



Town of Spiritwood

Meeting Minutes

April 14, 2026 - Regular Meeting - 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 April 14, 2026 at 7:00 p.m

Present:

Mayor Gary von Holwede Councillor Ragnar Latus
Councillor John Go Councillor Mark Corfield
Councillor Shane Colley CAO Rhonda Saam
Councillor James Bedi Councillor Adam Gatzke

Absent:

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

2026-0094

Moved By: John Go

Seconded By: Adam Gatzke

That the agenda be adopted as presented.

Carried

3. ADOPTION OF MINUTES

3.1 Minutes of the regular meeting held March 24, 2026

2026-0095

Moved By: Adam Gatzke

Seconded By: Shane Colley

That the minutes of the regular meeting on March 24, 2026 be approved as presented.

Carried

4. CORRESPONDENCE

2026-0096

Moved By: John Go

Seconded By: Mark Corfield

That the correspondence be filed as presented.

Carried

4.1 2026 Education Property Tax Mill Rates

4.2 Light of Christ - 2026 Mill Rates

4.3 North Central Transportation Area (NCTPC) - Development Updates

4.4 NSRBC - Notice Nature Program

4.5 2026 Census Collection Across Canada

5. ACCOUNTS AND FINANCIALS

5.1 Accounts for Ratification, Cheque No. 34367 to 34396 & Payments #2087 to 2089 in the amount of \$64,332.94

2026-0097

Moved By: Shane Colley

Seconded By: Jim Bedi

That the Accounts for Ratification, Cheque No. 34367 to 34396 and payments #2087 to 2089 in the amount of \$64,332.94 be approved as presented.

Carried

5.2 Accounts for Approval, Cheque No. 34397 to 34420 & Payments #2090 to 2092 in the amount of \$42,641.94

2026-0098

Moved By: John Go

Seconded By: Mark Corfield

Councillor Gatzke declared a conflict and left the council meeting at 7:02pm.

That the Accounts for Approval, Cheque No. 34397 to 34420 & payments #2090 to 2092 in the amount of \$42,641.94 be approved as presented.

Councillor Gatzke returned to the council meeting at 7:05pm.

Carried

5.3 Bank Reconciliation for the month of March 2026

2026-0099

Moved By: Jim Bedi

Seconded By: Shane Colley

That the Bank Reconciliation for the month of March 2026 be approved as presented.

Carried

5.4 Financial Statement for the month of March 2026

2026-0100

Moved By: Shane Colley

Seconded By: Mark Corfield

That the Financial Statement for the month of March 2026 be approved as presented.

Carried

6. REPORTS

2026-0101

Moved By: Ragnar Latus

Seconded By: Adam Gatzke

That the reports be filed as presented.

Carried

6.1 Chief Administrative Officer Verbal Report

6.2 Council Verbal Reports

6.3 2025 Museum AGM & Financial Statement

7. UNFINISHED BUSINESS

7.1 Spiritwood Cemetery

2026-0102

Moved By: John Go

Seconded By: Shane Colley

Whereas the R.M. of Spiritwood No. 496 is the registered owner of the Spiritwood Cemetery lands;

And Whereas the Town of Spiritwood has historically assisted with the management and maintenance of the Spiritwood Cemetery;

And Whereas the R.M. of Spiritwood No. 496 is in the process of creating a new cemetery bylaw to provide regulations for the Spiritwood Cemetery going forward;

Now therefore be it resolved that the Town of Spiritwood hereby returns the management and operational responsibility of the Spiritwood Cemetery to the R.M. of Spiritwood No. 496;

And Further be it resolved that the Town of Spiritwood will provide the R.M. of Spiritwood with all cemetery maintenance funds collected to date;

And Further be it resolved that the Town of Spiritwood is able to provide custom grass cutting and snowplowing services for the Spiritwood Cemetery if requested by the R.M.;

And Further be it resolved that the Town of Spiritwood is able to provide information and assistance to the RM to support the transition of cemetery operations as required.

Carried

8. NEW BUSINESS

8.1 Town Office Caretaker Position

2026-0103

Moved By: Mark Corfield

Seconded By: Jim Bedi

That we renew the town office caretaker contract with Antonio Rosal at a monthly contract rate of \$250 for a two year term effective April 1, 2026 to March 31, 2027.

Carried

8.2 Policy 4-1 Transfer Station - Schedule A - Tipping Fees

2026-0104

Moved By: Jim Bedi

Seconded By: Ragnar Latus

That we replace Schedule A for Policy 4-1 with the new proposed rates, effective April 15, 2026, as attached to form part of the minutes.

Carried

8.3 Office Assistant Part-Time Position - Town Office

2026-0105

Moved By: Mark Corfield

Seconded By: Shane Colley

That we hire Glennalda Saam as a part-time Office Assistant, effective September 1, 2026, to work approximately 2-3 days per week and the wage rate of \$28/hr and include employer portions for both pension and group benefits; and Furthermore we require Glennalda to take LAFOIP 101 Basic Training.

Carried

8.4 Lotto License #02-2026 - Cross Country Quilters

2026-0106

Moved By: Jim Bedi

Seconded By: Mark Corfield

That we approve Lottery License #02-2026 for the Cross Country Quilters for a Local Authority Raffle under \$2500.

Carried

8.5 Outstanding Utilities to Tax Roll

2026-0107

Moved By: John Go

Seconded By: Shane Colley

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 May 13th, 2026.

Carried

8.6 Green Municipal Fund Partnership Request - Witchekan Lake First Nation

2026-0108

Whereas Witchekan lake First Nation intends to submit an application to the Federation of Canadian Municipalities (FCM) for funding under the Green Municipal Fund (GMF) - Sustainable Buildings Program; and

Whereas the proposed project involves the completion of a feasibility study for a new band office for Witchekan Lake First Nation; and

Whereas the Town of Spiritwood is being requested to participate as a municipal partner in support of the funding application; and

Whereas under the partnership framework, the Town of Spiritwood will have no financial responsibility for the project; and

Whereas all project expenses, including the feasibility study, shall be borne by Witchekan Lake First Nation or funded through FCM's grant program.

Now Therefore be it resolved that the Council of the Town of Spiritwood hereby approves its support for a municipal partnership with Witchekan Lake First Nation for the purpose of submitting an application to the Federation of Canadian Municipalities under the Green Municipal Fund - Sustainable Buildings Program.

Be It Further Resolved That the Mayor or Deputy Mayor and Administrator or Assistant Administrator are hereby authorized to sign any required documents and provide letters of support necessary to support the funding application.

Furthermore, the Partnership Support Framework agreement will be attached to form a part of the minutes.

8.7 Roadside Development Permit - Ministry of Highways

2026-0109

Moved By: Shane Colley

Seconded By: John Go

That town administration complete and submit a Roadside Development Permit with Saskatchewan Ministry of Highways for an application to create a four way stop at the north end of Main Street and Highway 3.

Carried

9. ADJOURNMENT

2026-0110

Moved By: Adam Gatzke

Seconded By: Ragnar Latus

That this meeting be adjourned at 7:46 p.m.

Carried

Mayor

Chief Administrative Officer