

RM of Buckland No. 491

99 River Street East, Prince Albert, Saskatchewan

Meeting Minutes

Regular Meeting July 14, 2025 - 09:00 AM

1In Attendance

- Reeve, Larry Eros

• Division 1, Daryl Cartier

• Division 4, Melinda Lavoie

• Planner, Jason Kaptein
- CAO, Cori Sarginson

• Division 2, Jason Zalewski

• Division 5, Roger Boucher

• Foreman, Sheldon Ross
- Assistant CAO, Neil Twyver

• Division 3, Brent Wilson

• Division 6, Lillian Jacobson

1

CALL TO ORDER

2

AGENDA

Resolution No:
2025-0202

2.1

Agenda

Moved By: Daryl Cartier

That the agenda be accepted as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

3

CONFLICT OF INTEREST

Resolution No:
2025-0203

3.1

Conflict of Interest

Moved By: Brent Wilson

There were no conflicts of interest declared.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

4 MINUTES

Resolution No: 4.1 Regular Meeting Minutes
2025-0204 Moved By: Lillian Jacobson

That the minutes of the June 09, 2025, Regular Meeting of Council be approved as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 4.2 Special Meeting Minutes
2025-0205 Moved By: Daryl Cartier

That the Special Meeting Minutes of the June 25, 2025 be approved as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 4.3 Special Meeting Minutes
2025-0206 Moved By: Roger Boucher

That the Special Meeting Minutes of July 4, 2025 be approved as presented

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

5 **REPORTS**

Resolution No: **5.1**
2025-0207

Written Reports
Moved By: Brent Wilson

That the written reports of the CAO, Foreman and Fire Chief be accepted as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: **5.2**
2025-0208

Verbal Reports
Moved By: Daryl Cartier

That verbal reports of the council be accepted as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

6 **CORRESPONDENCE**

Resolution No: **6.1**
2025-0209

Correspondence
Moved By: Jason Zalewski

That the correspondence as follows be received and filed:

- 1. SRSD Board Highlights - June 2025
- 2. 25/26 SRPSD Budget Infographics
- 3. Cash Management Group
- 4. Agriculture in the Classroom
- 5. Ranch Ehrlo News letter - July
- 6. NCTPC April Executive Meeting Minutes
- 7. NCTPC April Organizational Meeting Minutes
- 8. PHN Newsletter - Summer 2025

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

7 DELEGATIONS

7.1 10:00 am - Koeberlin, Harald - request to discuss fire fighting invoice
Mr. Koeberlin did not show up to his delegation appointment.

8 NEW BUSINESS - ADMINISTRATION

8.1 Garbage Mess at Recycle bins located at NRRC - Information

Resolution No: 8.2
2025-0210

Signing Authority
Moved By: Daryl Cartier

That Reeve Larry Eros and CAO Cori Sarginson, or if the Reeve is unavailable, then Deputy Reeve Jason Zalewski, and if the Administrator is unavailable, Assistant CAO, Neil Twyver, shall sign all cheques and negotiable instruments on behalf of the municipality.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.3
2025-0211

Assistant CAO Credit Card
Moved By: Lillian Jacobson

That we approve the issuance of a Collabria Mastercard with a limit of \$2,500.00 for Assistant CAO, Neil Twyver.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.4
2025-0212

Assistant CAO LGC Courses
Moved By: Roger Boucher

That the RM agrees to reimburse the Assistant CAO for all five LGA courses, contingent upon the successful completion of each course. Further, that he be instructed to apply for the available SARM scholarship application requirements for each course.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier			✓	
Larry Eros	✓			
Lillian Jacobson		✓		
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED

Resolution No: 8.5
2025-0213

First Reading Bylaw 12 of 2025
Moved By: Melinda Lavoie

That we give first reading to Bylaw 12 of 2025, a Bylaw to Amend Bylaw 1 of 2022, The Corporate Bylaw of the Prince Albert Rural Water Utility.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.6
2025-0214

Second Reading of Bylaw 12 of 2025
Moved By: Larry Eros

That we give a second reading to Bylaw 12 of 2025, a Bylaw to Amend Bylaw 1 of 2022, The Corporate Bylaw of the Prince Albert Rural Water Utility.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.7
2025-0215

Three Readings
Moved By: Daryl Cartier

That three readings be given to Bylaw 12 of 1225 at this meeting.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.8
2025-0126

Final Reading of Bylaw 12 of 2025
Moved By: Roger Boucher

That we give the third and final reading to Bylaw 12 of 2025, a Bylaw to Amend Bylaw 1 of 2022, The Corporate Bylaw of the Prince Albert Rural Water Utility.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.9
2025-0217

Outstanding Utility Bill
Moved By: Jason Zalewski

That, at the request of the Prince Albert Rural Water Utility, Council agrees to add the outstanding utility bill of \$891.77 to the taxes for the property located at SW-15-50-26-W2M, as allowed under Section 369(1) of *The Municipalities Act*.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

Resolution No: 8.10
2025-0218

Interest Write Off Request
Moved By: Melinda Lavoie

That Council has reviewed the request to write off the interest charges related to a fire invoice that was added to taxes. Further, as the outstanding charges are from 2023 Council does not approve the request, and the interest charges will remain on the account as applied.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 8.11
2025-0219

Resolution to Amend
Moved By: Daryl Cartier

That resolution 2025-0158 from the May 2025 meeting be amended as follows:

- Larry Eros - \$2,274.71
- Daryl Cartier - \$1,519.03
 - Jason Zalewski - \$1,311.17
 - Brent Wilson - \$1,516.15
 - Melinda Lavoie - \$1,512.17
 - Roger Boucher - \$1,405.85
 - Lillian Jacobson - \$1,470.95

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

9 NEW BUSINESS - MAINTENANCE

9.1 Calcium Chloride - Discussion

9.2 Radar Speed Sign Report - Discussion

9.3 Technical Memorandum - Spruce River Erosion - Informational

9.4 Technical Memorandum - Whitestar Road E - Informational

Resolution No: 9.5
2025-0220

Grader Warranty Quote
Moved By: Brent Wilson

That we agree to the purchase of the following extended warranty package for the 2022 CAT 150 Motor Grader:

12 Month 1,500 hour extended powertrain amp; hydraulic Warranty \$ 13,066.00

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

9.6 Dumped Garbage - Discussion

Larry Eros stepped out of the meeting at 1:38 pm

Resolution No: 9.7
2025-0221

In Camera Session
Moved By: Lillian Jacobson

That the meeting move in-camera as per section 17 of The Local Authority Freedom of Information and Protection of Privacy Act to discuss Code of Ethics Matters. (1:38 pm).

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros				✓
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

Resolution No: 9.8
2025-0222

Resume Regular Meeting
Moved By: Melinda Lavoie

That the regular meeting be reconvened (2:09 pm).

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros				✓
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

Resolution No: 9.9
2025-0223

Code of Ethics Complaint Results
Moved By: Roger Boucher

That after being reviewed by third-party investigator Matthewson & Co., the code of ethics complaint made against Reeve, Larry Eros meets the definition of a low-level incident of harassment. As such, we direct that he issues both verbal and written apology to the affected parties.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros				✓
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED

Larry Eros joined the meeting again at 2:17 pm

10 NEW BUSINESS - PLANNING & DEVELOPMENT

10.1 Bylaw 8

Resolution No: 2025-0224 10.1.1 2:00 - Public Hearing - Bylaw 8 - Suspend meeting
Moved By: Melinda Lavoie

That the regular meeting be suspended for a Public Hearing for Bylaw 8 of 2025 (2:20 pm). No one attended.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 2025-0225 10.1.2 Bylaw 8 - Public Hearing - Resume Meeting
Moved By: Roger Boucher

That the regular meeting be reconvened (2:25 pm).

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 2025-0226 10.1.3 Bylaw 8 - Second Reading
Moved By: Daryl Cartier

That we give second reading to Bylaw 8 of 2025, being a Bylaw to amend the Prince Albert Planning District Official Community Plan.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 10.1.4
2025-0227

Bylaw 8 - Third Reading
Moved By: Jason Zalewski

That we give third reading to Bylaw 8 of 2025, being a Bylaw to amend the Prince Albert Planning District Official Community Plan.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

10.2 Subdivision - LSD 7, 25-50-28-W2M

Tabled.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			

Resolution No: 10.3
2025-0228

Healthy Forest Strategy - Letter of Support
Moved By: Larry Eros

That we agree to have Jason Kaptien, Director of Planning and Development, write a letter of support regarding the Healthy Forest Strategy.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

10.4 Verbal Discussion - RM Shop

11 ACCOUNTS & FINANCIALS

Resolution No: 11.1
2025-0229

Financial Statements
Moved By: Roger Boucher

That the Statement of Financial Position and the Bank Reconciliation for June, 2025, be accepted as presented.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 11.2
2025-0230

Council Remuneration
Moved By: Daryl Cartier

That the following June, 2025, Council remuneration and mileage reimbursement be approved for payment:

Reeve, Larry Eros	\$ 2,306.47
Division One Councillor, Daryl Cartier	\$ 1,486.71
Division Two Councillor, Jason Zalewski	\$ 1,198.67
Division Three Councillor, Brent Wilson	\$ 1,473.96
Division Four Councillor, Melinda Lavoie	\$ 1,549.96
Division Five Councillor, Roger Boucher	\$ 1,419.70
Division Six Councillor, Lillian Jacobson	\$ 1,338.35

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 11.3
2025-0231

Pre-Authorized Withdrawals
Moved By: Larry Eros

That the June SaskPower and SaskEnergy pre-authorized withdrawals, totaling \$2,075.42, be approved for payment.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

Resolution No: 11.4
2025-0232

List of Accounts
Moved By: Lillian Jacobson

That Cheques 15594 to 15635 in the amount of \$ 284,241.24 and automatic withdrawals by Payworks Payroll dated July 8th, 2025 in the amount of \$57,852.83 and July 22nd, 2025 in the amount of \$61,161.63 be approved for payment.

Name	Yes	No	Abstained	Absent
Roger Boucher	✓			
Daryl Cartier	✓			
Larry Eros	✓			
Lillian Jacobson	✓			
Melinda Lavoie	✓			
Brent Wilson	✓			
Jason Zalewski	✓			

CARRIED UNANIMOUSLY

	12	Adjournment				
Resolution No: 2025-0233	12.1	Adjournment Moved By: Roger Boucher That this meeting is adjourned at 3:53 pm				
		Name	Yes	No	Abstained	Absent
		Roger Boucher	✓			
		Daryl Cartier	✓			
		Larry Eros	✓			
		Lillian Jacobson	✓			
		Melinda Lavoie	✓			
		Brent Wilson	✓			
		Jason Zalewski	✓			
		CARRIED UNANIMOUSLY				

Cori Sarginson, CAO

Larry Eros, Reeve