

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE R.M. OF  
LOON LAKE NO. 561 HELD AT 100 – FIRST STREET SOUTH AT LOON LAKE, SK ON  
WEDNESDAY DECEMBER 10, 2025, AT 9:00 A.M.

**Present:**

Reeve Greg Cardinal

**Councillors:**

Division 1: Grant Preece

Division 3: O'Neil Lavoie

Division 5: Rodney Schneider

Division 2: Maurice Jeannotte

Division 4: Grant Huber

Division 6: Larry Lantz

Administrator: Erin Simpson

*Reeve, Greg Cardinal called the meeting to order at 8:52 a.m.*

*Foreman Nick Honish was present at the meeting when it was called to order.*

*No conflict of interest was noted.*

252/25

**Agenda**

PREECE

That the agenda for December 10, 2025, Council meeting be used as a guideline for the meeting.

Carried

253/25

**Minutes**

HUBER

That the minutes of the Regular Council Meeting of the R.M. of Loon Lake No. 561 held on November 12, 2025, be approved as presented.

Carried

*Foreman Nick Honish provided a public works operation update at 8:56 a.m.*

254/25

**Gravel Tender**

LAVOIE

That the RM of Loon Lake authorizes the administrator to tender the 2026 gravel haul and spread of approximately 15,000 cubic yards of gravel and 3,200 cubic yards to reject sand to be spread throughout the municipality.

Carried

*Grant Preece left the meeting at 10:03 a.m. and did not return.*

255/25

**Peck Lake Snow Removal**

LAVOIE

That the Rural Municipality of Loon Lake enter into a contract with Neal Lowrie for the provision of snow removal services within the Peck Lake Subdivision for the 2025–2026 winter season, at a total cost of \$500.00 for the season.

Carried

*Foreman Nick Honish left the meeting at 10:15 a.m.*

256/25

**Correspondence**

LAVOIE

That the correspondence listed below has been received and can now be filed.

Letter regarding the Makwa Lake Dam sent to WSA

CCBF – Vidal Bridge Repair Approved IIP2526-007581

Letter from SAMA Outstanding Assessment Return

AC

Response Letter to SAMA  
Response Letter to SAMA  
Western Municipal Consulting – Board of Revision Complete  
Letter from M.P. – Rosemarie Falk  
Sask Municipal Hail Insurance annual report  
Carried

257/25      **List of Accounts for Approval**

LANTZ  
That the list of payments including cheque # 26020 to cheque # 26057 totaling \$252,732.22 be approved for payment. The Lists of Accounts for Approval are attached and form part of these minutes.  
Carried

258/25      **Payroll**

HUBER  
That the following amounts for payroll be approved as presented, a copy of each is attached and form part of these minutes:  
Payroll October 26, 2025, to November 8, 2025, = \$14,779.46  
Payroll November 9, 2025, to November 22, 2025, = \$12,757.08  
Carried

259/25      **Council Indemnity**

SCHNEIDER  
That the November Council Indemnity cheque # 1291 to cheque # 1297 totaling \$4,107.09 be approved for payment.  
Carried

260/25      **Bank Reconciliation**

JEANNOTTE  
That the Bank Reconciliation for the month of November 2025 be accepted as presented.  
Carried

261/25      **Statement of Financial Activity**

LAVOIE  
That the Statement of Financial Activities for the month of November 2025 be accepted as presented.  
Carried

***Council Reports - None***

262/25      **Insurance**

SCHNEIDER  
That the building insurance coverage for the RM Office and Shop be increased to \$2,000,000, and that contents insurance in the amount of \$50,000 be added to the Machine Shop to cover the replacement cost of road signs.  
FURTHER, that the Administrator contact SARM to inquire whether they have a representative available to conduct an assessment of the RM Office and Shop to determine appropriate insurance coverage levels.  
Carried

263/25

**Proposed Subdivision**

LANTZ

That the Rural Municipality of Loon Lake has no objection to the proposed subdivision and parcel tie for the lands located within Pt. NE 7-58-21-W3, subject to the following:

- Residential parcel A and B shall be tied together;
- Proposed NW 7-58-21-W3 Extensions 1, 2, and 3 shall be tied together and remain as a single agricultural parcel;
- Proposed NW 7-58-21-W3 Extensions 4 and 5, being water bodies, shall be tied together.

FURTHER the RM of Loon Lake is not responsible to provide physical access to any of the parcel that do not currently have physical access.

Carried

*Devan Thulaseedhara Kurup and Spencer McNie from the Operations and Maintenance North Infrastructure Division of Water Security Agency joined the meeting at 10:56 a.m. to discuss the south water weir for water leaking the Makwa Lake.*

*Water Security Agency representatives Devan and Spencer left the meeting at 11:37 a.m.*

264/25

**Proposed Subdivision**

LAVOIE

That the Rural Municipality of Loon Lake has no objection to the proposed subdivision of the lands described as Pt. SW 13-58-24-W3, subject to the following conditions:

- Provision of Municipal Reserve, as required.
- Legal and physical access must be established for all parcels including the remainder of parcel A Plan No. 101564300.
- Construction of a turnaround at the west end of Lakeshore Drive to provide sufficient space for grader turnaround and ongoing subdivision road maintenance;
- The lands being subdivided and consolidated for residential use shall be rezoned to the Low Density Lakeshore Development District; and
- Execution of a servicing agreement for this subdivision file.

Carried

*Foreman Nick Honish returned to the meeting at 11:47 a.m.*

265/25

**Cost of Living**

LAVOIE

That Schedule 'A' of Policy 900-01 be amended and approved to include a 2.3% cost of living increase to salary grids 1-6 inclusive. The increase will come into effect the first pay period of 2026 commencing on December 21, 2025. A copy is hereto attached forming part of these minutes.

Carried

266/25

**HR Policy 900-01**

CARDINAL

That the RM of Loon Lake Council amend policy 900-01 Human Resources Compensation Policy to reflect the current staffing levels as follows:

Heavy Equipment Operator – Full time to three positions not two

Remove the Summer Student/Labourer from the list of approved positions.

Carried

267/25

**Clothing Allowance**

HUBER

That the RM of Loon Lake provide an annual clothing allowance of up to \$250.00 for full-time Public Works staff and \$125.00 for seasonal employees. Reimbursement shall be issued at the next regularly scheduled council meeting upon submission of valid receipts to Administration, to a maximum of the applicable allowance amount.

FURTHER that the Administrator bring a policy to the January Council meeting outlining the terms and conditions of the clothing allowance.

Carried

268/25

**Wage Increase**

JEANNOTTE

That the RM of Loon Lake adjust the wage of RM employee Dean Graham to Step Four (4) of the Heavy Equipment Operator Salary Grid.

FURTHER that this wage adjustment be effective the first day of the current Pay Period 25, being December 7, 2025.

Carried

*Foreman Nick Honish left the meeting at 1:11 p.m. and did not return.*

*Administrator Erin Simpson left the meeting at 1:13 p.m. to allow Council to complete her annual review.*

*Erin Simpson returned to the meeting at 1:26 p.m.*

269/25

**Administrator Wage**

CARDINAL

That the RM of Loon Lake approve a 2.3% cost-of-living adjustment to the Administrator's wage and increase the Administrator's annual vacation entitlement to five (5) weeks.

FURTHER that these adjustments take effect beginning with the first pay period of 2026, commencing December 21, 2025.

Carried


270/25

**Adjournment**

HUBER

That the meeting be adjourned at 1:38 p.m.

Carried

  
\_\_\_\_\_  
Reeve  
\_\_\_\_\_  
Administrator