A Regular Meeting of the Council of the Rural Municipality of Leask No. 464 held in Municipal Council Chambers at 231 1st Avenue South, Leask, Sask., on September 16, 2026, with a quorum being present was called to order by the Reeve at 9:00 a.m.

Present – Reeve Gordon Stieb, Acting Administrator Erin Robertson, Superintendent of Public Works (SPW) Jayson Smith and the following Councillors for their respective divisions:

Division No. 1	Brian Watier	Division No. 3	Lorraine Fajt
Division No. 4	Joan Sanftleben	Division No. 5	Ron Haworth
Division No. 6	Dwayne Brad		

Absent – Division No. 2 Councillor, Daniel Twa

Delegations: 9:53 a.m. Tyson Willick & Denis Leask, Royal Community Pasture Ltd.
11:45 a.m. Murray Ketzmerick, Chair for the Organized Hamlet of Pelican Cove (phone attendance)

421/26 Additions to Agenda — Brad
That Council agree to the following additions to the agenda:

- Stop Payment on Cheque 16138 and reissue;
- Leask Volunteer Fire Department Meeting Minutes from September 9, 2026;
- Organized Hamlet of Pelican Cove August 31, 2025, AGM Minutes; and
- Chair for the Organized Hamlet of Pelican Cove phone attendance.

CARRIED

422/26 Aug 19 Minutes — Watier
That the minutes of the August 19, 2026, Regular Meeting of Council be approved as amended.

CARRIED

423/26 September Payments — Fajt
That we approve payments as detailed on the attached List of Accounts for Approval as follows;

Operating cheques 16260 to 16294, Manual payments 23228 to 23252 for a total of $444,713.92; and
Payroll PP17, PP18, Council August Indemnity & Fire Chief June & July Honorarium for a total of $41,097.60.

CARRIED

424/26 September Indemnity — Sanftleben
That Council September indemnity be approved for direct deposit payment as presented.

CARRIED

425/26 Aug Bank Rec. — Haworth
That we approve the Bank Reconciliation Statements for August 2026 as presented and attached to these minutes.

CARRIED

426/26 August Financials — Brad
That we approve Statement of Financial Activities for August 2026 as presented and attached to these minutes.

CARRIED

427/26 Stop Pmt. Chq.16138 — Watier
That we agree to put a stop payment on Cheque 16138 as lost in the mail and reissue to vendor.

CARRIED

428/26 Admin. Report — Fajt
That the Acting Administrator's September report be accepted as presented.

CARRIED

429/26 SPW Sept. Report — Sanftleben
That the Superintendent of Public Works September report be accepted as presented.

CARRIED

430/26 Office Repairs — Haworth
That we accept the quote from TMK Eavestroughing in the amount of $2,950.00, plus applicable taxes, to remove and replace old trough at the municipal office.

CARRIED

431/26 Fire Dept. Minutes — Brad
That we acknowledge the September 9, 2026, meeting minutes from the Leask Volunteer Fire Department.

CARRIED

432/26 Fire Dept. Purchase — Watier
That we approve the quote from Trans-Care Rescue Ltd. in the amount of $7,532.44, plus applicable taxes, for PPE fire suits. Furthermore, the shortfall in the fire department budget for this purchase will come from the Fire Department Business Savings Account Sub 002.

CARRIED

433/26 Casual Office Worker — Fajt
That we agree to continue with the services of Michele Person as a casual office worker to a maximum of two days per week, to be reviewed at the November Regular Meeting of Council.

CARRIED

434/26 Tax Abatement Roll 2041 — Sanftleben
That we agree to abate a portion of the 2026 improvement taxes on the NE 22-48-07 W3 as the proper house exemption was not applied at assessment time. The abatement is as follows:

Roll #	Legal Land Description	Municipal	School #206	TOTAL
2041 000	NE 22-48-07 W3	$1,962.85	$1,162.46	$3,125.31

CARRIED

435/26 Tax Abatement Roll 2322 — Haworth
That we agree to abate a portion of the 2026 improvement taxes on Block A, Plan 02B08854 Ext. 0 as the proper house exemption was not applied at assessment time. The abatement is as follows:

Roll #	Legal Land Description	Municipal	School #206	TOTAL
2322 000	Blk A, Plan 02B08854 Ext. 0	$1,349.22	$799.35	$2,149.07

CARRIED

436/26 Tax Abatement Roll 2101 — Brad
That we agree to abate a portion of the 2026 improvement taxes on SE 01-48-08 W3 as the proper house exemption was not applied at assessment time. The abatement is as follows:

Roll #	Legal Land Description	Municipal	School #206	TOTAL
2101 000	SE 01-48-08 W3	$2,695.68	$1,596.47	$4,292.15

CARRIED

437/26
Tax Abatement
Roll 2308

Watier
That we agree to abate a portion of the 2026 improvement taxes on Lot 8, Block 1, Plan 86B12226 Ext. 0, as the home was demolished on Permit 14/2025 and was not applied at assessment time. The abatement is as follows:

Roll #	Legal Land Description	Municipal	School #206	TOTAL
2308 000	Lot 8, Block 1, Plan 86B12226 Ext. 0	$429.14	$254.15	$683.29

CARRIED

438/26
Tax Abatement
Crown Land

Fajt
That we agree to abate the 2026 taxes on the following as this is vacant Crown land and was not applied at assessment time. The abatements are as follows:

Roll #	Legal Land Description	Municipal	School #206	TOTAL
50 000	SE 07-46-04 W3	$85.78	$9.58	$95.36
630 000	NW 15-46-08 W3	$168.54	$18.83	$187.37
2056 000	NE 25-48-07 W3	$222.42	$24.85	$247.27
2182 000	SE 21-48-08 W3	$384.07	$42.90	$426.97

CARRIED

439/26
OHPC
Recycle
Bin

Sanftleben
That we approve the request form the Organized Hamlet of Pelican Cove to purchase another recycle bin for a cost of $2,400.00 from Highway 55 Waste Management. Furthermore, this cost is capital in nature, however, the funds will be allocated from the hamlet's dust control budget.

CARRIED

440/26
OHPC
Board
Appointment

Haworth
That Council acknowledge the Organized Hamlet of Pelican Cove Board Position appointments as follows:

- Chair- Murray Ketzmerick;
- Vice Chair- Devin Katarynych, and
- Secretary/Treasurer – Barb Bissonnette.

CARRIED

441/26
Lunch

Stieb
That we agree to break for lunch at 12:06 p.m.

CARRIED

442/26
Reconvene

Stieb
That we agree to return from the lunch break at 12:42 p.m. noting that all members of Council are present.

CARRIED

443/26
SMHI
Sept
Discount

Brad
That we acknowledge the discount rates for municipal hail insurance cannot exceed 5% in the month of September, and as such, provide the 1% shortfall in the collected or abated levy in the month of September 2026 with the remittance payment to Saskatchewan Municipal Hail Insurance.

CARRIED

444/26
SARM
Midterm
Attendance

Watier
That we agree to allow any Council member, the municipal Administrator and SPW that are able to attend the SARM Midterm Convention, to be held in Saskatoon, November 18 to 19, 2026. Furthermore, commitment must be provided to Administrative Assistant by November 6, 2026.

CARRIED

445/26 SARM Voting Delegate — Sanftleben
That we agree to Councillor Fajt to serve as the municipal voting delegate at the SARM Midterm Convention, November 18, 2026.

CARRIED

446/26 Village Tank Rental — Fajt
That we agree to the rental of the 1000-gallon fuel tank that is located in the municipal shop lots to the Village of Leask, for a fee of $50.00 per month. Furthermore, we instruct the Reeve to sign the Rental Agreement on behalf of the municipality.

CARRIED

447/26 Reg. EMO Advisory Committee — Brad
That we agree to the appointment of Councillor Fajt and alternate Councillor Haworth to the Regional Emergency Advisory Committee, as per Section 3(d) of the Regional Emergency Measures Bylaw No. 01-2024.

CARRIED

448/26 Rescind 230/26 — Haworth
That we agree to rescind Resolution 230/26, from May 11, 2026, meeting as there has been no action on the motion that has been carried out.

CARRIED

449/26 Capital Borrowing — Brad
That application be made to the Local Government Committee for permission to borrow by way of debenture, the sum of $262,000.00, in 2026 repayable over a period of 5 years, for the purpose of 2026 Capital purchases of excavator, truck, trailer and mower.

Furthermore, the debenture is to be repayable so that the principal and interest are combined and made payable in equal instalments during the term of the securities interest at the rate of 3.90 per centum, per annum, payable at least semi-annually.

CARRIED

450/26 Auditor Appointment — Watier
That we agree to appoint Jensen Stromberg Chartered Professional Accountants, as the municipal Auditors for the 2026 Financial Year.

CARRIED

451/26 HR Workshop — Fajt
That we agree Acting Administrator Robertson and SPW Smith can attend Human Resource Workshop Training on October 22 & 23, 2026, in Prince Albert, SK, for a total cost of $304.00.

CARRIED

452/26 Workshop — Sanftleben
That we agree Acting Administrator Robertson can attend the UMAAS Best Practice Workshop on September 29, 2026, in Prince Albert, SK, for a cost of $150.00, plus GST.

CARRIED

453/26 Corr. espondence — Haworth
That we agree to file the September correspondence.

CARRIED

454/26 MLRP Minutes — Brad
That we acknowledge the August 4, 2026, Martins Lake Regional Park meeting minutes as presented.

CARRIED

455/26
OHPC
2025 AGM

Watier
That we acknowledge receipt of the August 31, 2025, Organized Hamlet of Pelican Cove Annual General Meeting Minutes.

CARRIED

456/26
In-camera

Fajt
That we move in-camera session to engage in discussions respecting strategic planning citing *The Municipalities Act* Section 120(2)(b), Human Resources and protection of privacy citing the *Local Freedom of Information and Protection of Privacy Act*, Section 16(1)(a)(b)(c)(d) & Section 23(1)(h) time being 1:30 p.m.

CARRIED

Let the minutes note that Acting Administrator and SPW Smith were asked to leave the in-camera session at 2:26 p.m.

Acting Administrator was asked to return to the in-camera session at 2:35 p.m.

Let the minutes note that Acting Administrator and Reeve Stieb were asked to leave the in-camera session at 2:40 p.m.

457/26
Reconvene

Sanftleben
That we move out of in-camera session at 3:01 p.m. noting that the Reeve, Acting Administrator and SPW rejoined the meeting.

CARRIED

458/26
CAO
Appointment

Haworth
WHEREAS the position of Chief Administrative Officer (CAO) for the Rural Municipality of Leask is vacant and it is necessary to ensure effective municipal administration and continuity of operations; and

WHEREAS s. 110 of *The Municipalities Act*, requires that every council establish a position of administrator of the municipality; and

WHEREAS Council has considered the qualifications and experience of Erin Robertson, who has served as the Public Works Administrator and is currently serving as Acting Chief Administrative Officer; and

WHEREAS Council wishes to appoint Erin Robertson as CAO; and

WHEREAS Council has reviewed the employment agreement for the CAO position;

NOW THEREFORE BE IT RESOLVED THAT Council of the RM of Leask

1. Approves the employment offer/agreement for the CAO position, substantially in the form presented to Council, with such non-material changes as may be necessary to reflect Council's direction and to finalize terms consistent with this resolution.

2. Appoints Erin Robertson as Chief Administrative Officer (CAO) of the Rural Municipality of Leask, effective September 21, 2026.

3. Authorizes the Reeve to finalize, execute, and deliver the employment agreement and any ancillary documents required to give effect to this appointment, with authority to make non-material amendments consistent with Council's direction.

CARRIED

459/26 SPW Terms of Employment

Brad

WHEREAS Council wishes to update the Terms of Employment of the Superintendent of Public Works to clarify rights and obligations, including updated job description and compensation structure; and

WHEREAS Council considered the qualifications and experience of Jayson Smith, who has served as the Superintendent of Public Works since October 3, 2022; and

WHEREAS Council has reviewed the Terms of Employment agreement and Job Description for the Superintendent of Public Works position;

NOW THEREFORE BE IT RESOLVED THAT Council of the RM of Leask

1. Approves the updated employment offer/agreement for the Superintendent of Public Works position, substantially in the form presented to Council, with such non-material changes as may be necessary to reflect Council's direction and to finalize terms consistent with this resolution.

2. Authorizes the Reeve to finalize, execute, and deliver the employment agreement and any ancillary documents required to give effect to this appointment, with authority to make non-material amendments consistent with Council's direction.

CARRIED

460/26 Assist. Admin

Watier

That we agree to advertise for the position of Assistant Administrator with a closing date of October ~~16~~ 28, 2026, or until the position is filled.

CARRIED

Let the minutes note that Reeve Stieb declared a Conflict of Interest, as he is referred to in subject material in the next discussion item and as such, and left Chambers at 3:15 p.m.

Let the minutes note that in the absence of Reeve Stieb, Deputy Reeve Sanftleben assumed the Chair.

461/26 Complaint Received

Fajt

That we acknowledge receipt of complaints dated and received September 7, 2026, and as such agree that the HR Committee will handle said complaint.

CARRIED

Let the minutes note that Reeve Stieb rejoined the meeting and assumed the Chair at 3:18 p.m.

462/26 Adjourn

Stieb

That we now adjourn this meeting 3:18 p.m.

CARRIED

[redacted]

Reeve
Gordon Stieb

[redacted]

Chief Administrative Officer
Erin Robertson