIPAWIN	501	FRENCHMAN BUTTE		

Signed on behalf of the Minister on this 13<sup>th</sup> day of May 2025.

Lana Eering  
 Government of Saskatchewan  
 Ministry of Highways  
 Manager, Highway Hotline/Emergency Planning Officer

**The following section is not part of the Order but is appended as INFORMATION:  
Special Weight Restrictions on Selected Provincial Highways.**

**The following highways are subject to reduced weights, year round, by regulation in accordance with the *Vehicle Weight and Dimension Regulations, 2010***

Hwy	From	To	Description
955	South abutment of the Douglas River Bridge	Northern most limit of Highway 955	Maximum GVW 41 500 kg

**The following BRIDGES are restricted by Minister's ORDER to a maximum gross vehicle weight of Secondary Weights year-round. Winter Weights are not allowed.**

Hwy	Bridge Location Description
2	Bridge over Little Red River from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located approximately 4.4 km south of Jct. with Hwy 355 and Hwy 2 near Spruce Home. <b>Bridge is located on East Frontage Road.</b>
3	Bridge over Red Deer River from Eastern Bridge Abutment to Western Bridge Abutment located approximately .5km west of Erwood, Sk.
4 Metinota Access	Bridge over Jackfish Narrows from Eastern Bridge Abutment to Western Bridge Abutment. Bridge is located in access road approximately 3.1km west of the Jct. with Hwy 4. <b>Bridge is located on access road.</b>
312 Gabriel Dumont Bridge	Truss Bridge over South Saskatchewan River from Eastern Bridge Abutment to Western Bridge Abutment.
334	Bridge over Willow Creek from Eastern Bridge Abutment to Western Bridge Abutment. Bridge is located approximately 18.6 km east of Avonlea, sk. and the Jct. with Hwy 339 and Hwy 334.
919	Bridge over Martineau River from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located approximately 39.5km northwest of the Jct. with Hwy 21 and Hwy 950
935	Bridge over Morin River from the Southern Bridge Abutment to the Northern Bridge Abutment. Bridge is located approximately 7km north of the Jct. with Hwy 165 and Hwy 935.
955 Clearwater Truss Bridge	Truss Bridge over Clearwater River from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located approximately - 62 km north of Jct 155 and 955 to the Clearwater Bridge.
980 Elbow Lake Access	Bridge over Midnight Creek from Eastern Bridge Abutment to Western Bridge Abutment. Bridge is located approximately .3 km west of Elbow Lake, Sk.. <b>The bridge is located on Spirit Lake/Elbow Lake access road.</b>

**The following BRIDGES are restricted by Minister's ORDER to a maximum gross vehicle weight of Primary Weights year-round. Winter Weights are not allowed.**

Hwy	Bridge Location Description
2	Northbound Bridge over Hwy 1 from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located North of Moose Jaw at Jtc. with Hwy 1 and Hwy 2
2	Southbound Bridge over Hwy 1 from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located north of Moose Jaw Sk. at Jtc. with Hwy 1 and Hwy 2
6	Bridge over Barrier River Overflow from Southern Bridge Abutment to Northern Bridge Abutment. Bridge is located approximately 25.7 km south of Melfort, Sk.

The following highways are restricted by Minister's ORDER to a maximum gross vehicle weight of 8 000 kilograms year round.

Highway	From	To
1 Caron Access	Jct Hwy 1	Hamlet of Caron
1 Grand Coulee Access	Jct Hwy 1	Village of Grand Coulee
2 Eastside Service Road near Prince Albert	Jct Boundary Street East Service Rd north	Jct Township Road (approx. 2.4 kms)
4 Blumenhof Access	Jct Hwy 4 east	Blumenhof
6 Leroy Access	Jct Hwy 6	Town of Leroy
8 Tantallon Access	Jct. Hwy 8	Village of Tantallon
12 Hepburn Access	Jct. Hwy 12	Village of Hepburn
12 Waldheim Access	Jct. Hwy 12	100 meters west of the west boundary of NW 15-42-5 W3M in the town of Waldheim.
13 Bellegarde Access	Jct. Hwy 13	Bellegarde
13 Forget Access	Jct. Hwy 13	The Village of Forget
15	Jct. Hwy 16	Jct. Hwy 9
16 Bradwell Access	Jct. Hwy 16	Village of Bradwell
21 Mendham Access	Jct Hwy 21 Mendham Access	Intersection with the North-South portion of the Municipal Alternate Truck Route
30	Eston Regional Park located at the southwest corner of Section 20, Township 23, Range 20, West 3rd Meridian	The jct. of municipal Hwy located at the north-east corner of Section 34, Township 28, Range 20, West 3rd Meridian
31	Jct. Hwy 4	Herschel Access Road
31	Grid 656 at NW corner of Section 34, Township 31, Range 17, west of the 3rd Meridian	The intersection of the Plenty grid at the NW corner, Section 21, Township 32, Range 19, west of the 3rd Meridian
39 Bienfait Access	Jct Hwy 39	Jct Hwy 18 (In the Town of Bienfait)
40 David Laird Campsite Road	Jct No. Hwy 40	Jct Hwy No. 16
41 Alvena Access	Jct Hwy 41	2nd Avenue in Village of Alvena
42	Jct Hwy 42 - Keeler Service Road/Railway Ave. S.	Keeler Service Road/Railway Ave. to RM Road 643
42 (1)	Jct Hwy 373	Jct Hwy 45 in the Town of Lucky Lake

42	From its Jct with Hwy 44 (km 43.68)	its Jct with Hwy 15 (km 59.92), for a total of 16.2 km.
44(1)	<i>Jct Hwy 19</i>	<i>Junction with the Danielson Provincial Park Access located in the southeast of Section 32, Township 26, Range 6, West of the 3rd Meridian.</i>
44(1)	<i>Jct Hwy 21</i>	<i>Westerly to the Jct with the municipal road located in the NE 1/4 of Section 24, Township 26, Range 27, west of the 3rd Meridian</i>
44(1)	<i>Jct with the municipal road located at the SW 1/4 of Section 26, Township 26, Range 27, west of the 3rd Meridian</i>	<i>Jct with the municipal road located east of Section 31, Township 26, Range 27, west of the 3rd Meridian</i>
306	Riceton	Jct Hwy 6
308	Jct Hwy 8	Jct with Primary Grid 600
310	Jct of Grid 743	Jct of Hwy No. 16
312 Laird Access	Jct Hwy 312	The Village of Laird
332	7.1 km west of Jct Hwy 32	The Village of Hazlet except for that portion between the east and west Jct of Hwy 37
334	Jct Hwy 13	3.3 km south of Jct Hwy 339
339	Village of Avonlea	Jct. of Hwy 39 except for that portion from 11.4 km west of Avonlea to 21.2 km west of Avonlea
342	Jct Hwy 4	Jct of Primary Grid 647 north of Lacadena
371	Jct Hwy 21	Alberta Border

The following highways are restricted by Minister's ORDER to a maximum gross vehicle weight of 8 000 kilograms from March 1<sup>st</sup> to November 30<sup>th</sup> each year.

Hwy	From	To
302	Cecil Ferry Road at the SE corner of Section 22, Township 48, Range 24, west of the 2nd Meridian	Jct of the municipal road located at SE corner of Section 5, Township 49, Range 22, west of Second Meridian (located by the Weldon Ferry)

The following access road is restricted by Minister's ORDER to a maximum gross vehicle weight of 8 000 kilograms from March 1<sup>st</sup> to November 30<sup>th</sup> each year.

Hwy	From	To
2 Paddockwood Access	Jct Hwy 2	Grid Road intersection NE Section 23, Township 52, Range 25, W2nd Meridian

The following highway is restricted by Minister's ORDER to a maximum gross vehicle weight of 8 000 kilograms from March 15<sup>th</sup> to November 15<sup>th</sup> each year and *when the ambient temperature is above -6°C*.

Hwy	From	To
8	0.5 km North of Junction Highway 49 at Norquay	The community of Swan Plain at the south boundary of SE 27-36-1-W2M

The following Access Road is restricted by Minister's ORDER to a maximum gross vehicle weight of 8 000 kilograms from February 24 to November 15<sup>th</sup> each year and *when the ambient temperature is above -6°C*.

Hwy	From	To
35 Aylsham Access	Hwy 35 (NW corner of section 32, township 48, range 14, west of second Meridian)	Aylsham (NE corner of section 34, township 48, range 13, west of second Meridian)

The following highway is restricted by Minister's ORDER to a maximum gross vehicle weight of 75% of primary highway weights, except during winter weight season, when winter secondary weights shall apply.

Hwy	From	To
240	Junction Highway 55	No. 240 - From Jct Hwy 55 to Prince Albert National Park SPECIAL RESTRICTIONS – 4.5 kg per mm (252 lbs/in) width of tire (manufacturer's stamped dimension) on any wheel to a maximum GVW of 22,686 kg (50,000 lbs), including the steering axle.

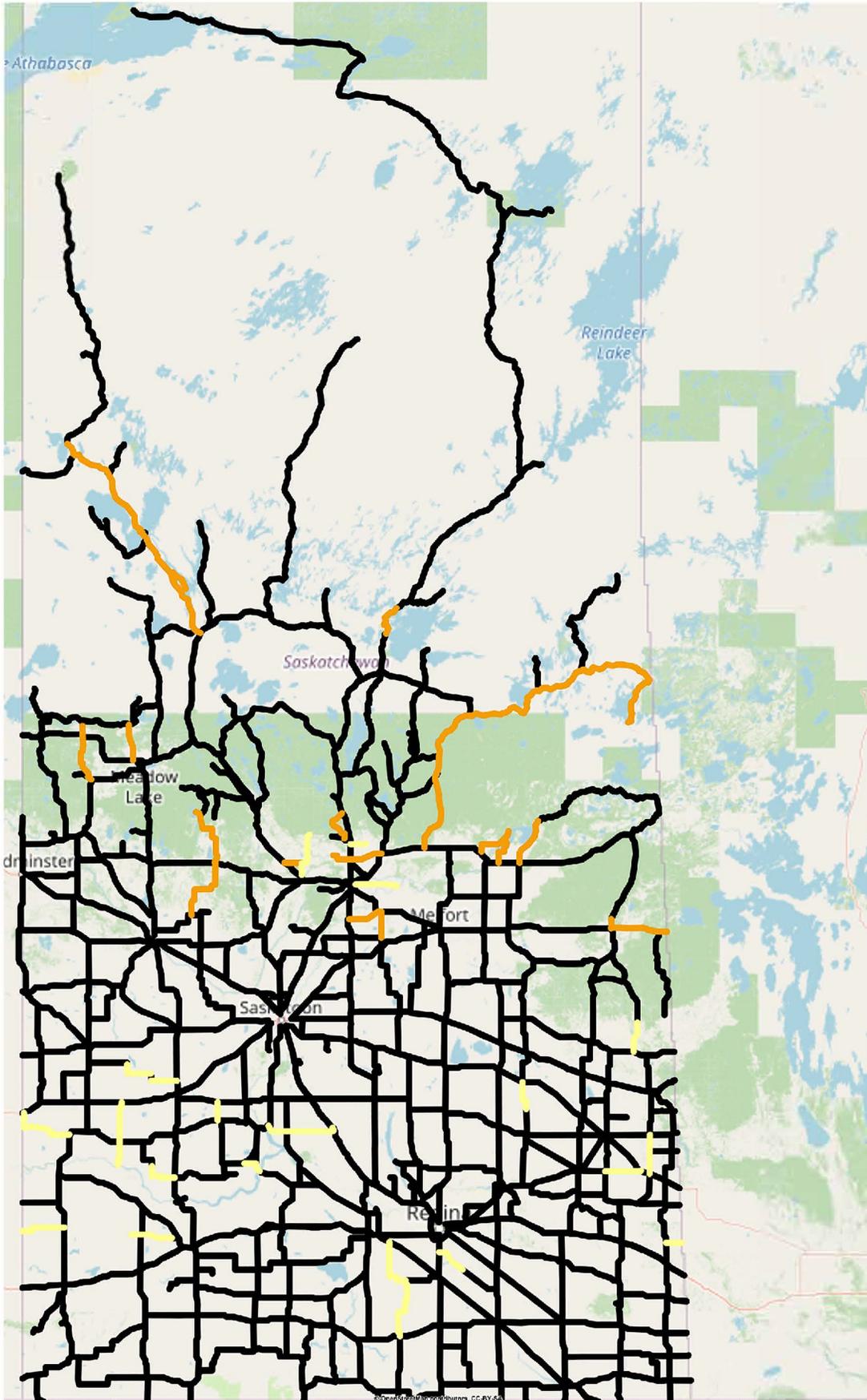
For detailed information on Rural Roads, call the local rural municipality or for Provincial Highway information email the Highway Hotline [hotline@gov.sk.ca](mailto:hotline@gov.sk.ca). The rural municipality administers and maintains the alternate haul routes. They are also responsible for issuing any overweight permits associated with the alternate haul routes.

Saskatchewan Ministry of Highways and Infrastructure provides seasonal highway restriction information on the Internet at: <http://www.saskatchewan.ca/truckingweights> under Special Weights.

Truckers can also contact the Saskatchewan Ministry of Highways, Trucking inquiry line at Toll free in Saskatchewan: 1-866-933-5290 Out of Saskatchewan: 306-933-5290 email: [mhitrucking@gov.sk.ca](mailto:mhitrucking@gov.sk.ca)



### Spring Road Restriction Map - Future Effective May 13, 2025



#### Winter Weight Season

- █ In Effect
- █ Not In Effect
- █ Future Restrictions

#### Spring Weight Season

- █ No Restrictions
- █ Restricted
- █ Future Restrictions

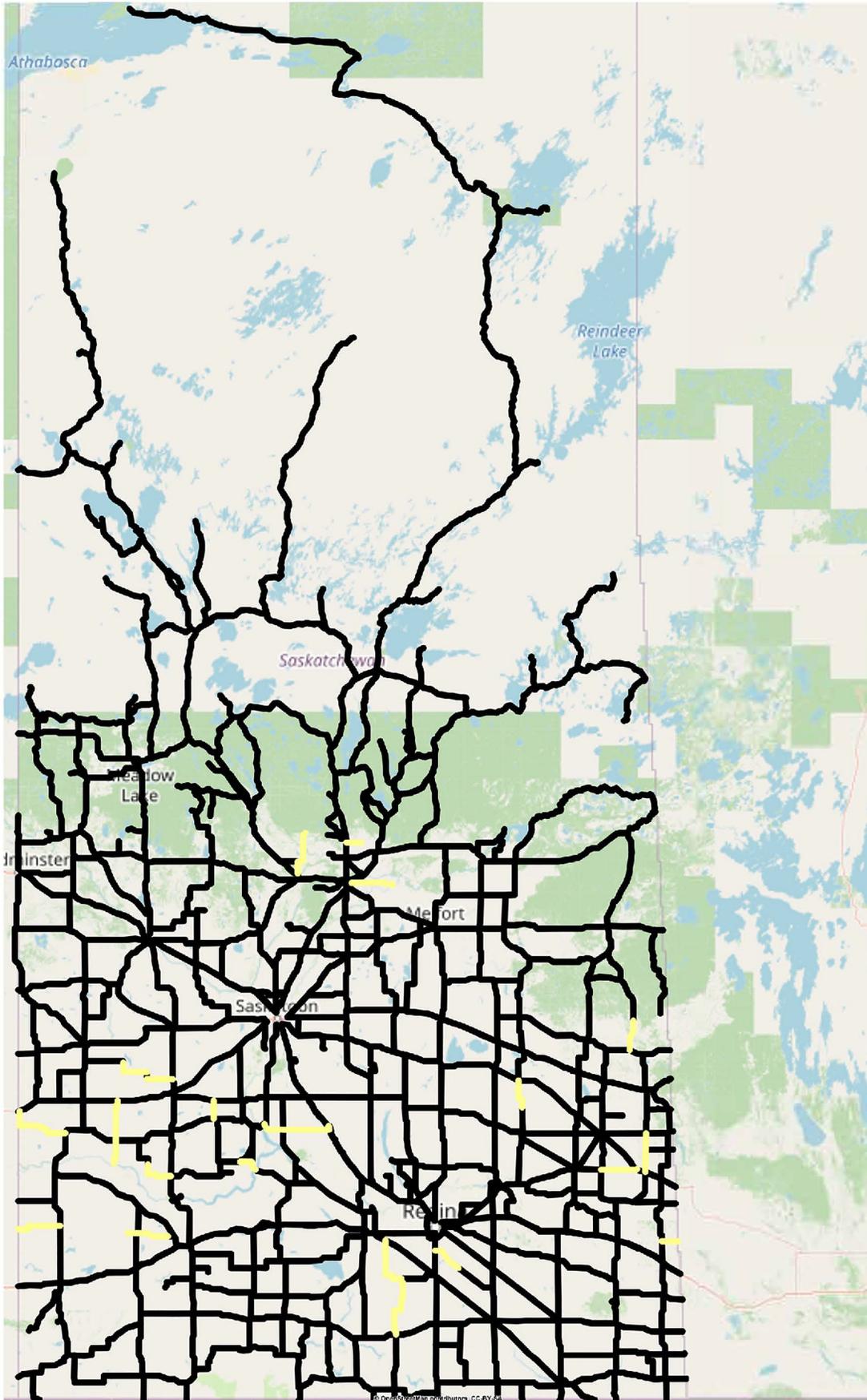
#### Special Weight Restrictions

- █ Special Weight Restrictions

Notes



### Spring Road Restriction Map Effective 12:01 am May 16, 2025



#### Winter Weight Season

- █ In Effect
- █ Not In Effect
- █ Future Restrictions

#### Spring Weight Season

- █ No Restrictions
- █ Restricted
- █ Future Restrictions

#### Special Weight Restrictions

- █ Special Weight Restrictions

Notes



### Chief Administrative Officer Council Report

December 17, 2025 to January 27, 2026	Organization/ Individual
December 17, 2025	Board of Corman Park Police Commissioners
December 18, 2025	Office Staff Meeting
December 18, 2025	Reeve Hon. Joe Hargrave
December 18, 2025	City of Saskatoon Bi Monthly Meeting
December 19, 2025	Reeve Hon. Joe Hargrave – Solair Development with Developer
December 19, 2025	Des Nedhe Update Meeting
Dec 22, 2025 to January 2, 2026	Vacation
January 8, 2026	Reeve Hon. Joe Hargrave
January 8, 2026	New Year's Lunch with Infrastructure & Public Works Field Staff
January 9, 2026	Chief Robert Duttchen Meeting
January 15, 2026	ROC – First Team Meeting
January 15, 2026	Reeve Hon. Joe Hargrave
January 20, 2026	Moosomin First Nation - Signing of Road Purchase Agreement
January 20, 2026	Corman Park Horse Riders Association – Discuss MR Funding
January 20, 2025	Meeting to discuss Ranch Ehrlo & Policing Requirements – including Hon. Terry Jenson, Minister of Social Services, as well as representation from Martensville, Warman, the R.C.M.P., and the Board of Corman Park Police Commissioners
January 21, 2026	Fire Services Contract Discussion – Fire Departments of Dalmeny, Osler and Martensville
January 22, 2026	Reeve Hon. Joe Hargrave
January 22, 2026	Canadian Association of Municipal Administrators (CAMA) – Seminar on Employment (Legal)
January 26, 2026	Tanya Garost, City Manager of Martensville to discuss Policing

## Corman Park Police Service Monthly Statistics December 2025 Commission Meeting

Monthly Activities				
Type Of Offence		2024	2025	% Change
Provincial Traffic		218	175	-20.00%
Criminal Code Charges		14	7	-50.00%
Flight From Police		1	0	-100.00%
Breach of Justice		5	1	-80.00%
<b>Impaired Driving</b>		<b>20</b>	<b>15</b>	<b>-30.00%</b>
<b>Alcohol</b>		<b>8</b>	<b>8</b>	<b>0.00%</b>
Criminal Code Charges		4	1	
Provincial Suspensions		4	7	
(Above Categories Include Failing To Comply With a Demand)				
<b>Drug Related</b>		<b>12</b>	<b>7</b>	<b>-50.00%</b>
Criminal Code Charges		0	0	
Provincial Suspensions		12	7	
(Above Categories Include Failing To Comply With a Demand)				
<b>Assist Outside Agency</b>		<b>43</b>	<b>43</b>	<b>0.00%</b>
Saskatoon RCMP		10	10	0.00%
Warman RCMP		27	20	-30.00%
Saskatoon Police Service		3	5	70.00%
Other		3	7	140.00%
<b>Warrant Arrests</b>		<b>21</b>	<b>9</b>	<b>-60.00%</b>
Criminal Code		13	3	
Provincial		7	5	
Bylaw		1	1	
<b>Calls For Service</b>		<b>143</b>	<b>128</b>	<b>-20.00%</b>
Occurrence Reports		123	101	
CAD Events		20	27	

# Corman Park Police Service Report December 2025

## Commission Meeting

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### Summary

#### Activities Of Note

- **20% Decrease** in impaired driving offences compared to October 2024.
- **20% Decrease** in Provincial Enforcement compared to October of 2024.
- **20% Decrease** in Calls for Service compared to October 2024
- **30% Decrease** in assists to the Warman RCMP
- **70% Increase** in assists to the Saskatoon Police Service
- **140% Increase** in assists to Other agencies

## Corman Park Police Service Year Over Year Statistics December 2025 Commission Meeting

Year to Date Activites				
Type Of Offence		2024	2025	% Change
Provincial Traffic		3256	2789	-20.00%
Criminal Code Charges		104	105	10.00%
Flight From Police		33	34	10.00%
Breach of Justice		29	19	-40.00%
<b>Impaired Driving</b>		229	206	-20.00%
<b>Alcohol</b>		99	105	10.00%
Criminal Code Charges		39	41	
Provincial Suspensions		60	64	
(Above Catagories Include Failing To Comply With a Demand)				
<b>Drug Related</b>		130	101	-30.00%
Criminal Code Charges		5	9	
Provincial Suspensions		125	92	
(Above Catagories Include Failing To Comply With a Demand)				
<b>Assist Outside Agency</b>		338	338	0.00%
Saskatoon RCMP		74	84	20.00%
Warman RCMP		185	223	30.00%
Saskatoon Police Service		46	40	-20.00%
Other		33	28	-20.00%
<b>Warrant Arrests</b>		141	150	10.00%
Criminal Code		66	67	
Provincial		70	72	
Bylaw		5	11	
<b>Calls For Service</b>		1573	1605	10.00%
Occurrence Reports		1325	1297	
CAD Events		248	308	

# **Corman Park Police Service Report December 2025**

## **Commission Meeting**

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### **Summary**

#### **Activities Of Note**

- **30% Increase** in Assists to Warman RCMP Year Over Year.
- **20% Increase** in Assists to Saskatoon RCMP Year Over Year.
- **20% Decrease** in Provincial Traffic Offences Year over Year.
- **10% Increase** in Alcohol related Impaired Driving Offences with a **30% decrease** in drug impaired driving.
- **10% Increase** to flight from police/ fail to stop for police Year over Year.
- **10% Increase** in Warrant Arrests Year Over Year.
- **10% Increase** in Calls For Service Year Over Year.