

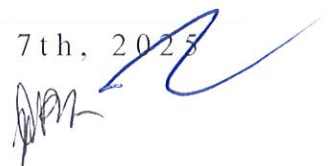
**MINUTES OF THE REGULAR MEETING OF THE COUNCIL
OF THE TOWN OF MAIDSTONE HELD IN THE MAIDSTONE TOWN OFFICE
LOCATED AT 112 1ST STREET WEST, MAIDSTONE
ON TUESDAY, OCTOBER 7TH, 2025**

PRESENT	Brennan Becotte Al Franczuk Mark Foster Ralph Rosenthal Scott Breadner Eleanor Pegg Shayne Burt Brenda Ottenbreit Megan Young Corey Bedford	Mayor Councillor Councillor Councillor Councillor Councillor Councillor CAO Assistant Admin Public Works Foreman
CALL TO ORDER	Mayor Brennan Becotte called the meeting to order 7:00 pm and asked if there were any Conflicts of Interests on any agenda items.	
ANNUAL DECLARATIONS	Administrator Brenda Ottenbreit has collected all annual public disclosure forms and have attached a copy to form part of these minutes.	
25-310 AGENDA	<p>Moved by: A. Franczuk Seconded by: E. Pegg</p> <p>THAT the agenda for the October 7th, 2025, Regular Meeting of Council be approved as presented.</p>	
	CARRIED	
25-311 MINUTES	<p>Moved by: A. Franczuk Seconded by: S. Breadner</p> <p>THAT the Minutes of the Regular Meeting of Council held September 23rd, 2025, be approved.</p>	
	CARRIED	
PUBLIC HEARING		
25-312 OPEN PUBLIC HEARING	<p>Moved by: S. Breadner Seconded by: S. Burt</p> <p>THAT Mayor Becotte suspends the Council Meeting at 7:03 p.m. for the purpose of conducting a public hearing to hear any rate payer feedback on the line of credit in the amount of \$400,000.00.</p>	
	CARRIED	
25-313 CLOSE PUBLIC HEARING	<p>Moved by: A. Franczuk Seconded by: R. Rosenthal</p>	

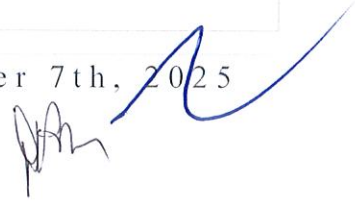


	THAT no written or oral submissions were received, Mayor Becotte closed the public hearing at 7:05 and resumed the Council Meeting.
	CARRIED
REPORTS OF ADMINISTRATION & COMMITTEES	
25-314 PUBLIC WORKS REPORT	Moved by: A. Franczuk Seconded by: S. Breadner THAT the verbal Public Works Report presented by Foreman Corey Bedford, by accepted as presented.
	CARRIED
25-315 COMMUNICATIONS	Moved by: R. Rosenthal Seconded by: A. Franczuk THAT the following correspondence be accepted as presented: Cenovus – Weekly Update Rivers West – Call for members of Board of Director NCTPC – Next meeting Oct. 30, 2025 @ Birch Hills Maidstone Health Care Auxiliary – Festival of Trees Green Fog – Solar Lighting Saskatchewan Government – Building and Technical Standards updates Herauf Modular Walkerton Clean Water Centre SUMA – Regional meeting MLA – James Thorsteneinson – Throne Speech Saskatchewan Legislature
	CARRIED
25-316 CAO REPORT	Moved by: R. Rosenthal Seconded by: E. Pegg THAT the verbal CAO Report presented by Brenda Ottenbreit, be accepted as presented.
	CARRIED
25-317 BANK RECONCILIATION	Moved by: A. Franczuk Seconded by: R. Rosenthal THAT the Bank Reconciliations for the period ending September 30, 2025, be accepted
	CARRIED
25-318 STATEMENT OF FINANCIAL ACTIVITIES	Moved by: A. Franczuk Seconded by: S. Burt THAT the Statement of Financial Activities. for the month of September 2025, be approved as presented.

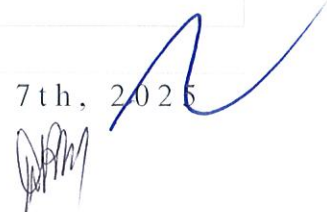
	CARRIED
25-319 PAYROLL SEPTEMBER 25	<p>Moved by: S. Burt Seconded by: S. Breadner</p> <p>THAT the September 25th, 2025, payroll of \$15,460.26 be approved for payment.</p>
	CARRIED
25-320 ACCOUNTS FOR APPROVAL	<p>Moved by: E. Pegg Seconded by: R. Rosenthal</p> <p>THAT Cheques #14769 to 14806 totalling \$100,826.61 and an EFT in the amount of \$12,835.35 be approved for payment</p>
	CARRIED
COMMITTEE REPORTS	<p>E. Pegg – Chamber of Commerce- will be working with Museum for Santa Clause Night. - Pine Island – Pictures are in frames and hung, power to parking stalls, houses have been renovated, Dr. and EMT will be moving in, presentation to the group home for generator. A. Franczuk – HR meeting will be discussed at next council meeting. S. Breadner – HR meeting will be discussed a the next council meeting.</p>
25-321 CCBF PROJECT ALLOCATION	<p>Moved by: A. Franczuk Seconded by: M. Foster</p> <p>THAT, Council allocate the post-office drainage project as the infrastructure project for the Canadian Community Building Fund Grant.</p>
	CARRIED
25-322 MUNICIPAL BOARD OF APPEAL	<p>Moved by: A. Franczuk Seconded by: S. Breadner</p> <p>THAT, pursuant to Subsection 365(1)(a) of The Municipalities Act, the Town of Maidstone appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal process for the term of January 1, 2025, 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 Municipal Board of Appeal: 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 Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner 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.</p>
	CARRIED



<p>25-323 SECRETARY MUNICIPAL BOARD OF APPEAL</p>	<p>Moved by: S. Burt Seconded by: M. Foster</p> <p>THAT, the Town of Maidstone appoints Secretary with Western Municipal Consulting Ltd. as Municipal Board of Appeal for the term of January 1, 2025, 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.</p>
	<p>CARRIED</p>
<p>25-324 WORK ALONE POLICY</p>	<p>Moved by: E. Pegg Seconded by: S. Breadner</p> <p>THAT, Council approve and adopt the work alone policy as presented to attach and form part of these minutes.</p>
	<p>CARRIED</p>
<p>25- 11-2025 LAGOON BYLAW</p>	<p>Moved by: Seconded by:</p> <p>THAT, 11-2025 being the Lagoon Dumping Bylaw, be introduced and read a first time.</p>
	<p>TABLED</p>
<p>25-325 LAGOON AGREEMENT</p>	<p>Moved by: E. Pegg Seconded by: R. Rosenthal</p> <p>THAT, Council approve and accept the lagoon dumping agreement with Sherlock Septic Services Inc. as amended making it valid for a month, and instruct the Chief Administrator and Mayor to sign on behalf of the Town of Maidstone.</p>
	<p>CARRIED</p>
<p>25-326 SNOW REMOVAL POLICY</p>	<p>Moved by: S. Breadner Seconded by: R. Rosenthal</p> <p>THAT, Council approve and adopt the Snow Plow Policy as presented for the 2025 and 2026 season and instruct administration to publish on the website and social media and to attach to form part of these minutes.</p>
	<p>CARRIED</p>
<p>25-327 PROCUREMENT AND DISPOSAL OF ASSET POLICY</p>	<p>Moved by: M. Foster Seconded by: S. Burt</p> <p>THAT, Council approve and adopt the Procurement and Disposal of Asset Policy as presented by Administration and to attach to form part of these minutes.</p>
	<p>CARRIED</p>
<p>25-328</p>	<p>Moved by: R. Rosenthal Seconded by: A. Franczuk</p>



SUMA LOSS PREVENTION PROGRAM	THAT , Council approve participation in the SUMA Loss Prevention Program; and authorize Administration to implement the program as the Town's first step toward developing a comprehensive asset management framework.
	CARRIED
25-329 MCS NET AGREEMENT	Moved by: A. Franczuk Seconded by: R. Rosenthal
	THAT , Council accept the MSC Net agreement and instruct the Administrator and Mayor to sign on behalf of the Town of Maidstone.
	CARRIED
25-330 TAX ENFORCEMENT	Moved by: A. Franczuk Seconded by: E. Pegg
	THAT , Council accept the list of lands in arrears as presented, and to exclude from the list of lands properties in which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy. THAT TAXService be authorized to handle the Tax Enforcement proceedings on behalf of the municipality.
	CARRIED
25-331 EFT	Moved by: S. Breadner Seconded by: R. Rosenthal
	THAT , adopt the Electronic Funds Transfer (EFT) Policy as presented, establishing procedures for the authorization, processing, reporting, and security of municipal electronic payments, and further authorizing that in the event of a Canada Post service disruption, all municipal payments may be issued electronically to ensure timely settlement of obligations and to attach to form part of these minutes.
	CARRIED
25-332 LINE OF CREDIT	Moved by: A. Franczuk Seconded by: S. Burt
	THAT , Council approve the Administration complete renewal application for the \$400,00.00 line of credit to be extended with Synergy Credit Union for approval with the Saskatchewan Municipal Board.
	CARRIED
25-333 FRAUD POLICY	Moved by: S. Breadner Seconded by: R. Rosenthal
	THAT Council approve the <i>Fraud Prevention Policy and Procedures</i> as presented; and direct Administration to implement the policy immediately, including fraud awareness training for staff and Council and to attach to form part of these minutes.



	CARRIED
25-334 BOULEVARD REGULATION POLICY	<p>Moved by: S. Breadner Seconded by: A. Franczuk</p> <p>THAT, Council approve the <i>Boulevard Regulation Policy</i> as presented; and direct Administration to implement the permit system and enforcement procedures outlined in the policy and to attach to form part of these minutes.</p>
	CARRIED
25-335 CONTRACTOR HIRING POLICY	<p>Moved by: R. Rosenthal Seconded by: E. Pegg</p> <p>THAT, Council approve the <i>Contractor Hiring Policy and Procedures</i> as amended, directing Administration to apply the policy to all contractors, excluding small-scale service providers such as the hall caretaker and snow removal contractors; and ensure that all contractor files (except for those excluded) contain WCB clearance, proof of insurance, and signed agreements prior to commencement of work and to attach to form part of these minutes.</p>
	CARRIED
25-336 COMMUNICATION POLICY	<p>Moved by: S. Burt Seconded by: A. Franczuk</p> <p>THAT, Council approve the <i>Communication Policy</i> as presented, and to attach to form part of these minutes.</p>
	CARRIED
25-337 PREVENTION OF VIOLENCE AND HARASSMENT POLICY	<p>Moved by: A. Franczuk Seconded by: S. Burt</p> <p>THAT, Council approve the <i>Prevention of Violence and Harassment Policy</i> as presented, incorporating the federal definition of psychological harassment and referencing all applicable Saskatchewan legislation, to ensure the protection of all employees, council members, contractors, and volunteers from violence and harassment in the workplace and to attach to form part of these minutes.</p>
	CARRIED
25-338 RATE PAYER REQUEST	<p>Moved by: E. Pegg Seconded by: A. Franczuk</p> <p>THAT, Council approve rate payer #8 request to load a few totes of water from the town dug out located at SW 27-47-23-W3.</p>
	CARRIED
25-339 CUPW REQUEST	<p>Moved by: Seconded by:</p> <p>THAT, Council approve the request from CUPW and have the Administration to pass resolution asking for a delay on the mandate</p>

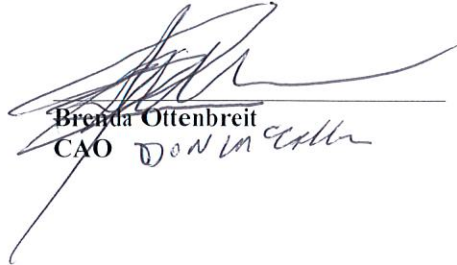



	review, commit to a fully transparent process, and make a written submission to mandate review.
	DEFEATED
25-340 10-2025 BUILDING BYLAW	Moved by: A. Franczuk Seconded by: S. Burt THAT, 10-2025 being the Building Bylaw, be introduced and read a first time.
	CARRIED
25-341 10-2025 BUILDING BYLAW	Moved by: S. Breadner Seconded by: M. Foster THAT, 10-2025 being the Building Bylaw, be read a second time.
	CARRIED
25-342 10-2025 BUILDING BYLAW	Moved by: E. Pegg Seconded by: R. Rosenthal THAT, 10-2025 being the Building Bylaw, be given three readings at this meeting.
	UNANIMOUSLY CARRIED
25-343 10-2025 BUILDING BYLAW	Moved by: M. Foster Seconded by: S. Breadner THAT, Building Bylaw 10-2025, be given a third reading, adopted, signed and sealed.
	CARRIED
25-344 ASSET MANAGEMENT POLICY	Moved by: S. Burt Seconded by: A. Franczuk THAT, Council approve and adopt the Asset Management Policy as presented by Administration and to attach to form part of these minutes.
	CARRIED
25-345 FIT FOR DUTY POLICY	Moved by: A. Franczuk Seconded by: S. Breadner THAT, Council approve and adopt the Fit for Dut Policy as presented by Administration and to attach to form part of these minutes.
	CARRIED
25-346 EAP EMPLOYEE BENEFITS ADDITION	Moved by: E. Pegg Seconded by: M. Foster THAT, Council approve the addition of the Employee Assistance Program offered by SUMA at a cost of \$6.45 per employee per month to be effective immediately.

	CARRIED
25-347 ADJOURNMENT	Moved by: A. Franczuk Seconded by: S. Breander THAT the next Regular Meeting of Council be held on Tuesday, October 21 th , 2025 AND THAT this meeting be adjourned at 9:27 p.m.
	CARRIED



Brennan Becotte
Mayor



Brenda Offenbreit
CAO

Certified true copy dated October 8, 2025

