

MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF LOON LAKE COUNCIL HELD AT
100 – 1ST STREET SOUTH, LOON LAKE, SK
ON THURSDAY JANUARY 8, 2026, AT 4:00 P.M.

Present:

Mayor Brian Hirschfeld

Councillors:

Jon Kemp

Joni Taylor

Mindy Lorenz

Matthew Heon

Administrator Erin Simpson

Mayor Brian Hirschfeld called the meeting to order at 3:56 p.m.

No conflict of interest was noted.

Foreman Calvin Starnes was present at the meeting when it was called to order.

1/26

Agenda

HEON

That agenda for January 8, 2026, be used as a guideline for this meeting.

Carried

2/26

Generator Switch

KEMP

That due to the unavailability of the switch for the generator at the water treatment plant the Village Foreman proceed with purchasing the complete magnetic pickup, governor and actuator to be installed in the water treatment plant generator.

Carried

Foreman Calvin Starnes left the meeting at 4:05 p.m.

3/26

Minutes

LORENZ

That the minutes of December 4, 2025, regular council meeting for the Village of Loon Lake be approved as presented.

Carried

JK JS

4/26 **Correspondence**

KEMP

That the following correspondence having been read can now be filed.

- A message from FCM & SUMA
 - Accu-Flo – Price Adjustments
 - Community Policing Report Oct-Dec 2025
- Carried

5/26 **List of Accounts for Approval**

HIRSCHFELD

That the list of payments Cheque # 6076 to Cheque # 6101 and other payments totaling \$39,038.39 for the month of December 2025 be approved for payment. The Lists of Accounts for Approval be attached and form part of these minutes.

FURTHER cheque number 6077 – 6081 were VOID in the accounts payable system and used for the Council Indemnity cheques.

Carried

6/26 **List of Accounts for Approval**

KEMP

That the list of payments Cheque # 6102 to Cheque # 6108 totaling \$4,268.63 and incurred to date in 2026 be approved for payment. The Lists of Accounts for Approval be attached and form part of these minutes.

Carried

7/26 **Payroll**

KEMP

That the following amounts for payroll be approved as presented.

- Payroll November 23, 2025, to December 6, 2025, = \$3,439.50
- Payroll December 7, 2025, to December 20, 2025, = \$4,187.48

Carried

8/26 **Bank Reconciliation**

TAYLOR

That the Bank Reconciliation for the month of December 2025, be approved as presented.

Carried

9/26 **Council Indemnities**

LORENZ

That the July - December Council Indemnity cheque # 6077 to cheque # 6081 totaling \$1,573.70 be approved for payment.

Carried

10/26 **Statement of Financial Activity**

HIRSCHFELD

That the Statement of Financial Activity for the month of December 2025 be approved as presented.

Carried

11/26 **2025 Surplus Allocation**

HIRSCHFELD

That administration completes the budgeted transfers to reserves and any additional surplus from 2025 be allocated to the utilities reserve account.

Carried

12/26 **Monthly Water Reports**

HEON

That the Village of Loon Lake Council accepts the Water Treatment Plant Monthly Report for the month of December 2025.

Carried

Reports

Councillor Joni Taylor reported that the renovations to the lobby portion of the skating rink is complete and looks good.

Mayor Brian Hirschfeld reported on the Fire board meeting. Everything is going well, the board and department is working to recruit new members.

Councilor Mindy Lorenz reported on the library. Everything is going very well.

Councillor Matt Heon provided an update on Evergreen Terrace operations. Everything is going well.

13/26 **2026 Council Meeting Dates**

HIRSCHFELD

That the following list of dates will be the scheduled monthly Council meetings dates for 2026:

- Thursday January 8, 2026 @ 4:00 p.m.
- Thursday February 5, 2026 @ 4:00 p.m.
- Thursday March 5, 2026 @ 4:00 p.m.
- Thursday April 2, 2026 @ 4:00 p.m.
- Thursday May 7, 2026 @ 4:00 p.m.
- Thursday June 4, 2026 @ 4:00 p.m.
- Tuesday July 7, 2026 @ 9:00 a.m.
- Thursday August 6, 2026 @ 9:00 a.m.

- Thursday September 3, 2026 @ 4:00 p.m.
- Thursday October 8, 2026 @ 4:00 p.m.
- Thursday November 5, 2026 @ 4:00 p.m.
- Thursday December 3, 2025 @ 4:00 p.m.

All meetings are to be held at the Village office located at 100-1st street south, Loon Lake, Sk. If the location or above dates need to be changed, public notice will be given in accordance with Section 9 of the Village of Loon Lake Council Produces Bylaw 10-2021.

Carried

14/25

Annual Appointments 2026

KEMP

That the annual appointments of the Village of Loon Lake for 2026 are as follows:

Organization / Board	Representative 2025	Alternate 2025
Deputy Mayor	Jon Kemp	
Northwest Regional Waste	Brian Hirschfeld	
Doctors House	Brian Hirschfeld	Matt Heon
Fire Board	Jon Kemp	Brian Hirschfeld
Museum Board	Mindy Lorenz	Brian Hirschfeld
Development Appeals Board	Western Municipal Consulting *separate motion	
Asset Management Board	Brian Hirschfeld	
Board of Revision (Assessment Appeals)	Western Municipal Consulting *separate motion	
Rec Center	Joni Taylor	
Library Board Member at Large	Joni Taylor	
Library Board Village Representative	Mindy Lorenz	
Evergreen Terrace Board	Matt Heon	Mindy Lorenz
Loon Lake Health Foundation	Joni Taylor	
Legal Advisor	SUMA Lawyer	
Tax Enforcement Lawyer	Battle River Law	
EMO Coordinator	Wanda Lantz	
Municipal Auditor	Pinnacle Business Solutions	
BUILDING INSPECTORS		
Commercial Inspector	Jeff Sydoruk	
Residential Inspector	Jeff Svoboda	

Carried

15/26

Board of Revision (Assessment Appeals)

HIRSCHFELD

That pursuant to Subsection 220(1) of The Municipalities Act, the VILLAGE OF LOON LAKE 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

16/26

Board of Revision Secretary

TAYLOR

That pursuant to Subsection 221(1) of The Municipalities Act, the VILLAGE OF LOON LAKE 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

17/26

Development Appeals Board

HEON

That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the VILLAGE OF LOON LAKE 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

18/26

Development Appeals Board Secretary

LORENZ

That pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the VILLAGE OF LOON LAKE 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

19/26

Revenue Sharing Declaration

KEMP

The Council for the Village of Loon Lake 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.
- In Good Standing with respect to the reporting and remittance of Education Property Taxes.
- Adoption of a Council Procedure Bylaw; - Updated November 3, 2021
- 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

20/26

Fidelity Bond

LORENZ

That the Village of Loon Lake accept the fidelity bond for the Administrator as presented.

Carried

21/26

First Reading Bylaw 01-2026

TAYLOR

That Bylaw No. 01-2026, a Bylaw to Impose an Interest Penalty on Unpaid General Accounts Receivable, be read a first time.

Carried

22/26 **Second Reading Bylaw No. 01-2026**

HEON

That Bylaw No. 01-2026, a Bylaw to Impose an Interest Penalty on Unpaid General Accounts Receivable, be read a second time.

Carried

23/26 **Approval to read Bylaw No. 01-2026 be read a third**

KEMP

That Bylaw No. 01-2026, a bylaw to Impose an Interest Penalty on Unpaid General Accounts Receivable, be given three readings at this meeting.

Carried unanimously

24/26 **Third Reading Bylaw No. 01-2026**

LORENZ

That Bylaw No. 01-2026, a bylaw to Impose an Interest Penalty on Unpaid General Accounts Receivable, be read a third time and approved.

Carried

25/26 **Library Lights**

HIRSCHFELD

That the Village of Loon Lake proceeds with hiring JEB Electrical at the quoted price of \$3,160.00 plus tax to replace the existing tube lighting fixtures throughout the Village library building located at 412 Main Street with LED lights and fixtures.

Carried

26/26 **Health Care Respite Rooms**

HIRSCHFELD

That the Village Administrator draft a letter to Saskatchewan Health Authority and the Provincial Health Care Ministers the honorable Jeremy Cockrill and Lori Carr requesting support in the form of additional respite rooms for our region as there is currently only three that service our area.

Carried

27/26 **Library Grants**

HIRSHFELD

That the Village Administrator send a letter to Rose-Mary Fulk requesting assistance on the funding, construction and development of a new library building and location. The existing building is not in a prime location, and the building is not accessible for everyone due to the design.

Carried

28/26

Adjournment

HIRSCHFELD

That the meeting be adjourned at 5:18 p.m.

Carried



Mayor

Administrator