

THE RURAL MUNICIPALITY OF PINTO CREEK NO. 75
February 12, 2026

The Regular Meeting of the Council of the R.M. of Pinto Creek No. 75 held at the RM office on
Dominion Avenue in Kincaid, Saskatchewan on
Thursday, February 12, 2026, commencing at 8:00 AM.

PRESENT: Reeve: Glen MacKenzie
Councillors: Div. 1 Denis Brisebois (Arrived at 8:30 am)
Div. 2 Jean Bouffard
Div. 3 Brennan Smith
Div. 4 Arron Smith
Div. 5 Spencer Gross
Div. 6 Holly Ross (Left meeting at 2:05 pm)
Div. 7 Dale Schwab
Div. 8 Kayla Marshall (Left meeting at 12:15 pm)

Administrator: Roxanne Empey
Assistant Melissa Badgery (Arrived at 8:25 am)

Reeve Glen MacKenzie presiding.

**DECLARATION & OATH OF OFFICE SIGNED BY KAYLA MARSHALL,
COUNCILLOR DIVISION NO. 8 (SSA KINCAID)**

AGENDA:

30/26 H. Ross: That the agenda attached to and forming part of these minutes be hereby
adopted.

CARRIED.

MINUTES:

31/26 B. Smith: That the minutes of the January 15th, 2026, regular meeting of council of
the RM of Pinto Creek NO. 75 be approved as presented.

CARRIED.

LIST OF ACCOUNTS FOR APPROVAL:

32/26 D. Schwab: That the attached 'List of Accounts for Approval' dated February 11,
2026 including checks numbering 1897 to 1918, Automatic Withdrawals,
electronic fund transfers, and proposed payments totaling \$173,486.96 be
approved for payment and further;
That the late bill submitted by Brennan Smith for the Mac Truck
Instrument Cluster from Farmtronics in the amount of \$220.89 be
approved for payment.

CARRIED.

33/26 H. Ross: That check # 1891 to Big Sky Agencies in the amount of \$1,550.94 be cancelled as the amount was incorrect and the charges were put on the RM Credit Card.

CARRIED.

STATEMENT OF FINANCIAL ACTIVITIES:

34/26 J. Bouffard: That the attached 'Statement of Financial Activities' and the 'Account Balances & Municipal Tax Receivable' for the month ending January 31, 2026, be approved as presented.

CARRIED.

MELISSA BADGERY, ASSISTANT ARRIVED AT 8:25 AM

DENIS BRISEBOIS, COUNCILLOR FOR DIVISION #1 ARRIVED AT 8:30 AM

TAX ENFORCEMENT – PROCEED TO REQUEST TITLE:

35/26 K. Marshall: That pursuant to the *Tax Enforcement Act*, we hereby authorize Roxanne Empey, CAO to proceed to request title to the following parcels of land:
Blk/Par C Plan BO5312 (SSA Kincaid) Title # 150898180
Lots 19, 20 & 27 Blk 05 Pln G1428 (SSA Kincaid)
Title #'s 153999185, 153999208, 153999174

CARRIED.

COMPUTROL – PROFUEL LICENSE:

36/26 H. Ross: That we obtain the license from Computrol for the Profuel program for the RM's new computer. This program operates our Bulk Water Fill Station meter program.

CARRIED.

OLD COMPUTER:

37/26 H. Ross: That we accept offers for the sale of the RM's old computer and printer. (Facebook & Community Calendar)

CARRIED.

DESTRUCTION OF DOCUMENTS:

38/26 K. Marshall: That pursuant to Bylaw 1-2021 Records Retention & Disposal Schedule, we hereby authorize the destruction of the following documents:
Accounts Payable (Invoices/Check stubs) 2017 & prior
Accounts Receivable (Receipts/Billings) 2017 & prior
Bank Information (Statements/Reconciliations/etc) 2017 & prior
Tax Certificates 2017 and prior years
Budgets 2017 & prior
Miscellaneous Correspondence 2022 & prior years

CARRIED.

BUDGET 2026:

39/26 S. Gross: That we set the Budget Meeting for the SSA of Kincaid and Meyronne for Wednesday, March 4, 2026 starting at 4:00 pm, and further;
That the RM Budget be completed during our regular council meeting on Thursday, March 12, 2026.

CARRIED.

OFFICE CUPBOARDS:

40/26 J. Bouffard: That we obtain a quote from George Bergen, Bergen Renovations for cupboards in the office boardroom. Cupboards to be supplied by the Pioneer Coop in Swift Current.

CARRIED.

SAND - KINCAID:

41/26 S. Gross: That we approve the purchase of one 25yds³ load of sand for the Special Service Area of Kincaid. The sand came from the Cloutier Gravel Pit and hauled in by Rock Solid Trucking. (Approximate Cost \$530)

CARRIED.

KINCAID TRACTOR RADIATOR:

42/26 S. Gross: That William Waugh price out the cost to fix the radiator on the truck and either replace it or have it fixed.

CARRIED.

ATTENDING – WILLIAM WAUGH, KINCAID FOREMAN (9:10 - 9:40 AM)

Bill attended to give a report on public works in the Hamlet of Kincaid. He noted there are some culverts in Kincaid that may need replaced. (Corner of 4th & Dominion) He also noted the manhole on the north end of 1st street east is broke and needs replaced (\$1000 approx). The approach to the WTP should also be widened to allow semi's to back into the water treatment plant easier.

KINCAID – FREE LANDFILL DAY – SPRING CLEAN UP:

43/26 K. Marshall: That we schedule a free dump day for Kincaid residents for Saturday, April 25, 2026 from 9:00 am to 4:00 pm. This will hopefully encourage residents to clean up their yards.

CARRIED.

TENDER FUEL TANK (CAR WASH) - KINCAID:

44/26 K. Marshall: That we advertise the 1000 imp gal (5000 l) fuel tank obtained from the old car wash for sale by tender. Deadline for tenders will be our regular March council meeting.

CARRIED.

ATTENDING (VIA Teams Mtg) – JOSHUA BURKE, & PARTH MPE (9:30 – 9:50 AM)

Josh & Parth attended to discuss the upgrades to the Kincaid Water Treatment Plant. Josh provided an overview of where they are at. The Kincaid Water Treatment Plant is to have a new Deep well drilled and an RO water treatment system installed. The drillers should be able to start in approximately 6 weeks. There is some questions regarding the cribbing, and if it can be black steel (25 year life) or if it needs to be stainless steel. If they must use stainless steel, the price may increase by an additional \$150,000. Josh will be investigating this and will let us know.

After the well is drilled, MPE will collect samples from the well and then prepare a design for the new system. They will also test the well to see if there is any methane gas that would cause concern.

Josh noted that the standard amount of water rejected in an RO system is about 25%. They will see if this amount can be decreased and determine if we can use our existing lagoon without having to expand it.

After the well is drilled, Josh will attend one of our council meetings in person to have further discussions.

WTP -WELL DRILLING KINCAID:

45/26 S. Gross: That we move forward with scheduling Meyer Drilling Ltd. to drill a test hole and proposed well into the Judith Aquifer for the Kincaid Water System. (The quoted price is \$350,056.80 plus tax). Drilling should commence within six weeks.

CARRIED.

WTP –KINCAID - OPTION 1:

46/26 K. Marshall: That we agree to pursue Option 1 (Develop New Well with Direct Feed Reverse Osmosis (RO) Treatment System), for the new Kincaid Water Treatment System design as presented by MPE Engineering Ltd.

CARRIED.

ATTENDING – CODY MARSHALL, FOREMAN (10:04 AM)

Cody attended to discuss public works.

Cody presented a list of prices for the blades and grass (drought resistant) needed this year. He also supplied a list of culverts he will require.

He has a few items on his wish list for 2026 that he would like considered at budget time:

Finning Carbide Blades –	Demo Board & Teeth \$ 5,440.37
	New Board & Teeth \$11,701.39
Post hole Auger (Tractor)	\$1000 with bits/\$800 without (Dale Schwab-used)
Floor Jack	\$250 (Coop)
3” Socket	\$223 (Coop)
Battery Charger for Weed Whipper	\$329-\$430

Cody also discussed railway crossings and what is causing the bumps. It was suggested he just spend a little more time trying to smooth them off when grading by them. He will get a list of crossings that should be replaced for the next council meeting.

Cody would like to request Highways add some gravel to the intersections of our RM roads to make a smoother transition.

Cody also noted there is a 4' culvert that is coming apart in the middle on the Gross road (ESE 6-9-9 W3M)

There are a few intersections that have some washboard he will try and pull out before the weather gets cold again.

ASBESTOS TESTING:

47/26 D. Schwab: That we obtain another quote on testing for asbestos in the old lumber yard (Lot 9 & 10 Blk 2 Plan B3836) in Meyronne, and proceed with the testing from the cheapest company, and further;
That we obtain quotes to demolish and dispose of the house (Lot 11 & 12 Blk 10 Plan G744) at the Kincaid landfill for the next council meeting.

CARRIED.

SMALL PROJECT QUOTES -HAULING ROCK/DIRT:

48/26 S. Gross: That we award the contract for the following projects to Clint Lamotte, Chuck's Backhoe Service Inc. The RM will complete the finishing work with the RM grader.

Haul & Place Riprap around culverts S 4-9-7 W3M	\$ 675.00
Haul & Place Riprap in wash out N 20-7-8 W3M	\$1,825.00
Haul dirt from dugout bank for approach ESE 23-7-7 W3	\$1,400.00

CARRIED.

CULVERT STOCK TENDER:

49/26 B. Smith: That we invite quotes for the following list of plastic stock culvert:

- 3 – 300 mm X 6 m Culvert
- 2 – 300 mm Connectors
- 4 – 375 mm X 6 m Culvert
- 2 – 375 mm Connectors
- 8 – 450 mm X 6 m Culvert
- 2 – 450 mm Connectors
- 5 – 600 mm X 6 m Culvert
- 3 – 600 mm Connectors
- 5 – 750 mm X 6 m Culvert
- 3 – 750 mm Connectors

CARRIED.

CONCRETE/CEMENT – KINCAID LANDFILL:

50/26 S. Gross: That we authorize Adrien Boire, Boire Trucking to remove concrete/cement from the Kincaid Landfill at no charge. Any metal or debris must be separated and stockpiled, and the site must be left in a tidy condition. He must contact William Waugh, Kincaid Foreman to obtain access to the site when he is ready.

CARRIED.

COMPACT/COVER – KINCAID LANDFILL:

51/26 K. Marshall: That we accept Clint Lamotte's (Chuck's Backhoe Service Inc.) bid of \$1,100 per compact cover of the Kincaid Landfill for 2026. The compact/cover must be completed three times during 2026.

CARRIED.

FAIR WAGE HIRING POLICY - 2026:

52/26 S. Gross: That we approve the 'Fair Wage Hiring Policy' attached to and forming part of these minutes.

CARRIED.

ANNUAL AUDITED FINANCIAL STATEMENT – RM:

53/26 D. Brisebois: That we hereby accept the Rural Municipality of Pinto Creek No. 75 Audited Annual Financial Statements for 2025 as submitted by Dudley & Company LLP, and further;

That all necessary documents be signed by the Reeve and CAO.

CARRIED.

MEYRONNE – 2025 YE CASH SURPLUS:

54/26 S. Gross: That due to the 2025 cash surplus for the Hamlet of Meyronne, we hereby transfer four thousand four hundred and forty-three dollars (\$4,443.00) into the Meyronne Bank Account at year end.

CARRIED.

ICIP – KINCAID WTP:

55/26 H. Ross: That we hereby make amendment to the Ultimate Recipient Agreement for the Investing in Canada Infrastructure Program for the new Water Treatment Plant upgrades in Kincaid:

-The agreement shall be between His Majesty the King in Right of Saskatchewan as represented by the Ministry of Government Relations and the Rural Municipality of Pinto Creek No. 75.

-The project completion date changed to March 31, 2028.

-The Final Claim date changed to June 30, 2028.

(The maximum total eligible expenditures approved for this project is \$2,190,060. The total financial contribution through the ICIP program shall not exceed 73.33% up to a maximum of \$1,605,971)

And further;

That the required signage be installed at the WTP prior to the well being drilled.

CARRIED.

KINCAID - UTILITY INCREASE -5%:

56/26 K. Marshall: That the CAO prepare a new Water & Sewer Bylaw for the Hamlet of Kincaid for the next regular meeting of council showing a 5% increase to utility rates.

CARRIED.

COUNCILLOR KAYLA MARSHALL LEFT THE MEETING AT 12:15 PM

COUNCIL RECESSED FOR LUNCH

SIGNING AUTHORITY:

57/26 D. Brisebois: That signing authority for the RM of Pinto Creek No. 75 be adjusted to include the following signers:

Glen MacKenzie or Holly Ross

AND

Roxanne Empey or Melissa Badgery

And further;

That all necessary authorizations be duly completed and signed.

CARRIED.

BYLAW 1-26 TAX INCENTIVES & PENALTIES:

58/26 S. Gross: That Bylaw 1-26 being a bylaw to Establish Property Tax Incentives and Penalties be introduced and read a first time.

CARRIED.

59/26 D. Schwab: That Bylaw 1-26 be read a second time.

CARRIED.

60/26 H. Ross: That all three readings of Bylaw 1-26 be given at this meeting.

CARRIED UNANIMOUSLY.

61/26 B. Smith: That Bylaw 1-26 being a bylaw to Establish Property Tax Incentives and Penalties be read a third time and finally adopted.

CARRIED.

Bylaw 2-26 BUSINESS/RESIDENTIAL INCENTIVES:

62/26 H. Ross: That Bylaw 2-26 being a bylaw to Provide Incentives for New Businesses or Expansions of Existing Business or New Residences within the Rural Municipality of Pinto Creek No. 75 be introduced and read a first time.

CARRIED.

63/26 S. Gross: That Bylaw 2-26 be read a second time.

CARRIED.

64/26 S. Gross: That all three readings of Bylaw 2-26 be given at this meeting.

CARRIED UNANIMOUSLY.

65/26 B. Smith: That Bylaw 2-26 being a bylaw to Provide incentives for New Businesses or Expansion of Existing Business or New Residences within the Rural Municipality of Pinto Creek NO. 75 be read a third time and finally adopted.

CARRIED.

RMAA / UMAAS SPRING WORKSHOP – APRIL 2/26 SWIFT CURRENT:

66/26 D. Schwab: That Roxanne Empey and Melissa Badgery be authorized to attend the Enhanced Municipal Administration workshop in Swift Current on Thursday, April 2, 2026.

CARRIED.

SUCCESS OFFICE – COPIER LEASE:

67/26 S. Gross: That we complete the adjusted photocopier lease contract (name changed to the RM of Pinto Creek NO. 75 from Village of Kincaid) through Success Office. The copier is a Model C259IF, S/N 4JA00936.

CARRIED.

KINCAID CEMETERY MAINTENANCE - 2026:

68/26 J. Bouffard: That we advertise (Community Calendar/Posters) for bids on cutting the grass at the Kincaid Cemetery in 2026. Deadline for bids be set for the next regular meeting of council.

CARRIED.

COUNCILLOR HOLLY ROSS LEFT MEETING AT 2:05 PM

ADJOURN:

69/26 D. Schwab: That this meeting be now adjourned (2:30 pm).

CARRIED.

Submitted to and approved by Council this ____ day of _____, 2026.

Reeve

Administrator