

Rural Municipality of Lipton, No. 217

Meeting Agenda

January 12, 2026 - Regular Meeting - 09:00 AM

1. CALL TO ORDER
2. CONFLICT OF INTEREST DECLARATIONS
3. APPROVAL/ADDITIONS/DELETIONS TO THE AGENDA
4. COUNCIL REPORTS
5. ADMINISTRATION REPORT
6. APPROVAL OF MINUTES
 - 6.1 December 16, 2025 Public Hearing Minutes
 - 6.2 December 16, 2025 Regular Meeting Minutes
 - 6.3 January 6, 2026 Special Meeting Minutes
7. BUSINESS ARISING FROM MINUTES
8. FINANCIAL STATEMENT
 - 8.1 Statement of Financial Activities
 - 8.2 Bank Reconciliations and Mastercard Statement
9. LIST OF ACCOUNTS FOR APPROVAL
 - 9.1 Final December 2025 List of Accounts for Approval
 - 9.2 January 2026 List of Accounts for Approval
10. DELEGATIONS
 - 10.1 9:30 a.m. - Brandt Tractor Ltd. Grant Lacaille
11. TECHNICAL BREAK
12. UNFINISHED BUSINESS
 - 12.1 Invitation to Tender - Supply Gravel
 - 12.2 Reclaim Wagner Gravel Pit
13. NEW BUSINESS
 - 13.1 Fidelity Bond
 - 13.2 2026 SARM Convention
 - 13.3 Ducks Unlimited Canada Conservation Easements NE-2-24-13-W2
 - 13.4 Ducks Unlimited Canada Conservation Easements NE & SE-6-22-13-W2
 - 13.5 Grader Tenders
14. TECHNICAL BREAK
15. BY-LAWS
 - 15.1 Bylaw 2025-06 Official Community Plan Third Reading and Adoption
 - 15.2 Bylaw 2025-07 Zoning Bylaw Third Reading and Adoption
16. CORRESPONDENCE
17. IN CAMERA
18. ADJOURNMENT

Rural Municipality of Lipton, No. 217
Regular Meeting Minutes
January 12, 2026

The Regular Meeting of the Council of the Rural Municipality of Lipton No. 217 was held at the Municipal Office located at 226 Main Street, Lipton on January 12, 2026 commencing at 9:02 a.m.

Present: Reeve:

Garnet Harman

Councillors:

Division 1: Bill Huber

Division 3: Barry Senft (Via Zoom)

Division 4: Christopher Catto

Division 5: Twila Miller

Division 6: Tomas Arthur

Administrator:

Ronda Heisler

Absent:

Councillors:

Division 2: Darwin Huber

Call To Order

Reeve Harman called the meeting to order at 9:02 a.m.

Conflict of Interest Declarations

No conflicts were declared

Approval/Additions/Deletions To the Agenda

2026/005

Moved By: Councillor Twila Miller

THAT the agenda be adopted with the following additions:

1 - Add VPN to the RM Computer

2 - Human Resources Update

Furthermore that we discuss human resources immediately.

CARRIED

Delegations

9:30 a.m. - Brandt Tractor Ltd. Grant Lacaille

Grant presented on the benefits of the John Deere Grader as an option if Council is considering upgrading a grader this year.

Grant Lacaille left the meeting at 10:00 a.m.

Council Reports

2026/006

Moved By: Councillor Christopher Catto

THAT the verbal Council reports be accepted.

CARRIED

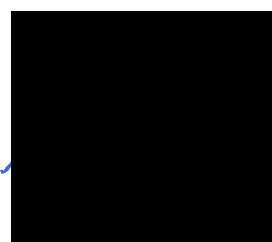
Administration Report

2026/007

Moved By: Councillor Twila Miller

THAT Council accepts the Administrator report as presented.

CARRIED



- 2026/008 **December 16, 2025 Public Hearing Minutes**
Moved By: Councillor Twila Miller
THAT the December 16, 2025 Public Hearing minutes be approved as presented.
CARRIED
- 2026/009 **December 16, 2025 Regular Meeting Minutes**
Moved By: Councillor Christopher Catto
THAT the December 16th, 2025 Regular Council Meeting minutes be approved as presented.
CARRIED
- 2026/010 **January 6, 2026 Special Meeting Minutes**
Moved By: Councillor Christopher Catto
THAT the January 6th, 2026 Special Council Meeting minutes be approved as presented.
CARRIED
- 2026/011 **Technical Break**
Moved By: Councillor Twila Miller
THAT the time being 11:30 a.m. we take at least a one-hour recess to have lunch.
CARRIED
Councillor Barry Senft left the meeting via zoom at 11:30 a.m.
Councillor Bill Huber left the meeting at 11:30 a.m.
- 2026/012 **Reconvene**
Moved By: Councillor Twila Miller
THAT the time being 12:47 p.m. we reconvene our regular meeting of Council.
CARRIED
- 2026/013 **Statement of Financial Activities**
Moved By: Councillor Twila Miller
That we table the financial statement until the next meeting to gather further info.
CARRIED
- 2026/014 **Bank Reconciliations and Mastercard Statement**
Moved By: Councillor Christopher Catto
THAT the RCU and RBC Bank Reconciliations and Collabria Mastercard statement for the month of December 2025 be accepted as presented.
CARRIED
- 2026/015 **Final December 2025 List of Accounts for Approval**
Moved By: Councillor Christopher Catto
THAT Council approves the final December List of Accounts for Approval as presented including Cheque No. 5781 to 5805 and other online payments 2025-0228 to 2025-0233 totaling \$88,339.29 and Mastercard 2025-0031 to 2025-0032 totaling \$207.57. This report shall be attached hereto and form part of these minutes.
CARRIED
Councillor Bill Huber returned to the meeting at 1:14 p.m.
Councillor Christopher Catto left the meeting at 1:16 p.m.



2026/016 **January 2026 List of Accounts for Approval**
Moved By: Councillor Twila Miller

THAT Council approves the January 2026 List of Accounts for Approval as presented including Cheque No.5807 to 5816 and other online payments 2026-0001 to 2026-0011 totaling \$104,067.28 and Mastercard 2026-0001 to 2026-0002 totaling \$64.37. This report shall be attached hereto and form part of these minutes.

CARRIED

2026/017 **Invitation to Tender - Supply Gravel**
Moved By: Councillor Tomas Arthur

THAT the Rural Municipality of Lipton No. 217 has an inventory of gravel of approximately 13,385 cubic yards as of December 31, 2025. Therefore, Council will purchase any further gravel needed in 2026 as needed and will tender supply and haul of gravel in 2027 to allow Council to determine if it is more cost effective to purchase different amounts from various pits within the RM to lower hauling costs.

CARRIED

2026/018 **Fidelity Bond**
Moved By: Councillor Bill Huber

THAT Council acknowledges the 2026 Fidelity Bond as presented.

CARRIED

2026/019 **2026 SARM Convention**
Moved By: Councillor Tomas Arthur

THAT the Reeve, Administrator and two councillors are approved to attend the SARM Convention in Regina in March.

CARRIED

2026/020 **Ducks Unlimited Canada Conservation Easements NE-2-24-13-W2**
Moved By: Councillor Bill Huber

THAT Council acknowledges the Ducks Unlimited Canada Conservation Easements for the following legal land description:

- 1) NE-2-24-13-W2

Furthermore, Council has no objections to the easements.

CARRIED

2026/021 **Ducks Unlimited Canada Conservation Easements NE & SE-6-22-13-W2**
Moved By: Councillor Bill Huber

THAT Council acknowledges the Ducks Unlimited Canada Conservation Easements for the following legal land descriptions:

- 1) NE-6-22-13-W2
- 2) SE-6-22-13-W2

Furthermore, Council has no objections to the easements.

CARRIED

2026/022 **Bylaw 2025-06 Official Community Plan Third Reading and Adoption**
Moved By: Councillor Tomas Arthur

THAT Bylaw 2025-06 being a Bylaw to adopt an Official Community Plan be read a third time and adopted.

CARRIED

2026/023 **Amend Bylaw 2025-07**

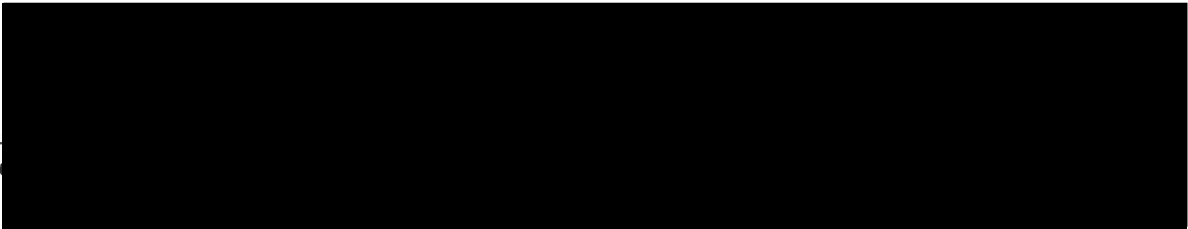
THAT Section 6.3.12 J(1) of Bylaw 2025-07 being the Zoning Bylaw be amended to replace 75 metres (246 feet) with 400 metres (1312 feet).

CARRIED

2026/024 **Bylaw 2025-07 Zoning Bylaw Third Reading and Adoption**
Moved By: Councillor Twila Miller
THAT Bylaw 2025-07 being a Bylaw to adopt a Zoning Bylaw be read a third time and adopted.
CARRIED

2026/025 **Authorization for the Deputy Reeve**
Moved By: Councillor Twila Miller
THAT in the event of having to hire a temporary Grader Operator in unforeseen circumstances Council gives Deputy Reeve Tomas Arthur authorization to hire and offer the operator up to \$40.00/hr at his discretion.
CARRIED

2026/026 **Adjournment**
Moved By: Councillor Bill Huber
THAT the meeting be adjourned at 2:29 p.m.
CARRIED



R

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
5781	12/31/2025	Tomas Arthur 2025 Indemnity		3,757.40	3,757.40
5782	12/31/2025	Troy Beckett 2025 rfd overag		3,160.24	3,160.24
5783	12/31/2025	Bradley Directories 101671		105.00	105.00
5784	12/31/2025	Christopher Catto 2025 Indemnity		2,890.80	2,890.80
5785	12/31/2025	Finning Canada PA000092976 SI000129108		756.62 3,516.39	4,273.01
5786	12/31/2025	Greenline Consulting Inc. 2025-220		1,408.33	1,408.33
5787	12/31/2025	Garnet Harman 2025 Indemnity		12,931.11	12,931.11
5788	12/31/2025	Darwin Huber 2025 Indemnity		5,590.07	5,590.07
9	12/31/2025	Prarie Co-operative Limited 90025593		11.00	11.00
5790	12/31/2025	RCS Repair Ltd. 22146		207.57	207.57
5791	12/31/2025	S.A.R.M. SARM207198		125.13	125.13
5792	12/31/2025	Arthur Seel 46	RM office janitor	40.00	40.00
5793	12/31/2025	Senft, Barry 2025 Indemnity		1,616.00	1,616.00
5794	12/31/2025	Sherwood Co-op Assn. Ltd 357792		797.50	797.50
5795	12/31/2025	Twila Miller 2025 Indemnity	Remuneration	4,717.65	4,717.65
5796	12/31/2025	Darrell Wagner 2025		500.00	500.00
5797	12/31/2025	20/20 Geomatics Ltd. 4356		12,496.37	12,496.37
5798	12/31/2025	Capital I Industries 241976		644.08	644.08
5799	12/31/2025	Chambers, Charles Bruce & Edith Vivi: Strasbourg2025		1,619.37	1,619.37
5800	12/31/2025	Hepting, Mervin & Carol 2025 Strasbourg		3,833.88	3,833.88
5801	12/31/2025	Marvin Fisher 2025 Strasbourg		2,614.56	2,614.56
5802	12/31/2025	Michelson Land & Cattle Corp Strasbourg 2025		3,379.14	3,379.14
5803	12/31/2025	Miller, Collin or Twila 2025 Strasbourg		2,558.82	2,558.82
5804	12/31/2025	Rocky View Holdings Ltd. 2025 Stras ROW		1,410.69	1,410.69
5805	12/31/2025	Walter Nakonechny Strasbourg 2025		2,747.20	2,747.20
				Total Computer Cheque:	73,434.92

OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
5-0228	12/22/2025	Dayforce Canada Payroll Trust PP 25 Seasonal		1,290.94	1,290.94
2025-0229	12/22/2025	Dayforce Canada Payroll Trust PP#26 Perm Empl		8,309.02	8,309.02
2025-0230	12/30/2025	M.E.P.P. PP 26/25 Seas		230.84	230.84
2025-0231	12/30/2025	M.E.P.P. PP 26 Perm		1,225.60	1,225.60
2025-0232	12/31/2025	Receiver General of Canada 2025 Harman Tax		3,704.33	3,704.33

R.M. of Lipton No. 217
List of Accounts for Approval
Batch: 2025-00068 to 2025-00070

OTHER

Account #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
25-0233	12/31/2025	Receiver General of Canada 2025 Council Re		143.64	143.64
				Total Other:	14,904.37
				Total AP:	88,339.29

R.M. of Lipton No. 217
List of Accounts for Approval
Batch: 2025-00068 to 2025-00070

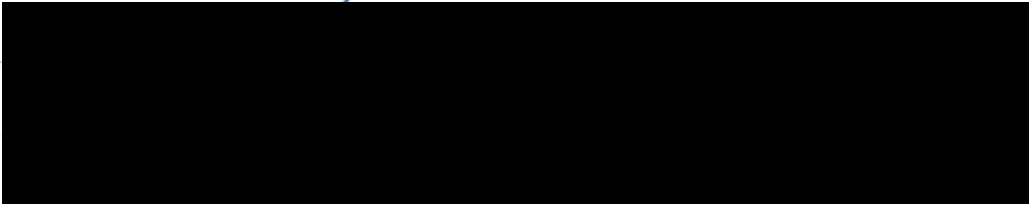
Bank Code - MC - Mastercard

CREDIT CARD

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025-0031	12/23/2025	Starlink	16148241		155.40	155.40
2025-0032	12/30/2025	Houston Pizza	366809		52.17	52.17
Total Credit Card:					<u>207.57</u>	<u>207.57</u>

Total MC: 207.57
Grand Total: 88,546.86

Certified Correct This 12 day of January, 2026



R.M. of Lipton No. 217
List of Accounts for Approval
Batch: 2026-00002 to 2026-00004

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5806	01/08/2026	East Central Trans. Comm.	2026	Removed as per resolution.	332.00	332.00
5807	01/08/2026	FCM	2026-2027		242.41	242.41
5808	01/08/2026	Minister of Finance	FD2026387		814.80	814.80
5809	01/08/2026	Prarie Co-operative Limited	250801	Accrual	3,148.93	
			90023717	Accrual	9.97	3,158.90
5810	01/08/2026	Munisoft	2025-26-03765		4,090.35	
			2025/26-04399		532.80	4,623.15
5811	01/08/2026	Parkland Regional Library	7083	Library Requisition	4,035.20	4,035.20
5812	01/08/2026	R.M.A.A.	2026		425.00	425.00
5813	01/08/2026	S.A.R.M.	MEM2026217		3,153.02	
			EXC260217		1,064.24	
			LIA26217		2,449.58	
			24192		193.14	
			BON26217		371.00	
			BEN139181		16,966.85	24,197.83
5814	01/08/2026	SASKTIP Inc.	2026		100.00	100.00
5815	01/12/2026	Joy Schoonbaert	2026 christmas		390.00	390.00
5816	01/12/2026	Arthur Seel	01/26	RM office janitor	200.00	200.00
					Total Computer Cheque:	38,519.29

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2026-0001	01/06/2026	Dayforce Canada Payroll Trust	PP1/26 Seasonal		1,258.31	1,258.31
2026-0002	01/06/2026	Dayforce Canada Payroll Trust	PP1/26 Perm		6,661.35	6,661.35
2026-0003	01/06/2026	M.E.P.P.	PP1/25 Seasonal		230.84	230.84
2026-0004	01/06/2026	M.E.P.P.	PP1/26 Perm		1,225.60	1,225.60
2026-0005	01/06/2026	Ministry of Finance	PVSD12/25		18,138.30	18,138.30
2026-0006	01/06/2026	Ministry of Finance	Horizon12/25		94.52	94.52
2026-0007	01/06/2026	Sask. Municipal Hail	01/26		35,254.90	35,254.90
2026-0008	01/07/2026	Loraas Disposal South Ltd	0008256130	Accrual	2,428.22	2,428.22
2026-0009	01/08/2026	Collabria	01/26		383.95	383.95
2026-0010	01/08/2026	Village Of Lipton	01/26 Office		100.00	100.00
2026-0011	01/08/2026	Village Of Lipton	01/26 shop		104.00	104.00
					Total Other:	65,879.99

Total AP: 104,399.28

R.M. of Lipton No. 217
List of Accounts for Approval
Batch: 2026-00002 to 2026-00004

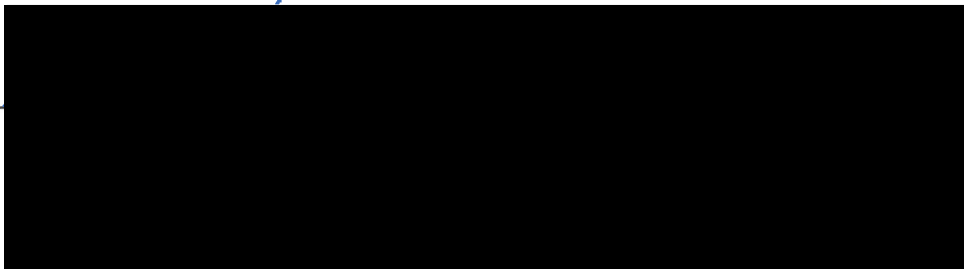
Bank Code - MC - Mastercard

CREDIT CARD

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
2026-0001	01/08/2026	Barker's Trophies 256481		19.98	19.98
2026-0002	01/08/2026	Canadian Tire 156		44.39	44.39
Total Credit Card:				<u>64.37</u>	<u>64.37</u>

Total MC: 64.37
Grand Total: 104,463.65

Certified Correct This 12th day of January, 2026



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Form 1 – Request for a Special Meeting

Date: December 31, 2025

To: Ronda Heisler, Administrator, *Rural Municipality of Lipton No. 217*

Pursuant to section 123 of the Act, I / we hereby request you to call a special meeting of the council of the Rural Municipality of Lipton No. 217 to discuss the following matter(s):

1. Human Resources
2. Hire New Administrator
3. Road Haul Agreement

Meeting Details:

Location: 226 Main Street, Lipton

Date: January 6, 2026

Time: 8:30 a.m.

Dated this 31st day of December, 2025.

SIGNED:

Name: _____

Name: _____

Name: _____

Name: _____

Office Use Only:

Members provided notice pursuant to subsection 124(1) of the Act

Notice not provided pursuant to subsection 123(3) of the Act