

MINUTES OF THE REGULAR MEETING FOR THE COUNCIL OF

THE TOWN OF FRANCIS

on January 14th, 2026 at 7:00pm

COUNCIL PRESENT:

Mayor: Cliff Knoll

Councillors: Kim Connery, Brooklynn Hayward (electronically),
Sharlene Fitzgerald-Johnson, Ron Roteliuk, Ron
Wiggins, Michelle Klein

Administrator: Melody Dixon-Lye

MINUTES	2026-001	Johnson-Fitzgerald Connery	That the minutes of the regular meeting held December 10 th , 2025 now be approved	CARRIED
Complaints	2026-002	Wiggins Roteliuk	That the Complaints be reviewed and filed: Snow removal at senior home Snow removal at Rink Alley being blocked off	CARRIED
FINANCIALS	2026-003	Roteliuk Connery	That the preliminary financial statements & Bank Reconciliation were reviewed and accepted for Dec. 2025.	CARRIED
Decision Items:	2026-004	Connery Klein	That WCB Coverage for all councillors be set at the minimum level.	CARRIED
	2026-005	Fitzgerald-Johnson Hayward	That the Administrator, Mayor and Deputy Mayor have authority to sign cheques & pay payroll, utility accounts, loraas, postage, education tax and source deductions prior to council approval.	CARRIED
	2026-006	Fitzgerald-Johnson Connery	That Gates Law of Weyburn be appointed as the Towns lawyers .	CARRIED
			<i>Councillor Ron Wiggins declared Conflict</i>	
	2026-007	Roteliuk Fitzgerald-Johnson	That council meetings be a maximum of three hours with the possibility of one 30 minute extension.	CARRIED

2026-008	Fitzgerald-Johnson Roteliuk	That council indemnity be set at \$120 for mayor & \$100 for councillors per meeting.	CARRIED
2026-009	Fitzgerald-Johnson Connery	That the casual labour & sewer work rate be set at \$25 an hour.	CARRIED
2026-010	Wiggins Roteliuk	That the mileage rate be set at 40 cents a kilometre for council & employees.	CARRIED
2026-011	Hayward Connery	That wages for staff be as follows: Administrator-\$35 an hour Water Supervisor be paid \$150 a visit (includes mileage). Water operator \$17 an hour – 3 hr. call out & \$25 for other call outs.	CARRIED
2026-012	Klein Connery	That Dudley & Company LLP be appointed as the Towns Auditors .	CARRIED
2026-013	Fitzgerald-Johnson Hayward	That the Administrator, Melody Dixon-Lye, be appointed as the Returning Officer & Bylaw Officer	CARRIED
2026-014	Roteliuk Connery	That the Bond for the Administrator be presented to Council.	CARRIED
2026-015	Klein Wiggins	That the following be appointed to the Francis Parks & Recreation Board : Natalie Helfrick, Tonya Chinski, Reg Helfrick, Craig Helfrick, Sheila Muhr, Lali Klein-Rutten, Dawn Gutzke	CARRIED
2026-016	Wiggins Hayward	That the Town annually pay the Volunteer Fire Fighters Membership fee, the UMAAS Membership for the Administrator & the SUMA Volunteer Firefighter Insurance.	CARRIED
2026-017	Hayward Wiggins	That the Town purchase new Fire Suits with the \$8,500 donation from Can Pacific Potash .	CARRIED

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| 2026-018 | Connery
Hayward | <p>That the Town expand Hudson Argall's duties to snow blowing until a townman is hired at \$22 an hour.</p> <p style="text-align: right;">CARRIED</p> |
| 2026-019 | Klein
Connery | <p>That pursuant to Subsection 220(1) of The Municipalities Act the TOWN OF FRANCIS 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 Coroluck, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.</p> <p>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> <p>That pursuant to Subsection 221(1) of The Municipalities Act the TOWN OF FRANCIS 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.</p> <p style="text-align: right;">CARRIED</p> |
| 2026-020 | Roteliuk
Hayward | <p>That the Town re-invest 3 GIC's that are maturing into a 18 month GIC. \$28,499.17 each.</p> <p style="text-align: right;">CARRIED</p> |
| 2026-021 | Roteliuk
Fitzgerald-
Johnson | <p>That the Town open the path behind 304 Main Street as long as our equipment allows.</p> <p style="text-align: right;">CARRIED</p> |

Approval of Accounts: 2026-022 Connery Wiggins That the accounts payable be paid as presented at \$23,666.47 for 2025 & \$22,347.33.

CARRIED

2026-023 Roteliuk Hayward That the Town hire Hudson Argall as the **Townman/Water Operator/Hall Caretaker**. \$46,000 a year Salary, 6 months probation, starting Feb.1, 2026.

CARRIED

Next Meeting

Wednesday February 11,2026

Adjournment

Knoll

Meeting adjourned 9:45 pm

MAYOR

ADMINISTRATOR