

R.M. OF MARYFIELD NO. 91
Regular Meeting of Council
115 Main Street Maryfield, SK
September 11, 2025

Minutes

Page 1

Reeve: Marty Botterill
Councilors: Division 1 – Chad Lawless Division 2 – Keith Raisbeck
 Division 3 – Tyler Van Eaton Division 4 – Louis Hebert
 Division 5 – Bryce Olson Division 6 – Tyler Adamson 8:14 am

Acting Administrator: Lynne Hewitt
Assistant Administrator: Tammy Roe

CALL TO ORDER: With quorum being present, Reeve Marty Botterill called the meeting to order at 8:03 a.m.

CONFLICT OF INTEREST: None

AGENDA:

192-2025 OLSON: That the agenda be adopted as distributed. **CARRIED**

Delegates: 8:05 a.m. – Assistant Foreman – Dee Silvius

MINUTES:

193-2025 VAN EATON: That the minutes of August 14, 2025 regular meeting of Council be approved with changes as presented. **CARRIED**

CORRESPONDENCE:

194-2025 ADAMSON: That Council acknowledge receipt of the list of correspondence. **CARRIED**

FINANCIAL STATEMENT:

195-2025 RAISBECK: That Council approve the Financial Statement for August 2025 as presented. **CARRIED**

REPORTS:

196-2025 OLSON: That the following reports be received as presented:

Dee Silvius – Assistant Foreman Lynne Hewitt – Acting Administrator
Tammy Roe – Assistant Administrator Louis Hebert – Road Clearing

CARRIED

OLD BUSINESS:

MUNICIPAL SHOP:

197-2025 LAWLESS: That Council call an Informational Public Meeting on Thursday November 13th, 2025 at 1:00 pm at the R.M. Office regarding the new Municipal Shop. **CARRIED**

NEW BUSINESS:

EQUIPMENT UPGRADE:

198-2025 HEBERT: That Council approve up to \$2,000.00 for equipment upgrade for hosting online meetings at the R.M. office for Council and staff. **CARRIED**

05/2025 BYLAW:

199-2025 OLSON: That Bylaw 05/2025, being A Bylaw to Establish A Code of Ethics for Council Members of Rural Municipality of Maryfield No. 91 be introduced and read for the first time. **CARRIED**

CARRIED

**R.M. OF MARYFIELD NO. 91
Regular Meeting of Council
115 Main Street Maryfield, SK
September 11, 2025**

200-2025 BOTTERILL: That Bylaw 05/2025, being A Bylaw to Establish A Code of Ethics for Council Members of Rural Municipality of Maryfield No. 91, be read a second time.
CARRIED

201-2025 ADAMSON: That Bylaw 05/2025, being A Bylaw to Establish A Code of Ethics for Council Members of Rural Municipality of Maryfield No. 91, be given three readings at one meeting.
CARRIED UNANIMOUSLY

202-2025 RAISBECK: That Bylaw 05/2025, being A Bylaw to Establish A Code of Ethics for Council Members of Rural Municipality of Maryfield No. 91, be read a third time and be signed and sealed by the Reeve and Administrator.
CARRIED

06/2025 BYLAW:

203-2025 BOTTERILL: That Bylaw 06/2025, being A Bylaw to Repeal Previous Bylaws in the Rural Municipality of Maryfield No. 91 be introduced and read for the first time.
CARRIED

204-2025 OLSON: That Bylaw 06/2025, being A Bylaw to Repeal Previous Bylaws in the Rural Municipality of Maryfield No. 91, be read a second time.
CARRIED

205-2025 HEBERT: That Bylaw 06/2025, being A Bylaw to Repeal Previous Bylaws in the Rural Municipality of Maryfield No. 91, be given three readings at one meeting.
CARRIED UNANIMOUSLY

206-2025 VAN EATON: That Bylaw 06/2025, being A Bylaw to Repeal Previous Bylaws in the Rural Municipality of Maryfield No. 91, be read a third time and be signed and sealed by the Reeve and Administrator.
CARRIED

DRAFT FINANCIALS:

207-2025 ADAMSON: That Council approve the 2024 Draft Financials Statements as presented by Dudley & Company LLP.
CARRIED

SARM MIDTERM CONVENTION:

208-2025 ADAMSON: That Council authorizes Marty Botterill, Keith Raisbeck, Tyler Van Eaton and Assistant Administrator Tammy Roe to attend SARM Midterm Convention in Regina, SK from November 5-6, 2025 and that Marty Botterill and Keith Raisbeck be appointed as voting delegates of the Municipality.
CARRIED

OFFICE CLOSURES:

209-2025 BOTTERILL: That Council approve closure dates of December 25-26, 2025 and January 1-2, 2026 for office and maintenance staff.
CARRIED

ACCOUNTS PAYABLE:

210-2025 HEBERT: That the List of Accounts for Approval, as attached to and forming part of these minutes, covering Online Payments of \$807,514.67 plus, Cheques #11422 - 11439, in the amount of \$236,428.28 totaling \$1,043,942.95 to be approved for payment.
CARRIED

**R.M. OF MARYFIELD NO. 91
Regular Meeting of Council
115 Main Street Maryfield, SK
September 11, 2025**

Minutes

Page 3

RBC VISA:

211-2025 VAN EATON: That Council approve an RBC Visa Credit Card for the Assistant Foreman with a limit of \$5,000.00.

CARRIED

ADJOURNMENT:

212-2025 RAISBECK: That this meeting shall be adjourned at 11:53 am.

CARRIED

Reeve

Administrator