

**THE REGULAR MEETING OF THE COUNCIL  
FOR THE TOWN OF HAFFORD WAS HELD IN THE  
CHAMBERS OF THE TOWN OF HAFFORD  
TUESDAY, DECEMBER 9<sup>TH</sup>, 2025**

Mayor Moses called the meeting to order at 5:20 P.M.

PRESENT:

Mayor:	Victoria Moses
Councilors:	David Wintonyk Mary Linnell Sylvester Kohut John Kuzyk
Administrator:	Devan Shorrock

- 377/2025     AGENDA  
KUZYK & LINNELL that the agenda for this December 9<sup>th</sup>, 2025, meeting be approved as presented.  
CARRIED
- 378/2025     MINUTES  
WINTONYK & LINNELL that the Minutes of the November 10<sup>th</sup>, 2025, regular meeting of Council be approved as presented.  
CARRIED
- 379/2025     CORRESPONDENCE  
LINNELL & KUZYK that Council acknowledges the correspondence as presented and it be dealt with accordingly and filed in the municipal records.  
CARRIED
- 380/2025     RV REGULATIONS  
WINTONYK & LINNELL that Council Table RV Regulations until the next regular meeting.  
CARRIED
- 381/2025     SIDEWALKS AND ROADS  
WINTONYK & KOHUT that Council Table Sidewalks and Roads until the next regular meeting.  
CARRIED
- 382/2025     DRAINAGE PLAN  
KOHUT & KUZYK that Council Table the Drainage plan until the next regular meeting.  
CARRIED

- 383/2025      MUTUAL AID FIRE PROTECTION AGREEMENT WITH THE TOWN OF RADISSON  
WINTONYK & KUZYK that Council Table the Mutual Aid Fire Protection Agreement with the Town of Radisson until the next regular meeting.  
CARRIED
- 384/2025      RESCIND MOTION  
LINNELL & WINTONYK that Council Rescind Motion No. 317/2025 from the October 14<sup>th</sup>, 2025, Meeting for the Communiplex Fire Alarm Quote.  
CARRIED
- 385/2025      COMMUNIPLEX FIRE ALARM  
KUZYK & LINNELL that Council agrees to pay half of the replacement costs for the fire alarm system at the Communiplex. KR Electric quoted \$12,489.00 plus taxes. As the Communiplex is the responsibility of the Town and the R.M. of Redberry for a 50/50 split as per our Bylaws.  
CARRIED
- 386/2025      REC BOARD  
KOHUT & KUZYK that Council acknowledge the Hafford & District Recreation Boards November 2025 Bank Statements and Spreadsheets as presented.  
CARRIED
- 387/2025      GO PACK LAGOON TABLETS RENEWAL  
LINNELL & WINTONYK that Council approves the Quote from Go Pack for the 2026 Lagoon Treatment for a total of \$5,394.60 including taxes.  
CARRIED
- 388/2025      LETTER OF ENGAGEMENT  
LINNELL & WINTONYK that Council agrees to sign the letter of engagement with Elizabeth Torrens, CPA for the 2026 fiscal year audit.  
CARRIED
- 389/2025      2026 AUDIT  
KUZYK & KOHUT that Council appoint Elizabeth M. Torrens, CPA Professional Corp. to complete the 2026 Audit for the Town of Hafford.  
CARRIED
- 390/2025      UMAAS MEMBERSHIP RENEWAL 2026  
WINTONYK & LINNELL that Council agree to pay the UMAAS yearly membership renewal of \$350.00 for the 2026 year.  
CARRIED

391/2025

MUNICIPAL REVENURE SHARING DECLARATION

KUZYK & WINTONYK that the Council of the Town of Hafford confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations
- Submission of the 2024 Public reporting on Municipal Waterworks to the Ministry of Government Relations
- Is 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
- All members of Council have filed and annually updated their Public Disclosure Statements as required and

That we authorize the Administrator to sign the declaration of eligibility and submit it to the Ministry of Government Relations.

CARRIED

392/2025

YEAR END ACCOUNTS

KOHUT & KUZYK that the Mayor and Administrator be approved to pay all year end accounts with a report of which shall be provided at the January meeting of Council.

CARRIED

393/2025

DEVELOPMENT APPEALS BOARD APPOINTMENT FOR 2026

LINNELL & KUZYK that pursuant to Subsection 214(1) of the Planning and Development Act, 2007, the Town of Hafford 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 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

394/2025

DEVELOPMENT APPEALS BOARD APPOINTMENT FOR 2026

WINTONYK & KOHUT that pursuant to Subsection 216(3)(a) of the Planning and Development Act, 2007, the Town of Hafford 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

395/2025

MUNICIPAL APPEALS BOARD APPOINTMENT FOR 2026

LINNELL & KUZYK that pursuant to Subsection 365(1)(a) of The Municipalities Act, the TOWN OF HAFFORD appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal 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 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.

CARRIED

396/2025

MUNICIPAL APPEALS BOARD APPOINTMENT FOR 2026

KOHUT & WINTONYK that the TOWN OF HAFFORD appoints Secretary to the Nicolle Hoskins with Western Municipal Consulting Ltd. as Municipal Board of Appeal 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

397/2025

BOARD OF REVISION APPOINTMENT FOR 2026

KUZYK & WINTONYK that Council hereby appoints Nor-Sask. Board of Revision Services and their employees Kirby Fesser, Glen Neuert, Sabrina Saccucci and Laurie Pilkey as Panel Members, and Mike Ligtermoet as Secretary for the 2026 Board of Revision for the Town of Hafford with an annual retainer fee of \$250.00.

CARRIED

- 398/2025      DEVELOPMENT APPLICATION FOR LOTS 14 & 15, BLOCK 18, PLAN 81B11916 EXT. 0  
 KOHUT & WINTONYK That a minor variance allowing an accessory building to be built on Lots 14 & 15, Block 18, Plan 81B11916 Ext. 0 be approved with a minimum setback of 3.24 meters from the east lot line, as shown on the site plan accompanying the development permit application. The Development Permit will only be issued once the submitted drawings have been reviewed by the Town Council and approved by the Building Inspector.  
 CARRIED
- 399/2025      OFFER TO PURCHASE LOT 8, BLOCK 19, PLAN 81B11916 EXT. 0  
 KUZYK & WINTONYK that Council accepts the offer to purchase Lot 8, Block 19, Plan 81B11916 Ext. 0 in the amount of \$4,500.00 with a possession date of April 1<sup>st</sup>, 2026.  
 CARRIED
- 400/2025      1981 INTERNATIONAL FIRE TRUCK  
 LINNELL & WINTONYK that Council Table the 1981 International Fire Truck until the next meeting of Council.  
 CARRIED
- 401/2025      16-43 WASTE MANAGEMENT - SASK RECYCLES AGREEMENT  
 LINNELL & KUZYK that Council gives 16-43 Waste Management permission to sign into agreement with Sask Recycles for the Community-Led program.  
 CARRIED
- 402/2025      SAMA FEES 2026  
 WINTONYK & KOHUT that property reassessment fees be increased from \$25.00 to \$50.00 per property in accordance with the SAMA Service Fees Increase, with the Assessment Fee Policy updated to reflect this change effective January 1<sup>st</sup>, 2026. The SAMA Fees Policy is attached to and forming part of these minutes.  
 CARRIED
- 403/2025      SANITARY SEWER SERVICE INSPECTION AND REPAIR POLICY  
 KOHUT & KUZYK that Council approve of the Sanitary Sewer Service Inspection and Repair Policy No. 002/2025 to ensure a procedure is followed. The Sanitary Sewer Service Inspection and Repair Policy is attached to and forming part of these minutes.  
 CARRIED

404/2025      COMMITTEE REPORTS  
LINNELL & KUZYK that Council acknowledges the following Committee Reports:  
Fire Board – No Report  
16 to 43 Waste Management Board – Victoria Moses  
Transit – No Report  
Centennial Committee – No Report  
Redberry Lake Biosphere Reserve – Victoria Moses  
Hospital Advisory Board – Mary Linnell  
Rec Board – Victoria Moses  
Library Board – Mary Linnell

CARRIED

405/2025      BYLAW 2022-05: ANIMAL CONTROL BYLAW  
LINNELL & KUZYK that Council Table Bylaw 2022-05: Animal Control Bylaw until the next regular meeting.

CARRIED

406/2025      NOVEMBER 2025 STATEMENT OF FINANCIAL ACTIVITIES  
KOHUT & KUZYK that Council acknowledge the November 2025 Statement of Financial Activities as presented.

CARRIED

407/2025      NOVEMBER 2025 BANK STATEMENT  
LINNELL & KUZYK that Council acknowledges the presentation of the November 2025 Bank Statement as presented.

CARRIED

408/2025      NOVEMBER 2025 BANK RECONCILIATION  
LINNELL & KUZYK that Council accepts the November 2025 Bank Reconciliation as presented.

CARRIED

409/2025      PAYMENT OF ACCOUNTS  
LINNELL & WINTONYK that Council approves the payment of accounts, being cheque #8674 to #8696 and the listed online payments including AFT payroll, totaling \$107,872.86 all paid from Innovation Credit Union Chequing Account and as attached to and forming a part of these minutes.

CARRIED

Russell Krysak joined the meeting at 6:43 P.M.

410/2025      TOWN WATER REPORT  
LINNELL & KUZYK that Council acknowledges receipt of the November 2025 Water Treatment Plant Report as presented by the Chief Technician of Water & Waste Water.

CARRIED

411/2025

TOWN MAINTENANCE REPORT

WINTONYK & KOHUT that Council acknowledges the November 2025 Town Maintenance Report presented verbally by Public Works Foreman, Russell Krysak.

CARRIED


Russell Krysak left the meeting at 6:52 P.M.

412/2025

ADJOURN

KOHUT that we adjourn at 6:53 P.M.

CARRIED

  
\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
Mayor

## Town of Hafford December 2025 Payments

<b>CHEQUES</b>		<b>Date</b>	<b>Vendor</b>	<b>Amount</b>
Ch	8674	2025-11-28	16 to 43 Waste Management Corp	\$ 8,254.96
Ch	8675	2025-11-28	Cleartech Industries Inc.	\$ 609.60
Ch	8676	2025-11-28	Flocor Inc.	\$ 17.76
Ch	8677	2025-11-28	High Class Welding	\$ 65.25
Ch	8678	2025-11-28	Krysak, Russell	\$ 30.00
Ch	8679	2025-11-28	Ligtermoet, Mike	\$ 356.25
Ch	8680	2025-11-28	Munisoft	\$ 412.19
Ch	8681	2025-11-28	THE ROYAL CANADIAN LEGION	\$ 50.00
Ch	8682	2025-11-28	Saskatchewan Research Council	\$ 278.25
Ch	8683	2025-11-28	TAXervice	\$ 559.05
Ch	8684	2025-11-28	Town of Hafford Devan Shorroch	\$ 200.00
Ch	8685	2025-12-05	16 to 43 Waste Management Corp	\$ 8,254.96
Ch	8686	2025-12-05	Aon Reed Stenhouse Inc.	\$ 49,173.00
Ch	8687	2025-12-05	Classic Displays	\$ 2,764.65
Ch	8688	2025-12-05	Federation Of Canadian	\$ 248.81
Ch	8689	2025-12-05	Kuzyk & Sons Lumber Yard	\$ 1,044.33
Ch	8690	2025-12-05	Moses, Victoria	\$ 51.04
Ch	8691	2025-12-05	Munisoft	\$ 5,726.22
Ch	8692	2025-12-05	Robyn Paulow	\$ 500.00
Ch	8693	2025-12-05	Shorroch, Devan	\$ 24.94
Ch	8694	2025-12-05	S.U.M.A.	\$ 961.30
Ch	8695	2025-12-05	Wagner Inspection Services	\$ 435.75
Ch	8696	2025-12-05	Whiteman, Jim	\$ 60.00
<b>TOTAL CHEQUES</b>				<b>\$ 80,078.31</b>

<b>ONLINE</b>		<b>Date</b>	<b>Vendor</b>	<b>Amount</b>
AFT			Brunsch, Hilary	\$ 700.00
AFT			Krysak, Russell	\$ 1,200.00
AFT			Shorroch, Devan	\$ 1,600.00
AFT			Sonmor, Lloyd	\$ 1,500.00
OB	2025-212	2025-11-28	S.U.M.A.	\$ 1,098.03
OB	2025-213	2025-11-28	Sask Tel Cmr	\$ 141.10
OB	2025-214	2025-11-28	Sask Energy	\$ 93.44
OB	2025-215	2025-11-28	Sask Energy	\$ 71.04
OB	2025-216	2025-11-28	Sask Energy	\$ 195.44
OB	2025-217	2025-11-28	Sask Energy	\$ 128.52
OB	2025-218	2025-11-28	Sask Power	\$ 108.67
OB	2025-219	2025-11-28	Sask Power	\$ 232.93
OB	2025-220	2025-11-28	Sask Power	\$ 244.88
OB	2025-221	2025-11-28	Sask Power	\$ 52.42

OB 2025-222	2025-11-28	Sask Power	\$ 48.41
OB 2025-223	2025-11-28	Sask Power	\$ 476.35
OB 2025-224	2025-11-28	Sask Power	\$ 95.71
OB 2025-225	2025-11-28	Sask Power	\$ 1,150.65
OB 2025-226	2025-11-28	Sask Power	\$ 50.41
OB 2025-227	2025-11-28	Collabria	\$ 1,068.88
OB 2025-228	2025-11-28	Collabria	\$ 329.40
AFT	2025-11-28	Brunsch, Hilary	\$ 1,069.75
AFT	2025-11-28	Krysak, Russell	\$ 2,122.75
AFT	2025-11-28	Shorrocks, Devan	\$ 2,547.60
AFT	2025-11-28	Sonmor, Lloyd	\$ 1,367.17
OB 2025-229	2025-12-05	Minister of Finance-EPT	\$ 2,436.56
OB 2025-230	2025-12-05	Municipal Employees'	\$ 2,886.78
OB 2025-231	2025-12-05	Sask Tel Cmr	\$ 89.03
OB 2025-232	2025-12-05	Canada Revenue Agency	\$ 4,688.63
		<b>TOTAL ELECTRONIC PAYMENTS</b>	<b>\$ 27,794.55</b>
		<b>TOTAL PAYMENTS</b>	<b>\$ 107,872.86</b>

# TOWN OF HAFFORD

<b>POLICY: Assessment Fee</b>		<b>COUNCIL RESOLUTION:</b> Resolution: 062/2020 Effective: February 11 <sup>th</sup> , 2020
<b>DEPARTMENT:</b> P & D	<b>POLICY NUMBER: #</b> 062/2020	<b>Amended Date:</b> September 9 <sup>th</sup> , 2025 January 1 <sup>st</sup> , 2026

## Assessment Fee Policy

### PROCEDURE:

The Town of Hafford's Assessment Policy is that a \$50.00 reassessment fee per property also be charged at the time of development application fees being paid.

# TOWN OF HAFFORD

<b>POLICY: Sanitary Sewer Service Inspection &amp; Repair</b>		<b>COUNCIL RESOLUTION:</b> Resolution: 403/2025 Effective: December 9 <sup>th</sup> , 2025
<b>DEPARTMENT:</b> General Government	<b>POLICY NUMBER: #</b> 002-2025	<b>Amended Date:</b>

## Sanitary Sewer Service Inspection and Repair Policy

### **PURPOSE:**

The purpose of this policy is to establish clear procedures for property owners and the Town of Hafford when addressing suspected blockages in sanitary sewer service lines that may be caused by structural defects in the main line. This policy ensures fairness, accountability, and transparency in the inspection and repair process.

### **SCOPE:**

This policy applies to all property owners within the Town of Hafford who experience sewer blockages and believe the cause may be a structural defect in the municipal main sewer line.

### **PROCEDURE:**

If a property owner suspects a blockage is due to a **structural defect** in the main line:

#### **1. Initial Inspection**

- The property owner must contact a licensed plumber to unblock the line and conduct a camera inspection at homeowners cost.

#### **2. Town Inspection Request**

- After the camera inspection, the property owner **may** request a municipal inspection by contacting the Town of Hafford.
- The property owner must complete and sign the *Request for Sanitary Sewer Service Inspection* form (Schedule "B").

#### **3. Cost Responsibility Agreement**

- By signing Schedule "B," the property owner agrees to be responsible for costs listed in the estimate, including sewer cleaning costs required for video inspection, if no structural defect is found in the main line.

#### 4. **Town Responsibility in Case of Structural Defect**

If the inspection confirms a structural defect in the main line, the Town of Hafford will:

- Schedule and complete repairs using an approved contractor.
- Bear the costs of video inspection and cleaning.
- Reimburse the property owner for the most recent costs incurred in unplugging the sewer main line, upon submission of a paid invoice.

#### 5. **Responsibilities**

- **Property Owners:** Responsible for arranging initial plumbing services, completing Schedule "B," and covering costs if no structural defect is found.
- **Town of Hafford:** Responsible for conducting inspections, scheduling repairs, and reimbursing eligible costs when a structural defect is confirmed.