



Town of Spiritwood
Meeting Minutes
Regular Meeting August 26, 2025 - 07:00 PM

The regular meeting of the Council of the Town of Spiritwood was held in the Council Chambers at the Spiritwood Town Office, 212 Main Street, on August 26, 2025 at 7:00 p.m

Present:

Mayor Gary von Holwede Councillor Ragnar Latus
Councillor Tess Mills Councillor Shane Colley
Councillor John Go CAO Rhonda Saam

Absent:

Councillor Mark Corfield Councillor James Bedi

1 CALL TO ORDER

A quorum being present, Mayor Von Holwede called the meeting to order at 7:00 p.m.

2 APPROVAL OF AGENDA

2.1 Adoption of the agenda to form part of the minutes

2025-0197

Moved By: Shane Colley

Seconded By: John Go

That the agenda be adopted as presented.

CARRIED

3 IN-CAMERA

4 ADOPTION OF MINUTES

4.1 Minutes of the regular meeting held July 22, 2025

2025-0198

Moved By: Shane Colley
Seconded By: Ragnar Latus

That the minutes of the regular meeting on July 22, 2025 be approved as presented.

CARRIED

5 DELEGATIONS

5.1 Town Foreman - 7:20 pm - Neil Gaboury

Neil Gaboury entered the council meeting at 7:18pm.

Neil reviewed and provided an update for public works projects, equipment and staff.

Neil Gaboury left the council meeting at 7:31pm.

6 CORRESPONDENCE

2025-0199

Moved By: Ragnar Latus
Seconded By: John Go

That the correspondence be filed as presented.

CARRIED

6.1 Portamedic Services Shellbrook

6.2 Northern Corridor Project

6.3 Love & Laughter - Jail and Bail Fundraiser

6.4 Notification of Discretionary Use - Anhydrous Ammonia Storage Tank - PT SE 36-50-11-W3

7 ACCOUNTS AND FINANCIALS

7.1 Accounts for Ratification, Cheque No. 33863 to 33906 and Payments #2023 to 2025 in the amount of \$218,347.55

2025-0200

Moved By: Shane Colley
Seconded By: Tess Mills

That the Accounts for Ratification, Cheque No. 33863 to 33906 and Payments #2023 to 2025 in the amount of \$218,347.55 be approved as presented.

CARRIED

7.2 Accounts for Approval, Cheque No. 33907 to 33946 and Payments #2026 to 2030 in the amount of \$136,473.73

2025-0201

Moved By: Shane Colley
Seconded By: John Go

That the Accounts for Approval, Cheque No. 33907 to 33946 and payments #2026 to 2030 in the amount of \$136,473.73 be approved as presented.

CARRIED

7.3 Bank Reconciliation for the month of July 2025
2025-0202

Moved By: John Go

Seconded By: Tess Mills

That the Bank Reconciliation for the month of July 2025 be approved as presented.

CARRIED

7.4 Financial Statement for the month of July 2025
2025-0203

Moved By: Shane Colley

Seconded By: Ragnar Latus

That the Financial Statement for the month of July 2025 be approved as presented.

CARRIED

8 REPORTS
2025-0204

Moved By: Tess Mills

Seconded By: Shane Colley

That the reports be filed as presented.

CARRIED

8.1 Chief Administrative Officer Verbal Report

8.2 Council Verbal Reports

8.3 Northern Lakes Health Committee - Meeting Minutes - June 9, 2025

8.4 Water Treatment Plant Operator Report - March, April, May, June, July 2025

8.5 Town of Spiritwood Asbestos Survey Report

9 UNFINISHED BUSINESS

9.1 Billboard Proposal on Main Street
2025-0205

Moved By: John Go

Seconded By: Shane Colley

That we approve the request from Hugh Pineault to perform repairs and update the Community Billboard, located next to the Town Office on Main Street, with some new materials and it will display his business name Mayday Restoration Ltd, logo and phone number on the header of the billboard.

CARRIED

10 NEW BUSINESS

10.1 Tax Abatement Request - Parcel D Plan BU323

2025-0206

Moved By: John Go

Seconded By: Shane Colley

That we provide a tax abatement for Parcel D Plan BU323 on the municipal portion only in the amount of \$234.63 based on the estimated assessment value provided by SAMA.

CARRIED

10.2 Replacement of Spiritwood Library Back Door

2025-0207

Moved By: Ragnar Latus

Seconded By: John Go

That we approve the quote in the amount of \$3,209.67 from Les Walker and Devyn Thompson to replace the Spiritwood Library Back Door

CARRIED

10.3 Resignation Letter - Town Office Assistant - Kristen Klassen

2025-0208

Moved By: Shane Colley

Seconded By: Ragnar Latus

That we acknowledge and accept the resignation letter from Kristen Klassen for the Office Assistant position, effective August 22, 2025.

CARRIED

10.4 SARCS - Arena Lighting Funding Request

2025-0209

Moved By: Ragnar Latus

Seconded By: Shane Colley

That we approve the quote from Anderson Electrical in the amount of \$31,900 plus taxes, and that we provide SARCS with the funding to move forward with replacing the skating arena ice surface lighting with new LED lighting.

CARRIED

10.5 Facility Assistant Position

2025-0210

Moved By: Shane Colley

Seconded By: John Go

That we hire Daniya Sharafutdinova as a Full-Time Facility Assistant, effective September 22, 2025, at a wage rate of \$19/hr, including the employer portions for both pension and group benefits.

CARRIED

10.6 Fall 2025 CHIF Provincial-Territorial Stream Intake

10.7 Building Permit #08-2025SW - Porch Addition - Lot 10 Block 14 Plan BK4385

2025-0211

Moved By: Ragnar Latus

Seconded By: John Go

That we approve Building & Development Permit #08-2025SW to construct a Porch Addition at Lot 10 Block 14 Plan BK4385, with the condition of approval of compliance to the Town of Spiritwood Zoning Bylaws, and the building permit pending authorization from the Building Inspector.

CARRIED

11 ADJOURNMENT

2025-0212

Moved By: Ragnar Latus

Seconded By: John Go

That this meeting be adjourned at 8:33 p.m.

CARRIED

Mayor

Chief Administrative Officer

COPY