

AGENDA FOR THE TOWN OF OGEMA

Regular Meeting of Council

Wednesday, December 10th, 2025

At 07:00 p.m.

Ogema Library

Ogema, Saskatchewan

Call to Order:

Agenda:

Minutes:

Approval of Minutes

- Regular Meeting November 12th, 2025

Questions/Business Arising from the Minutes:

Delegation:

Financial Statements:

Statement of Financial Activities and Bank Reconciliation for the Month of November 2025.

Correspondence:

Information:

Monthly Reports – November 2025

Water Treatment Plant

Water Bulk Sale Report

Landfill Report

RCMP – Monthly Report

Loraas Disposal – Community Recycle Service

Discussion:

Cenotaph Website – Maintenance Contribution

Environmental Indemnity Agreement – Solo Italia

GenRec – Annual Maintenance Contract

Ogema Library – Appointment of New Board Members

Ogema Library – Improvement Project

Bylaws:

Committee Reports:

Administrator

Councillors

Approval of the Accounts:

Accounts for Approval. Cheques No. 3545 to 3553 and online payments, totaling \$71,236.36.

Old Business:

Building Inspector Appointment

United Church Purchase Offer – Reconsideration

RM of Excel #71 – Area Coverage for Firefighting Services

New Business:

Audit 2026 – Appointment

Western Municipal Consulting Ltd – Appointment of Board of Revision

Western Municipal Consulting Ltd – Secretary to the Board of Revision

Ministry of Government Relations – Revenue Sharing 2026

Summer Job – Application for 2026

Regional Park Washroom – Building Permit

Town Staff – Christmas Bonus

Wage Increment 2026 – Town Employees

Wage Rate – Part Time and Seasonal Employees

Unpaid Account – Utilities to Tax Roll

Announcements:

Next Meeting – Wednesday, January 07th, 2026 at 7:00 p.m.

Adjournment:

**Minutes of the Regular Meeting of the Council
of the Town of Ogema held Wednesday
The 10th day of December 2025
07:00 pm at Ogema Library, Ogema SK**

PRESENT: Mayor Carol Peterson presided with Councillor William Fisher, Kevin Leonard, Gordon Stewart, Nick Struthers, Kerrie Boyd and CAO Joy Christian

ABSENT: Cara Olafson

CALL TO ORDER: A quorum being present Mayor Carol Peterson the meeting to order at 07:05 p.m.

AGENDA: Sign Installation – Etta Heron lots
Sea Can Installation – Ogema Agencies
Zoning Bylaw

159/25 Boyd/Fisher:
That the agenda be approved as amended.

Carried.

DELEGATION:

MINUTES:

160/25 Boyd/Leonard:
That the minutes of the regular meeting of Council held on Wednesday, November 12th, 2025 be approved as presented.

Carried.

QUESTIONS ARISING FROM MINUTES:

None.

FINANCIAL:

161/25 Boyd/Stewart:
That the Radius Credit Union bank reconciliation's and Statements of Financial Activities for the period ending **November** 2025, be accepted as presented.

Carried.

CORRESPONDENCE:

Information:

- Monthly Reports – November 2025
 - Water Treatment Plant
 - Water Bulk Sale Report
 - Landfill Report
- RCMP – Monthly Report
- Loraas Disposal – Community Recycle Service

Discussion:

- Cenotaph Website – Maintenance Contribution
- Environmental Indemnity Agreement – Solo Italia
 - Town Council is waiting for the revised agreement from the lawyers. Table to next meeting.
- GenRec – Annual Maintenance Contract
- Ogema Library – Appointment of New Board Members
- Ogema Library – Improvement Project
 - The Town Council requires separate quotes for each individual project to determine the next steps.

Mayor Peterson declared conflict of interest and left the meeting at 07:21 p.m.

162/25 Cenotaph Website – Maintenance Contribution

Struthers/Leonard:

That the Town of Ogema agree to contribute 50% of the actual cost annually for the maintenance of the Deep South Pioneer Museum's Cenotaph website.

Carried.

Mayor Peterson returned to the meeting at 07:25 p.m.

163/25 GenRec – Annual Maintenance Contract

Fisher/Leonard:

The Town of Ogema discuss and agree to sign annual Genrec maintenance contract with Shordee Generators for Water Treatment Plant and Ogema Heritage Hall.

Carried.

164/25 Ogema Library – Appointment of New Board Members

Fisher/Leonard:

The Town of Ogema agree to appoint Karen Roney and Kim Straza as a new board member to the Ogema Library Board.

Carried.



165/25 Correspondence

Stewart/Boyd:

That the Town of Ogema acknowledge that the correspondence addressed within the meeting be filed.

Carried.

BYLAWS:

COMMITTEE REPORTS:

Chief Administrative Officer

- Sask Power asked to confirm removal of service from the old fire hall as it would be costly if needed in the future – approval has been sent.
- Tax / Utility reminder notices sent
- Water Security Agency did WTP inspection on 25-NOV-25 – Compliant
- Received approval for SMB for bulk water sale increase
- Dog Complaint – Letter sent to Kathleen Vahey on 25-NOV-25
- Appliance removed from 207 Main Street – Invoice sent
- OH&S Inspector did sudden inspection visit on 05-DEC-2025. Asked to create new policies on Traffic Control Plan, Fire Safety Plan, Workplace Safety etc.
- John will conduct residential water meter reading from next Monday and will pink reading card as well
- Landfill hours posted
- Sign Corridor Fee 2026 – \$50.00/annually
- Dec 24 – Day off

Mayor Peterson

- Attended a Zoom call for SK Recycle Phase 2 on 13-Nov-2025, a webinar on 02-Dec-2025 on Brownfield sites. Met with OH&S inspector on December 5/2025. Attended an online information session regarding Co-Op housing program.

Councillor Fisher

- Had a meeting with ORCA oversight committee. The fire truck currently requires repairs and will need to be taken to the maintenance shop in Regina.

Councillor Leonard

- No Report

Councillor Stewart

- No Trespassing signs are required to be posted on Etta Heron lots.

Councillor Boyd

- No Report

Councillor Olafson

- No Report

Councillor Struthers

- Ogema Regional Park is currently working on bathroom construction project. Those invoices should be paid out through the town for GST reimbursement. The town council agree to it.

ACCOUNTS FOR PAYMENT:

166/25 Fisher/Leonard:

That the accounts for approval, Cheques Accounts for Approval Cheques No. 3545 to 3553 and online payments, totaling \$71,236.36 be approved for payment.

Carried.

OLD BUSINESS:

Building Inspector Appointment
United Church Purchase Offer – Reconsideration
○ Under consideration. This will be discussed once the zoning bylaw is implemented.
RM of Excel #71 – Area Coverage for Firefighting Services

NEW BUSINESS:

Audit 2026 – Appointment
Western Municipal Consulting Ltd – Appointment of Board of Revision
Western Municipal Consulting Ltd – Secretary to the Board of Revision
Ministry of Government Relations – Revenue Sharing 2026
Summer Job – Application for 2026
Regional Park Washroom – Building Permit
Town Staff – Christmas Bonus
Wage Increment 2026 – Town Employees
Wage Rate – Part Time and Seasonal Employees
Unpaid Account – Utilities to Tax Roll
Sign Installation – Etta Heron lots

Sea Can Installation – Ogema Agencies
Zoning Bylaw

- 167/25 Building Inspector Appointment**
Boyd/Leonard:
The Town of Ogema discuss and agree *NOT* to appoint a building inspector for the Town of Ogema.
Carried.
- 168/25 RM of Excel #71 – Area Coverage for Firefighting Service**
Struthers/Fisher:
The Town Council discuss and agree not to participate in the proposed area coverage for firefighting service requested by RM of Excel No.71.
Carried.
- 169/25 Audit 2026 – Appointment**
Fisher/Leonard:
The Town of Ogema agree to appoint Dudley and Company to perform audit service for the Town for the year of 2026.
Carried.
- 170/25 Western Municipal Consulting Ltd – Appointment of Board of Revision**
Fisher/Struthers:
That pursuant to Subsection 220(1) of The Municipalities Act, the TOWN OF OGEMA 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 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.
Carried.
- 171/25 Western Municipal Consulting Ltd – Secretary to the Board of Revision**
Fisher/ Struthers:
That pursuant to Subsection 221(1) of The Municipalities Act, the TOWN OF OGEMA appoints Nicolle Hoskins with Western Municipal 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.
- 172/25 Ministry of Government Relations – Revenue Sharing**
Struthers/Leonard:
That the Town of Ogema confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:
- Submission of the 2025 audited financial statement to the Ministry of Government Relations;
- Submission of the 2025 public reporting on Municipal Waterworks to the Ministry of Government Relations;
- In good standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedure Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and
That the Town of Ogema authorize the Town CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
Carried.
- 173/25 Summer Job – Application for 2026**
Boyd/Fisher:
That the Town of Ogema agree to send application in for Summer Student Grant 2026. Summer Student will be hired at the wage of \$16.00/hr for maximum of 16 weeks of employment.
Carried.
- 174/25 Regional Park Washroom – Building Permit**
Stewart/Fisher:
That the Town of Ogema approve building permit to construct washroom within the Ogema Regional Park Campground.
Carried.
- Town CAO, Joy Christian, declared conflict of interest and left meeting at 09:27 p.m.**
- 175/24 Christmas Bonus – Town Staff**
Struthers/Boyd:
That the Town of Ogema agree to pay the CAO and the Town Foreman \$150.00 each, and \$50.00 to the Rec Director as a Christmas Bonus.

Carried.

176/24 Wage Increment 2026 – Town Staff

Boyd/Struthers:

The Town of Ogema agree that a Town Foreman will receive an increase of 3% (\$1.00) in hourly wage and Town CAO will receive 5% (\$1.85) in hourly wage to reflect cost of living effective January 1, 2026.

Carried.

Town CAO, Joy Christian, returned to the meeting at 09:35 p.m.

177/25 Wage Rate – Part Time and Seasonal Employees

Leonard/Fisher:

That the Town of Ogema discuss and agree to set a wage rate at \$16.00 per hour for all part time/seasonal/contracted employees.

Carried.

178/25 Unpaid Account – Utilities to Tax Roll

Fisher/Leonard:

That the Town of Ogema agree to send letter to the attached utility account holders. The property owner must either make a full payment or arrange a formal payment plan at the Town Office within the next thirty (30) days. If no response is received, the outstanding amount will be added to property tax roll by the end of January 2026.

A/C #	Name	Address	Amount
0020 0020	Barbara Dumont (Sarah Greaves Prop)	306 Baldwin Street	\$249.83
0020 0010	Sarah Greaves	306 Baldwin Street	\$376.51
0295 0010	Candido Federico	206 Frederick Street	\$2,742.04
0419 0010	Gwen Roberts	606 Wheaton Avenue	\$2,592.68
0189 0010	Roy Stirling	209 Frederick Street	\$7,506.95
0550 0010	Roy Stirling	509 Railway Avenue	\$6,767.64

Carried.

179/25 Sign Installation – Etta Heron lots

Stewart/Leonard:

That the Town of Ogema discuss and agree to install three “No Trespassing” signs at the Etta Heron lots.

Carried.

Councillor Struthers declared conflict of interest and left the meeting at 09:44 p.m.

180/25 Sea Can Installation – Ogema Agencies

Stewart/Fisher:

That the Town of Ogema discuss and approve sea can installation request at the Ogema Agencies.

Carried.

Councillor Struthers returned to the meeting at 09:47 p.m.

181/25 Zoning Bylaw

Struthers/Boyd:

That the Town Council discuss and agree to initiate the process of enacting a zoning bylaw.

Carried.

ANNOUNCEMENTS: - Next regular meeting of Town Council – Wednesday, January 07th, 2026 at 7:00 p.m.

ADJOURN:

182/25 Councillor Fisher: That this meeting adjourns 09:49 p.m.



Mayor



Chief Administrative Officer