

**MINUTES OF THE REGULAR COUNCIL MEETING**  
**Held at the RM of Francis Council Chambers Saskatchewan**  
**WEDNESDAY JANUARY 8TH at 9:00 a.m.**

REEVE: Barret GAETZ  
 COUNCILLORS: Division 1 Ernie GUTZKE                      Division 4 Patrick POISSANT  
                   Division 2 Dale SEIFERLING                  Division 5 Daryl HOFFMAN  
                   Division 3 Darren SOLIE                        Division 6 Greg WEISBECK

ADMINISTRATOR: Shala Kanasevich

DELEGATIONS: 9:00 AM Kelly Deters – Council table update  
 10:00 AM Chris Stevens Sedley- Mayor and Fire Chief  
 10:30 AM Jim Vogt- APAS

		REEVE Barret GAETZ called the regular meeting to order at 9:00 am.	
DELEGATION	2025-1	REEVE GAETZ: That Council acknowledge delegation of Kelly Deters in discussion of council table restoration.	CARRIED
ADOPTION OF THE MINUTES	2025-2	CR WEISBECK: That the December 5 <sup>th</sup> , 2024 Regular Meeting Minutes are approved as read.	CARRIED
ADOPTION OF THE MINUTES	2025-3	CR WEISBECK: That the regular December 12 <sup>th</sup> , 2024 Special Meeting Minutes are approved as read.	CARRIED
COMMITTEE MEETINGS	2025-4	CR GUTZKE: That Council acknowledges the Human Resources and TCA Tangible Capital Assets Planning Committee reports from the December 19 <sup>th</sup> , 2024 Committee Meeting as presented.	CARRIED
FINANCIAL STATEMENTS	2025-5	CR POISSANT: That Council approves the financial statements and bank reconciliation reports as presented by the administrator for the month of December.	CARRIED
LIST OF ACCOUNTS	2025-6	CR POISSANT: That Council acknowledges the automatic payroll for December as presented and approves the list of accounts to be paid at today's meeting, cheques No.13778 to No.13799, online pre-payments 2024-136 to 2024-139 in total of \$220,742.20.	CARRIED
DELEGATION	2025-7	CR WEISBECK: That Council acknowledges the delegation of Chris Stevens, Sedley Fire Chief and Mayor of Sedley in discussion of Fire Department and Village of Sedley topics,  AND That the administrator follow up discussion points in letter to Village of Sedley and the Sedley Fire Department.	CARRIED
DELEGATION	2025-8	CR HOFFMAN: That Council acknowledges the delegation of APAS Agricultural Producers Association of Saskatchewan District 1 Representative Jim Vogt of Odessa in discussion of the 2024 year in review and outlook for 2025 while providing recommendations and feedback to give back to the Board of Directors.	CARRIED
IN CAMERA	2025-9	REEVE GAETZ: That council move in-camera at 11:25AM as per LAFOIP to discuss Human resources related matters.	CARRIED
OUT OF CAMERA	2025-10	CR SOLIE: That Council moves out-of-camera at 11:50AM from discussion of Human resources related matters.	CARRIED

APPOINTMENT OF CERTIFIED ADMINISTRATOR	2025-11	REEVE GAETZ: That Council appoints Shala Kanasevich as the RM of Francis No. 127 certified administrator as per section 110 of <i>The Municipalities Act</i> with qualified Level A certification received from (RMAA) Rural Municipalities Administrators Association (BOE) Board of Examiners.	CARRIED
HIRING, SUSPENSION, AND TEMRINATION AUTHORITY	2025-12	REEVE GAETZ: As per section 111(3) of <i>The Municipalities Act</i> , Council has the authority to make decisions regarding hiring, suspension and termination of RM employees in consultation with and recommendations provided by the Administrator and/or Human Resources Committee,  AND FURTHER THAT the Administrator and/or HR committee carry out assigned tasks as described in written policy and/or Council resolution.  <i>Road crew supervisor Andrew Shooter joined the meeting at 11:51AM.</i>	
RECESS FOR LUNCH	2025-13	REEVE GAETZ: That Council recess for lunch at 12:10PM.  <i>Andrew Shooter left the council chambers at 12:30PM. Councillor Daryl Hoffman left the council chambers/meeting at 12:30PM.</i>	CARRIED
RECONVENE	2025-14	REEVE GAETZ: That Council reconvenes the meeting at 12:50PM.	CARRIED
ROAD CREW REPORT	2025-15	CR SEIFERLING: That Council acknowledges the Road Crew Supervisor's verbal report.	CARRIED
ADMINISTRATORS REPORT	2025-16	CR WEISBECK: That Council acknowledges the Administrator's verbal report.	CARRIED
PLANNING AND DEVELOPMENT REPORT	2025-17	CR GUTZKE: That Council acknowledges the Administrators verbal report.	CARRIED
EMPLOYMENT	2025-18	REEVE GAETZ: That council concludes employment with employee #20 effective Jan 3, 2025.	CARRIED
APPOINT ACTING FOREMAN	2025-19	CR POISSANT: That Council appoints Andrew Shooter as Acting Foreman for the interim.	CARRIED
ACTING FOREMAN WAGES	2025-20	CR SOLIE: That Council approves the Acting Foreman wages as recommended as presented for the interim effective January 6 <sup>th</sup> , 2025 AND application of cell phone allowance as per policy.	CARRIED
FOREMAN AD POSTING	2025-21	REEVE GAETZ: That the administrator post for the RM foreman full-time position deadline to apply January 31, 2025 as directed by council,  AND THAT the Human Resources committee and Administrator (HRCA) be approved to review applications to provide for recommendations at the February 13 <sup>th</sup> , 2025 regular council meeting.	CARRIED
SUMMER STUDENT POSTING	2025-22	CR SEIFERLING: That Council authorizes Administrator to post Summer Student position for shop area,  AND THAT the HR Committee will give recommendations upon applications.	CARRIED
BYLAW 2025-01 1 <sup>ST</sup> READING	2025-23	CR POISSANT: That Bylaw 2025-01 a bylaw to amend Bylaw 2012-3 known as the Zoning Bylaw be given it's first reading.	CARRIED



BYLAW 2025-02 1 <sup>ST</sup> READING	2025-24	CR GUTZKE: That Bylaw 2025-02 A Bylaw too authorize certain expenditures be given it's first reading.  CARRIED												
BYLAW 2025-02 2 <sup>ND</sup> READING	2025-25	CR SOLIE: That Bylaw 2025-02 A Bylaw too authorize certain expenditures be given it's second reading.  CARRIED												
BYLAW 2025-02 3 <sup>RD</sup> READING	2025-26	CR SEIFERLING: That Bylaw 2025-02 A Bylaw too authorize certain expenditures be given it's third reading at this meeting.  CARRIED UNANIMOUSLY												
BYLAW 2025-02 ENACTMENT	2025-27	CR WEISBECK: That Bylaw 2025-02 A Bylaw too authorize certain expenditures be signed, sealed and enacted.  CARRIED												
APPOINTMENTS 2025	2025-28	CR POISSANT: That councillor Dale Seiferling be appointed as Southeast Library representative.  CARRIED												
APPOINTMENTS 2025	2025-29	CR SOLIE: THAT the RM of Francis No. 127 appoint the following Licensed Building Officials of <i>MuniCode</i> Services Ltd. for 2025;  <table border="1" data-bbox="813 897 1452 1094"> <tr><td>Clayton Meier</td><td>BOL332</td></tr> <tr><td>Ryan Thiessen</td><td>BOL555</td></tr> <tr><td>Shenah Cartier</td><td>BOL622</td></tr> <tr><td>Clint Vargo</td><td>BOL798</td></tr> <tr><td>Kelsey Rebryna</td><td>BOL818</td></tr> <tr><td>Matthew Stepp</td><td>BOL807</td></tr> </table> <p>AND THAT notice be sent to the Ministry of Building Standards for certification on record.</p> CARRIED	Clayton Meier	BOL332	Ryan Thiessen	BOL555	Shenah Cartier	BOL622	Clint Vargo	BOL798	Kelsey Rebryna	BOL818	Matthew Stepp	BOL807
Clayton Meier	BOL332													
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Clint Vargo	BOL798													
Kelsey Rebryna	BOL818													
Matthew Stepp	BOL807													
APPOINTMENTS 2025	2025-30	CR WEISBECK: That council appoints Bylaw officer Rocky Coleman for the RM of Francis No. 127 and authorizes administrator to enter into agreement as presented.  CARRIED												
FIDELITY BOND INSURANCE	2025-31	CR GUTZKE: That the RM of Francis No. 127 renew the SARM Fidelity Bond Plan for 2025 as presented by the Administrator.  CARRIED												
RM BUILDING SALE	2025-32	CR WEISBECK: That Council acknowledges sale of RM building at 127 Main St. for \$72,715.57 and that the administrator file accordingly.  CARRIED												
PURCHASE EQUIPMENT	2025-33	CR SOLIE: That Council approves the purchase of the Ebourassa mower XH 1500 Series 5 mower with trade in of RM mower XH 1500 S/N 412012 for net total of \$28,880.00 after taxes.  CARRIED												
SARM ANNUAL CONVENTION & VOTING DELEGATES	2025-34	REEVE GAETZ: That Council authorizes the administrator to register councillors for the Annual SARM convention March 11-13 <sup>th</sup> , 2025 at Prairieland Park in Saskatoon,  AND hotel rooms be confirmed with the Saskatoon Inn from March 10-12 <sup>th</sup>  AND THAT mileage and meals be applicable at the designated rates prescribed as per policy,  AND FURHTER THAT the voting delegates for the SARM 2025 March convention be appointed as Councillors Greg Weisbeck Division 6 and Darren Solie Division 3.  CARRIED												
RMAA CONVENTION	2025-35	CR SOLIE: That Council approves administrator to attend convention in Saskatoon May 12-15 <sup>th</sup> , 2025  AND hotel rooms be confirmed with the Saskatoon Inn from May 11-14 <sup>th</sup>												

AND THAT mileage and meals be applicable as the designated rates as prescribed as per policy

CARRIED

SASK LOTTERIES  
GRANT APPLICATIONS  
2026-27

2025-36

CR GUTZKE: That Council has allocated one-fourth of their population as per the 2021 Census for the Saskatchewan Lotteries Community Grant Program to the Odessa, Vibank, Francis and Sedley Recreation Boards for the 2025 grant year as per the Saskatchewan Lotteries Trust Fund,

AND THAT the allocation is \$7.95 per capita for RMs, thus a total of \$1,393.25

AND FURTHER THAT the follow up report required by Sask Lotteries be acquired by the RM from each recreation board upon filing.

CARRIED

2025 MEMBERSHIP

2025-37

CR WEISBECK: That Council approves membership renewal for SARM Saskatchewan Association of Rural Municipalities \$4,861.85.

CARRIED

2025 MEMBERSHIP

2025-38

CR SEIFERLING: That Council approves membership renewal for the Administrators RMAA Rural Municipal Administrators Association fees for \$425.

CARRIED

2025 MEMBERSHIP

2025-39

REEVE GAETZ: That Council approves Individual membership renewal for the Administrator for SEPA Saskatchewan Emergency Planners Association for 2025 at \$75.00.

CARRIED

2025 MEMBERSHIP

2025-40

CR WEISBECK: That Council approves membership renewal of APAS Agricultural Producers Association at \$15,964.63 for 2025.

CARRIED

WCB COVERAGE FOR  
2025

2025-41

CR WEISBECK: THAT Council set the annual amount of coverage for Saskatchewan Worker's Compensation Board at the actual amount of the salary for employees and at the minimum amount for Members of Council for the fiscal year of 2025.

CARRIED

GRAVEL ACCESS  
PERMIT -MOH

2025-42

CR SOLIE: That Council authorizes the administrator to enter into permit agreement with the Ministry of Highways for use of the gravel/sand at pit 62L205 Permit No. GP724001 and to renew in March after expiry.

CARRIED

TENDER RM  
EQUIPMENT

2025-43

CR POISSANT: That Council authorizes the administrator to tender the Cat Scraper and advertise as directed.

CARRIED

OUTSTANDING AR  
TRANSFER TO TAX  
ROLL

2025-44

REEVE GAETZ: That council authorizes the administrator to transfer AR accounts to tax roll after December 31, 2024.

CARRIED

POSTING RM MINUTES

2025-45

CR SEIFERLING: That council directs the administrator to post approved RM minutes on the RM website commencing with January 2025 minutes to be posted after approval at February's regular meeting.

CARRIED

CRUSH TENDER

2025-46

CR WEISBECK: That council directs the administrator to post tender for gravel crush at the Odessa Pit W1/2 SE 24-16-13-W2 location for spring 2025,

AND THAT the tender is to be awarded at the February 13<sup>th</sup> meeting.

CARRIED

BUDGET MEETING

2025-47

REEVE GAETZ: That council schedules the 2025 BUDGET meeting for Friday March 28<sup>th</sup>, 2025,

AND THAT notice be given to the public that the meeting will be held In-camera as per section 120(2)(b) of *The Municipalities Act* in discussion of long range planning.

CARRIED



- |                      |         |  |         |
|----------------------|---------|--|---------|
| RM SALE OF EQUIPMENT | 2025-48 | CR SOLIE: That council instructs the Administrator to post for sale the RM Fuel tank 800 gallons for \$2500.00.  | CARRIED |
| CORRESPONDENCE       | 2025-49 | CR SEIFERLING: That Council recognizes the following correspondence as presented and instructs the administrator to file accordingly. <ul style="list-style-type: none"><li>• Ducks Unlimited Conservation Easement – NE 04 14 14 W2</li><li>• SMHI RM Commission Letter</li><li>• WSP Bridge Reporting December 2024 – SARM</li><li>• SASKPOWER notification File No. 303168823-KP 30059130</li><li>• South Bow Temporary Road/Approach use File KS-24-007</li><li>• SASKPOWER request for road construction from RM127</li></ul> | CARRIED |
| ADJOURN              | 2025-50 | REEVE GAETZ: That Council adjourns at 3:38pm.  | CARRIED |

  
\_\_\_\_\_  
REEVE

  
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ADMINISTRATOR

Minutes read, approved, and signed this date: February 13/2025  
Next Regular Council Meeting Thursday February 13<sup>th</sup>, 2025  
Budget Meeting March 28<sup>th</sup>, 2025  
SARM ANNUAL Convention March 11-13<sup>th</sup>, 2025