



Town of Spiritwood
Meeting Minutes
Regular Meeting October 28, 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 October 28, 2025 at 7:00 p.m

Present:

Mayor Gary von Holwede Councillor Ragnar Latus

Councillor Tess Mills Councillor Shane Colley

Councillor John Go Councillor Mark Corfield

CAO Rhonda Saam

Absent:

Councillor James Bedi

1 CALL TO ORDER

A quorum being present, Mayor Von Holwede called the meeting to order at 6:55 p.m.

2 APPROVAL OF AGENDA

2.1 Adoption of the agenda to form part of the minutes

2025-0352

Moved By: Shane Colley

Seconded By: John Go

That the agenda be adopted as presented.

CARRIED

3 ADOPTION OF MINUTES

3.1 Minutes of the regular meeting held October 14, 2025

2025-0353

Moved By: Shane Colley
Seconded By: Ragnar Latus

That the minutes of the regular meeting on October 14, 2025 be approved as presented.

CARRIED

4 CORRESPONDENCE

2025-0354

Moved By: Tess Mills
Seconded By: John Go

That we file the correspondence as presented.

CARRIED

4.1 Call for Resolutions - 2026 SUMA Convention & Tradeshow - April 12 - 15, 2025

5 ACCOUNTS AND FINANCIALS

5.1 Accounts for Approval, Cheque No. 34070 to 34088 & Payments 2046 to 2049 in the amount of \$28,319.86

2025-0355

Moved By: Tess Mills
Seconded By: Shane Colley

That the Accounts for Approval, Cheque No. 34070 to 34088 and payments 2046 to 2049 in the amount of \$28,319.86 be approved as presented.

CARRIED

6 REPORTS

2025-0356

Moved By: Mark Corfield
Seconded By: Shane Colley

That the reports be filed as presented.

CARRIED

6.1 Chief Administrative Officer Verbal Report

6.2 Council Verbal Reports

6.3 Northern Lakes Health Committee - Spiritwood Lab/Xray Hours

6.4 Water Security Agency - Lagoon Compliance Inspection - October 2025

7 UNFINISHED BUSINESS

8 NEW BUSINESS

8.1 Special Meeting - November 20, 2025 @ 6:45pm

2025-0357

Moved By: Mark Corfield

Seconded By: Shane Colley

That we hold a special meeting on November 20, 2025 at 6:45pm to address the 2025 Canadian Housing Infrastructure Fund (CHIF) Provincial-Territorial Stream application submission.

CARRIED

8.2 Ag Building & Lot Inquiry

8.3 Outstanding Utility Arrears - October 2025 - Over 90 days

2025-0358

Moved By: Shane Colley

Seconded By: Mark Corfield

That Council approves forwarding the attached listing of outstanding utility accounts past due 90 days, to the tax roll if they remain unpaid as of November 27th, 2025.

CARRIED

8.4 First Aid Training - November 17, 2025

2025-0359

Moved By: Mark Corfield

Seconded By: Tess Mills

That we host First Aid & CPR Training at the Spiritwood Civic Centre on November 17th and hire Parkland Ambulance to provide the training for both the Town and RM employees; and,

That we send Rhonda Saam, Brenda Beaulac, Glennalda Saam, Daniya Sharafutdinova, an arena caretaker, Grant Lavoie, Brad Nordquist, and Neil Gaboury to the First Aid & CPR training.

CARRIED

8.5 Town Office Closed - November 17, 2025

2025-0360

Moved By: Mark Corfield

Seconded By: Ragnar Latus

That the town office will be closed for First Aid & CPR Training on Monday, November 17th, 2025.

CARRIED

8.6 2026 Canada Summer Jobs

2025-0361

Moved By: Mark Corfield

Seconded By: Tess Mills

That we submit an application to Canada Summer Jobs 2026 for two summer student positions.

CARRIED

8.7 Letter of Resignation - Arena Caretaker/Public Works Labourer - Fraser MacFarlane

2025-0362

Moved By: Ragnar Latus
Seconded By: Shane Colley

That we acknowledge the letter of resignation from Fraser MacFarlane as presented stating his last day of work as November 30, 2025.

CARRIED

8.8 Community Futures Northwest - Vacant Directorship Position
2025-0363

Moved By: Shane Colley
Seconded By: John Go

That we postpone until the November 25, 2025 council meeting.

CARRIED

8.9 Public Notice - Zoning Bylaw Amendment
2025-0364

Moved By: Mark Corfield
Seconded By: Ragnar Latus

That we advertise in the Spiritwood Herald for two consecutive weeks the public notice of intent to amend the Spiritwood Zoning Bylaw No. 486/13.

CARRIED

9 ADJOURNMENT
2025-0365

Moved By: Ragnar Latus
Seconded By: John Go

That this meeting be adjourned at 7:51 p.m.

CARRIED

Mayor

Chief Administrative Officer