

RURAL MUNICIPALITY OF POPLAR VALLEY NO. 12

MINUTES
December 17th, 2025

Minutes of the Regular Meeting of Council of the Rural Municipality of Poplar Valley No. 12 held in the Council Chambers at 423 Railway Ave. in Rockglen, Saskatchewan on Wednesday, December 17th, 2025.

Present:

Councilors:

Div. 1	Les Ingram
Div. 2	Kalissa Regier
Div. 4	Kendra Loucks
Div. 5	Brad Christopherson
Div. 6	Calvin Knoss

Administrator Lynn Fisher

Absent:	Reeve	Lisa Guy
	Div. 3	Sabrina Knoss

Deputy Reeve Calvin Knoss called the meeting to order at 9:04 a.m.

25-285 Minutes

Reiger : That the minutes of the November 12th, 2025 regular meeting be approved as read.

...Carried.

25-286 Statement of Financial Activity

Loucks : That the Statement of Revenue & Expenses Bank reconciliation for the month of November 2025 as attached hereto and forming a part of these minutes, be accepted as presented.

...Carried.

25-287 Statement of Payroll Account

Christopherson : That the statement of the Payroll Account for the month of November 2025 as attached to and forming part of these minutes be accepted as presented.

... Carried.

25-288 List of Accounts for Approval

Loucks : That the attached list of accounts numbering from cheque #18190 to #18217 in the amount of \$49084.45 be approved for payment

...Carried.

25-289 Committee Reports

Loucks: That the Committee Reports be accepted.

... Carried.

25-290 Correspondence

Ingram: That the attached list of correspondence having been read now be filed.

... Carried.

25-291

Grader Hours

Regier: That R.M. of Poplar Valley No. 12 record the grader hours as follows:

2023 John Deere Grader 3030 hours
2016 John Deere Grader 6201 hours
2019 John Deere Tractor 1947 hours

... Carried.

Delegation : Mike Wipf from the Rockglen Colony attended the meeting at 9:45. Mr. Wipf left the meeting at 10:00.

25-292

Assiniboia Airport Authority

C. Knoss : That R.M 12 redirect the \$1950.00 budgeted for the Healthcare Professional Recruitment to the Assiniboia Airport Authority for the runway extension and upgrades.

... Carried.

25-293

South Gravel Pit

Loucks : That R.M. 12 hire Curtis Hansen to do the Gravel Pit Reclamation at the south pit located at NE 02-01-29-2.

... Carried.

The discussion on the South Sask Ready request for available commercial property within the R.M. was tabled.

The Community-Building Fund Infrastructure Investment Plan was tabled until the next meeting of council.

25-294

Saskpower Power line Construction

Loucks : That the information request from Saskpower for the construction of a power line within the road allowance at SE 13-03-29-2, be signed.

... Carried.

25-295

Municipal Revenue Sharing Grant -Declaration of Eligibility

Regier : That the Council of the Rural Municipality of Poplar Valley No. 12 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2024 Audited Financial Statement
- The Municipality does not run a Municipal Waterworks System
- In Good Standing with respect to the reporting and remittance of Education Property taxes
- Adoption of a Council Procedures Bylaw
- Adoption of an Employee Code of Conduct
- All Members of council have filed and annually updated their Public Disclosure Statements.

Further we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

...Carried.



- 25-296 Worker's Compensation Board
Regier : That R.M. 12 applies \$60,000 of coverages
Saskatchewan Worker's Compensation Board, for Positi
Coverage of the seven Elected Officials.
... Carried.
- 25-297 Compensation for Road Damage
Ingram : That R.M. of Poplar Valley invoices The Rock
Colony for 6 hours of road repair at \$275.00 per hc
... Carried.
- 25-298 Rockglen & District Fire Association
Regier : That R.M. 12 pays \$9596.50 to Rockglen Dist
Fire Protection in January 2026.
...Carried.
- 25-299 Rozol Order
Loucks : That R.M. 12 orders 20 pails of Rozol from
Rodent Products Inc.
... Carried.
- 25-300 Notice of Planned Procurement Posting
Regier : That R.M. of Poplar Valley posts a Notice
Planned Procurement in SaskTenders.
... Carried.
- 25-301 2026 Weed Inspector
Loucks : That R.M. of Poplar Valley advertises for a 2
Weed Inspector.
... Carried.
- 25-302 2025 Pest Control Officer Report
C. Knoss : That R.M. 12 acknowledges Shannon Crooks's 2
Pest Control Officer's report
... Carried.
- 25-303 2026 Deputy Reeve
Christopherson : That Calvin Knoss be appointed as Dep
Reeve for 2026.
... Carried.
- 25-304 2026 Indemnity and Mileage
Ingram : That 2026 Indemnity be \$150.00 per council
committee meeting and mileage rate at \$.50 per Kilomete
... Carried.
- 25-305 2026 Custom Rates
C. Knoss : That the 2025 custom rates be:
\$275.00/hr. for ratepayers.
... Carried.
- 25-306 2026 Assessor/Treasurer
Loucks : That the Assessor/Treasurer remains
Administrator Lynn Fisher for 2026.
... Carried.
- 25-307 2026 Auditors
C. Knoss : That the R.M.'s Auditors remain Dudley
Co. for 2026.
... Carried.

25-308

2026 Board of Revision Appeals Board

Loucks: That pursuant to Subsection 220(1) of The Municipalities Act, the RM OF POPLAR VALLEY NO. 12 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovens, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayne and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Further Pursuant to Subsection 221(1) of The Municipalities Act, the RM OF POPLAR VALLEY NO.12 appoints Nicolle Hoskins with Western Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

... Carried.

25-309

2026 Development Appeals Board

Loucks :That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the RM OF POPLAR VALLEY NO. 12 appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovens, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayne and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Further that pursuant to Subsection 216(3)(a) of the Planning and Development Act, 2007 the RM OF POPLAR VALLEY NO.12 appoints Claudette McGuire with Western Municipal Consulting Ltd. As Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the Secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

... Carried.



- 25-310 2026 Meeting Dates
C. Knoss : That the council meeting dates be set for the second Wednesday of the Month at 9:00 a.m.
... Carried.
- 25-311 2025 Mileage Bonus
C. Knoss : That the R.M. pay Chad McGonigal, Aaron Schnor and Lynn Fisher for 1300 kilometers at \$.50/km.
... Carried.
- 25-312 2026 Pest Control Appointment
Regier : That R.M. of Poplar Valley No. 12 appoint Shannon Crooks as 2026 Pest Control Officer at a wage of \$5000.00 per year.
... Carried.
- 25-313 2026 Building Official
Christopherson : That R.M. of Poplar Valley No. 12 appoint Dan Knutson for building inspection services in 2026 at his set rate.
...Carried.
- 2026 wage discussion was tabled until January's regular meeting of council.
- 25-314 Transfer to Tax Roll
Loucks : That R.M. transfer any outstanding receipt amounts to the tax roll by December 31st, 2025.
...Carried.
- 25-315 Transfer of Savings
Christopherson: That R.M. of Poplar Valley transfers \$58,000.00 (Municipal) and \$3500.00 (Hamlet of Fife Lake) to the savings, for capital fund, from the checking account into the Plan 24 at the Rockglen-Killdeer Credit Union.
...Carried.
- 25-316 Payment Approvals
Christopherson : That the following payments be approved:
Shannon Crooks - \$5000.00
Coronach Fire Department - \$600.00
... Carried.
- 25-317 2026 Committee Appointments
Ingram: That the following Committee appointments be made for 2026:
Budget and Volunteer Fire Fighter: All Council
Fire Chief : Travis Montgomery
Road Committee : All council
Fire Protection Association : Lisa Guy, Brad Christopherson
Grasslands Health Center : Calvin Knoss
Borderland Vet Clinic : Calvin Knoss
Rec Board - Lisa Guy
Rockin Beach Park : Kendra Loucks
Rink Board - Sabrina Knoss
Library - Kendra Loucks
Assin. Dr. Recruitment - Kalissa Regier
South Central Municipal Assoc. - Kendra Loucks, Les Ingram
South Sask. Ready - Lisa Guy
... Carried.

Les Ingram

25-318

Holiday Request

C. Knoss : That Lynn Fisher's Holiday Request
for December 22-24, 2025 be approved.
... Carried.

25-319

Holiday Office Closure

C.Knoss : That the Municipal office be closed
December 25 and 26, 2025 also on January 1, 2026.
... Carried.

25-320

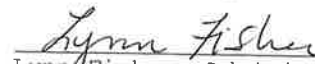
Adjourn

C. Knoss : That this meeting be adjourned at 12.00 p.m.
... Carried.

Approved this 14th day of January, 2026.



Lisa Guy, Reeve



Lynn Fisher, Administrator

CORRESPONDENCE

R.M. OF POPLAR VALLEY NO. 12

The following correspondence has been read and dealt with at the Meeting
of council held on Wednesday December 17th, 2025:

- Wood Gundy
- RCMP Reports & Warrant Lists, Newsletter
- RMAA curling
- Assiniboia Airport Authority
- Municipal Hail - Indemnity paid
- Saskpower - coal drilling program
- SSR - newsletter