

**RURAL MUNICIPALITY OF FRONTIER NO. 19**

**Meeting Minutes**

**108 1st Ave W December 9, 2025 - 01:00 PM**

PRESENT: Craig Onerheim, Wendy Thomas, Daniel Norheim, David McLeod, Clay Thoring, and with Troy Heggstad presiding, CAO Jennifer Deobald.

ABSENT: Jordan Thoring, Jared Nelson, Lornie Casset

**1 Call To Order**

# 2025-234

Reeve Heggstad

That the RM of Frontier council approves that the regular council meeting be called to order by the Reeve, Troy Heggstad, at 1:00 p.m.

**CARRIED**

**2 Approval of Agenda**

# 2025-235

Councillor McLeod

That the RM of Frontier council approves of the agenda as amended.

**CARRIED**

**3 Adoption of Minutes**

# 2025-236

Councillor Thomas

That the RM of Frontier council approves of the minutes of the regular meeting of November 19, 2025, for the RM of Frontier #19, as presented. Also approve the Ambulance October and November Minutes

**CARRIED**

**4 Communications**

# 2025-237

Councillor Casat

That the RM of Frontier council approves of the correspondence as listed on the agenda, having been read, now be filed.

**CARRIED**

**5 Reports- Administration and Committees- Finances and Payment of Accounts**

**5.1 Reports**

# 2025-238

Councillor Onerheim

That the RM of Frontier accepts the Foreman Report read by Makenna Norheim.

**CARRIED**

**5.2 List of Accounts-Cheques, Payroll, Visa & Online payments**

# 2025-239

Councillor Norheim

That the RM of Frontier council approves the RM accounts be paid as presented on the agenda, from cheque #10687 to # 10690, inclusively, Visa #2025-0041 to #2025-0137, online payments #2025-0135 to # 2025-0137, E Transfers #2025-0088 to, #2025-0101 and payroll for a total of \$114,745.10. That the RM of Frontier council approves the Frontier Ambulance accounts be paid as presented on the agenda, from, Visa #2025-0023 to 2025-0025, online payments #2025-0067 to #2025-0076, E Transfers #2025-0021-2025-0023, and payroll electronic funds transfer of \$11,793.01, for a total of \$29,025.16 for November.

That the RM of Frontier council approves the Frontier Ambulance accounts be paid as presented on the agenda, from Visa #2025-0021 to 2025-0022, online payments #2025-0060 to #2025-0066, E Transfers #2025-0017 to 2025-0020, and payroll electronic funds transfer of \$12,175.27, for a total of \$24,075.47 for October.

**CARRIED**

**5.3 Bank Reconciliation & Financial Statement**

# 2025-240

Councillor J J. Thoring

That the RM of Frontier council approves of the November Bank Reconciliation and the Statement of Financial Activities as presented.

That the RM of Frontier council approves of the Ambulance October Bank Reconciliation and the Statement of Financial Activities as presented.

That the RM of Frontier council approves of the Ambulance November Bank Reconciliation and the Statement of Financial Activities as presented.

**CARRIED**

**6 Ambulance meeting Discussion**

**6.1 Update the Ambulance PCP add to a \$10,000 bonus for a 1 year term**

# 2025-241

Councillor Thomas

That the RM of Frontier Council approves of paying a \$10,000 bonus, this is to be added to the PCP add that has been posted. There will be \$5000 up front, and is to be paid out by the Frontier Ambulance.

**CARRIED**

**6.2 PCP picking up shifts**

# 2025-242

Councillor Mcleod

The RM of Frontier council approves of paying our full time PCP an extra \$5 so a total of \$10 for on call between 8am-4pm, when picking up extra shifts.

**CARRIED**

**6.3 Back Pay for Raylee**

# 2025-243

Councillor Mcleod

That the RM of Frontier Council approves of paying out the back pay for Raylee Swarbrick as she has enough hours to move up a step, the total is \$806.71.

**CARRIED**

**7 Unfinished Business**

**7.1 Second reading By-Law #168-2025 to exempt Honey Bee Taxes**

# 2025-244

Councillor Norheim

That the RM of Frontier council approves of Bylaw #168-2025, a bylaw to provide for entering into a tax exemption agreement, and that it be read a second time.

**CARRIED**

**7.2 Third reading By-Law #168-2025 to exempt Honey Bee taxes**

# 2025-245

Councillor J J. Thoring

That the RM of Frontier council approves of Bylaw #168-2025, a bylaw to provide for entering into a tax exemption agreement, and that it be read a third time and adopted.

**CARRIED**

**7.3 RM Employee Wage Review**

# 2025-246

Councillor Onerheim

That the Rm of Frontier Council approves of the wages for 2026

Employee	Current Wage	Increase	2026 Wage
Makenna Norheim	\$40.00/hr	2%	\$40.80
Mike Baresinkoff	\$37.32/hr	2%	\$38.07
Brent Hahkala	\$37.88/hr	2%	\$38.64
Joanni Heggestad	\$412.00/month	2%	\$420.24

**CARRIED**

**7.4 Wage Review for Combined Employees**

# 2025-247

Councillor Thomas

That the RM of Frontier council approves of the wage review as follows:

Employee	Current Wage	Increase	2025 Wage
Jennifer Deobald (effective September 1, 2025)	\$62,500	\$12,500	\$75,000
Maggie Halderman	\$30.90/hr	3%	\$32.78/hr
Melanie Johnson	\$30.90/hr	3%	\$32.78/hr
Payton Ham	\$25.00/hr	3%	\$25.75/hr

**CARRIED**

**8 New Business**

**8.1 Innovation Credit Union Tender**

# 2025-248

Councillor Thomas

That the RM of Frontier council approves of the new Contract with Innovation Credit Union that runs from December 31, 2025 - December 31, 2028

**CARRIED**

**8.2 Fire Chief honorarium**

# 2025-249  
Councillor Thomas

That the RM of Frontier council approves of paying the Fire Chief, Bryan Swarbrick, an honorarium of \$1250 for 2025.

**CARRIED**

**8.3 Municipal Revenue Sharing Grant**

# 2025-250  
Councillor Casat

That the RM of Frontier #19 council confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- 1- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations,
  - 2- In good standing with respect to the reporting and remittance of Education Property Taxes,
  - 3- Adoption of a Council Procedures Bylaw,
  - 4- Adoption of an Employee Code of Conduct,
  - 5- All elected council members (including Reeve) completed their public disclosure statement with the administrator,
  - 6- All elected council members (including Reeve) completed their public disclosure statement Annual Declaration with the administrator and
- That we authorize the administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

**CARRIED**

**8.4 Western Municipal Secretary**

# 2025-251  
Councillor Onerheim

That the RM of Frontier council approves that pursuant to Subsection 221(1) of The Municipalities Act, the RM OF FRONTIER NO.19 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**

**8.5 Western Municipal Consulting Board**

# 2025-252  
Councillor Norheim

That the RM of Frontier council approves that pursuant to Subsection 220(1) of The Municipalities Act, RM OF FRONTIER NO.19 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**

**8.6 Employee Code of Conduct**

# 2025-253

Councillor Mcleod

That the RM of Frontier council approves the Employee Code of Conduct Annual Report as presented by the CAO, Jennifer Deobald

**CARRIED**

**8.7 Council Indemnity**

# 2025-254

Councillor Onerheim

That the RM of Frontier council approves of the council indemnity:  
Council Meeting/Committee Meeting/Supervision public works \$250/day  
Meeting or supervision less than 3 hours to be paid at a rate of \$50/hour  
Mileage to be reimbursed at a rate of .72/km  
All Indemnity to be paid semi-annually minus reduction for CPP and 1/2 share group life benefits.

**CARRIED**

**8.8 FCM Membership Cancellation**

# 2025-255

Councillor Onerheim

That the RM of Frontier council would like to cancel their subscription with FMC for the 2026 year.

**CARRIED**

**8.9 Highway Mowing contact**

# 2025-256

Councillor Onerheim

That the RM of Frontier council accepts the mowing contact from the department of highways

**CARRIED**

**9 Adjournment**

# 2025-257

Reeve Heggstad

That we now Adjourn at 5:30pm.

**CARRIED**

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Reeve, Troy Heggstad      CAO, Jennifer Deobald